



Emergency Operations Plan Oil & Hazardous Materials Annex

December 22, 2020



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PLAN DOCUMENTATION

RECORD OF CHANGES

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PREFACE

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.

LOCAL AND REGIONAL AUTHORITIES

- Goochland County Emergency Operations Plan, current and future updated
- Old Dominion Emergency Medical Services Alliance (ODEMSA): Central Virginia Mass Casualty Incident Plan

STATE AUTHORITIES

- Commonwealth of Virginia Emergency Services and Disaster Law of 2000, as amended.
- Commonwealth of Virginia Emergency Operations Plan, Volume IV, December 1996.
- Commonwealth of Virginia, Department of Environmental Quality, Hazardous Waste Management Regulations, as amended.
- Code of Virginia, Title 62 (Water Control Law), as amended.
- Commonwealth of Virginia Hazardous Materials Transportation Regulations, as amended.
- Virginia Waste Management Act, Section 10.1-1400 of the Code of Virginia (1950), as amended.
- Code of Virginia, Fire Protection, Section 27-15.1, as amended.

FEDERAL AUTHORITIES

- Public Law 96-510, December 1980, Comprehensive Environmental Response, Compensation, and Liability Act (CERCLA), also known as “SUPERFUND.”
- Public Law 99-499, October 17, 1986, Superfund Amendments and Reauthorization Act, Title III, Emergency Planning and Community Right-to-Know, commonly known as “SARA Title III.”
- Public Law 92-500, Federal Water Pollution Control Act, commonly known as the “Clean Water Act” (CWA), as amended.
- Public Law 93-288, The Robert T. Stafford Disaster Relief and Emergency Assistance Act.
- National Hazardous Substance Contingency Plan, 40 CFR, Part 300, November 1985, U. S. Environmental Protection Agency.
- Federal Region III Oil and Hazardous Substance Pollution Contingency Plan, November 1993.

PRIVATE AUTHORITIES

- CSX Railroad Hazardous Materials Emergency Response Plan, November, 1998, CSX Transportation, Incorporated. See website updated 2016 - Safety - CSX.com

ACRONYMS

CDC	Centers for Disease Control and Prevention
COOP	Continuity of Operations
EOP	Emergency Operations Plan
EPA	Environmental Protection Agency
EPT	Emergency Planning Team
FEMA	Federal Emergency Management Agency
HAZMAT	Hazardous Materials
IA	Individual Assistance
PA	Public Assistance
PPE	Personal Protective Equipment
VDH	Virginia Department of Health
VDOT	Virginia Department of Transportation

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INTRODUCTION

BACKGROUND

This hazardous material Emergency Response Plan has been developed in response to the requirements of Section 303(a) of the Emergency Planning and Community right-to-Know Act (Title III) of the Superfund amendments and Reauthorization Act of 1986 (SARA) which states:

"Each Local Emergency Planning Committee shall complete preparation of an emergency plan in accordance with this section not later than two years after the enactment of this title. The committee shall review the plan once a year or more frequently as changed circumstances in the community or at any facility may require."

This plan is intended to be a tool for the county's use in recognizing the risks of a hazardous material release, in evaluating our preparedness for such an event, and in planning our response-and-recovery actions.

The Goochland County Local Emergency Planning Committee (GCLEPC) is the legal authority and responsibility to prepare the Hazardous Materials Emergency Response Plan, hereafter referred to as the HMERP.

PURPOSE

The purposes of this plan are to:

- Support the overall intent of The Goochland County Emergency Operations Plan (EOP) and to integrate planned actions for any release of oil or other hazardous materials, which necessitates emergency response and remediation.
- Establish the organization of local departments and agencies with specific task assignments for emergency response to oil or hazardous materials incidents.
- Define the specific tasks with the roles and responsibilities of these agencies to reduce or prevent threats to human health and to minimize the damage to natural systems, property, or the economic well-being of Goochland County that could result from the release of oil or hazardous materials.
- Describe the assistance available through programs of the state and federal government and the procedures for requesting this assistance.
- Establish procedures for reporting spills or releases or threats of releases to proper authorities through established channels of communication.
- Establish procedures for coordinating federal, state, local, and private resources to facilitate their most efficient performance in mitigating, containing, and clean-up of an oil or hazardous material spill or release.

SCOPE

This Annex applies to any incident, involving any substance identified as an oil or hazardous material, particularly those hazardous materials identified in the Title III List of Lists, a consolidated list of chemicals subject to reporting under SARA Title III Section 302, Extremely Hazardous Substances, and Section 313, Toxic Chemicals, and CERCLA, Hazardous Substances.

This plan applies to all local, state, and federal agencies and private organizations responding to a release or threat of release into the environment of an oil or hazardous material from a fixed operating facility or transportation mode. It provides for the coordination of multi-agency, multi-governmental response to an incident that poses a threat to the public health and welfare and/or the environment and its living resources.

This plan is integral to and supports the Goochland County EOP. Its execution is based on the concepts and procedures outlined in the County EOP. It may be implemented independently for limited emergencies or incidents, or as part of the implementation of the County Emergency Operations Plan.

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

- There will be minimal or no advanced warning of a release of oil or hazardous materials.
- Notification will be accomplished by telephonic or radio communications to County Emergency Communications Center (911).

CONCEPT OF OPERATIONS

GENERAL

Annex F is designed to be supported by other annexes of the Goochland County EOP to address the specific threat of oil or hazardous materials located at fixed facilities within or transported along any transportation routes in Goochland County.

Response to an oil or hazardous materials incident is executed under the authority of the Goochland County Director of Emergency Management, through the Coordinator of Emergency Management Coordinator (CEM), who is responsible for coordinating all response by county and private agencies and any requests for outside assistance. Direction and control of emergency response will be under a unified command structure, composed initially of senior officials of the Goochland County Fire-Rescue Department, the County Sheriff's Department, County Engineer, County Building and Grounds Department, and Community Development Department. Supplemental or consultant assistance will be provided by other county agencies or other resources as deemed necessary.

The **LEPC** is responsible for maintaining an emergency operations plan for response to an incident involving identified Extremely Hazardous Substances (EHS) at fixed facilities within Goochland County or to accidents along transportation routes (road, rail, or gas pipeline) through Goochland County which may involve an unknown EHS. These plans and procedures developed for use in responding to an incident involving an EHS material are essentially the same as for any oil or hazardous material, therefore; this plan will be used as the basis for response to all oil or hazardous materials incidents.

ORGANIZATION

The emergency management organization for response to an oil or hazardous materials incident is a flexible organization and is based on that specified in the National Incident Management/Incident Command System specified by the County EOP (2020). for NIMS/ICS for organizational structure charts).

The Oil/HazMat Response Organization is built on a nucleus composed of the Goochland County Volunteer Fire-Rescue Department and the Goochland County Sheriff's Office. This basic response organization is augmented, as necessary, by other county agencies and volunteer organizations, which are assigned specific tasks in Section VIII. This organization may be expanded further by implementing mutual support agreements or by requesting assistance from state and federal sources. The Chairman of the Board of Supervisors, as the County Director of Emergency Management, is in overall command of any emergency response operation, to include an oil or hazardous material release.

Other county government and private organizations that may be required to provide supporting actions, dependent upon the magnitude of the situation, are:

- School Department

- Health Department
- Social Services Department
- County Red Cross Chapter
- County Engineer Department
- Building Inspection Department
- Department of Economic Development
- Finance & Information Systems Departments

EXTERNAL SUPPORT

Other state and federal agencies which are available to provide technical assistance, special equipment, or response team members are:

State– General. Title 44 of the Virginia Code established the Virginia Emergency Response Council to carry out the provisions of SARA Title III and further established the State Hazardous Materials Emergency Response Advisory Council to provide programmatic advice to the Coordinator of the Virginia Department of Emergency Management in the development and implementation of the Virginia Hazardous Materials Emergency Response Program. Both Councils consist of state agency heads appointed by the Governor. The Virginia Department of Emergency Management (VDEM), through the Technological Hazards Division, is the state agency that has the primary responsibility for hazardous materials emergency response and radiological protection functions at the state level. These responsibilities are accomplished through the Regional Hazardous Materials Officers (HMOs) and thirteen (13) regional Hazardous Materials Response Teams.

