GOOCHLAND COUNTY

Emergency Operations Plan
Annex A: Mitigation

December 22, 2020

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PLAN DOCUMENTATION

RECORD OF CHANGES

Change #	Page #	Section	Summary of Change	Change Made By	Date
1					
2					
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AUTHORITIES, ACRONYMS, AND DEFINITIONS

Legal authority to undertake the development of the Emergency Operations Plan and subsequent actions in an emergency derives from the Goochland County Board of Supervisors.

RELATED AUTHORITIES

See Authorities in the EOP Base Plan for general authorities and references.

- The Robert T. Stafford Disaster Relief and Emergency Assistance Act (Public Law 93-288, as amended by the Disaster Mitigation Act of 2000 (Public Law 106-390)
- Title 44, Chapter 1, Part 201 (Mitigation Planning) of the Code of Federal Regulations (CFR)
- FEMA Local Mitigation Plan Review Guide (October 1, 2011)

ABBREVIATIONS AND ACRONYMS

CDC	Centers for Disease Control and Prevention
COOP	Continuity of Operations
EOP	Emergency Operations Plan
EPT	Emergency Planning Team
FEMA	Federal Emergency Management Agency
FMA	Flood Mitigation Assistance
HAZMAT	Hazardous Materials
HMC	Hazard Mitigation Coordinator
HMGP	Hazard Mitigation Grant Program
HMP	Hazard Mitigation Plan
IA	Individual Assistance
NFIP	National Flood Insurance Program
PA	Public Assistance
PDM	Pre-Disaster Mitigation
PPE	Personal Protective Equipment
SDS	Safety Data Sheets
VDH	Virginia Department of Health
VDOT	Virginia Department of Transportation
WHO	World Health Organization

DEFINITIONS

Mitigation: The effort to reduce the loss of life and property from natural, human-caused, and technological hazards by lessening the impact of disasters.

- **Pre-Disaster Mitigation:** Pre-Incident Mitigation Activities take place prior to the occurrence of an emergency situation. This time frame provides Goochland County a more relaxed atmosphere for the development and implementation of long-term, multi-hazard mitigation measures. The Pre-Disaster Mitigation time frame is preferred and most appropriate for the reduction of risks and potential damages to the area. During this process, additional hazard identification may occur, and this time frame provides for mitigation strategy and implementation.

- **Post-Disaster Mitigation:** Post-Incident Mitigations Activities take place after an emergency situation has occurred. These activities are conducted in response to the emergency situation and are designed to reduce additional loss of life and property damage to facilities such as a repair to a broken water main. Mitigation opportunities, which may be identified that can aid in the reduction of potential damage from future incidents are incorporated into updates to the Mitigation Annex.

Appropriate Mitigation Measures: Mitigation actions that balance the cost of implementation against the potential cost of continued damages, if such measures are not taken. Mitigation measures should be less costly to implement than the damages they are intended to prevent. Floodplain management, acquisition of flood-prone property, enhanced insurance coverage, and the adoption and enforcement of safe land use regulations and construction standards are considered as highly appropriate mitigation actions.

Area of Responsibility: The jurisdictional boundaries of Goochland County.

Benefit/Cost: The ratio between the costs of implementing a mitigation project versus the benefits (amount of future cost savings) potentially achieved. Projects funded under the Hazard Mitigation Grant Program (HMGP) or Post-Disaster Mitigation (PDM) grants must have a B/C of 1 to 1 or greater.

Disaster: A hazard caused incident that results in widespread or severe damage, injury or loss of life, property or resources, and exceeds the recovery capabilities of a jurisdiction. Disaster assistance provided by the Federal or State government is intended to supplement local government resources and enhance recovery capabilities to achieve a speedy and efficient return to pre-incident conditions.

Disaster-Resistant Community: A community, which makes a commitment to recognize the threats posed by natural and human-made hazards to its whole community and mission. It formulates policies, programs, and practices to assess its risk and implements actions to mitigate its impacts.

Flood Mitigation Assistance (FMA): FMA provides funds for planning and projects to reduce or eliminate the risk of flood damage to buildings that are insured under the National Flood Insurance Program (NFIP) on an annual basis.

