

Northampton County Emergency Operations Plan

2.7.2.2 County Administration

- Coordinate with Northampton County Emergency Management regarding public information.
- Assist with the review and enactment of ordinances and other legislation required to mitigate and ensure a satisfactory response to and recovery from emergencies and disasters.
- Draft emergency proclamations and ordinances for the County, as required.
- Develop legal documentation (e.g., “hold harmless” documents), as required.
- Assist in the preparation and execution of contracts for emergency services and equipment.
- Maintain and coordinate with media contacts on behalf of the County.
- Support the EOC in monitoring and addressing rumors.
- Support the EOC in drafting and reviewing press releases.
- Organize press conferences, as required.
- Assist with mass information distribution.
 - Flyers and posters
 - E-mails to contact lists
 - Website
 - Social media