



Harvey County, Kansas Emergency Operations Plan

ESF 9 - Search and Rescue

Coordinating Agency:

Newton Fire/EMS Department

Primary Agencies:

Halstead Fire/EMS Department

Hesston Fire/EMS Department

Support Agencies:

Burrton CFD #5

Burrton Police Department

Halstead Police Department

Harvey County Communications

Harvey County Emergency Management

Harvey County Fire District #1

Harvey County Sheriff Office / Detention Center

Hesston Police Department

Kansas Civil Air Patrol

Kansas Division of Emergency Management

Kansas Highway Patrol

Kansas National Guard

Kansas State Fire Marshal Office

Newton Police Department

North Newton Police Department

Sedgwick Fire Department

Sedgwick Police Department

Walton Police Department

I. Purpose and Scope

1.1 Purpose

The purpose of the ESF 9 Search and Rescue Annex is to establish how search and rescue activities will be coordinated to meet the needs generated by disasters affecting Harvey County.

1.2 Scope

This annex identifies the key policies, concepts of operations, roles and responsibilities, and capabilities associated with ESF 9 Search and Rescue in Harvey County. It applies to all individuals and organizations, and search and rescue services that may be required to support disaster response and recovery operations.

Newton Fire/EMS and other supporting agencies have existing emergency plans and procedures. ESF 9 is not designed to take the place of these plans or procedures.

Specifically, ESF 9 addresses:

- Concept of Operations including command, control and notification
- Incident management
- Coordination
- Search and rescue capabilities, including:
 - Water Search and Rescue
 - High Angle Rescue
 - Structural Collapse Search and Rescue
 - Inland/Wilderness Search and Rescue
 - Aviation Search and Rescue
 - Ability to sustain search and rescue operations for 72 hours
 - Process for requesting additional search and rescue assistance
- Victim recovery

II. Concept of Operations

This section provides a narrative description summarizing the Concept of Operations for the following ESF 9 activities: 1) Command, Control, and Notification, 2) Search and Rescue Capabilities and 3) Recovering Victims.

2.1 Command, Control, and Notification

The Incident, Unified or Area Commander will keep the Emergency Management Department informed of Search and Rescue situations that escalate beyond normal capabilities through the Harvey County Emergency Communications Center. If at any time during response to a Search and Rescue event, the Incident, Unified or Area Commander determines that additional assistance beyond normal operations is needed; they may request that the Emergency Management Department activate the EOC and

the Harvey County Emergency Operations Plan.

Tactical Search and Rescue operations will be controlled by the Incident, Unified or Area Commander(s) at the scene(s) within the Incident Command System (ICS) structure. The Incident, Unified or Area Commander(s) will assess the need for additional resources and request that the EOC deploy assets to support field operations.

The Incident, Unified, or Area Commander(s) will provide information on pertinent activities at the scene in order to maintain situational awareness to the EOC. Information may be relayed from the field to the EOC via the Harvey County Emergency Communications Center or directly from field personnel by radio, email, text or telephone.

The Emergency Management Director, in consultation with the County Administrator will determine which Emergency Support Functions are required for activation in support of emergency operations. If ESF 9 made the initial request for EOC activation, it will automatically be activated. If a disaster or major incident resulted in activation of the EOC and it is determined that ESF 9 will be activated, the Emergency Management Director will notify the designated Coordinating Agency, and request a representatives to report to the EOC to attend an initial briefing regarding the situation.

Depending on the location and complexity of the event, one or more representatives of Primary Agencies may be requested to report to the EOC. A representative from Newton Fire/EMS, if available, will report to the EOC for all incidents involving ESF 9 activation in Harvey County. If operations are in the city limits of Halstead or Hesston, the respective Fire Department will also send a representative to the EOC.

Depending on the complexity or severity of the event, the Emergency Management Director, or designee, may advise the County Administrator that the need exists to declare a local emergency. For more information on a declaration of a local emergency, see the ESF 5 Annex.

Once activated, the ESF 9 Coordinating Agency is responsible for contacting primary and support agencies with liaison roles, collecting, processing and disseminating information to and from the EOC and for initiation of search and rescue activities in support of emergency operations.

ESF 9 operations will be coordinated from the Harvey County Emergency Operations Center (EOC).