Hazard Analysis: A document that provides a risk-based quantitative method of determining mitigation and preparedness priorities and consists of a hazard assessment, vulnerability assessment, and risk assessment. A Hazard Analysis identifies vulnerabilities and risks within Goochland and is a living document that is reviewed and updated regularly.

Hazard Incident: Any occurrence in which people and/or property are adversely affected by the consequences of a natural, technological, or security-related hazard.

Hazard Mitigation: Sustained actions taken to eliminate or reduce long-term risk to people and property from hazards and their effects. The goal of mitigation is to save lives and reduce damages to property, infrastructure, and the environment and, consequently, to minimize the costs of future disaster response and recovery activities.

Hazard Mitigation Grants: These are federal mitigation grant programs that provide federal cost-share funds to develop and implement vulnerability and risk reduction actions.

Hazard Mitigation Grant Program (HMGP): Authorized under Section 404 of the Stafford Act; provides funding for cost-effective post-disaster hazard mitigation projects that reduce the future potential of loss of life and property damage.

Hazard Mitigation Plan (HMP): A document that outlines the nature and extent of vulnerability and risk from natural hazards present in a jurisdiction and describes the actions required to minimize the effects of those hazards. A hazard mitigation plan also describes how prioritized mitigation measures will be funded and when they will be implemented. The area of coverage for an HMP is based on commonly shared hazards, needs, and capabilities; plans may be prepared for a single organization such as a city, as a countywide plan, or on a regional basis.

Risk Factors: A group of identifiable facts and assumptions concerning the impact of specific or associated hazards. An analysis of interrelated risk factors provides a means to determine the degree (magnitude) of risk produced by a particular hazard or an incident and, consequently, provides a means to determine the priority of mitigation planning and implementation activities.

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INTRODUCTION

BACKGROUND

In considering the threats and hazards facing the Goochland County Emergency Planning Team (EPT), members reviewed the full range of hazards suggested under the Federal Emergency Management Agency (FEMA) planning guidance, then narrowed that list to those hazards identified by Goochland County as a starting point. Through available historical data and open-source information from federal and state agencies, Goochland County Department of Fire-Rescue & Emergency Services further refined the list to include those threats of the greatest likelihood of occurrence and potential impact severity (minor, major, catastrophic). The threats identified have been ranked by likelihood and potential impact severity for each identified hazard.

In general, there are three (3) main categories of hazards including: natural, human-caused, technological, and other. The hazard identified as "other" has been revised to reflect public health hazards to include pandemics.

Natural hazards are hazards related to weather patterns and/or physical characteristics of an area. Often natural hazards occur repeatedly in the same geographical locations. They include flooding, coastal storms/hurricanes, earthquakes, and severe storms/tornadoes and rain.

Human-caused hazards are hazards that arise from deliberate, intentional human actions to threaten or harm the well-being of others. Examples include school violence, terrorist acts, or sabotage.

Technological hazards refer to hazards originating from technological or industrial accidents, infrastructure failures, or certain human activities such as dam/levee failures, utility outages, gas leaks, and hazardous materials (HazMat) spills.

Public Health Emergency is defined by the World Health Organization (WHO) as an occurrence or imminent threat of an illness or health condition, caused by bio terrorism, epidemic or pandemic disease, or (a) novel and highly fatal infectious agent or biological toxin, that poses a substantial risk of a significant number of human facilities or incidents or permanent or long-term disability (WHO/CDC, 2001). A public health emergency is a condition that requires the Governor to declare a State of Public Health Emergency. The declaration of a State of Public Health Emergency permits the Governor to suspend state regulations and/or change the functions of state agencies[1].

Fires and explosions can fall into one or more categories depending on their origin. A hazard's potential impact(s) determine the actions needed to mitigate their effects as well as the capabilities and resources required for response and recovery. All-hazards planning is based on the ability to manage the consequences posing the greatest challenges to the area's capabilities and resources.

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[1]https://www.who.int/hac/about/definitions/en/#:~:text=A%20public%20health%20emergency%20

With that achieved, Goochland can cope with any type of incident as illustrated below in the Threat and Hazard Analysis.

