2.7.1 Town Government

The primary responsibility for maintaining order within the towns of Northampton County resides with the towns of Cape Charles, Cheriton, Eastville, Exmore, and Nassawadox. The many legal roles and responsibilities are prescribed in their respective town charters, in state statutes, and in municipal ordinances. On a less frequent basis, municipal departments are confronted with large-scale events that can occur suddenly or over variable periods of time and escalate beyond normal responses. These situations, which are distinguished as major incidents, disasters, or catastrophes, have expanded requirements that can exceed the capacity of one town to handle alone. In all instances, town resources should be pursued first before turning elsewhere. Outside resources may include mutual aid from neighboring jurisdictions, and assistance may be available through local and regional agreements, pre-existing MAAs, or contractual agreements.

2.7.2 County Agencies

The basic plan provides an overview of Northampton County's approach to emergency response and operations. It assigns broad responsibilities to local government agencies and support organizations for disaster preparedness, response, recovery, and mitigation. These responsibilities are generally extensions of normal day-to-day functions involving the same personnel and resources. Responsibilities of the County agencies and support organizations are summarized here, discussed in further detail in Section 3 under their respective ESFs, and in some cases, further expanded in Section 6 Attachments for each respective function.

2.7.2.1 Building Department and Code Compliance Department

- Review and issue building permits and associated plans.

- Administer and enforce the Virginia Uniform Statewide Building Code.

- Perform code-related building inspections.

- Issue Certificates of Occupancy.

- Respond to building code-related questions.

- Assist as a member of the County Damage Assessment Team.

- Inspect buildings for re-occupancy.

- Secure the services of contracted inspections, as needed.

- Coordinate and assist with inspection activities of other jurisdictions within the County, as requested.

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

2.7.2.3 Emergency Management

- Determine the level of response activation required to meet operational demands (e.g., EOC activation) in collaboration with response partners.
- Ensure that all Continuity of Operations (COOP) and Continuity of Government requirements and responsibilities are addressed within the County government.
- Release public information through the use of communications resources, contacts, and manpower.
- Maintain liaison with the state, other counties, private industry, and nongovernmental organizations.
- Support efforts to assist critical infrastructure and key resources in Northampton County. Critical infrastructure would include major roadways, communications systems, power systems, and the CBBT.
- Direct and control emergency operations.
- Submit state-required reports and records.
- Assess damage.
- Coordinate disaster assistance and recovery.
- Remove debris.
- Provide potable water.

2.7.2.4 Emergency Medical Services (EMS)

- Maintain pre-hospital emergency medical response services.
- Develop staffing contingencies for operational periods that may extend beyond current capacity.
- Coordinate with the EMS director or designee and the EOC to respond to prioritized 911 calls due to extreme call loads.
- Coordinate with the EMS director or designee and the EOC and other private and governmental agencies to provide for surge when needed and necessary.
- Transmit vital information and requests to the EOC by timely spot and situation reports.
- Assist with emergency public health, emergency medical, and environmental aspects of response operations.
- Assist with evacuation of endangered areas, as necessary.
- Assist with dissemination of warnings to the public.
- Assist in search and rescue functions, as requested.
- Coordinate with the EMS medical director and EOC for open protocol procedures.
- Implement safety, triage, dispatch, and transportation protocol changes per plans and state guidance.
- Support all response initiatives as able and requested.
- Support medical facility disaster operations (e.g., patient transfers, surge, alternate care site activation, etc.) as able.

2.7.2.5 Finance Department

- Assess budget implications of the emergency or disaster situation.
- Support the purchase of resources for disaster response.
- As requested, assist in assessing the impact of the disaster on the tax base and the overall economy of the County.
- Liaison with private industry and support outreach initiatives, if needed and necessary.
- Support efforts to conduct economic/business impact and needs assessments, as requested.
- Assist in preparing a request for disaster assistance.

2.7.2.6 Fire Companies

- Provide fire prevention and suppression services.
- Provide communications support.
- Provide assistance to EMS as able/requested.
- Provide Hazmat incident response.
- Assist the Hazardous Materials Team with radiological monitoring and decontamination.
- Assist with evacuation.
- Assist in search and rescue, as needed.
- Provide refuge of last resort for evacuees at fire stations.
- Assist in initial warning and alerting.

2.7.2.7 Public Works

- Maintain County water and sewer systems.
- Assist with the opening of emergency facilities, as requested.

2.7.2.8 Facilities Management

- Assist with debris removal on County-owned property.
- Assist with damage assessment.
- Assess the status of County-owned property or facilities.

