

All-Hazards Emergency Planning for Businesses



Fairfield Fire Department
Office of Emergency Management

Fairfield Emergency Management Team

Public, Private, Non Profit and Volunteer Partnership

- ▶ First Selectman's Office
- ▶ Fire
- ▶ Police
- ▶ EMS
- ▶ DPW
- ▶ Board of Education
- ▶ Health
- ▶ Construction
- ▶ Fire Marshal
- ▶ Building Official
- ▶ Economic Development
- ▶ Business Community
- ▶ Universities
- ▶ Utilities
- ▶ CERT
- ▶ Red Cross
- ▶ Engineering
- ▶ Human Services/Senior Center
- ▶ Personnel



Concept of Operations

- ▶ **Preparedness**

- ▶ Planning
- ▶ Training
- ▶ Exercise

- ▶ **Response**

- ▶ Emergency Operations Center
- ▶ Field Command Posts

- ▶ **Recovery**

- ▶ Back to normal
- ▶ Continuity of Operations
- ▶ Resiliency



Concept of Operations cont.

- ▶ **Mobilization of the Emergency Operations Center**
 - ▶ 96 Hour Plan
 - ▶ No Notice Plan
 - ▶ Purpose
 - ▶ To coordinate the community response in each phase of the emergency
 - Planning
 - Response
 - Recovery



EOC - Operations

- ▶ **Command Staff**
 - ▶ PIO
 - ▶ Safety
 - ▶ Liaison
- ▶ **Operations Section**
- ▶ **Planning Section**
- ▶ **Logistics Section**
- ▶ **Finance Section**
- ▶ **Utilities**



What if this happened?



Are you ready?



What can you expect from Fairfield?

- ▶ Daily Updates
 - ▶ CODE RED
- ▶ Incident Command Post for Localized Disasters
- ▶ Liaison for Coordinated Response & Recovery
 - ▶ Fire Marshal's Office
 - ▶ Building Officials
 - ▶ Economic Development
 - ▶ Police Department - Security



Business Preparedness

- ▶ **Why invest in preparedness:**
 - ▶ 40% of the businesses affected by disasters never reopen
 - ▶ Customers expect service on time
 - ▶ Insurance is not only solution
 - ▶ Major disasters will consume large amounts of resources



Recent History of CT Cost

- ▶ 2011 January Snowstorm
 - ▶ \$18.3 million
- ▶ 2011 August Tropical Storm Irene
 - ▶ \$83.7 million
 - ▶ Business costs \$2.6 million
- ▶ 2011 October Nor'easter
 - ▶ \$109.9 million
- ▶ 2012 October Super Storm Sandy
 - ▶ 358.8 million
 - ▶ Business costs \$13.6 million
- ▶ 2013 February Snowstorm
 - ▶ \$30.7 million



Who has a disaster plan?



Business Preparedness

- ▶ Learn from every event, large and small
- ▶ Conduct an After Action Review to improve organizational performance



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- ▶ 1 in 4 businesses forced to close after a disaster, never reopens



Turn Excuses Into Action

- ▶ It will never happen to us
- ▶ We have more important things to think about
- ▶ We are too small to need a plan
- ▶ We backup our computers, which is enough
- ▶ We don't know where to go for help
- ▶ We have no risks
- ▶ It takes too much time and money