State Agencies–

Organization	Contact Information
Virginia Department of Emergency Management	VAEOC (800) 468-8892 or (804) 674-2400 (24 hr)
State Department of Environmental Quality	(804) 698-4430; Piedmont Regional Office: (804) 527-5042 (non-emergency, weekdays)
State Health Department	(804) 786-6272/556-5343
Division of Consolidated Laboratories	(804) 786-3789
Department of State Police	(804) 553-3445
Virginia Department of Transportation	(804) 752-5511

Department of Game & Inland Fisheries	(804) 367-1000
Department of Corrections	(804) 674-3000/784-3551

Regional– Regional Hazardous Materials Response Teams (RRTs): These teams work under signed agreements with VDEM and will respond at the directions of VDEM to the scene of an emergency without cost to the requesting jurisdiction. The teams are fully equipped and trained to deal with a wide range of hazardous materials emergencies. The Henrico County Fire Department provides the State Region I RRT. State RRT employment considerations are:

- Team consists of approximately 30 persons trained to a minimum of the Technician level.
- Response Team Regional HazMat Officer (HMO) who responds along with the RRT.
- Local Incident Commander maintains control of the incident.
- RRT is controlled by the Team Leader (usually a Fire Battalion Chief).
- Local jurisdiction must provide for support services, such as fire and EMS standbys, and food and portable toilets, et cetera as required.
- The Responsible Party, in coordination with the local jurisdiction, makes arrangements for additional support services, such as clean-up contractors and heavy equipment.
- RRT may perform “offensive” operations, such as on-scene entries, if circumstances warrant.
- Missions may include plugging, patching, and over-packing leaking containers.
- Missions do not include major cleanup operations.
- Cost recovery is the responsibility of the party generating the release.

Federal– General. Most Federal assistance available in a hazardous materials disaster situation will be provided under the system entitled the National Response System, as outlined in the National Oil and Hazardous substances Pollution Contingency Plan (NCP), found in Title 40 of the code of federal regulations, Part 300. The NCP establishes three organizational levels: The National Response Team (NRT), Regional Response Teams (RRTs), and On-Scene Coordinators (OSCs). The NCP also created the National Response Center which is charged with receiving notifications (800/424-8802) of all chemical, radiological, oil and biological releases regulated by the federal Clean Water Act, as amended by the Oil Pollution Act of 1990 (OPA 90). Located in the U.S. Coast Guard Headquarters Command Center, the NRC immediately relays reports to the cognizant, pre-designated On-Scene Coordinator.

National Response Team – The National Response Team’s membership consists of 16 federal agencies with responsibilities, interests, and expertise in various aspects of emergency response to pollution incidents. The Environmental Protection Agency (EPA) serves as chair and the Coast Guard serves as vice-chair of the NRT. The NRT is primarily a national planning, policy, and

coordinating body and does not respond directly to incidents. The NRT provides policy guidance prior to an incident and assistance as requested by an On-Scene Coordinator via a Regional Response Team during an incident. NRT assistance usually takes the form of technical advice, access to additional resources/equipment or coordination with other RRTs. NRT member agencies are:

- Environmental Protection Agency (EPA)
- U.S. Coast Guard
- Department of Agriculture
- Department of Commerce
- Department of Defense
- Department of Energy
- Department of Health and Human Services
- Department of Interior
- Department of Justice
- Department of Labor
- Department of State
- Department of Transportation
- Department of Treasury
- Federal Emergency Management Agency (FEMA)
- General Services Administration
- Nuclear Regulatory Commission

Federal Regional Response Teams – There are 13 Federal Regional Response Teams (FRRT), one for each of ten federal regions, plus one for Alaska, one for the Caribbean, and one for the Pacific Basin. Each FRRT maintains a Regional Contingency Plan (RCP). FRRTs may also provide assistance to state and local governments in preparedness, planning and training for emergency response, as well as review local plans at the request of the LEPC. The Commonwealth of Virginia is located in Federal Region III and hence, covered by that FRRT. Region III FRRT assistance should be requested through the VAEOC. The FRRT's EPA headquarters is located in Philadelphia, Pa, (Tel. # 215/566-3255)

DIRECTION AND CONTROL

On-scene tactical direction and control shall be initially established in accordance with the principles of the Incident Command System (ICS), by the initial arriving County emergency response units. The

management of the emergency will transition to a “unified command,” with tactical response units under the supervision of their designated command officer, when the “Responsible Party” representatives, state, federal and other external elements arrive on scene. In a hazardous materials incident, the County Fire-Rescue Chief or Emergency Scene Command (ESC) will coordinate the overall utilization of responding County and external units. Consultant support shall be provided from various agencies with appropriate expertise, including environmental, health, transportation and other resources. The County Coordinator of Emergency Management (CEM) will provide advice, assistance and coordinate requests for outside, state and federal assistance. The CEM will also determine if the situation warrants activation of the County Emergency Operations Center (EOC). The Deputy Coordinator of Emergency Management, will supervise the activation of the EOC in the absence of the CEM (See EOP).

In emergencies requiring the implementation of **mutual support/aid agreements**, assistance of the regional response team, or assistance from state agencies, a local emergency will be declared and the local Incident Commander will be responsible for coordinating and directing response actions at the site of an oil or hazardous materials incident. A State On-Scene Coordinator (SOSC) is expected to coordinate the response of state agencies at the site of the incident. The SOSC will be provided from either the Department of Emergency Management, for releases that do not involve state waters, or from the Department of Environment Quality-Water Division, when the release threatens state waters and there is no “public safety” issue present or unresolved.

If the incident requires the assistance of **Federal and/or State agencies**, the County ESC will be designated the Local On-Scene Coordinator (LOSC) to work with the Federal On-Scene Coordinator (FOSC) and the SOSC at the scene of the incident. The Director of Emergency Management or his designee will be the Local Coordinating Officer (LCO) to work with the Federal Coordinating Officer (FCO) and the State Coordinating Officer (SCO) to facilitate federal, state, and local coordination remote from the incident site.

OSHA's Hazardous Waste Operations and Emergency Response Standard (29 CFR 1910.120) requires that an Incident Command System (ICS) be used for on-scene management of response activities. The County Fire-Rescue Chief, or senior fire official on the scene, will establish a command post upon arrival at/near the incident site and be prepared to implement a unified command structure if needed to direct response and containment operations, as well as in-place protective actions or evacuation. These decisions will be based on a number of factors, including, but not limited to:

- Amount & toxicity of substance released
- Duration of release
- Weather conditions
- Wind speed & direction
- Numbers & type of population effected
- Effectiveness of available shelters
- Availability of usable evacuation routes

RESPONSE ROLES AND RESPONSIBILITIES

GOOCHLAND COUNTY

Role	Responsibilities
Director of Emergency Management	<ul style="list-style-type: none"> • Provide leadership of public and private organizations for the development and maintenance of this plan, including mutual support agreements with adjacent jurisdictions. • Provide overall policy, direction, and control of emergency operations. • Initiate actions to declare a local emergency when necessary.
Coordinator of Emergency Management	<ul style="list-style-type: none"> • Supervise and coordinate public and private organizations in the development and maintenance of this plan, including mutual support agreements with adjacent jurisdictions. • Provide advice and assistance to the incident commander concerning the direction and control of incident site emergency operations. • Evaluate the situation and the magnitude of the threat. • Accomplish pyramid alert, as required, and direct special facility notification. • Alert adjacent jurisdictions, as required, if oil or hazardous materials may cross jurisdictional borders. • Activate the EOC. • Recommend declaration of a local emergency when necessary. • Serve as the Local On-scene Coordinator (LOSC), when appropriate. • Provide direction and coordination for the County emergency staff in the EOC when activated. • Ensure required reports are submitted to the VAEOC and other state agencies. Direct notification of State Department of Health if radioactive materials or infectious (etiological) agents are involved and notification of Joint Nuclear Accident Coordinating Center (JNACC) if nuclear weapons are involved.

