

**BUTLER COUNTY, KANSAS
EMERGENCY OPERATIONS PLAN**

ESF10-Hazardous Materials

Planning Team

ESF Coordinator	Butler County Emergency Management
Primary Agency	Butler County LEPC
Support Agency	Butler County GIS El Dorado HazMat Team
Non-governmental Organizations	Burlington Northern Santa Fe Railroad Frontier El Dorado Refinery Hogoboom's Susan B. Allen Memorial Hospital Union Pacific Railroad

Purpose

Emergency Support (ESF) #10 describes the prevention, preparedness, response and recovery activities actions unique to oil and hazardous materials response. ESF #10 addresses:

- Response to oil and hazardous materials incidents at both fixed sites and on transportation routes
- Specialized local, regional, state and federal mutual aid resources
- Hazardous materials planning and reporting requirements
- Short and long-term environmental clean-up

Scope

ESF #10 is a functional annex to the Butler County Emergency Operations Plan (BCEOP) and, to the extent possible, information contained in other sections of the EOP will be referenced but not be repeated in this ESF Annex.

Most of the agencies with ESF #10 responsibilities have existing emergency plans and procedures. ESF #10 is not designed to take the place of these plans; rather it is designed to ensure that specific hazardous materials planning requirements are met. When appropriate, ESF #10 will reference and support the departmental staffing and procedures already in place.

Policies

ESF #10 applies to all agencies with assigned emergency responsibilities as described in the BCEOP.

Authorities and references specific to ESF #10 – Oil and Hazardous Materials Response (A general list of authorities and references is found in the Basic Plan.):

- Title III of the Federal Emergency Planning and Community Right-to-Know of the Superfund Amendments and Reauthorization Act of 1986 (Public Law 99.499)
- Kansas Emergency Planning and Community Right-to-Know Act , KSA 65-5701-65-5712
- National Response Team (NRT) Hazardous Materials Emergency Planning Guide; updated 2002
- Butler County Resolution No. 91-036, "A Resolution providing for the recovery of expenses incurred in an emergency action in response to the release or threatened release of hazardous materials or pollutants into or upon the environment."
- Hazardous Materials Response Agreement between the City of El Dorado and Butler County, December 21, 1998.
- By-Laws of the Butler County Local Emergency Planning Committee (LEPC) dated August 1988.

The ESF #10 Coordinator and the support agencies are critical members of the EOC Team and will work within the EOC structure described in ESF #5 – Emergency Management.

Concept of Operations

General

The El Dorado Hazardous Material Team is the primary agency for providing ESF #10 technical assistance, resources and support during response activities.

Close coordination is maintained with local, state and federal officials to determine potential needs for support and the most expeditious means of acquiring that support. Various incident management systems will be used for collecting, processing, and disseminating information .

A radiological incident would require special handling and expertise before, during and after an incident to include:

- Current training and certification by an identified Radiological Officer (Note: Butler County's HAZMAT Team is in the process of recertification)
- Maintenance and possession of radiological monitoring equipment to include calibration (see **Types of Incidents - Radioactive Materials** in this section)
- Proper containment and protective actions (time, distance, sheltering)
- Maintenance of notification methods for assistance
- Determination by the Incident Commander as to the need for outside assistance
- Ongoing monitoring and records following an event
- Compliance with all local, State and Federal regulations for containment, cleanup and follow up of any incident involving radioactive materials

Responder Certification

All firefighters are trained to at least the *first responder operations level* in accordance with 29 CFR 1910.120. Hazardous Materials team members are trained to the *hazardous materials technician* level under the same regulation. All EMS personnel are trained to at least the hazardous materials awareness level, as well as EMS competencies for NFPA 473 Level 1.

The El Dorado HAZMAT team has at least two members who have received training and certification from KDEM's Technological Hazards Section as Radiological Officers (RO). Butler County has also established a Memorandum of Understanding with Marion County for an RO.

Providers of specialized equipment are responsible for ensuring the proper training and certification of equipment operators.

Organization

Small scale hazardous material incidents occur almost daily and are routinely handled by local fire departments, often with the assistance of utility companies and/or hazardous material (HAZMAT) clean-up contractors. For larger scale incidents or those involving more dangerous hazardous materials, the El Dorado HAZMAT team will request specially trained and equipped HAZMAT teams and resources. Responsibility for the clean-up of hazardous materials lies, under Kansas law and by county resolution, with the spiller. The County Local Emergency Planning Committee (LEPC) is responsible for reviewing the adequacy of hazardous materials plans, available resources and responder training.