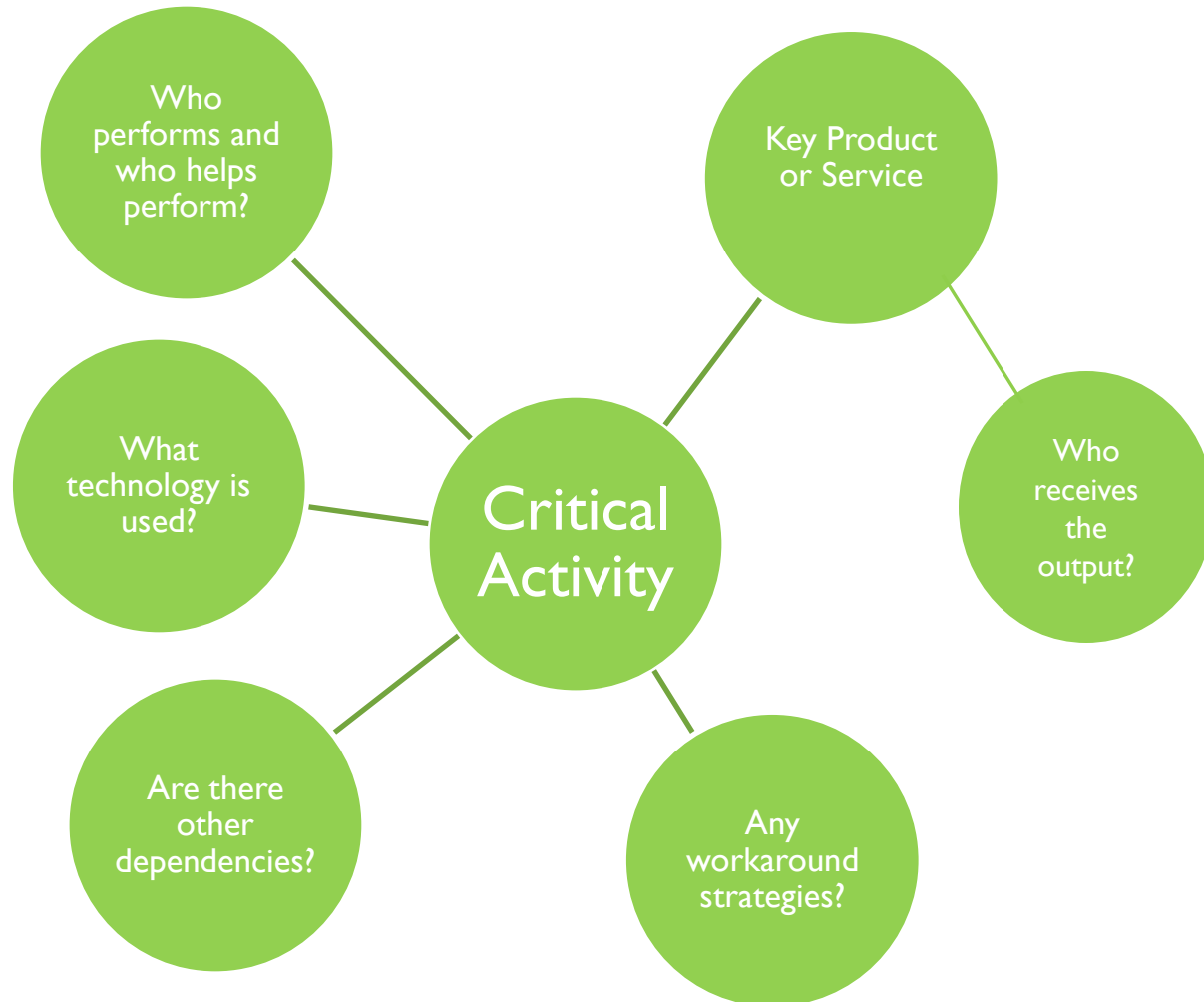
Know Your Risks

- ▶ **Frequency:** the likelihood the event will occur
- ▶ **Severity:** the amount of damage the event is capable of causing for your business

Natural Earthquake Tornado/Wind Hurricanes Floods Volcanic Eruptions Severe Winter Weather Drought Sinkholes	Political Strikes Riots Civil Disturbances Bomb Threat Biological Threats Nuclear Threat Acts of War	Man Made Sabotage Product Tampering Scandal Workplace Violence Sexual Harassment Fraud/Theft Arson Terrorist Attack	Technological Software Failure Hardware Failure Power Outage Data Corruption Cooling System Failure Wiring and Cables Mechanical Systems Communications
Security Privacy Viruses Hackers Data Theft Counterfeiters Cybercrime	Accidents Human Error Fires/Explosions Water Damage Building Collapse Environmental Contamination	Loss of: Key Employee Senior Leader Subject Matter Expert Key Supplier/Vendor Premises Key Equipment	Other Threats Pandemics Gas/Water Shortage Media Crisis Special Events Mismanagement Product Liability



Gathering Information



Create/Update Plan

- ▶ Develop team members, alternates and assign responsibilities
- ▶ Gather supplies
- ▶ Document shutdown/startup procedures
- ▶ Coordinate with contractors and others
- ▶ Conduct major repairs
- ▶ Implement training and exercise the plan



5 Days Before

- ▶ Stay tuned to your local weather
- ▶ Inspect your buildings and grounds for loose objects
- ▶ Notify all staff
- ▶ Confirm all contact information
- ▶ Protect key property/equipment
- ▶ Conduct business-specific tasks



72 Hours Before

- ▶ Activate plan
- ▶ For hurricane, prepare for 1+ category stronger than forecast
- ▶ Secure loose building and outdoor equipment
- ▶ Clean out debris from outdoor drains
- ▶ Fill backup generators
- ▶ Set up and instruct on communications
- ▶ Protect key property/equipment
- ▶ Conduct business-specific tasks



24-48 Hours Before

- ▶ Communicate closure details
- ▶ Install window protection for hurricanes and other high-wind events
- ▶ Disconnect all electrical equipment
- ▶ Install flood protection
- ▶ Provide for employees remaining on site
- ▶ Conduct full or partial shutdown procedures
- ▶ Close perimeter office doors
- ▶ Conduct business specific tasks



During & Immediately After

- ▶ Stay safe
- ▶ Contact all employees about business's office/facility status
- ▶ Protect key property/equipment
- ▶ Conduct business-specific tasks



Recovery After


- ▶ Authorized employees return to assess damages and safety of premises
- ▶ When deemed safe, begin documented startup procedures
- ▶ Give the “all clear” when appropriate
- ▶ Inventory ALL damages, related expenses; report to insurance company
- ▶ Reduce further damage
- ▶ Returning staff inspect and report damages
- ▶ Communicate status with key customers and suppliers



Debrief

- ▶ Document feedback from ALL staff
- ▶ Ask for suggestions for improvements
- ▶ Inventory and replenish emergency supplies





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Fairfield Fire Chief, Denis McCarthy