

RESOLUTION 21-47

**A RESOLUTION OF THE CITY OF PANAMA CITY BEACH,
FLORIDA, APPROVING A COMPREHENSIVE EMERGENCY
MANAGEMENT PLAN.**

WHEREAS, the City Council recognizes the many and various manmade and natural disasters which threaten its citizens; and

WHEREAS, the Council further recognizes the responsibility to provide for the safety and welfare of its citizens in providing mitigation, preparedness for, response to and recovery from such hazards; and

WHEREAS, Chapter 252, Florida Statutes, specifically authorizes the exercise of emergency management powers by political subdivisions.

NOW THEREFORE, BE IT RESOLVED by the City Council of the City of Panama City Beach that the Comprehensive Emergency Management Plan dated November 4, 2020, having been fully coordinated with supporting departments, is hereby adopted as the plan for mitigation, preparing for, responding to and recovering from emergencies in the City.

THIS RESOLUTION shall be effective immediately upon passage.

PASSED in regular session this 12th day of November, 2020.

CITY OF PANAMA CITY BEACH

By: 
Mark Sheldon, Mayor

ATTEST:


Lynne Fasone, City Clerk



CITY OF PANAMA CITY BEACH

**COMPREHENSIVE
EMERGENCY MANAGEMENT PLAN**

**Prepared by,
Panama City Beach Fire Rescue
November 4th, 2020**

Version 1.0

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***** UTILITIES EMERGENCY RESPONSE PLAN WILL NOT BE AVAILIABLE UNITL MAY 2021 *****

LETTER FROM THE CITY MANAGER

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Our citizens rely on government to respond with needed assistance whenever a local disaster strikes. The role of each city department and each employee is to assist the city in minimizing the impact of a disaster. This plan outlines the framework, management, guidelines, and resources to ensure the preparedness, response, recovery, and mitigation is ready in the event we face a significant emergency in Panama City Beach.

It is my hope that we will never have to use this emergency management plan, but as history has proven, disasters can occur at any time. I charge each city employee and department to be prepared, to periodically review this plan, and to take this responsibility seriously. I have every confidence that, if needed, each one of you will respond as true professional and as a city we will do the best we can for our citizens.

Tony O'Rourke
City Manager

CEMP DISTRIBUTION LIST

- City Manager
- Mayor
- City Clerk
- Fire Chief
- Police Chief
- Public Works Director& Public Utilities Director
- Purchasing
- Planning and Development Director
- Building Official
- Parks and Recreation
- Lifeguard Division Director
- Finance Director
- IT Director
- Human Resources Director
- Bay County Emergency Management Director

Note: The Comprehensive Emergency Management Plan (CEMP) can be found on the City's website.

BASIC PLAN

INTRODUCTION

A. Executive Summary

The City of Panama City Beach is vulnerable to a variety of hazards that may threaten our population, businesses, and environment. This Comprehensive Emergency Management Plan (CEMP) establishes the framework, guidelines, management structure and identifies resources available to ensure the City of Panama City Beach is prepared to deal with these hazards and emergencies. The emergency management structure in Florida is guided by Florida Statute Chapter 252 which utilizes an organizational structure with four levels of intervention (local, county, state, and federal). The lowest level of government (in this case the city) shall have the initial responsibility for disaster response and relief, attempting to mitigate the hazard. Requests for assistance from the next level of government will be made when the magnitude of the disaster exceeds local resources.

An emergency plan examines potential emergencies and disasters based on the risks posed by likely hazards, develops and implements programs aimed toward reducing the impact of these events on a community, prepares for risks that cannot be eliminated, prescribes the actions required to deal with the consequences, and incorporates the National Incident Management System (NIMS) in managing and mitigating the emergency.

The CEMP for Panama City Beach is an all hazard plan that is intended to conform to Bay County's Comprehensive Emergency Management Plan, the State of Florida's Emergency Response Plans, and the National Response Framework. This plan emphasizes action within the four phases of the Emergency Management cycle: Preparedness, Response, Recovery, and Mitigation.

The CEMP is divided into the Basic Plan with five sections including Communications, Mass Care, Debris Management, Resource Management, and Post-Disaster Redevelopment. There are six additional sections with additional guidelines for Hurricanes and Severe Weather, Hazardous Materials, Terrorism, Pandemic Influenza and City COOP PODS. There is also a Forms section and a section addressing a Continuity of Operations Plan for relocating and re-establishing city government.

The Basic Plan outlines the general purpose, scope, and methodology of the CEMP, provides a hazard analysis of potential risks as well as provides geographic, demographic, and economic information related to the community. The plan also outlines the concept of operations including preparedness activities, responsibilities, organization and incident management structures, response, communications, resource management, recovery functions and both pre/post mitigation activities. In addition, the plan covers financial responsibilities, references, and authorities.

Communications- This section outlines the communication systems that are used by the City of Panama City Beach daily and during a disaster. This communication system includes the 800 MHz radio system, both City and County, used for normal radio communications, back-up systems, alternate methods for communications, and methods to alert the public. Included are also procedures for radio use, potential problem areas, and other agencies that may be used for communication support during a disaster.

Mass Care- This section addresses a number of issues and responsibilities that may need to be addressed and implemented prior to, during, and post disaster such as; communications, evacuation, sheltering, special needs, food, water, first aid and welfare information, and other mass care assistance.

Debris Management- This section outlines the various aspects of debris management and focuses on how to adequately manage debris removal following a disaster as well as basic requirements for reimbursement.

Resource Management- This section provides guidelines for coordination and overseeing the application of resources during an incident.