	<ul style="list-style-type: none"> • Coordinate, with the County Public Information Office (PIO), the release of public information and implementation rumor control procedures. • Ensure an accurate record of incident-related expenses is maintained. • Employ clean-up contractors as a last resort when the spiller is unable, unwilling, or unknown. • Coordinate with state or federal authorities in supervision of clean-up activities to ensure proper removal and disposal of contaminated materials. • Provide training and conduct exercises of this plan.
County Sheriff's Department	<ul style="list-style-type: none"> • Maintain a point of contact (ECC/911) for receiving notification of an oil or hazardous material release. • Provide assistance to the Incident Commander to: <ul style="list-style-type: none"> ○ Warn and evacuate the public as required. ○ Control access to the area and provide traffic control. • Provide security for evacuated area. • Maintain emergency communications system. • Assist with investigation and enforcement of illegal or improper hazardous waste disposal. • In coordination with GFRD, train Sheriff's Department personnel in hazardous materials emergency response procedures. (See Training and Exercise page 36)
911 Dispatcher– Emergency Communications Center	<ul style="list-style-type: none"> • Maintain a general knowledge of the requirements to submit reports to the VAEOC. • Be prepared to act on reports received from facility emergency coordinators, law enforcement officers, private citizens, 911 or telephone operator calls, or any other source. • Obtain as much of the information on the Hazardous Materials involved as possible. • Dispatch initial response units, providing them as much information as possible. • Alert key officials, to include Fire-Rescue Chief, Sheriff. • Alert County Administrator and Emergency Management Coordinator when directed. • Alert neighboring jurisdictions, as directed, if they may be affected. • Notify public facilities in the vicinity, as directed, if they may be affected.

	<ul style="list-style-type: none"> • Transmit initial and follow-up reports to the VAEOC, as directed.
County Department of Fire-Rescue and Emergency Services	<ul style="list-style-type: none"> • Coordinate the training and equipping of County emergency response units and personnel for incidents involving hazardous materials. (See Training and Exercise page 36) • Maintain a list, by facility, of hazardous materials in Goochland County and their related Emergency and Hazardous Chemical Inventory Data Sheets through the Tier II and III reporting process. • Review and retain facility response plans submitted by oil or hazardous materials facilities (as required) as a GIS layer. • Develop and exercise SOPs for response to a transportation incident with potential involvement of oil or hazardous materials. • Ensure Fire personnel are properly trained and equipped to respond to incidents involving known hazardous materials in the area. (See Training and Exercise page 36) • Provide a qualified initial on-site Incident Commander. • Maintain a list, by facility, of hazardous materials in the company's response sector and their related Emergency and Hazardous Chemical Inventory Data Sheets. • Maintain and exercise response action checklists for each oil or hazardous materials facility to ensure coordination with their emergency plans. • Ensure personnel are properly trained and equipped to respond to incidents involving known oil and hazardous materials in the area. (See Training and Exercise page 36) • Maintain pre-hospital EMS response action checklists for each facility containing oil or EHS. • If sufficient, qualified personnel are available, provide monitors in public shelters to monitor evacuees for symptoms of exposure to the hazardous materials involved when an evacuation has been implemented and public shelters are occupied.
County Health Department	<ul style="list-style-type: none"> • Provide emergency health services guidance and coordinate with the Old Dominion Emergency Medical

	<p>Services Alliance, Inc. (ODEMSA) to develop plans for use of area hospitals to treat and decontaminate hazardous materials incident victims and in response to a mass exposure.</p> <ul style="list-style-type: none"> • Inspect water supplies and foodstuffs to ensure they are free of contamination. • Maintain and issue a list of warnings to operators of water treatment plants whose water supply may become contaminated as a result of an oil or hazardous materials release within the County. • Coordinate with the Superintendent of Schools and Red Cross Chapter to provide proper sanitation and health care in evacuation assembly centers. • Issue public health notices to primary health care physicians and facilities. (Attachment 3) • Ensure water supplies and foodstuffs are free of contamination after cleanup.
Commonwealth's Attorney's Office	<ul style="list-style-type: none"> • Implement legal actions as directed to recover expenses from responsible parties. • Support enforcement of illegal hazardous waste disposal ordinances and regulations.
County School System	<ul style="list-style-type: none"> • Develop crisis procedures for schools located within identified risk areas. • In coordination with the Department of Social Services, the Department of Health, and the Red Cross develop plans to provide food and shelter to evacuees in schools outside the risk area. • Provide mass transportation for evacuation of group facilities or the public, as needed.
Department of Social Services	<ul style="list-style-type: none"> • Coordinate the Superintendent of Schools, Red Cross, and others (churches, etc.) for shelter operations. • Identify and maintain a list of individuals and groups within risk areas who need special evacuation transportation or other special care provisions. • Coordinate acquisition and distribution of emergency clothing, if required. • Coordinate assistance from private relief organizations when such assistance is made available.
County Engineer, Environmental Specialist, Building and Grounds	<ul style="list-style-type: none"> • Develop and maintain in-house SOPs for preventing oil or hazardous materials runoff from entering the sewer/storm drain systems.

Department, Virginia Department of Transportation	<ul style="list-style-type: none"> • Provide heavy equipment, such as front-end loaders and dump trucks, etc., with operators. • Ensure employees are trained in protective measures. • Prevent contamination of the water supply. • Assist in traffic control by providing traffic barricades. • Assist with decontamination and cleanup, if required.
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EXTERNAL PARTNERS

Role	Responsibilities
Responsible Party	<ul style="list-style-type: none"> • The Responsible Party has the direct responsibility to ensure that all required/mandatory notifications are accomplished, to include Federal agencies.
Adjacent Jurisdictions	<ul style="list-style-type: none"> • Provide assistance, if available and upon request, through mutual aid agreements to: <ul style="list-style-type: none"> ○ Issue warnings and direct appropriate protective actions for citizens located in threatened areas within their jurisdiction. ○ Be prepared to provide alternate and/or additional evacuation assembly centers and shelters upon request. ○ Assist with coordination of medical facilities. ○ Provide back-up emergency equipment and personnel in accordance with mutual aid agreements upon request.
State Agencies	<ul style="list-style-type: none"> • The Virginia Emergency Operations Center (VAEOC) is the common point of contact for Department of Environmental Quality and the Virginia Emergency Response Council. The VAEOC is the primary agency for coordinating response of other state agencies to support local emergency operations. • The State Regional Hazardous Materials Officer will provide technical assistance and will be the State On-Scene Coordinator (SOSC) for incidents involving hazardous materials when other state agencies are involved in the response. • The Department of Environmental Quality will provide the SOSC for incidents involving oil or hazardous materials, which will affect the water resources of the Commonwealth.

	<ul style="list-style-type: none"> The State Emergency Operations Center, upon receipt of notification from the Responsible Party and/or County will report oil or hazardous material events, which meet predetermined criteria, to those state agencies, which require notification of the event, even though direct assistance is not required.
Federal Agencies	<ul style="list-style-type: none"> Federal agencies will provide technical assistance in accordance with their area of responsibility. Other assistance may be provided by agencies within their statutory, regulatory, or discretionary authority.

