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# Emergency Operations Plan

## **202.1 PURPOSE AND SCOPE**

This policy clarifies the role of the Talbot County Sheriff's Office and responsibilities of its members pertaining to large scale emergencies and the Maryland Emergency Management Agency (MEMA) operating under the State of Maryland Emergency Operations Core Plan.

## **202.2 POLICY**

The Talbot County Sheriff's Office will prepare for large scale emergencies within and outside its jurisdiction through planning and mutual cooperation with other agencies.

The County Emergency Operations Plan complies with the State of Maryland's Emergency Operations Core Plan, as part of the Comprehensive Emergency Management Program (Md. Code PS § 14-109; Md. Code PS § 14-110). This plan provides guidance for County emergency operations within and outside its borders as may be required.

## **202.3 ACTIVATING THE EMERGENCY OPERATIONS PLAN**

The Emergency Operations Plan can be activated in a number of ways. For the Talbot County Sheriff's Office, the Sheriff or the highest ranking on-duty supervisor may activate the local Emergency Operations Plan in response to a major emergency.

The declaration of a local state of emergency may only be made by the County's principal executive officer or the appointee if required by the circumstances. Such a declaration activates the jurisdiction's response (if not already activated) and recovery plan (Md. Code PS §14-111; Md. Code PS § 14-403).

Upon activation of the plan, the Sheriff or the authorized designee should contact MEMA to assist with mutual aid response from local, state and federal law enforcement agencies (Md. Code PS §14-701; Md. Code PS §14-801; Md. Code PS § 14-601; Md. Code CP § 2-105).

### **202.3.1 RECALL OF PERSONNEL**

In the event that the Emergency Operations Plan is activated, all employees of the Talbot County Sheriff's Office are subject to immediate recall to service. Employees may also be subject to recall during extraordinary circumstances as deemed necessary by the Sheriff or the highest ranking on-duty supervisor.

Failure to promptly respond to an order to report for duty may result in discipline.

## **202.4 LOCATION OF THE EMERGENCY OPERATIONS PLAN**

Copies of the Emergency Operations Plan are available in Administrative Services, the Shift Sergeant's office and Talbot Center. All supervisors should familiarize themselves with the Emergency Operations Plan and the roles members will play when the plan is implemented. The Administrative Services Commander should ensure that office members are familiar with the roles they will play when the plan is implemented.

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### **202.5 EMERGENCY OPERATIONS PLAN REVIEW**

The Sheriff or the authorized designee shall review the Emergency Operations Plan at least once every two years and ensure that the plan conforms to any revisions made by the National Incident Management System (NIMS). The Sheriff or the authorized designee should appropriately address any needed revisions.

### **202.6 TRAINING**

The Office should provide annual training on the Emergency Operations Plan for all supervisors and other appropriate personnel. All supervisors should familiarize themselves with the Emergency Operations Plan and personnel responsibilities when the plan is implemented. Training should incorporate a full or partial exercise, tabletop or command discussion.