

# **IBERIA PARISH ALL-HAZARD EMERGENCY OPERATIONS PLAN**

**June 30, 2025**



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## PROMULGATION STATEMENT

The Iberia Parish Government's mission is to protect the lives and property of the citizens of Iberia Parish, provide pre-established plans to encourage rapid and efficient response to disasters and emergencies, and to ensure the most rapid economic recovery that is possible. To accomplish this mission, the Iberia Parish Government must ensure its operations are performed efficiently with minimal disruptions, especially during an emergency. This document provides planning and program guidance for implementing the Iberia Parish Government Continuity of Operations Plan and programs to ensure the organization can conduct its essential missions and functions under all threats and conditions.

In accordance with the Homeland Security Presidential Directive (HSPD)-5, all Parish departments, agencies, organizations, and its municipalities having responsibilities within this EOP will use the National Incident Management System (NIMS.) This system will allow proper coordination between local, State, and Federal Organizations. The Incident Command System (ICS,) as a part of NIMS, will enable effective and efficient incident management by integrating a combination of facilities, equipment, personnel, procedures, and communications operating with a common organizational structure. All on-scene management of incidents will be conducted using the ICS.

Key Iberia Parish personnel, who are relocated under this plan, are collectively known as the Unified Command Group.

### Levels of Activation:

1. Level IV – Normal operations are ongoing. OHSEP Staffing is in accordance with authorized manning levels.
2. LEVEL III – Events involve a potential or actual threat to the safety and welfare of the people in a threatened area(s). Iberia Parish Crisis Action Team (CAT) is activated and is operational with minimal staffing. The State EOC may be activated with critical ESF's by functional branch.
3. LEVEL II – Events are in progress or have occurred involving an imminent or actual major impact on the safety of the people in a stricken area(s). The EOC begins 24-hour operations and personnel from both OHSEP as well as identified state agencies serving as ESF Leads will be required to report to the Independence Blvd. location. In addition, the SEOC activation might warrant the support of selected State, Federal and Volunteer agencies. OHSEP will continue to monitor the situation and this LEVEL is subject to increase or decrease depending on the current and expected conditions related to the event.
4. LEVEL I – Events are in progress and require all support mentioned in the above four (4) EAL's. This status will continue until any potential threat(s) have been eradicated and the emergency is terminated. As the threat or actual danger decreases, proper re-deployment activities will

take place to allow Parish Agencies to return to normal operations as quickly and effectively as possible

Upon plan activation, these members will deploy to the Iberia Parish Emergency Operations Center (EOC.) Upon arrival, continuity personnel must establish an operational capability and perform essential functions within 12 hours from the time of the activation of the Continuity Plan, for up to a 30-day period or until normal operations can be resumed.

This plan has been developed in accordance with existing local, State and Federal statutes and ordinances and other related or applicable emergency authorities and directives; as well as agreements and understandings made with the various departments, agencies, organizations, and municipalities involved. The Iberia Parish President and the Iberia Parish Office of Homeland Security and Emergency Preparedness (OHSEP) have reviewed and approved this EOP. In addition, this EOP has been reviewed by the Louisiana Governor's Office of Homeland Security and Emergency Preparedness (GOHSEP.)

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M. Larry Richard  
Iberia Parish President

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Brandon J. Miguez  
Director, Iberia Parish Office of Homeland Security and Emergency Preparedness




**IBERIA PARISH GOVERNMENT**  
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[www.iberiaparishgovernment.com](http://www.iberiaparishgovernment.com)


M. Larry Richard  
Parish President

By signing this agreement, you indicate that you have received, reviewed and approve with any and all items assigned to your agency by this plan.

SUBMITTED BY:

  
\_\_\_\_\_  
Brandon J. Miguez  
Date 6/14/25

APPROVED BY:

  
\_\_\_\_\_  
M. Larry Richard  
Iberia Parish Government, Iberia Parish President  
Date 6/16/25




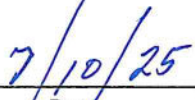
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Parish President

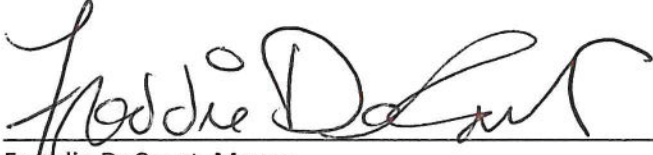
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SUBMITTED BY:

  
\_\_\_\_\_  
Brandon J. Miguez  
Director, Iberia Parish Office of Homeland Security  
And Emergency Preparedness

  
\_\_\_\_\_  
Date

APPROVED BY:

  
\_\_\_\_\_  
Freddie DeCourt, Mayor  
City of New Iberia

  
\_\_\_\_\_  
Date





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**M. Larry Richard**  
Parish President

By signing this agreement, you indicate that you have received, reviewed and approve with any and all items assigned to your agency by this plan.

SUBMITTED BY:

A handwritten signature in blue ink, appearing to read "Brandon J. Migues".

6-26-25

Brandon J. Migues  
Director, Iberia Parish Office of Homeland Security  
And Emergency Preparedness

Date

APPROVED BY:

A handwritten signature in black ink, appearing to read "Carol Bourgeois".

6-26-25

Carol Bourgeois, Mayor  
City of Jeanerette

Date




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Parish President

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SUBMITTED BY:

  
\_\_\_\_\_  
Brandon J. Migues  
Director, Iberia Parish Office of Homeland Security  
And Emergency Preparedness  
Date 11 July 2025

APPROVED BY:

  
\_\_\_\_\_  
Brad Clifton, Mayor  
Village of Loreauville  
Date 11 July 2025



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Parish President

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SUBMITTED BY:

A handwritten signature in black ink, appearing to read "Brandon J. Miguez".

Brandon J. Miguez  
Director, Iberia Parish Office of Homeland Security  
And Emergency Preparedness

10 June 2025

Date

APPROVED BY:

A handwritten signature in black ink, appearing to read "Christopher 'Tipper' Espunge".

Tipper Espunge, Mayor  
Town of Delcambre

11 June 2025

Date



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M. Larry Richard  
Parish President

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SUBMITTED BY:

A handwritten signature in black ink, appearing to read "Brandon J. Miguez".

6/10/2025

Brandon J. Miguez  
Director, Iberia Parish Office of Homeland Security  
And Emergency Preparedness

Date

APPROVED BY:

A handwritten signature in blue ink, appearing to read "Dionne Viator".

6/10/2025

Dionne Viator, Chief Executive Officer  
Iberia Medical Center

Date



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M. Larry Richard  
Parish President

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SUBMITTED BY:

A handwritten signature in black ink, appearing to read "Brandon J. Miguez".

6/10/2025

Brandon J. Miguez  
Director, Iberia Parish Office of Homeland Security  
And Emergency Preparedness

Date

APPROVED BY:

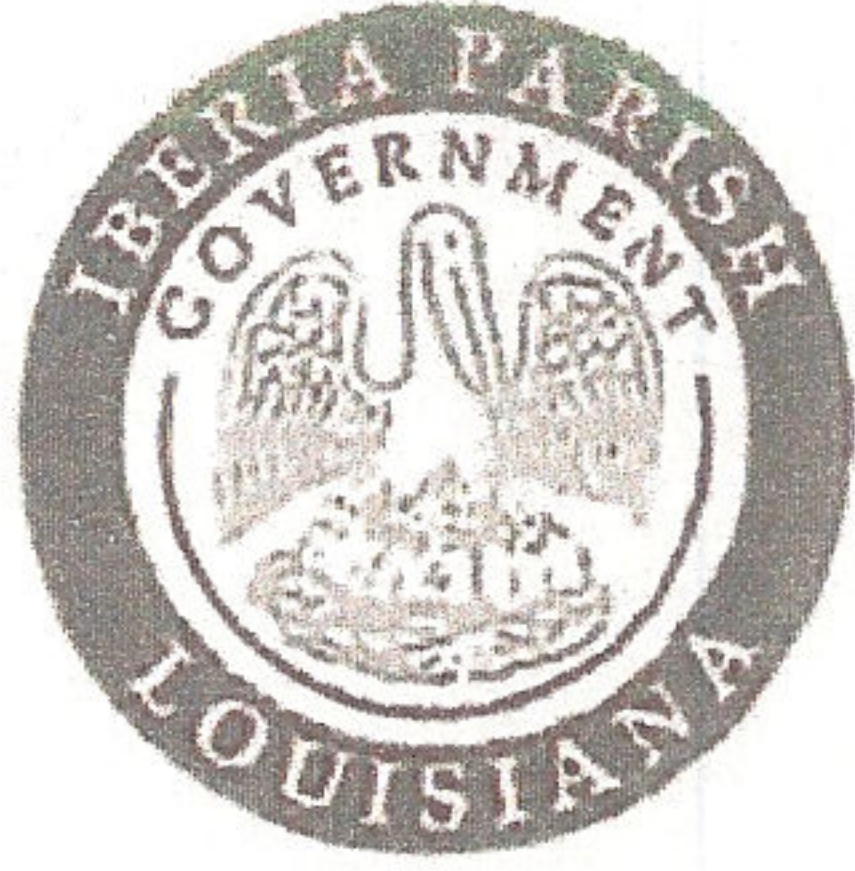
A handwritten signature in black ink, appearing to read "Dr. Timothy Viator".

6/10/2025

Dr. Timothy Viator  
Iberia Parish Coroner

Date





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M. Larry Richard  
Parish President

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SUBMITTED BY:

A handwritten signature in black ink, appearing to read "Brandon J. Miguez".

10 June 2025

Brandon J. Miguez  
Director, Iberia Parish Office of Homeland Security  
And Emergency Preparedness

Date

APPROVED BY:

A handwritten signature in blue ink, appearing to read "Zack P. Mitchell".

Rev. Zack Mitchell, Chairman  
Iberia Parish Community Emergency Response Team

10 JUN 2025

Date





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M. Larry Richard  
Parish President

By signing this agreement, you indicate that you have received, reviewed and approve with any and all items assigned to your agency by this plan.

SUBMITTED BY:

A handwritten signature in black ink, appearing to read "Brandon J. Miguez".

Brandon J. Miguez  
Director, Iberia Parish Office of Homeland Security  
And Emergency Preparedness

19 June 2025

Date

APPROVED BY:

A handwritten signature in black ink, appearing to read "Kelly Roark".

Kelly Roark, Vice-President of Operations  
Greater Iberia Chamber of Commerce

June 19, 2025

Date

## Record of Changes/Review

[illegible]

## FORWARD

### AUTHORITY

The authority for the Iberia Parish Emergency Operations Plan (EOP) is contained in the Louisiana Disaster Act of 1993 and the various ordinances enacted by the Iberia Parish Council and the Iberia Parish Charter signed in 1984, Public Law 93-288 and the Louisiana Revised Statute 29:721-739.

This EOP is effective upon the approval and signing by the Iberia Parish President and the elected officials of their respective cities, towns, and villages within Iberia parish. This plan supersedes the previous versions of the Parish's Emergency Operations Plan.

### IMPLEMENTATION OF THE EOP

This EOP shall be activated and executed upon the order of the Iberia Parish President, the Director of the Iberia Parish Office of Homeland Security and Emergency Preparedness (OHSEP) or an authorized representative. All participating entities are directed to cooperate with the implementation of the EOP as a guide for disaster response activities and the assignment of responsibilities for various departments, agencies, and personnel to ensure the most effective and timely response to any emergency that may occur within the Parish.

### RECORD OF CHANGES

To be most effective, this plan needs to be current. The emergency plan shall be reviewed at least once annually, and if needed, after each incident that requires the plan be used, or whenever any of the following changes occur:

- Upon the election of a new Parish President;
- Facility modifications with the Emergency Operations Center resulting in a change of any floor plans and/or operational procedures;
- Significant modifications of resources;
- Pertinent changes in legislation.

To assure that this plan is kept "up-to-date," OHSEP will maintain a record of changes and revisions to the EOP. The EOP will be reviewed annually by the Parish Emergency Management Advisory Committee (PEMAC) Board. All selected changes to the EOP shall be documented on the attached Record of Changes form.

Each page of the plan is uniquely numbered and dated. Any superseded pages shall be removed from the plan and the newly revised pages shall be inserted in their place.

Upon completion of this Emergency Operations Plan and adoption by the officials listed, a copy will be placed on the Iberia Parish Government website. This will ensure that government officials and the public have access to the EOP and the most recent updates.

Any agency, whether public or private, or any resident of Iberia Parish may suggest changes to the EOP. Any suggested changes should be submitted to the Director of OHSEP, in writing. All significant changes

are to be approved by the abovementioned board and authorized by the Director of OHSEP and/or the Parish President prior to insertion into the plan.

## BASE PLAN

### I. Purpose and Scope

- A. Through the use of prevention, protection, mitigation, response and recovery, Iberia Parish has developed an emergency management plan that attempts to reduce or eliminate suffering, loss of life and property damage from emergencies and disaster, whether natural or manmade while preparing for a rapid economic recovery and return to normalcy for the citizens of Iberia Parish.
- B. Iberia Parish has considered Federal, State, and local statutes, regulations, ordinances, executive orders and other applicable emergency authorities or directives while compiling the information contained in this EOP.
- C. This Emergency Operations Plan (EOP) is written using the Emergency Support Function format.
- D. Iberia Parish has strived to create an EOP that is broad enough to cover any disaster, yet specific enough that all agencies in the Parish understands what their roles are to be.

### II. Hazard Analysis

	HAZARD	PROBABILITY	PRIMARY RISK(S)	PRIORITY
1	Flood, Storm Surge or Localized Flooding	Highly Likely	Lives, property, crops, municipal infrastructure, utilities, medical services, livestock	High
2	Hurricanes, Tropical Weather	Likely	Lives, property, communications, infrastructure, crops, weakly constructed or anchored buildings, utilities	High
3	Severe Weather	Highly Likely	Lives, property, crops, reduced communications, municipal infrastructure, weakly constructed or anchored buildings, utilities	High
4	Tornado	Possible	Lives, property municipal infrastructure, utilities	High
5	Levee Failure	Possible	Lives, property crops, infrastructure, utilities, medical services	High
6	Transportation Incidents	Likely	Lives, property, infrastructure	High
7	Explosion	Possible	Lives, property, infrastructure	High
8	Release of Hazardous Materials/Radiological Incidents	Possible	Lives, property Infrastructure	High
9	Terrorist Attack	Possible	Lives, communications, property, medical services	Medium
10	Wildfire	Possible	Lives, property, crops, municipal infrastructure	Low
11	Drought	Possible	Crops and other agriculture	Low
12	Sinkholes	Possible	Lives, property, crops	Low

### III. Geographic Characteristics

- A. Iberia Parish, located on the south-central coastline of Louisiana, is bordered by Lafayette, St. Martin, Vermilion, Iberville, and Assumption Parishes with the Gulf of Mexico to its south.
- B. Iberia Parish has a total area of 1031 square miles. Approximately 574 square miles is land and contains the incorporated areas of New Iberia, Jeanerette, Delcambre and Loreauville. The

remaining forty-four percent or approximately 456 square miles is water. In addition to the marshes and swamps, Iberia Parish has numerous navigable waterways.

- C. The southern area of the Parish is low-lying, subject to flooding and is considered marsh. The eastern portion of Iberia Parish is located within the Atchafalaya Basin. Both areas are considered uninhabitable apart from a few hunting camps accessible only by boat.
- D. Iberia Parish is susceptible to flooding that occurs from hurricanes and heavy rains. A strong wind from the south has been known to cause flooding in the low-lying southern portion of the Parish with no rain.
- E. Most of Iberia Parish is at or just above sea level. Portions of the extreme northern portion of the Parish lies at 24 feet above sea level. With discussion of relative sea level rise, Iberia Parish officials are concerned that flooding will become a bigger issue in the future.
- F. Jefferson Island is in the southwestern portion of Iberia Parish and is 50-100 feet above sea level. For years, salt was mined at the dome located in that area. On November 20, 1980, a drilling accident on Lake Peigneur at Jefferson Island caused the mine to be flooded with waters from Lake Peigneur, the Delcambre Canal and the Gulf of Mexico. This accident changed the ecosystem of the Lake and closed salt mine operations. Future implications, if any, are unknown.
- G. At its highest point, Avery Island is 163 feet above mean sea level. Cargill salt mine is located at Avery Island. Cargill ceased operations of the salt mine at Avery Island after a collapse in December of 2019 claimed the lives of two men. The mine officially closed in 2022. It was the first rock salt mine and was the oldest operating salt mine in the country when it closed.
- H. The highest point in Iberia Parish is at Weeks Island which rises 171 feet above sea level. In addition to continuous mining for salt for over 100 years, Weeks Island was a location for part of the nation's strategic petroleum reserve from approximately 1977 until 1999. A sinkhole measuring 36 feet across and 30 feet deep was first noticed at the mine containing the oil in 1992. A second smaller sinkhole was noticed in 1995 and a decision was made to remove the oil from the mine. The injection of saturated brine into this cavern allowed for the removal of 98% of the oil. The injection of brine continues in hopes of making the mine cavern more stable.
- I. The Parish has a population of 70,288. (April 1,2020 (v2024) U.S. Census estimate) It should be noted that the town of Delcambre lies in both Iberia and Vermilion Parishes. This town will be covered under both the Iberia Parish and the Vermilion Parish Emergency Operations Plan.

#### IV. Succession and Delegations of Authority

Iberia Parish has a Home-Rule Charter form of government with the governing of day-to-day operations to be the main responsibility of the Parish President. The Parish President serves as the Chief Executive Officer of the Parish and head of the Parish Government's executive branch and fourteen member elected council.

#### V. Assignment of Duties

- A. Parish President, Iberia Parish
  - 1. Acts as the Chief Executive Official.



2. During an emergency or disaster, the primary responsibility of the Parish President is to ensure the public safety and welfare of the people of the parish by providing strategic guidance and resources.
  3. Set policy for emergency response organization(s) and authorize specific functions to enact the policy.
  4. Issue "Declaration of Emergency" for all or part of the Parish when applicable.
  5. Meet with the Iberia Parish Office of Homeland Security and Emergency Preparedness (OHSEP) Director on the need to issue evacuation orders.
  6. Issue evacuation orders. Orders should take into consideration those that do not comply with evacuation instructions and the consequences of not heeding evacuation orders.
  7. Request assistance from adjacent communities and from the State of Louisiana.
  8. Request a "State of Emergency" declaration from the Governor when it becomes apparent that Parish resources will or have become overwhelmed.
- B. Chief Administrative Officer (CAO), Iberia Parish  
In the absence of Parish President or if the Parish President becomes unable to perform his duties, the Chief Administrative Officer will then perform all duties listed above.
- C. Director, Iberia Parish OHSEP
1. Advises the Parish President and other local officials on Emergency Management and Homeland Security matters and related laws, rules, and regulations.
  2. Plan, develop, organize, direct, and coordinate the Parish's Emergency Operations Plan.
  3. Develop mutual aid and assistance agreements.
  4. Coordinates volunteer support efforts to include the activities of volunteers from outside of the jurisdiction and the assistance offered by unorganized volunteer and neighborhood groups within the Parish.
  5. Coordinate essential employees assigned to work any disaster or emergency.
  6. Coordinates and conducts emergency planning, training, and exercises. Involve State and local governmental agencies as well as the private sector and non-governmental organizations (NGO.)
  7. Coordinate with the Louisiana Office of Public Health (LPH, formerly the Louisiana Department of Health and Hospitals) and assist with obtaining necessary resources to evacuate those that cannot self-evacuate. This includes "Special Needs" persons.
  8. Works with the Public Information Officer, designated by the Parish President or Chief Administrative Officer, to ensure that all information being released about the disaster or emergency is correct and current.
  9. Track and monitor potential hazards and threats to Iberia Parish.
  10. Develop and execute public awareness and education programs.
  11. Activate the Emergency Operations Center (EOC) and appropriate ESF Leads and personnel, when appropriate, for pending or active emergencies and/or disasters.
  12. Oversee all EOC activities.
  13. As needed, conduct briefing prior to the incident with the Parish President and other local officials to determine the need to activate the EOC and other possible emergency steps.

14. Coordinate with the ESF-2 Lead to ensure that all forms of communications remain operational and conform to NIMS standards.
  15. Establish and maintain direct communications with the Incident Commander, local officials and the Governor's Office of Homeland Security and Emergency Preparedness (GOHSEP.)
  16. Oversees recovery operations.
  17. Deactivates EOC and ESF personnel.
  18. Collect incident assessments, damage assessments, log of actions, after action reports and any other essential documentation from ESF's and response organizations.
    - a. Develop a final After-Action Report (AAR) and conduct meeting(s) with all participating organizations to discuss strengths and weaknesses.
    - b. Determine, after meeting with all participating organizations, if there are changes that need to be made to the Emergency Operations Plan.
    - c. Develop and maintain a file that includes all reports, logs, assessments, and any other pertinent documentation relating to this incident.
      - (1) Keep all documentation for a period of at least seven (7) years or until all possibility of both criminal and/or civil litigation is finished.
      - (2) For incidents in which FEMA plays a role, documentation should be kept for three years after FEMA closes the incident.
      - (3) Documentation of incidents that may assist with future incidents may be kept longer, at the discretion of the OHSEP Director.
- D. Iberia Parish Sheriff or Jurisdictional Police Chief
1. Develop and activate, when necessary, mutual aid agreements for Public Safety and Security and Search and Rescue.
  2. Maintain updated lists of current law enforcement and Search and Rescue resources.
  3. Coordinates law enforcement resources and operations, to include traffic control, outside of any municipality or at the request of a municipal police chief.
  4. Provides liaison and coordination with other Municipal, Parish, State and Federal law enforcement groups.
  5. Coordinate traffic control, crowd control and restricted area control including patrolling of evacuated areas.
  6. Coordinate for security for critical infrastructure and critical facilities, including the EOC and Mass Care Shelters.
  7. Coordinate security for transportation, warehousing and distribution of medication and medical supplies.
  8. Coordinate the implementation of evacuation orders.
  9. The Sheriff is to direct and carry out evacuation and relocation of prisoners to other jail facilities.
  10. Coordinate search and rescue (SAR) operations.
  11. Regularly brief the Parish President and the OHSEP Director on all operations and status of public safety and security and search and rescue.
  12. Coordinate the orderly re-entry of evacuated individuals.

13. Collect all incident reports, log of actions and after-action reports from law enforcement and search and rescue organizations and forward them to the OHSEP Director.
- E. Law Enforcement Agencies
1. Provide traffic control, crowd control and scene integrity as directed by the Chief Law Enforcement Officer or his designee.
  2. Provide security to the EOC, mass care shelters, critical facilities (upon request) and any other facilities as deemed fit by the Incident Commander, Parish President, OHSEP Director or Sheriff/Police Chief.
  3. If necessary, escort necessary resources to the incident scene.
  4. Assist in evacuating the citizens within the affected area.
  5. Maintain a perimeter around the incident scene and ensuring only authorized personnel enter that area.
- F. Fire Service
1. Iberia Parish Fire Protection District #1
    - a. The Iberia Parish Fire Protection District #1 (IPFPD) is a group of fire departments responsible for all firefighting and hazardous materials operations in areas of the Parish that are not in an incorporated area.
    - b. The IPFPD utilizes two stations manned with full time, paid employees and four volunteer fire departments.
      - (1) Amongst the full time, paid employees, the IPFPD employs a fire chief and an assistant fire chief.
      - (2) Each volunteer fire department has a battalion chief. This battalion chief works under the supervision of the Iberia Parish Fire Protection's fire chief and assistant fire chief.
      - (3) The fire departments that work under the supervision of the IPFPD Fire Chief and IPFPS Assistant Chief are:
        - Iberia Parish Fire Protection District #1, Main Fire Station (Paid full time employees on duty 24 hours a day.)
        - Iberia Parish Fire Protection District #1, Fire Training Center, and Fire Station (Paid full time employees on duty 24 hours a day.)
        - Belair Olivier Morbihan Volunteer Fire Department
        - Coteau Volunteer Fire Department
        - Grand Marais Volunteer Fire Department
        - Rynella Volunteer Fire Department
        - Lydia Volunteer Fire Station (Maintenance)
- G. Acadiana Regional Airport
- Acadiana Regional Airport has a manned fire station located directly off the runway. This department is not open 24 hours a day. It is manned only 8:30 until 4:30, Monday through Friday and upon request for scheduled flights. It was developed to handle flight emergencies with aircraft on airport property.
- H. Municipal Fire Chiefs

- a. Each of the four municipalities located in Iberia Parish have a municipal fire department.
- b. Each municipal fire department in the Parish is commanded by a fire chief. These fire chiefs answer directly to the mayor of that municipality.
- c. The Loreauville, Jeanerette and Delcambre Fire Departments work closely with the Iberia Parish Fire Protection District #1.
- I. The duties of all fire departments, Parish-wide, are:
  - a. Handle fire related calls within their jurisdiction.
  - b. Present fire prevention information to the public.
  - c. Coordinate firefighting and hazardous materials (HazMat) resources and operations until the arrival of Louisiana State Police Hazardous Materials personnel.
  - d. Enter, and when necessary, activate mutual aid agreements.
  - e. Coordinate mass decontamination of Parish residents, equipment, and facilities because of chemical, biological or radiological contamination incidents. Every effort to decontaminate at the scene should be made to avoid the contamination of ambulances, hospital, hospital personnel and hospital and ambulance equipment.
  - f. Provide personnel and transportation assets to support evacuation efforts.
  - g. The fire chief or commanding officer at the scene of an incident should collect all incident reports, logs of actions and after-action reports from firefighting and HazMat organizations and forward them to the OHSEP Director.
- J. Iberia Parish School Board
  - 1. Advises OHSEP Director on all transportation issues and operations.
  - 2. Plan, provide and maintain sufficient transportation resources.
  - 3. Prioritize allocation of the transportation resources.
  - 4. Activate appropriate mutual aid agreements, as appropriate.
  - 5. Coordinate transportation resources with law enforcement for no notice event evacuations.
  - 6. Coordinate with the Louisiana Department of Transportation and Development to ensure the safety of the routes, bridges, etc. that will be used for transportation.
  - 7. It is the intention of Iberia Parish Government to order coach style buses for the transportation of evacuees outside of Iberia Parish. If there are insufficient coach buses, if the buses do not arrive in time to remove citizens safely or for a no notice event, Iberia Parish Government will most likely rely on the Iberia Parish School Board transportation resources to remove the citizens of the Parish to a safer location.
  - 8. Collect all incident reports, log of actions and after-action reports from organizations responsible for emergency transportation operations and forward them to the OHSEP Director.
  - 9. It is the responsibility of the Iberia Parish School Board to ensure that each school has an emergency plan unique to each school and that key personnel are familiar with this plan.
- K. Parish and Municipal Public Works Directors
  - 1. Sends a representative to the EOC when requested.
  - 2. Manage public works resources and direct public works and engineering operations within their jurisdiction.

3. Coordinate with the private sector utilities and contractors for use of private sector resources in public works related operations.
  4. Coordinate the restoration of critical utilities.
  5. Activates appropriate mutual aid agreements, as necessary.
  6. Prioritize utilities restoration and debris management.
  7. Provide for emergency stabilization of damaged critical facilities.
  8. Provide debris clearance in support of emergency response activities to ensure access to impacted areas and evacuation routes.
  9. Collect all incident reports, damage assessments, logs of action, and after-action reports from organizations responsible for emergency public works and engineering operations and forward them to the OHSEP Director.
- L. Public Information Officer (PIO)
1. Acts as the primary spokesperson for the Parish to the media.
  2. Manages all aspects of emergency public information for Parish residents.
  3. Establish a Joint Information Center (JIC,) as necessary.
  4. Disseminate emergency instructions and information to the public and to Parish and municipal officials.
  5. Disseminate instructions and information to evacuees ensuring that all information and instructions are clear, correct, and up-to-date.
  6. Announce availability, location, and opening time of all mass care facilities to the public.
  7. Provide information on protective action including the care of animals. This information may be obtained from animal control and Louisiana State Animal Response Team (LSART) officials. Provide OHSEP Director with all incident reports, logs of action and after-action reports for Public Information Operations.
- M. Iberia Parish Animal Control Manager
1. The Animal Control Manager, along with the Parish and municipal animal control officers and volunteers, will report to the Parish Pickup Point during a mandatory evacuation to take charge of pets belonging to evacuees and load the pets for transportation according to Federal guidelines.
    - a. The Manager should ensure that the animals are treated humanely and inspect each pet and service animal for signs of illness or injury prior to loading.
    - b. If an animal shows signs of illness that could endanger other animals being transported, the Animal Control Manager has the right to refuse loading of the animal. A report should be written for each pet or service animal denied transportation and the EOC should be notified.
  2. Will coordinate the rescue and care of any pets, post-incident, with the assistance of other animal control officers and volunteers. This will include ensuring that pets and service animals being sheltered are being cared for properly by their owners.
  3. Will track resources and report the need for additional resources to the OHSEP Director.
  4. Will immediately notify the EOC if any employee, volunteer, citizen, or any other animal is bitten or injured by an animal. This includes, but is not limited to, animals that are being transported during a mandatory evacuation, any pet or service animal being sheltered in

mass care facilities or pet shelters, being rescued during or after a disaster or another related activity. The EOC must be notified of the disposition of the animal.

- a. The animal must be dealt with in accordance to State and local laws.
    - (1) The animal must immediately be brought to the animal shelter or to a veterinary facility (with the owner being responsible for all costs.)
    - (2) If it is not possible to transport the animal away from the location, the animal should be segregated from the other animals.
  - b. Will ensure that contact with pets and animals in the Parish's care is to be limited to the owner of the pet, animal control workers and volunteers that have been authorized by the Animal Control Manager.
5. Provide the OHSEP Director with all incident reports, logs of action, and after-action reports for pet transportation, sheltering and rescue operations.
- N. American Red Cross
1. Send representative to the EOC when activated.
  2. Advise the OHSEP Director on all mass care facilities operations or any incidents that may occur at these facilities.
  3. Recommend the number and locations of mass care facilities to the EOC.
  4. Establish agreements with potential mass care facilities.
  5. Manage, with the help of volunteers, mass care facilities.
  6. Provide resources to:
    - a. Feed occupants of mass care facilities, all workers at the mass care facility, emergency medical personnel and patients, as requested.
    - b. Track status of victims.
    - c. Supply blood, as requested.
    - d. Reinforce medical support.
    - e. Aid disabled, elderly and lost children.
    - f. Advise PIO on information and resources available through the Red Cross.
    - g. Provides the OHSEP Director with all reports, action logs, shelter registrations and inventory lists.
    - h. Ensure that each mass care facility is assigned a case worker to assist them with all matters.
- O. Volunteers and Volunteer Organizations
1. Iberia Parish Community Emergency Response Team (CERT) – The Iberia Parish CERT works under the direct supervision of the Chairman of the CERT Board or his designee. In an emergency, the Chairman will work with the EOC Staff and under the supervision of the ESF-14/ESF-6 Leads to find where the greatest needs lie.
    - a. The CERT Chairman will designate a Shelter Manager for all incidents that require a mass care facility be opened. The Shelter Manager will have received Red Cross Shelter Training and will open an emergency shelter using Red Cross standards. Using Red Cross standards and Red Cross forms will allow CERT to step back into the role of assisting Red Cross personnel when they arrive on scene.



- b. The CERT Chairman or Shelter Manager will assign personnel to assist the Animal Control Manager and officers to set up, clean up and any other duties necessary with the sheltering of animals. Volunteers are not to have direct contact with the pets without the direction and/or supervision of the Animal Control Manager or her designee.
- 2. Volunteer Coordinator (ESF-14 Lead) – The Iberia Parish President will assign an office and director to act as the Volunteer Coordinator post-disaster. This director and his/her staff and designated volunteers will coordinate the assignment of volunteer labor according to each volunteer’s training, experience, and special talents.
- 3. Donated Resources Coordinator (ESF-14 Lead) – The Iberia Parish Registrar of Voters will act as the Iberia Parish Government Donated Resources Coordinator post-disaster. The Registrar of Voters, her staff and designated volunteers will:
  - a. Work with the Iberia Parish Government Planning and Zoning Director to locate a warehouse to accept and sort equipment and donated goods and materials.
  - b. Work with volunteers on procedures to distribute donated goods according to need.
  - c. Instruct volunteers on the documentation of donated goods and equipment and the documentation of volunteer hours for possible reimbursement from FEMA or the responsible party of a manmade disaster.
  - d. Coordinate with a 501 (c) 3 non-profit organization to accept monetary donations intended for disaster assistance on behalf of Iberia Parish Government. This money will be used to purchase needed goods and services for affected citizens of Iberia Parish. All persons wishing to make monetary donations will be directed to the designated account.

## VI. Continuity of Government (COG)

Disasters can interrupt, paralyze, and/or destroy the ability of State and local governments to carry out their assigned functions. It is imperative that each level of government build the capability to preserve, maintain and/or reconstitute its ability to function under the threat or occurrence of any emergency or disaster that could disrupt government.

- A. To have an effective, comprehensive emergency management system, operations depend upon the continuity of government and the continuity of operations (COOP) from the highest to the lowest levels. These include:
  - 1. Lines of succession for officials.
  - 2. Preservation of records that are essential to the effective functioning of government and for the protection of the rights and interests of the Parish and its citizens under emergency conditions.
  - 3. Each department head or their designee shall ensure essential records and documents required for day-to-day operations are properly stored, classified, indexed, filed and segregated from non-essential documents.
  - 4. The records and documents that require safeguarding fall into three general categories:
    - a. Records that protect the rights and interests of individuals. For example, vital statistics, land and tax records, license registers, articles of incorporation, etc.

- b. Records required for effective emergency operations. For example, plans procedures, resource inventories, lists of succession, maps memoranda of understanding, agreements, lists of regular and auxiliary personnel, etc.
  - c. Records required to reestablish normal governmental functions and protect the rights and interests of government.
- B. EOC and Alternate EOC Location
  - 1. The Iberia Parish Office of Homeland Security and Emergency Preparedness is currently located at 1111 Ember Drive, New Iberia. The Iberia Parish EOC and the Iberia Parish Communications Center are co-located at this location. The alternate EOC is located at the Iberia Parish Fire Protection District #1 Training Center, 2417 Darnell Rd, New Iberia, LA.
  - 2. In the event of a widespread incident, the Iberia Parish Fire Protection District #1 has offered any of the six fire stations throughout the Parish for use as alternate locations for the EOC. They are:
    - a. Iberia Parish Fire Protection District #1, 2309 Avery Island Road, New Iberia
    - b. Belair-Olivier-Morbihan Volunteer Fire Department, 3017 Old Jeanerette Road, New Iberia
    - c. Coteau Volunteer Fire Station, 4715 Highway 88, New Iberia
    - d. Grand Marais Volunteer Fire Station, 2816 College Road, New Iberia
    - e. Lydia Volunteer Fire Station (Maintenance,) 7209 Weeks Island Road, New Iberia
    - f. Rynella Volunteer Fire Station, 5101 Avery Island Road, New Iberia

## VII. Purchasing

Iberia Parish Government has no special provisions for purchasing during an emergency. Items that need to be purchased during an emergency must be purchased off State Contract or must be purchased using State and Parish procurement guidelines. If condition exist where it is impossible to properly procure resources or where the immediate purchase is needed to protect life or property, it may be necessary to conduct a study to ensure that the price charged is reasonable in the eyes of FEMA or the State Legislative Auditor.

## VIII. Preservation of Historic Sites

In the event of an emergency or disaster, Iberia Parish Government will enlist the assistance of the Iberia Parish Convention & Visitor's Bureau. They will be asked to monitor any historically significant structures located within the danger zone and will be asked to submit suggestions on saving these historical sites.

## IX. Special Needs Populations

Iberia Parish is continually trying to identify the at-risk populations with the Parish. Using volunteers, faith-based organizations, and members of the Parish Council and municipal councils, Iberia Parish will attempt to meet the needs of those citizens that need assistance.

- A. Faith based organizations and governmental council members will be assigned to stay in contract with those facilities that have elderly or disabled subjects, i.e. elderly apartments. Faith based organizations will also be tasked with staying in contact with those in need that attend their churches.

- B. Non-English-speaking residents – The Iberia Parish Office of Homeland Security and Emergency Preparedness, through an existing 911 contract, uses Language Line to translate conversations with those that do not speak English. The volunteer or council member will call the Language Line and indicate what language needs to be translated. The caller is hooked up to a translator so that the translator can determine the resident's need.
- C. Homeless population – OHSEP works with the local homeless coalition to identify those that are homeless and ensure that they have shelter from any disaster or emergency. To ensure the swift closure of disaster shelters, Iberia OHSEP has provisions in place to identify homeless residents and work to find shelter and other needed services and provisions for these individuals.

#### X. Training Requirements

- A. OHSEP routinely invites agencies throughout the Parish to participate in seminars, tabletop, or full-scale exercises. These exercises help all agencies assess their training needs.
- B. Each agency and organization are responsible to ensure that any member that may be involved in working a disaster or emergency takes the required National Incident Management System (NIMS) or FEMA Independent Study (ICS) classes.
- C. Iberia Parish Government will train its employees to work in essential positions throughout Emergency Management per FEMA and GOHSEP guidelines.

#### XI. Record Keeping

Each agency, organization or volunteer organization working a disaster or emergency is required to keep records of their duties, the services that were rendered and any issues, injuries or deaths that may occur while performing their assigned duties. All logs, recordings and any other records that are produced in regards to the ongoing incident is to be turned into the OHSEP Director. These records will be stored in the OHSEP offices until the possibility of all legal action, whether civil or criminal is done. Incident record for incidents in which FEMA plays a role should be kept for three years after FEMA closes the incident. This time frame includes any appeals or petitions that might be filed in regards to the incident.

#### XII. Mutual Aid Agreements

- A. Point-to-Point Agreement – Iberia Parish Government has entered into an agreement with the City of West Monroe to shelter at least 900 of Iberia Parish's residents and their service animals and pets in the event of a mandatory evacuation in any portion of Iberia Parish.
- B. Transportation – Iberia Parish Government has entered into an agreement with the Iberia Parish School Board (IPSB) for buses and drivers to transport those without transportation to the designated shelter in the City of West Monroe.
  - 1. It is the intention of Iberia Parish Government to request coach style buses for the transportation of residents outside of the Acadiana area. Should the coach buses not be available, be delayed or an insufficient number of coach buses be delivered for the number of persons requesting evacuation, school buses will be utilized to remove residents out of the area while it is still safe to do so.

2. Transportation is provided only to the designated shelter. Residents will not be transported to any other location.
  3. If the IPSB cannot provide enough drivers for the buses needed, OHSEP will request drivers from the Louisiana Army National Guard (LANG) to drive the buses without drivers. This request must be made through WebEOC.
- C. SMILE – Iberia Parish Government has entered into an agreement with SMILE (Community Action Group for St. Martin, Iberia, and Lafayette Parishes) for use of their mobility impaired accessible buses to transport those mobility impaired persons without transportation to the designated shelter during a mandatory evacuation.
- D. OHSEP continues to develop relationships with other local, State and Federal agencies with plans to develop useful mutual aid agreements that can be used during an emergency or disaster.

### XIII. Direction and Control

The Parish President, under the authority provided by the Louisiana Homeland Security and Emergency Assistance and Disaster Act and various ordinances enacted by the Iberia Parish Council, has the responsibility for responding to emergencies at a Parish level. This authority shall include, but not be limited to, the declaration of an emergency condition within the political jurisdiction. The OHSEP Director acts as the Chief Advisor to the Parish President during any declared emergency affecting the people and property in Iberia Parish. All levels of local agencies, organizations, and Districts of the Iberia Parish government are placed under the direct control of the Iberia Parish President and the OHSEP Director.