RESPONSE CONSIDERATIONS

INITIAL NOTIFICATION/ACTIVATION

Upon telephonic or radio notification of an oil or hazardous material release to the County Emergency Communications Center (“911”), the *Dispatcher* will alert and dispatch appropriate “*first response*” forces and notify the *County Sheriff* and *Chief of GFRD* (as the CES and HMC). Timely response is of the essence and dictates immediate action to employ required emergency response resources to identify the source, severity, and potential vulnerability, and, if possible, to control or contain the material spilled or released, to implement evacuation procedures, if required, and to isolate the incident area to all but emergency services personnel.

Should a situation occur that could escalate into release of an oil, petroleum or hazardous material, notification will be made to the *Chief of GFRD*, as the *County Hazardous Materials and Coordinator of Emergency Management*, through the *County Emergency Communications Center*. When warning of an actual or impending release is received, the Coordinator will evaluate the situation and consider directing precautionary actions such as in-place sheltering, preparing evacuation assembly centers, and/or evacuating the threatened areas.

Upon notification of a release, the *County Emergency Communications Center* will obtain as much of the information as possible without delaying dispatch of response units. All information available will be relayed to the *emergency response units*. If an EHS is involved, the *Coordinator of Emergency Management* will be immediately notified and, upon his direction, a report sent to the VAEOC. Additional follow-up reports will be submitted as significant changes occur.

If an oil or hazardous material release or threat of release has the potential to affect an adjoining jurisdiction, the *Dispatcher* will be directed to the *Emergency Communications Center* serving that jurisdiction.

SCENE SIZE-UP

The response by emergency services resources will be determined by the **amount and toxicity** of the material released. When responding to a fire or reported release, at a location where hazardous

materials are known or suspected to be located the responding emergency services units will assume the involvement of the most hazardous material at that location unless otherwise informed. General response guidelines are contained in the current edition of the *North American Emergency Response Guidebook (ERG)*, a copy of which will be maintained on all County potential first-response vehicles.

PROTECTIVE ACTIONS

Authorities– Evacuation is one of the primary means of ensuring citizen well-being in the event of a hazardous material emergency. The authority for the County's government agencies, as well as private sector organizations, is contained in the following documents:

1. Disaster Relief act of 1974
2. Virginia Emergency Services and Disaster Law of 1973
3. Virginia Emergency Response Plan
4. Emergency Support Function 6

Authority to order or recommend evacuation is vested in the Incident Commander on the scene regardless of rank or title.

General– Protective actions include *evacuation, in-place shelter, quarantine, or any combination of two or more of these options*. Protective actions are selected to minimize the exposure of the public to hazardous substances employing the concepts of time, distance, and shielding. The type of protective action recommended will be predicated on the type and character of incident, site environment, size and character of risk population, time constraints, and resources available to implement strategy.

Upon arrival on scene, the *ESC on-scene* will quickly assess the character and scope of the incident, review and evaluate the possible protective actions in the context of the situation at hand and resources available and select and implement the best protective action or combination of actions to protect life, property, and the environment. The most current North American Emergency Response Guide (ERG) will be consulted during the assessment of the situation. There are a variety of factors that must be considered in effectively selecting and implementing the appropriate protective action(s).

Responsibilities– It is the responsibility of the Incident Commander to initiate civilian evacuation for the area surrounding a hazardous material incident. Citizen notification and evacuation, and security/isolation of the evacuated area, is the responsibility of the County Sheriff's Department, assisted by appropriate County agencies and volunteer organizations.

Time Constraints– Evacuation will require a greater lead time to implement in contrast to in-place shelter.

Notification and Organization– The ESC will notify the County Fire-Rescue Chief/Coordinator of Emergency Management directly or through the County EOC/ECC, of any protective action decisions. The ESC is responsible for ensuring notification of the appropriate County officials and agencies, and state law enforcement and emergency management agencies. The ESC will also

establish an Incident/Unified Command and conduct operations using the Incident Command System (ICS) model.

Alerting the Impacted Population– Once a protective action strategy is developed, protective action guidance must be communicated in a clear, concise, and timely manner in order to ensure the effective implementation of the strategy recommended. This requires close coordination with the local Public Information Office (PIO) or the Joint Information Center (JIC), if it has been established. To ensure that all segments of the population are aware of the hazard and the appropriate protective action guidance is disseminated all communication methods available will have to be employed. Depending on the type of incident, its location, and the resources available, the following methods may be employed: sirens, bullhorns, door-to-door, broadcast media, print media, etc. request. The CodeRED and/or Wireless Emergency Alerts (WEA) may also be activated to disseminate emergency information to the general public.

Despite the comprehensive effort implemented to communicate protective action guidance, some segments of the population may not receive or follow the instructions given.

Evacuation– If the situation warrants consideration that an evacuation be directed, the *Incident Commander* shall notify the *CEM*, or his/her designated alternate, of the conditions present. This notification should include considerations that may support the declaration of a local emergency as provided for in Section K. 4, of the Concept of Operations of the Basic Plan of the Goochland County Emergency Operations Plan (COOP) and that the *County EOC* be activated and staffed to coordinate the response and evacuation. The *County Sheriff's Department*, supported by the *Fire-Rescue Department* and available *State Police* units, is primarily responsible for supervising the evacuation of the County affected area(s).

Evacuation Plans– Evacuation plans are addressed by two methods:

1. **Site-specific plans** incorporated within the pre-incident plans for any particular occupancy with known quantities of specific hazardous materials.
2. **Area evacuation plans** are determined through the use of plat maps and distance templates, and are based upon recommended evacuation distances for the particular chemical(s) released. These plans are typically developed at the time of incident based on impacted area.

Evacuation plans must include designated routes, assembly sites/shelters and anticipated duration of stay.

GIS– GIS maps will be used to define the area at risk which should be considered for emergency protective actions. If an evacuation is necessary, the boundaries, for the evacuation zones, will be defined by easily recognized landmarks such as streets, roads, rivers, etc. These boundary landmarks will be used in the emergency instructions to the public in emergency public information releases. The *Emergency Management Coordinator* or *County Communications* the will activate CodeRED and or Wireless Emergency Alerts (WEA) with appropriate instructions for at-risk populations. These instructions will also be disseminated in the affected area by public

announcements over law enforcement and fire public address systems, bullhorns and/or door-to-door as required by the nature of the threat.

Review of Ongoing Protective Actions– As the situation evolves, protective actions will be constantly reviewed and modified to minimize injuries, loss of life, property damage, and any adverse health and environmental impacts.

Re-Entry After Evacuation– The Incident Commander will determine when the potential danger to human life and health has been removed and the evacuated area may be re-entered. This information will be provided to evacuated persons through shelter supervisors.

ACCESS CONTROL

The *County Sheriff's Department*, supplemented by available *State Police* units, and if requested and authorized by the *Governor*, by *Virginia National Guard (VANG)* units, will assist the On-Scene/Incident Commander in controlling access to the hazard area by the placement of traffic barriers and redirecting traffic. Requests for participation of VANG units would be a “last resort” issue. The *County Sheriff's Department* is also responsible for providing and/or coordinating security for any evacuated area and deterring unauthorized access to the area until residents are allowed to return.

MEDICAL DECONTAMINATION

If possible, *emergency services personnel* will ascertain the product(s) involved, including obtaining appropriate transportation and safety data from transporters, facility representatives or other sources, and convey this information to *medical authorities* to assist them in decontamination of the victims and determining proper medical treatment.