Hazard Type	Hazard Likelihood of Occurrence	Estimated Impact Severity
	LESS LIKELY/POSSIBLE/LIKELY	LIMITED/MODERATE/MAJOR
Winter Storm	Likely	Moderate
Rain and Wind Storm	Likely	Moderate
Hazardous Materials Spill	Likely	Limited
Disruption at State Correctional Facility	Likely	Limited
Evacuation of Hamptons Roads	Likely	Limited
Public Health Emergency	Possible	Major
Nuclear Power Disaster	Less Likely	Major
Earthquake	Possible	Major
Tornado	Possible	Major
Hurricane	Possible	Moderate
Agricultural Disaster	Possible	Limited
Terrorism (domestic)	Possible	Major
Terrorism (foreign)	Less Likely	Major
Civil Disorder	Possible	Limited

Table 1– Threats and Hazards Summary

PURPOSE

The purpose of the Mitigation Annex is to identify immediate actions to reduce death, injuries, and property losses to Goochland facilities caused by natural and/or human-caused hazards by avoiding or lessening the impact of a disaster.

SCOPE

This Annex identifies hazards based on past history of disasters as outlined in the EOP which focuses on those hazards classified as minor, major, or catastrophic potential impacts to the area. This Annex provides goals, objectives, strategies, and appropriate mitigation measures or actions for reducing future losses within the County.

MITIGATION OBJECTIVES

- Identify ways to prevent or reduce the impacts of newly discovered hazards.
- Maintain hazard mitigation as an ongoing element of the emergency services program.
- Initiate mitigation activities at any time as appropriate and as needed to assist the "Whole Community" in Goochland County.

PLANNING ASSUMPTIONS

- **Pro-Active Process** – Goochland is currently taking pro-active measures and implementing improvements where identified in the Thread and Hazard Analysis. Goochland's ability to continue with process identification and improvement implementation has been considered.
- **Probability of Occurrence** - The likelihood of hazard-specific occurrence was estimated by examining the historic record and/or calculating the probability of annual occurrence.
- **Impact** - The potential impacts sustained by hazards outlined in this Annex were considered. Impacts to county assets and Goochland's ability to mitigate against potential hazards were utilized in the creation of the Hazard Specific Mitigation Activity Roles and Responsibilities.
- **Warning Time** - The timeframe associated with an upcoming hazard-specific event. The activities addressed in this Annex included mitigation efforts for both notice and no-notice disasters. If proper mitigation activities are conducted on a regular basis and identified issues are corrected, both notice and no-notice disaster impacts should be lessened.
- **Changing Future Conditions** - This Annex is a living document and updates should be completed as necessary. The understanding that the County will grow and expand its departmental programs and services, buildings, facilities, etc. has been considered.

CONCEPT OF OPERATIONS

ORGANIZATION

It is the responsibility of all Goochland County Departments to conduct mitigation activities within their scope of responsibility regularly. The success of the County's mitigation efforts relies upon being proactive and interdepartmental cooperation in addressing mitigation.

DIRECTION AND CONTROL

INITIAL MITIGATION CONSIDERATIONS AND ACTIONS

- ☐ Receive a situation briefing from Goochland County Department of Fire-Rescue & Emergency Services to understand the pending hazard and potential consequences.
- ☐ Departments conduct initial site/area surveys to identify immediate mitigation actions.
- ☐ Following a disaster situation, assess damaged buildings and facilities to identify mitigation opportunities that may prevent future damage.
- ☐ Evaluate the effectiveness of previously implemented mitigation actions.
- ☐ Review and develop procedures, adhere to building codes and develop standards to minimize the occurrence/impact of a hazard.

HAZARD-SPECIFIC MITIGATION ACTIVITY ROLES AND RESPONSIBILITIES

To address the differences in mitigation activities for different hazards, the checklists beginning on the following page are organized by specific hazard, with department/role-specific actions.

