

Concept of Operations	Standard Operating Procedures Evacuation
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Lead Agency	Franklin County Emergency Management Department (FCEMD)
Support Agencies	Apalachicola Police Department (APD) Carrabelle Police Department (CPD) Croom’s Transportation Inc (Croom’s) Franklin County Faith Based Organizations (FCFBO) Franklin County School District (FCSD) Franklin County Sheriff’s Office (FCSO) Franklin County United Firefighter Association (FCUFA) George E Weems Memorial Hospital EMS (EMS)

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1.0 – Introduction

1.1 – Purpose



Because of the low-lying nature of the county and the concentration of residents and visitors near the coast, it is critical to rapidly evacuate the county prior to a tropical storm or hurricane making landfall.

This document describes the procedures that will be followed to support the following evacuation operations:

- Localized Evacuation
- Limited Evacuation
- Full Evacuation

1.2 – Scope

This procedure provides guidance on coordinating the various resources required in successfully undertaking and completing an evacuation of county residents and / or visitors in the county.

1.3 – Assumptions

The county may be totally evacuated in the event of a powerful hurricane.

Portions of the county’s residents and / or visitors can be evacuated due to smaller events such as localized flooding or the release of a hazardous material.

2.0 – Concept of Operations

2.1 – General

Tropical Event

Evacuation of county residents and visitors beyond the county must be coordinated with officials in Gulf, Leon, Liberty and Wakulla Counties and the SEOC¹ in order to minimize gridlock on regional roadways and ensure the availability of shelters.

This procedure covers several evacuation scenarios. These scenarios include:

- Evacuation of persons with special needs.
- Evacuation of individuals living in low-lying areas.
- Evacuation of the county’s general population.
- Evacuation of emergency personnel.

¹ State Emergency Operations Center



Evacuation timetables for the various scenarios can be found in the Apalachee Bay Region Evacuation Study.

Non-Tropical Event

There are several disaster threats that may lead to a smaller localized evacuation. These threats include:

- Flooding
- Hazardous Materials Release
- Wildfire

The decision to evacuate residents and / or visitors for smaller incidents is the responsibility of the onsite IC² managing the response.

2.2 – Organization

This activity is part of the Operations Section of the county's EOC³. The county's EOC utilizes the ICS⁴ structure during all activations.

2.3 – Primary Activities

2.3.1 – Transportation Disadvantaged – No Vehicles

Individuals who do not have special medical needs but require assistance with evacuating the county during a tropical event must pre-register with the FCEMD. The FCEMD will maintain an up-to-date Transportation Disadvantaged Registry containing all appropriate point of contact information.

Using the county's Transportation Disadvantaged Registry, the FCFBO will contact each pre-registered individual prior to an evacuation to determine if the individual still needs assistance.

Having identified individuals who need transportation assistance the FCFBO will arrange for home pick-up then transport them to a pre-identified ESA⁵.

The FCSD will have staged school buses and drivers at each ESA that will then transport evacuees to designated shelters outside of the county.

Return transportation from designated shelters will be provided for all evacuees.

² Incident Commander

³ Emergency Operations Center

⁴ Incident Command System

⁵ Evacuation Staging Area



2.3.2 – Special Medical Needs – Ambulatory

Individuals who have special medical needs and are ambulatory must pre-register with the FCEMD and indicate if they will need transportation assistance in evacuating the county during tropical events. The FCEMD will maintain an up-to-date Special Needs Registry containing all appropriate point of contact information.

Using the county's Special Needs Registry, the FCHD will contact each pre-registered individual prior to an evacuation to determine if the individual still needs assistance.

If the special medical needs individual is ambulatory (can walk, can walk with assistance or is in a wheelchair) the individual will be placed on the Special Needs evacuation list for ambulatory individuals.

The FCSD will coordinate with the FCEMD to have Croom's utilize their transportation assets will pick-up ambulatory special medical needs individuals at their homes then transport them to a pre-identified Special Needs Shelter located outside the county.

Return transportation from designated shelters will be provided for all evacuees.