CONTAINMENT

When requested, the *County Engineer*, assisted by the *Building and Grounds Department*, will provide/coordinate the acquisition of heavy equipment such as front-end loaders, dump trucks, etc., with operators, to assist in the containment of hazardous materials surface runoff. *State agencies* or *Private Contractors* may be utilized if approved by the *Director or Coordinator of Emergency Management*. To prevent contamination of sewer systems, streams, and rivers, they will supply/coordinate personnel and materials to close off storm gutters, drains, etc., and to prevent runoff from fire-fighting operations, liquid hazardous materials, or other contaminants from entering these systems. Contaminated soil, runoff, etc., will be contained to the extent possible and neutralized or removed in accordance with established procedures for the particular material involved. Equipment, that may be contaminated, will be cleaned or decontaminated consistent with the protocols for the substance(s) involved or demobilized and isolated pending further evaluation.

RESPONDER HEALTH AND SAFETY

The Incident Commander is responsible for the health and safety of all emergency response personnel. Response operations will comply with the regulations and requirements of the Virginia Department of Labor and Industry, OSHA, US Department of Labor, and applicable County regulations and published operating procedures. A variety of means will be implemented to prevent or limit emergency worker exposure to hazardous materials and ensure the highest level of safety on site, including the following.

Equipment and Training– Emergency response personnel must be properly equipped and trained to execute assigned duties in an effective, efficient, and safe manner while responding to any emergency. Personal protective equipment (PPE) will be identified and utilized based on the initial assessment of the scene, conditions, and duration of the task to prevent or minimize exposure to any known or suspected hazard. Each responder must have an understanding of the use and limitation of his protective equipment in the context of the mission given.

Emergency responders must be trained to recognize the signs and symptoms of exposure to known or suspected hazards on-scene. Basic training for Sheriff's Department deputies and Fire-Rescue recruits includes recognition and identification of hazardous materials and appropriate initial response actions. Emergency responders will have a basic understanding of the types of instrumentation that will be employed in a hazardous materials response incident, the frequency of examination required to ensure effective protection, and timely identification of problems.

Safety Briefing– All personnel designated to support the Incident Command will be trained to the level required for their job functions and responsibilities. Before initiating any site response activity, emergency response personnel will be given a pre-entry briefing that will present the following:

1. Health and Safety Standing Operating Procedures
2. Organizational Structure/Chain of Command
3. Communication pathways
4. Identification of any known or suspected hazards and their associated risks
5. Required personal protective equipment
6. Identification of nearest medical assistance

Engineering Control Methods– Engineering control methods, such as the use of remotely operated material handling equipment, will be utilized whenever appropriate and advantageous to do so (e.g., explosive situations).

Standard Operating Procedures– Standard Operating Procedures (SOPs) that protect emergency workers during response operations include such actions as staging responders upwind of possible hazards, limiting the number of responders into hazardous areas, and establishing work-time restrictions within hazard areas. These SOPs will be observed as circumstances allow.

Safety Officer– The Safety Officer, designated by the Incident Command, will have the authority to alter or suspend response operations if unsafe activities are discovered.

Span of Control– The number of responders employed at the scene will be limited to the minimum number required to perform the task safely and efficiently. The use of the “buddy system” will always be recommended to ensure the highest level of responder safety while conducting response operations.

Responder Monitoring– The Incident Commander is responsible for establishing a monitoring program to track and record emergency personnel exposure, as well as air and environmental concerns.

Decontamination– All personnel, equipment, vehicles, animals, and other property utilized in a response to a nuclear, biological, or chemical incident and removed from a contaminated area will be put through a decontamination process. Equipment and property that cannot be effectively decontaminated will be collected at a designated location on-site and disposed of in accordance with pre-established procedures.

FIXED FACILITY

Goochland County has a number of fixed commercial or government facilities, which utilize oil, chemicals, or other potentially hazardous materials capable of causing a hazardous materials incident.

Reporting– *Facility operators* are responsible for identifying and providing to the *County LEPC*, through the *GFRD*, the Emergency and Hazardous Chemical Inventory Data Sheets for and the quantities of those chemicals located at, or shipped to or from, their place of business/operations which are identified as an EHS by the Environmental Protection Agency (EPA). (The Emergency and Hazardous Chemical Inventory Data Sheets may be obtained from representatives of the chemical industry or generated by the facility management.)

Each facility in Goochland County that has present on its premises a substance listed on the EPA list of Extremely Hazardous Substances (EHS) in quantities equal to or greater than the threshold planning quantity, in accordance with EPCRA, (40 CFR 300, 355, and 370) will report the presence and quantity of such substances to the Goochland County LEPC, the Goochland County Fire-Rescue Department, and the Virginia Emergency Response Council (VERC) annually (NLT March 1st). Any subsequent change in the status of chemical inventory at the facility will be reported to the LEPC, through the GFRD, and the VERC within 60 days of the effective date of the change. This notification includes changes as the result of the addition or deletion of a substance by EPA or a change in the threshold planning quantity.

Personnel/Training– *Facility operators* will also identify, by name, a Facility Emergency Coordinator and an alternate emergency coordinator who shall have the authority to make the determinations necessary for reporting releases of an EHS and to implement emergency response.

Facility operators will provide specialized training relative to the oil or hazardous materials used, manufactured, or stored at their location to the firefighters, emergency medical personnel, law enforcement officials, and other emergency personnel who may be required to respond to an incident involving these materials at their facility.

Monitoring– Fixed facility operators will maintain an automatic monitoring system to detect a release of hazardous materials. In the absence of an automatic monitoring system, employees of the facility will be trained annually in detailed procedures for detecting and reporting that a release has occurred/is occurring. A record of this training, to include a roster of attendees, will be maintained on file at the facility for three years.

Fixed Facility Response Plan– Fixed facility management will develop an emergency response plan for their facility which provides:

- An interface for incorporating assistance from Goochland County emergency response units.
- Procedures for making timely notifications and warnings of a release to county emergency management officials through the County ECC (911).
- Procedures for reporting to the Virginia Department of Emergency Management EOC (Tel. # 1-800-468-8892 or 804-674-2400), National Response Center (Tel. # 1-800-424-8802 or 202-267-2675), and the Virginia Department of Environmental Quality, if required.
- Procedures for reporting to the National Response Center, Virginia Department of Environmental Quality, and the Virginia Department of Emergency Management (VAEOC).
- Identification, location and quantities of hazardous materials stored on the facility
- Provisions for cleanup or supervision of contractor operations for cleanup of released materials.

A copy of the Facility EOP should be provided to the Goochland County Fire-Rescue Department, where it will be maintained on file. The Facility EOP should be updated regularly.

Activation/Notification– When a release is detected the facility emergency coordinator, shift supervisor, or facility manager will implement the in-house EOP and notify the Fire-Rescue Chief/Coordinator of Emergency Management (Alternate is Deputy Coordinator of Emergency Management/Fire Marshal or Deputy Fire-Rescue Chief, in that order). The CEM will determine the priority for notification of other county and external staff agencies and the LEPC, as required. These will be notified through the Emergency Communications Center.

Non-Threat Release– If the release poses no immediate or imminent threat to public health or is not required by law to be reported to the National Response Center, the County Government shall be notified no later than the next business day through the Coordinator of Emergency Management, located at the Goochland County Department of Fire-Rescue and Emergency Services. The CEM will determine LEPC notification requirements.

Follow-Up Reports– Written follow-up reports will be submitted as soon as possible to provide updated information as it becomes available. A complete follow-up report will be submitted as required through VDES, as soon as possible, but no later than 72 hours after termination of the event.

Record Retention– Copies of all correspondence to state and federal agencies concerning oil or hazardous materials release will be provided to the county, the Coordinator of Emergency Management, and the LEPC.