FLOODING

Responsible Discipline	Mitigation Actions
All Departments	☐ Elevate equipment and supplies above expected flood levels ☐ Label and secure essential records ☐ Arrange for the evacuation of records to back up facilities ☐ Relocate essential functions/services to off-site locations and activate COOP as appropriate ☐ Communicate situational awareness and mitigation actions to emergency services
Emergency Services	☐ Test county-wide alerts and notifications for flooding ☐ Provide county-wide safety alerts and notifications
Public Utilities	☐ Apply sandbags if possible or other waterproofing material ☐ Cover equipment and other supplies with a plastic barrier to prevent water damage ☐ Ensure drains are clear for de-watering purposes ☐ Arrange for backup power ☐ If necessary, place de-watering pumps at needed locations
General Services/Convenience Centers	☐ Apply sandbags if possible or other waterproofing material ☐ Cover equipment and other supplies with a plastic barrier to prevent water damage ☐ Ensure drains are clear for de-watering purposes ☐ Arrange for backup power ☐ If necessary, place de-watering pumps at needed locations ☐ If necessary, post site closures for the general public as appropriate
Law Enforcement	☐ Evaluate roadways for flooding risk and coordinate with VDOT ☐ Re-route and/or close public access to flooded areas ☐ Provide county-wide updates and roadway changes ☐ Ensure flooded areas are marked appropriately to not allow access
Community and Economic Development	☐ Ensure county-owned buildings and facilities are equipped to handle flooding incidents
Information Technology	☐ Back up computer and information systems
Fire-Rescue	☐ Provide information to Law Enforcement to ensure flooded areas are marked appropriately to not allow access

	☐ Monitor James River flood levels and in local dams at high risk ☐ Continue to conduct Water Rescue Team scenario-based training

HURRICANES

Responsible Discipline	Mitigation Actions
All Departments	☐ Label and secure vital records ☐ Arrange for the evacuation of records to a secure and dry location ☐ Elevate equipment and supplies above projected flood levels ☐ If needed, ensure the relocation of essential functions/services ☐ Move items away from glass windows ☐ Communicate situational awareness and mitigation actions to emergency services. ☐ If necessary, be prepared to activate department lines of succession or activate COOP
Emergency Services	☐ Test county-wide safety alerts and notifications for tropical weather ☐ Participate in regional weather briefings ☐ Provide county-wide safety alerts and notifications ☐ Ensure evacuation routes are known and communicated ☐ Assess shelter capabilities
Public Utilities	☐ Apply storm shutters and board up windows and doors ☐ Test back up power supply ☐ Bring in outside equipment ☐ Trim back tree limbs and branches that could fall during high winds ☐ Test de-watering pumps ☐ If necessary, place de-watering pumps at needed locations ☐ Bring in outside equipment and furniture ☐ Take down any temporary shelters or tents ☐ Locate and secure any outdoor items that could potentially become projectiles ☐ Ensure support staffing is provided to applicable areas
Human Resources	☐ Update and verify Goochland County employee contact information
Law Enforcement	☐ Secure evacuation routes ☐ Provide additional sworn officers as needed
General Services/Convenience Centers	☐ Apply storm shutters and board up windows and doors ☐ Test back up power supply ☐ Bring in outside equipment ☐ Trim back tree limbs and branches that could fall during high winds ☐ Test de-watering pumps

	☐ If necessary, place de-watering pumps at needed locations ☐ Bring in outside equipment and furniture ☐ Take down any temporary shelters or tents ☐ Locate and secure any outdoor items that could potentially become projectiles ☐ Ensure support staffing is provided to applicable areas
Information Technology	☐ Back up computer and information systems

SEVERE STORMS/TORNADOES/WIND EVENTS

Responsible Discipline	Mitigation Actions
All Departments	☐ Move items away from glass windows ☐ Secure outdoor objects that could cause damage or injury ☐ Communication situational awareness and mitigation actions to emergency services
Emergency Services	☐ Test county-wide safety alerts and notifications for severe storms/tornadoes ☐ Participate in regional weather briefings ☐ Provide county-wide safety alerts and notifications
General Services/Convenience Centers	☐ Bring in outside equipment ☐ Trim back tree limbs and branches that could fall during high winds ☐ Locate and secure any outdoor items that could potentially become projectiles ☐ Bring in outside equipment and furniture ☐ Take down any temporary shelters or tents ☐ Post Convenience Center site closures as appropriate or required
Public Utilities	☐ Bring in outside equipment ☐ Trim back tree limbs and branches that could fall during high winds ☐ Locate and secure any outdoor items that could potentially become projectiles ☐ Bring in outside equipment and furniture ☐ Take down any temporary shelters or tents