2.3.3 – Special Medical Needs – Non-Ambulatory

Individuals who have special medical needs and are non-ambulatory must pre-register with the FCEMD and indicate if they will need transportation assistance in evacuating the county during tropical events. The FCEMD will maintain an up-to-date Special Needs Registry containing all appropriate point of contact information.

Using the county's Special Needs Registry, the FCHD will contact each pre-registered individual prior to an evacuation to determine if the individual still needs assistance.

If the special medical needs individual is non-ambulatory (bedridden) the individual will be placed on the Special Needs evacuation list for non-ambulatory individuals.

The FCHD will coordinate with the FCEMD to have EMS utilize their transportation assets which will pick-up individuals at their homes then transport them to a pre-identified Special Needs Shelter located outside the county.

Return transportation from designated shelters will be provided for all evacuees.

2.3.4 – Stage 1 Evacuation – Special Needs Population / Low Lying Areas

Situation

Tropical Storm – In the event the county is in the designated tropical storm warning area the FCEMD will provide information to the BOCC describing the hazard and offering a



recommendation regarding evacuation. Evacuation orders will be issued at the discretion of the BOCC and will apply to at-risk areas as determined by the FCEMD.

Category 1 Hurricane – In the event the county is in the designated hurricane warning area for a category one hurricane the FCEMD will recommend that the BOCC issue a mandatory evacuation for special needs population, mobile homes, RV parks and low-lying areas including Alligator Point, Dog Island, St George Island and St Vincent Island.

Agency Notification

The FCEMD will notify all evacuation support agencies that the BOCC has issued an evacuation order.

The FCEMD will coordinate with the evacuation support agencies to establish event specific guidelines for the extent of the evacuation and the timeline to begin and complete evacuation operations.

Public Notification

Evacuation information will be disseminated to the public through the county's PIO⁶. Information will be disseminated through available media outlets. Contact information for the media is available in the FCEMD Notification Directory.

Additional means of disseminating information to the public include:

- Wireless Emergency Notification System (WENS)
- Direct phone calls to Special Needs clients.
- E-Mails to various businesses, agencies and organizations.
- Broadcast sirens from law enforcement and fire department vehicles.
- Door to door notification using law enforcement officers, local government employees and / or VFDs.

Traffic Control

Traffic control during evacuations is one of the primary responsibilities of the FCSO. The FCEMD will coordinate with the FCSO to ensure an effective evacuation of county residents and visitors. There are a number of key traffic control points in the county that must be considered including:

- US Hwy 98 and Ct Rd 30-C (West of Apalachicola)
- US Hwy 98 and St Rd 65
- US Hwy 98 and Ct Rd 67
- US Hwy 98 and Alligator Point Rd
- US Hwy 98 and US Hwy 319

⁶ Public Information Officer



- St Rd 65 at the county line
- Ct Rd 67 at the county line
- St George Island Bridge (Mainland Side)

Evacuation Routes

Alligator Point	East on US Hwy 98, then north on US Hwy 319 or continue east on US Hwy 98
Apalachicola	West on US Hwy 98 to Port St. Joe, then north on St Rd 71 East on US Hwy 98, then north on St Rd 65
Carrabelle	North on Ct Rd 67
Dog Island	Once on the mainland, go north on Ct Rd 67
Eastpoint	East on US Hwy 98, then north on St Rd 65
Lanark Village	West on US Hwy 98 to Carrabelle, then north on Ct Rd 67 East on US Hwy 98, then north on US Hwy 319
St. George Island	East on US Hwy 98, then north on St Rd 65

Conclusion of Evacuation

Evacuations will be coordinated in a manner to ensure that at-risk populations have been evacuated prior to the arrival of tropical storm force winds.

2.3.5 – Stage 2 Evacuation – General

Situation

In the event the county is in the designated hurricane warning area for a category two or greater intensity hurricane FCEMD will recommend that the BOCC issue a mandatory evacuation of all county residents and visitors.

Agency Notification

Same as for a Stage 1 Evacuation.

Public Notification

Same as for a Stage 1 Evacuation.

Traffic Control

Same as for a Stage 1 Evacuation.



Evacuation Routes

Same as for a Stage 1 Evacuation.

Conclusion of Evacuation

Same as for a Stage 1 Evacuation.