### XIV. NIMS

#### NIMS and ICS COMPLIANCE

- The Federal Government has adopted the National Incident Management System (NIMS) to manage emergency incidents and disasters from the first responder level to the highest levels of the Federal Government. NIMS is based on the Incident Command System (ICS) and the Unified Command System (UCS) and is flexible and appropriate to all types of incidents. Coordination between different levels of government will take place within the framework of NIMS.
- Iberia Parish has adopted the NIMS guidance to manage emergency incidents and disasters.
- It shall be the policy of all departments/agencies in Iberia Parish that are involved in emergency response efforts to utilize the Incident Command System, in compliance with the National Management System during real world emergencies as well as training exercises, and become trained Accordingly.

## Iberia Parish Emergency Support Function



### Iberia Parish Emergency Support Functions (ESF)



- **ESF 1-Transportation** (Facilities Security Manager/Airport Director)
  - Evacuation + re-entry
  - Transportation



- **ESF 2- Communications** (911 Director/Network Admin. IT Support)
  - Emergency communications restoration
  - Coordination of Federal/State/Local communication resources
  - Cyber Response



- **ESF 3- Public Works & Eng** (Public Works Director)
  - Debris and wreckage removal
  - Roadway maintenance



- **ESF 4- Firefighting** (IPFPD Fire Chief)
  - Firefighting structural, forest, rural and wooded area fires
  - Fire investigations.



- **ESF 5- Emergency Mgmt** (OHSEP Director)
  - EMAC
  - Multi-Agency Coordination
  - Generator support
  - WEBEOC management / Task Tracker / Req tracker
  - Mosquito Abatement



- **ESF 6- Mass Care** (Housing Program Admin.)
  - Sheltering operations
  - Mass feeding
  - Long/short term housing
  - VOAD



- **ESF 7- Resources Support** (Purchasing Officer)
  - Emergency Fuel
  - Contracting / Purchasing



- **ESF 8- Health & Medical** (LA OPH Liaison)
  - Medical and health needs
  - Special needs shelters
  - Ambulances



### Iberia Parish Emergency Support Functions (ESF)



- **ESF 9- Search & Rescue** (IPSO)
  - Search and Rescue (SAR)
  - Water Rescue



- **ESF 10- Hazardous Materials** (IPFPD Fire Chief)
  - HAZMAT



- **ESF 11- Agriculture** (LSU Ag Agt. / Animal Shelter Manager)
  - Animal response and Relief
  - Pet evacuation and sheltering
  - Agricultural needs



- **ESF 12- Energy** (Director Sewerage District and Waterworks)
  - Oil and Gas pipelines.
  - Utility Services
  - Drinking water
  - Sewerage



- **ESF 13- Public Safety & Security** (IPSO)
  - Security
  - Traffic Control
  - Public safety and law enforcement
  - Prison evacuations



- **ESF 14- Community Recovery, Mitigation and Economic Stabilization** ( )
  - Disaster Recovery
  - Preliminary Damage Assessments (PDAs) for Public Assistance and Individual Assistance
  - Donations Management
  - VOAD Management



- **ESF 15- External Affairs** (Exec. Communications Cordinator)
  - Media and community relations



- **ESF 16- Defense Support to Civilian Agencies** (LANG)
  - Support all ESF activities

## ESF-1, TRANSPORTATION ANNEX (IPG Facilities Security Manager/ARA Director)

### ESF-1-1, Transportation

#### I. Purpose and Scope

This ESF provides specific information about how Iberia Parish will carry out evacuation operations for the Parish's population without transportation. Population, for the purpose of this EOP, includes the Parish's citizens, their service animals, and their household pets.

- A. The parish will provide transportation ONLY for declared mandatory evacuations.
- B. The designated staging area for Iberia Parish is Westgate High School located at 2305 Jefferson Island Road (Louisiana Hwy 675) at coordinates N29.998433, W91.856191.
- C. Iberia Parish has no plans to shelter pre-storm or during a hurricane. As a coastal Parish, Iberia Parish is vulnerable to direct wind damage and both localized flooding and flooding caused by surge.

#### II. General Information

##### A. Levels of Evacuation

##### 1. Shelter-In-Place

Sheltering-in-place means staying inside whatever building you are in at the time of an emergency or, if you are outside, going to an undamaged building nearby and staying there for a period that may last hours to several days.

- b. Officials are likely to instruct people to shelter-in-place if an explosion or chemical incident releases toxic dust, fumes, radiation, or harmful chemicals.
- c. Officials may instruct you to close all windows and doors and turn off any air conditioning or heating unit you are utilizing.

##### 2. Recommended Evacuation

In the event of a moderate risk to Iberia Parish residents, the Parish President may declare a recommended evacuation. Iberia Parish Government will announce this declaration, describe the affected areas of the Parish, and include the location of any shelter locations, if applicable, assigned to Iberia Parish residents. The Parish is not obligated to provide transportation to shelters.

##### 3. Mandatory Evacuation

In the event of an existing or impending disaster that may cause loss of life and property, the Parish President may declare a mandatory evacuation. Iberia Parish Government will announce this evacuation order, describe the affected areas of the Parish, and include the location of any shelters assigned to Iberia Parish residents.

- a. If resources are available and it can be safely accomplished, transportation assistance will be provided by Iberia Parish Government for residents that do not have transportation to the assigned shelter(s.)
- b. Transportation will be provided from established Parish Collection Points, located throughout the Parish, to the Parish Pickup Point and to designated shelters.

#### III. Resources

##### A. Point-to-Point Sheltering Agreement

Iberia Parish has signed a point-to-point agreement with the City of West Monroe to house 900 residents. This agreement includes the sheltering of pets and service animals.

2. If additional space is needed, the City of West Monroe has agreed to allow Iberia Parish to use the space reserved for another point-to-point contracted Parish, if not already in use.
  3. If no additional space is available, Iberia Parish will contact GOHSEP for additional space.
  - B. Iberia Parish School Board
 

Iberia Parish Government and Iberia Parish School Board has signed a memorandum of understanding to utilize school buses and drivers for the purpose of transporting evacuees.

    1. OHSEP will utilize school buses to transport citizens from the Parish Collection Points to the Parish Pickup Point.
    2. It is the intention of Iberia Parish Government to requisition coach buses from GOHSEP for the transportation of its citizens to the City of West Monroe. If there are not sufficient buses or if the coach buses cannot reach the Parish to remove the citizens in a timely manner, school buses will be utilized.
    3. Iberia Parish Government will not provide transportation from a residence to a Parish Collection Point or the Parish Pickup Point.
  - A. MOBILITY IMPAIRED ACCESSIBLE TRANSPORTATION
 

The Community Action Group for St. Martin, Iberia, and Lafayette (SMILE) has agreed to assist OHSEP with the transportation of mobility impaired citizens on their mobility impaired accessible buses. In addition, Arc of Acadiana has offered the use of their mobility impaired accessible buses for transportation need.

    1. OHSEP utilizes SMILE buses to transport mobility impaired citizens from the Parish Collection Points and residences to the Parish Pickup Point.
    2. Citizens will be picked up from Parish Collection Points.
    3. It is the intention of Iberia Parish Government to requisition para-transit vans for the transportation of mobility impaired individuals to the City of West Monroe. If there are not sufficient para-transit vans available or if they cannot reach the Parish to remove the citizens in a timely manner, SMILE buses will be utilized.
  - B. While OHSEP does not plan to open a pre-storm shelter for residents, Iberia Parish has identified several buildings that may be used as a refuge of last resort for motorists that may have become stranded in Iberia Parish during evacuation due to a tropical cyclone.
  - C. The Iberia Parish Community Emergency Response Team (CERT) has received training that enables them to operate the Parish Pickup Point and any shelters that would open in Iberia Parish for the first 72 hours post storm. The shelters are opened and operated according to the American Red Cross standards so that residents are not aware or are minimally aware of this transition to the American Red Cross Workers.
- IV. At-Risk Populations
- A. Homeless Citizens
 

Iberia Parish is working with the Iberia Homeless Coalition, the local homeless shelter, and local faith-based organizations to identify and ensure that the homeless population either evacuates during an emergency or has a safe location to stay during a disaster.
  - B. Inmates
 

The Iberia Parish Sheriff's Office works closely with the Louisiana Department of Corrections to evacuate the Iberia Parish jail during an emergency that could affect that area.
  - C. Sex Offenders
    1. The Iberia Parish Sheriff's Office, Sex Offender Unit, works closely with the estimated 200 not-incarcerated sex offenders in our Parish. It is the responsibility of the sex offender to check in with the Sex Offender Unit in the event of an emergency to notify them of their change of location and to notify the shelter manager. This must be done in accordance with State laws.

2. It is the responsibility of Iberia Parish Government to offer a safe place during disasters or emergencies to all citizens. Sex offenders cannot be housed in a general population shelter or transported with the general population and must be segregated from other evacuees if they do report to a general population shelter or to the Parish Pickup Point. Site security will segregate and have eye contact with any sex offender that reports to these locations until they are transported to the jail or to a State-designated shelter.
  3. If a sex offender presents themselves to a general population transportation point or shelter, the manager of that location should immediately alert law enforcement personnel working security and immediately notify the EOC.
  4. Law enforcement is to segregate all sex offenders from the general population until arrangements can be made to have the offender removed from the location. This offender is to be escorted by law enforcement for the duration of his stay at the location. No sex offender should be allowed to be unsupervised at any time.
  5. The EOC staff will enter a request into WebEOC to have the offender removed from the shelter and immediately call the State EOC to alert them of the request. The State will have the offender removed from the location and sent to another location with other sex offenders. If the State is unable to respond, EOC staff will notify the Iberia Parish Sheriff's Office Sex Offender Unit and request that the offender(s) be removed from the location.
  6. The shelter manager will assign a shelter worker with the task of checking each shelter resident against the Parish Sex Offender Database to ensure that there are no sex offenders in the shelter that did not self-identify.
- D. Residents in Trailers, Mobile Homes, and Other Non-Permanent Structures  
Iberia Parish Government does not retain the actual number of residents that live in each of these types of structures. There are approximately 7,250 of these types of structures in Iberia Parish but it is unknown if these structures are utilized as residences or businesses. Residents that live in mobile homes or manufactured housing are encouraged to evacuate for any tropical storm event.
- E. Tourists  
The number of tourists in Iberia Parish varies with the number and size of local events going on at any time of the year. In the event of an imminent danger, such as a hurricane, tourists are advised to evacuate. Tourists are provided with shelter information in the event of an ongoing event.
- F. Medical Needs Patients  
While special needs patients are the responsibility of the Louisiana Office of Public Health (LDH,) Iberia Parish agencies assists in whatever capacity is needed. The OHSEP Personnel and LDH EOC Liaison work together to make these patients as comfortable as possible until arrangements can be made.
- G. Migrant Workers  
Migrant workers are an integral part of the farming community as well as the processing of sugar cane and sugar.
1. While each farmer or facility is responsible for the safety and well-being of their migrant workers, migrant workers could present themselves to a general population disaster shelter.
  2. These individuals should have paperwork identifying them as being migrant workers.
  3. Language barriers may exist. Shelter workers may check with other shelter workers or occupants to see if anyone speaks the language of the person presenting themselves. If not, shelter workers should contact the EOC-5 lead for use of the Language Line contract



through 911. The Language Line contract should only be used as a tool to register these persons or in the event of an emergency.

#### V. Situations and Assumptions

- A. In the past, Iberia Parish residents have basically been self-sufficient. The numbers needing to be evacuated have been low and have remained low throughout past years. Iberia Parish has prepared to transport and shelter approximately 900 residents and, in most instances, that number should be sufficient. In the event of an approaching Category 4 or Category 5 storm, these numbers may be greater and Iberia Parish will need the assistance of neighboring communities and GOHSEP.
- B. Louisiana Office of Public Health (LDH) and OHSEP work to identify Medical Needs patients throughout the year. With new requirements, the task to identify those using home-health agencies and hospice are mostly identified within the At-Risk Registry. OHSEP continues to identify those Medical Needs patients being cared for by family and not identified through the At-Risk Registry.
- C. In the event of a catastrophic event, such as a major train derailment in one of the municipalities of the Parish, Iberia Parish may need immediate assistance to remove residents from within the danger zone.
  1. Transportation will be needed immediately and, depending upon when the incident occurs, school buses could be tied up removing students from harm's way.
  2. Depending on the nature and magnitude of the incident, Iberia Parish will need shelters located outside of the "hot zone" to transport residents.
  3. Residents are encouraged to check on their neighbors that have no transportation in the event of a no-notice event.
  4. In the event of a catastrophic event, it may become necessary to evacuate the hospital and several nursing homes.

#### VI. Parish Collection Points

Iberia Parish Government has set up several points, throughout the Parish, to pick up residents that have no transportation to the Parish Pickup Point for a mandatory evacuation. Persons being picked up at the Parish Collection Points will be transported to the Parish Pickup Point for transport to the designated shelter in West Monroe. The designated Parish Pickup Point is the Westgate High School, 2305 Jefferson Island Road (Louisiana Hwy. 675,) New Iberia. The Parish Collection Points are as follows:

- A. Delcambre Shrimp Festival Building  
411 East Main Street  
Delcambre, LA
- B. Burleigh Park  
9600 East Old Spanish Trail  
Jeanerette, LA
- C. Weeks Park Pavillion  
4412 Weeks Island Road  
New Iberia
- D. Harold Landry Memorial Building  
601 Ed Broussard Road  
Loreauville, LA
- E. Francis Romero Memorial Building  
6310 Coteau Park Road  
New Iberia, LA

- F. Rynella Park Pavillion  
704 Rynella Drive  
New Iberia, LA
- G. Sugar Cane Festival Building  
600 Parkview Drive  
New Iberia, LA

**No personal vehicles may be left at any Parish Collection Point or at the Parish Pickup Point at Westgate High School.** If you have a vehicle, you may park it at Sugarena, 713 Highway 3212, New Iberia, LA. Transportation will be provided from Sugarena to Westgate High School for those wishing to drive their vehicle. All vehicles left at any Parish Collection Point or the Parish Pickup Point is subject to being towed at the owner's expense. Iberia Parish Government and their Districts, the Iberia Parish School Board, or any property owner whose property is being utilized for evacuation purposes will NOT be responsible for any damage or theft that occurs to a vehicle left on their property.

## ESF-1-2, Transportation, General Evacuation Procedures

### I. Purpose

In the event of an impending or ongoing catastrophic event with an ordered mandatory event, it is the intention of Iberia Parish Government to remove from danger as much of the population as possible. For this evacuation plan, the “population” represents the human citizens of the Parish, their service animals, and their household pets. Many of the citizens of the Parish may not have transportation, have unreliable transportation, or not have the funds to evacuate. Iberia Parish Government has developed a plan to remove these citizens to a safer location.

### II. Increased Alert

In the event of an impending disaster that could expose Iberia Parish citizens to danger, Parish officials will place the following personnel on standby:

- ESF-5, OHSEP Director and OHSEP Personnel
- ESF-1, ESF-6, Parish Pickup Point coordinator
- ESF-13, Public Safety & Security
- ESF-4, Fire control
- ESF-6, CERT coordinator
- ESF-5, Sugarena Manager
- Iberia Parish School Board
- ESF-11, Animal Control personnel
- Any other staff deemed essential or as part of the evacuation process

- A. Parish officials verify that resources and assets needed to operate the Parish Collection Points and the Parish Pickup Point are available. The CERT volunteers and Iberia Parish Fire Protection District firefighters are tasked with manning the Parish Pickup Point if the possibility of a mandatory evacuation exists.

### III. Alerts and Notifications

Federal guidelines mandate that communities in the United States have a public alert and warning system. Iberia Parish will use the following methods to notify its citizens and visitors of an impending or ongoing emergency.

1. Iberia PINS is an emergency alert system utilized by Iberia Parish Government. It is powered by RAVE Mobile Safety and Smart911. Citizens are encouraged to sign up for emergency notifications by going to <https://www.smart911.com/smart911/ref/login.action?pa=IberiaParish> or through the Iberia Parish Government website.
2. IPAWS – The Integrated Public Alert and Warning System, made available to the Parish through the State of Louisiana, is the only way emergency managers can send geographically targeted Wireless Emergency Alerts (WEA) to cellular phones in a danger zone. Citizens located with the danger zone will receive messages from local authorities like the severe weather messages they now receive from the National Weather Service.
3. Local Media – Iberia Parish Government provides periodic updates to the local media to keep the public updated on any man-made or natural disaster.
4. 232-HELP/211 – 232-HELP is a free service available to all residents in the Acadiana area. The Emergency Operations Center provides updated information to 232-HELP/211 such as road closures, evacuation information, shelter information, etc. This information is available to any citizen by simply dialing 211 from a cellular phone or dialing 232-HELP from a landline.

### IV. General Evacuation Process for Mandatory Evacuation

- A. Parish President declares a “State of Emergency” and orders a mandatory evacuation.

- B. Parish President and ESF-5 Lead will notify in reference to the emergency the ESF-5 personnel, ESF-1 and ESF-6 personnel, ESF-13 personnel, ESF-4 personnel, Iberia Parish School Board, SMILE, ESF-11 personnel, Sugarena manager, Parish employees assigned and any other essential personnel that may be activated.
- C. The ESF-5 Lead or his designee will request support agencies/CERT/volunteer agencies/Parish employees to prepare the Parish Pickup Point to begin processing evacuees.
  - 1. CERT and IPG employees should identify the resources that will be needed to complete their mission.
  - 2. For any moderate to major illness or injury or for an unknown illness or injury, personnel on-scene should immediately request an ambulance through 911. Parking lot personnel should be notified of the ambulance's impending arrival to direct the ambulance to the correct location.
- D. Public is informed of the locations and times for pick-up at the Parish Collection Points.
- E. Personnel at the Parish Pickup Point will clearly mark the entrances and exits. Personnel should be placed at the entrance to direct buses and vehicles dropping off evacuees. Vehicles are not to be left parked at the Parish Collection Point.
- F. Citizens needing transportation are to be picked up at designated times at the Parish Collection Points by Iberia Parish School Board buses and brought to the Parish Collection Point.
  - It is mandatory that pets are placed in pet carriers or crates prior to boarding at the Parish Collection Points. Service animals will not need to be crated. Uncrated animals will not be allowed on buses.
- G. The population arrives at the Parish Pickup Point, are unloaded from buses from the Parish Collection Points and directed to the appropriate registration area (or seating area if there are many evacuees waiting to be registered) using signage, barriers, and megaphone.
  - 1. Those awaiting transportation will be divided into two groups prior to registration:
    - a. General Population
    - b. Medical Needs Population
    - c. Persons with pets should drop off their pet at the designated drop off area prior to registering and receive a wristband assigned to their pet. They will be given the wristband number. This number should be presented to registration personnel when these persons go to register themselves and their family. Persons with pets that will fit into their lap **in a carrier or crate** will be allowed to keep their pet with them once on the bus. Pets will NOT be allowed in the registration area.
      - It should be noted that only one pet will be allowed inside of any carrier or crate and the ratio of pets allowed to ride in a carrier on a person's lap will be one pet to one person. It is the responsibility of the pet owner to ensure that they have enough pet carriers so that each pet has their own.
      - No person will be allowed to place a carrier on the seat next to them.
      - No pets will be allowed outside of the carrier or crate except during designated rest stops. Pets must be on a leash when outside of their carrier or crate. No exceptions.

2. After registration is completed, the population is loaded onto resources for transport to the shelter designation.
  3. The Parish Pickup Point coordinator will periodically update the EOC on the number of evacuees that are being sent to any shelter and of any issues that may arise during the process.
    - The coordinator will keep a detailed, written log of any issues that may arise during the process.
    - This log is to be turned into the OHSEP Director with any lessons learned, After Action Reports, etc. regarding the operation.
  - H. EOC personnel are to periodically update GOHSEP through WebEOC of the number of evacuees transported to the designated shelter.
- V. General Guidelines Regarding Parish Collection Points and Parish Pickup Point
- A. The population arrive at pre-identified Parish Collection Points.
    - Only pets in pet carriers will be allowed on Parish provided transportation.
    - The owner must ensure that all household pets are in carriers prior to approaching the buses for loading.
    - Service animals need not be crated, but must always be on a leash.
    - FEMA does not recognize emotional support animals, therefore, all animals introduced at a Parish provided mode of transportation or presented at a Parish sponsored shelter will be required to follow the regulations presented for a household pet. Emotional support animals will not be allowed to be housed with the general population and will be sheltered with other household pets.
  - B. Transportation and shelter personnel may not question evacuees regarding the reason that the person needs a service animal nor demand proof of training, they are allowed two questions: (1) **is the dog a service animal required because of a disability?** And (2) **what work or task has the dog been trained to perform?**
  - C. Proof of any State or local pet vaccinations will need to be presented once the population reaches the destination. Failure to provide this documentation may result in the revaccination of the animal **at the owner's expense.**
  - D. Property owners and managers of the Parish Collection Points or the Parish Collection Point have mandated that vehicles should not be left parked on their property. Personal vehicles will be left at Sugarena and evacuees will be bussed to Westgate High School for registration. Vehicles that are left on the property of any Parish Collection Point or Parish Pickup Point are subject to being towed.
- VI. Medical Needs Evacuation
- Iberia Parish OHSEP will assist the Louisiana Office of Public Health and other State agencies assigned in the evacuation of those citizens with serious medical conditions that need continuous medical care. These citizens will be triaged by LDH and must fit the criteria to be considered for sheltering in a Medical Needs shelter.
- A. Iberia Parish Government, Louisiana LDH, the Iberia Parish Council on Aging and other local and State agencies will make every effort to identify every Medical Needs patient in the Parish.
  - B. Iberia Parish will utilize Westgate High School as the designated Parish Pickup Point for Medical Needs evacuation purposes. Upon entry into the Westgate gymnasium, Medical Needs evacuees will be directed to the triage area to confirm their need for Medical Needs

status. They will be registered and loaded onto the appropriate mode of transportation for transport to the Medical Needs Shelter.

- C. When the decision is made to evacuate Medical Needs patients, LPH will release a toll-free number. It is recommended that all persons that believe they qualify for Medical Needs sheltering call this number.
- D. Through triage, LDH will determine the correct mode of transportation to the Medical Needs shelter.
- E. Each Medical Needs patient is allowed to have one person accompany them to the Medical Needs shelter to aid in their care.
- F. Those persons that do not fit Louisiana LPH's criteria for Medical Needs sheltering will be directed to General Population area of the Westgate Gymnasium for transportation to a general population shelter.

## ESF-1-3, Transportation – Pet Evacuation and Shelter Plan

### I. Purpose

This plan provides guidance for the safe transportation of household pets and service animals in the event of a mandatory evacuation for all or part of Iberia Parish. This plan details the responsibilities of the Iberia Parish Government, the Iberia Parish Animal Control personnel, volunteers, and pet owners before and following any declared emergency.

### II. General Information

A. The mission of Iberia Parish Government is to have a practical response program for the protection of the citizens of Iberia Parish as well as their household pets and service animals.

1. A household pet, as defined by FEMA (Federal Emergency Management Agency,) is any domesticated animal, such as a dog, cat, bird, rabbit, rodent, or turtle that is traditionally kept in the home for pleasure rather than for commercial purposes, can travel in commercial carriers and can be housed in temporary facilities.

a. Household pets **do not**, by FEMA definition, include reptiles (except turtles,) amphibians, fish, insects/arachnids, farm animals (including horses) and animals kept for racing purposes.

b. A service animal is any animal that is individually trained to aid a person with a disability. Functions that service animals perform for people with a variety of disabilities are:

(1) Alerting people who are deaf or hard of hearing to sounds.

(2) Pulling wheelchairs

(3) Carrying or retrieving items for people with mobility disabilities or limited use arms or hands.

(4) Assisting people with disabilities to maintain their balance or stability.

(5) Alerting people to and protection them during medical events such as seizures.

c. On March 15, 2011, the Department of Justice chose to limit Service Animals to dogs only, with a subsection addressing miniature horses. (FEMA Definitions Used for Pet-Friendly Shelters, <http://animaservice2000.org/content/node/131>)

d. FEMA does not recognize emotional support animals, therefore, all animals introduced at a Parish provided mode of transportation or presented at a Parish sponsored shelter will be required to follow the regulations presented for a household pet. Emotional support animals must be placed in a carrier or crate for the duration of the trip.

B. To participate in the Iberia Parish Pet Sheltering Program, which includes the transportation of the pet or service animal, the pet owner must have a valid driver's license or other State-issued identification card.

C. Prior to boarding any Parish provided transportation or reporting to a Parish sponsored or Red Cross shelter, owners of service animals and household pets will be required to have the following items for their animal(s):

1. At least a seven (7) day supply of food for each animal evacuated. Make sure that the food is in a waterproof container. If you are bringing canned dog food, make sure to bring a can opener to open the food, if applicable.

2. Proof of all State and Federally mandated vaccinations.

3. Pet first-aid reference book and first-aid supplies and required medications for the animal.

4. A sturdy leash and a collar or harness. It is recommended that extras be brought in case one breaks or is lost or stolen.

5. Toys or bedding. (Something familiar from your home.)

6. Gloves to protect your hands while you clean any mess made by the animal.

### III. Overview

Residents may decide not to evacuate fearing that they could be separated from their pets. FEMA, the Louisiana Governor's Office of Homeland Security and Emergency Preparedness (GOHSEP) and Iberia Parish Government, to protect the lives of their citizens, pets and service animals have developed plans that allow for the transportation and sheltering of these animals in the event of a mandatory evacuation.

#### A. General Information

1. A service animal must be a professionally trained animal and fit the FEMA criteria to be considered a "service animal."
2. Service animals will be allowed to travel with their disabled person as mandated by the Americans with Disabilities Act (ADA.)
3. The disabled person must be crated or in a carrier while being transported. The animal is not to be removed from the carrier or crate unless the bus driver has stopped the bus and the pet and its owner have exited the bus for a break. While out of the carrier or crate, the animal must be on a leash.
4. The disabled person must always have control of their animal. Under Louisiana Act 615, Iberia Parish Government and its designees have the right to place a service animal in a cage or pet carrier if the animal poses a threat to other humans or service animals.
5. Iberia Parish Government reserves the right to have any sick or injured animal presented for Parish-run transportation or shelter, examined by a veterinarian **at the owner's expense**. If the veterinarian deems the animal ineligible for travel (contagious, too ill to travel, etc.) the animal will not be allowed on Parish provided transportation or in a Parish or American Red Cross shelter. Arrangements can be made, by the owner, with a local veterinarian to board the animal **at the owner's expense** for the duration of the evacuation.
6. Every pet owner is expected to present proof of any State or Federally mandated vaccinations for their animal. (This applies to both household pets and service animals.) If no proof is provided, the animal will be vaccinated **at the owner's expense** once the animal reaches the Pet Shelter.
7. Each owner is expected to provide a collar or harness and a sturdy leash for each of their animals. All animals must be always secured in their cage or pet carrier or on a leash. At no time is an animal allowed out of its cage without a leash while on the bus.
8. Animal owners must always have full control of their animals. Iberia Parish Government is not liable for any injury or death to an animal or for the injury or death caused by an animal. All costs incurred will be the responsibility of the animal owner.
  - a. All pets must be in a pet carrier or crate prior to entering Parish provided transportation or a Parish-run or American Red Cross shelter. If an animal does not fit into a cage or pet carrier, it cannot be transported on Parish provided transportation and will not be allowed at a Parish provided animal shelter. The animal will be sent to a local veterinarian's office and boarded **at the owner's expense**.
  - b. Larger animals such as large dogs may be transported by refrigerated trucks provided by the Department of Agriculture. The bus driver will be instructed to take periodic breaks and open the doors to the trailer to ensure the animals are safe and that carbon dioxide levels remain at a safe level for the animals.
9. Transportation and shelter personnel may not question evacuees regarding the reason that the person needs a service animal nor demand proof of training, they are allowed two questions: (1) **is the dog a service animal required because of a disability?** And (2) **what work or task has the dog been trained to perform?**



## IV. Transportation of Household Pets and Service Animals During a Mandatory Evacuation

## A. Service Animals – General Information

1. A person that requires the assistance of a certified service animal will be allowed to keep this animal with them during the trip.
2. The service animal is to be always kept on a leash or other type of restraint. At no time should the animal be allowed to wander.
3. A person with a certified service animal must always have control of their animal. Under Louisiana Act 615, Iberia Parish Government has the right to place a service animal in a pet carrier or crate if the animal poses a threat to humans or other service animal.
4. It is the responsibility of the owner of a service animal to care for or to plan to have their animal cared for.
5. On March 15, 2011, the Department of Justice limited the definition of a service animal to include dogs with a subsection addressing miniature horses. No other type of animal will be considered as a service animal.
6. Iberia Parish Government reserves the right to have any sick or injured animal presented for transportation at a Parish Collection Point or Parish Pickup Point, examined by a veterinarian **at the owner's expense**. If an animal is deemed to be contagious or not well enough to travel, Iberia Parish Government will not allow that animal to be transported on Parish provided buses. Arrangements can be made with a local veterinarian to board the animal, **at the owner's expense**, for the duration of the evacuation.
7. Every pet owner is expected to present proof of any State or Federally mandated vaccinations for their animal. If no proof is provided, the animal will be vaccinated, **at the owner's expense**, once the animal reaches the animal shelter.

## B. Household Pets – General Information

1. All pets must always be in a pet carrier or crate or on a leash. At no time should an animal be allowed to wander.
2. Iberia Parish Government reserves the right to have any sick or injured animal presented for transportation at a Parish Collection Point or Parish Pickup Point, examined by a veterinarian **at the owner's expense**. If an animal is deemed to be contagious or not well enough to travel, Iberia Parish Government will not allow that animal to be transported on Parish provided buses. Arrangements can be made with a local veterinarian to board the animal, **at the owner's expense**, for the duration of the evacuation.
3. Every pet owner is expected to present proof of any State or Federally mandated vaccinations for their animal. If no proof is provided, the animal will be vaccinated, **at the owner's expense**, once the animal reaches the animal shelter.
4. Animal owners must always have full control of their animals. Iberia Parish Government is not liable for any injury or death to the animal or injury or death caused by the animal. All costs incurred will be the responsibility of the animal owner.
5. Only one pet will be allowed per carrier or crate.

## C. Transportation Procedures-Parish Collection Points

## 1. Service Animals

Service Animals will be allowed to ride with their owner on an evacuation mode of transportation if this person has full control of the animal and the animal is not a danger to humans or other service animals.

- a. Transportation and shelter personnel may not question evacuees regarding the reason that the person needs a service animal nor demand proof of training, they are allowed two questions: (1) **is the dog a service animal required because of a disability?** And (2) **what work or task has the dog been trained to perform?**

- b. Iberia Parish Government knows that an animal may become confused or upset during an evacuation. If a disabled person feels that their service animal would feel more secure in a pet carrier or crate, every effort will be made to ensure that the animal's pet carrier is placed near the disabled person.
  - c. If a service animal owner does not have access to a pet carrier or crate, one will be provided for their use, based upon availability. It is recommended that the service animal owner contact the EOC to request a pet carrier at least 2 – 6 hours prior to reporting to the Parish Pickup Point if they anticipate the need.
  - d. Iberia Parish Government, its designee or the bus driver has the right to demand a service animal be placed in a pet carrier or crate if an animal becomes aggressive and poses a threat to humans or other service animals.
  - e. Iberia Parish Government will not be responsible for any illness or injury to an animal being transported or sheltered by Parish provided services nor will Iberia Parish Government be responsible for any injury or illness caused by an animal being transported or sheltered by Parish provided services. All costs incurred to an animal or by an animal being transported or sheltered by the Parish is the sole responsibility of the owner of the animal.
  - f. Proof of the mandated vaccinations must be presented upon demand. Failure to produce these documents may result in the re-vaccination of the animal **at the owner's expense.**
  - g. FEMA does not recognize emotional support animals, therefore, all animals introduced at a Parish provided mode of transportation will be required to follow the regulations presented for a household pet. All emotional support animals will be treated as household pets and must follow Federal, State and Parish guidelines regarding transportation and, later, sheltering.
2. All household pets will be required to be in a cage or pet carrier prior to boarding the animal on any form of Parish provided transportation.
- a. CERT volunteers, Parish Government employees and other shelter and evacuation personnel should greet all evacuees, carefully directing them to the proper registration area.
  - b. Persons with "lap pets" are to be loaded separate from the general population. The pet must be loaded in a pet carrier and that carrier must fit on the owner's lap. For a pet to be carried on Parish provided transportation, there must be a family member willing to have a pet carrier on their lap for the duration of the trip.
  - c. The ratio of pets to carrier is one pet to one carrier only. Multiple pets will not be allowed to be placed inside one carrier.
  - d. At no time is a pet allowed outside of the carrier during the trip. Pets are allowed to be removed only during planned rest stops and only on a leash.
  - e. At no time can a carrier or pet be place on a seat on the bus.
  - f. If a citizen feels that he cannot comply with all the guidelines above, the animal will be placed inside a refrigerated truck for transportation.
  - g. Iberia Parish Government will not be responsible for any illness or injury to an animal being transported or sheltered by Parish provided services nor will Iberia Parish Government be responsible for any injury or illness caused by an animal being transported or sheltered by Parish provided services. All costs incurred to an animal or by an animal being transported or sheltered by the Parish is the sole responsibility of the owner of the animal.

- h. Proof of the mandated vaccinations must be presented upon demand. Failure to produce these documents may result in the re-vaccination of the animal **at the owner's expense.**
- 3. Pet Registration Procedures
  - a. Needed Equipment for Pet registration
    - At least two folding tables, with chairs. Two tables and four scribes are needed for each registration area
    - Ink pens
    - Registration forms for both humans and pets
    - Truck manifest forms
    - Self-stick neck bands
    - Duct tape
    - Clear packing tape
    - Sharpie or Marks-a-Lot
    - Signs to mark different areas (Enter, Exit, Registration Area, Banding Area, Pet Walk Area, and Cleanup)
    - Caution tape to mark lines for each table
    - Gallon zip lock bags
    - Long zip ties
    - Large communal bowls for water for the animals
    - If temperature is high (summer-time), have ice on hand to cool off the animals.
    - Flashlights
    - Plastic "poop" bags
    - Hand sanitizer
    - Paper towels
    - Hose to get water
    - Ramp and cage dolly to load pet carriers onto truck.
  - b. Set Up and Registration
 

Each registration area should have two tables (one for pet registration and one for the pet owners and their families) manned with at least two volunteers at each table and all the above supplies. The signs and caution tape will need to be placed so each area is clearly marked and identified.

    - The areas designated for pet registration and loading should be under a cover, with protection from wind and sun. Communal bowls of water should be set out for the pets
    - The pet and pet owner registration should be distinct and separate from the human registration to prevent confusion, prevent dog battles and to protect non-pet owners from undue stress and possible injury.
    - People and pets utilizing Parish transportation or shelters will be registered using the State approved registration system. It may become necessary to process people and pets manually. The registration forms are in triplicate. Scribes should have a good, easily readable handwriting. They will need to press down hard on the forms to ensure that all three copies are legible. The owner will receive one copy of the completed form, the Parish keeps a copy of the form and a copy is attached to the Truck Manifest for delivery to the destination pet shelter.
    - During the registration process, volunteers and other personnel assigned to the PPP should observe each animal for obvious signs of injury or illness. If the volunteer

notices an injury or illness, they should immediately notify the Evacuation Manager and/or Animal Control. The question as to whether the animal is healthy enough to travel is left up to the veterinarian and his decision is final.

- Arrangements can be made to board animals not healthy enough to travel, but all treatment to the animal or boarding costs are at the owner's expense.
- If the veterinarian decides the animal is well enough to travel, the scribe should mark the veterinarian's finding on the Transport Registration Form in an obvious place along with the veterinarian's name.
- During registration, volunteers should ask to see proof of Parish, State, or federally mandated vaccinations. If an owner fails to produce proof, the owner is to be notified that their animal will be vaccinated upon arrival at the shelter and any costs associated with these vaccinations will be the owner's responsibility.
- Each animal is to be given a unique Animal ID Number. This number will tie the owner and animal together for the duration of the trip.
- The Animal ID Number(s) will be written on the top of the Transport Registration Form and on two self-stick neck bands. One of the neck bands is to be placed on the animal's neck **by the owner** and the other band is to be placed on the owner's wrist. The owner will be given a neck band for each pet he owns that is being transported.
- If more than one family member will be caring for the animal, then each party that may have contact with the animal will be given a self-stick neck band to place around their wrist. If the family has more than one animal, then each person that will be caring for the animal will have one neck band per animal they have in the shelter.
- The Animal ID Number will need to be affixed to the pet carrier, near the top of the door.
- A piece of duct tape is to be placed on the pet carrier, near the top of the door.
- The Animal ID Number should be written on the duct tape and a piece of clear packing tape placed on top to protect the integrity of the written information.
- A picture is to be taken of each pet with their owner and other family members, if applicable, that may be responsible for the care of the animal.
- The Animal ID Number and the name of any family members who may be caring for the animal(s) should be written on the picture, using caution not to cover any integral part of the picture.
- The photo should be placed in a plastic Ziploc bag and the bag attached to the cage or pet carrier.
- The animal is to be placed into the pet carrier or cage by the owner and the pet carriers not traveling on the owner's lap will be loaded into the truck(s) by PPP workers.
- Once loaded, the truck driver should depart with the animals remembering to stop at least once every two hours to ensure that the carbon dioxide levels do not reach toxic levels.
- The temperature in the refrigerated portion of the truck should be kept at 75 degrees.
- The owners will conduct all dealings with their animal(s) until such time that the animal(s) are to be loaded into the transport truck. The owner's pre-departure responsibilities include, but are not limited to, banding the animal(s), taking the

animal out of the pet carrier for banding, and placing the animal back into the pet carrier, walking the dog prior to loading, cleaning up after the animal ensuring that the animal has had enough water, etc. Once the animal is ready to enter the pet carrier and is ready for departure, the Loading Team will place into the transport truck.

- Pet owners that will be carrying the pet carrier for their lap pet will have all physical dealings with their animals
- The above guidelines were set into place to protect the Parish Pickup Point workers.
- Once all animals traveling in the transport truck are loaded, the registration team should hand the truck driver a gallon zip lock bag that contains all the Transport Request Forms and the Truck Manifest forms. He should be instructed to give this Ziploc to the Pet Shelter Manager at the destination shelter.

#### V. Pet Evacuation Shelter

- A. In the event of a mandatory evacuation where a Parish owned or Red Cross shelter is opened, Iberia Parish Office of Homeland Security and Emergency Preparedness will plan to open an animal shelter for the evacuees staying at the human shelter. If possible, all animals with their owners will be co-located at one shelter.

B. Registration of Animals in a Pet Shelter

Animals will be registered in the same fashion described in the transportation and evacuation of animals with one exception. Owners of “lap” pets will not be allowed to have the animal stay with them in the human shelter. The “lap” pet will need to be registered with and placed in the Pet Shelter.

1. All animals must present proof of any Parish, State, or federally mandated vaccinations.
2. Animals without proof of vaccination will be vaccinated by a veterinarian at the owner’s expense.