In any transportation incident involving radiological materials, local authorities are notified through the shipper via the Emergency Communications Center who will in turn immediately request the assistance the State Radiological Team through KDEM. The El Dorado HAZMAT team will be responsible for the initial containment and monitoring of the situation pending response from contractors who are equipped and trained to deal with the clean up of radiological incidents.

There is one fire service HAZMAT Team in the county, and at least two others located within the region .

Susan B. Allen Memorial Hospital maintains a Nuclear Physicist on staff. Frontier Refining - El Dorado maintains its

own hazardous materials team.

The Incident Commander will make all tactical field decisions using their Hazardous Materials Standard Operating Procedures (SOPs). These SOPs are maintained by the individual responding departments.

Types of Incidents

The release of a hazardous material into the environment can pose a significant threat to the community. The most likely occurrences of such releases are in the following areas:

- **Transportation Routes**

Major highways, railroad lines and pipeline routes are primary corridors for the transportation of hazardous materials. The county's major highway and railroad lines are depicted in **Figures 1 and 2 of this section**. Pipeline maps and information specific to pipeline companies are maintained under separate cover by the Emergency Management Department on behalf of the Local Emergency Planning Committee.

Notification of a hazardous materials spill or release from transportation incidents is normally made through the Butler County Emergency Communications Center, which will notify the appropriate response agencies and the Emergency Management Duty Officer.

- **Business and Industry**

The Butler County LEPC maintains a list of facilities reporting extremely hazardous substances (EHS) under the provisions of Title III of the Superfund Amendments and Reauthorization Act (SARA).

In the event of a spill/release potentially endangering public safety, the facility is responsible for immediately notifying the appropriate fire department in the jurisdiction in which the incident has occurred. Notification will be accomplished by calling 9-1-1. The industry has the legal obligation to notify the LEPC, NRC, and KDEM on all releases. This emergency notification must include:

- Chemical name and whether it is an extremely hazardous substance
- Estimate of the quantity released into the environment
- Time and duration of the release
- Medium into which the release occurred
- Any known or anticipated acute or chronic health risks associated with the release
- Advice on medical attention for exposed individuals
- Necessary precautions such as evacuation or in-place shelter
- Name of a contact person

The facility is required to provide ongoing information and assistance to the responding fire department, the Emergency Management Department and the EOC as required by the situation.

Any facility producing, using or storing one or more hazardous materials must also notify the National Response Center, the KDEM, the Kansas Department of Health and Environment and the Local Emergency

Planning Committee (LEPC) of any release that exceeds the reportable quantity for that substance. Subject to this notification requirement are all materials on the CERCLA list and those on the list of extremely hazardous substances established by the Environmental Protection Agency (EPA).

- **Agriculture**

Pesticides, fertilizers and other common agricultural chemicals may also pose a threat to the environment if involved in an uncontrolled release or otherwise used improperly.

- **Illegal Dumping**

Used motor oils, solvents, paints, etc. can also threaten health and the environment if not disposed of properly. Biological and medical wastes can pose similar threats.

- **Radioactive Materials**

Interstates, railroads, and even commercial airlines are authorized routes for the shipment of certain types of radioactive materials.

Susan B. Allen Memorial Hospital in El Dorado utilizes low-dosage radiation for its Cancer Treatment Center.

Frontier Refining - El Dorado utilizes low-dosage radiation in fixed, sealed sources for gauging.

The El Dorado HAZMAT Team provides the primary source of radiological monitoring outside of private facilities. The El Dorado HAZMAT Team has one CDV Kit. Four additional CDV kits are maintained and stored by the Emergency Management Department. Susan B. Allen Memorial Hospital and Frontier Refining - El Dorado maintain their own monitoring systems.

Confirmation of a radiological incident will require the response of radiological response teams from outside of the county.

The public version of the Hazard Analysis for Butler County can be found in the Basic Plan section of this BCEOP. The confidential version is maintained by Butler County Emergency Management and KDEM.

