

CEMP

Annex II - Preparedness



Village of Key Biscayne Office of Emergency Management

Comprehensive Emergency Management Plan (CEMP)

Annex II Preparedness

II. PREPAREDNESS.

A. GENERAL.

1. The Village of Key Biscayne Comprehensive Emergency Management Plan (CEMP) contains departmental emergency responsibilities and tasks, which translate to actions found within the CEMP's "Emergency Support Function (ESF)" schedule and within each department's emergency plans and standing operational procedures. Key Biscayne departments having emergency/disaster responsibilities will need to educate, train, and equip their personnel to insure that planned responsibilities become reality. Further, emergency preparedness education programs for the general public will reduce disaster demands. An informed general public will also be more self reliant.

B. POLICIES.

1. Each department will budget for adequate training on such topics as necessary to ensure that they and their personnel are prepared to carry out their stated responsibilities and tasks.

C. GENERAL PREPAREDNESS ACTIVITIES.

1. On-going community emergency preparedness activities coordinated by the Emergency Management Coordinator include:
 - Encouraging critical facilities (hospitals, schools, nursing homes, utilities) to develop and maintain response, recovery plans.
 - Response resource development.
 - Equipment, supply acquisition for emergency response to include terrorism.
 - Disaster drills.
 - Emergency communications tests.
 - Emergency public information tests.
 - Emergency power tests.
2. The Key Biscayne Emergency Management Coordinator provides numerous public outreach projects that may including presentations to community groups, mail-outs, cable TV presentations, and seminars to encourage the citizens to prepare for a disaster.

D. SPECIFIC HAZARD PREPAREDNESS ACTIVITIES.

1. Southeast Florida Urban Area Security Initiative (UASI).
 - a. The Southeast Florida UASI program is designed to enhance and quantify the preparedness of the Area to combat terrorism and to address the unique equipment, training, planning, and exercise needs of the

Southeast Florida Urban Area which has been defined to include the Village of Key Biscayne, Miami-Dade, and Broward Counties. Specific objectives include:

- Promoting community preparedness to Weapons of Mass Destruction (WMD) incidents/threats.
- Standardizing procedures and integrating response systems.
- Improving coordination of mutual aid response.
- Providing the necessary equipment and interoperable communications to support local response efforts.
- Utilizing existing organizations and systems to ensure coordination and involvement of all first responder disciplines in all Urban Area jurisdictions.
- Utilizing all available federal, state, local and private resources to meet the objectives of the Strategy.

b. Federal UASI grant funding provides assistance to build an enhanced and sustainable capacity to prevent, respond to, and recover from threats or acts of terrorism in the Southeast Florida Urban Area.

2. The Village is participating in other County, State, and Federal terrorism programs as they become available.

3. The Village participates in County and State Hurricane preparedness programs.

E. TRAINING.

1. State and federal agencies offer a variety of training and education programs available to local government. Training opportunities are provided, coordinated by the Florida Division of Emergency Management (FDEM) and the Federal Emergency Management Agency (FEMA), and include:

- Emergency management training and education programs for first responders, emergency workers, emergency managers, public/private officials, and others.
- Preparedness information/programs for the general public.

2. Key Biscayne Emergency Management will:

- Encourage departments to provide personnel training in specific emergency management skills and related professional development.
- Ensure training for the Emergency Management Board (EMB)/Emergency Operations Center (EOC) staff.
- Encourage public education efforts for schools, community groups, businesses, Village employees, and the general public.
- Coordinate drills and exercises.
- Promote and conduct Community Emergency Response Training (CERT) Training.

3. Key Biscayne departments are expected to:

- Ensure that their employees are trained in the concepts of the Village's Comprehensive Emergency Management Plan (CEMP), and in their particular department/agency emergency plans and standing operational procedures.

- Encourage their employees to develop personal preparedness plans and supplies.
- Encourage department public education programs to include emergency preparedness and emergency management information.

4. Other:

- The Key Biscayne Chamber of Commerce promotes business emergency preparedness and planning.
- The Fire-Rescue Department provides public information on first aid, Cardio Pulmonary Resuscitation (CPR), emergency prevention, and disaster preparedness.

F. EXERCISES.

1. The Key Biscayne Emergency Management Coordinator will coordinate involvement of the Key Biscayne administration, department heads, and key staff in situational drills and table top or functional exercises to test the Comprehensive Emergency Management Plan (CEMP), and the Village's capability to respond to emergencies.

G. PUBLIC AWARENESS AND EDUCATION.

1. Public education programs and materials will be made available upon request, as time and resources permit, to all segments of the community. Program goals are to increase awareness of hazards, explain how best to safely respond, and promote self-preparedness. Efforts are focused on schools, community groups, businesses, and Key Biscayne employees.

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