The ESF 9 Coordinating Agency will:

- Work with the EOC to rapidly assess the situation and take appropriate actions to support search and rescue operations at the scene(s);
- Assess the need to request specialized search and rescue resources from outside Harvey County;
- Serve as the liaison with search and rescue resources from outside the county,

- including State and Federal agencies.
- Work with ESF 3, Public Works and Engineering, to ensure heavy equipment support is available to support search and rescue operations;
 - Coordinate with the ESF 8, Public Health and Medical Services, to ensure coordination of emergency medical assistance and victim transport.
 - Manage the collection, processing and dissemination of information to and from the EOC.
 - Work with the Incident, Area, or Unified Commander(s) and the EOC to ensure search and rescue personnel deployed to the disaster scene are appropriately outfitted with, and trained to use, personal protective equipment required by the presence of any potentially hazardous materials/substances.

All fire departments in Harvey County are the first line of response for most rescue situations including vehicular extractions, collapsed buildings and trench collapse. If visible damage or a debris field is present, first responders will make entry into the property. The Rescue Teams from Newton Fire/EMS are called upon to provide heavy rescue, additional manpower and equipment. The local fire departments provide the initial size up of the situation as well as the initial triage. The Fire Officer on scene will assume the role of Incident Commander, direct the response of additional manpower and equipment as needed and direct the shut off of utilities such as gas or power at the scene. Additional resources can be obtained from additional member departments of Task Force 5. In the event, the incident exceeds the resources available through TF5, requests for assistance will be made to additional Task Forces within the state.

2.2 Search and Rescue Capabilities

Harvey County

Newton Fire/EMS Department has the following specialized search and rescue capabilities:

- Air-based search and rescue operations
- Structural collapse
- Missing persons
- Water, including lakes, ponds, streams, flood/swift water,
- High Angle Rescue (water towers, tall buildings, other towers)
- Below grade rescue
- Confined Space Entry and Rescue
- Trench Rescue

For search and rescue operations for missing persons or resulting from criminal activities, including terrorist incidents, law enforcement would have command. Newton Fire/EMS would provide assistance and augment law enforcement assets. ESF 13 Public Safety and Security would coordinate with ESF 9.

Decisions regarding whether or not to call for mutual aid are made by the Incident, Unified, or Area Commander and are based on the following criteria:

- Type and scale of event, and potential to escalate,

- Size of area to be searched,
- Duration of the incident,
- Time of day, and
- Weather.

The Incident, Unified, or Area Commander, in coordination with Search and Rescue Operations will make the decision to change from a “Search and Rescue operation” to a “recovery operation”.

In the event heavy equipment or engineering resources are needed for search and rescue activities, ESF 9 will coordinate with ESF 3.

Regional

The South Central Kansas Homeland Security Council Region has developed a Technical Search and Rescue System to provide assistance when needed to any of the jurisdictions in the region or state. The Regional Search and Rescue System is made up of specialized capabilities and trained personnel to conduct high angle rescue, confined space rescue, trench rescue, structural collapse rescue, elevator rescue and mass transportation rescue.

In addition, members of the Regional Search and Rescue System have both swift water rescue and boat water rescue capabilities. Other agencies in the region maintain some capabilities to assist with water rescue, however they should be used to support the capabilities of the Regional Search and Rescue System.

The specially trained personnel and capabilities making up the Regional Search and Rescue System are maintained by the following fire departments:

- Newton Fire/EMS Department
- Winfield Fire/EMS Department
- Sedgwick County Fire District #1
- Wichita Fire Department
- Hutchinson Fire Department
- Great Bend Fire/EMS Department
- Wellington/Ark City Fire Departments

Depending on the type of search and rescue operations required, the appropriate Regional Search and Rescue System capabilities will be deployed at the request of the Incident Commander (IC).

The Regional Search and Rescue System may be deployed to incidents in Kansas by KDEM or the State Fire Marshals’ Office.

The Regional Search and Rescue System also maintain a K-9 group with dogs and handlers that respond to incidents that require K-9 search. Additional information regarding this capability may be obtained by authorized personnel from members of the Regional Search and Rescue System.

There are other regional capabilities potentially available to provide support to an

incident involving search and rescue operations, including communications equipment, command vehicles, medical resources, specially trained response teams, volunteers and others.

State

The State of Kansas is divided geographically into seven (7) Homeland Security regions. (See Addendum 4 for US&R resources by region.) A US&R Task Force or Team, typed according to the National Incident Management System (NIMS) “Resource Typing Definitions for Mass Search and Rescue Operations”, is available in each region.