Post-Disaster Recovery and Redevelopment Plan- This section provides a guide for the transition from response to long term recovery. It includes effective disaster assistance to impacted businesses and individuals; housing concerns; reconstruction activities; land use; and mitigation initiatives.

Hurricane and Severe Weather- This section outlines general hurricane and associated severe weather, their potential for damage, and guidelines for city government to effectively manage an incident. Included are general operating guidelines from a preparedness phase through the recovery phase.

Hazardous Materials- This section identifies types of hazardous materials and outlines basic guidelines and available resources used in managing an incident.

Terrorism- This section defines terrorism, identifies the different types and methods of terrorism used, defines the alert levels, and identifies methods for handling these types of incidents. In many cases these types of incidents will be managed as a hazardous material incident, however many local and federal agencies will become involved.

Pandemic Influenza- This section identifies a pandemic epidemic and outlines the general guidelines and resources needed in mitigation.

Forms- This section contains various forms that may be used during a disaster including an incident action plan, rapid damage assessment, search/rescue, habitability and home/business losses, public assistance, cost summary worksheets, debris management, and incident resource tracking sheet.

Continuity of Operations for City Government (COOP/COG) - This section addresses the issues and responsibilities required if City Hall and the services provided by our local government need to be relocated to an alternate site. The CEMP is both a planning and an operations-based document that provides guidance for all aspects of emergency management including preparedness, mitigation functions, evacuation procedures, and emergency response activities, public information, resource management, mutual aid, damage assessment, and recovery operations. The CEMP is an all hazard plan.

B. Purpose

The CEMP for the City of Panama City Beach establishes a framework for an effective system of comprehensive emergency operations and management for the purpose of:

- Reducing the loss of life, injury, property damage and loss from natural or man-made emergencies.
- Preparing for prompt and efficient response activities to protect lives and property impacted by emergencies.
- Responding to emergencies with the effective use of all relevant plans and appropriate resources.
- Providing for the rapid and orderly implementation of recovery operations.
- Assisting in awareness, education, prevention, and mitigation of emergencies.

C. Scope

The CEMP establishes the basic policies and strategies for a comprehensive all-hazard program for the City of Panama City Beach that works in conjunction with local resources, the Bay County CEMP, and the State of Florida Comprehensive Emergency Management Plan.

The following are the priorities of the CEMP:

- Protection of citizens.
- Preservation and protection of property.
- Providing for the needs of survivors.

- Preserving or restoring government.
- Restoring essential services.
- Providing public information.
- The plan is applicable to minor, major, or catastrophic disasters. It is flexible and expandable depending on the emergency. Any part or section of the plan may be used separately if required by the situation.
- The plan establishes the procedures to coordinate with local, regional, state, and federal emergency management agencies, organizations, and programs.
- The plan utilizes the National Incident Management System (NIMS) that provides for a standardized incident management system for managing emergencies that is flexible enough to apply to all phases of an incident regardless of the size, location, or complexity.
- The plan brings local, county, state, and federal resources together in a unified approach to disaster management.
- The plan establishes an effective format for emergency management by identifying the hazards within the city, determining the vulnerability to various types of hazards, and addressing the hazards so appropriate preparedness, mitigation, and planning steps can be made.
- This plan addresses the four phases of emergency management.

Preparedness- Preparedness is any action taken in advance of an emergency to develop, support, and enhance the operational capabilities and to facilitate an effective and efficient response and recovery to an emergency. Community hazards and needs should be identified and addressed prior to an emergency. Preparedness includes plans, preparations, and training of personnel and citizens prior to an event to save lives and property.

Response- Response is any action taken immediately before, during, or after an emergency to reduce casualties, save lives, minimize damage to property, and enhance the effectiveness and speed of recovery. The response phase includes conducting emergency operations by taking action to reduce the hazard to acceptable levels (or eliminate it entirely), and to coordinate resources in managing the emergency.

Recovery- Short-term recovery is any action taken to return vital functions and critical infrastructure to a minimum operating standard. Long-term recovery includes restoring life to a normal or improved state. Activities are initiated to assess damages, needs, and available resources and coordinate relief efforts. Included is the rebuilding of communities and the restoration of services so that individuals, businesses, and government can function on their own, return to normal life, and mitigation against future hazards.

Mitigation- Mitigation is any activity or action taken to eliminate or reduce the degree of long-term risk to human life and property from natural, technological, and human-caused hazards or disasters. This phase involves identifying preventative and/or corrective measures to reduce injury or loss of life and property damage from disasters. This phase should be considered before a disaster occurs and coordinated with the Local Mitigation Strategy.

D. Methodology

This comprehensive all hazard plan was developed in conjunction with the Bay County Comprehensive Emergency Management Plan (CEMP), the State of Florida Comprehensive Emergency Plan, the National Response Framework, the Department of Homeland Security, the National Incident Management System (NIMS), and the City of Panama City Beach policies and operational guidelines.

- The Panama City Beach Fire Chief is the Emergency Management Coordinator and is responsible for maintaining this plan.
- All City departments are to have plans that support the CEMP.
- Each department is responsible to ensure that all employees are familiar with the contents and responsibilities of this plan.
- Suggestions for changes to the plan by departments must be submitted to the Fire Chief and approved by the City Manager.
- An electronic copy of this CEMP is available on the City of Panama City Beach's Internet site. A CEMP distribution list can be found in the front of this document.

**A COPY OF THE ENTIRE
COMPREHENSIVE EMERGENCY MANAGEMENT PLAN
IS ON FILE IN THE
CITY CLERK'S OFFICE**