EARTHQUAKE

Responsible Discipline	Mitigation Actions
All Departments	☐ Adopting the International Building Code (IBC) and maintaining building structures ☐ Identifying and hardening critical lifeline systems to meet Seismic Design Guidelines and Standards for Lifelines ☐ Developing an outreach program about earthquake awareness, risk and resources ☐ If necessary, be prepared to activate department lines of succession or activate COOP
Emergency Services	☐ Creating a seismic safety committee to provide policy recommendations ☐ Developing a short informative pamphlet to inform citizens how to prepare their homes and what to do during an earthquake ☐ Developing a database of buildings vulnerable to earthquakes ☐ Maintaining the database of vulnerable buildings ☐ Use GIS mapping to identify at risk structures vulnerable to associated earthquake risks
Fire-Rescue	☐ Assisting in the enforcement of building codes ☐ Use rapid visual screening to quickly inspect a building to identify hazards ☐ Conducting seismic retrofitting for critical public facilities who are at risk ☐ Installing shut off valves and emergency connector hoses
Law Enforcement	☐ Assist in the enforcement of OSHA standards to vulnerable buildings ☐ Assist in educating the public about earthquake risks and available resources ☐ Coordination with Fire-Rescue & Emergency Services department in identifying at risks structures

HAZARDOUS MATERIALS

Responsible Discipline	Mitigation Actions
All Departments	☐ If applicable, maintain and update HazMat location and inventory ☐ If applicable, maintain and update Safety Data Sheets (SDS) ☐ If applicable, ensure to communicate all departmental HazMat to Fire-Recue

	☐ If applicable, ensure departmental training is conducted on safe handling, usage, and storage of HazMat ☐ If applicable, ensure proper Personal Protective Equipment (PPE) is maintained for all HazMat
Emergency Services	☐ Determine HazMat disaster risks ☐ Test county-wide safety alerts and notifications for HazMat ☐ Provide county-wide safety alerts and notifications
Public Utilities	☐ Maintain, update, and train personnel on Safety Data Sheets (SDS) ☐ Ensure training is conducted on safe handling, usage, and storage of HazMat ☐ Ensure proper Personal Protective Equipment (PPE) for HazMat
Fire-Rescue	☐ Inventory response and medical supplies and order items as needed ☐ Test county-wide response times ☐ Continue to conduct scenario-based training ☐ Ensure training is conducted on safe handling, usage, and storage of HazMat ☐ Ensure departments have and maintain proper Personal Protective Equipment (PPE) for HazMat
General Services/Convenience Centers	☐ Maintain, update, and train personnel on Safety Data Sheets (SDS) ☐ Ensure training is conducted on safe handling, usage, and storage of HazMat ☐ Ensure to maintain proper Personal Protective Equipment (PPE) for HazMat

CATASTROPHIC INFRASTRUCTURE FAILURE

Responsible Discipline	Mitigation Actions
Emergency Services	☐ Maintain relationships and contacts with vendors and third-party utility providers ☐ Ensure GART equipment is operational
Public Utilities	☐ Ensure proper water delivery systems are clean and operational ☐ Perform regularly scheduled maintenance to electrical power systems ☐ Test back up power supply ☐ Inspect and conduct regularly scheduled natural gas supply systems tests
Information Technology	☐ Test and maintain Information Security and Network Security systems

General Services/Convenience Centers	☐ Ensure proper water delivery systems are clean and operational ☐ Perform regularly scheduled maintenance to electrical power systems ☐ Test back up power supply ☐ Inspect and conduct regularly scheduled natural gas supply systems tests

TERRORISM (FOREIGN/DOMESTIC)