C. Overview

1. Service Animals

- a. Service animals will be registered using the Pet Shelter method.
- b. According to a ruling by the Department of Justice in March of 2011, the only animals that will be allowed in a human shelter are trained service dogs. A provision was also made for the use of miniature horses as service animals. No other animal will be allowed in the human shelter as a service animal. Other animals must be housed in the Pet Shelter.
- c. Iberia Parish Government understands that animals may be confused or upset during an evacuation. If a disabled person feels that their service animal would feel more secure in a pet carrier or cage, the animal’s pet carrier will be placed near the disabled person.
- d. If the disabled person does not have a pet carrier, every effort will be made by Iberia Parish Government to secure a pet carrier for their use. It should be noted that Iberia Parish Government has a limited number of pet carriers and they are distributed on a

first come, first served basis. The service animal will be housed with the disabled person in the human shelter.

- e. Transportation and shelter personnel may not question evacuees regarding the reason that the person needs a service animal nor demand proof of training, they are allowed two questions: (1) **is the dog a service animal required because of a disability?** And (2) **what work or task has the dog been trained to perform?**
- f. FEMA does not recognize emotional support animals, therefore, all animals introduced at a Parish provided mode of transportation or presented at a Parish sponsored shelter will be required to follow the regulations presented for a household pet. Emotional support animals will not be allowed to be housed with the general population and will be sheltered with other household pets.

## 2. Household Pets

- a. Household pets are not allowed in the human shelter at any time.
- b. Only the pets of evacuees registered in the human shelter may keep their pets at a Parish run Pet Shelter.
- c. If a pet appears to be sick or injured, a veterinarian may be called **at the owner's expense** to care for the animal.
- d. Any pet not cared for properly, and all care logged down, will be considered "abandoned" and turned over to the Iberia Parish Animal Shelter.
- e. If a pet owner falls ill and is hospitalized, he should:
  - (1) Immediately notify the Shelter Manager of his illness, making every effort to find another party to care for the household pet. The shelter manager should immediately notify the pet shelter manger. The Pet Shelter Manager will then ensure that the pet(s) are being properly cared for.
  - (2) If time permits, the pet owner should notify the Pet Shelter Manager.
- f. Persons with questions about eligibility of their animal being sheltered should contact the EOC prior to bringing that animal to the shelter.
- g. Past shelters have had instances of flea infestation. It is suggested that any household pet threat or service animal entering a shelter be treated for fleas prior to arrival. Animal owners may want to contact their veterinarian for additional information on handling a threat of fleas on their animals.

## 3. Evacuation and Sheltering of Pets of Special Needs Patients

Arrangements have been made by the State of Louisiana with Dixon Correctional to care for the pets belonging to special needs patients during a mandatory evacuation.

## ESF-1-4, Medical Needs

### I. Purpose

Iberia Parish Government works hard to identify evacuees that have medical conditions that do not require hospitalization but could not be properly cared for in a general population shelter. These individuals are triaged by the Louisiana Office of Public Health and the Iberia Parish Health Unit and, if they qualify, are sent to Medical Needs shelters.

### II. Identification and Transportation of Medical Needs Patients

Medical Needs patients may be identified through home health agencies and hospice organizations. Citizens that feel that they may qualify for care in a Medical Needs shelter must call a toll-free number, provided by the Office of Public Health prior to a storm or other event, to be triaged by medical personnel for a Medical Needs shelter eligibility determination. The list of citizens determined as eligible will be provided to Iberia Parish OHSEP.

### III. Items to Bring to a Medical Needs Shelter

- All medications and equipment should be labeled with the patient's name, address, and phone number. **The Medical Needs shelter and staff are not responsible for the loss or theft of personal items.**
- Patients are required to bring proof of identification, health insurance information and the name of an emergency contact and their contact information.
- Five-to-seven-day supply of all medications in the original bottles/packaging.
- All medical supplies, i.e. dressing supplies, colostomy supplies, etc.
- Medical equipment, i.e. feeding food supplies, pumps monitors, oxygen and oxygen concentrators, nebulizers, walkers, canes, wheelchairs, etc.
- Special foods, nutritional and tube feeding supplements.
- Personal care items, i.e. toothpaste, toothbrush deodorant, shampoo, soap, diapers, and extra clothing, etc. You should bring enough to last for at least 5 days.
- Personal entertainment or miscellaneous items, i.e. books, puzzles, etc.
- Dressing care instructions and medical orders.
- Patients housed at a Medical Needs shelter will be allowed to have one caregiver accompany them. The caregiver must be an adult. Only children with Medical Needs are allowed in this shelter. No other children will be allowed.

### IV. Transportation to the Medical Needs Shelter

- B. If a patient needs assistance with evacuation, make arrangements with the triage nurse. They will determine the mode of transportation that is needed to bring the patient to the Parish Pickup Point and/or the Medical Needs shelter and will give you instruction on how to accomplish this.
- C. Medical Needs Evacuee registration will now be held at Westgate High School with general population evacuation registration.
  1. Upon arrival at the Parish Pickup Point, the patient and caregiver should immediately check in with the reception personnel.
  2. Those not previously triaged by phone will be triaged by an on-scene nurse.
    - a. Those that qualify for shelter in a Medical Needs shelter will be transported to a Medical Needs shelter.
    - b. Those that do not qualify for shelter in a Medical Needs shelter will be directed to the area where general population evacuation is being held.

- c. The decision as to whether a patient qualifies for shelter at a Medical Needs facility is the decision of the triage nurse. Iberia Parish officials cannot and will not interfere with their decision.

V. Mobility Impairment Assistance

For those needing assistance with moving from a personal vehicle to the Medical Needs Parish Pickup Point or onto Parish provided transportation, the New Iberia Fire Department will be present to assist.

VI. Medical Needs Evacuation Procedures

- A. Upon notification that a mandatory evacuation has been called, the ESF-5 or his designee will immediately place the information into WebEOC, ordering buses for evacuation purposes.
- B. The media shall be notified of the Medical Needs shelter opening and asked to publicize the details of the evacuation of the Medical Needs community.
- C. EOC personnel will order two (2) buses for the purpose of transporting Medical Needs patients and at least one para-transit van. If these vehicles are not needed for transportation of patients to the Medical Needs shelter, they should be directed to the Sugarena for the transportation of the general population.
- D. EOC personnel will immediately notify the Iberia Parish School Board, Office of Public Health, SMILE, Iberia Parish Sheriff's Office, and the New Iberia Fire Department personnel of the time the Medical Needs evacuation will take place.
- E. Other Departments' Roles
  - 1. Iberia Parish Fire Protection District/New Iberia Fire Department - IPFPD and NIFD will be notified of the time and date of the evacuation. They will provide five to six firefighters to assist with moving patients through the various steps of the Medical Needs evacuation procedures.
  - 2. Louisiana Department of Health (LDH)
    - a. LDH will provide the EOC with a list of known Medical Needs patients needing transportation.
    - b. LDH will coordinate with Acadian Ambulance for the transportation of patients not able to use standard bus transportation.
    - c. With the assistance of nurses from the Iberia Parish Health Unit, all those not previously triaged will be examined and a determination made as to if they qualify for sheltering at a Medical Needs shelter.
    - d. With the assistance of personnel from the Louisiana Department of Children and Family Services, all patients and their caregivers are registered into the system being utilized by the State for registering evacuees in shelters.
  - 3. St. Martin, Iberia, and Lafayette Community Action Partnership (SMILE) SMILE is contacted by the ESF-1 Lead or designee and advised of the time and date of the Medical Needs evacuation. SMILE will work with the EOC to ensure that those Medical Needs patients without transportation are brought to the Westgate High School for processing.
- F. LDH will confirm eligibility of all patients requesting shelter at a Medical Needs shelter and create a manifest.
- G. Medical Needs workers will immediately notify the EOC of any household pets that require sheltering and are unable to be transported to the Medical Needs shelter. These household pets will be transported to a designated shelter for care. Service animals will remain with the patient.
- H. OHSEP will provide information to GOHSEP via WebEOC on the number of patients being transported, the time the patients leave the PPP and of any issues or potential issues that may arise.



## ESF-1-5, Citizens with Physical Limitations

### I. Purpose

Iberia Parish Government has identified a portion of the population that does not qualify for sheltering at a Medical Needs shelter but may need assistance with everyday tasks due to medical conditions, advanced age, or other limitations. This presents a unique problem with the general shelter population. While these citizens have a physical or medical reason that justifies special assistance, the Iberia Parish CERT Members, Parish Government employees and other volunteers may not be trained or physically capable of assisting them. Each patient should be evaluated by an LDH or Iberia Parish Health Unit nurse to determine that this evacuee does not belong in a Medical Needs shelter.

### II. General Information

- A. If the patient qualifies for a Medical Needs shelter, they are to be turned over to LDH for transfer to the Medical Needs shelter or some other facility that can care for this person's needs.
- B. If possible, ask a family member or privately hired medical company to accompany this patient to the general population shelter. This person should be familiar with the tasks associated with this person's care.
- C. For no-notice events, there is the possibility that general population shelters may receive both Medical Needs patients and patients with physical disabilities or limitations. The Shelter Manager should collect as much information as possible and contact the ESF-8 Lead in the EOC to discuss the options that are best for each of these persons. It may be useful to include a family member or hired medical professional familiar with the patient's care, in this discussion.

## ESF-2, COMMUNICATIONS ANNEX, (911 Director/Network Admin. IT Support)

### ESF-2-1, Communications and Warning Systems

#### I. Purpose and Scope

Iberia Parish has developed several means of communicating during an emergency or disaster. Iberia Parish continues to look for better ways to establish and maintain communications as technology advances.

- A. This ESF establishes a uniform procedure for 700 MHz radio users during an emergency and looks at alternate means of communicating should standard means fail or become overloaded.
- B. Iberia Parish has also developed means to warn the public of an impending or present danger where it is necessary to relay instructions.

#### II. Radio Communications

- A. The State of Louisiana has built and maintains a 700 MHz interoperable radio system. This radio system has been made available to emergency services and support agencies at a Federal, State, and local level.
- B. Iberia Parish is a member of the Louisiana Wireless Information Network (LWIN) and all entities utilizing this system are subject to the policies and procedures set forth by the Federal Communications Commission (FCC,) the State of Louisiana and the Parish of Iberia.
- C. The entities that utilize LWIN are assigned specific talk groups for their day-to-day operations as well as talk groups that are reserved for emergencies and disasters.
- D. All entities in Iberia Parish that utilize the LWIN system are responsible for instructing their employees on the use of emergency talk groups and when they should be utilized.
- E. Participation in the LWIN system guarantees that Iberia Parish has interoperable communications with surrounding Parishes.
- F. The Louisiana 700 MHz radio system has fail-safes, but can still present a problem that affects this area.
  - 1. If a tower within the system fails, radios will search until they find a working tower site. While the quality of the transmission may be affected, the affected agency should retain the ability to maintain radio communications.
  - 2. If the main site fails in Baton Rouge or if the data link is lost with the main site, the radios will continue to work but only in site-trunking. This means that radios that are on the same tower will be able to communicate with each other, but they will not be able to communicate with radios on other sites or their respective agency's Communications Center.
- G. The following forms of communications in Iberia Parish are not part of the LWIN system:
  - 1. Fire departments pagers and tone out equipment are not a part of the LWIN system but rather work using VHF frequencies.
  - 2. In addition to the State owned LWIN system, the Iberia Parish Sheriff's Office has built and owns an 800 MHz system for their use during LWIN downtime.
  - 3. The Iberia Parish EOC is equipped with ham radio equipment. This equipment will be monitored and used during emergencies or disasters as a means of reaching those in need that have no other usable form of communicating and/or in the event of failure of existing radio and telephone equipment or service.

### III. Iberia Parish Communications Plan

- A. Radio Interoperability in Iberia Parish is based upon the NIMS principles, with the incident commander or his designee requesting assignment of interoperable talk groups, as needed.
- B. The Iberia Parish Communications District 911 Director and the Network Administrator/IT Support will act as the ESF-2 Lead for Iberia Parish and assign Iberia Parish interoperable talk groups during an emergency.
- C. Assignment of Talk Groups
  - 1. Based upon the scale of the incident, the ESF-2 Lead can choose from Iberia Parish or Regional (\*R4) interoperable talk groups. If Regional interoperable talk groups are chosen then should be requested from Louisiana State Police, Region 2 Dispatch in Lafayette.
  - 2. The ESF-2 Lead will monitor Iberia-1. All other ESF Leads will monitor their assigned talk group.
  - 3. During emergency operations, there are often personnel from other agencies that respond to assist. Plain language, in accordance with ICS and NIMS Standards, will be used on Iberia-1.
- D. The agencies within Iberia Parish that have the equipment and are assigned talk groups within the LWIN system include, but are not limited to:
  - 1. Iberia Parish Office of Homeland Security and Emergency Preparedness
  - 2. Iberia Parish Communications District/E911
  - 3. Iberia Parish Government Administration
  - 4. City of New Iberia Administration
  - 5. City of Jeanerette Administration
  - 6. Town of Delcambre Administration
  - 7. Village of Loreauville Administration
  - 8. Iberia Parish Coroner's Office
  - 9. Iberia Parish Fire Protection District #1
  - 10. New Iberia Fire Department
  - 11. Jeanerette Volunteer Fire Department
  - 12. Delcambre Volunteer Fire Department
  - 13. Loreauville Volunteer Fire Department
  - 14. Iberia Parish Sheriff's Office
  - 15. New Iberia City Police Department
  - 16. Jeanerette City Police Department
  - 17. Delcambre Police Department
  - 18. Belaire-Olivier-Morbihan (BOM) Volunteer Fire Department
  - 19. Coteau Volunteer Fire Department
  - 20. Grand Marais Volunteer Fire Department
  - 21. Rynella Volunteer Fire Department
  - 22. Lydia Volunteer Fire Department
  - 23. Acadiana Regional Airport Fire Department
  - 24. Iberia Parish Sewerage District
  - 25. Iberia Parish Mosquito Control
  - 26. Iberia Parish Public Works
  - 27. Jeanerette City Marshal's Office
  - 28. New Iberia City Marshal's Office
- E. State, Federal and Privately-owned agencies working with Iberia Parish on the LWIN system include, but are not limited to:
  - 1. Louisiana Department of Wildlife and Fisheries

2. Louisiana State Police
  3. Louisiana Office of Public Health
  4. Acadian Ambulance Service
  5. United States Marshal's Service
  6. Federal Bureau of Investigation
  7. BNSF Railroad Police
  8. Civil Air Patrol
  9. United States Drug Enforcement Agency
  10. United States Coast Guard
- F. Monitoring of Talk Groups
1. Each agency is responsible for monitoring talk groups assigned to their agency
  2. It is the responsibility of each agency to monitor the following interoperable channels on a continuous basis:
    - a. \*R4-BOLO (Region 4 BOLO Channel).
    - b. \*R4-COORDCALL (Region 4 Interoperable Channel)
  3. It is the responsibility of each agency to monitor for and respond to the weekly Region 4 radio checks.
- G. Programming of Radios
- In addition to the various talk groups assigned to each agency in the Parish, every Iberia Parish radio in the LWIN system will be programmed with the following LWIN talk groups:
1. \*IBERIA-1
  2. \*IBERIA-2
  3. \*IBERIA-3
  4. \*IBERIA-4
  5. \*A1-COORDCALL
  6. \*A1-CRDTK1
  7. \*A1-CRDTK2
  8. \*A1-CRDTK3
- H. Iberia Parish Interoperable Talk Groups Assignment During Emergencies or Disasters
1. \*IBERIA-1 Assigned to the Emergency Operations Center (EOC)
  2. \*IBERIA-2 Assigned to Law Enforcement working incident.
  3. \*IBERIA-3 Assigned to Fire Departments
  4. \*IBERIA-4 Assigned to Medical and the Coroner's Office
  5. \*R4-COORDCALL
  6. \*R4-CRDTK1
  7. \*R4=CRDTK2
  8. \*R4-CRDTK3
- I. Alternatives to Interoperable Channels
1. The Iberia Parish Sheriff's Office maintains a Mobile Command Post that is equipped with four LWIN programmed radios. This mobile command post is available, upon request, to any agency in the Parish.
  2. A ham radio has been purchased for EOC use. OHSEP will utilize volunteers that are familiar with ham radio protocol, if possible. Volunteers are working to teach OHSEP staff.
  3. In the event of a 700 MHz radio tower failure, Iberia Parish can request a temporary tower, through WebEOC, to aid in communications.
  4. Iberia Parish Sheriff's Office has developed an 800 MHz radio system for their use during 700 MHz failure.
- J. E911 Calls

1. If Iberia Parish were to experience a 911 failure or overload, 911 calls are automatically routed to the administrative lines with 911. If the calls are not automatically transferred, AT&T has provided 911 with procedures to manually transfer these calls.
2. AT&T has the capability to transfer these calls to any number within the United States.
3. Iberia Parish Government and the Iberia Parish Communications District are working to ensure that the residents of Iberia Parish can receive emergency services in their time of need. The Iberia Parish Communications Center has access to the following services:
  - a. Enhanced 911 – Enhanced 911 delivers the name, address, and GPS coordinates of the caller's location to the 911 operator before the call is answered.
  - b. Computer Aided Dispatch (CAD) – This allows for the rapid entry of 911 calls into a system and makes the information available to every operator working with that department. The Computer Aided Dispatch system works with and act as a backup to the Enhanced 911 system. The phone and address information for calls originating from a land-line is automatically populated into the appropriate fields on the CAD system.
  - c. Geographic Information System (GIS) – Iberia Parish Government's GIS Department keeps various types of maps of the Parish current. In addition, this information is routinely fed into the CAD system. This allows the communications personnel to determine the geographical area that any call is coming from, whether from a cell phone or land-line, immediately upon answering the call.
  - d. The Iberia Parish Communications District continually searches for technological advances that will allow emergency services responders to get to the scene of emergency calls in less time while maintaining the safety of the citizen and the emergency responder.
  - e. The Iberia Parish Communications District is upgrading systems within 911 to ready the Parish for the upcoming Next Generation 911 system. This system, when it becomes available, will allow callers to text emergency information to 911.
- K. Warnings and Alerts
 

Iberia Parish uses several methods to notify its citizens of existing or impending danger:

  1. Local Media – The local radio and television stations are sent updated information regularly during an existing or impending emergency or disaster.
  2. Social media – OHSEP maintains a Facebook page and a Twitter page available to all. The information on those pages is updated as the EOC receives new information.
  3. Iberia PINS – Citizens may register on the Iberia Parish Government website ([www.iberiaparishgovernment.com](http://www.iberiaparishgovernment.com)) to receive notifications of emergencies to their land-line phones, cellular devices, email or through a vendor application. Iberia PINS also gives OHSEP a reverse 911 system to notify citizens of an existing or impending danger within or near their area and any special instructions that may need to be related.
  4. IPAWS– The Iberia Parish OHSEP has been approved to send and receive messages through IPAWS (the Integrated Public Alert and Warning Systems). Participation in these systems will allow OHSEP to send one message during a disaster that will be delivered to the Emergency Alert System (EAS,) a downloaded Smartphone application, text messages, email, and social media accounts such as Facebook.
- L. Maintenance of Communications Equipment
 

The Iberia Parish Communications District ensures that the Iberia Parish Communications Center is equipped with the latest technology available to ensure the safety and well-being of the citizens of Iberia Parish.

1. To ensure that communications personnel are ready for any emergency or disaster, each emergency services agency has devised a plan that allows for the rapid deployment of essential personnel.
2. The Iberia Parish Communications District employs a systems administrator who is responsible for all 911-owned equipment located within the Communications Center overseeing the installation, maintenance, and repair of all systems.

M. Equipment Protection

An electromagnetic pulse (EMP), also sometimes called a transient electromagnetic disturbance, is a short burst of electronic energy in the form of a radiated, electric, or magnetic field or conducted electrical current and can be natural or man-made. This type of interference is generally disruptive or damaging to electronic equipment, and at higher energy levels, i.e. a lightning strike, can damage physical objects such as buildings and structures. The Parish relies on the State to take any precautions needed on LWIN radio equipment while the Parish takes any precautions needed within the Communication Center. All Parish radio equipment is protected from EMP through an elaborate earth grounding system. All towers, antennas, radio equipment, equipment enclosures and the equipment buildings are protected in a fashion that diverts all electrical pulses away from them and to the grounding system.

N. NIMS and ICS Compliance

- O. The Federal Government has adopted the National Incident Management System (NIMS) to manage emergency incidents and disasters from the first responder level to the highest levels of the Federal Government. NIMS is based on the Incident Command System (ICS) and the Unified Command System (UCS) and is flexible and appropriate to all types of incidents. Coordination between different levels of government will take place with the framework of NIMS.

## ESF-3, PUBLIC WORKS AND ENGINEERING ANNEX (Public Works Director)

### ESF-3-1, Public Works and Engineering

#### I. Purpose

This ESF provides for and coordinates all available engineering and construction resources and expertise in an emergency or disaster to restore normalcy as soon as possible. Iberia Parish Government, municipal governments located in Iberia Parish, private industry and volunteer resources will be used to provide essential services before, during and after emergencies and disasters.

#### II. Resources

- A. Iberia Parish Public Works and the municipal Public Works office each have the responsibility for keeping an updated list of all available resources that may be needed during an emergency or disaster. Each public works department shall provide the ESF-3 Lead, Iberia Parish Communications Center, and local law enforcement Communications Divisions with current contract information for key members of each department.
- B. Resources of interest include, but are not limited to, dump trucks, road graders, various types of pumps and corresponding hoses, generators, fuel sources, sand, and sand bags, etc. All mechanical equipment should be maintained and in working condition.
- C. For equipment purchased with grant funding, records of all maintenance and, if applicable, all routine testing shall be kept on file for the life of this equipment. This information must be presented to FEMA or GOHSEP, if requested.
- D. Because equipment ages and or fails, each agency is responsible for tracking their own resources. The Parish and municipal public works departments work closely together throughout the year and have a basic knowledge of what equipment each owns.
- E. An ample amount of sand and sand bags should be readily available as well as the location where they are stored and locations where they can be distributed. Each public works department bears the responsible of keeping an updated list of sand and sand bags available at each location that can be accessed rapidly in the event of an emergency.
  1. While, ideally, each public works office would like to keep more sand than is needed, space constraints will not allow it.
  2. Most municipalities will store bulk sand at their facility and will call the Parish Jail for inmate help to fill the sandbags in the event of an emergency. Iberia Parish Public Works will immediately fill 1000 sandbags upon notification that there is an approaching disaster or immediate need for sandbags. The director of Public Works will then determine during the disaster or approaching disaster when additional sandbags should be prepared.
  3. If additional resources are needed, Public Works should contact local vendors to obtain needed resources.
  4. If additional resources cannot be obtained locally, Public Works offices should contact OHSEP to obtain the needed resources through GOHSEP.
- F. Those facilities that are located with a flood zone should move these resources out of harm's way if a known danger is present or impending.

#### III. Assignment of Responsibilities

## ESF-3, PUBLIC WORKS AND ENGINEERING ANNEX (Public Works Director)

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- F. Those facilities that are located with a flood zone should move these resources out of harm's way if a known danger is present or impending.

#### III. Assignment of Responsibilities



- A. The Parish and Municipal Public Works Departments will work during the “first sweep” to clear the roadways and highways so that emergency services vehicles can get to citizens in need.
- B. Each Public Works director must develop a plan to ensure that all roadways, highways, bridges, and other structures in their jurisdiction have received no damage. If damage is found, the Public Works Department is responsible repairing those structures that fall under their area, report the damage to the appropriate agency that does have the responsibility for that structure and if necessary, erect barricades closing the road or structure until repairs can be made. All damages that require the closure of a road, highway, bridge, or overpass should be immediately reported to the EOC.
- C. Public Works Directors should prioritize which roadways, highways, bridges, and overpasses should be cleared or checked and send crews to the highest priorities first.
- D. Public Works Departments may be asked to assist the Louisiana Department of Transportation and Development (DOTD) with the inspection of state and federal highways and bridges within Iberia Parish. Any deficiencies or failures of these structures should be immediately reported to DOTD and, if it is a danger, barricades should be placed or law enforcement should standby until DOTD or LSP arrive to handle the situation.
- E. Iberia Parish Public Works and municipal public works departments are responsible for coordinating and supervising the removal of debris from their jurisdictions, ensure that the debris is disposed of at a DEQ approved site and reduced according to FEMA and DEQ regulations.
  - 1. Public Works Directors will work closely with any debris management contractors to ensure that the work being done is being done correctly and within FEMA and DEQ guidelines.
  - 2. Public Works Directors will work closely with the Public Information Officer to communicate debris management instructions to the public. This information should include separation/sorting of debris, scheduled pickup times, drop-off sites for different materials. They should issue routine updates to the public on debris until the Parish or municipalities are on a normal schedule of debris pickup.
  - 3. Iberia Parish Government is making provisions so that all municipalities and other Parish governmental agencies can utilize the Parish’s debris management and debris monitoring contracts at the municipalities’ expense.
- F. The Public Works Directors should ensure that all drainage infrastructures in their area of responsibility is clear of debris and has sustained no damage. Crews should clear debris or make emergency repairs to those areas that need.

## ESF 3-2, Monitoring, Reporting and Clearing Debris from Transportation Systems and Infrastructure

### I. Purpose

The timely reporting of problems on the transportation routes and the clearing of debris from other critical infrastructure and the subsequent solutions to correct these issues is key to search and rescue efforts, the medical care of the citizens and to the economic recovery of Iberia Parish.

### II. Assumptions

- A. Any disaster that occurs in Iberia Parish has the potential to interfere or halt transportation to the affected area or possibly, the entire Parish. An immediate inspection of major highways and then secondary roadways should be conducted as soon as possible once the incident is under control or the immediate danger has passed.
- B. The cleaning and repair of the major transportation routes leading into the Parish or within Iberia Parish should be dealt with immediately after the disaster is under control.
- C. The clearing of major roadways and secondary roads is necessary to allow for emergency services agencies to search for the citizens and transport those that are injured to medical facilities.

### III. Concept of Operations

#### A. Roadways

1. The clearing of roadways leading into affected area(s) allows for faster and more efficient rescue of the injured and search for those missing.
2. After the search and rescue operations are complete, the rapid cleaning and repairing of roadways will help the community to recover more quickly.
3. Damage and debris on roadways and highways should be reported to the proper authority as soon as possible.
  - a. Federal and State Highways – All damage to and debris on roadways is to be reported to the Louisiana Department of Transportation and Development (DOTD.) To contact DOTD, please call Richard Swan at (225) 379-1783. This number should be available 24/7 to report emergencies.
  - b. Parish Roads – All damage to and debris on Parish roads should be reported, immediately, to the Iberia Parish Public Works Department at (337) 364-8474. An after-hours calls out list is available at the Iberia Parish Communications Center at (337) 369-2400.
  - c. City Streets – All damage to or debris on city streets should be immediately reported to the appropriate city's public works department. After hours personnel can be contacted through that municipality's police department or the Iberia Parish Communications Center at (337) 369-2306.
  - d. It is possible that the State may ask for assistance in clearing major State and Federal highways. Each public works department should, if possible, assist other agencies.

#### B. Rail Company Lines

Any issues to the rail line should be immediately reported to Burlington Northern Santa Fe Corp (BNSF) at (800) 832-5452.

#### C. Waterways

1. U.S. Army Corps of Engineers to the U.S. Army Corps of Engineers (USACOE) at (504)862-2201
2. United States Coast Guard – The USCG should be notified any time there are obstructions in navigable waterways.

#### IV. Resources

- A. Iberia Parish Public Works and the municipal Public Works offices each have the responsibility for the keeping of an updated list of all available resources that may be needed during an emergency.
  1. Resources of special interest include, but are not limited to, dump trucks, road graders, various types of pumps and corresponding hoses, generators, fuel sources, sand, and sand bags, etc. All mechanical equipment should be maintained and in working condition.
    - a. If equipment is purchased with grant funds, records of all maintenance and, if applicable, all routine testing shall be kept for a period of three years.
    - b. Because the equipment ages, OHSEP does not keep lists of equipment that each municipality and the Parish has. The Public Works Departments and other local and Parish agencies work closely together throughout the year and are familiar that each office has.
      - a. An ample amount of sand and sand bags should be readily available as well as the location where they are stored and a location where they can be distributed. Most municipalities will store bulk sand at their facility and will call the Parish jail for inmate help to fill the sandbags in the event of an emergency.
  2. If additional resources are needed, Public Works should contact local vendors to obtain the needed resources.
  3. If additional resources cannot be obtained locally, Public Works offices should immediately notify the EOC of their needs and a request will be made from GOHSEP through WebEOC for the needed resource.
  4. Those facilities that are located within a flood zone should move these resources out of harm's way if a known danger is present or impending.
  5. While Iberia Parish experienced several ice storms in the winter of 2014, this is not the normal weather pattern for this area. It is not feasible for Iberia Parish to purchase and store bulk salt to place on icy roads and highways. Currently, there are two salt mines open in the vicinity in which bulk salt can be obtained, Morton Salt at Weeks Island and Compass Minerals at Cote Blanche in St. Mary Parish.

#### V. Disaster Debris

Iberia Parish Public Works and the other municipal public works departments are responsible for coordinating and supervising the removal of disaster debris from their jurisdictions, ensure that the debris is disposed of at a DEQ approved site and reduced according to FEMA, EPA and DEQ regulations.

- A. Iberia Parish Government is responsible for debris located outside of the incorporated limits of each municipality, unless an Intergovernmental Agreement exists for that purpose with the municipality for that purpose.
- B. Each municipal government is responsible for debris located within the incorporated limits of its municipality.
- C. Public works directors will work closely with the public information officer to communicate debris collection instructions to the public. This information should include separation/sorting of debris, scheduled pickup times, drop-off sites for materials not eligible for pickup. The public information officer (s) should issue routine updates to the public concerning debris until the Parish or municipalities return to a normal schedule for garbage pickup.
- D. Public works directors should ensure that all drainage infrastructures in their area of responsibility is clear of debris and has sustained no damage. Crews should clear debris or make emergency repairs to those areas in need.

- E. Public works directors should work with the OHSEP Director and the utility companies to ensure that debris is cleared so that utilities to critical facilities is restored quickly in order of need.
  - F. Public works directors should ensure that all roadways are cleared to local water and wastewater facilities and electricity restored to these vital works as soon as possible.
- VI. Assignment of Responsibilities
- A. The Iberia Parish OHSEP, public works departments and the communications personnel assigned to emergency services departments are responsible for accepting reports of damage to or debris on highways or roadways due to an emergency or disaster. These reports are then forwarded to the ESF-3 Lead for follow-up. If the EOC is no longer operational, the information should be forwarded to the appropriate Public Works Department.
  - B. The United State Coast Guard is responsible for the ordering of waterways opened or closed.
  - C. The Louisiana Department of Transportation and Development is responsible for:
    - 1. The removal of debris from navigable waterways.
    - 2. The repair of or removal of debris from State and Federal highways or roadways.
  - D. Iberia Parish Public Works is responsible for the repair of or removal of debris from Parish roads and roadways located outside of incorporated areas. They may assist with the repair of roadways or removal of debris from roads located within a municipality if an Intergovernmental Agreement exists for that purpose.
  - E. Municipal Public Works is responsible for the repair of or removal of debris from all roadways located within their jurisdiction.
- VII. NIMS and ICS Compliance
- The Federal Government has adopted the National Incident Management System (NIMS) to manage emergency incidents and disasters from the first responder level to the highest levels of the Federal Government. NIMS is based on the Incident Command System (ICS) and the Unified Command System (UCS) and is flexible and appropriate to all types of incidents. Coordination between different levels of government will take place within the framework of NIMS.

## ESF-4, FIREFIGHTING ANNEX (Iberia Parish Fire Protection District #1 Fire Chief)

### ESF-4-1, Firefighting

#### I. Purpose

- A. It is understood that fires and other issues that require fire response can be the cause of an emergency or disaster or it can intensify an existing one.
- B. Iberia Parish realizes that fires can cause extensive damage and threaten lives as well as damage or destroy property.
- C. During a natural disaster or technological event, fire services often face greater danger.
- D. Using mutual aid agreements and education, Iberia Parish strives to lessen the dangers faced by firefighters and decrease the amount of property damage that could occur.

#### II. Resources

- A. The rural areas of Iberia Parish are served by two-full time, paid fire departments and five volunteer departments.
  1. New Iberia Fire Department (NIFD) serves the areas located inside the incorporated limits of the City of New Iberia. NIFD has a full-time, paid fire department and consists of five-manned fire stations strategically located throughout the city limits of New Iberia.
  2. Iberia Parish Fire Protection District #1 (IPFPD) – The Iberia Parish Fire Protection District has two locations in the Parish that are manned 24/7 with paid firefighters. The main responsibility of the IPFPD is to respond to fire and medical calls in locations not located within the municipal limits of any city, town, or village in Iberia Parish. To ensure that ample personnel respond to calls, these firefighters also respond, as requested by mutual aid agreements, with the municipal fire departments in the City of Jeanerette, Town of Delcambre, and the Village of Loreauville.
  3. Volunteer Firefighters - To better service the citizens of Iberia Parish and reduce response times to fire and medical calls, the IPFPD has four volunteer departments and fire stations strategically located throughout Iberia Parish. These volunteer departments are dispatched to calls within their assigned station's jurisdiction. These firefighters are stationed to one of the following volunteer-based departments: BOM (Belaire/Olivier/Morbihan) Volunteer Fire Departments, Coteau Volunteer Fire Department, Grand Marais Volunteer Fire Department, and Rynella Volunteer Fire Department.
  4. Jeanerette Volunteer Fire Department consists of one full-time, paid fire chief and several volunteer fire fighters that responds to fire and medical calls within the incorporated limits of the town of Jeanerette.
  5. The Loreauville Volunteer Fire Department is an all-volunteer fire department that responds to fire and medical calls within the incorporated limits of the village of Loreauville.
  6. The town of Delcambre, which is in both Iberia and Vermilion Parishes, is served by the Delcambre Volunteer Fire Department. They respond to fire and medical calls in the entire incorporated limits of the town of Delcambre.
  7. The Acadiana Regional Airport Fire Department is manned during those times that the control tower is open. This fire department is responsible for fires and air incidents that

occur within the area of the runway. This department does not respond to day-to-day fire calls away from the airport.

8. The Iberia Parish Communications Center dispatches all fire calls in the Parish.
  - B. Iberia Parish's fire departments work closely together on a day-to-day basis and each is familiar with the fire-fighting equipment located within each department. In addition, Iberia Parish Fire Protection District #1, Jeanerette Volunteer Fire Department, Loreauville Volunteer Fire Department, Delcambre Volunteer Fire Department, BOM Volunteer Fire Department, Coteau Volunteer Fire Department, Grand Marais Volunteer Fire Department, and Rynella Volunteer Fire Department operate as one entity for dispatch purposes and under mutual aid agreements. This allows for speedier dispatch as well as a more rapid response to larger fires, hazardous materials call, and other major incidents.
  - C. Each fire station is completely equipped with fire engines and other firefighting equipment that allows each division to act as a separate entity. Specialty equipment, such as extrication equipment or material to handle hazardous material is stored at stations centrally located to maintain a more efficient response time.
- III. General Information
- A. The responsibilities of the fire service in disaster situations are basically the same as in daily operations, just on a much larger scale. Their primary responsibility is fire control, however, many of the local fire departments are trained to respond to hazardous materials incidents, search and rescue operations and trained as paramedics and emergency medical technicians.
  - B. It is the responsibility of each battalion or fire chief to determine the level of training needed by firefighters under their command.
  - C. Each of the fire departments, except for the Acadiana Regional Airport Fire Department, have the same basic responsibilities:
    1. Coordination of all fire service activities within their jurisdiction.
    2. Fire suppression.
    3. Fire prevention.
    4. Support in evacuating of citizens during a disaster.
    5. Fire code enforcement.
    6. Support for radiological events.
    7. Response to hazardous materials incidents.
    8. Assist in the rescue during emergencies or disasters.
    9. Assist in the search of missing persons.
  - D. Fire Safety Education

Fire safety information is shared in the following ways:

    - Education starts with elementary aged children and programs presented during Fire Safety Week and throughout the school year.
    - Media spots highlighting the importance of fresh batteries in both smoke detectors and carbon monoxide detectors.
    - Media spots highlighting the safe use of space heaters.
    - Presentations on fire safety in the home using a trailer that simulates the dangers of smoke inhalation.
    - Programs, when funds are available, to place smoke detectors and carbon monoxide detectors in the homes of the elderly and mobility impaired.
    - Inspect public building, new construction, and remodeled buildings for violations of fire codes and building codes.

- Participation in “Meet Your First Responders” days in conjunction with law enforcement and the Office of Homeland Security. It offers an avenue to present basic fire prevention tips to children and their parents.

## ESF-5, INFORMATION AND PLANNING ANNEX (OHSEP Director)

### ESF-5-1, Emergency Management

#### I. Purpose

ESF-5 provides for operational direction, control and management of local and Parish activities and resources available for or committed to emergency or disaster operations. It encompasses all emergency activities conducted by local and Parish governments, private industry, and non-governmental organizations (NGO) before, during and after natural and man-made emergencies and disasters. This ESF includes planning and preparations before emergencies, collecting, communicating, and analyzing information about impending and impacting emergencies, assessing the impact and damages from emergencies and disasters, setting all available resources into motion, and restoring the affected people and property to their pre-disaster condition, whenever possible.

#### II. General Information

- A. The OHSEP Director has primary responsibility for the Emergency Management ESF. Actions will be carried out in accordance with Parish policies and State statute governing Emergency Management. The key areas of emergency management are:
1. Prevention – Iberia Parish uses all actions possible to prevent a threatened or actual incident from occurring.
  2. Protection – Iberia Parish uses all its capabilities and all resources that can be obtained from outside agencies to secure against acts of violence and manmade or natural disasters. Protection focuses on ongoing actions that protect people and property from a threat or hazard.
  3. Mitigation – Iberia Parish, through FEMA’s Hazard Mitigation grant program, other FEMA grant programs and Parish funding, is constantly looking for ways to protect the lives and property of the citizens of Iberia Parish.
  4. Response – As an emergency threatens, the OHSEP Director will assess the threat and potential needs and alert and mobilize appropriate local and Parish agencies, private industry, and NGO whose capabilities would be best suited to responding to the emergency. He/She will establish and monitor information gathering and reporting activities to get the best possible information on the emergency or disaster. If an emergency generates needs that grown beyond local and Parish resources, private industry, and NGO, the OHSEP Director will notify the Governor’s Office of Homeland Security and Emergency Preparedness (GOHSEP) to request the needed resources from other Parish and local governments, out of state agencies or the federal government.
  5. Recovery – Emergency management response activities will continue if they are needed. The director will continue to monitor resource needs to determine when activities can be turned into recovery. As soon as possible after an emergency or disaster, all agencies involved will conduct damage assessment activities. Damage assessments will be used to define the need for resources and strategies needed for recovery. The Disaster Recover Manual will be used to guide all damage assessment, analysis, documentation, and report of damages. The OHSEP Director will work with local and Parish government agencies, private industry, and NGO to ensure that relief and restoration efforts are channeled through long-term recovery to the areas with the greatest needs.