Incident Classification

No formal incident classification system is in place for Butler County. All hazardous material incidents are regarded as potentially life-threatening until a proper size up is given by the Incident Commander. The El Dorado Hazardous Materials Team does not respond outside of their normal area of response (City of El Dorado and El Dorado Township) unless, in the opinion of the on scene Incident Commander, or at the request of the Emergency Management Duty Officer, such response is necessary.

Affected Populations

Determination of areas or populations affected by a hazmat release will be made through general knowledge of the area by responding agencies and through the use of the ALOHA plume-modeling system by the El Dorado HazMat Team. Areas of concern around the refinery in El Dorado are known to the refinery personnel.

Public Warning and Notification

Any wide-scale public warning will be accomplished through a combination of different media including, but not limited to: Emergency Alert System (EAS) notifications over radio/television stations and cable TV networks and

NOAA radio, sirens around the El Dorado Refinery perimeter, Reverse 9-1-1, paging systems for responders and the hearing impaired, public address equipment on fire and police vehicles, and door to door notifications, when feasible.

If requested by the IC, the EOC will notify any special facilities located in the affected area. In the event a special facility cannot be notified by telephone and it is safe to do so, a Law Enforcement Officer will be dispatched to make direct contact with the facility using the appropriate personnel protective equipment.

For amplifying information on warning and notification activities, see ESF #2 – Communications.

Evacuation routes are identified in ESF #1 - Transportation.

Decontamination

Hazardous materials decontamination should be directed toward reduction of absorption, prevention of systemic exposure, confinement of the material to specific areas and the prevention of personnel contamination.

Decontamination personnel outfitted with proper personnel protective equipment will establish a decontamination area as directed by the IC. At a minimum, decontamination should consist of a minimum two-stage process of deluge water flushing – attention should be paid to water runoff.

Decontaminated victims should be prepared for transport with the proper clothing. Weather conditions may require adjustment of the decontamination procedures used.

The personal effects and equipment of individuals will be removed, collected, decontaminated, documented and properly contained.

The IC is responsible for ensuring that hospital personnel are notified of the following:

- The victims have suffered exposure to a hazardous material
- The type of hazardous material and amount of suspected exposure
- Approximate number of victims involved and their estimated time of arrival to facility
- Current status of the victims (i.e., decontamination in progress)

The receiving hospital will notify EMS providers at the scene of special procedures to follow (access route to emergency room, etc.) and the current capacity of their facility. All communications between hospitals and on-site EMS personnel should be coordinated (for additional information, see ESF #8 – Health and Medical Services).

Susan B. Allen Memorial Hospital has the capability of providing basic decontamination for low level radiological exposure as does the El Dorado HAZMAT team through the utilization of their respective decon systems. Patients who have experienced major contamination exposure from a radiological incident would be transported the St. Francis Regional Medical Center for treatment following basic decon.

Resource Augmentation

Information on additional equipment, personnel or other resources are kept by the El Dorado HazMat team and the Emergency Management Department. State resources are available by contacting KDEM's Technological Hazards division.

Outside Resources

- CHEMTREC

The *Chemical Transportation Emergency Center (CHEMTREC)* is a public service of the Chemical Manufacturers Association that provides immediate advice for those at the scene of an emergency and promptly contacts the shipper of the hazardous materials involved for more detailed assistance and appropriate follow-up.

CHEMTREC operates around the clock can usually provide hazard information guidance when given the identification number or the name of the product and the nature of the problem. When contacting CHEMTREC as much of the following information should be provided as possible:

- Name of caller and callback number
- Nature and location of the problem
- Guide number in use
- Shipper or manufacturer
- Container type
- Rail car or truck number
- Carrier name
- Consignee
- Local weather conditions

The successful use of the *Hazardous Materials Emergency Response Guidebook* may depend upon contact with CHEMTREC as soon as the incident has been surveyed and the immediate needs of the people involved in the situation have been handled.

- **Surrounding Jurisdictions**

There are resources available from surrounding jurisdictions to augment those of the El Dorado HazMat Team in the event of a major hazardous materials incident. The Butler County Department of Emergency Management maintains copies of mutual aid agreements with other jurisdictions.

- **State and Federal Resources**

Several state agencies are available to provide resources and technical assistance to Butler County including those of the Kansas Department of Transportation (KDOT), Kansas Department of Health and Environment (KDHE) and the Kansas Division of Emergency Management (KDEM). The resources of the Federal Environmental Protection Agency (EPA) and the Regional Hazardous Materials Response Teams may also be available to supplement County resources.