Preparedness Activities for Fixed Facilities–

- ☐ Determine and comply with oil and hazardous materials storage, reporting and emergency planning requirements as specified in Federal and State codes and regulations, to include development of a Facility Emergency Response Plan and the designation of a “Qualified Individual” and Facility Emergency Response Coordinator.
- ☐ Develop, implement, and maintain a system and/or procedures to detect a release of oil or hazardous materials.
- ☐ Maintain a trained cadre of employees to initiate identification and notification of incidents involving oil or hazardous materials release on-site.
- ☐ Maintain Emergency and Hazardous Chemical Inventory Data Sheets to provide emergency medical personnel for use in treating contaminated or exposed victims.
- ☐ Maintain and have readily available "Oil or Hazardous Materials Incident Report" forms and a roster of emergency notification telephone numbers.
- ☐ Develop an alternate means of communication with the Goochland County Emergency Communications Center (911) through the amateur radio group.
- ☐ Provide specialized training to local emergency response personnel for on-site hazardous materials if specialized procedures are required. Conduct Facility EOP review with district Fire-Rescue Companies designated for initial response as requested. Provide copy of Facility EOP to GFRD.
- ☐ Provide neutralization and cleanup of contamination resulting from the operations at their facility(s).
- ☐ Transporters are responsible for cleanup and neutralization at the site of their transporting vehicle.

TRANSPORTATION INCIDENTS

Transportation hazardous material incidents in Goochland County may fall into one of three categories: motor vehicle, rail, or pipeline.

GENERAL

Reporting– Transporters of hazardous materials may fulfill reporting requirements by dialing County Emergency Communications Center (911 or cellular 911), calling the Operator (0), or calling the State Police on a cellular phone (#77). Calls to the operator are not expected to provide much information on which response decisions can be made.

Alerting– Responding units will be alerted to approach the scene with extreme caution on the possibility that hazardous materials are involved.

Scene Size-Up– From a reasonably safe distance, responding personnel are expected to visually survey the following:

- the involved vehicle(s)/facilities/pipelines for placards or other evidence of the involvement of oil or hazardous materials.
- leaks or other signs of a release of hazardous materials.

Approaching for Reconnaissance– If/when responders determine the scene is safe, responding personnel will remain alert for other indications of a chemical release when approaching the involved vehicle(s):

- sounds of escaping pressurized gas.
- strange odors.
- physical manifestations such as burning of skin or eyes, dizziness, difficulty in breathing, etc.
- visible ruptures in tanks/vessels.

Establishing a Perimeter– After performing reconnaissance, personnel will establish an exclusion perimeter until the specifics of the product can be confirmed and a plan established to safely handle the situation.

MOTOR VEHICLE RESPONSE

Highways– The following table identifies highways which may be used to transport oil and/or hazardous materials, according to VDOT:

Designation	Description	From-To
Interstate #64 (a.k.a. "I-64")	East-West 4-lane divided highway	Henrico County Line in East to - Louisa County Line (at Parrish Rd. Overpass) in West

VA Route #250 (a.k.a. "Broad Street Road")	East-West 2-lane highway	Henrico County Line (at Little Tuckahoe Creek) in East to Fluvanna County Line in West.
VA Route #673 (a.k.a. "Whitehall Road")	East-West Road	Route #522(at Sandy Hook) West to Route #606 (northeast of Bula)
VA Route #6 (a.k.a. "Patterson Ave/ River Road West")	East-West 2-lane highway	Henrico County Line (at Tuckahoe Creek) in East to Fluvanna County Line (at Columbia)
VA Routes#629/606 (a.k.a. "Haden'sville Fife Road")	North-South 2-lane road	Louisa County Line (east of Haden'sville) South to Route 6 (at Georges Tavern)
VA Route #45 (a.k.a. "Cartersville Road")	North-South 2-lane highway	Route #6 (at Georges Tavern) South to James River (at Howards Neck)
VA Route #522 (a.k.a. "Sandy Hook Road")	North-South 2-lane highway	James River Crossing (at Maidens) North to Hanover County Line (at Gum Spring)
VA Route #288	North-South 2-lane highway	Interstate 64 to Powhatan County

RAILROAD INCIDENT RESPONSE

Goochland County has 46 miles (approximately) of single rail line, operated by *CSX Transportation, Inc.*, which traverses the east-west axis of the County, following the James River. The line enters the eastern end of the County, crossing the Tuckahoe Creek County boundary approximately 1 ¼ miles southwest of Saint Mary's Episcopal Church, near the terminus of Hill Point Road. The rail line exits the western end of the County on the eastern edge of Columbia township and immediately contiguous to Route 6 (River Road West). There are 44 recognized road crossings of the CSX rail line in the County. Many are classified as "Private Crossings," yet have a US Dept. of Transportation designator number. At Figure 5-1, is a listing of thirteen (13) primary rail line crossings in the County.

CSX Transportation, Inc. (CSXT) has prepared the Hazardous Materials Emergency Response Plan to assist local jurisdictions and emergency response organization in efforts to plan for and respond to a rail-related hazardous materials incident. Included within the Plan are sections that address:

- CSXT's points of contact and phone numbers

- CSXT's command and control principles
- Rail car placarding information
- Resources available to CSXT
- Training and exercise opportunities

Notification– For emergencies involving CSXT track or equipment, call the CSXT Operations Center manned 24 hours a day and located in Jacksonville, Florida at 1-800-232-0144 (Alternate #: 904-359-7551). Local responders reporting an incident to CSXT should report any rail car initials and numbers for any rail cars at risk.

Planning– For local planning and information purposes only, the CSX Roadmaster for the Goochland County section of the CSX rail line is located at Scottsville, VA and can be contacted at (804) 286-3638.

Command and Control of Railroad Incidents– CSXT supports the concept of ICS and Unified Command and recognizes the authority of local emergency response officials to take command of any incident, which poses a threat to the health and safety of the general public or to the environment. The senior CSXT representative at an incident site will be in charge of all CSXT employees, contractors or other company resources.

CSXT Response Priorities– CSXT has established the following response priorities:

1. Immediate life safety
2. Health of affected persons
3. Protection of the environment
4. Protection of public and private property
5. Rail system restoration

Road-Rail Line Crossings– The following table identifies intersections between railroad lines and roads within Goochland County:

DOT Crossing #	CSX Mile Post #	VDOT Road #	Location	Notes
224435P1	17.6	None	Luck Stone	
224424C	23.8	Rte 628	Lee (Private)	
224421G	26.8	Rte 310	James River Correctional Center	
2244175	30.5	Rte 710	Maidens	Old US 522
None		Rte 522	Maidens	Bridge Overpass

224416K	30.9	None	Women's Correctional Center	
		Rte 607	Irwin	
224408T	40.1	Rte 600	Rock Castle	
224406E	42.3	Rte 643	West View	
224397H	47.1	Rte 45	Pemberton	
224395U	51.6	Rte 608	Elk Hill	
224393F	53.8	Rte 603	Elk Island	

PIPELINE RESPONSE

Pipeline Transportation Routes– Columbia Gas Transmission Corporation maintains a natural gas transmission pipeline in the eastern portion of Goochland County. TC Energy manages Columbia Transmission's Goochland Compressor Station located in Manakins Sabot in the eastern area of Goochland. The gas transmission line enters the County from Powhatan County, across the James River, south of the intersection of River Road and Pembroke Lane. The line then follows a northern route and links with another arm of the line immediately west of State Route #623 in the West Creek Corporate Center land tract (near the proposed intersection of Route #623 and Ridgefield Parkway).

Emergency Contact Information– For emergencies contact the Columbia Gas Monitoring Operations Center located in Charleston, WV at 800-835-7191 EXT 2008/2009 (Alternate #: 304-357-2008/2009).