#### III. Iberia Parish Office of Homeland Security and Emergency Preparedness



- A. The Iberia Parish Office of Homeland Security and Emergency Preparedness is responsible for initiating, organizing, and coordinating all aspects of emergency management in Iberia Parish.
- B. Iberia Parish Government, using hazard mitigation funds, has hardened many of the vital facilities against flooding and hurricane force winds in the Parish. As hazard mitigation funds become available, the Parish will strive to complete this task.
- C. The support agencies are responsible for developing and maintaining plans, procedures, and asset inventories to support the primary coordinator. Support agencies include, but are not limited to:
  - 1. Iberia Parish Government, Administration
  - 2. Iberia Parish Council, Administration
  - 3. City of New Iberia, Administration
  - 4. City of Jeanerette, Administration
  - 5. Town of Delcambre, Administration
  - 6. Village of Loreauville, Administration
  - 7. Iberia Parish Sheriff's Office
  - 8. New Iberia Police Department
  - 9. Jeanerette Police Department
  - 10. Delcambre Police Department
  - 11. Iberia Parish Public Works
  - 12. New Iberia Public Works
  - 13. Jeanerette Public Works
  - 14. Loreauville Public Works
  - 15. Delcambre Public Works
  - 16. Central Louisiana Electric Company (CLECO)
  - 17. Entergy
  - 18. Louisiana Water Company (LAWCO)
  - 19. Iberia Parish Waterworks, District 3 aka Coteau Water
  - 20. City of Jeanerette, Water Plant
  - 21. Bayou Teche Waterworks
  - 22. Delta Energy (formerly CenterPoint Energy)
  - 23. Iberia Parish Fire Protection District #1
  - 24. New Iberia Fire Department
  - 25. Jeanerette Volunteer Fire Department
  - 26. Delcambre Volunteer Fire Department
  - 27. Loreauville Volunteer Fire Department
  - 28. Acadiana Regional Airport Fire Department
  - 29. Coteau Volunteer Fire Department
  - 30. Belaire/Olivier/Morbihan Volunteer Fire Department
  - 31. Grand Marais Volunteer Fire Department
  - 32. Rynella Volunteer Fire Department
  - 33. AT&T
  - 34. Cox Communications

- 35. Verizon
- 36. T-Mobile
- D. The OHSEP Director works closely the Public Works Directors to ensure that debris is removed from the roadways and neutral grounds where utility companies would need to work to restore utilities for the vital facilities.
- E. The OHSEP Director and his staff participate in tabletop exercises, drills, and mock-disasters whenever possible to sharpen the staff's skills and discuss items that could happen during an actual disaster or emergency in Iberia Parish.

#### IV. Critical Facilities and Essential Services

Following any disaster or emergency, there is the possibility of the loss of a critical facility or the need for relocation due to contamination or continuing danger. The OHSEP staff is continuously looking for buildings throughout the Parish with the intention of identifying structures that can be used for either essential services or continuity of government.

- A. The following structures are government owned critical structures in Iberia Parish:
  - 1. Acadiana Regional Airport Administrative Building, 1404 Hangar Drive, New Iberia
  - 2. Acadiana Regional Airport Control Tower, 1213 Ember Drive, New Iberia
  - 3. Iberia Parish Animal Control Shelter, 2017 Seaway Access, New Iberia
  - 4. Iberia Parish Jail, 3618 Broken Arrow Road, New Iberia
  - 5. BOM Volunteer Fire Department, 3017 Old Jeanerette Road, New Iberia
  - 6. Coteau Volunteer Fire Department, 4715 Hwy 88, New Iberia
  - 7. Grand Marais Volunteer Fire Department, 2816 College Road, Jeanerette
  - 8. Iberia Parish Fire Protection District #1, 2309 Avery Island Road, New Iberia
  - 9. Iberia Parish Fire Protection District #1, Administrative Office, 2309 Avery Island Road, New Iberia
  - 10. Iberia Parish Fire Protection District #1, 2417 Darnell Road, New Iberia
  - 11. Rynella Volunteer Fire Department, 5105 Avery Island Road, New Iberia
  - 12. New Iberia Fire Department, Administrative Office, 225 Prairie Avenue, New Iberia
  - 13. New Iberia Fire Department, Station 1, 560 Charles, Street, New Iberia
  - 14. New Iberia Fire Department, Station 2, 531 Weeks Street, New Iberia
  - 15. New Iberia Fire Department, Station 3, 800 Trotter Street, New Iberia
  - 16. New Iberia Fire Department, Station 4, 421 North Landry Drive, New Iberia
  - 17. New Iberia Fire Department, Station 5, 400 W. Admiral Doyle Drive, New Iberia
  - 18. Jeanerette Volunteer Fire Department, 1436 Church Street, Jeanerette
  - 19. Jeanerette Volunteer Fire Department, 1820 Martin Luther King Drive, Jeanerette
  - 20. Loreauville Volunteer Fire Department, 1008 North Main Street, Loreauville
  - 21. Delcambre Volunteer Fire Department, 302 North Railroad Street, Delcambre
  - 22. Iberia Parish Courthouse, 300 Iberia Street, New Iberia
  - 23. Iberia Parish Courthouse Annex, 121 West Pershing Street, New Iberia
  - 24. New Iberia City Hall, 457 East Main Street
  - 25. Jeanerette City Hall, 1010 Main Street, Jeanerette
  - 26. Loreauville Town Hall, 103 South Main Street, Loreauville

27. Iberia Parish Sheriff's Office, Patrol Division, 4701 West Admiral Doyle Drive, New Iberia
28. New Iberia Police Department, Patrol Division, 459B East Main Street, New Iberia
29. Jeanerette Police Department, 811 Canal Street, New Iberia
30. Iberia Parish 911, 1111 Ember Drive, New Iberia
31. Iberia Parish Emergency Operations Center, 1111 Ember Drive, New Iberia
32. City of New Iberia, Public Works, 1303 J. Allen Daigre Drive, New Iberia
33. Iberia Parish Public Works, 5013 Avery Island Drive, New Iberia (Several Structures)
34. City of Jeanerette, Public Works, 1611 Martin Luther King Drive, Jeanerette
35. New Iberia Waste Water Treatment Plant, 800 Sucrose Drive, Jeanerette
36. Jeanerette Waste Water Treatment Plant, 800 Landry Street, Jeanerette
37. Iberia Medical Center, 2315 East Main Street, New Iberia
38. Iberia Medical Center, North Campus (formerly Dauterive Hospital) 600 North Lewis Street, New Iberia
39. Jeanerette Rural Health Clinic, 217 Bourg Street, Jeanerette
40. Iberia Parish Health Unit, 715-B Weldon Street, New Iberia
41. Veteran's Memorial Building, City Park, 500 Marie Street, New Iberia
42. Veteran's Memorial Building, City Park, 1600 Tarleton Street, Jeanerette
43. Iberia Parish Mosquito Control, 611 Old Central Taxiway, New Iberia
44. Cyr Gates Recreation Center, 300 Parkview Drive, New Iberia
45. West Park Recreation Center, 1200 Field Street, New Iberia
46. King Joseph Recreation Center, 701 Hebert Street, Jeanerette
47. Ward 8 Recreation Center, 803 Hubbertville Road, Jeanerette
48. Willow Wood Multi-Purpose Building, 113 Willow Wood Drive, New Iberia
49. Iberia Parish Permitting, Planning & Zoning, 715-A Weldon Street, New Iberia
50. Jeanerette Water Plant, 710 Pellerin Street, Jeanerette
51. Water Works District #3, 4104 Coteau Road, New Iberia
52. State of Louisiana, University of Louisiana at Lafayette, New Iberia Research Center, Acadiana Regional Airport (Several Structures)
53. Iberia Parish Sewerage District #1, 2617 Northside Road, New Iberia
54. New Iberia Sewerage Plant #3, 200 Parker Street, New Iberia
55. State of Louisiana, Department of Transportation & Development, 2311 Hwy 14, New Iberia
56. Louisiana Army National Guard, 700 Parkview Drive, New Iberia
57. Louisiana Army National Guard, 291 Martin Luther King Drive, Jeanerette
- B. The following are critical facilities or buildings that house essential services that are not government owned in Iberia Parish are:
  1. Morton Salt Mine, 11217 Morton Road, Weeks Island
  2. Acadian Ambulance Service, 571 East St Peter Street, New Iberia
  3. Acadian Ambulance Service 2511 Main Street, Jeanerette
  4. Iberia Comprehensive Health Clinic, 806 Jefferson Terrace Boulevard, New Iberia
  5. Central Louisiana Electric Company (CLECO,) 1015 Progress Street, New Iberia
  6. AT&T, 201 Center Street, New Iberia

7. Louisiana Water Company (LAWCO,) 448 East Main Street, New Iberia
8. Louisiana Water Company (LAWCO,) Water Plant, 498 West Main Street, New Iberia
9. Entergy, 5620 Port Road, New Iberia

V. Site Evacuation

Each critical facility and each department is responsible for an evacuation plan for their office or building.

A. Iberia Parish OHSEP and Emergency Operations Center (EOC)

The Emergency Operations Center is currently located at 1111 Ember Drive at the Acadiana Regional Airport in New Iberia. This facility also houses the 911 PSAP (Public Safety Answering Point.)

1. The OHSEP office, the EOC and the 911 office are located approximately 24 feet above mean sea level.
2. It is also located approximately 1.07 mile from the rail line.
3. It is located 1.2 mile from Spanish Lake.
4. The backup EOC is officially located at 2417 Darnell Rd in New Iberia, however, the Parish Fire Chief has offered the use of any of the Parish Fire Stations throughout the Parish ensuring that the EOC can be moved to a safe location.
5. The initial call for any disaster or emergency will most likely be received at the Iberia Parish Communications Center located at 1111 Ember Drive in New Iberia. It is in the same building as the Emergency Operations Center.
6. The backup PSAP (Public Safety Answering Point) is in the Iberia Parish Courthouse basement at 300 Iberia Street, New Iberia.

VI. EOC Operations

Operations of the Emergency Operations Center fall under the responsibility of the OHSEP Director or his designee.

A. EOC Activation Levels

1. Level IV – Normal operations are ongoing. OHSEP Staffing is in accordance with authorized manning levels.
2. LEVEL III – Events involve a potential or actual threat to the safety and welfare of the people in a threatened area(s). Iberia Parish Crisis Action Team (CAT) is activated and is operational with minimal staffing. The State EOC may be activated with critical ESF's by functional branch.
3. LEVEL II – Events are in progress or have occurred involving an imminent or actual major impact on the safety of the people in a stricken area(s). The EOC begins 24-hour operations and personnel from both OHSEP as well as identified state agencies serving as ESF Leads will be required to report to the Independence Blvd. location. In addition, the SEOC activation might warrant the support of selected State, Federal and Volunteer agencies. OHSEP will continue to monitor the situation and this LEVEL is subject to increase or decrease depending on the current and expected conditions related to the event.

4. LEVEL I – Events are in progress and require all support mentioned in the above four (4) EAL's. This status will continue until any potential threat(s) have been eradicated and the emergency is terminated. As the threat or actual danger decreases, proper re-deployment activities will take place to allow Parish Agencies to return to normal operations as quickly and effectively as possible

#### VII. Threats That May Affect the EOC

##### A. Rail Incidents

While the EOC should be safe from most chemical hazards, a rail incident, with or without a hazardous material release, could potentially gravely damage or destroy most of the Iberia Parish Courthouse, the downtown areas of New Iberia and/or Jeanerette and cause numerous injuries and/or fatalities.

- B. Hurricanes and tropical weather systems – As a coastal Louisiana Parish, Iberia Parish is prone to the damage, localized flooding and the surge associated with hurricanes and other tropical weather systems.

##### C. The OHSEP Director strives to keep all persons working in the EOC safe.

1. During many emergencies, the Iberia Parish Communications Center building is closed for business and only authorized persons are allowed into the building.
2. In many instances, law enforcement personnel and members of the Louisiana National Guard are assigned to the EOC and act as security for those working the EOC.

#### VIII. Resource Needs

- A. Currently, OHSEP staff is limited. As the demands placed on the OHSEP offices and the EOC personnel grow, additional IPG staff members may be temporarily assigned to the EOC or to other duties that fall under Emergency Management during and after a disaster. Currently the EOC is staff by OHSEP personnel and volunteers.
- B. OHSEP strives to update the technology available during an emergency. GIS personnel can work remotely or in the EOC.

#### IX. Record Keeping

All vital information regarding emergencies and disasters are kept in the OHSEP office.

- A. All records pertaining to FEMA claims must be kept for no less than three years past the official date that the claim is closed by FEMA.
- B. The possibility of all litigation pertaining to either criminal or civil cases, or any possible appeals, has passed.
- C. Copies of these records are stored either in the OHSEP office or in the storage area assigned to OHSEP. These records are also scanned and kept electronically on the IPG server.

#### X. Training

All personnel that are working the OHSEP office are required to complete basic NIMS 700-800 classes. The director and his assistant complete all the required courses listed in the Emergency Management Performance Grant (EMPG,) to include advanced classes dealing with the National Incident Management System (NIMS) and Incident Command System (ICS) and many other classes that deal with emergency management and the handling of disasters and emergencies. The director and his assistant will also take part in table-top exercises, classes and seminars, and

various other exercises offered by GOHSEP, State and local government agencies and private companies.

## ESF-5-2, Emergency Management, Points of Distribution

### I. Purpose

Post disaster, Iberia Parish businesses may not immediately be able to supply basic needs to the residents of the Parish. Iberia Parish Government has the capability of requesting emergency supplies. Iberia Parish Government has identified potential areas that can be used as Point of Distribution (POD) locations. POD locations have been identified across the Parish and include both drive-up locations as well as those that the public can exit their vehicles to pick up their supplies. Iberia Parish Government's Emergency Operations Plan focuses on assisting businesses open as soon as possible after a disaster to aid in recovery. Needed supplies will be requested only if local businesses are unable to meet the needs of the public.

### II. Points of Distribution (POD)

A point of distribution may be utilized by Iberia Parish Government if citizens need basic supplies that cannot be obtained through local merchants. It is the intention of Iberia Parish Government to discontinue the use of POD's once local merchants start opening local businesses. Because much of Iberia Parish lies in a flood zone, Iberia Parish Office of Homeland Security and Emergency Preparedness will determine the type and location of POD's according to damage and access to areas following any disaster.

#### A. Points of Distribution

A point of distribution is a designated location used to distribute essential supplies following a federally declared disaster.

1. OHSEP will request assistance from the Louisiana Army National Guard (LANG) and the jurisdictional law enforcement agency to assist with traffic control and crowd control.
2. Citizens will be instructed on what roads to use to enter the line for the POD and what routes they must take to exit the area.
3. LANG and law enforcement will be strategically stationed to direct citizens and to ensure that peace and order are kept along the assigned routes and at the POD.
4. Any vehicles that are parked along the route that impede the operation will be towed at the owner's expense.
5. Any person not acting in a peaceful and orderly fashion will be asked to leave the area. Refusal to leave could result in arrest.
6. Each household will be allowed to one "set" of supplies per household. Proof of residency will be required.
7. Every effort will be made to ensure that households are not receiving a duplication of supplies. Each citizen will be required to present a government identification and proof of residency, i.e. current utility bill, voter registration card.
8. Each volunteer/worker working the POD will be instructed to have security remove any person they recognize as having already received supplies. Failure to leave or causing a disturbance may leave the citizen open to arrest.
9. PODS will be discontinued once local businesses start re-opening or the need for basic supplies has been met.

#### B. Drive-Through PODS

1. Several locations throughout Iberia Parish have been selected as proposed drive through points of distribution.

2. Law Enforcement and National Guard will control traffic by blocking one lane of traffic is closed for overflow traffic or by temporarily making the road a one-way road during the operation.
  3. Citizens will follow the direction of LANG and law enforcement in regards to traffic flow.
  4. Citizens will not be allowed to park their vehicle on the roadside causing it to hinder the flow of traffic. Any vehicle parked hindering the flow of traffic is subject to tow at the owner's expense.
  5. While any area can be utilized for the purposes of a drive-through POD, Iberia OHSEP has mapped out several locations located in appendix.
- C. Walk Up PODS
1. Due to the additional manpower needed, walk-up PODs will be used only as a last resort.
  2. Iberia Parish has identified alternate or additional points of distribution to hand out supplies. This type of point of distribution requires much more manpower to operate and will, therefore, be used only when necessary.
  3. Walk up PODS will require citizens to park their vehicle and stand in line to receive their supplies.
  4. LANG and the jurisdictional law enforcement agency will have citizens line up in an orderly fashion to receive their supplies.
  5. Citizens should leave the area immediately after receiving their supplies as not to disrupt the operation.
  6. While several locations have been identified for the purposes of walk-up PODS, the location of PODS is dictated by Iberia Parish Government.



### ESF-5-3, IBERIA PARISH REENTRY PROCEDURE

#### I. Summary

A need to control access into an area post disaster was noted after Hurricane Katrina. Lack of guidelines for access into post disaster area resulted in delays and loss of or delays in obtaining critical utilities and services.

This document outlines Standard Operating Procedure (SOP) for emergency response and emergency management personnel at a local level that will clarify the roles, responsibilities and processes that will be followed to ensure that critical infrastructure providers are given timely and efficient access to hurricane or other disaster-affected areas for the purpose of repairing the infrastructure.

#### II. Tiers

Following any major disaster, it is anticipated that reentry will occur in a tiered approach, based on key roles, I restoring normal operations after a disaster. Admittance will be granted based on the immediate needs and requirements of the Parish through the local Emergency Operations Center (EOC) and Parish and State Governments.

These tiers include:

##### A. Tier 1 –

1. Search and Rescue Personnel
2. Infrastructure and Utilities Repair
3. Official damage assessment
4. Other personnel at the discretion of local, Parish and State jurisdictions.

##### B. Tier 2 –

1. Relief
2. Healthcare agencies
3. Banking Organizations
4. insurance agencies
5. Business operators considered critical to the recovery effort
6. Other personnel at the discretion of the Parish OHSEP.

##### C. Tier 3 – Businesses not included in Tier 2 and residents will be allowed to return as areas are deemed safe.

#### III. Identification Procedures

Federal, State, and local government agencies and law enforcement officials agree to recognize specific identification from critical infrastructure owners and operators, and their contractors, subcontractors as they seek access into a restricted disaster area.

Law enforcement and Louisiana National Guard (LANG) can contact the local EOC on LWIN Radio System on Talk group Iberia-1. Constant communications with the local EOC will ensure that proper admittance is granted.

Once identity and attributes are authenticated, access is granted at the discretion of the law enforcement or LANG official(s) at the check point. Each person working at a checkpoint is required to ensure that the identification is valid and matches the person listed on the reentry placard and letter of access.

A. Iberia Parish Reentry Placard – Obtaining, Renewing and Using the Placard

1. Send a letter on company letter head stating the name(s) of individuals applying for a placard. The letter must be from a company head and state what role the individual and company play in disaster recovery. This letter must be addressed to and can be mailed or dropped off at the address below:

Brandon Miguez, Director  
Iberia Parish Office of Homeland Security and  
Emergency Preparedness  
1111 Ember Drive  
New Iberia, LA 70560

2. The placard, once approved, is good for a period of one year. The placard will expire May 31st of each year and must be renewed by memorandum to the Office of Homeland Security indicating any changes to an organization's issuance of respective placards.
3. Placards are issued to an individual and may not be transferred to another person.
4. If you are stopped at a checkpoint during reentry, you are required to have ALL the following on you:
  - a. A valid state driver's license and company-issued ID.
  - b. Marked company vehicles (companies should have standardized markings.)
  - c. Letter of Access (LOA) issued by the company (with verified phone number) stating the bearer and vehicle is an authorized responder to the event.
  - d. A current Iberia Parish Reentry Placard.

Failure to have any of these items could result in you being denied entry into the affected area.

## ESF-6, MASS CARE, EMERGENCY ASSISTANCE, TEMPORARY HOUSING AND HUMAN SERVICES ANNEX (Housing Program Admin.)

### ESF-6-1, Mass Care, Sheltering

#### I. Purpose

This plan establishes procedures for the sheltering and care of the population who are victims of any man-made or natural emergency within and/or in the surrounding areas of Iberia Parish. For this Annex, "population" is defined as the citizens and household pets of Iberia Parish.

#### II. Situation and Assumptions

- i. Public shelters will be opened, manned, and used during periods of emergency and disasters only.
- ii. Not all residents will use public shelters. Some will remain at their residence or will seek shelter with relatives or friends.
- iii. Facilities will be designated for lodging institutionalized and special needs groups.
- iv. The shelter concept will reduce the number of casualties resulting from a disaster situation.
- v. The Iberia Parish Shelter Program is a combination of methods that can be utilized to afford the best available protection and provide the Parish with flexibility.
- vi. All shelter locations are determined by conditions such as elevation, proximity to an incident and best available protection. All shelters will be approved pre-disaster, if possible, by the American Red Cross.
- vii. Iberia Parish has no plans to open a shelter prior to landfall for any tropical cyclone forecast to hit this area.
  1. With the threat of storm surge and flooding and the fact that Iberia Parish has no public buildings rated for hurricane force winds, the Parish will open a shelter of last resort only if it becomes necessary.
  2. While several buildings have been considered, no buildings have been chosen as a shelter of last resort. Iberia Parish Government will determine which building in the Parish would be best based upon the strength of the winds of the approaching storm, the amount of rain predicted to accompany the storm and the predicted landfall location.
- viii. While the American Red Cross will operate and be responsible for shelter facilities during or following any disaster, they require time to prepare and assign volunteers. Iberia Parish Government, with the assistance of Iberia Parish CERT will open and operate a disaster shelter for a period of 72 hours or until American Red Cross can respond.

#### III. Organization and Assignment of Responsibilities

##### A. Iberia Parish Office of Homeland Security and Emergency Preparedness

1. Specific duties regarding opening a shelter are:
  - a. Maintain a list of all approved shelters in the Parish. Information that should be on this list includes, but is not limited to:
    1. Physical location of shelter(s).

2. Phone number for person responsible for the facility as well as the phone number to the facility.
3. Resources not available at each shelter location, if any.
- b. Maintain a current list of American Red Cross representative(s.)
- c. Arrange for periodic shelter surveys.
- d. Arrange with the Iberia Parish Health Unit and social service agencies to assist in shelter operations to provide basic health care.
- e. Prepare signage to identify shelter.
- f. Ensure a security presence and a fire department presence to ensure that all occupants and volunteers at the shelter are safe from hazards.
- g. Obtain periodic updates from all shelter locations.
- h. Periodically update GOHSEP on shelter information to include, but not limited to:
  - (1) The number and locations of shelters opened.
  - (2) A periodic count of the number of evacuees at each shelter.
  - (3) Any major issues that occur at any shelter.
  - (4) If it is necessary to evacuate a shelter.
  - (5) If any additional resources are needed that cannot be obtained locally. All requests for resources must be made through WebEOC.
2. If a shelter is necessary, open shelter(s) using American Red Cross guidelines. American Red Cross will assume responsibility, with the assistance of Iberia Parish CERT, upon their arrival.
- B. Iberia Parish Community Emergency Response Team (CERT)
  1. Open shelter(s), as needed, using American Red Cross guidelines. The use of Red Cross guidelines ensures a smooth transition once American Red Cross takes over shelter management after 72 hours.
  2. Ensure that all occupants of the shelter(s) are registered and the information is entered into the appropriate State or Federal system. This includes all service animals and household pets being housed.
  3. Ensure that all shelter occupants have sufficient food and drink. Basic food, such as sandwiches and snacks, will be provided until the Red Cross takes over management of the shelter or until alternate feeding arrangements can be made.
  4. If the shelter is a result of a sudden emergency, the shelter manager or medical personnel should question shelter occupants to ensure they are in possession of any life sustaining medications and/or medical equipment.)
  5. Immediately call 911 for any major issue that could threaten the life of any shelter occupant or staff.
  6. Log any problems or issues and immediately report any unusual or major issues to the EOC staff.
- ix. The shelter manager will work closely with the American Red Cross to ensure a smooth transition from a Parish-run shelter to an American Red Cross Shelter. Iberia Parish Government, with the assistance of Iberia Parish CERT will open and operate a disaster shelter for a period of 72 hours or until American Red Cross can respond.

7. Ensure that each evacuee is evaluated and case managers are assigned as soon as possible to ensure that all evacuees that have no place to go post disaster are identified and assisted.
- C. American Red Cross (ESF-6)
  1. Responsible for inspecting and approving all shelters prior to any disaster.
  2. Responsible for staffing designated shelters post-disaster after 72 hours.
  3. Provide family support services.
  4. Coordinates shelter use with EOC.
  5. Maintain shelter log and evacuee inventory and make period reports to the EOC.
- D. Law Enforcement (ESF-13)
  1. Provide security at designated shelters as well as at reception/staging areas.
  2. Provide traffic control, as necessary, at shelters.
  3. Assists with emergency medical problems at shelters.
- E. Fire Services (ESF-4)
  1. Periodically survey shelter sites for fire safety and report deficiencies to EOC.
  2. Provide fire suppression, if necessary, at shelters.
  3. Assist with basic first aid, as needed.
  4. Assist law enforcement maintain a secure shelter by reporting any security issues to law enforcement or to the shelter manager immediately.
- F. Military (ESF-16) will deliver emergency water and food supplies, as needed.
- G. Animal Control (Shelter Manager and Animal Control Officers) (ESF-11)
  1. Operate animal shelter(s) in conjunction with human shelter(s.) It should be noted that an attempt should be made to have all household pets and their owners and service animals and their owners co-located at one shelter. This will eliminate the need for additional pet care personnel and should help those evacuees susceptible to allergy related illnesses.
  2. For shelters located within municipalities, local animal control personnel may be called upon to assist.
- IV. Convicted Sex Offenders
  - A. The admittance of sex offenders is a complicated, controversial matter. According to La. Revised Statute 29:726, "A registered sexual offender shall not knowingly be housed or sheltered in shelters, hotels, FEMA Emergency Management trailer parks, or any other housing funded by the FEMA Emergency Management Agency where the general population of evacuees is staying." Sex Offenders are required, by law, to notify shelter personnel of their status as a sex offender. Upon being approached by a sex offender, the shelter manager or workers should immediately notify law enforcement on-scene of the offender's presence.
  - B. Upon being approached by a sex offender or after verification if the offender does not self-present, the shelter manager or workers shall immediately notify law enforcement on-scene of the offender's presence.
  - C. The shelter manager should notify the EOC of the presence of the sex offender at the shelter.
    1. The EOC will immediately contact the Iberia Parish Sheriff's Office Sex Offender Unit to take custody of this person until verification can be made as to his sex offender status.

2. If the Iberia Parish Sheriff's Office Sex Offender Unit is not available, the EOC should notify the State EOC of the offender's presence in a public disaster shelter. They will contact State Police to take custody of the offender.
3. Law enforcement will segregate the offender from the population of the shelter and always have visual contact on the offender.

#### V. Resources

Iberia Parish has the resources and personnel to open one or two shelters. In a widespread disaster where multiple shelters are needed, Iberia Parish Government will need both supplies and personnel to assist in shelter operations.

- A. Currently, only a few of the approved shelters have electrical transfer switches. Generators will be needed at these locations for long-term shelters. Work continues to install transfer switches at all Parish owned Parks and Recreation facilities.
- B. If multiple shelters are needed for a disaster, additional law enforcement and firefighters may be needed to work the shelters.
- C. In the event of a wide-spread catastrophe, evacuees will be transported to a shelter outside of the danger zone where they will remain until after the danger has passed. Essential supplies, however, will still be needed for first responders and other essential personnel working the disaster.
- D. During a disaster, any requests for any type of resource, i.e. supplies or personnel, that cannot be obtained locally or through contracts should be requested using the State system, WebEOC.

#### VI. Evacuation of a Shelter

Site Emergencies or other disasters or emergencies could occur while a disaster shelter is open. With any shelter emergency, the OHSEP Director and Parish President must carefully consider all facts and decide if the danger is greater to have the shelter occupants and workers stay at the shelter in question or if they must be moved to a safer location.

- A. The following questions should be considered when deciding whether a disaster shelter should be evacuated:
  1. Could the incident escalate to the point that all shelters will need to be evacuated?
  2. How do you identify those that have need to be evacuated from a shelter and have no transportation?
  3. How do you evacuate the injured and Medical Needs patients quickly and safely?
  4. Do hospitals need to activate their evacuation plans and is the staff on hand adequate to safely evacuate the patients?
- B. Evacuation Procedures

If it becomes necessary to evacuate any or all the disaster shelters, the following procedures should be followed:

  1. The EOC will contact the ESF-1 Lead to send all available buses to the shelter(s) that need to be evacuated.
  2. While buses are enroute to the shelter, the OHSEP Director, Parish President, law enforcement representatives, fire chiefs and any other specially trained personnel will

determine the safest locations to send the evacuees and the safest routes to reach their destination.

3. If possible, the new shelter(s) should be located at an American Red Cross certified shelter located in WebEOC.
4. EOC should attempt to find law enforcement, fire fighters and other employees or volunteers to assist shelter management with the moving of the evacuees.
5. If the shelter occupants have completed their registration prior to the evacuation, they should be brought to a safe location, well out of the danger zone.
  - a. Any evacuee that has not completed registration should be immediately registered upon arrival to the safe location.
  - b. Shelter managers need to be prepared for new evacuees that have self-evacuated at the new shelter.
6. Shelter workers and others assisting with the evacuation should be vigilant in watching evacuees for signs of illness, undue stress, or injury.
  - (1) Call 911 or contact medical personnel on scene if there are questions about an evacuee's health.
  - (2) Do not allow an evacuee to go to a hospital or other medical facility without first confirming that the medical facility is accepting patients.
7. The shelter manager should contact the ESF-6 Lead with frequent updates during the evacuation and set-up at the new shelter. Report any issues that may have occurred.
8. Animal control officers will be asked to leave their job-related vehicles at the shelter to quickly move all pets quickly if a shelter must be evacuated.
9. EOC personnel should immediately notify GOHSEP and the American Red Cross of any change of location of a shelter.

#### VII. American Red Cross Certified Shelters

The following buildings have been approved by the American Red Cross for use as shelters:

- A. Cyr-Gates Community Center, 300 Parkview Drive, New Iberia
- B. Veteran's Memorial Building, 500 MIA-POW Drive, New Iberia
- C. Ward 8 Recreation Center, 803 Hubbertville Road, Jeanerette
- D. Willow Wood Recreation Center, 113 Willow Wood Drive, New Iberia
- E. Belle Place Middle School, 4110 Loreauville Road, New Iberia
- F. Coteau Elementary School, 2414 Coteau Road, New Iberia
- G. Daspit Elementary School, 1103 Daspit Road, New Iberia
- H. Belle Place Elementary School, 411 LeBourgeois, New Iberia
- I. Iberia Middle School, 613 Weeks Island Road, New Iberia
- J. Jeanerette Senior High School, 8217 East Old Spanish Trail, Jeanerette
- K. Loreauville High School, 410 North Main Street, Loreauville
- L. Magnolia Elementary School, 3116 East Admiral Doyle Drive, New Iberia\*
- M. New Iberia Senior High School, 1301 East Admiral Doyle Drive, New Iberia
- N. North Lewis Elementary School, 604 North Lewis Street, New Iberia\*
- O. Pesson Elementary School, 619 Broussard Street, New Iberia

- P. St. Charles Street Elementary School, 1921 St. Charles Street, Jeanerette
- Q. Westgate High School, 2305 Jefferson Island Road, New Iberia
- R. West End Park Recreation Center, 1200 Field Street, New Iberia
- S. Willow Wood Park Recreation Center, 113 Willow Wood Drive, New Iberia
- T. King Joseph Park Recreation Center, Martin Luther King Drive, Jeanerette
- U. West St. Mary Civic Center, 1472 Highway 318, Jeanerette (located in St. Mary Parish, for use in incidents that residents on the west side of Jeanerette would face greater danger traveling east toward New Iberia.)

#### VIII. Emergency Housing

- A. It is expected that there will be a housing shortage after any major emergency or disaster in Iberia Parish.
  - 1. If there is a declared natural disaster, FEMA should assist Iberia Parish officials in providing temporary housing for those displaced by a disaster.
    - a. OHSEP and Iberia Parish Government will find the resources for FEMA to open a Disaster Recovery Center (DRC) and to efficiently take the applications for emergency assistance from Iberia Parish residents affected by the disaster. These resources include, but are not limited to, a building large enough for FEMA to conduct their business, computers, and security for the site(s.)
    - b. Iberia Parish Housing Authority, U.S. Department of Housing and Urban Development (HUD,) the Louisiana Housing Corporation (LHC,) and municipal housing authorities will assist in locating empty homes for rent and, if necessary, arrange governmental financial assistance.
    - c. Iberia Parish Government will assist in locating land, if necessary, for the placement of temporary housing. If requested, IPG will also assist in finding local resources to ready the land for these temporary homes.
  - 2. In the event of a man-made disaster, OHSEP and Iberia Parish Government will work as liaisons with the responsible company to find housing for those affected by the disaster.

#### IX. Human Services

After any emergency or disaster, many people need help coping with the loss of life, loss of livelihood and the horrors that they have witnessed. Iberia Parish Government will attempt to arrange some type of professional help to those in need.

- A. New Iberia Mental Health Agency – A division of State Government, New Iberia Mental Health will be called upon to offer help to those that qualify.
- B. Coroner's Office – The Coroner will be called upon to contact the medical community for assistance for citizens in need.
- C. Faith Based Organizations – OHSEP is fortunate to have standing relationships with many of the churches in the community. Using the chairperson of the Iberia Parish CERT organization, the Acadiana Church Disaster Network (ACDN,) Catholic Charities of Acadiana, Southern Baptist Churches and other church organizations or another local ministers to organize those clergymen who wish to help. Iberia Parish strives to reach out to all citizens in need of help for stress and post-trauma disorders or issues.
- D. Acadiana Churches Disaster Network (ACDN) – ACDN has a network with churches in Acadiana that assist during crisis and disaster.

#### X. Training Requirements

- A. All CERT volunteers are trained in the American Red Cross guidelines for operating a shelter. Iberia Parish Government has determined that all shelters will be opened and run using these



- guidelines. This will ensure a smooth transition should the American Red Cross present themselves to run the shelter in question.
- B. The shelter manager should ensure that all volunteers that have not received training in American Red Cross sheltering guidelines work closely with CERT members who have received the training.
- XI. It is strictly prohibited to release the identities of any person housed in a shelter or presenting themselves at the Rescue Reception Center. Employees or volunteers should, for the safety of the possible evacuee and the workers at the location:
- A. Do not allow visitors inside the Rescue Reception Center or a Parish-sponsored shelter.
  - B. Collect as much information on the person they are searching for to include name, physical description, what area the person would have been rescued.
  - C. Ask for contact information for the inquiring person.
  - D. Explain to the inquiring person that, for the safety of the possible evacuee, we will check our records. If the person is at the Rescue Receiving Center or in a Parish sponsored shelter, they will be given the message to call the inquiring person. Explain that IPG cannot force the person to call.
  - E. If anyone presents themselves to Rescue Reception Center or Parish-sponsored shelter and causes a disturbance about checking for their loved one, immediately notify law enforcement.
- XII. Recordkeeping
- A. The shelter manager and their designee should keep a written record of all events that occur at a public disaster shelter utilizing Form ICS-214. Make sure to denote the time and date of each item logged. Items that should be logged include, but are not limited to:
    - 1. Time the shelter is officially opened.
    - 2. A count and the identity of each evacuee housed in the shelter.
    - 3. The names of volunteers or employees working the shelter. Volunteers are to log in and log out with the shelter manager. The manager should ensure that the following information is captured for all volunteers working a disaster
      - a. Name of Volunteer
      - b. Time work started/time work ended
      - c. Location assigned
      - d. Duties being performed

## ESF-6-2, Levels of Evacuation

### I. Purpose

The level of evacuation depends upon the type of disaster that is occurring or is imminent. For emergency management purposes there are three levels of evacuation.

### II. Levels of Evacuation

A. Mandatory Evacuation – A mandatory evacuation, addressed in Louisiana Revised Statute 29:730.3, may be issued when danger is imminent and conditions exist that seriously imperil or endanger the lives of those in a defined area.

1. “A person who refused to comply with a mandatory evacuation order may remain in his home and not be forcibly removed from his home; however, all public services are suspended during a mandatory evacuation, and anyone failing to comply with a mandatory evacuation may not be rescued or provided other lifesaving assistance. During a hurricane, a person failing to comply with evacuation orders may not be rescued or provided other lifesaving assistance after the onset of and during tropical storm force winds or higher at the Louisiana coast.” (R.S. 29:730.3, D:2)
2. “Exceptions to a mandatory evacuation are essential workforce or critical workforce. Any nonessential person found traveling through the area will be subject to arrest or escorted out of and not permitted to reenter the area.” (R.S. 29:730.3, D:3)
3. A mandatory evacuation shall be lifted, in whole or part, only after public services are available in the area and that area is opened for reentry...” (R.S. 29:730:3, E:1)
4. “Once out of the evacuation area, no unauthorized person, including residents, shall be permitted to return until conditions permit and the evacuation order is lifted, and the area opened for reentry...” (R.S. 29:730:3, E:2)
5. “An unauthorized person found to be on the property of another or on a public street, place, or other public property shall be subject to arrest or forcible removal from the evacuation area.” (R.S. 29:730.3, E:3)
6. “During a mandatory or forced evacuation, a twenty-four hour per day curfew shall automatically be imposed in the evacuation area prohibiting the presence on a public street or in a public place of anyone who is not designated as essential workforce or critical workforce until such curfew is lifted or amended by the parish homeland security and emergency preparedness agency.” (R.S. 29:730.3, G)
7. In the event of a mandatory evacuation, the Parish will provide transportation to those that have no transportation, unreliable transportation or cannot afford the fuel to evacuate. Transportation will only be provided from Parish Collection Points to the Parish Pickup Point and from the Parish Pickup Point to the designated shelter for Iberia Parish residents in the city of West Monroe, if applicable.
8. Even if a mandatory evacuation has been ordered, Iberia Parish has no intention of opening public shelters prior to or during a tropical weather system.
  - a. Residents are expected to evacuate outside of the Parish in a safe location.
  - b. Iberia Parish has the capability, in the event of a mandatory evacuation, for residents to be sheltered in West Monroe.

- c. Iberia Public shelters will not be opened until the storm has left the area, emergency services have been restored and a determination has been made that the Parish is safe for residents.
- B. Voluntary Evacuation – A voluntary evacuation may be issued when the threat to lives is not yet imminent but conditions exist or such circumstances may exist soon. Persons that may be in danger should evacuate when a voluntary evacuation is called. For example, persons in low lying areas that are subject to surge should be reminded to evacuate before a tropical system reaches our Parish.
- C. Shelter-in-Place – During certain types of disasters, you may be given instructions to remain indoors or “shelter-in-place.” You will most likely be told to shelter-in-place if chemical, biological or radiological event contaminants are released. During any disaster, it is important that residents received accurate instructions on what they should do. Any press release for a disaster where shelter-in-place has been ordered should include brief instructions on how to shelter-in-place or where those instructions can be quickly found.
  - 1. How to Shelter-In-Place at Home:
    - a. Close and lock all windows and exterior doors.
    - b. If there is a danger of explosion, include instructions to close the window shades, blinds, and curtains.
    - c. All fans, heating and air conditioning systems should be turned off and fireplace damper closed, if applicable.
    - d. Instruct families to get the family disaster supplies kit and make sure the radio is working. (More information on disaster supply kits can be found at [www.getagameplan.org](http://www.getagameplan.org).)
    - e. Instruct them to go to an interior room without windows that is above ground level.
    - f. Bring your pets with them. Be sure to bring additional food and water supplies for them.
    - g. Use duct tape and plastic sheeting (heavier than food wrap) to seal all cracks around the door and any vents into the room.
    - h. Instruct them to keep listening to your radio or television until an announcement is made that all is safe or they are told to evacuate by authorities. Local officials may call for evacuation in specific areas at greatest risk in the community.
  - 2. How to Shelter-in-Place at Work:
    - a. Instruct business owners to close the business, bring everyone into the room(s,) and shut and lock the door(s.)
    - b. If there are customers, clients, or visitors in the building, advise owners to provide for their safety by asking them to stay-not leave. When authorities provide directions to shelter-in-place, they want everyone to take those steps immediately and not drive or walk outdoors.
    - c. Unless there is an imminent threat, owners should ask employees, customers, clients, and visitors to call their emergency contact to let them know where they are and that they are safe.
    - d. Instruct them to close and lock all windows, exterior doors, and any other openings to the outside.