To request state or federal resources see ***ESF #5 – Emergency Management***.

Spill Reporting

Federal and state laws require that federal, state and local agencies be notified in the event of a spill, discharge or accidental release of any material that may endanger people or pollute the water, air or soil. The responsibility for

reporting these spills lies with the facility owner/operator or, for transportation incidents, the shipper. Initial notification is made by calling 9-1-1. Butler County Emergency Communications will then call the necessary fire units and, if needed, a HAZMAT team. Medical support for the HAZMAT team will be provided by Butler County EMS.

In addition to notifying 911, the spiller is also responsible for notifying the appropriate state and federal agencies depending on the type of incident. The Emergency Management Department will check with the Incident Commander of the lead responding agency to insure that proper notification has been made to the National Response Center (NRC) as needed. Other notifications will be made in accordance to State and Federal requirements per standard operating procedures.

For spills of hazardous materials covered under SARA Title III, the 9-1-1 call fulfills the spiller's obligation to notify both the fire district/department and the Butler County LEPC. Similarly, the call to the Kansas Division of Emergency Management (KDEM) constitutes the spiller's notification of the State's Commission on Emergency Planning and Response (CEPR). For fixed-facility spills that either affect or have the potential to affect other counties, the spiller has an additional obligation to notify the LEPC in each of those counties. If a spill occurs during transport, the shipper is required only to call 9-1-1. Regardless whether CERCLA, EPCRA, Toxic Substances Control Act (TSCA), or Oil Pollution Act (OPA) notifications must be made to KDEM, KDHE, and the NRC.

Notifications

Butler County Emergency Communications will notify the Butler County Emergency Management Department of all hazardous materials incidents with the exception of small incidents such as carbon monoxide detectors going off in a home. If necessary, the Emergency Manager, or designee, will activate the Butler County EOC and notify the appropriate officials.

A HAZMAT team representative will report to the EOC to serve as the ESF #10 – Oil and Hazardous Materials Response Coordinator. As additional EOC staffing needs become apparent, other agencies with support responsibilities may be asked to report to the EOC by the ESF #10 Coordinator or the Emergency Management Department.

Actions

Preparedness

- Maintain this ESF Annex and its attachments
- Ensure personnel are appropriately trained and equipped to deal with hazardous materials incidents
- Ensure personnel are appropriately trained and equipped to deal with potential radiological incidents
- Maintain adequate supply of radiological monitors
- Develop and maintain standard operating guides and checklists for hazardous materials incidents
- Ensure notification and call-up lists are current
- Participate in Emergency Management training and exercises

Response

- Deploy appropriately trained personnel to the incident
- Deploy a representative to the County EOC if requested
- Establish adequate zones for decontamination
- Ensure personnel are adequately protected and equipped to handle radiological incidents
- Request mutual aid as needed
- Request assistance from the EPA, KDHE and others as dictated by the situation
- Coordinate the activities of all responding agencies
- Conduct other specific response actions as dictated by the situation

Recovery

- Continue to coordinate the activities of all responding agencies
- Continue to monitor personnel and area for radiological contamination
- Support community recovery activities
- Participate in after-action briefings and develop after-action reports.
- Develop and implement mitigation strategies
- Make necessary changes in this ESF Annex and supporting plans and procedures to improve future operations

Prevention

- Participate in the hazard identification process and identify and correct vulnerabilities
- Participate in identification of potential radiological incidents
- Continue to train personnel for radiological incidents
- Develop radiological awareness programs for responders, public and industry
- Develop emergency preparedness programs for hazardous materials incidents

Direction and Control

The IC will attempt to isolate, contain and stabilize a hazardous materials incident until the material can be removed or disposed of properly. However, an incident could occur that is beyond immediately available resources and the only actions that may be taken are evacuation, shelter-in-place or other measures to protect local inhabitants and responding personnel.

The ESF #10 Coordinator will oversee and coordinate all responding organizations and assess their needs. The ESF #10 Coordinator will work with the EOC Team to help responding hazardous materials response resources obtain resources and ensure necessary medical services are provided.