Each US&R resource is deployable 24/7 in one of the following deployment options:

- **Advance Deployment:** Select members of the US&R resource can be requested as an Advance Team that can respond quickly within their respective region, specifically for the purpose of providing technical assistance to the Incident Commander or affected jurisdiction regarding search and rescue operations.
- **Regional Deployment:** Each US&R resource can be requested directly by an Incident Commander or jurisdiction within their respective region to provide an immediate mutual aid response with on-duty personnel and equipment.
- **State Deployment:** Each US&R resource can be requested to provide assistance outside of their respective region or outside the state. The US&R resource is expected to be mobilized and en route within two (2) hours of notification and be self-sufficient for up to 72 hours. Request for a state deployment must be made through the SEOC or the Emergency Response Division of the OSFM.

The structure and organization of each US&R resource is modeled after other state and federal US&R resources to maintain consistency throughout the country. Each US&R resource is deployable 24/7 through the State Emergency Operations Center (SEOC) or the Emergency Response Division of the Office of the State Fire Marshal.

Other resources that can be requested through the SEOC include search and rescue canine teams and helicopters with infrared search capability.

2.3 Recovering Victims

Law enforcement, under the direction of the Harvey County Coroner, will record where **deceased victims** were found. Law enforcement, under the direction of the Sheriff or local Police Chief, will account for and secure evidence and personal belongings.

Victims with no injuries will be released from the scene either to themselves or a responsible party (i.e. parent/guardian). In the event, of a potential crime scene, victims with no injuries will be referred to Law Enforcement representatives on scene. At a minimum, contact information will be obtained for all victims prior to them being released from the scene.

Injured victims will be transferred to a triage area to be screened for treatment and

transport. Transport will be coordinated by local EMS. In the event the needs exceed local resources, mutual aid will be utilized or MERGE will be contacted for assistance in providing additional ambulances and personnel.

Fatality victims

Crime Scenes: Fatality Victims will be discreetly covered and left in place until the body is either released by law enforcement or arrangements are made by law enforcement to transfer the body for further crime scene processing.

Non-crime Scenes: A temporary morgue will be set up at the scene at a location deemed appropriate by on scene medical personnel. Once all injured victims are treated and transported by EMS, the transfer of bodies to the appropriate receiving facilities will be handled as set out in ESF 8-Public Health and Medical Services.

The team will obtain GPS coordinates that will be relayed to Operations through the Task Force Leader. Responsibility lies with the County Coroner with the removal of all fatalities.

Partial remains will be left in place until released by law enforcement or arrangements are made by law enforcement to transfer the remains to an appropriate facility for crime scene processing. The team will obtain GPS coordinates that will be relayed to Operations through the Task Force Leader. If the remains are released at the scene, coordination of movement of the remains to the appropriate receiving facility will be made under the direction of the County Coroner.

III. Actions and Responsibilities

3.1 Actions

Actions carried out by ESF 9 are grouped into phases of emergency management: Preparedness, Response, Recovery and Mitigation. Each phase requires specific skills and knowledge to accomplish the tasks and requires significant cooperation and collaboration between all ESF 9 agencies and the intended recipients of service.

| Overall Actions Assigned to All Members | |
|---|---|
| <i>Preparedness (Pre-Event) Actions for ESF 9 - Search & Rescue</i> | |
| 1 | Maintain a central personnel roster, contact, and resource lists to support ESF-9 tasks. |
| 2 | Train personnel on EOC operation, the Incident Command System (ICS) and the National Incident Management System (NIMS). |
| 3 | Collect, process, and disseminate information to and from the EOC. |
| 4 | Participate in training, drills, and exercises |
| 5 | Develop mutual aid and other support agreements with surrounding jurisdictions and the private sector. |

| Overall Actions Assigned to All Members | |
|--|--|
| <i>Response (During Event) Actions for ESF 9 - Search & Rescue</i> | |
| 1 | Coordinate the activation of mutual aid agreements. |
| 2 | Alert or activate off-duty and auxiliary personnel as required by the emergency. |
| 3 | Collect, process, and disseminate information to and from the EOC. |

| Overall Actions Assigned to All Members | |
|--|---|
| <i>Recovery (Post Event) Actions for ESF 9 - Search & Rescue</i> | |
| 1 | Continue to perform tasks necessary to expedite restoration and recovery operations. |
| 2 | Return borrowed resources and those obtained through agreement, lease, or rental when those resources are no longer required. |
| 3 | Evaluate response and recommend changes to ESF-9 Annex to correct shortfalls and improve future response activities. |
| 4 | Provide documentation for possible financial reimbursement process for recovery activities. |
| 5 | Participate in after action meetings and prepare after action reports as requested. |
| 6 | Clean, replenish, repair, and perform maintenance on all equipment before returning to normal operations or storage. |