- e. If there is a danger of explosion, instruct them to close the window shades, blinds, and curtains.
  - f. Have employees familiar with the building's mechanical systems turn off all fans, heating, and air conditioning systems. Some systems automatically provide for exchange of inside air for outside air. These systems need to be turned off, sealed or disabled.
  - g. Gather essential disaster supplies, such as nonperishable food, bottled water, battery-powered radios, first aid supplies, flashlights, batteries, duct tape, plastic sheeting, and plastic garbage bags.
  - h. Select interior room(s) above the ground floor, with the fewest windows or vents. The room(s) should have adequate space for everyone to be able to sit in. Large storage closets, utility rooms, pantries, copy and conference rooms without exterior windows will work well. Rooms with mechanical equipment such as ventilation blowers or pipes should be avoided. This type of equipment may not be able to be sealed from the outdoors.
  - i. It is ideal for the business to have a hard-wired phone in the room(s) that is selected to report any life-threatening conditions. Cellular networks could become overtasked or damaged during an incident.
  - j. Duct tape and plastic sheeting to seal all cracks around the door(s) and any vents into the room.
  - k. The names and affiliation to the business (employee, visitor, customer, etc.) of each person in the room(s) should be written down and reported to the business's emergency contact.
  - l. Each business should monitor radio or television until told that it is safe or until ordered to evacuate. Local officials may call for evacuation in specific areas at greatest risk in your community.
3. How to Shelter-in-Place at School:
- a. Instruct administrators to close the school and activate the school's emergency plan, following reverse evacuation procedures to bring students, faculty, and staff indoors.
  - b. Schools should provide for the safety of visitors by advising them to stay, not leave.
  - c. Telephone answering services should be provided to calm worried parents and answer their inquiries. The phone used for this purpose should be an advertised number that parents can reach. The person(s) assigned to answer these calls may need to be sealed into the room using duct tape and plastic sheeting. There should be a means of communications so that parties in all rooms being used as shelters can talk to each other.
  - d. Ideally, there should be a way for the top school official to make announcements over the school-wide public address system.
  - e. If children have cell phones, they should be allowed to use them to contact a parent or guardian to let them know that they are safe and have been asked to remain in school until further notice.
  - f. If the school is equipped with voice mail or an automated attendant, change the recording to indicate that the school is closed and that students and staff are remaining at the school until conditions are safe for them to leave.

- g. Provide directions to close and lock all windows, exterior doors, and any other openings to the outside.
  - h. If there is a danger of explosion, instruct administrators to close window shades, blinds, and/or curtains.
  - i. Have employees familiar with the school's mechanical systems turn off all fans, heating, and air conditioning systems. Some systems automatically provide for exchange of inside air with outside air. These systems need to be turned off, sealed or disabled.
  - j. Ensure that administrators gather essential disaster supplies, such as nonperishable food, bottled water, battery-powered radios, first aid supplies, flashlights, batteries, duct tape, plastic sheeting, and plastic garbage bags.
  - k. Interior room(s) above ground floor, with the fewest windows or vents should be selected. The room(s) should have adequate space for everyone to be able to sit in without overcrowding, if possible. Classrooms may be used if there are no windows or the windows are sealed and cannot be opened. Large storage closets, utility rooms, meeting rooms and even a gymnasium without exterior windows will work well.
  - l. It would be ideal to have a hard-wired telephone in the room(s) that are selected. Call emergency contacts and have the phone available for life-threatening incident. Cellular equipment could become overwhelmed or damaged by the incident.
  - m. Everyone should be brought into the selected room(s) and the door shut and locked.
  - n. Use duct tape and plastic sheeting to seal all cracks around the door and any vents into the room.
  - o. The names of each person in each room should be written down and the school's designated emergency contact notified of this information.
  - p. School Board officials should notify the school's administration when it is safe for students to leave or for the need for the school to be evacuated. The school's administration should notify students and staff with instructions on what steps to take.
- D. Public Information Officers are reminded that all information released to the public should be approved by Joint Command. This will ensure that all information released is accurate and that all agencies involved will be releasing the same information.

### ESF-6-3, PSAP Evacuation Procedure

#### I. Purpose

The purpose of this policy is to establish guidelines for the safe and efficient evacuation of the Public Safety Answering Point (PSAP) facility and to protect the life and safety of PSAP personnel. When an emergency such as a fire, bomb threat, natural disaster or the release of hazardous materials threatens the lives or personal safety of communications personnel, a complete or partial evacuation of the PSAP may be necessary. In the interest of maintaining 911 call answering services and retain the ability to quickly resume emergency service dispatch operations, the following will occur.

#### II. When to Evacuate/Evacuation Procedures

- A. This PSAP Evacuation Procedure will be activated when:
  1. The on-duty supervisor receives a report of visible smoke or visible flames in the building.
  2. The on-duty supervisor observes smoke or flames in the building.
  3. Under other circumstances that would pose a safety hazard if personnel were to remain in the building, i.e. natural gas leak, severe structural damage, total loss of power involving generator failure, active shooter that could pose a threat to Communications personnel.
  4. When ordered by jurisdictional first responder commander such as fire chief, police chief, Director of Iberia Parish Office of Homeland Security and Emergency Preparedness.
- B. The order to initialize the PSAP Evacuation Procedure may be activated by:
  1. Director of Iberia Parish Office of Homeland Security and Emergency Preparedness/911
  2. 911 Director of Operations
  3. Communications Supervisor on Duty
  4. Other jurisdictional first responder commander, i.e. fire chief, Iberia Parish Fire Protection District Chief or Sheriff, etc.
- C. If the evacuation area does not include the backup PSAP, communications personnel from all agencies assigned to the Communications Center shall proceed to the backup PSAP located at the Iberia Parish Courthouse, 300 Iberia Street, Suite 109, New Iberia, Louisiana.
- D. If the backup PSAP is included in an emergency evacuation area or is deemed unsafe, operators will report to safest Iberia Parish Fire Protection District station and follow procedures to transfer 911 calls to that location.
- E. The following duties will be accomplished while in the process of evacuating the Center:
  1. If applicable, tone out the fire department announcing the location of the emergency. **DO NOT WAIT FOR A RESPONSE WHILE INSIDE THE CENTER.**
  2. The on-duty operator will ensure that other OHSEP personnel in the building are aware of the emergency.
  3. The on-duty supervisor will designate an operator to patch all talk groups and announce THE IBERIA PARISH COMMUNICATIONS CENTER IS ACTIVATING THE EMERGENCY EVACUATION PLAN DUE TO (type of emergency.) **Do not wait for a response.**
  4. Operators assigned to monitor radio traffic will retrieve the portable radio assigned to the appropriate departments, turn the radio and turn it to the appropriate talk group. The operator assigned to fire dispatch will confirm that the fire department is enroute, if applicable.

5. Operators will retrieve other materials, i.e. street locator books, procedure manuals, tone out instructions, etc. for use at the alternate location.
6. Leave the building in an orderly fashion. All operators should meet by back-up generator. The on-duty 911 supervisor will ensure that all personnel are accounted for and direct personnel to report to the back-up PSAP or other designated location making sure that all telecommunications personnel have transportation and directions to the alternate location.
7. While enroute to the alternate location, and if time allows, the on-duty supervisor should notify Saint Martin Parish 911 Center of the possibility of Iberia Parish 911 calls going to their center while evacuating.
8. The 911 Shift Supervisor should, upon arrival at a safe location, follow procedures to roll the 911 lines to the new location.
9. Once all personnel are clear, the on-duty supervisor or their designee will notify the Communications Director of Operations of the emergency and evacuation.
10. The Communications Director of Operations will notify the Director of the Iberia Parish Office of Homeland Security and Emergency Preparedness/911 and the Systems Administrator of the emergency.

### III. Sheltering-in-Place

Shelter-in place refers to a situation in which the appropriate response is to stay where you are located to protect against a hazard. Some of the reasons for operators to be sheltered in place include, but are not limited to:

- Active shooter scenario or other life-threatening law enforcement incident
- Incidents involving hazardous materials
- Incidents involving biological materials
- Incidents involving radiological materials

#### A. Sheltering-in-Place for a Law Enforcement Activity

In the event of an active shooter or some other life-threatening law enforcement incident, operators may be told to shelter-in-place in the Communications Center. The following actions should be taken:

1. If live fire is occurring or the threat of live fire is present, operators should crawl under the desk to ensure they are not visible to the shooter(s.)
2. If possible, block or barricade doorways into the Communications Center.
3. If the shooter or other danger is unknown, the doors should remain locked and no one should be allowed to enter the Communications Center until the incident commander indicates the danger has been rendered safe.
4. Turn off the lights in the Communications Center and, if necessary, turn computer monitors off to lessen visibility.
5. If there is a shooter in the building, the phones should go unanswered and radio silence, to the extent possible, will be maintained.
6. If the shooter or threat is not in the building, portable radios will be available in the Communications Center to maintain radio communications with those working the incidents.
7. Computer Aided Dispatch (CAD) will be abandoned and the information entered when it is safe.

8. If the shooter or threat is not in the building, phone calls will be answered, but only if it can be safely done.
  9. If the on-duty supervisor thinks there is a credible threat remaining in the Communications Center, all personnel should evacuate to the restrooms and lock the doors. Personnel may bring cell phones with them, but they should be placed on silent and communicate by text message only.
  10. Operators will discontinue sheltering-in-place only under the direction of the incident commander, Director of Iberia Parish Office of Homeland Security and Emergency Preparedness/911, the Sheriff, New Iberia Police Chief, or some other trusted law enforcement official.
- B. Sheltering-in-Place for Chemical, Biological or Radiological Events
- One of the instructions that may be given where a hazardous substance has been released into the atmosphere is to shelter-in-place. Should this occur, first responders trained in hazardous substances may call for a shelter-in-place.
1. When notified to shelter-in-place, the on-duty supervisor should close and lock all entrances and windows to the Communications Center. Once locked and for the safety of personnel in the Communications Center, the doors and windows are to remain closed until all clear is issued.
  2. If there are any visitors to the Center, provide for their safety by asking them to stay in the building until the all-clear signal is given by the incident commander.
  3. If there is a danger of explosion, close the window shades, blinds, and/or curtains.
  4. Turn off all fans, heating, and air conditioning systems.
  5. Gather essential disaster supplies, such as nonperishable food, bottled water, first aid supplies, flashlights, batteries, duct tape, plastic sheeting, and plastic garbage bags.
  6. Using the pre-cut plastic sheeting and duct tape to seal all cracks around the doors and any vents into the room.
  7. Write down the names of all parties in the Center and forward that information to Emergency Operations Personnel.
  8. As time allows, allow each person in the room to notify their family/emergency contact of their location and that they are safe.
  9. Notify any personnel on break or any personnel that will be reporting to work of the shelter-in-place and have them report to the back-up PSAP or other designated location.
  10. Do not open any doors or windows until the incident commander, Director of the Office of Homeland Security and Emergency Preparedness/911, the Iberia Parish Fire Protection District Fire Chief, the Sheriff or his designee or representatives from the Louisiana State Police Emergency Services Unit advises that it is clear to do so.



## ESF-6-4, Mass Care, Shelter Feeding

## I. Purpose

It is the responsibility of Iberia Parish Government to provide for the feeding and hydration of evacuees in any disaster mass care shelter. Iberia Parish Council has set aside funds to be used for the feeding and hydration and other needs of these evacuees. This annex dictates how that money must be spent.

## II. Circumstances

The circumstances in which Iberia Parish Government may be required to feed evacuees can be broken down into three basic categories:

- A. Short Term Shelter – A short term shelter would most likely be opened during a no-notice event and would be opened for a matter of hours, instead of days.
  1. Iberia Parish Government will supply snacks and water if the shelter is expected to be open for at least two hours but less than twenty-four hours.
  2. Some of the snacks should include sugar to account for a drop in the sugar levels of any diabetic evacuees in the shelter.
  3. If it appears that the shelter will have to be transitioned to a long-term shelter, feeding policies will also be transitioned to those governing long-term sheltering.
  4. For any short-term shelter or warming center or to pre-stage a post-storm disaster, American Red Cross or Second Harvest Food Bank will supply frozen meals with a heat cabinet.
- B. Shelter of Last Resort – Due to the lack of buildings constructed to withstand high hurricane force winds and threat of flooding due to surge or localized rainfall, it is the policy of Iberia Parish Government that no mass care shelter will be opened prior to the arrival of any tropical event. Iberia Parish Government does understand that it may become necessary to house those trapped on roadways during massive evacuations.
  1. Iberia Parish Government will instruct evacuees to supply food and water supplies from their emergency kits for the feeding of their families.
  2. Iberia Parish Government understands that not all evacuees will have supplies packed in their vehicles. Iberia Parish Government will keep a supply of snacks and water on hand for those that have no supplies. These snacks shall consist of items such as individually wrapped cakes and snack crackers.
  3. To ensure that the IPG supplied food items last for the duration of the storm, they will be distributed only to those that need food supplies and will be supplied on a schedule.
  4. Any leftover food items are to be stored and saved if a long-term shelter will be needed for the event.
  5. As this type of shelter is opened at the last minute, prior to the onset of tropical storm force winds, Iberia Parish Government may not have the time to transport all the equipment needed to run a long-term shelter.
    - a. For the safety of the evacuees and governmental employees, Iberia Parish Government does not guarantee evacuees the comforts usually available during a long-term shelter.
    - b. These comforts include, but are not limited to, cots and bedding, nutritionally balanced meals, electricity, air conditioning, etc.

- c. Iberia Parish Government may not be able to supply specialized meals during and immediately following a storm.
  - C. Long-term shelter – A long term shelter is one that will be opened for a period of at least twenty-four hours or longer. This type of shelter will require that evacuees be fed on a schedule and be provided a cot.
    - 1. Evacuees should not expect full meals for the first twenty-four to seventy-two hours of a mass care shelter. Many circumstances may result in the closure of local businesses. Food may have to be obtained from an area not affected by the disaster.
    - 2. While Iberia Parish Government is sensitive to those with special diets, it may not be possible to cater to those diets not regulated by medical necessity.
    - 3. Those on special diets should notify the shelter manager as soon as possible of their needs. If IPG is unable to provide food for specialized medical diets, the shelter manager will contact the ESF-8 Lead who in turn will contact Iberia Medical Center for assistance in alternative meals.
    - 4. Iberia Parish Government is not responsible for the costs of meals not provided by those IPG procured meals.
    - 5. If food supplies and/or meals are not available locally or through neighboring Parishes, the EOC will enter a request through WebEOC for food items.
    - 6. Priorities of Feeding:
      - a. American Red Cross
      - b. Second Harvest Food Bank
      - c. Local resources
    - 7. The Parish will keep a supply of MREs and water on hand to feed in any short-term or long-term shelter where food is not readily available.
  - D. A written record will be kept of the number of meals served at each meal. This number will include the meals served to both evacuees and shelter staff. This information will be sent to the EOC daily.
  - E. No meals can be accepted in a shelter unless they are provided by a vendor vetted by the appropriate State agencies. No food from private individuals or vendor that have not been properly vetted will be accepted.
- III. Funding
- A. Funding for mass care shelter meals will be provided only until the American Red Cross takes over the shelter or an alternative funding source can be obtained.
  - B. Meals will be procured using State Contracts or through Parish procured contracts.
  - C. To ensure a smooth transition of the feeding of evacuees, caterers must be certified by the American Red Cross.
  - D. Volunteers wishing to purchase any items for a shelter must receive approval for all purchases from the OHSEP Director, CAO or Parish President prior to a purchase being made.
    - 1. All purchases made with Parish Government funds must be made by a Parish Government employee.
    - 2. Because of the rapid changes in prices, each purchase must be procured at the time of purchase. Three bids must be received from available vendors prior to the purchase. Procurement policies must be followed in choosing the new provider.

3. Any procurement questions should be directed to the ESF-7 Lead or the Iberia Parish Procurement Officer.

## ESF-7, LOGISTICS ANNEX (Purchasing Officer)

### ESF-7-1, Donated Goods and Volunteers

#### I. Purpose

This ESF provides guidelines for resource support activities needed before, during and after an emergency or disaster. Resource support addresses the personnel, services, facilities, equipment, transportation, supply audit, commodity management, material and supplies needed for emergency and disaster operations, whether from government, private source or from volunteer sources.

#### II. Resources

- A. While some goods and services will be donated, the Parish cannot rely on these goods and services to arrive. In the event of a catastrophic event, Iberia Parish will attempt to purchase supplies or, if they are not readily available, request supplies from neighboring Parishes or from the State.
- B. During a crisis, the Iberia Parish Government's workforce is already stretched thin. IPG relies upon the assistance of Iberia Parish Government employees, volunteers, and faith-based organizations to coordinate the receipt, inventory, and distribution of these goods. These workers are to report to the ESF-14 Lead.
- C. FEMA defines donated resources as equipment, supplies, materials, or labor donated to assist with response activities. Donated resources are generally, and for the purpose of this plan, categorized into three (3) categories.
  1. Volunteer labor, including logistical support
  2. Donated Equipment
  3. Donated goods and materials
- D. In addition to donated goods, many volunteers show up to offer their services to help citizens to get back on their feet. While Iberia Parish welcomes these volunteers, IPG realizes the need to organize these volunteers to ensure the safety of the volunteers and of our citizens and their property.
- E. Types of Volunteers
  1. Organized Volunteers – Organized volunteers are connected to an established organization and trained for specific disaster response activities.
  2. Spontaneous Volunteers - These individuals or groups of people seek or are invited to contribute their assistance during and/or after an event, and who are not affiliated or associated with a recognized disaster response agency, nonprofit or other relevant entity or with any part of the existing official emergency management response and recovery system and may or may not have relevant training, skills, or experience.
- F. Volunteer and Donated Resources Coordinator (VDRC) – ESF-14 Lead
  1. The Registrar of voters, her staff and/or designated volunteers will coordinate the assignment of labor according to their specialty and training, work with Iberia Parish Government Planning and Zoning Director to locate a warehouse to accept and sort equipment and donated goods and materials and be responsible to instruct others on the documentation of volunteers and donated resources for possible reimbursement by FEMA. These donations must be carefully monitored and documented. Receipts must be turned in as soon as possible to the Emergency Operations Center.

2. In the event of a major catastrophe where the amount of volunteer labor, equipment and goods and materials exceeds the capability of the Registrar of Voters, Iberia Parish will request assistance from local charitable organizations or GOHSEP to help.
  3. Catholic Charities of Acadiana and Berry Queens have agreed to accept monetary donations for emergencies and disasters. The money will be used to purchase needed goods and services for displaced citizens of Iberia Parish. All persons wishing to donate money should be directed to Catholic Charities of Acadiana or the Berry Queens for the victims of the disaster within Iberia Parish.
- G. The Iberia Parish CERT organization will work under the supervision of the ESF-14 / ESF-6 Lead
1. CERT will assist, immediately after a disaster, with basic search and rescue and basic first aid at the scene of the disaster or emergency IF IT IS SAFE.
  2. CERT will open and run public shelter(s) until the arrival of American Red Cross personnel. Because the number of evacuees could exceed the capability of trained CERT members, their numbers will be complimented by Iberia Parish Government employees and other volunteers, as needed.

## ESF-7-2, Management of Fuel during a Crisis

### I. Purpose

It is imperative that any agency or company involved in first response, emergency services or any vital service have fuel available to them for continuing response as well as continuity of government and the health and safety of the community. This ESF explains how Iberia Parish plans to meet those needs.

### II. Fuel Acquisition

Iberia Parish, as a coastal community, is subject to mass evacuation to include those evacuating from other coastal community, storm surge and localized flooding. Fuel supplies often run out prior to completion of evacuation leaving first responders with no fuel during and after a disaster. It is the intention of Iberia Parish to order an unknown quantity of gasoline and an unknown quantity of diesel to ensure that first responders will have fuel available to them when needed.

A. Iberia Parish plans to take advantage of the existing State contract for fuel to meet the fuel needs if fuel is not readily available commercially within the Parish. This contract is available only for natural disasters where a state emergency declaration exists.

1. Iberia Parish will order several bob-tail trucks of fuel, with a driver. The fuel will be available to emergency responders and other agencies dealing with the effects of the disaster.
2. Iberia Parish Government plans to offer fuel at one or more of the following locations:
  - a. Iberia Parish OHSEP – 1111 Ember Drive, New Iberia
  - b. Iberia Parish Public Works – 4018 East Old Spanish Trail, New Iberia
  - b. Iberia Parish Fire Protection District #1, Main Office – Ordered at the request of the Iberia Parish Fire Protection District #1.
  - d. Iberia Parish Sewerage District – This truck will be assigned to the Sewerage District for the purpose of filling generators that operate lift stations, but can be used for other purposes at the discretion of the OHSEP Director.
  - e. A request will be entered into WebEOC for any other agency requesting a fuel station or fuel truck. The requesting department or agency will be responsible for all costs associated with this request.
3. An operator will be ordered in conjunction with the fuel truck(s.) The operator will be responsible for filling out the fuel distribution log for each transaction he performs.
  - a. This log will allow Iberia Parish Government to charge the appropriate City, Parish, State, or other first responder agency whose employees obtained fuel from the IPG locations.
  - b. Agencies obtaining fuel from these fuel stations will be responsible for applying for reimbursement from FEMA, if applicable.
  - c. The truck operator is responsible for forwarding the fuel distribution logs to Iberia Parish Government in a timely manner. These logs will be forwarded to the IPG Accounting Department for payment and for billing other agencies and departments for their fuel consumption.
  - d. For man-made disasters and emergencies, agencies and departments obtaining fuel from IPG will be responsible for contacting the responsible party for reimbursement.

## ESF-8, PUBLIC HEALTH AND MEDICAL SERVICES (LA LDH Liaison)

### ESF-8 Overview

#### I. PURPOSE

ESF 8, Public Health and Medical Services, provides the mechanism for coordinated assistance from local, state, and federal resources in response to a public health and medical disaster; potential or actual incidents requiring a coordinated response.

#### II. SITUATIONS AND ASSUMPTIONS

- A. Iberia Parish created Iberia Parish Hospital Service District #1 for the purpose of promoting the general health of the Parish. In any emergency Iberia Parish Government may be required to provide medical and health services to evacuees requiring transportation, shelter populations or mass casualty victims. Iberia Parish Government relies on the Iberia Medical Center (IMC) for clinical expertise to correctly perform these medical and health services.
- B. Acadian Ambulance Service has been contracted by Iberia Parish Government to provide basic emergency medical services. Acadian Ambulance Service is the sole, primary Emergency Medical Services provider responsible for medical treatment and transportation of the ill and injured citizens of Iberia Parish. During times of emergencies and disasters, Acadian Ambulance also provides evacuation transportation, when needed, to the special needs citizens of Iberia Parish. During a declared emergency Iberia Parish OHSEP can request additional ambulance resources from the State of Louisiana.
- C. The Iberia Parish Fire Protection District and the volunteer departments that work under their Fire Chief, the Jeanerette Fire Department, the Loreauville Fire Department, and the Delcambre Fire Department have been trained and respond to all medical emergencies to assist Acadian Ambulance and reduce response times. At this time, New Iberia Fire Department are trained in first aid but respond only if requested.
- D. Iberia Parish Government must comply with Health Insurance Portability and Protection Act (HIPPA) protections when coordinating and providing evacuation and sheltering to Iberia Parish residents.
- E. The Louisiana Emergency Response Network (LERN) has been given the responsibility of coordinating the transport of patients to medical facilities during a large-scale emergency, mass casualty incident or disaster.
- F. In a declared emergency, Iberia Parish OHSEP may request additional resources from the State of Louisiana. OHSEP will open and man the Iberia Parish Government Emergency Operations Center (EOC) during any declared emergency in accordance with the Iberia Parish EOC Activation Levels as spelled out in ESF-5.
- G. The Iberia Parish Coroner's Office will be responsible for the removal, care and transportation of any deceased victims. If there are no fatalities, they may be called upon to assist the Louisiana Office of Public Health.

#### III. CONCEPT OF OPERATIONS

The ESF-8 Lead is responsible for advising the Iberia Parish OHSEP Director and/or Parish President on health and medical services requirements, issues or questions resulting from declared and

undeclared emergencies in Iberia Parish. The ESF-8 Lead will, during any declared emergency in Iberia Parish, coordinate all parish health and medical services operations in coordination with the Iberia Parish EOC and the State of Louisiana Region 4 Health Care Coalition.

The ESF-8 Lead is responsible for coordinating the provision of medical support for mass care shelters in Iberia Parish. The ESF-8 lead will also coordinate with the Region 4 Office of Public Health which may operate triage lines for medically complex individuals seeking assistance with transportation and sheltering. Requests for additional resources will be made to Iberia Parish EOC.

#### **IV. ESF-8 Support Agencies**

- Acadian Ambulance Service
- Iberia Parish Coroner
- Iberia Medical Center (IMC)
- ESF-4, Iberia Parish Fire Protection District #1
- Nursing Homes located in Iberia Parish
- ESF-5, Iberia Parish OHSEP
- New Iberia Fire Department
- Iberia Comprehensive Community Health Center (ICCHC)
- New Iberia Behavioral Health Clinic (Acadiana Area Human Service District)
- Iberia Parish Health Unit or Iberia PHU (LDH/OPH)
- All Home Health and Hospice Agencies doing business in Iberia Parish



### ESF-8-1, Hurricane Preparedness and Response

- I. Purpose: ESF-8 Public Health and Medical Services provides the mechanism for coordinated assistance from local, state, and federal resources in response to a severe weather event including Hurricanes, flooding, etc.
- II. Situations and Assumptions
  - A. The Louisiana Department of Health/Office of Public Health (LDH/OPH) Region 4 will coordinate ESF-8 planning and response for Iberia Parish in coordination with the Iberia Parish Office of Homeland Security and Emergency Preparedness Director (OHSEP). LDH/OPH Region 4 will lead ESF-8 planning efforts in Iberia Parish. LDH/OPH Region 4 will lead the ESF-8 response in Iberia Parish based on staffing availability.
  - B. Alternate ESF-8 leads are IMC and the Iberia Parish Coroner's Office.
- III. Concept of Operations
  - A. The ESF-8 lead will advise the Iberia Parish OHSEP director and/or Parish President on health and medical services concerns resulting from the weather incident including issues with evacuation of medically complex individuals. The ESF-8 lead will coordinate all parish health and medical services operations in conjunction with the Iberia Parish EOC, LDH/OPH and the Region 4 Health Care Coalition.
  - B. Hurricane (or other weather event) Operational Tasks
    - Phone triage of residents with medical special needs who call in need of guidance for sheltering out of parish. Phone triage may be conducted at the Iberia EOC or transferred to the LDH/OPH Triage Lines.
    - Medical transport requests communicated to Acadian Ambulance (or the Region 4 EMS Designated Regional Coordinator) for bed bound patients, and the Iberia Parish ESF-1 Lead for all other transportation needs for medically complex individuals in need of evacuating.
    - If a Parish Pick-up Point (PPP) is activated, coordinate with and aid, as needed, to LDH and Iberia PHU personnel for the transportation of medically complex individuals.
    - Work with LDH to identify evacuation shelter destination for medically complex individuals reporting to the PPP.
    - Evacuation of hospitalized patients is the responsibility of Iberia Medical Center (IMC), working in collaboration with the Region 4 Healthcare Coalition when assistance is needed. IMC will update the ESF-8 lead and the Parish OHSEP director on the status and disposition of the evacuation.
    - ESF-8 Lead will communicate and provide updates to the Iberia Parish OHSEP through the following mechanisms: wireless internet, LWIN, and phone to the Medical EOC liaison officer located in the Parish EOC.
    - Following the event, coordinate with the Iberia EOC to ensure that parish first responders check the status on non-institutionalized disabled and elderly living in group home settings who did not evacuate.
    - Following the event, coordinate with the Iberia EOC on medical needs identified to support the search and rescue phase of operation and parish shelters (if opened).

**V. Support Agencies critical to a coordinated ESF-8 response:**

- Acadian Ambulance Service
- Iberia Parish Coroner
- Iberia Medical Center (IMC)
- ESF-4, Iberia Parish Fire Protection District #1
- Nursing Homes located in Iberia Parish
- ESF-5, Iberia Parish OHSEP
- Iberia Parish Community Emergency Response Team (CERT)
- New Iberia Fire Department
- Iberia Comprehensive Community Health Center (ICCHC)
- New Iberia Behavioral Health Clinic (Acadiana Area Human Service District)
- Iberia Parish Health Unit (LDH/OPH)

## ESF-8 Section 2: Mass Casualty Incidents

### I. PURPOSE

ESF 8 Public Health and Medical Services provides the mechanism for coordinated assistance from local, state, and federal resources in response to a public health and medical disaster; potential or actual incidents requiring a coordinated response

### II. SITUATIONS AND ASSUMPTIONS

- A. Mass Casualty Incident (MCI). An event resulting from man-made or natural causes which results in illness and/or injuries which would require the services of multiple EMS providers and hospitals and may exceed the capabilities of the EMS providers and/or hospitals in the locality, jurisdiction, and/or region.
- B. MCIs can occur in varying degrees, at any time.

### III. CONCEPT OF OPERATIONS

- A. On Scene Medical Control/Medical Routing –The entity or position designated by the EMS community to provide overall medical direction of the MCI scene according to predetermined guidelines for the distribution of patients throughout the healthcare community. The entity or position that has medical control/routing will be responsible for the following: Decision making regarding movement of patients to hospitals. Management of patients on-scene. Determining when the MCI scene is clear
- B. The Louisiana Emergency Response Network (LERN) works with the On Scene Medical Control to coordinates the transport of patients to medical facilities during a large-scale emergency, mass casualty incident or disaster.
  - 1. Upon notification of MCI, LERN or the Region 4 Health Care Coalition may send blast notifications to all healthcare facilities in the region through the LDH ESF-8 Portal.
  - 2. Iberia Parish OHSEP plays a support role to agencies responding to an MCI. OHSEP will be available to coordinate additional resources that may be necessary.
  - 3. The Iberia Parish Coroner's Office will be responsible for the removal, care, and transportation of any deceased victims.
  - 4. Requests for mental health support of responders and victims should be made to the Local Governmental Entity in Region 4, Acadiana Area Human Service District. The ESF-8 lead may also enlist the assistance of local churches in providing emotional and spiritual support to responders and victims impacted by the MCI.

### IV. Support Agencies critical to a coordinated MCI ESF-8 response:

- Acadian Ambulance Service

- Iberia Parish Coroner
- Iberia Medical Center (IMC)
- ESF-4, Iberia Parish Fire Protection District #1
- ESF-5, Iberia Parish OHSEP
- New Iberia Fire Department
- Acadiana Area Human Service District
- New Iberia Police Department
- Iberia Parish Sheriff Department
- Louisiana Emergency Response Network
- Region 4 Health Care Coalition

### ESF-8-3, Communicable Disease Outbreak

#### I. Situation and Assumptions

- A. The population is vulnerable to outbreaks of infectious disease that can rapidly spread across the state and overwhelm health care resources.
- B. Food and drinking water supplies can be contaminated from a variety of causes and lead to widespread illness.
- C. Mass prophylaxis (vaccination, antibiotics, antivirals) may be necessary to limit the impact of a communicable disease outbreak

#### II. Concept of Operations

- A. In the event of an outbreak of a communicable disease, Iberia Parish will follow the advice by the State of Louisiana, Department of Health (LDH) and the Centers for Disease Control (CDC).
- B. First responder agency leads should implement safety protocols in alignment with LDH and CDC guidance regarding the use of responder personal protection equipment (PPE,) and screening protocols for 911 call-takers  
First responders must follow their agency protocols. Agencies may request guidance from the LDH/OPH for situations not addressed by their protocols.
- C. Hospitals and other healthcare facilities, are responsible for adhering to LDH and CDC protocols for the safe handling of patients with communicable diseases and protection of their staff.
- D. Iberia Parish Office of Homeland Security and Emergency Preparedness (OHSEP)  
OHSEP shall act as a liaison between local, state, and federal agencies assigned to the detail
  1. OHSEP shall coordinate with GOHSEP officials to ensure that any information released to the public is timely and accurate.
  2. Open the EOC and provide a phone number to the public to answer any questions.
  3. Meet with local officials to answer question about the opening of schools and public offices during the crisis.
- E. Iberia Parish Coroner's Office
  1. The coroner will act as an advisor to the OHSEP for questions regarding the communicable disease.
  2. If a case of a communicable disease is suspected prior to the issuance of guidelines for handling patients, he shall either offer advice or immediately contact the LDH/OPH State Epidemiologist for guidance using the state hotline, 1-800-256-2748.
  3. The coroner may also be called upon to assist with measures and questions concerning quarantine until the arrival of state or federal agencies.
  4. Advise morgue and funeral home personnel on the proper handling of the remains of any victims that may have succumbed to a communicable disease under the guidance of the LDH/OPH State Epidemiologist
- F. Local Funeral Homes – In the event that a patient dies from exposure to a dangerous and/or deadly illness, the local funeral homes shall handle the body in accordance with guidelines provided by CDC or LDH. Any questions regarding the handling of a body should be directed to LDH or the Coroner's Office.

## G. Faith Based Organizations -

Iberia Parish may ask faith-based organizations to assist with the needs of quarantined individual(s) with

1. Food
2. Medications
3. Other personal care items

## IV. Support Agencies critical to a coordinated MCI ESF-8 response:

- Acadian Ambulance Service
- Iberia Parish Coroner
- Local Funeral Homes
- Iberia Medical Center (IMC)
- ESF-4, Iberia Parish Fire Protection District #1
- ESF-5, Iberia Parish OHSEP
- New Iberia Fire Department
- Acadiana Area Human Service District
- New Iberia Police Department
- Iberia Parish Sheriff Department
- Community Emergency Response Team (CERT)
- Faith Based Groups
- Louisiana Department of Health
- Region 4 Health Care Coalition

## ESF 8-4, Disinterred Remains

### I. SITUATIONS AND ASSUMPTIONS

- A. Any disaster or emergency has the capability of producing disinterring remains previously buried.
- B. The most likely scenario that would cause human remains to become disinterred would be from the surge following a tropical cyclone or a major flooding event. The storm surge from hurricanes Katrina and Rita caused many deceased to become disinterred in Louisiana and Mississippi. Many tombs floated from the cemeteries and ended up in waterways, swamps, and other areas outside of the cemetery. As a coastal Parish subject to storm surge, Iberia Parish stands the risk of tombs floating away from their original burial plot and bodies and caskets being separated from their tombs. Each of these deceased will need to be identified, families of these deceased persons notified and the remains reinterred.
- C. In the aftermath of hurricanes Katrina and Rita, nearly a thousand caskets and vaults were separated from their original burial place and sent floating into the waterways and landing in yards, fields, and swamps.
- D. Most of the cemeteries in Iberia Parish fall under the category of privately-owned or those owned by private nonprofit entities. Church owned cemeteries fall under the private nonprofit entity category.

### II. RESPONSIBILITIES AND ASSIGNMENTS

- A. Iberia Parish Law Enforcement  
The Iberia Parish Sheriff's Office, the New Iberia Police Department, the Jeanerette Police Department, and the Delcambre Police Department may be called upon to assist Iberia Parish and/or the State of Louisiana with locating, removing, and identifying remains.
- B. Local Mortuaries, Funeral Homes, Cemetery Managers
  - Local morticians may be called upon to assist Iberia Parish and/or the State of Louisiana in the removal and/or storage of disinterred remains.
  - In the event of breached burial vaults where the casket has not separated from the vault and there is no question as to the identity of the remains, the cemetery manager should follow their protocols for reintering of those remains.
- C. Iberia Parish Coroner may assist local and state authorities working within the authority granted to them by state statute.

### III. RECOVERY OF REMAINS

- A. When any disaster or major incident occurs, the first on-site responders are usually local fire departments, law enforcement and emergency medical technicians. If there are fatalities involved, the Coroner's Office is notified and responds to evaluate the scene and coordinate with local search and rescue teams.
- B. If the disaster or incident involves chemical, biological, or radiological contamination, the Coroner or Louisiana State Police Hazardous Materials Unit may choose to call in specialized search and rescue teams to manage the search, rescue, and decontamination of the remains.
- C. All remains will be transported to the morgue or the temporary morgue chosen for the disaster.
- D. For assistance with the recovery of, identification of, and reinterment of remains separated from the tomb, Iberia Parish officials should make a request with the State of Louisiana through WebEOC.

**IV. DISASTER MORTUARY OPERATIONAL RESPONSE TEAM (DMORT)**

- A. In the event of a disaster or emergency where many bodies are disinterred, the OHSEP may request the assistance of a Disaster Mortuary Operational Response Team (DMORT.) This team was designed to assist state and local officials with personnel to provide technical expertise and oversight for recovery, documentation, and identification of human remains that have become disinterred. DMORT can provide expertise and portable disaster morgues at the site of a disaster.
- B. To request a DMORT, OHSEP personnel will submit a request through WebEOC.
- C. Once located and documented, the remains will be transported to a location designated as a temporary morgue by the coroner.
  - 1. Once at the morgue, an examination will be performed on the remains as well as the casket or vault to identify the disinterred.
  - 2. Re-casketing and re-internment of locally identified human remains is the responsibility of the Parish.
  - 3. To identify all human remains, DMORT will assist with the identification of any remains not already identified.

**V. PROTECTIVE MEASURES**

- A. Prior to entering a site to recover human remains or prior to any search and rescue mission, workers should ensure that there are no live electrical wires on the ground or in any standing water adjacent to the recovery area.
- B. If workers suspect there could be contamination due to hazardous chemicals, the Louisiana State Police Hazardous Materials Unit (LSP HazMat) should be notified and their response requested. No workers should enter the site until LSP HazMat gives an “all-clear” indication.
- C. Workers who handle human remains should use the following Centers for Disease Control safety precautions to protect themselves from virus or bacteria associated with the remains or with the flood waters that have encounter the remains. They should consult with the Iberia Parish Coroner and/or the LDH/Office of Public Health for guidance.

**VI. REINTERMENT COSTS.** Reinternment costs may be eligible for reimbursement through disaster related funds. To see what costs are eligible, Public Assistance applicants should contact their State Agency Liaison (SAL) for guidance. Public Non-profits can contact Iberia OHSEP for their SAL’s contact information.



## ESF-8-5, New Iberia Research Facility

### I. Background

Located at Acadiana Regional Airport in Iberia Parish, the University of Louisiana at Lafayette operates the New Iberia Research Center (NIRC). The Center specializes in the breeding, management, and importation of non-human primates. Their work with primates allows research aimed at promoting human quality of life.