2.7.2.9 Social Services

- Support assessments of the impact of the disaster on the community.
- Receive and care for evacuees in shelters, including providing registration and record keeping for such.
- Provide emergency welfare services for displaced persons.
- Coordinate the services of quasi-public and volunteer relief organizations.
- Provide special assistance for the elderly functional needs population, as required.
- Assist the County's EOC in preparing and disseminating emergency instructions and information to the community.
- Support assessments of the impact of the disaster on the access and functional needs population.
- Assist the County's EOC in preparing and disseminating emergency instructions and information to the access and functional needs population.
- Open and staff the County shelter.
- Periodically report status and current shelter occupancy to the County's EOC.

2.7.2.10 Sheriff's Office

- Maintain law and order, protect vital County facilities/resources, and ensure the security of closed facilities and shelters.
- Support response efforts by providing security and traffic control, as needed and necessary.
- Assist with initial warning and alerting.
- Secure the emergency site(s), evacuated area(s), shelter area(s), vital facilities, and supplies.
- Evacuate and control access to threatened areas.
- Implement appropriate protective measures in police cellblocks.
- Enforce control measures, as directed.
- Support body recovery, identification, and investigation procedures.

2.7.2.11 County Attorney

- Assist with legal issues, as necessary.

2.7.2.12 School System

- Coordinate with Social Services to provide shelters.
- Provide buses for mass evacuations.
- Support other requests, as needed or requested.

2.7.2.13 Planning and Zoning

- Ensure that all construction within the County is in compliance with the County's comprehensive plan, zoning, and land-use regulations.
- Provide maps, charts, and population data, as necessary.
- Assist with damage assessment following a disaster.
- Provide mapping services to support preparedness, response, recovery, and mitigation operations.

2.7.2.14 Information Technology

- Establish and maintain communication links in the EOC and other County facilities.

2.7.2.15 Solid Waste

- Provide debris management and removal.
- Coordinate with debris management agencies to receive debris post-disaster.

2.7.3 State Agencies

- Identify public and private-sector partners needed for effective planning and response.
- Develop key components of the statewide preparedness plan.
- Develop/implement data management systems needed to implement components of the state plan, as necessary.
- Coordinate with counties to ensure consistent messaging, information exchange, appropriate response, and appropriate allocation of state resources.
- Coordinate with other states and with federal agencies regarding assets, response, information, and public communications.
- Ensure the continuity of state government and protection of state employees.
- Respond to agricultural emergencies.
- Integrate military assets into response activities.
- Manage mass fatalities.
- Sustain state-run transportation systems.
- Provide mental health support.
- Mitigate the impact of an emergency or disaster on workers, critical infrastructure, and key resources throughout the state.
- Conduct impact and needs assessments.
- Manage volunteers.
- Assist vulnerable populations.
- Acquire and allocate scarce resources.
- Provide EMS guidance and oversight.

2.7.3.1 Health District

- Issue health advisories.
- Coordinate epidemic control measures.
- Assist with medical support to persons in shelters.
- Coordinate emergency mortuary and interment.
- Oversee insect and rodent control.
- Inspect food, milk, and water supply; ensure the continued supply of potable water.
- Coordinate and control biological agents.
- Identify the dead, assisted by the local and state police.
- Coordinate with area hospitals.
- Ensure the provision of minimum essential sanitation services.

2.7.4 Private Sector

The private sector represents an essential pillar of society because of the essential goods and services it provides. Moreover, it touches the majority of the population on a daily basis, through an employer-employee or vendor-customer relationship. Cooperation from the private sector is essential to help manage response and may include the following actions:

- Establish contingency systems to maintain the delivery of essential goods and services during times of significant and sustained worker absenteeism due to an emergency or disaster situation.
- Establish partnerships with other members of the sector to provide mutual support and maintenance of supply chains/essential services.
- Provide response support via materiel and provision of services.
- Provide healthcare (e.g., private hospitals).
- Support mass casualty management (e.g., funeral homes).
- Support public information campaigns by ensuring that employees are informed.

2.7.5 Nongovernmental Organizations

Nongovernmental organizations include a variety of volunteer, service, or advocacy groups that are independent from any governmental body. Many of these organizations play important roles during disasters or have responsibilities that are necessary. Activities performed by nongovernmental organizations may include the following:

- Manage volunteers and donations.
- Provide community psychological support (e.g., churches).
- Manage domestic animal issues (e.g., orphaned pets).
- Coordinate with private industry elements.
- Support public information campaigns.
- Support public health missions.
- Support assistance programs for vulnerable populations.