2.3.6 – Stage 3 Evacuation – Emergency Personnel

Situation

The county EOC is located in a category four hurricane surge zone. The facility is wind rated at 150 MPH.

The alternate county EOC is located at the FCSO located on St Rd 65, two miles north of Eastpoint. This facility is located in a category five hurricane storm surge zone. The wind rating of the roof has not been determined.

If hurricane force winds and / or storm surge are expected to exceed the engineering limits of the county EOC and the alternate county EOC, the FCEMD will issue an evacuation order for emergency personnel.

Emergency Personnel Shelter

The FCEMD recommends that the emergency personnel who evacuate themselves and their families when asked to do so utilize W R Tolar Elementary School in Bristol as a shelter.

This will allow for enhanced communications among the county's emergency personnel regarding planning to re-enter the county after a severe hurricane.

2.3.7 – Localized Evacuation

There are several disaster threats that may lead to a smaller localized evacuation. These threats include but are not limited to:

- Flooding
- Hazardous Materials Release
- Wildfire

The decision to evacuate residents and / or visitors for smaller incidents is the responsibility of the onsite IC⁷ managing the response.

⁷ Incident Commander



The IC may use any of the following means of disseminating localized evacuation information to the public including:

- Wireless Emergency Notification System (WENS)
- Direct phone calls to Special Needs clients.
- E-Mails to various businesses, agencies and organizations.
- Broadcast sirens from law enforcement and fire department vehicles.
- Door to door notification using law enforcement officers, local government employees and / or VFDs.

2.3.8 – Sheltering In Place (SIP)

Under certain circumstances it may not be possible for the public to be safely evacuated in the face of a hazard. One example is a hazardous materials release that poses an immediate threat to the public.

In the event that a hazardous materials release poses an immediate threat to persons attempting to evacuate, the decision to recommend taking shelter indoors instead of evacuating will be made by the on-scene IC. Residents will be notified to go indoors immediately, to close windows and doors, to turn off air conditioners and fans, and to remain inside until they receive further instructions.

The IC may use any of the following means of disseminating SIP⁸ information to the public including:

- Wireless Emergency Notification System (WENS)
- Direct phone calls to Special Needs clients.
- E-Mails to various businesses, agencies and organizations.
- Broadcast sirens from law enforcement and fire department vehicles.
- Door to door notification using law enforcement officers, local government employees and / or VFDs.

2.3.9 – Re-Entry

See the Re-Entry SOP.

3.0 – Responsibilities – Lead and Support Agencies

3.1 – Lead Agency

⁸ Shelter In Place



Franklin County Emergency Management Department – Will coordinate with the BOCC and all evacuation support agencies to ensure that county residents and visitors are properly evacuated based on the current threat.

3.2 – Support Agencies

Apalachicola Police Department – Will assist in all evacuation-related activities in their jurisdiction including notifying persons living in vulnerable portions of the city that an evacuation is underway and will assist with staffing traffic control points.

Carrabelle Police Department – Will assist in all evacuation-related activities in their jurisdiction including notifying persons living in vulnerable portions of the city that an evacuation is underway and will assist with staffing traffic control points.

Croom’s Transportation Inc – Is responsible for assisting in the evacuation of special medical needs individuals who are ambulatory to a pre-identified Special Needs Shelter outside the county and returning the individual to the county.

Franklin County Faith Based Organizations – Is responsible for notification and evacuation of the county’s transportation disadvantaged population.

Franklin County School District – Is responsible for coordinating the evacuation of the county’s transportation disadvantaged population.

Franklin County Sheriff’s Office – Is responsible for coordinating law enforcement actions necessary to ensure the safe evacuation of individuals leaving vulnerable areas. These actions include coordinating with local and state law enforcement agencies, establishing traffic control points and assisting in notifying persons living in vulnerable portions of the county that an evacuation is underway.

Franklin County United Firefighter Association – Will assist in the process of notifying persons living in vulnerable portions of the county that an evacuation is underway and will assist with staffing traffic control points.

George E Weems Memorial Hospital EMS – Is responsible for assisting in the evacuation of special medical needs individuals who are non-ambulatory to a pre-identified Special Needs Shelter outside the county and returning the individual to the county.