### II. Purpose

While the New Iberia Research Center is fully supported and operated by the University of Louisiana at Lafayette (ULL), there are instances where ULL may require Parish resources in an extraordinary situation

### III. Situations and Assumptions

- A. While ULL is vigilant, escape of one or more of the primates could occur.
- B. Because of the type of research and testing done at the facility, they could be a target for protests by radical animal activist groups.
- C. Assistance may be required to care for the primates if a dangerous incident occurs that requires the evacuation of the human component of the Center.
- D. Some animals housed at the Research Center have been exposed to infectious diseases for the purpose of research, vaccine research, and drug development. Contact with certain primates, should they escape, could prove to be troublesome.
- E. While ULL's Police Department patrols the Research Center, there may be instances where they will need additional law enforcement presence from the Iberia Parish Sheriff's Office and/or Louisiana State Police.

### IV. Concept of Operations

The New Iberia Research Center is a part of the University of Louisiana at Lafayette. ULL Police Department is responsible for the security and safety of their employees and the facility. Parish agencies have no jurisdiction within the facility itself, but different agencies could be called upon during an emergency for assistance.

- 1. Iberia Parish of Homeland Security and Emergency Preparedness – In the event of an incident at the New Iberia Research Center where a dangerous situation could reach offsite of the facility, OHSEP stands ready to assist ULL with resources that Iberia Parish may possess or can obtain that will help to bring the incident under control quickly and lessen the danger to persons and property both inside and outside the Research Center. If ULL requires a local EOC, the Parish EOC could be made available to them.
- 2. Responding Law Enforcement Agencies – While the ULL Police provide law enforcement services to the New Iberia Research Center, local law enforcement agencies may be requested to assist in incidents of a large nature or in incidents where immediate law enforcement presence is needed.
- 3. Iberia Parish Fire Protection District and Coteau Volunteer Fire Department – The New Iberia Research Center does not have its own fire suppression team. They rely on Iberia Parish resources in the event of a fire or other incident usually handled by IPFPD. In addition, the

IPFPD is trained in first aid and some are Emergency Medical Technicians and can assist in on-scene first aid.

4. Animal Control – In the event that the New Iberia Research Center requires assistance, the Iberia Parish Animal Control is available to work with and under the direction of NIRC Staff.
5. If the New Iberia Research Center requires additional assistance with the animals, OHSEP would then reach out to LSART, LDAF or other such agencies for assistance, as requested by the NIRC. If these agencies cannot provide the assistance needed or will not, OHSEP would then turn to GOHSEP for assistance.
6. GOHSEP would be kept updated and may be called upon to supply resources not usually kept by local governments, i.e. personal protection gear.

#### **V. MEDICAL CARE OF FIRST RESPONDERS**

- A. Because many of the primates are infected with highly contagious diseases, hospitals and LERN should be advised of the possible contamination of any patient being transported prior to their arrival at the hospital. This will allow the hospitals to prepare any special care or isolation area that may be needed.
- B. First responders should take care to not have contact with any primate at the facility, if possible.

ESF 8-6, Mass Fatality Planning

# Mass Fatality Planning

## Intermediate Events

Gifford Saravia & Chris Mixon

2/14/2012

Norma Hebert

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## Purpose

A review of the ESF 8 requirements in the 2011 “Louisiana Sample Parish Planning Guide” from the Governor’s Office of Homeland Security and Emergency Planning states *“This ESF should include specific planning for Mass Fatalities that includes tiered response trigger points used for activating the regional Mass Fatality provisions based on numbers and /or types of fatalities that might overwhelm resources available within the jurisdiction. Planning should identify contact information for parish coroner and funeral directors located in Parish and provide for pre-designated temporary morgue sites.”* (Louisiana Governor's Office of Homeland Security and Emergency Planning, 2011)

A mass fatality incident is defined as “any situation where more deaths occur than can be handled by local medical examiner/ coroner resources.” (State of California Governor's Office of Emergency Services, 2007)

Mass fatality incidents are rare, but when they do occur, they can quickly overwhelm the processes and procedures normally used by a Coroner or Medical Examiner’s office. This planner is designed to assist multiple jurisdictions in assembling a Mass Fatality Response Plan (MFRP) that addresses the needs of all participants when a situation arises that exceeds the internal capabilities of any single jurisdiction, yet does not breach the threshold for a state or federal level response to a catastrophic mass fatality incident such as a pandemic flu outbreak or devastation over a large region such as the flooding after Katrina.

The goal of this plan is to coordinate the response of the participating agencies within a local jurisdiction such as a single Louisiana Parish with the matching agencies in surrounding parishes as well as parish and state Emergency Management to facilitate a rapid response and effective use of resources.

While there are many effective planning tools available that are designed to guide the development of a Mass Fatality Response Plan (MFRP) for single organizations or jurisdictions, this plan is focused on integrating the resources of multiple jurisdictions and identifying key participants for a mass fatality incident involving a single parish that requires assistance under mutual aid agreements to respond to the event.

When a mass fatality incident occurs, the activities that are normally carried out by a single governmental agency such as a local Coroner’s office will need to be integrated into activities of other response agencies and augmented by resources from other jurisdictions, thus requiring a coordinated plan and inventory of capabilities and resources backed up by formal agreements between the participating agencies.

## Goals

In a mass fatality incident, the agencies with a primary role in the response are the local coroner’s office and the Parish Office of Emergency Management. (U. S. Army Research Development and Engineering Command, 2005)

The primary function of the coroner’s office remains the same even in a mass fatality incident, but the scale and scope of the incident and the number of remains to be properly identified, documented and recovered increases by orders of magnitude. Because local Coroner’s offices cannot be staffed and funded at a level that allows them to handle a mass fatality event with internal resources, mutual

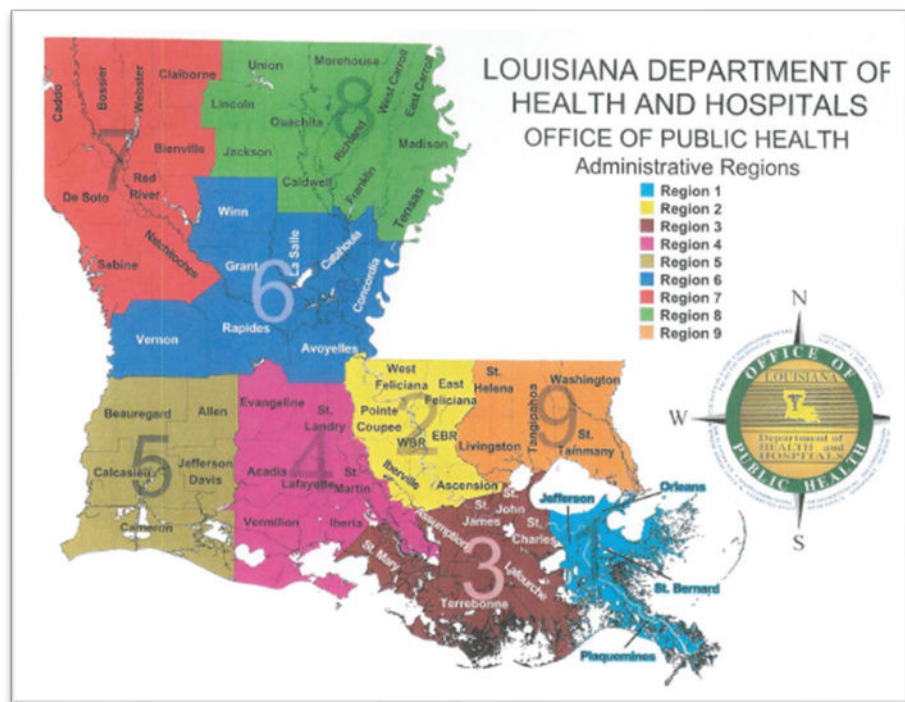
assistance plans and inventories of available resources at the local, regional, state and federal levels must be identified. (U. S. Army Research Development and Engineering Command, 2005)

The responders will need to assist in human remains recovery, identification of victims, determining the cause and manner of death, morgue services and assistance to the families of the deceased as well as ensuring that other public and private sector agencies such as EMS, Law Enforcement and the death care industry are also integrated and included in the response plan.

This planner will provide background on the unique challenges surrounding a mass fatality incident as well as a structure for developing a strategy for meeting those needs.

## Scope

In Louisiana, for healthcare the state is organized into nine functional regions by the Department of Health and Hospitals<sup>1</sup> and the scope of this planning document is the coordination of activities inside a single region; using a theory of escalating scope of response with the recruitment of additional resources from other agencies responsible for the same tasks in other administrative regions.



While some of the [Figure 1 LDH Administrative Regions](#)

Louisiana administrative regions already have a functional mass fatality plan, others may have informal agreements or no structure whatsoever. State and federal plans for extremely large mass fatality incidents exist as part of the National Response Plan but incidents of this scope are very rare and require a disaster declaration at the state or national level.

While some states use a medical examiner's office, in Louisiana, the actual responsibility for all activities involving human remains resides with an elected parish coroner. (Louisiana Revised Statutes, Title 33, Chap 3. Part II Subpart A - General Provisions, 2009) This guide is intended to help guide the establishment of an intermediate MFRP for incidents that

<sup>1</sup> Louisiana Department of health and Hospitals, Office of Public Health Administrative Regions

exceed the capacities of the local Coroner but do not meet the threshold for activation of state or federal assistance plans.

Since the resources of each agency are not identical and standard operating procedures are not uniform, each parish will need to:

- Designate a lead agency for coordination of the response with other agencies using the Incident Command System as directed in ESF-8.
- Identify formal “trigger points” for requesting additional resources for each participating agency.
- Develop shared procedures for coordinating the activities of Death Investigators and other ancillary staff from outside the parish
- Develop and establish procedures for cost accounting and reimbursement of expenses for other agencies responding to the event
- Adopt a notification and call-up procedure for requesting assistance. In region 4, the coroner or his delegate is expected to identify the need for additional resources and activate them per the agreements established under the MFRP.
- Enter into formal memorandums of understanding that state the level of support and response for each participating agency. *For example, if a response is closed and contained, the only need may be for additional refrigerated storage while an open response may require the use of additional investigative staff and transport vehicles. Each event is unique and therefore the scope of the response will be dictated by the level of required resources.*

#### Control and Coordination

A cornerstone in creating inter-agency agreements and commitments is the identification of the stakeholders in each region who have the authority to enter into agreements to form a mass fatality administrative team.

In Louisiana, this is usually the parish Coroner or their delegates, Parish Emergency Operations Coordinator, Law Enforcement, EMS agency, Fire and Social Services.

It is often difficult to obtain participation during planning sessions from these diverse groups, and the administrative team may consist of only representatives of respective Coroner’s offices.

The planning team should secure and document the names, e-mail, phone and fax numbers for the elected and appointed officials in each area that may be required to participate in a mass fatality response. Even in a single parish, this list may be quite extensive in scope, including;

- |                                                                                        |                                      |
|----------------------------------------------------------------------------------------|--------------------------------------|
| • City Mayor/ Administrator                                                            | • Hazardous Materials Response Teams |
| • Office of Emergency Management                                                       | • 911 or other call centers          |
| • Local Public Health Officials                                                        | • Hospital Administration            |
| • Medico-Legal authorities                                                             | • Funeral Home Directors             |
| • Emergency Medical Services                                                           | • Religious Support                  |
| • Local Law Enforcement                                                                | • Social Services                    |
| • Local Fire Department                                                                |                                      |
| • Other specialties such as Critical Stress Management teams, Grief Counselors, etc... |                                      |



If the response to the incident involves the activation of regional, state or federal incident response plans, the Coroner's office in the affected jurisdiction is responsible for appointing a representative to the emergency operations center or incident command post.

#### Defining Area Capabilities

It is imperative that on a regional scale, resources are identified that may be needed in a multi-jurisdictional response. The resources of each parish will vary greatly and an accurate inventory will need to be created. This can include:

- Morgue space (total capacities)
- Other remains cold storage, areas such funeral homes, hospital morgues, refrigerated storage facilities; potential in-ground storage sites as well as specialized disaster resources such as field mortuaries
- Personnel
- Communications devices and frequencies
- Forensic capabilities
- Transport for personnel, equipment or remains
- Expendable supplies such as body bags, tagging, personal protective equipment decontamination supplies
- Record Keeping, identification and tracking supplies
- Family Assistance Centers
- Scene security and lighting
- Secure storage facilities for belongings and equipment
- Local death industry capacity

*Region 4 has invested in a field morgue system that can be rapidly deployed (under 4 hours) with the capacity to store (31) bodies which can be activated through contact with the Region 4 EOC.*

#### Area Capabilities Analysis

##### Morgue Space

Agencies are urged to define the average and maximum storage capacity inside the parish boundaries whenever possible to limit transport time and increase control of remains.

The movement of remains across jurisdictions and into multiple storage sites greatly increases the level of confusion and the chance for error. Plans with this type of provision should be avoided if possible.

The central collection point when the capacity of each agency is exceeded should be capable of providing security, access, and storage for remains over a long period. If may be necessary to develop a dispersed storage plan or the use of

regional disaster resources to meet the time-lines in a rapidly developing disaster, for example:

##### Cold Storage

Preservation of remains requires refrigeration, which may not be available on short notice. Many disaster plans have identified the use of refrigerated trailers to meet this need during slow developing disasters such as a hurricane or flooding, but this may not be practical in a rapidly developing incident such as a plane crash or a large structural fire. In other regions, a dedicated refrigerated trailer may be immediately available, but a routine preventative maintenance plan will need to be in place to assure proper function when needed.

Hospital morgues, funeral homes or other refrigerated storage may be available on request in each area, but should only be included in the response plan if a formal MOU has been completed. Planners should also anticipate that space in funeral homes, hospitals etc., may be committed to other plans or overwhelmed by in-hospital deaths related to the incident.

Many plans that identified coolers in supermarkets or the use of refrigerated trailers have fallen apart the first time anyone questions their use as no business wants to see their logo included in a photo showing the storage of human remains.

Plans should also establish an alternative location if the regular morgue is not available since time, location and extent are not predictable.

As a last resort, each jurisdiction should have an identified area for short-term in-ground storage when needed. These locations should follow the guidelines recommended by the world health organization to prevent water supply contamination.

##### Personnel

*Morgue space, Iberia Parish:  
For disasters that typically involve less than 15 known dead in one location, the bodies will be transported to the morgue at Iberia Medical Center for processing. If the physical structure of the morgue has been compromised or impaired or there are greater than 15 fatalities, the regional MFP will be escalated to the level required and the bodies will be transported to an established regional facility and a temporary morgue will*

## IBERIA PARISH EMERGENCY OPERATIONS PLAN

Often, the only additional resources needed are infrastructure related, but if additional personnel are required, their location, duty time and activities must be integrated into the local system and tracked. Short guides directing how to report for duty, contact numbers and standard procedures are needed to support this activity.

### Communications

Today, rapid communication has become the new normal. Cell phones, texting, e-mail, and other forms of communications have become ubiquitous and have introduced an entirely new set of capabilities and challenges for responders. The use of cellular communications is not ideal since it requires all agencies to acquire and maintain a list of phone numbers or e-mail addresses that are not normally available. A reference keeping current contact information may not be practical, so procedures for collecting and disseminating current contact information at the time of need should be developed and maintained as part of the personnel system. In addition to this, there are significant concerns about confidentiality, control of social media communications and privacy that will need to be communicated to all responding agencies and personnel. Radio frequencies should be compiled and communication center contacts identified for each agency and the MFI plan should also integrate the use of the Louisiana state 700 MHz radio system including designated talk groups at the parish and state level. The use of the 700 MHz system is under the control of the ICS commander or their communications officer under the state plan and must be coordinated through the ICS command post when activated. (Marshall, 2012)

### Forensic Capabilities

Many Parish Coroners Offices now contract out for forensic investigative services rather than maintain the expense of a pathologist, lab, and other services. These regional facilities should be considered in resource capability planning.

### Transport Capabilities

The requirements for transporting human remain from the incident location to the designated collection point can be a potential bottleneck and should be taken into consideration early in the response. Remember that normal day-to-day operations will need to be continued in each region. Transportation of staff and resources to the scene should also be considered.

Consider contracting for alternative transportation resources. Ideally, the Coroner's office should identify appropriate transportation providers and preferred vehicle types in a format that can be easily utilized by parish emergency managers, incident commanders or transport officers so they can coordinate these requests during a large-scale incident.

Because the needs for transporting human remains is very specialized, closed vehicles such as additional parish coroner's vans, funeral home hearses, closed trailers or other easily cleaned and decontaminated vehicles are much more desirable than open trucks or trailers.

### Expendable supplies

Expendable supplies may seem insignificant but these items can quickly deplete any working inventory of a single entity.

Common items needed during investigation and recovery efforts can include:

## IBERIA PARISH EMERGENCY OPERATIONS PLAN

- Personal Protective Equipment
- Worker Safety and Comfort supplies
- Identification and Tracking Supplies
- Storage Supplies for personal belongings and evidence
- Forms and tracking paperwork
- Human Remains Pouches and plastic sheeting
- Storage containers
- Biohazard boxes
- Digital photography supplies
- Decontamination supplies

These items will need to be restocked and replenished to sustain the activity for a prolonged event or continue normal day-to-day operations. Accurate tracking is also required to obtain reimbursement from state or federal sources post response.

### Record Keeping

A common and easily adaptable record keeping system for remains tracking and disposition is imperative. Common nomenclature should be utilized, for example the MFI should be identified by date, and then the remains should be sequentially numbered as they are collected and documented to maintain as accurate a record as possible.

Descriptions and direction should be addressed in the investigator reference guide. An electronic tracking system should be considered but low tech is acceptable in the event of a mass disaster and limited access to electricity. A sample tracking form is included in the appendix as **XX**

If electronic tracking is adopted, all personnel will need to be trained and supported on a regular basis. The numbering system used should be unique to the victim and associated with the remains at the time of collection.

At a minimum, the data should include the sequential recovery number, date recovered, initials of the investigator and a description of where and how the remains were found. (TX. DSHS Fatality Management Planning Toolkit, 2010)

### Family Assistance Centers

Family Assistance Centers should be utilized to provide a place to isolate and protect families from media, give them up to date periodic briefings and provide them with access to counselors and clergy. These sites should be located near the incident scene if possible and allow for easy access. Schools or hotels are ideal candidates. Establishing a site for a family assistance center during pre-event planning is preferred. These sites allow for gathering of information to identify victims as well as facilitate final disposition of the remains. These facilities provide emotional support to families and serve as a conduit for necessary social services.

### Scene security and lighting

Scene security and lighting should be coordinated by local law enforcement and rescue personnel.

## IBERIA PARISH EMERGENCY OPERATIONS PLAN

### Secure storage facilities for belongings and equipment

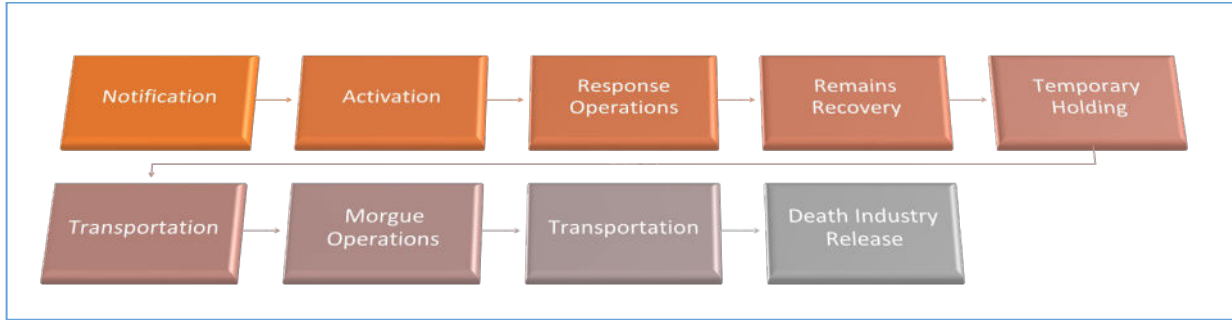
Accommodations should be made for decedent personal effects as well as supplies needed to process the event. Efforts to track and eventually release decedent personal effects should be incorporated into the process for releasing the remains.

### Death industry capacity

Each region should establish the maximum throughput of bodies inclusive of all facilities licensed in the region. This will help establish the rate of remains discharge that can be expected at the morgue facility. Remember that normal day-to-day operations will need to be continued in each facility.

## IBERIA PARISH EMERGENCY OPERATIONS PLAN

### Response Plan



#### Notification

- Call is generated through 911 system
  - Determining that MFI has occurred is made through first responder's reports from the scene
- Coroner's office contacted via normal channels

#### Activation

##### Initial Response

- Investigator on call determines scope of response
  - Type of incident and the location
  - Suspected number of fatalities
  - Presence of chemical, radiological, explosive or bio-hazards
  - Any special instructions or needs
- "All hands" call out goes out to Coroner's office staff
  - Investigator on call delegates 1st person contacted to call out remaining staff
    - See call out list
      - 911Call Center Supervisor possesses up to date call out list
  - Where/ when/ if the coroner's office staff will need to report
    - Coordination and assignment of tasks to additional personnel as needed
  - Regional activation is escalated as needed
    - Contact person is identified as region leader
    - For Iberia Parish events that have greater than 15 deaths will be cause for regional plan activation
  - Regional leader will contact adjoining parish contacts as needed/requested
- Parish Office of Emergency Preparedness is notified
- If the event warrants the use of an emergency operations center (EOC) the coroner will have a designated liaison with that function. That liaison may not always be present at the EOC but will be required to remain in contact with the transportation officer or Incident commander using the agreed EOC communication system such as the Louisiana 700 MHz radio network and a pre-defined talk group.
- Establishment of a Family Assistance Center (FAC) as needed
  - See FAC protocol

## IBERIA PARISH EMERGENCY OPERATIONS PLAN

### Coroner

- Will maintain responsibility and provide command supervision for the overall Coroner's operations.
- Will conduct meetings daily or as needed with team leaders and key personnel to determine the need for additional consultations.
- Responsible for approving all final identifications made of the fatalities.
- Responsible for the relay of information to the family assistance center.
- Responsible for the overall operation of remains recovery and morgue operations.
- Will oversee the autopsies and other examinations or autopsy reports to ensure uniformity.

### Lead Investigator

- Implement mass fatality plan
- Coordinate and direct Coroner's office operations
- Provide support and direction to all personnel to ensure a smooth operation by maintaining constant communication with the Incident commander and if possible, co-location at the designated command center or parish EOC.
- Will keep the coroner informed about the status of the operation
- Will assist in the identification of the remains
- Will be responsible for the distribution of body recovery supplies
- Will coordinate the requesting of additional regional resources
- Will orient the staffing from outside parishes to their expected job duties
  - Proper procedures
  - Documentation expectations
  - DMORT forms
  - Settle any reciprocity issues
  - Assign job duties
  - Coordinate reporting process
- As needed under an escalating event the duties of the lead investigator will be delegated to maintain a reasonable span of control.

### Public Information Officer

- Responsible for the release of information to the public and news media
- Information to be released regarding victims will be pre-approved by the coroner or his delegate.

## IBERIA PARISH EMERGENCY OPERATIONS PLAN

### Scene Evaluation

- The team consists of
  - On duty lead investigator
  - Investigators called up
    - Internal and external
- After evaluation by the lead investigator, the information will be relayed to the coroner to coordinate a plan for documentation, body recovery, and transportation.

### Response Procedures

The appointed Lead Investigator or elected Parish Coroner will hold a preliminary meeting after the initial scene evaluation and the scope of the event has been determined. The meeting may be held at the coroner's office or the scene. The scope and nature of the disaster will be discussed. The need for temporary morgue requests/ deployment, outside agency assistance, information management, decontamination, dental and radiologic support will be decided. Roles will be assigned if not already done.

### Response Roles

- Field team(s) personnel
- Clerical staff
- Autopsy staff
- EOC liaison
  - Provide approved information to the PIO
  - Provide two-way communication with appropriate EOC representative as dictated by scope of response and Coroner as needed
- Intake coordinator
- Processing coordinator
- Initial response should be evaluated for the presence of hazardous materials
  - State Police Hazardous Materials Unit activated as needed
  - Refer to **Hazardous Material Resource Guide**
- Victim ID information will be obtained from families at the Family Assistance Center (FAC) using the **DMORT VIP forms**
  - If FAC has not been activated information will be obtained at the coroner's office.



## IBERIA PARISH EMERGENCY OPERATIONS PLAN

### Recovery procedures

- Recovery teams will consist of:
  - Investigators
  - Crime Scene
  - Law Enforcement
  - Photography
  - Communications

#### Investigator/ Team Leader

- Responsible for overall operations of field recovery team
- Establish and coordinate a search plan that provides for a deliberate overlapping search of the disaster site.
- Ensure that the perimeter is secured by coordinating with law enforcement.
- Will ensure adequate body recovery supplies
- Will ensure the accession of remains by the assignment of appropriate identification numbers
- Will ensure that the location of the body or body fragment is identified.
- Will ensure body location information is recorded
- Will ensure that personal effects found on the body remain on the body or part when removed from the disaster site.
- Will ensure that personal effects found in a grid but not near a body or body part will be noted on the **event field grid map** and left at the site when the body is removed.

#### Law Enforcement

- Responsible for security
- Detectives' services
- Investigations per Standard Operating Procedure
- Reporting to District Attorney /Superiors
- Crime Scene control is coordinated with Law enforcement

## IBERIA PARISH EMERGENCY OPERATIONS PLAN

### Photography

- Will be coordinated between Law Enforcement, Crime scene and Coroner's personnel.

### Communications

- Departmental communications will follow SOP
- Interdepartmental communication will be advised at initial debriefing
- Coordinated through Parish OEP

## IBERIA PARISH EMERGENCY OPERATIONS PLAN

Family Assistance Center (FAC)- see appendix

- Determine threshold to activate FAC
  - Activation dependent on level of response necessary
- Establish location per MOU
- Coordinate FAC management with OEP representative
- Set up schedule for family/press information briefs
- Data collection process established
  - Coordination with Law enforcement
- Grief counseling/ social services
  - Red Cross
  - Mental Health
  - Clergy

### Tracking

- A grid system will be utilized as needed
  - Encouraged for open events with body fragments
- Photographs will be taken of body or body parts prior to moving them
- Identification in-situ if possible
  - Methods
    - If possible, identification can be assessed in place
  - A water proof wrist band should be applied
  - Name and location of decedent written with black sharpie
  - Information should be transcribed on tag of disaster bag
    - Grid location
    - ID method used
  - Picture
  - License
    - **Tag** or **flag** noted with ID/location of body left in ground or painted number if ground is impenetrable.
    - If bodies are not readily identifiable, a number shall be assigned and location recorded in the field log.
  - All bodies transported from scene to collection point must be recorded.
- Bodies will be removed to a staging point at the scene for transportation to the morgue.

## IBERIA PARISH EMERGENCY OPERATIONS PLAN

### Transport Infrastructure

- Resources for transportation will be utilized or requested as needed.
  - **Additional vehicles will be provided under MOU with regional resources.**
- Vehicles carrying fatalities should be discreet and escorted by law enforcement as needed. Ideally, these should be plain, unmarked closed vehicles such as coroner's vans, hearses, closed trailers, etc.... only as a last resort in overwhelming situations should open vehicles that do not assist in maintaining privacy and dignity be utilized.

### Processing

- An intake coordinator will:
  - Log incoming remains
  - Triage bodies either directly to morgue operations or to a temporary storage
  - Provide completed forms/file after examination
  - Send completed forms to record management
  - Coordinate with photography services during exam
  - Coordinate with regional forensic facility for autopsy
  - Coordinate identification as needed
    - Dental
    - DNA
    - Radiologic
  - Coordinate with death industry to facilitate capacity and ability to handle remains.
- A color-coding system will be used to categorize disposition of remains
  - See color coding worksheet in appendix (Standard START triage tags will suffice for this purpose. The tagging system will be implemented once the remains arrive at the collection point to avoid confusion with emergency medical services field triage systems)
  - Only those remains color coded green are to be released
  - Personal effects will be released concurrently with remains to family.

### Storage Locations

- Short term
  - Cooling and temporary morgue stations will be used per regional resources.
  - Reefer trailers can be considered depending on the scale of the disaster.
- Long Term
  - Unclaimed or unidentified remains
    - Establish process for long term storage or cremation
  - Temporary internment
  - Embalming considerations

## IBERIA PARISH EMERGENCY OPERATIONS PLAN

### Documentation

- DMORT forms will be utilized for designated events to ensure consistency when multiple jurisdictions are responding.
- Orientation to forms and processes for all additional staffing should be provided during initial meeting and as needed as more resources are called into service.

### Release Procedures

- Identification and all examinations must be completed
- Coroner must review files and approve all releases
- Signatures of the Coroner or delegate are required on the release of body form
- Remains should be tagged green per the tracking protocol
- Coordination with Lab supervisor at Iberia Medical Center if designated as processing facility
- Coordination with death care industry will be done by mortuary staff
- Personal effects will be released concurrently with remains to family members

### Demobilization

- Actions necessary to demobilize
- Assets and resources are reconstituted to pre-incident readiness
- After action report generated in conjunction with EOP and Coroner's office
  - After action debriefing to all stake holders following completion of report.
  - Lessons learned incorporated into updated MFP.

## IBERIA PARISH EMERGENCY OPERATIONS PLAN

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## ESF-9, SEARCH AND RESCUE ANNEX (Iberia Parish Sheriff's Office)

### ESF-9-1, Search and Rescue

#### I. Purpose

ESF-9 provides for trained search and rescue personnel to conduct lifesaving operations during an emergency or disaster. The goal of search and rescue operations is to save the lives of people who are unable to ensure their own survival without assistance.

#### II. Rescue

- A. The jurisdictional law enforcement agencies will handle the day-to-day operations that have little to no impact on a centralized location of the Parish or the Parish as a whole. The jurisdictional law enforcement agency will handle search and rescue operations such as missing persons, missing or stranded boaters, etc. They may call for support from agencies such as the Louisiana Department of Wildlife and Fisheries or the Coast Guard for assistance.
- B. Salt Mine Disasters – Iberia Parish has one operational salt mine and two salt mines that are no longer operational.
  - 1. Jefferson Island Salt Mine – This salt mine is no longer operational. On November 20, 1980, a Texaco drilling rig located in Lake Peigneur made an error in calculations that caused them to drill into the salt mine located at Jefferson Island. While no lives were lost, the mine filled with water and remains flooded. The main mine shaft has been sealed.
  - 2. In December 2020, the Cargill Salt Mine experienced a collapse in a portion of the salt mine located on Avery Island. Cargill has halted salt production and closed the mine in 2022.
  - 3. There is one active salt mine in Iberia Parish located at Weeks Island.
    - a. In the event of a disaster at mine, Iberia Parish officials would most likely play a supporting role. This mine has trained mine rescue teams and a network that would bring mine rescue teams from mines around the area and if needed, from around the country. The safety of the members of the rescue teams would be paramount during any operation of this sort.
    - b. The State Urban Search and Rescue team, associated with the Louisiana State Fire Marshal's Office may be called in to assist.
    - c. The Iberia Parish Sheriff's Office and other responding law enforcement agencies would be responsible for traffic control, scene security, crowd control and the escort of rescue equipment to the site.
    - d. OHSEP would have the responsibility of running the EOC, assisting with the acquisition of needed resources and ensuring there was no danger to the residents that live around the affected mine. In addition, the OHSEP Director has the responsibility of updating the Parish President and GOHSEP staff as well as working with the Coroner's Office on obtaining the number of fatalities, if applicable.
    - e. The Iberia Parish Fire Protection District will assist the rescue teams as well as provide equipment that may help the rescue team(s) extract the miners from underground. In addition, they will assist Acadian Ambulance with providing medical care to the injured.
    - f. The Iberia Parish Coroner's Office will take possession of any deceased persons from the accident as well as establishing positive identification of the deceased, with the help of mine officials.
- C. Urban Search and Rescue – Urban Search and Rescue are those techniques that would be used because of a structure collapsing.
  - 1. The jurisdictional firefighters have received training to conduct urban search and rescue operations.

## IBERIA PARISH EMERGENCY OPERATIONS PLAN

2. The State Urban Search and Rescue team, associated with the State Fire Marshal' Office, may be called upon to assist in this type of operation. Request for the State Team(s) should be made to GOHSEP through WebEOC.
  3. OHSEP would have the responsibility of running the EOC, assisting with the acquisition of needed resources and ensuring there was no danger to the residents that live around the affected mine. In addition, the OHSEP Director has the responsibility of updating the Parish President and GOHSEP staff as well as working with the Coroner's Office on obtaining the number of fatalities, if applicable.
  4. The jurisdictional law enforcement agency will handle traffic control, crowd control, scene access, and the escort of any essential equipment needed at the scene. If the damage is a result of a criminal act, the jurisdictional law enforcement agency would then conduct a criminal investigation and take possession of any evidence.
  5. Acadian Ambulance should provide readily available medical care to those injured as well as transporting those that need advance life saving measures. Acadian Ambulance and any other ambulance companies at the scene should coordinate the transportation of the injured to hospitals under the direction of LERN.
  6. The Iberia Parish Coroner's Office will take possession of any deceased persons from the incident and verify the identity of those victims.
  7. The safety of rescue workers is paramount. In addition to the dangers faced when a structure collapses, workers should work with law enforcement and fire fighters to ascertain that the collapse was not a result of an act of terrorism and that no other dangers exist both in the collapsed structure and in any surrounding structures.
- D. Localized Flooding Events and Storm Surge Flooding
1. Iberia Parish is located at or just above sea leveled and has many low-lying areas located throughout. A major rain event very often causes flooding within certain communities and neighborhoods. While these types of events do not often need lifesaving rescues, it does occasionally happen.
  2. As a low-lying, coastal Parish, many of the southernmost communities are subject to storm surge in association with a tropical event. While most residents heed evacuation orders, many remain in their residents to "ride the storm out."
  3. Several areas located in the southernmost portion of the Parish is susceptible to surge when strong southerly wind pushes water into the communities.
  4. Iberia Parish will continue to reach out to those residents in low-lying areas and coastal communities, urging them to evacuate prior to tropical events.
  5. In the event of a catastrophic flood, local teams of rescuers will be dispatched. The jurisdictional law enforcement agency or the Iberia Parish Sheriff's Office will take the lead in the search and rescue efforts.
- E. Boat Rescue Operations
1. Depending on the severity and location of the flooding, it may become necessary to have more than one incident command, dependent upon law enforcement jurisdiction.
  2. Due to the duplication of needed resources, a single Reception Receiving Center will be set up at a location accessible by all responding agencies.
  3. The incident commander(s) will contact the EOC for additional resources, depending on the size of the area affected and the depth of the flood waters.
  4. Any governmental agency wishing to participate in a search and rescue operations should check in the incident commander prior to starting rescue operations.
  5. Boats and rescue workers should be equipped with basic safety equipment, i.e. life preservers, flares, lights, etc.



## IBERIA PARISH EMERGENCY OPERATIONS PLAN

6. Search and rescue workers are to strictly adhere to the instructions and the area they are assigned to search. This procedure allows for a more efficient search and eliminates the duplication of efforts and better ensures that no residents needing rescue will be overlooked.
7. The incident commander will develop the search areas for each rescue team. Iberia Parish GIS Department will be available to assist in developing those grids.
8. Each team will perform a preliminary search of the area to which they are assigned. Teams should report the locations of persons refusing their homes, homes with deceased persons present and any other significant discoveries. This information should be reported to the EOC.
9. Once a preliminary search has been complete, a second more thorough search will be conducted. Buildings searched a second time will then be marked using the standardized marking used by FEMA and other federal agencies.
10. Any volunteer organization will report to the Iberia Parish Sheriff's Office incident commander and work under their direction.

## IBERIA PARISH EMERGENCY OPERATIONS PLAN

### ESF-9-2, Rescue Receiving Area Procedures

#### I. PURPOSE AND SCOPE

These procedures will allow Iberia Parish to account for its evacuated citizens around a catastrophic event and to aid in the reunification process.

#### II. DEFINITIONS

- A. For this plan, an unaccompanied minor is defined as anyone under the age of 18 that is not in the company of their parent or legal guardian.
- B. For this plan, an adult with special needs is defined as anyone over the age of 18 that, through illness, injury, or mental deficiency, cannot relay pertinent, vital information to the Parish representatives working in disaster-related facilities.

#### III. ASSUMPTIONS

- A. Some emergencies or disasters will leave citizens in need of being rescued.
- B. The Iberia Parish Office of Homeland Security and Emergency Preparedness, the Iberia Parish Sheriff's Office, New Iberia Police Department, Jeanerette Police Department, Delcambre Police Department, the Fire Departments, and various other Federal, State, and local agencies, along with volunteers, will strive to bring all affected citizens to safety.
- C. Iberia Parish will attempt to keep records of all citizens that were rescued from the affected areas to aid with the reunification process as well as keeping track of those that may still be missing.
- D. Iberia Parish is vulnerable to several natural or manmade disasters which could cause families to be separated for an undetermined amount of time.
- E. Iberia Parish Government employees and volunteers will immediately relinquish custody of unaccompanied minors to law enforcement on-scene or, if applicable, DCFS personnel on-scene of any unaccompanied minors presenting themselves to the Rescue Receiving Area,

#### IV. RESCUE RECEIVING AREA

- A. All persons that are rescued during search and rescue operations shall be brought to a designated Rescue Receiving Area.
- B. Upon exiting the transport vehicle that delivered evacuees to the Rescue Receiving Area, all evacuees will be asked to provide Parish workers with their name and address for the purpose of information and reunification.
  - 1. Each evacuee will be asked if they need medical assistance. If they indicate that they do, they will be escorted to a triage area designated for such.
  - 2. If an evacuee is unable to provide basic information due to age, illness or injury or mental deficiency, they are to be immediately escorted to the triage area for medical evaluation.
  - 3. Evacuees will be swiftly divided into groups and each will be directed to the designated area for their status:
    - a. Unaccompanied Minors;
    - b. Evacuees with no pets and/or no health issues;
    - c. Evacuees that need medical attention;
    - d. Evacuees with pets.
  - 4. Parish workers will collect the names and addresses for each evacuee that passes through the Rescue Receiving Area. Each name must be listed separately on the form. It is unacceptable to list, for example, John Doe and family.

## IBERIA PARISH EMERGENCY OPERATIONS PLAN

5. Evacuees that do not wish to be sheltered in a Parish/Red Cross shelter will be asked to inform Parish workers when or if they are leaving the Rescue Receiving area. The Parish worker will note that the evacuee is leaving.
6. All evacuees that wish to go to a shelter will be transported to shelter(s) designated by the Iberia Parish OHSEP. OHSEP will arrange for buses to transfer these evacuees to the shelters.
7. Parish workers will bring the names of all evacuees arriving and departing to a centralized point located within the Rescue Receiving Area. The Parish worker assigned to this point, the Evacuee Coordinator, will have contact with the EOC to reunite evacuees with their loved ones. All lists that are created by the Parish workers and collected by the Evacuee Coordinator will be forwarded to the EOC, along with any notes Parish workers made in reference to evacuees. The EOC will keep copies of these records until all FEMA claims are completed or until the possibility of any civil or criminal litigation dealing with any part of the search and rescue operation has been completed.
8. Once assigned to a shelter, those that remain will be formally registered and entered into the appropriate State sanctioned registration system or other State or Federal tracking system.
9. Any shelter opened by Iberia Parish will be opened and operated according to Red Cross Standards. This will allow for easy transition and less interruptions for the evacuees when/if the Red Cross takes over operations of the shelter.