Responsible Discipline	Mitigation Actions
All Departments	☐ Ensure doors are always secured after access ☐ Maintain day-to-day situational awareness ☐ Report any suspicious activity to law enforcement ☐ Report any safety and security concerns to law enforcement ☐ Ensure completion of emergency services assigned and identified mitigation activities ☐ Communicate situational awareness and mitigation actions to emergency services
Emergency Services	☐ Ensure day-to-day situational awareness and monitor local, state, and federal issues and activities ☐ Conduct/review threat assessment ☐ Identify the value of a building/facility's assets ☐ Conduct/review vulnerability assessment ☐ Conduct/review risk assessment ☐ Review current mitigation efforts and update as needed based upon risk assessment ☐ Ensure departmental mitigation activities have been assigned and completed
Law Enforcement	☐ Assess and identify potential gaps and vulnerabilities in overall security ☐ If identified, provide additional security mitigation tasking to appropriate departments ☐ Establish additional patrols in areas identified as vulnerable to public safety
Public Utilities	☐ Make repairs to locks, lighting and other systems when identified ☐ Identify and repair buildings and facilities with noted deficiencies
Community and Economic Development	☐ Identify and repair buildings and facilities with noted deficiencies
Fire-Rescue	☐ Inventory medical supplies and order items as needed ☐ Test county-wide response times

	☐ Continue to conduct scenario-based training
General Services/Convenience Centers	☐ Make repairs to locks, lighting and other systems when identified ☐ Identify and repair buildings and facilities with noted deficiencies ☐ Ensure Convenience Centers have adequate monitoring and security in place ☐ Ensure to restrict access and/or close sites as needed or required

CIVIL DISORDER

Responsible Discipline	Mitigation Actions
All Departments	☐ Ensure doors are always secured after access ☐ Report any suspicious activity to law enforcement ☐ Report any safety and security concerns to law enforcement ☐ Report lighting issues, broken doors/handles, window issues, etc. ☐ Maintain day-to-day situational awareness ☐ Communicate situational awareness and mitigation actions to emergency services
Emergency Services	☐ In coordination with law enforcement agencies, ensure the assessment and identification of potential gaps and vulnerabilities in overall security ☐ If identified, provide additional security mitigation tasking to appropriate departments
Law Enforcement	☐ Assess and identify potential gaps and vulnerabilities in overall security ☐ If identified, provide additional security mitigation tasking to appropriate departments ☐ Establish additional patrols in areas identified as vulnerable to public safety
Public Utilities	☐ Make repairs to locks, lighting and other systems when identified ☐ Identify and repair buildings and facilities with noted deficiencies
Community and Economic Development	☐ Identify and repair buildings and facilities with noted deficiencies
Fire-Rescue	☐ Inventory medical supplies and order items as needed ☐ Test county-wide response times ☐ Continue to conduct scenario-based training
General Services/Convenience Centers	☐ Make repairs to locks, lighting and other systems when identified

	☐ Identify and repair buildings and facilities with noted deficiencies
	☐ Ensure Convenience Centers have adequate monitoring and security in place
	☐ Ensure to restrict access and/or close sites as needed or required

AIRCRAFT INCIDENTS

Responsible Discipline	Mitigation Actions
All Departments	☐ Maintain flight path situational awareness ☐ Be prepared to relocate if needed and execute departmental COOP
Emergency Services	☐ Maintain relationships and contacts with all private and regional airport operations ☐ Maintain flight path situational awareness ☐ Conduct and evaluate scenario-based training
Public Utilities	☐ Ensure infrastructure response teams are ready to deploy to affected areas
Law Enforcement	☐ Assess and identify potential gaps and vulnerabilities in overall security ☐ Monitor aircraft flight paths
Fire-Rescue	☐ Inventory response/medical supplies and order items as needed ☐ Test county-wide response times ☐ Continue to conduct scenario-based training
General Services/Convenience Centers	☐ Ensure infrastructure response teams are ready to deploy to affected areas

PUBLIC HEALTH AND PANDEMIC

Responsible Discipline	Mitigation Actions
All Departments	☐ Practice social distancing to include working from home if allowed ☐ Ensure clean hygiene and handwashing practices ☐ Ensure that all county personnel are wearing PPE correctly and all public health guidance and recommendations remain up to date ☐ If necessary, be prepared to activate department lines of succession or activate COOP
Emergency Services	☐ Maintain relationships and contacts with Department of Health ☐ Monitor outbreak severity and heavily concentrated areas