Non-Emergency Contact Information– For local planning and information purposes only the Columbia Gas District Engineer, located in Chester, VA., may be contacted at (804) 717-1937.

RESPONSE RESOURCES

General emergency response resources, donations, and specialized hazardous material response resources will be controlled and coordinated through the Logistics Section according to the Goochland County Emergency Operations Plan (2020).

Specialized hazardous materials response resources may be required and can be divided into three categories:

Category 1 – Hazardous Material Facility Resources

Category 2 – County Resources

Category 3 – External Resources

FACILITY RESOURCES AND CAPABILITIES

Facilities that use, store, or manufacture Extremely Hazardous Substances (EHSs) in quantities equal to or exceeding the threshold planning quantity (TPQ), must notify the GCLEPC of on-site precautionary measures and equipment that will be utilized in the event of an accidental release of an EHS. Such measures and equipment include:

- Protective clothing available on-site, such as overalls, goggles and gloves.
- Monitoring/sampling devices to detect the release of an EHS.
- Containment and clean-up equipment such as booms and absorbents.
- Fire suppression equipment such as extinguishers and sprinkler systems.
- Trained employees.

COUNTY RESOURCES

The Incident Commander is responsible for identifying resource requirements to the County Coordinator of Emergency Management (CEM) to support response activities at the Incident Site. The County ESC will coordinate the provision of County material resources to the Incident Site, and for supporting operations, as required. The commitment of County Staff personnel in support of the response operation will be coordinated with the responsible department director prior to allocation.

EXTERNAL RESOURCES

The County ESC or designated representative is responsible for coordinating the request for and allocation of government resources external to the County assets, except where a pre-existing Mutual Aid Agreement is applicable. In this case, the Requesting Department Director will immediately inform the ESC of such a request.

RESOURCE SHORTFALLS

It is anticipated that a major oil spill or hazardous material release within the County would overextend the available resources therein and the provision of external resources would be required. However, there may also be instances where external government resources are inadequate, unsuited or unavailable for employment in the response effort. In this case, the County ESC may utilize private contractor firms in accordance with Goochland County Department of Fire-Rescue & Emergency Services procedures and County purchasing and contracting procedures. The County ESC should maintain a list of essential material resources, supplies and appropriate contracting firms for use in a hazardous material emergency response or recovery operation.

AT-RISK FACILITIES

The following table identifies facilities with an elevated level of risk, which should be made a priority if they may be affected by an oil/hazardous materials release incident.

Name of Facility/Location	Hours	Contact Person	Number	Population	Notes
Camp Hilbert 2203 Maidens Rd	8 am-6pm/M-F Weekend Rentals	Eric Koshier	556-3521	100 persons Children Adults	Occupied 6/1-8/31
Centerville Day Care 74 Plaza Dr	6:30am-6:30pm M-F	Kristina Craig	784-3581	150 Children/Adults	
DOC Academy for Staff Development	7AM -5PM M-F	Jim McCabe	784-6800		
Benedictine Society of Virginia Monastery 12617 River Road	24hrs/7 days	Jay Straight or Fr. D. Scales	784-3508 Ext 251	10-50 Adults	Population varies
James River Correctional Center State Farm Road	24 hrs/7 days	Samuel Pruett or Bruce Baker	784-3551	400 Inmates 250 Staff	
J. Sargent Reynolds Community College Rte 522 & Fairgrounds Rd	8am-10 pm M-Th	Pamela Hicks	371-3667 or 371-3671	100 - 200Adults	Population numbers vary
Meadows Nursing Center 2715 Dogtown Road	24 hrs/7 days	Ted Leneave	556-4418	100 Adults	Special Population Mobility Considerations
Valuemark Westend Behavioral Healthcare Center 12800 West Creek Pkwy	24hrs/7 days	Jim Miller	784-2200	75 Adolescents 100 Adults	Facility has special security features
Virginia Women's Correctional Center 3841 River Road West	24hrs/7 days	Wendy Hobbs	784-3582	400 Inmates 250 Staff	
Schools					
Children's Garden Pre-School			556-6260		
Copeland School 591 Broad Street Road	6:30am - 6:30pm M-F/Sep-Jun	Paige Lasky	784-1989	120 Adults and Children	Located in West End Church of the Nazarene
Byrd Creek Pre-School 2704 Hadensville-Fife Road	8am-4pm M-F /Sep-Jun	Dr. Nicholas Kalafatis	457-9415	25 Children 5 Adults	
Byrd Elementary School 2704 Hadensville-Fife road	8am-4pm M-F/Sep-Jun	Dr. Nicholas Kalafatis	556-5380	250 Children 40 Adults	
Goochland Elementary School	8am-4pm M-F/Sep-Jun	Ms. Shirley Osborne	556-5321	350 Children 40 Adults	
Goochland Middle School 2748 Dogtown Road	8am-4pm M-F/Sep-Jun	Dr. Herbert Cox	556-5320	400 Children 50 Adults	County Summer School conducted this location
Goochland High School 1860 Sandy Hook Road	8am-4pm M-F/Sep-Jun	Thomas DeWeerd	556-5322	500 Children 65 Adults	
Randolph Elementary School 1552 Sheppard Town Road	8am-4pm M-F	Dr. Duane Hawkins	556-5385	400 Children 45 Adults	

REPORTING REQUIREMENTS

COUNTY OFFICE OF COORDINATOR OF EMERGENCY MANAGEMENT

- As the County Hazardous Materials Coordinator, direct and ensure that all required reporting associated with a hazardous materials incident is accomplished in a timely manner.
- Ensure that proper reports are submitted to the VAEOC for all oil or hazardous materials incidents that meet or exceed the reportable quantity established by CERCLA or SARA Title III.
- Contact VAEOC if state assistance, including a Hazardous Materials Regional Response Team, is required.
- Ensure that an initial report is submitted to an adjoining jurisdiction when the released material has crossed jurisdictional boundaries.
- Ensure that a written follow-up report is submitted to applicable state and federal agencies.

FACILITY REPORTING

Commercial, government or private facilities located within Goochland County and experiencing a release of an oil or hazardous materials substance, as defined and quantified in CERCLA, Section 103(a) or SARA Title III, Section 304, will follow the reporting guidelines below:

- If an oil or hazardous materials release poses an immediate or imminent threat to public health or the environment beyond the boundaries of the facility, equals or exceeds the reportable quantity, or is required under CERCLA, Section 103 (a) or SARA Title III, Section 304 to report to the National Response Center, the county shall be notified immediately through its 24 hour-emergency response telephone number: 911 (Emergency Communications Center).
- If the released substance poses a threat across state boundaries, the Virginia Emergency Response Council will also be informed of the release.
- If an oil or hazardous materials release poses no immediate or imminent threat to the public health or the environment beyond the boundaries of the facility or is not required by law to be reported to the National Response Center, the County Administrator and LEPC shall be notified through the Office of the Coordinator of Emergency Management no later than the next business day.
- Written follow-up reports will be submitted as soon as possible to provide updated information as it becomes available or within 72 hours after termination of the event. A complete follow-up report (Hazardous Materials Report) will be submitted to the Goochland County Coordinator of Emergency Management; Virginia Department of Emergency Management, Technological Hazards Division; Virginia Department of Environmental

Quality, and the Virginia Emergency Response Council (through VDEM) as soon as possible but no later than 72 hours after termination of the event.

RECOVERY CONSIDERATIONS

Following an oil/hazardous materials release response, Goochland County Department of Fire-Rescue & Emergency Services should address the following Recovery Considerations, as appropriate:

- Coordinate federal and state agency action with local efforts.
- Coordinate with appropriate state and federal authorities to ensure cleanup is completed in accordance with procedures for the material involved.
- Initiate procedures for recovery of funds expended in response to the incident.
- Review and update this plan, as required, but not less than annually.