### V. Adults With Special Needs

- A. The term “adults with special needs,” for the purpose of this plan is used to identify any person, over the age of 18, that cannot supply pertinent information due to injury, illness, or mental deficiency or that is mobility impaired. This term can also be used for adults with a handicap that need special assistance, i.e. hearing impaired, blind, etc.
- B. Workers should pay close attention to all evacuees when interviewing these individuals. Confusion may be a sign of an ongoing illness. If any person showing signs of confusion or if a family member informs the worker that there seems to be a change in personality, they should be immediately escorted to triage and evaluated by a medical professional.
- C. Those persons with mobility impairment should be registered and directed to a waiting SMILE bus. If no SMILE bus is available, have this person report to the Evacuee Coordinator. The Evacuee Coordinator will arrange for special arrangements through the EOC. If the person needs to be transported by ambulance, please escort them to the triage area.
- D. Workers may have to make special arrangements to complete the process for an adult with special needs.
- E. Any adult with special needs that has no family member or caregiver with them should be escorted to medical triage and the EOC contacted. The EOC will then contact the Louisiana Office of Public Health for further instructions.

### VI. ROLES OF PARISH WORKERS

- A. CERT volunteers, with the assistance from Iberia Parish Government employees, will work the Rescue Receiving Area(s).
- B. Receiving Agents (X2)
  1. One or two Receiving Agents will be assigned to meet the transportation vehicles as they pull in to unload evacuees. The Agents will enter each vehicle and explain to the evacuees the location of triage for the injured and ill, the different registration areas and who should report to each area and will ask each evacuee to please provide the agents working the Rescue Receiving Area. They will also request that each evacuee notify an Agent if they leave the Area.

## IBERIA PARISH EMERGENCY OPERATIONS PLAN

2. The Receiving Agents working in the Rescue Receiving Area will, upon initial contact, ask if the evacuee is ill or injured. If the evacuee indicates that they are, they should be directed to the triage area.
  3. The Receiving Agents will ask each evacuee to provide their name and address. If asked, the Agent will explain to the evacuees that the information is being collected to ensure that all citizens are accounted for and for the purpose of reunification or inquiries about them being safe.
  4. If approached by an already registered evacuee and is informed that they are leaving the Rescue Receiving Area, the Receiving Agent will make note of this.
- C. Unaccompanied Minor Specialist (X2)
1. The RRA Manager will assign a group of workers to care for all unaccompanied minors. These workers, the Unaccompanied Minor Specialists, will have previously been fingerprinted and have had a background check performed.
  2. The Unaccompanied Minor Specialists will be responsible for the safety of any minors placed in their care.
  3. The Unaccompanied Minor Specialist will interview each child. They will attempt to obtain the name and address of each child as well as any information that may be helpful in reuniting the child with their parent or legal guardian.
  4. At no time will the Unaccompanied Minor Specialist release a minor directly to another adult. All releases of unaccompanied minors must be supervised and released by the Louisiana DCFS.
  5. If no unaccompanied minors are delivered to the Rescue Receiving Area, all Unaccompanied Minor Specialists will be assigned to assist Receiving Agents until such time their services are needed with unaccompanied minor(s).
- D. Information Specialist (X1)
1. The Information Specialist will be assigned to work in conjunction with the Evacuee Coordinator.
  2. The Information Specialist must be a trained typist and be proficient in Excel Software.
  3. The Information Specialist will collect the names of all evacuees, enter them into an Excel spreadsheet, and sort them in alphabetical order.
  4. The Information Specialist will assist the Evacuee Coordinator in answering information requests from the EOC and the Family Reunification Center.
- E. Evacuee Coordinator (X1)
1. The Evacuee Coordinator will be assigned a 700 MHz radio to speak directly to the EOC and if applicable, the Family Reunification Center. The EOC and Family Reunification Center will contact the Evacuee Coordinator to check names of family and friends that have inquired with those people that have been rescued.
  2. The Evacuee Coordinator will act as a stationary information person to answer questions from evacuees and workers.
- F. RRA Manager (X1)
1. The RRA Manager will be designated by the OHSEP Director. The Manager will oversee operations at the Rescue Receiving Area and will:
  2. Be available to answer questions from both workers and evacuees;
  3. Ensure that all operations are running smoothly;
  4. Ensure that unaccompanied minors are not being mixed with the general population;
  5. Ensure that all adults with special needs are receiving the care needed for their disability, illness, etc.

## IBERIA PARISH EMERGENCY OPERATIONS PLAN

6. Ensure that the Evacuee Coordinator is available by radio to communicate with the EOC and, if applicable, the Family Reunification Center.
  - a. The Evacuee Coordinator will assist the RRA Manager in answering questions posed by both evacuees and workers.
  - b. The Manager will assign a person to the Evacuee Coordinator. This person, the Information Specialist, will compile an Excel spreadsheet of all those rescued, their address and their destination once they have left the Rescue Receiving area.
  - c. If internet is available, the Information Specialist will forward the updated list in time increments to be determined by the OHSEP Director or upon request.
  - d. Will coordinate with the EOC to determine when the Rescue Receiving Area will close.

### VII. Closing the Rescue Receiving Area

- A. Upon closing of the Rescue Receiving Area, all evacuees requesting shelter will be transferred to the designated shelter. These evacuees will be registered in accordance with sheltering procedures.
- B. No evacuees should be left at the Rescue Receiving Area after the area has been closed. If there are evacuees left, transfer them to the shelter and allow them to contact loved ones from that location.
- C. Those Parish workers not assigned to work the shelter will remain at the Rescue Receiving Area to perform clean-up.
- D. The Evacuee Coordinator will report to the EOC to relinquish all lists and notes of regarding evacuees.
- E. The Manager, the Evacuee Coordinator, the Receiving Agents, and the Unaccompanied Minor Specialists will make notes of procedures that worked, those that did not work and any suggestions for improving the procedures. These will be forwarded to the OHSEP Director for consideration.

### VIII. It is strictly prohibited to release the identities of any person houses in a shelter or presenting themselves at the Rescue Reception Center. Employees or volunteers should, for the safety of the possible evacuee and the workers at the location:

- A. Do not allow visitors inside the Rescue Reception Center or a Parish-sponsored shelter.
- B. Collect as much information on the person they are searching for to include name, physical description, what area the person would have been rescued.
- C. Ask for contact information for the inquiring person.
- D. Explain to the inquiring person that, for the safety of the possible evacuee, we will check our records. If the person is at the Rescue Receiving Center or in a Parish sponsored shelter, they will be given the message to call the inquiring person. Explain that IPG cannot force the person to call.
- E. If anyone presents themselves to Rescue Reception Center or Parish-sponsored shelter and causes a disturbance about checking for their loved one, immediately notify law enforcement.

### ESF-9-3, Marking Buildings Already Searched

#### I. FEMA STANDARD MARKING

To assist with a massive search and rescue mission, rescue teams must mark each building that they have searched with the standardized method, developed by FEMA, and used after Hurricane Katrina.

#### II. FEMA SEARCH ASSESSMENT MARKINGS

- A. An "X" indicates that a search of a building is in progress or has been completed. This is used to indicate searcher locations and to avoid duplication of the search effort.
- B. Each section of the "X" indicates a specific piece of information:
  - 1. Top Quadrant – the date and time that rescue team left structure.
  - 2. Left Quadrant – rescue team identifier.
  - 3. Bottom Quadrant – Number of live and dead victims found in the structure.
  - 4. Right Quadrant – Hazards Present.
- C. Acceptable Codes
  - 1. For bottom quadrant, number of live and dead victims found in the structure:
    - a. DOA – Dead on arrival.
    - b. LB – Live bodies Found.
    - c. 0-0 – No survivors, no corpses.
    - d. Ø = No bodies found.
    - e. DB – Dead bodies found.
  - 2. For right quadrant, hazards present:
    - a. F/W – Food or Water.
    - b. NE – No entry.
    - c. RATS – Rats present.
    - d. EXT or EX – Exterior surveyed.
  - 3. FEMA suggests that upon entry into a building; the team should place a slash (\) to indicate there is an ongoing search going on in the building. Upon exiting the building, the team should complete filling in the information in the different quadrants.

## IBERIA PARISH EMERGENCY OPERATIONS PLAN

### ESF-9-4, Animal Rescue

#### I. Purpose

- A. Iberia Parish strives to keep the population, both people and animals, safe from the dangers that present themselves to the Parish. As a coastal Louisiana Parish, the possibility does exist for coastal flooding and other emergencies and disasters that may require the rescue of animals. The most common danger, for both household pets and livestock, is storm surge following a tropical system.
- B. Iberia Parish Government encourages the citizens, if possible, to take their household pets with them when the Parish President orders a mandatory evacuation and to move their livestock to safety.

#### II. Assumptions

- A. Without rescue during a disaster or emergency, there would be many animals at risk for death.
- B. The loss of life of these animals would cause anguish and mental suffering to the owners.
- C. Rescue would guarantee the humane care and treatment of these animals.

#### III. Concept of Operations

- A. OHSEP, with the assistance of ESF-11, will determine the needs of the stranded animals and the needed resources. The following agencies will be assigned to assist in the rescue efforts:
  1. Iberia Parish Office of Homeland Security and Emergency Preparedness
    - a. Develop plans that deal with the rescue, transportation and sheltering of household pets and service animals, as well as the care of stranded or abandoned household pets.
    - b. Provide coordination and logistical support when necessary.
    - c. Notification of information to the public.
  2. Animal Control (ESF-11)
    - a. Coordination and oversight of the plans
    - b. Care for stranded and abandoned animals whose owners cannot be located, is deceased or the owner is not known.
    - c. Assess rescued animals for injury or apparent illness
    - d. Work with the EOC to publicize information about lost and found pets.
    - e. Ensure that all animals are being treated humanely
    - f. Keep records of where each animal was relocated to to reunite animal with the correct owner.
  3. Jurisdictional Law Enforcement
    - a. In the event of a flood, law enforcement will assist in obtaining access to areas where a boat is needed.
    - b. Keep records of where each animal was rescued to assist Animal Control in reuniting animals with their owner.

#### IV. Additional Resources

- A. Angel Paws
  1. Assist in the sheltering and care of rescued household pets and service animals
  2. Assist in assessing rescued animals for injury or apparent illness
  3. Keep record of where each animal was rescued and assist Animal Control in reuniting the animals with their rightful owner.
- B. Louisiana Department of Wildlife and Fisheries (LDWF)
  1. Assist with retrieving stranded or abandoned animals and livestock.
  2. Assist with retrieving stranded or abandoned wildlife.
  3. Assist in assessing rescued animals for injury or apparent illness
  4. Keep record of where each domesticated animal was located to assist in reuniting the animal with their rightful owner.
- C. Louisiana State Animal Response Team (LSART)
  1. Aid in locating and rescuing stranded household pets, service animals, livestock, and wildlife.

## IBERIA PARISH EMERGENCY OPERATIONS PLAN

2. Keep a record of where each domesticated animal was rescued to assist in reuniting the animal with their rightful owner.
  3. Scan rescued pets and livestock for microchips or other identifying marks to assist in returning the animals to their rightful owner.
  4. Coordinate with local and volunteer veterinarians to care for injured or sick animals.
  5. Ensure the animals are being treated humanely.
- D. Other Volunteer Groups with Animal Care Backgrounds
1. Assist Iberia Parish Animal Control in feeding and caring for rescued animals.
  2. Depending on training and background, assist agencies in the rescue of animals, livestock, and wildlife.
  3. Other animal related duties, as needed.
  4. Keep record of where each animal was rescued to assist in locating their rightful owner.
- E. Pet Shelters
- A. Only household pets whose owners are being housed in the human evacuation shelter will be allowed in the associated pet shelter. If the pet owner leaves the evacuation shelter, they must take their pets with them or they will be considered abandoned.
  - B. Each rescued animal where the owner is unknown or deceased will be kept at one of the following locations until the owner can be located:



## ESF-10, OIL AND HAZARDOUS MATERIALS RESPONSE ANNEX (Iberia Parish Fire Protection District #1 Fire Chief)

### ESF-10-1, Hazardous Materials Risk Assessment

#### I. Purpose

- A. The purpose of this ESF is to evaluate the location and the risks of hazardous materials in Iberia Parish and to determine the best course of action should a release occur. In addition, this ESF will address coordinating the response of personnel and emergency services in the Parish in the event of an accident or incident involving hazardous materials, allowing for control of the situation, and minimizing the threat to the health and safety of the citizens of Iberia Parish.
- B. The Director of the Iberia Parish Office of Homeland Security and Emergency Preparedness acts as the Chairperson of the Iberia Parish Local Emergency Planning Committee (LEPC.)

#### II. Identifying the Risks

- A. While there are several businesses that utilize or manufacture hazardous materials in this area, the greatest threat to the residents and their property in Iberia Parish would most likely result from a transportation incident.
  1. State and Federal Highways – Each day several truckloads of regulated chemicals travel U.S. Highway 90 as well as other highways to deliver to businesses in the Parish or to adjacent Parishes.
  2. Rail Incidents – Perhaps the biggest threat to Iberia Parish would be the derailment of rail cars, carrying hazardous materials, within one of the municipalities. It has been estimated that between 14,000 and 15,000 rail cars filled with hazardous materials pass through Iberia Parish each year. A catastrophic release in New Iberia or Jeanerette could cause widespread damage, numerous injuries or deaths and could shut down some of the emergency services.
    - a. If a derailment were to occur near the eastern city limits of New Iberia, it could interrupt many medical services in the Parish. Iberia Parish now has one full-service trauma center and emergency room, located within Iberia Medical Center which is located only .12 mile from the rail line. A derailment near that location could cause the shutdown of the hospital and cause Iberia Medical Center to have to shelter-in-place, essentially eliminating all major emergency medical care within the Parish. While there is an emergency room at the IMC North Campus, it is not set up as a trauma center.
    - b. A derailment within the town of New Iberia or Jeanerette could cause probable injuries, possible fatalities and cause extensive damage to private property.
    - c. In addition to the hospital, the following are near a rail line in Iberia Parish:
      1. Iberia Medical Center North Campus is located .96 mile from the rail line. There is an emergency room at this facility but it is not classified as a trauma center and is not set up for in-house patient care.
      2. The Iberia Parish Courthouse, which houses the Iberia Parish Government Administrative Offices and some of the administrative of the Iberia Parish Sheriff's Office, is located .03 mile.
      3. The administrative offices of New Iberia City Government, New Iberia Marshal's Office and New Iberia City Police are located approximately .27 mile from the rail line. The criminal division is located at 459 E. Main Street which is approximately .23 mile from the rail line.
      4. The New Iberia Fire Department has five active fire stations and an administrative office. All of these are located less than one mile from a rail line or a rail switching yard.
      5. Acadiana Ambulance Service has two locations in Iberia Parish; one is in New Iberia and one in Jeanerette. Both are less than one mile from a rail line.
      6. Jeanerette Police Department is located approximately .38 mile from a rail line.

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7. Jeanerette City Marshal's Office is located approximately .22 mile from the rail line.
  10. Jeanerette City Hall and the administrative offices of Jeanerette City Government are located approximately .20 mile from the rail line.
  11. Iberia Parish Health Unit is .55 mile from the rail line.
  12. Delcambre Fire Department is .005 mile from the rail line.
  13. Delcambre Police Department, which is in Vermilion Parish, is .15 mile from the rail line.
  14. There are several nursing homes and other facilities that include a group home for mentally mobility impaired residents, apartments that house elderly residents, and assisted living facilities that are all located near the rail line.
3. Navigable Waterways – Iberia Parish has several navigable waterways.
    - a. While most waterways in the Parish do not play much of a role in the commercial traffic, the Gulf Intracoastal Waterway does cross through the Parish intersecting with many secondary waterways that lead into Vermilion Bay and the Gulf of Mexico.
    - b. Bayou Teche has seen a drastic reduction of commercial traffic since the Intracoastal Waterway was opened; however, there are still some barges that do use it as a transportation route.
  4. Fixed Site Incidents – Through Tier 2 and visits to local facilities, Iberia Parish strives to pinpoint the location of any reportable quantity of commercial hazardous materials and what impacts they would have on residents and local businesses.

ESF-10-2, Response to Hazardous Material Incidents

I. Situations and Assumptions

- A. A rail incident with a magnitude as those that occurred on September 28, 1982 in Livingston, Louisiana or in Eunice, Louisiana on May 27, 2000 could cripple emergency services and other vital services if it were to occur in New Iberia, Jeanerette, or Delcambre.
- B. Major incidents involving hazardous materials are occurring at an alarming rate.
- C. Extreme caution must be used at the site of any hazardous materials release.
- D. While the primary responsibility for hazardous materials incidents falls upon Louisiana State Police (Louisiana Revised Statute 32:1502,) Iberia Parish will use every possible resource until their arrival to ensure the safety of its residents and assist LSP in bringing the incident to a close quickly and with the least amount of impact to the Parish.
  - 1. The joint responsibility for dealing with hazardous material releases on a local level is the jurisdictional fire department with the assistance of local law enforcement officers that have been trained in the handling of this type of incident.
  - 2. Iberia Parish OHSEP will assist in obtaining needed resources and in keeping jurisdictional governmental agencies updated on the incident.
  - 3. The New Iberia Fire Department has physical custody of the HazMat trailer that belongs to Iberia Parish. Because many of the items in the trailer are subject to expiration dates, efforts are made to update the materials with grant funding.
- E. In the event of a suspected release of hazardous material, Iberia Parish officials will react to the worst-case scenario and scale back response once the substances involved have been identified.

II. Phases of Emergency Management

- A. Mitigation
  - 1. Iberia Parish has identified the most traveled transportation routes used in the hauling of hazardous materials.
  - 2. Industrial sites that manufacture, store or used regulated materials have been identified and a list of materials stored at each facility is available through the E-plan (Tier 2) website.
  - 3. Each facility is told of the importance of notifying "911" immediately when a release is detected and providing the operator with all vital information that is available about the release.
- B. Preparedness
  - 1. Emergency response plans have been written and tested by both government and industry.
  - 2. First responders are trained in the identification of hazardous materials and in the use of reference materials.
  - 3. Evacuation routes have been identified and can be released to the media, on social media and by various public warning systems already in place.
  - 4. The OHSEP Director and the various fire chiefs, as well as the Emergency Services Division of the Iberia Parish Sheriff's Office are available to respond to all incidents and/or to answer any questions the facility may have.
  - 5. Training in the handling of hazardous materials is an on-going process and includes personnel in the fields of fire suppression, health, and law enforcement.
- C. Response – See Organization and Assignment of Responsibilities .
- D. Recovery –
  - 1. The OHSEP Director, the Fire Departments, the Louisiana Department of Environmental Quality, the Environmental Protection Agency, and the Louisiana State Police Hazardous Materials Unit will determine, collectively, when the scene is secure and made safe. At such time, evacuees will be given instructions on returning to their homes.

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2. It may be necessary on some chemical releases, to first have the residences in the area checked for gas residue by a qualified governmental agency prior to letting a resident enter their home. In this instance, a schedule will be set up and announced to the media, instructing residents of a time frame that they can have their home checked and cleared by one of the appropriate governmental agencies.

### III. Organization and Assignment of Responsibilities

#### A. Iberia Parish President

With the assistance of the Incident Commander and the OHSEP Director, decide if any evacuation procedures are necessary. If so, the appropriate evacuation level should be ordered and correct, concise instructions should be released. The Parish President should be provided with updates from the scene on regular intervals.

#### B. Local Emergency Planning Committee (LEPC)

1. Currently, The Iberia Parish LEPC is meeting several times a year. The LEPC has agreed that the easiest course of action is to have aspects of the emergency response plan combined with this Emergency Operations Plan. This will allow easy access to the information to not just governmental agencies in Iberia Parish, but to the citizens of Iberia Parish.
2. Public request for information on what chemicals is stored at a facility should be directed to the Louisiana State Police Right-to-Know Section.
3. The Iberia Parish LEPC is to be chaired by the Iberia Parish OHSEP Director.
4. Prior to a release, the LEPC and the OHSEP Director will review the Tier 2 forms for each facility that has hazardous material stored onsite.
5. Iberia Parish is striving to collect the names of the facilities that have extremely hazardous materials stored onsite, as well as emergency contact information and what is being stored at that site. This information is entered into the Computer Aided Dispatch (CAD) system. Dispatchers can then advise emergency responders of the presence of these materials upon dispatch of a call to each location.
6. Each facility that stores or uses hazardous materials must provide a liaison to work with the OHSEP Director and Incident Commander in the event of an emergency.

#### B. Iberia Parish OHSEP Staff

1. Upon notification of an incident, the OHSEP Director shall place the EOC Staff and any other Parish departments who may be able to supply resources, on ALERT status.
2. Upon confirmation that there is a hazardous material has been or is being released and is causing or may cause a potential threat to the citizens of Iberia Parish, the EOC will be activated with a skeleton crew.
3. If a mandatory evacuation has been called because of an incident, the CERT volunteers, Parish workers and appropriate American Red Cross officials will be contacted to open a shelter in an area that is a safe distance from the incident.
4. OHSEP Staff will ensure that all parties working the incident have the necessary resources and will process any requests for resources related to the incident.
5. To ensure that the citizens of Iberia Parish are notified in a timely manner of any potentially dangerous release and/or the need to evacuate, the OHSEP Director will ensure that systems are in place to notify the citizens of any danger. Currently, Iberia Parish OHSEP staff use the following systems to send emergency notifications to its citizens:
  - a. Iberia PINS– Citizens can register their phone number to receive notification of an emergency or disaster in the Parish. In addition, Iberia PINS offers OHSEP a reverse 911 system that allows for the notification of danger to those citizens with land-line phones. The link to register can be found on the Iberia Parish Government website, Homeland Security/E911 tab or at <https://www.smart911.com/smart911/ref/login.action?pa=IberiaParish>
  - b. IPAWS – This system allows notification of a dangerous situation in the following ways:
    - (1) Messages via Emergency Alert System (EAS) on local television and radio stations and via weather stations.

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- (2) IPAWS has the capability of sending text messages to all cellular phones on those towers that cover the area indicated.
  - (3) Social media – Iberia PINS can be configured to update social media at the same time emergency messages are relayed.
- C. Iberia Parish Communications Center or other jurisdictional communications personnel on duty should attempt to collect as much information possible. Information needed includes, but is not limited to:
1. Location of release
  2. Material being released. If the caller does not know what is being released, see if the caller can see any signage or placard indicating what chemical is involved. This should be done only if it can be done safely. To obtain information on the chemical from the placard number:
    - a. Through the NLETS (National Law Enforcement Telecommunications System available to law enforcement) using the MQ inquiry.
    - b. USDOT Emergency Response Guidebook
    - c. Via the internet searching for the US DOT Hazmat placard number
  3. Approximately how much of the material was released?
  4. Is the material still being released or has the release been secured?
  5. Any explosion, fire, injuries, or deaths?
  6. Is the material staying in the immediate area or is it going offsite?
- D. Louisiana State Police Emergency Services Unit (HazMat)
1. Through Act 83 of the 1979 Louisiana Legislative Session, the Department of Public Safety, Office of State Police is specifically directed to provide emergency response to chemical emergencies at industrial sites and incidents related to transportation. This statute additionally gives LSP statutory authority as the on-scene coordinator for all hazardous materials incidents that affect Louisiana.
  2. The Louisiana State Police Hazardous Materials Hotline will routinely notify the Louisiana Department of Environmental Quality (LDEQ) of all releases.
- E. Louisiana Department of Environmental Quality (LDEQ)
1. Monitor the surrounding area for unsafe levels of chemical released or a combination of chemicals. This may include checking residences around the incident for residue of unsafe gases.
  2. Test area after clean-up to ensure that the clean-up was done properly and to ensure that residue chemicals are at a safe level.
- F. Acadian Ambulance
1. Acadian Ambulance will attend to the sick and injured on scene and transport those that need additional care to medical facilities as designated by LERN.
  2. Acadian Ambulance may be asked to stand-by at the scene if there is a threat of injury or illness to personnel working the scene.
- G. National Weather Service
- Contact the National Weather Service at (337) 477-5285 to obtain the temperature, wind direction, the expectation of a change in the weather, etc.
- H. Jurisdictional Fire Department
1. Attempt to verify or identify and quantify the chemicals being released
  2. Develop a site safety plan
  3. Conduct the appropriate fire-fighting and rescue response, as warranted by the situation. If a fire does not exist, but there is a danger of ignition, extinguish all ignition sources within the hazard area.
  4. Immediately establish a forward Command Post at the chief officer's discretion.
- I. Law Enforcement
1. Upon notification of the incident, law enforcement should immediately report to the area of the scene. Law enforcement should handle traffic control, crowd control and control access to the scene.
  2. If a decision is made to evacuate, law enforcement shall restrict traffic coming into the affected area, evacuate the population and secure the area from unauthorized area from looting.

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3. The senior law enforcement officer, or his designee, shall provide the EOC with information on road closures and evacuation routes.

### IV. Plan Review and Modifications to the EOP and LEPC Plan

1. For a plan to be effective, it must also be kept up-to-date. Any changes made to the EOP/LEPC plan shall be noted on the "Record of Change" maintained with the main copy located in the EOC. The updated plan must be forwarded to GOHSEP every two years.
2. To more efficiently file the LEPC Plan and to ensure its timely review, the Director has mandated that the LEPC become a part of the EOP, ESF-10.
3. If no major changes have occurred to the EOP or LEPC Plan, OHSEP can simply forward a new, updated cover sheet, the Record of Change sheet and a copy of the actual changes that were made as indicated on the Record of Change.
4. If no changes have been made to the EOP or LEPC Plan, OHSEP can simply forward a new, updated cover sheet. The date must reflect the new date of review.
5. The OHSEP Director has mandated that the plan will be reviewed:
  - At least once every calendar year
  - Whenever one of the authorizing signatories leaves office
  - If a suggestion is made for a change to the plan to the OHSEP Director, in writing, and said change is beneficial to the Plan
  - Immediately following an incident where the Emergency Operations Plan or LEPC portion of the plan was activated.

### V. NIMS and ICS Compliance

The Federal Government has adopted the National Incident Management System (NIMS) to manage emergency incidents and disasters from the first responder level to the highest levels of the Federal Government. NIMS is based on the Incident Command System (ICS) and the Unified Command System (UCS) and is flexible and appropriate to all types of incidents. Coordination between different levels of government will take place with the framework of NIMS. Iberia Parish adopts the NIMS guidance by reference. Iberia Parish adopts the NIMS guidance by reference.

ESF-10-3, Biological and Radiological Threats and Explosives

I. Purpose

To coordinate the response of personnel and emergency services of Iberia Parish in the event of an accident or incident involving biological threats, radiological materials, and explosives, allowing for control of the situation and minimizing the threat to the health and safety of the citizens of Iberia Parish.

II. Biological Threats

F. For this plan, a biological threat is defined as micro-organisms or associated products which may cause disease in humans, animals or economic crops and includes pathogenic wastes from medical institutions, slaughterhouses, poultry, processing plants and the like.

1. Most Iberia Parish residents' shop from a handful of food sources. In the event of contaminated food products, a great number of residents could be affected. While LDH would have the lead in this type of emergency, OHSEP stands ready to assist them with any necessary tasks.
2. Since September 11, 2001, the threat of biological products used as a weapon is real. While most large businesses have changed their procedures for opening mail and other sources of these products, terrorists are developing new methods of releasing dangerous chemicals all the time.

B. Mass Inoculation

Louisiana Department of Health, as the State Lead Agency, has developed a plan for mass inoculations in the event of a biological terror attack. Iberia Parish will supply a location as well as workers to assist with registering citizens. Law enforcement will be tasked with traffic and crowd control.

III. Radiological Threats

- A. Iberia Parish has many businesses that deal with radioactive materials. While the Parish has not had any of these businesses develop a leak, there have been instances where the carrying containers have been found on the side of the road. If a release of a radioactive material is reported, Iberia Parish does not have the resources or trained manpower to secure the release. Iberia Parish officials will contact the LSP Hazardous Materials Hotline.
- B. Currently, there are no known fixed-site radiological facilities located in Iberia Parish. There are two nuclear power plants located in Louisiana, but the chances that an accident from one of these plants would cause severe exposure in this area are slim.
  1. Waterford 3 Nuclear Power Plant in Taft is located approximately 86 miles from New Iberia.
  2. Riverbend Nuclear Power Plant in St. Francisville is located approximately 60 miles from New Iberia.
- C. Iberia Parish would turn to agencies such as the Nuclear Regulatory Commission for advice and instructions should an incident of this sort occur.

IV. Explosives

Iberia Parish does not have any trained Explosives Technicians. If explosives are found, Iberia Parish would contact Louisiana State Police Emergency Services Division for instructions. The LSP have the resources necessary to handle explosives. Law enforcement would handle crowd control, traffic control and evacuations, if necessary. The fire department with jurisdiction in the area would stand by as a precaution and would assist law enforcement with evacuations.

## ESF-11, AGRICULTURE AND NATURAL RESOURCES ANNEX (LSU Ag. Agent/Animal Shelter Manager)

### ESF-11-1, Agriculture and Natural Resources

#### I. Purpose

This ESF provides for the protection of the food supply to ensure that the population of the Parish is provided adequate and healthy nutrition during and after natural and man-made disasters and emergencies.

- A. OHSEP will work with the Iberia Parish County Agent's Office, the LSU Extension Service, and other appropriate local, State and Federal agencies to ensure that the existing food supply is safe for the population of Iberia Parish to consume.
- B. Pet Evacuation and Shelter Plan – See ESF 11-2, Pet Evacuation and Sheltering
- C. The biggest existing threat to livestock is from storm surge associated with a hurricane. Since Iberia Parish is located on the Gulf Coast, residents with livestock are encouraged to evacuate their livestock to a location north of Interstate 10 prior to a storm.
  - 1. Iberia Parish does not offer shelter for livestock. Iberia Parish OHSEP will work with livestock owners to locate farmers/ranchers willing to take livestock onto their property.
    - a. Because if the dangerous winds, surge, and tornadoes associated with a tropical system, Iberia Parish Government will not allow livestock owners to board their animals at Sugarena pre-storm or during a storm. Any animal left at Sugarena pre-storm or during a storm will be considered abandoned and the owner could be criminally charged.
    - b. Livestock owners will be responsible for the care of their animals and all costs associated with the care of their animal. The owner must provide all essential items involved in the care of the animal to include, but not limited to:
      - (1) Hay
      - (2) Food
      - (3) Clean water if the local water supply is tainted.
      - (4) Medication
      - (5) Veterinarian care

#### II. Resources

The Iberia Parish County Agent's Office and the LSU Extension Service will take lead on all matters agricultural and dealing with livestock.

- A. They will ensure that all crops are safe to eat following a man-made or natural disaster or a technological emergency or disaster.
- B. They will assist local farmers with identifying diseases and infestations that could affect plan, animal, and cultivated seafood species and with animal evacuation sheltering and health care.
- C. Pet evacuation and pet sheltering, as described in ESF-11-2, is handled by Iberia Parish Animal Control, Iberia Parish CERT and other volunteer organizations such as LSART. The Iberia Parish County Agent's Office may be tasked to assist in finding needed resources and supplies.

#### III. Fuel

Government agencies and other first responders should refer to ESF-7-2.



ESF-11-2, Pet Evacuation and Pet Sheltering Procedures

**I. PURPOSE**

This plan provides guidance for the safe evacuation, transportation and shelter of household pets and service animals whenever a mandatory evacuation is declared in Iberia Parish. This plan details the responsibilities of the Iberia Parish Government, the Iberia Parish Animal Control personnel, volunteers working the evacuation and the owners of the pets before, during and following any declared emergency. Iberia Parish Government will only transport or shelter pets for residents of a Parish-run shelter.

**II. GENERAL INFORMATION**

- A. The mission of Iberia Parish Government is to have a practical response program for the protection of the citizens of Iberia Parish as well as their household pets and service animals.
1. A household pet, as defined by the Federal Emergency Management Agency (FEMA,) is any domesticated animal, such as a dog, cat, bird, rabbit, rodent, or turtle that is traditionally kept in the home for pleasure rather than commercial purposes, can travel in commercial carriers, and can be housed in temporary facilities.
    - a. Household pets **do not**, by FEMA definition, include reptiles (except turtles,) amphibians, fish, insects/arachnids, farm animals (including horses) and animals kept for racing purposes.
    - b. A service animal is any animal that is individually trained to aid a person with a disability. Some of the functions that service animals perform for people with a variety of disabilities are:
      - Assisting the sight impaired by guiding them around obstacles or alerting them to other dangers;
      - Alerting people who are deaf or hard of hearing to sounds;
      - Pulling wheelchairs; carrying or retrieving items for people with mobility disabilities or limited use of arms or hands;
      - Assisting people with disabilities to maintain their balance or stability;
      - Alerting people to and protecting them during medical events such as seizures.
    - b. On March 15, 2011, the Department of Justice chose to limit service animals to dogs only with a subsection addressing miniature horses. (FEMA Definitions Used for Pet-Friendly Shelters.)
    - c. Emotional Support Animals are not recognized by FEMA as service animals. Emotional Support Animals will follow the rules and procedures of household pets. They will not be allowed in the general population area of any shelter.
    - d. It is highly recommended that persons with pets have their own pet carriers for their pet. While Iberia Parish does have some pet carriers, these numbers may not be sufficient if a major event calls for a large-scale evacuation of the Parish.
- B. To participate in the Iberia Parish Pet Sheltering Program, the pet owner must have a valid driver's license or other State Identification card.
- C. Prior to boarding any Parish provided transportation or reporting to a Parish sponsored or Red Cross shelter, owners of service animals and household pets may be required to have the following items for their animal(s):
- At least a seven-day supply of food for each animal evacuated. Make sure that the food is in a waterproof container. If you are bringing canned dog food, make sure that you bring a can opener;
  - A two (2) weeks supply of medication for all animals sheltered, medical records and a waterproof container to store these items;
  - Proof of all State and Federal ordered vaccinations;
  - Pet first-aid reference book and first-aid supplies;
  - A sturdy leash and a collar or harness. It is recommended that extras be brought in case one breaks or is lost or stolen;

- Toys and/or bedding from home (something familiar to the animal)
- Gloves to protect your hands while you clean the animal's area.

### III. OVERVIEW

Residents may decide not to evacuate fearing they would be separated from their pets. FEMA, the Louisiana Governor's Office of Homeland Security and Emergency Preparedness (GOHSEP) and Iberia Parish Government, to protect the lives of citizens and their pets and service animals, have developed plans that allow for the transportation and sheltering of these animals in the event of an evacuation where a shelter is opened.

#### A. General Information

1. A service animal must be a professionally-trained animal and fit the FEMA criteria to be considered a "service animal." It is strongly suggested that the owner bring proof of training for the animal in case there is a question about the animal's training.
2. Service animals will be allowed to travel and be sheltered with their disabled person as mandated by the American with Disabilities Act.
3. The disabled person must always keep their service animal on a leash or other type of restraint. At no time should the animal be free to wander.
2. Emotional Support Animals are not recognized by FEMA as service animals. Emotional Support Animals will follow the rules and procedures of household pets. They will not be allowed in the general population area of any shelter.
6. During emergencies or disasters, household pets are not allowed inside of a human shelter. Service animals, however, must be allowed to accompany their owner into any part of the shelter, both inside the shelter or outside.
7. Iberia Parish Government reserves the right to have any sick or injured animal presented at a Parish-run transportation or shelter, examined by a veterinarian at the owner's expense and is deemed ineligible for travel by a veterinarian, (contagious, too ill to travel, etc.) the animal will not be allowed on Parish-provided transportation or in a Parish or American Red Cross shelter. Arrangements can be made by the owner of the animal with a local veterinarian to board the animal at the owner's expense for the duration of the evacuation.
8. Every pet owner is expected to present proof of any State or Federally mandated vaccinations for their animal. (This is for both pets and service animals.) If no proof is provided, the animal will be vaccinated at the owner's expense once the animal reaches the Pet Shelter.
9. **The owner is responsible for all costs associated with the injury of an animal or injury caused by an animal while on Parish-provided transportation or while in a Parish-run or American Red Cross shelter. The owner is also responsible for any costs associated with the treatment of a sick animal.**
10. If a household pet or service animal bites a person while on Parish-provided transportation or while in a Parish-run or American Red Cross shelter, it shall be quarantined in accordance with local and State laws. All fees associated with this quarantine period **shall be the owner's responsibility.**
11. Each owner is expected to provide a collar or harness and a sturdy leash for each of their animals. All animals must be always secured in their cage or pet carrier or on a leash. At no time shall an animal be allowed out of its cage without a leash.
12. Animal owners must always have full control of their animals. Iberia Parish Government is not liable for any injury or death to the animal or injury or death caused by an animal. The Pet Shelter manager has the right to have any aggressive animal sent to the local Animal Control Shelter or to a veterinarian's office at the owner's expense. All costs incurred will be the responsibility of the animal owner.
13. It is the responsibility of a household pet or service animal owner to care for their animal or to decide to have the animal cared for. The owner is responsible for logging down all interactions with the animals. Once the owner has completed caring for the animal and logging it on the log attached to

the carrier, the owner shall have a shelter volunteer sign and date the entry. This validates that the owner is taking proper care of the animal.

- a. An animal will be declared “abandoned” and the animal will be turned over to the local Animal Control Agency if an owner fails to properly care for the animal, clean up the animal’s pet carrier or area and properly document this care.

Any animal declared “abandoned” will be turned over to the Animal Control Agency.

- (1) Each owner will be charged and assessed an impoundment fee on a per day basis, not to exceed \$25.000 daily per animal...in addition to any other penalties charged for violation of this section.
  - (2) Iberia Parish Animal Shelter will keep an animal that has been declared abandoned for a period of five days. If the animal remains unclaimed at the end of those five days, the animal may be euthanized, sold, or given to an animal rescue group.
    - (a) The owner of any dog/cat that has been impounded and sold to another person pursuant to this article shall be entitled to claim such animal within thirty (30) days after sale, provided that all fees and costs of maintenance are reimbursed to the new owner.
    - (b) An owner wishing to reclaim an animal is also responsible for paying all costs incurred prior to the animal being sold or donated. These costs could include, but are not limited to, shelter costs to feed the animal, veterinarian bills if the animal becomes ill or injured, etc.
  - b. It is the responsibility of the animal owner to notify the Shelter Manager and the Manager of the Pet Shelter, if they must leave the shelter due to illness and cannot take their animal with them. A pet owner should make every effort to find a friend or relative to care for the animal. If no one can be found to care for the animal, the animal will be sent to the Animal Control Shelter for care.
    - (1) The pet owner will be responsible for the \$25 per day fee charged by Animal Control to house a pet at the shelter.
    - (2) The owner will be responsible for any veterinarian costs incurred due to illness or injury to that pet.
  - c. The Pet Shelter Manager has the right to have any aggressive animal sent to the local Animal Control Shelter or to a veterinarian’s office. The pet owner will be responsible for any fees associated with the animal’s stay at the shelter or at a veterinarian’s office. The owner will comply with any ordinances, laws or procedures associated with the shelter in which an animal may be placed. For example, if a pet and its family are sent to a shelter located out of Iberia Parish, the pet owner is responsible to adhere to any ordinances, laws or procedures that are valid for the shelter for which they are assigned.
  - d. Failure to properly care for a pet and carefully documenting that care may cause the Pet Shelter Manager to declare the pet as “abandoned” and have him surrendered to the local animal shelter.
    - (1) It shall be the owner’s responsibility to retrieve their animal from an animal shelter once being placed there as “abandoned.”
    - (2) No animal may be left at the shelter if the owner of the pet leaves the human shelter. If the owner leaves the pet at the shelter, it shall be deemed “abandoned” and will be treated in accordance with State law.
    - (3) The owner shall be responsible for any fees and fines associated with the animal’s stay at the shelter or at a veterinarian’s office and any associated costs dealing with veterinary care.
    - (4) The owner must comply with any ordinances, laws or procedures associated with the shelter in which an animal may be placed.
14. The shelter manager and other shelter workers should ensure that evacuees are informed not to speak or touch any service animal while it is working and never without the supervision and permission of the disabled person.