	☐ Be prepared to seek services additional services from VDH as necessary or required ☐ Assist with spreading public awareness and education on hand hygiene practices year-round ☐ Provide public information on where flu shots are available ☐ Ensure social distancing is practiced throughout the area
Fire-Rescue	☐ Inventory response/medical supplies and order items as needed ☐ Ensure adequate supply of PPE is on-hand ☐ Review and update all equipment and PPE vendor supply contact lists ☐ Conduct a PPE burn rate analysis to determine PPE needs ☐ Test county-wide response times ☐ Continue to conduct scenario-based training
Health Department	☐ Ensure all plans, policies, and procedures are up to date, roles and responsibilities are understood, and that any new guidance is incorporated appropriately ☐ Maintain public information and awareness campaigns regarding modes of transmission, proper PPE types and usage, PPE disposal, and general health and well-being practices (i.e., handwashing, sanitization, additional cleaning, etc.) ☐ Provide all applicable guidance and conduct public health training ☐ Activate testing sites (if applicable) and establish mass inoculation campaigns ☐ Maintain and inventory all PPE and surge equipment to identify gaps or inaccuracies ☐ Maintain current roster of all Health Department personnel and Public Heath contacts

AGRICULTURAL DISASTER

Responsible Discipline	Mitigation Actions
Cooperative Extension	☐ Developing a list of resources for farmers and local growers to utilize ☐ Coordinating with emergency services and the health department to educate local farmers on the agriculture hazards specific to the area ☐ Develop a list of all farms within the County; animal or food in the area

	☐ Develop a procedure to test farms, in accordance with the Department of Agriculture ☐ Develop training material to maintain farmer knowledge
Emergency Services	☐ Assist the agriculture services in building a plan for local Farmers ☐ Develop a checklist of emergency supplies that farmers can utilize ☐ Develop a hazard analysis of all hazards affecting local agriculture ☐ Develop a roundhouse of local farmers for input in a plan
Fire-Rescue	☐ Assist in the implementation of developed plans ☐ Assist in training and information to farmers
Health Department	☐ Ensure food and water is being tested consistently to monitor any changes ☐ Assist in Develop testing procedures ☐ Prepare worksheets to obtain soil and crop information to maintain database ☐ Assist in developing a list of resources available ☐ Provide a database of diseases that can affect local agriculture

ANNEX MAINTENANCE AND UPDATES

Goochland County Department of Fire-Rescue & Emergency Services is responsible for the overall development and maintenance of the Mitigation Annex. The Goochland County Director of Emergency Management, or their designee, will ensure the Annex is reviewed and updated by each involved department. It should be updated with minor changes based on lessons learned following an actual or threatened emergency situation or exercise.

The Mitigation Annex should be reviewed annually in conjunction with the EOP to add and correct deficiencies in mitigation activities identified through actual emergency response operations, drills, exercises, and through changes in the County's organizational structure, technological changes, etc. Annex updates will be documented on **Attachment 2: Proposed Change to Mitigation Annex Form.**

ATTACHMENT 1: MITIGATION CORRECTIVE ACTION FORM

Instructions: This form is used to document, report, and act on identified mitigation concerns (i.e., broken windows, CCTV cameras, door locks, lighting, standing water). Please email the completed form with the top portion completed to: rhillman@goochlandva.us. The issue will be tracked and routed to the appropriate department for action.

MITIGATION CORRECTIVE ACTION FORM	Date:
Name:	Department:
Phone:	Email:

ISSUE IDENTIFIED

Location:	Description of the issue:

COUNTY EMERGENCY SERVICES USE

Reviewed by:	Department referred to:
Corrective Action Needed:	

RESOURCES	UNIT COST	QUANTITY	LINE TOTAL
Labor:			
Parts:			
Supplies:			
	TOTAL COST ESTIMATE		

Additional Notes or Instructions:	Approved by:

ATTACHMENT 2: PROPOSED ANNEX CHANGE FORM

Instructions: This form is used for a change to the Mitigation Annex. Please email the completed form with the top portion completed to: rhillman@goochlandva.us.

MITIGATION ANNEX CHANGE FORM	Date:	
Name:	**Department:**	
Phone:	**Email:**	
CHANGE REQUESTED		
	Reason for Change:	
	Proposed Change Language:.	
COUNTY EMERGENCY SERVICES USE		
Reviewed by:	**Change Approved? Yes** ☐ **No** ☐	
Approved Change Language:		
☐ **Recorded in Record of Changes Date:**	☐ **Updated Annex Sent to Plan Holders**	