3.2 Responsibilities

The following list identifies the responsibilities designated to each agency/organization for this ESF. The Coordinating and Primary Agency and their responsibilities are listed first. The Supporting Agencies follow in alphabetical order.

| Coordinating: Newton Fire/EMS Department | |
|--|--|
| <i>Preparedness (Pre-Event) Actions for ESF 9 - Search & Rescue</i> | |
| 1 | Identify who is responsible for initial notification of ESF-9 personnel. |
| 2 | Identify responsibilities for liaison roles with state and adjacent county SAR officials. |
| 3 | Develop standard operating guides and checklists to support ESF-9 activities. |
| 4 | Develop and maintain ESF-9 Annex. |
| 5 | Identify search and rescue sustainment needs for incidents less than 72 hours and greater than 72 hours. |
| 6 | Identify guidance on handling vulnerable populations as is necessary to search and rescue operations. |
| <i>Response (During Event) Actions for ESF 9 - Search & Rescue</i> | |
| 1 | Designate personnel to coordinate ESF-9 activities in EOC. |
| 2 | Manage the collection, processing, and dissemination of information between ESF-9 and EOC or incident command. |
| 3 | Participate in EOC briefings, incident action plans, situation reports and meetings to support ESF9. |
| 4 | Transport victims to emergency treatment centers, mass casualty centers, or fatality collection points. |
| 5 | Coordinate fatality information with other agencies and provide documentation as available. |
| 6 | Coordinate with search and rescue elements responding from outside the jurisdiction. |
| 7 | Identify responsibilities for liaison roles with state and adjacent county SAR officials. |
| 8 | Identify search and rescue sustainment needs for incidents less than 72 hours and greater than 72 hours. |
| 9 | Identify guidance on handling vulnerable populations as is necessary to search and rescue operations. |
| <i>Recovery (Post Event) Actions for ESF 9 - Search & Rescue</i> | |
| 1 | Provide assistance in initial needs assessment and augment search and rescue operations. |
| 2 | Identify guidance on handling vulnerable populations as is necessary to search and rescue operations. |
| 3 | Manage the collection, processing, and dissemination of information between ESF-9 and EOC or incident command. |
| 4 | Coordinate fatality information with other agencies and provide documentation as available. |



| Mitigation Actions for ESF 9 - Search & Rescue | |
|---|--|
| 1 | Participate in the hazard identification process and identify and correct vulnerabilities. |
| 2 | Participate in mitigation planning team meetings and work with local emergency management to promote community preparedness. |
| 3 | Provide ESF-9 representative for update of mitigation plan. |

| Primary: Halstead Fire/EMS Department | |
|---|--|
| Preparedness (Pre-Event) Actions for ESF 9 - Search & Rescue | |
| 1 | Identify who is responsible for initial notification of ESF-9 personnel. |
| 2 | Identify responsibilities for liaison roles with state and adjacent county SAR officials. |
| 3 | Develop standard operating guides and checklists to support ESF-9 activities. |
| 4 | Identify search and rescue sustainment needs for incidents less than 72 hours and greater than 72 hours. |
| 5 | Identify guidance on handling vulnerable populations as is necessary to search and rescue operations. |
| Response (During Event) Actions for ESF 9 - Search & Rescue | |
| 1 | Designate personnel to coordinate ESF-9 activities in EOC. |
| 2 | Manage the collection, processing, and dissemination of information between ESF-9 and EOC or incident command. |
| | |
| 3 | Participate in EOC briefings, incident action plans, situation reports and meetings to support ESF9. |
| 4 | Transport victims to emergency treatment centers, mass casualty centers, or fatality collection points. |
| 5 | Coordinate with search and rescue elements responding from outside the jurisdiction. |
| 6 | Identify responsibilities for liaison roles with state and adjacent county SAR officials. |
| 7 | Identify search and rescue sustainment needs for incidents less than 72 hours and greater than 72 hours. |
| 8 | Identify guidance on handling vulnerable populations as is necessary to search and rescue operations. |
| Recovery (Post Event) Actions for ESF 9 - Search & Rescue | |
| 1 | Provide assistance in initial needs assessment and augment search and rescue operations. |
| 2 | Identify guidance on handling vulnerable populations as is necessary to search and rescue operations. |
| 3 | Manage the collection, processing, and dissemination of information between ESF-9 and EOC or incident command. |