ANNEX MAINTENANCE AND UPDATES

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

This Annex should be reviewed annually in conjunction with the EOP to correct deficiencies 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 6: Proposed Change to Mitigation Annex Form**.

TRAINING AND EXERCISE

TRAINING

The County Coordinator of Emergency Management (CEM) is responsible for the overall coordination of the County's hazardous materials (HAZMAT) emergency response and recovery training program. The training program will involve any one or more of the following segments of the County's population:

- County uniformed emergency services personnel
- County government agencies & personnel
- Commercial and Non-profit facilities
- County citizens/residents.

EXERCISES

The County CEM is responsible for developing and coordinating an annual County exercise cycle which will maintain a high level of readiness, provide training for newly assigned personnel, and meet State and Federal Emergency Management Assistance exercise requirements. Generally, such a cycle should include a functional or tabletop emergency operations center exercise annually and a full-scale exercise at least once every four (4) years. Exercise scenarios involving a County-level emergency response to a hazardous material release should be incorporated in the exercise program at least every two years.

County Department-level drills, tabletop and functional exercises are the responsibility of the respective department director, but should be coordinated with the County CEM and conducted on a regularly scheduled basis. An orientation exercise, which addresses this plan and the respective department requirements and roles, should be conducted annually for newly assigned personnel and as a refresher for other department personnel.

MUTUAL AID AGREEMENTS

As routine maintenance in support of this Annex, the *Coordinator of Emergency Management* must maintain mutual aid agreements with the following:

- Henrico County
- Hanover County
- Powhatan County
- Fluvanna County
- Louisa County
- Cumberland County

ATTACHMENT 1: PROTECTIVE ACTION CHECKLIST

ROUTINE OPERATIONS

- ☐ Develop in-place sheltering guidance.
- ☐ Coordinate with Public Information Office to disseminate in-place sheltering guidance to the public to ensure an understanding of the procedures when implemented.
- ☐ Develop mass care plans and procedures that take into consideration special needs populations, transients, non-English speaking segments of the population, persons without autos, and pets.
- ☐ Prepare guidance for localities on establishing and operating mass care facilities in coordination with the Department of Social Services, the American Red Cross, Salvation Army, and the Virginia Voluntary Organizations Active in Disasters (VOAD).
- ☐ Assist in the development of mutual aid agreements.
- ☐ Develop and provide training in shelter operations.

INCREASED READINESS

- ☐ Review emergency plans and procedures and update as necessary.
- ☐ Alert personnel responsible for coordinating mass care operations.
- ☐ Coordinate with Public Information Office to review guidance on in-place sheltering with public.
- ☐ Review resource requirements and inventories.
- ☐ Identify communication pathways available to communicate hazards, level of risk, and recommended protective actions to the public in coordination with the public information office.

RESPONSE OPERATIONS

- ☐ Evaluate protective action options in context of the emergency situation.
- ☐ Develop and implement protective action strategies in a timely manner.
- ☐ Coordinate the implementation of the recommended protective actions with the appropriate support department (e.g., PIO, transportation, communications, social services, law enforcement, health and medical).
- ☐ Project the number of people requiring shelter and ensure adequate facilities are made available and operational.
- ☐ Identify and deploy the necessary resources to support mass care operations.

RECOVERY OPERATIONS

- ☐ Continue to support mass care operations as long as the need exists.
- ☐ Conduct damage assessments and determine relief operations needed.
- ☐ Develop and support relief operations in coordination with local, state, and national relief agencies (e.g., American Red Cross, Salvation Army, and VOAD).
- ☐ Coordinate with federal response team in the implementation of federal disaster assistance programs that provide temporary housing, food, water, and other essential and basic needs.
- ☐ Identify boundaries for possible evacuation areas, to include the immediate danger area and maximum safe down-wind area.
- ☐ Identify possible locations for roadblocks and indicate the direction from which emergency services personnel and equipment can safely approach the affected area.

ATTACHMENT 2: SAMPLE PUBLIC INFORMATION NOTICES

SHELTER CENTERS

DATE: [Date]

TO: Medical Aid Station
Shelter Center

FROM: [Name of Health Director]
Goochland County Department of Health

SUBJECT: Health Risks resulting from [event, site, and date]

The [event] at [site] in [city, town, or county] on [date] released chemical particles into the environment in concentrations sufficient to cause health problems in some persons. Individuals suffering with chronic respiratory conditions, the elderly, infants and young children, and other individuals highly sensitive to air pollutants are at increased risk. Although residents were evacuated, it is possible that some evacuees may experience symptoms which are characteristic of overexposure to these chemicals.

Shelter residents should be monitored for symptoms which are characteristic of exposure to the chemicals which necessitated the evacuation. These symptoms are [enter the symptoms from the MSDS forms].

In addition to specific information on patient's medical condition and treatment, record specific information related to the incident, such as: patients' location when exposed to contaminants, estimated distance of that location from [site of incident] , and estimated time of onset of symptoms. Please report incidents to the Goochland County Department of Health.

For additional information, contact the Goochland County Department of Health at (804) 556-5843.

ATTACHMENT 3: SAMPLE HEALTH ADVISORY FOR PHYSICIANS

DATE: [Date]

TO: All Primary Care Physicians Serving Goochland County Residents

FROM: [Name of Health Director]
Goochland County Department of Health

SUBJECT: Health Risks resulting from [event, site, and date]

The [event] at [site] in [city, town, or county] on [date] released chemical particles into the environment in concentrations sufficient to cause health problems in some persons. Individuals suffering with chronic respiratory conditions, the elderly, infants and young children, and other individuals highly sensitive to air pollutants are at increased risk. Although precautions were taken, it is possible that some residents in the area may experience symptoms which are characteristic of overexposure to these chemicals.

Exposure to [list name of chemical(s) involved] should be considered with patients experiencing [list symptoms].

In addition to specific information on patients' medical condition and treatment, record specific information related to the incident, such as: patients' location when exposed to contaminants, estimated distance of that location from (site of incident) , and estimated time of onset of symptoms. Please report incidents to the Goochland County Department of Health.

For additional information, contact the Goochland County Department of Health at (804) 556-5843.

ATTACHMENT 4: PUBLIC ANNOUNCEMENT– HEALTH ADVISORY

The Goochland County Health Department has issued a Public Health Advisory concerning possible chemical contamination caused by [event] at the [name of the facility or site location] in [city, town, or county].

The chemical release occurred at [date and time]. Substances released into the environment during this incident can present health risks to susceptible persons. Persons who have been exposed to these chemicals may experience one or more of the following symptoms; [list the symptoms on the MSDS].

Any person who was in the vicinity of [site of the event] between [hours] on [day] should be alert to symptoms indicating exposure to the chemicals released.

Persons experiencing symptoms of contamination are advised to consult their physicians or go to the nearest hospital emergency department for evaluation.

For additional information, contact the Goochland County Department of Health at (804) 556-5843.

ATTACHMENT 5: HAZMAT CORRECTIVE ACTION FORM

Instructions: This form is used to document, report, and act on identified concerns. 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.

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 6: PROPOSED ANNEX CHANGE FORM

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

ANNEX CHANGE FORM		Date:	
Name:		Department:	
Phone:		Email:	
CHANGE REQUESTED			
Annex Page(s)	Reason for Change:		
	Proposed Change Language:		
COUNTY EMERGENCY SERVICES USE			
Reviewed by:		Change Approved? Yes <input type="checkbox"/> No <input type="checkbox"/>	
Approved Change Language:			
<input type="checkbox"/> Recorded in Record of Changes Date: <input type="checkbox"/> Updated Annex Sent to Plan Holders			