Responsibilities

All tasked agencies will:

- Develop applicable standard operating procedures, guidelines and/or checklists detailing the accomplishment of their assigned functions
- When requested, deploy a representative to the EOC to assist with ESF #10 activities
- Provide ongoing status reports as requested by the Hazardous Materials Response Coordinator
- Maintain updated resource inventories of supplies, equipment, and personnel resources, including possible sources of augmentation or replacement
- Document all costs and expenses associated with response and recovery activities taking care to clearly separate disaster related work from daily work in the event that State and Federal reimbursement becomes available
- Maintain up-to-date rosters for notifying personnel and 24-hour staffing capabilities
- Perform other emergency responsibilities as assigned

County Commissioners and Mayors

- Maintain government during incidents
- Establish expenditure procedures
- Issue public proclamations through PIO

- Select LEPC members
- Oversee actions of LEPC

Law Enforcement

- Maintains law and order
- Coordinates with HAZMAT Team/fire departments
- Provide field support to Command Post
- Maintain incident boundaries
- Escort emergency aid
- Maintain access points
- Support evacuation efforts, if needed
- Provide security of area
- Provide traffic control

Emergency Management

- Serves as Incident Commander of large scale events
- Serves as Chief of Staff to Commissioners
- Advise government officials
- Maintain training schedule
- Report incident to State
- Maintain resource lists
- Coordinate evacuation if needed
- Maintain incident log
- Complete Form A
- Maintain EOC
- Serve as federal and state liaison with local officials

Emergency Medical Services

- Assign medical priorities
- Coordinate with HAZMAT teams
- Provide triage coordination
- Assist in decontamination
- Coordinate with fire departments
- Coordinate with hospitals
- Coordinate with Emergency Management
- Establish rehab for emergency response personnel

County Counselor

- Acts as legal adviser
- Advise on seizure of resources
- Collect pertinent evidence
- Pursue collection efforts

Fire Departments/Districts

- Assume command of the hazardous materials scene (Command may be shared with law enforcement if a transportation incident is involved)
- Control fire situations

- Maintain resources and equipment
- Maintain training and certifications
- Determine necessity of evacuation
- Containment and other preventative measures

County Engineer

- Provide damage assessments
- Coordinate hazmat removal
- Coordinate hazmat cleanup
- Assess recovery costs
- Notify proper agencies

Health Department

- Manage public health resources
- Provide field support to command post
- Provide epidemiological and toxicological information
- Allocate health supplies
- Assist in notification to proper agencies

Public Information Officer

- Provides information to the public at or from the scene

Administration and Support

Support

Requests for emergency assistance will be resolved at the lowest level direction and control facility with appropriate response resources capabilities. Unresolved assistance requests will normally flow upward from cities to the county, and/or field deployed command posts to responsible representatives in the State Emergency Operations Center (SEOC), and as required to other states or the federal government for assistance support.

Agreements and Understandings

All agreements and understandings entered into for the purchase, lease, or otherwise use of equipment and services, will be in accordance with the provision of laws and procedures.

The Proclamation of a State of Local Emergency by the Board of County Commissioners or a State Disaster issued by the Governor may suspend selected rules and regulations that affect support operations. The primary agency will determine the specific impact of the situation and inform the ESF group members.

Status Reports

The primary agency will maintain status of all outstanding assistance requests and unresolved ESF-related issues. This information will be summarized into periodic status reports and submitted in accordance with applicable operating procedures.

Expenditures and Record keeping

Each ESF agency is responsible for establishing administrative controls necessary to manage the expenditure of funds and to provide reasonable accountability and justification for federal reimbursement in accordance with the established guidelines.

The first source of funds for expenditures by agencies in response to an emergency, imminent disaster, or recovery from a catastrophic incident, is to be from funds associated with each agency.

Critiques

Following the conclusion of any significant emergency event/incident or exercise, the primary agency representative will conduct an after action review of the group activities during the event/incident/exercise.

Support agencies will provide written and/or oral inputs for this critique and the primary agency representative will consolidate all inputs into a final report and submit it to the Butler County Emergency Management Director.

Attachments

[Butler County LEPC Bylaws and Procedures](#)

- Area LEPC contacts

[LEPC Roster](#)

- Map of pipelines

[Pipelines](#)

- Map of fixed facilities

[Fixed Facilities](#)

- Top 10 Sites

[Top 10 Sites](#)

- Inventory of Radiological Instruments

4 - CDV Kits = Emergency Management
1 - El Dorado HazMat Team

- Checklist of Actions

[LINK TO CHECKLIST](#)