| Primary: Hesston Fire/EMS Department | |
|--|--|
| <i>Preparedness (Pre-Event) Actions for ESF 9 - Search & Rescue</i> | |
| 1 | Identify who is responsible for initial notification of ESF-9 personnel. |
| 2 | Identify responsibilities for liaison roles with state and adjacent county SAR officials. |
| 3 | Develop standard operating guides and checklists to support ESF-9 activities. |
| 4 | Identify search and rescue sustainment needs for incidents less than 72 hours and greater than 72 hours. |
| 5 | Identify guidance on handling vulnerable populations as is necessary to search and rescue operations. |
| <i>Response (During Event) Actions for ESF 9 - Search & Rescue</i> | |
| 1 | Designate personnel to coordinate ESF-9 activities in EOC. |
| 2 | Manage the collection, processing, and dissemination of information between ESF-9 and EOC or incident command. |
| 3 | Participate in EOC briefings, incident action plans, situation reports and meetings to support ESF9. |
| 4 | Transport victims to emergency treatment centers, mass casualty centers, or fatality collection points. |
| 5 | Coordinate with search and rescue elements responding from outside the jurisdiction. |
| 6 | Identify responsibilities for liaison roles with state and adjacent county SAR officials. |
| 7 | Identify search and rescue sustainment needs for incidents less than 72 hours and greater than 72 hours. |
| 8 | Identify guidance on handling vulnerable populations as is necessary to search and rescue operations. |
| <i>Recovery (Post Event) Actions for ESF 9 - Search & Rescue</i> | |
| 1 | Provide assistance in initial needs assessment and augment search and rescue operations. |
| 2 | Identify guidance on handling vulnerable populations as is necessary to search and rescue operations. |
| 3 | Manage the collection, processing, and dissemination of information between ESF-9 and EOC or incident command. |

| Supporting: Burrton CFD #5 | |
|---|---|
| <i>Response (During Event) Actions for ESF 9 - Search & Rescue</i> | |
| 1 | Transport victims to emergency treatment centers, mass casualty centers, or fatality collection points. |

| Supporting: Harvey County Communications | |
|--|--|
| <i>Preparedness (Pre-Event) Actions for ESF 9 - Search & Rescue</i> | |
| 1 | Identify who is responsible for initial notification of ESF-9 personnel. |



| Supporting: Harvey County Emergency Management | |
|--|--|
| <i>Preparedness (Pre-Event) Actions for ESF 9 - Search & Rescue</i> | |
| 1 | Identify who is responsible for initial notification of ESF-9 personnel. |
| 2 | Identify responsibilities for liaison roles with state and adjacent county SAR officials. |
| 3 | Develop standard operating guides and checklists to support ESF-9 activities. |
| 4 | Develop and maintain ESF-9 Annex. |
| 5 | Identify search and rescue sustainment needs for incidents less than 72 hours and greater than 72 hours. |
| 6 | Identify guidance on handling vulnerable populations as is necessary to search and rescue operations. |
| <i>Response (During Event) Actions for ESF 9 - Search & Rescue</i> | |
| 1 | Designate personnel to coordinate ESF-9 activities in EOC. |
| 2 | Manage the collection, processing, and dissemination of information between ESF-9 and EOC or incident command. |
| 3 | Provide field support for emergency responders at the scene. |
| 4 | Participate in EOC briefings, incident action plans, situation reports and meetings to support ESF9. |
| 5 | Coordinate fatality information with other agencies and provide documentation as available. |
| 6 | Coordinate with search and rescue elements responding from outside the jurisdiction. |
| 7 | Identify responsibilities for liaison roles with state and adjacent county SAR officials. |
| 8 | Identify search and rescue sustainment needs for incidents less than 72 hours and greater than 72 hours. |
| 9 | Identify guidance on handling vulnerable populations as is necessary to search and rescue operations. |
| <i>Recovery (Post Event) Actions for ESF 9 - Search & Rescue</i> | |
| 1 | Provide assistance in initial needs assessment and augment search and rescue operations. |
| 2 | Identify guidance on handling vulnerable populations as is necessary to search and rescue operations. |
| 3 | Manage the collection, processing, and dissemination of information between ESF-9 and EOC or incident command. |
| 4 | Coordinate fatality information with other agencies and provide documentation as available. |
| <i>Mitigation Actions for ESF 9 - Search & Rescue</i> | |
| 1 | Participate in the hazard identification process and identify and correct vulnerabilities. |
| 2 | Participate in mitigation planning team meetings and work with local emergency management to promote community preparedness. |