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15. If a pet or animal owner lives within a dangerous area, flood zone or in an area where storm surge is a possibility, the animal owner should make plans to remove all animals from their property prior to evacuating. **The owner will not be allowed to enter a disaster area to remove an animal if there is a danger present.**
16. Iberia Parish Government will arrange for the transportation of pets only when there is a declared mandatory evacuation. No transportation will be provided for voluntary or recommended evacuation.
17. All pets must be in a pet carrier or caged prior to entering Parish provided transportation or a Parish-run or American Red Cross shelter.
  - a. If an evacuee does not own or have access to a pet carrier or cage, they should plan with the Iberia Parish Emergency Operations Center (EOC) at least two (2) hours prior to the expected arrival of the buses at the Parish Collection Points or the Parish Pickup Point. Parish-owned carriers and cages are available on a first-come, first served basis. All pet carriers or cages obtained from Iberia Parish Government will be returned when the pet owner leaves the shelter. Failure to do so will result in criminal charges being filed charging theft.
  - b. If an evacuee needing transportation to the Parish Pickup Point has an oversized animal, they should call the EOC at least two (2) hours prior to the scheduled pick-up to make alternate arrangements for transportation of the oversized animal to the Parish Pickup Point.
    - (1) Iberia Parish Government has a limited number of extra-large cages. It is recommended that owners of very large pets provide their own cage or pet carrier.
    - (2) If an animal does not fit into a cage or pet carrier, it cannot be transported and will not be sheltered in Parish-provided venues. The animal will be sent to a local veterinarian's office and boarded **at the owner's expense.**
18. The Pet Shelter Manager should log down, to include the date and time of each entry, any unusual events, animal bites, injury to an animal or an owner or any suspected illness of an animal that could be contagious. Any of these type incidents should immediately be reported to the EOC by the Animal Shelter Manager. Volunteers and Animal Control workers are to routinely check the logs attached to the animal's cages at least once hourly and log on the shelter log any instances where the following were not logged by the owner of the animal:
  - a. When an animal is not logged as fed;
  - b. Needed medication was not administered;
  - c. The cage or carrier was not properly cleaned;
  - d. The animal has not been interacted with in a substantial amount of time.
- B. Louisiana Act 615 protects Iberia Parish and Iberia Parish Government for death or injury to persons, household pets or service animals during an actual emergency, an impending emergency, or a mock or practice emergency.

## IV. TRANSPORTATION OF HOUSEHOLD PETS AND SERVICE ANIMALS DURING A MANDATORY EVACUATION

- A. General Information
  1. Service animals will be allowed to travel with their disabled person as mandated by the American with Disabilities Act.
  2. The disabled person must always keep their service animal on a leash or other type of restraint. At no time should the animal be allowed to wander.
  3. The disabled person must always have control of their animal. Under Louisiana Act 615, Iberia Parish Government has the right to place a service animal in a cage or pet carrier if the animal poses a threat to other humans.
  4. It is the responsibility of the disabled person to care for or to decide to have their animal cared for.
  5. On March 15, 2011, the Department of Justice limited the definition of a Service Animal to include dogs only with a subsection addressing Miniature Horses.

## IBERIA PARISH EMERGENCY OPERATIONS PLAN

6. All pets must be in pet carrier or caged prior to entering Parish provided transportation.
    - a. If an evacuee needing transportation to the Parish Pickup Point does not own or have access to a pet carrier or cage, they should plan with the Iberia Parish Emergency Operations Center (EOC) at least 2 hours prior to the expected arrival of the buses at the Parish Collection Point. A cage will be provided for them to use.
    - b. If an evacuee needing transportation to the Parish Pickup Point has an oversized animal, they should call the EOC to plan for transportation of that animal to the Parish Pickup Point.
      - (1) Iberia Parish Government has a limited number of extra-large cages. It is highly recommended that owners of very large pets provide their own cage or pet carrier.
      - (2) If an animal does not fit into a cage or pet carrier, it cannot be transported and cannot be sheltered.
  7. Iberia Parish Government reserves the right to have any sick or injured animal, presented for transportation at the Parish Pickup Point, examined by a veterinarian **at the owner's expense**. If the animal is deemed to be contagious or not well enough to travel, Iberia Parish Government will not allow that animal to be transported on Parish provided buses. Arrangements can be made with a local veterinarian to board the animal, **at the owner's expense**, for the duration of the evacuation.
  8. Every pet owner is expected to present proof of any State or Federally mandated vaccinations for their animal. If no proof is provided, the animal will be vaccinated, **at the owner's expense**, once the animal reaches the animal shelter.
  9. Each owner is expected to provide a collar or harness and a sturdy leash for each of their animals. All animals must be always secured in their cage or pet carrier or on a leash. At no time is an animal allowed out of its cage without a leash.
  10. Animal owners must always have full control of their animals. Iberia Parish Government is not liable for any injury or death to the animal or injury or death caused by the animal. All costs incurred will be the responsibility of the animal owner.
- B. Transportation Procedures
1. Parish Collection Points
    - a. Service Animals

Service animals will be allowed to ride with their disabled person on an evacuation mode of transportation.

      - (1) Iberia Parish Government understands that animals may be confused or upset during an evacuation. If a disabled person feels that their service animal would feel more secure in a pet carrier or cage, every effort will be made to ensure that the animal's pet carrier is placed near the disabled person.
      - (2) If the disabled person does not have access to a pet carrier or cage, one will be provided for their use, based upon availability. It is recommended that the disabled person contacts the EOC to request a pet carrier at least 2 hours prior to reporting to the Parish Collection Point.
      - (3) While service animals and their disabled person (and family) should register at the table marked for pets and pet owners, service animals and their disabled person are to be loaded on a non-pet bus with the general population.
    - b. Household Pets

## IBERIA PARISH EMERGENCY OPERATIONS PLAN

All household pets will be required to be in a cage or pet carrier prior to boarding the animal on any form of Parish provided transportation.

- (1) If a pet owner does not have access to a cage or pet carrier, one will be provided for their use, based on availability. The owner should contact the EOC no less than 2 hours prior to the arrival of the bus at the Parish Collection Point. Owners should make every effort to provide their own cage or pet carrier as they will be available for use on a first come, first served basis. Iberia Parish Government keeps a limited number of pet carriers.
- (2) Owners of larger pets that will be using Parish provided transportation need to contact the EOC at least 2 hours prior to opening of the Parish Pickup Point to plan for transportation of their larger pet. Iberia Parish has very few extra-large pet carriers for larger animals. It is recommended that the owner provide their own pet carrier or cage or call the EOC as early as possible to reserve one for their pet. Supply is limited and they will be distributed on a first come-first served basis.
- (3) CERT volunteers should greet all evacuees, carefully directing them to the proper registration area. Service animals, household pets and their owners should be directed to the area marked for pets and pet owners.
  - (a) Pet owners should be reminded to stay clear of other pets while in the registration area. Pets that are normally not aggressive may become protective of their owners while in a small area with many pets.
  - (b) Iberia Parish Government has the right to order an aggressive pet caged or placed in a pet carrier. CERT members should scan the crowds often and remind pet owners to keep a safety buffer between their pets and other pets, especially while in the registration area.
  - (c) Persons with “lap pets” are to be loaded separate from the general population. The pet must be loaded in a pet carrier and that carrier must fit on the owner’s lap. For a pet to be carried on the Parish provided transportation, there must be a family member on the bus willing to have a pet carrier on their lap for the duration. At no time will a pet be allowed to be placed on a seat for transportation. All pets will need to be in a pet carrier and be either on the owner’s lap or in the animal transport truck.

### C. Parish Pickup Point Registration Procedures

#### 1. Animal Evacuation Team Roles

- a. Animal Evacuation Team Leader – The Iberia Parish Animal Shelter Manager or their designee. Duties include designing the area to include flow patterns, designate team roles, ensure the proper handling and loading of animals, ensures documentation is being completed properly, signs truck manifest indicating load is secure and ready for travel.
  - b. Registration Team – Animal Control Officers with the assistance of CERT Volunteers
  - c. Loading Team – Iberia Parish Animal Control Officers, Iberia Parish Sheriff’s Office Animal Control Officer and CERT Volunteers
  - d. Floater – CERT Volunteers
2. An area should be designated for registration and banding. The area should be far enough from the transport vehicle to decrease congestion. Make sure that each area is clearly marked with signs:
    - a. Registration
    - b. Secure Banding Area

## IBERIA PARISH EMERGENCY OPERATIONS PLAN

### c. Loading

### 3. Pet Registration area

Any costs associated with a sick or injured animal presented to the Pet Registration area will be the responsibility.

#### a. Needed Equipment

- At least two folding tables, with chairs. Two tables and four scribes are needed for each registration area
- Ink pens
- Registration forms for both humans and pets
- Truck manifest forms
- Self-stick neck bands
- Duct tape
- Clear packing tape
- Sharpie or Marks-a-Lot
- Signs to mark different areas (Enter, Exit, Registration Area, Banding Area, Pet Walk Area, and Cleanup)
- Caution tape to mark lines for each table
- Gallon zip lock bags
- Long zip ties
- Large communal bowls for water for the animals
- If temperature is high (summer-time), have ice on hand to cool off the animals.
- Flashlights
- Plastic “poop” bags
- Hand sanitizer
- Paper towels
- Hose to get water
- Ramp and cage dolly to load pet carriers onto truck.

#### b. Set Up and Registration

Each registration area should have two tables (one for pet registration and one for the pet owners and their families) manned with at least two volunteers at each table and all the above supplies. The signs and caution tape will need to be placed so each area is clearly marked and identified.

- (1) The areas designated for pet registration and loading should be under a cover, with protection from wind and sun. Communal bowls of water should be set out for the pets. If extremely hot, have ice on hand to cool down the animals and have Sugarena employees turn on the fans.
- (2) The pet and pet owner registration should be distinct and separate from the human registration to prevent confusion, prevent dog battles and to protect non-pet owners from undue stress and possible injury.
- (3) The registration forms are in triplicate. Scribes should have a good, easily readable handwriting. They will need to press down hard on the forms to ensure that all three copies are legible. The owner will receive one copy of the completed form, the Parish keeps a copy

of the form and a copy is attached to the Truck Manifest for delivery to the destination pet shelter.

- (a) Make sure to fill out the Truck Manifest completely.
- (b) Arrangements can be made to board animals not healthy enough to travel, but all treatment to the animal or boarding costs are at the owner's expense.
- (c) If the veterinarian decides the animal is well enough to travel, the scribe should mark the veterinarian's finding on the Transport Registration Form in an obvious place along with the veterinarian's name.
- (d) During registration, volunteers should ask to see proof of Parish, State, or federally mandated vaccinations. If an owner fails to produce proof, the owner is to be notified that their animal will be vaccinated upon arrival at the shelter and any costs associated with these vaccinations will be the owner's responsibility.
- (e) Each animal is to be given a unique Animal ID Number. This number will tie the owner and animal together for the duration of the trip.
  - (1) The Animal ID Number will consist of the Phoenix Registration number of the animal's owner followed by the letter "A." If there is more than one pet that belongs to the owner, each is assigned the same Phoenix registration number followed by sequential letters, "B, C, D, E, etc."
  - (a) The Animal ID Number(s) will be written on the top of the Transport Registration Form and on two self-stick neck bands. One of the neck bands is to be placed on the animal's neck **by the owner** and the other band is to be placed on the owner's wrist. The owner will be given a neck band for each pet he owns that is being transported. If more than one family member will be caring for the animal, then each party that may have contact with the animal will be given a self-stick neck band to place around their wrist. If the family has more than one animal, then each person that will be caring for the animal will have one neck band per animal they have in the shelter.
  - (2) The Animal ID Number will need to be affixed to the pet carrier, near the top of the door.
    - (a) A piece of duct tape is to be placed on the pet carrier, near the top of the door.
    - (b) The Animal ID Number should be written on the duct tape and a piece of clear packing tape placed on top to protect the integrity of the written information.
  - (3) A picture is to be taken of each pet with their owner and other family members, if applicable, that may be responsible for the care of the animal.
    - (a) The Animal ID Number and the name of any family members who may be caring for the animal(s) should be written on the picture, using caution not to cover any integral part of the picture.
    - (b) The photo should be placed in a plastic Ziploc bag and the bag attached to the cage or pet carrier.
  - (4) The animal is to be placed into the pet carrier or cage by the owner and the pet carriers not traveling on the owner's lap will be loaded into the truck(s) by PPP workers.
  - (5) Once loaded, the truck driver should depart with the animals remembering to stop at least once every two hours to ensure that the carbon dioxide levels do not reach toxic levels.
  - (6) The temperature in the refrigerated portion of the truck should be kept at 75 degrees.



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- (7) The owners will conduct all dealings with their animal(s) until such time that the animal(s) are to be loaded into the transport truck. The owner's pre-departure responsibilities include, but are not limited to, banding the animal(s), taking the animal out of the pet carrier for banding, and placing the animal back into the pet carrier, walking the dog prior to loading, cleaning up after the animal ensuring that the animal has had enough water, etc. Once the animal is ready to enter the pet carrier and is ready for departure, the Loading Team will place into the transport truck.
  - (a) Pet owners that will be carrying the pet carrier for their lap pet will have all physical dealings with their animals
  - (b) The above guidelines were set into place to protect the Parish Pickup Point workers.
- (8) Once all animals traveling in the transport truck are loaded, the registration team should hand the truck driver a gallon zip lock bag that contains all the Transport Request Forms and the Truck Manifest forms. He should be instructed to give this Ziploc to the Pet Shelter Manager at the destination shelter.

### I. Pet Evacuation Shelter

- D. In the event of a mandatory evacuation where a Parish owned or Red Cross shelter is opened, Iberia Parish Office of Homeland Security and Emergency Preparedness will decide to open an animal shelter for the evacuees staying at the human shelter.

1. If possible, all animals with their owners will be co-located at one shelter.

### E. Registration of Animals in a Pet Shelter

Animals will be registered in the same fashion described in the transportation and evacuation of animals with one exception. Owners of "lap" pets will not be allowed to have the animal stay with them in the human shelter. The "lap" pet will need to be registered with and placed in the Pet Shelter. All animals must present proof of any Parish, State, or federally mandated vaccinations. Animals without proof of vaccination will be vaccinated by a veterinarian at the owner's expense.

### F. Overview

#### 1. Service Animals

- a. Service animals will be registered using the Pet Shelter method.
- b. According to a ruling by the Department of Justice in March of 2011, the only animals that will be allowed in a human shelter are trained dogs. A provision was also made for the use of miniature horses as service animals. No other animal will be allowed in the human shelter as a service animal. Other animals must be housed in the Pet Shelter.
- c. Iberia Parish Government understands that animals may be confused or upset during an evacuation. If a disabled person feels that their service animal would feel more secure in a pet carrier or cage, every effort will be made to ensure that the animal's pet carrier is placed near the disabled person.
- d. If the disabled person does not have a pet carrier, every effort will be made by Iberia Parish Government to secure a pet carrier for their use. It should be noted that Iberia Parish Government has a limited number of pet carriers and they are distributed on a first come, first served basis. The service animal will still be housed with the disabled person in the human shelter if it is contained in a pet carrier.
- e. Documentation showing that the animal is a trained service animal is required and should be presented to the Pet Registration Team.

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### 2. Household Pets

- a. Household pets are not allowed in the human shelter at any time.
- b. Only the pets of evacuees registered in the human shelter may keep their pets at a Parish run Pet Shelter.
- c. If a pet appears to be sick or injured, a veterinarian may be called **at the owner's expense** to care for the animal.
- d. Any pet not cared for properly, and all care logged down, will be considered "abandoned" and turned over to the Iberia Parish Animal Shelter.
- e. If a pet owner falls ill and is hospitalized, he should:
  - (1) Immediately notify the Shelter Manager of his illness, making every effort to find another party to care for the household pet. The shelter manager should immediately notify the pet shelter manger. The Pet Shelter Manager will then ensure that the pet(s) are being properly cared for.
  - (2) If time permits, the pet owner should notify the Pet Shelter Manager.
    - a. Persons with questions about eligibility of their animal being sheltered should contact the EOC prior to bringing that animal to the shelter.
    - b. Past shelters have had instances of flea infestation. It is suggested that any household threat or service animal entering a shelter be treated for fleas prior to arrival. Animal owners may want to contact their veterinarian for additional information on handling a threat of fleas on their animals.

### 3. Evacuation and Sheltering of Pets of Special Needs Patients

Arrangements have been made by the State of Louisiana with Dixon Correctional to care for the pets belonging to special needs patients during a mandatory evacuation.

### ESF-11-3, Pet Shelter Set-up Procedures

- I. Purpose  
The provide a haven for pet owners and their domestic pets in the event an emergency or disaster strikes Iberia Parish and a Red Cross shelter is open for evacuees.
- II. Set Up
  - A. Registration Equipment
    1. small folding tables, 2 persons per table
    2. camera and printer
    3. ID Bands (animal and owner will be required to always wear a band while animals are housed at the shelter.)
  - B. Registration Information  
The tables will be located at the entrance doors of the building.
  - C. Animal Housing Area
    1. Housing areas will be divided into 4-6 areas with these areas being roped off.
    2. Line the floor with heavy gauge plastic in one continuous piece where all cages will be placed.
    3. Place cages on top of the plastic
    4. Place runner rugs on to the floor on top of the plastic in front of the cages.
    5. Each individual caged area will have waste containers, paper towels, spray bottles of disinfectant, deodorizer, food dishes, disposable litter pans, water, food, and litter.
    6. Each area will be manned by a minimum of one Animal Care Technician.
    7. Volunteers will be utilized in the registration areas and assisting with animal care and clean up.
- III. Check In:
  1. Persons must wait at a registration check in table with their pets. Each person is required to fill out forms, read the form completely and sign the form.
  2. A photo will be taken of the person and the animal.
  3. This person will be responsible for walking, feeding, caring for and cleaning up after the animal.
  4. ID bands will be placed on the pet's neck and the owner's wrist.
  5. Signed releases and photographs will be placed in a clear pocket and this information will be attached with a zip tie to the carrier that the animal will be placed in. Photo will be always facing out to aid the Technician with a viable reference.
  6. Attach pocket with info to the respective carrier and place that animal in the carrier.
- IV. Final Clean Up
  1. Remove all cages from the area
  2. Disinfect and hose out
  3. Stack and reload cages
  4. Roll up carpet runners
  5. Remove garbage
  6. Roll up plastic
  7. Empty building, mop floors, wipe down walls and deodorize.

## ESF-12, ENERGY ANNEX (Director Sewerage & Waterworks Districts)

### ESF-12-1, Restoration of Utilities after a Disaster

#### I. Purpose

Electricity, water, natural gas and any other privately owned utility companies in Iberia Parish will work with OHSEP to target critical facilities for restoration of power as soon as feasible after an emergency or disaster. It is necessary to prioritize the order in which utilities are restored following an emergency or disaster

#### II. ASSUMPTIONS

- A. Utilities are often interrupted as a direct result of a disaster or emergency or it is necessary to suspend utilities in an area affected.
- B. It is necessary to prioritize the restoration of utilities to protect the health of the citizens of the Parish and ensure the continuity of government.
- C. The non-treatment of drinking water, the treatment of wastewater and the presence of raw sewerage in neighborhoods can present serious health hazards to the citizens of Iberia Parish.
- D. The lack of drinking water and lack of utilities could hinder the return of Iberia Parish citizens to their homes and could hinder the economic recovery of the area.

#### III. WATER, WASTEWATER AND SEWERAGE

- A. The lack of clean drinking water, the treatment of wastewater, and the presence of raw sewerage where the public lives, can present a health hazard to the citizens of Iberia Parish.
- B. The lack of clean drinking water and the presence of raw sewerage could hinder the return of citizens to the area in the event of an evacuation causing a substantial delay in the return of its citizens to the area.
- C. The lack of clean drinking water and the presence of raw sewerage in public areas can hinder the economic recovery of the Parish.
- D. The most common disaster that could affect the water supply or hinder the flow of raw sewerage or the processing of wastewater is flooding, i.e. localized or widespread flooding caused by rain, long-lasting power failure, generator failure, storm surge, etc.
  - 1. The absence of public utilities and the failure of generator power have the potential to stop or hinder the water purification process. This can cause either the failure of the water delivery process or the possible introduction of contaminants into the water supply or the overabundance of wastewater and sewage needing to be processed.
  - 2. Coastal surge and the flooding of low-lying area can cause the failure of individual and public sewer systems and can introduce raw sewerage into flood waters. Citizens encountering the raw sewerage expose themselves to the possibility of illness and infection.
- E. OHSEP and the Louisiana Department of Health and Hospitals (LDH) will determine if there is a chance of contamination to publicly, privately, and Parish-owned water plants, privately owned wells and standing water caused by flooding and immediately send out this information to the media.
  - 1. While LDH is responsible for the testing of the water, the EOC will provide any assistance to ensure a quick solution is reached.
  - 2. LDH and the EOC will work together to ensure the public is aware of the dangers from contaminated drinking water or from being exposed to non-treated waste water and provide a phone number for the public to find answers to their questions.
  - 3. EOC will provide any resources that are needed to expedite the treatment of drinking water or wastewater.

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4. EOC will ensure that the portion of the public that chooses not to evacuate will have potable water provided for them.
5. Persons with private wells will be instructed to contact LDH to have their wells tested for contamination.

### **IV. OTHER UTILITIES**

- A. Critically ill or injured often rely on electrical machines designed to sustain life. The loss of generator power could cause the patient's illness to become worse or could cause death.
- B. Many critical care facilities, homes and businesses in the Parish rely on natural gas for warmth and for the preparation of meals.
- C. Electrical services are needed to produce clean water and for the treatment of wastewater and sewerage.
- D. Since electrical service cannot be restored immediately to all residences with necessary medical equipment, alternative care will need to be prescribed or shelters set up to charge this medical equipment will need to be coordinated with LDH.

### **V. RESTORATION OF SERVICE**

Public Works Directors should work with the ESF-3 Lead and the utility companies to ensure that critical structures utilities are restored in order of need. Public Works will ensure that all roadways are clear to local water and wastewater facilities and that electricity restored to these vital works as soon as possible. The following will be used to determine the order:

- A. Service provided to the community
- B. Continuity of government
- C. Restoration of service to areas with no damage or where damage has been repaired to utilities.
- D. Restoration of homes and businesses after appropriate repairs have been made.

## ESF-13, PUBLIC SAFETY AND SECURITY ANNEX (Iberia Parish Sheriff's Office)

### ESF-13-1, Public Safety and Security

#### I. Purpose

The purpose of this ESF is to properly coordinate the law enforcement activities during emergency and/or disaster operations to ensure the safety of life and property.

#### II. Situations and Assumptions

During times of emergencies and disasters, law enforcement will be called upon to expand their operations. Local law enforcement personnel within Iberia Parish will be needed to provide adequate police control. Additional resources may be called upon through existing mutual aid agreements or through requests directed to GOHSEP through WebEOC.

#### III. Organization and Assignment of Duties

- A. Law enforcement, daily, is responsible for upholding the law, maintaining crowd control and traffic control. In an emergency, the extra duties associated with the emergency or disaster can quickly overwhelm the current resources.
- B. When an emergency is declared and the EOC is activated, the Sheriff and/or the jurisdictional Chief of Police, will be asked to report to the EOC or have a representative present to coordinate field operations with other EOC representatives and agencies.
  - 1. Level IV – Normal operations are ongoing. OHSEP Staffing is in accordance with authorized manning levels.
  - 2. LEVEL III – Events involve a potential or actual threat to the safety and welfare of the people in a threatened area(s). Iberia Parish Crisis Action Team (CAT) is activated and is operational with minimal staffing. The State EOC may be activated with critical ESF's by functional branch.
  - 3. LEVEL II – Events are in progress or have occurred involving an imminent or actual major impact on the safety of the people in a stricken area(s). The EOC begins 24-hour operations and personnel from both OHSEP as well as identified state agencies serving as ESF Leads will be required to report to the Independence Blvd. location. In addition, the SEOC activation might warrant the support of selected State, Federal and Volunteer agencies. OHSEP will continue to monitor the situation and this LEVEL is subject to increase or decrease depending on the current and expected conditions related to the event.
  - 4. LEVEL I – Events are in progress and require all support mentioned in the above four (4) EAL's. This status will continue until any potential threat(s) have been eradicated and the emergency is terminated. As the threat or actual danger decreases, proper re-deployment activities will take place to allow Parish Agencies to return to normal operations as quickly and effectively as possible

## IBERIA PARISH EMERGENCY OPERATIONS PLAN

Law enforcement will maintain a perimeter around the hot zone. Entry into this perimeter is to be strictly monitored and access limited to necessary authorized personnel only to maintain the safety and well-being of those working the emergency or disaster.

### C. Law Enforcement Tasks During a Disaster or Emergency

1. The jurisdictional lead of law enforcement is responsible to coordinate all law enforcement activities for the incident. He/She may request additional assistance from other agencies.
2. Maintain law and order.
3. Security for vital facilities, reception/staging areas, lodging and feeding facilities and shelters.
4. Traffic control on roadways.
5. Crowd control, if applicable.
6. Support for other public safety activities.
7. Provide staff for the EOC on a 24-hour basis.
8. Assist in the evacuation of affected resident/businesses
9. Protection of property in the affected area(s.)
10. In the event of a major incident or accident around the New Iberia Research Center, local law enforcement may be called upon to assist until University of Louisiana at Lafayette Police can

## ESF-14, RECOVERY MITIGATION AND ECONOMIC STABILIZATION ANNEX

### ESF-14-1, Recovery Mitigation and Economic Stabilization

#### I. PURPOSE

ESF-14 is concerned with long-term policies and programs for community recovery, mitigation, and economic stabilization. It provides for the recovery of the Parish from the long-term impacts of emergencies and disasters.

#### II. GENERAL INFORMATION

Following any disaster, Iberia Parish Government and the governments of the local municipalities must deal not just with the loss or damage to government properties, but with the loss of businesses, jobs and money that had been in this area. These governmental entities must work together to not only make sure that government continues to run efficiently, they must also be willing to help with the recovery of the businesses in their area.

#### III. ECONOMIC RECOVERY

Following a disaster, Iberia Parish will appoint a liaison to work with governments and businesses to see what the needs are of the governments and business communities within Iberia Parish. The following agencies will be called upon to assist Iberia Parish Government, the local municipalities and local businesses develop plans for recovering economically and attract new businesses to the area:

- A. Iberia Economic Development Authority (IEDA) – The IEDA acts as a conduit between existing and prospective businesses to take Iberia Parish to the next level.
- B. City of New Iberia Economic Recovery Team – The City of New Iberia has developed a team from various city departments. This team is proactive in the economic growth of New Iberia. After an emergency or disaster, this team will work with local businesses, helping them recover while continuing to try to draw new businesses to the city.
- C. Greater Iberia Chamber of Commerce – The Greater Iberia Chamber of Commerce works to improve the business environment so that existing business can grow and prosper. The Greater Iberia Chamber of Commerce serves the communities of New Iberia, Jeanerette, Delcambre and Loreauville as well as the people and businesses located in the rural areas of the Parish.
- D. Jeanerette Chamber of Commerce – The Jeanerette Chamber of Commerce enables business, churches, clubs, professionals, and individuals to collectively accomplish more for Jeanerette.
- E. The town of Delcambre is in both Iberia and Vermilion Parishes. When this area experiences surge from hurricanes, it has been the town of Delcambre that sustains the most damage to both the homes and businesses located there. While the Greater Iberia Chamber of Commerce does not have an office located in Delcambre, they immediately join forces with the Vermilion Chamber of Commerce to help this small community recover.

#### IV. MITIGATION MEASURES

- A. Iberia Parish has adopted stricter building codes for homes and businesses to help prevent losses from localized flooding and flooding from hurricane surge.
- B. Iberia Parish Government, using FEMA Hazard Mitigation Grants, has hardened several governmental buildings throughout the Parish.

#### V. RECORDKEEPING

All records pertaining to an emergency or disaster, to include but not limited to logs, bill of ladings, accounts payable records and proof of payment, etc., are to be kept until the possibility of all civil and/or criminal litigation is complete. If the records include any FEMA monies, these records will be kept for a period of three years after FEMA has closed the storm or disaster.



## ESF-15, PUBLIC INFORMATION (Executive Communications Coordinator)

### ESF-15-1, Public Information

#### I. Purpose

During an emergency or a disaster, it is critical that the public receives information and instructions that are accurate and delivered in a timely manner. This policy addresses how to best control the flow of information to the public and the means available to deliver information before, during and after an emergency or disaster.

#### II. Situations and Assumptions

- A. To save lives and preserve property, it is imperative that the public receive emergency instructions as quickly as possible.
- B. It is assumed that most of the population will rely on the media as their primary source of information in a storm or disaster.
- C. Educating the public on the types of possible disasters and emergencies that could affect our Parish is an ongoing project. Knowing what dangers that they may face may force the public to create a plan for their family and loved ones.
- D. Periodic meetings with the media are to be held to stress the importance of broadcasting emergency information accurately and in a timely fashion. The media should also be made aware of the procedures for receiving updated information during an emergency or disaster.

#### III. Concept of Operations

- A. For major incidents, all public information efforts will be coordinated with GOHSEP.
  - 1. The Incident Commander will ensure that accurate, up-to-date information is given to those assigned as spokespersons as it becomes available. The Incident Commander will also relay all updated information to EOC personnel as well as those working in the Iberia Parish Communications Center.
  - 2. If any updates are received in the EOC or the Iberia Parish Communications Center, the information will be immediately provided to the Incident Commander. The time and date of all updates as well as the time and date the update is provided to the Incident Commander is to be logged by EOC personnel.

#### IV. Organizations and Assignment of Responsibilities

- A. Information should be released to the media and to the public only by a designated public information officer.
- B. All information to be released is to be approved by the Incident Commander or his designee.
  - 1. Measures are to be taken to ensure that the information released is accurate and timely.
  - 2. Instructions for evacuees should be kept as simple as possible.
  - 3. The public information office is responsible for giving updated information to all governmental agencies that may receive calls for information, i.e., 911, law enforcement agencies, Emergency Operation Center, etc. If possible, the public information officer should distribute written information to both the media and the public answering points. This will lessen the possibility of incorrect information being released.
- C. When information that could affect public health becomes available, it should be immediately reported to the EOC.

## IBERIA PARISH EMERGENCY OPERATIONS PLAN

1. Examples of the type of information that should be reported are specific chemical names involved in the incident, possible chemical names involved in the incident, possible terrorist release of biological contaminants, etc.
2. Once this information is reported to the EOC, EOC personnel should immediately notify Louisiana Emergency Response Network (LERN). LERN will then, in turn, notify area medical facilities of this information. To contact LERN, call 1-866-320-8293.

## APPENDIXES

Appendix Intro-1, Organizational Chart

Appendix Intro 1-2, Critical Facilities and Utilities

I. CRITICAL FACILITIES AND UTILITIES

A. The following support agencies are responsible for developing and maintaining plans, procedures and asset inventories to support the primary coordinator. These support agencies include, but are not limited to:

- Iberia Parish Government, Administration
- Iberia Parish Council, Administration
- City of Jeanerette, Administration
- Town of Delcambre, Administration (Located in Vermilion Parish)
- Village of Loreauville, Administration
- Iberia Parish Sheriff's Office
- Jeanerette Police Department
- Delcambre Police Department. (Located in Vermilion Parish)
- Iberia Parish Public Works
- New Iberia Public Works
- Jeanerette Public Works
- Central Louisiana Electric Company (CLECO)
- Entergy
- Louisiana Water Company (LAWCO)
- District 3 Water Company aka Coteau Water
- City of Jeanerette, Water Plant
- Bayou Teche Water Works
- Delta Energy (formerly CenterPoint Energy)
- Iberia Parish Fire Protection District #1
- New Iberia Fire Department, Administration
- Jeanerette Fire Department
- Delcambre Fire Department
- Acadiana Regional Airport Fire Department
- AT&T
- Cox Communications
- Verizon
- T-Mobile

B. Following any disaster or emergency, there lies the possibility of the loss of a critical facility or the need for relocation due to contamination or continuing danger. The OHSEP Staff is continuously looking for buildings throughout the Parish with the intention of identifying structures that can be used for either essential services or continuity of government. The following are listed as some of the government owned critical structures in Iberia Parish:

- Iberia Parish Courthouse, 300 Iberia Street, New Iberia
- Iberia Parish Communications District/911/OHSEP Offices, 1111 Ember Drive, New Iberia
- Acadiana Regional Airport, Administrative Building, 1404 Hangar Drive, New Iberia
- Acadiana Regional Airport, Control Tower, 1404 Hangar Drive, New Iberia
- Iberia Parish Animal Control Shelter, 2017 Seaway Access Road, New Iberia
- Iberia Parish Jail, 3618 Broken Arrow Road, New Iberia

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- Iberia Parish Fire Protection District #1, 2309 Avery Island Road, New Iberia
- Iberia Parish Fire Protection District #1, 2417 Darnell Road, New Iberia
- Belair/Olivier/Morbihan Volunteer Fire Station, 3017 Old Jeanerette Road, New Iberia
- Coteau Volunteer Fire Station, 4715 Highway 88, New Iberia
- Grand Marais Volunteer Fire Station, 2816 College Road, New Iberia
- Lydia Maintenance Shop, 7209 Weeks Island Road, New Iberia
- Rynella Volunteer Fire Station, 5105 Avery Island Road, New Iberia
- New Iberia Fire Department, Administrative Offices, 224 Prairie Street, New Iberia
- New Iberia Fire Department, Station 1, 560 Charles Street, New Iberia
- New Iberia Fire Department, Station 2, 531 Weeks Street, New Iberia
- New Iberia Fire Department, Station 3, 800 Trotter Street, New Iberia
- New Iberia Fire Department, Station 4, 421 North Landry Drive, New Iberia
- New Iberia Fire Department, Station 5, 400 West Admiral Doyle Drive, New Iberia
- Jeanerette Fire Department, 1436 Church Street, Jeanerette
- Jeanerette Fire Department, 1820 Martin Luther King Drive, Jeanerette
- Loreauville Fire Department, 119 Bridge Street, Loreauville
- Delcambre Fire Department, 302 North Railroad Street, Delcambre
- City of New Iberia, Public Works, 1303 J. Allen Daigre Drive, New Iberia
- Iberia Parish Public Works, 5013 Avery Island Road, New Iberia
- City of Jeanerette Public Works, 1611 Martin Luther King Drive, Jeanerette
- Iberia Parish Courthouse, 300 Iberia Street, New Iberia
- Iberia Parish Courthouse Annex, 121 East Pershing Street, New Iberia
- Jeanerette City Hall, 1010 Main Street, Jeanerette
- Loreauville Town Hall, 103 South Main Street, Loreauville
- New Iberia City Hall, 457 East Main Street, New Iberia
- Cliff Aucoin Memorial Building (Houses Iberia Parish Communications Center/IPSO Patrol Division,) 459 East Main Street, New Iberia
- Jeanerette Waste Water Treatment Plant, 800 Landry Street, Jeanerette
- New Iberia Waste Water Treatment Plant, 800 Sucrose Drive, New Iberia
- Jeanerette Police Department, 811 Canal Street, Jeanerette
- Jeanerette City Marshal's Office, 1437 Main Street, Jeanerette
- Iberia Medical Center, 2315 East Main Street, New Iberia
- Iberia Medical Center, North Campus, 600 North Lewis Street, New Iberia
- Jeanerette Rural Health Unit, 217 Bourg Street, Jeanerette
- Iberia Parish Health Unit, 715-B Weldon Street, New Iberia
- Iberia Parish Permits, Planning and Zoning, 715-A Weldon Street, New Iberia
- Veteran's Memorial Building, City Park, 1600 Tarleton Street, Jeanerette
- Veteran's Memorial Building, City Park, 500 MIA POW Memorial Drive, New Iberia
- Iberia Parish Mosquito Control, 611 Old Central Taxiway, New Iberia
- Cyr Gates Recreation Center, 300 Parkview Drive, New Iberia
- West End Park Recreation Center, 1200 Field Street, New Iberia
- King Joseph Recreation Center, 701 Hebert Street, Jeanerette
- Ward 8 Recreation Center, 803 Hubbertville Road, Jeanerette
- Willow Wood multi-purpose building, 113 Willow Wood Drive, New Iberia
- Jeanerette Water Plant, 710 Pellerin Street, New Iberia
- Water Works District #3, 4104 Coteau Road, New Iberia
- University of Louisiana at Lafayette, New Iberia Research Center, Acadiana Regional Airport, New Iberia (Several Structures)

## IBERIA PARISH EMERGENCY OPERATIONS PLAN

- Iberia Parish Sewerage District #1, 2617 Northside Road, New Iberia
  - State of Louisiana, Department of Transportation & Development, 2311 Highway 14, New Iberia
  - Louisiana Army National Guard, 700 Parkview Drive, New Iberia
  - Louisiana Army National Guard, 291 Martin Luther King Drive, Jeanerette
  - Francis Romero Memorial Park, Multi-purpose Building, 6310 Coteau Road, New Iberia
  - Johnston-Hopkins Elementary School, 1200 Hopkins Street, New Iberia
  - Alternative Center for Education, 500 Bank Street, New Iberia
  - Anderson Middle School, 1059 Anderson Street, New Iberia
  - Belle Place Middle School, 4110 Loreauville Road, New Iberia
  - Caneview Elementary School, 5301 Highway 90 Frontage Road, New Iberia
  - Center Street Elementary School, 1520 Center Street, New Iberia
  - Coteau Elementary School, 2414 Coteau Road, New Iberia
  - Daspit Elementary School, 1103 Daspit Road, New Iberia
  - Delcambre Elementary School, 706 Martin Luther King Drive, Delcambre
  - Delcambre High School, 601 West Main Street, Delcambre
  - Dodson Elementary School, 420 Dodson Street, New Iberia
  - Iberia Middle School, 613 Weeks Island Road, New Iberia
  - Iberia Parish Career Center, 618 Recreation Drive, New Iberia
  - Jeanerette Elementary School, 600 Ira Street, Jeanerette
  - Jeanerette Senior High School, 8217 East Old Spanish Trail, Jeanerette
  - Jefferson Island Elementary School, 6007 Jefferson Island Road, New Iberia
  - Loreauville Elementary School, 210 Railroad Avenue, Loreauville
  - Loreauville High School, 410 North Main Street, Loreauville
  - Magnolia Elementary, 3116 East Admiral Doyle Drive, New Iberia
  - New Iberia Senior High School, 1301 East Admiral Doyle, New Iberia
  - North Lewis Elementary School, 604 North Lewis Street, New Iberia
  - North Street Elementary School, 121 North Street, New Iberia
  - Park Elementary School, 1609 West Admiral Doyle Drive, New Iberia
  - Pesson Elementary School, 619 Broussard Street, New Iberia
  - St. Charles Street Elementary School, 1921 St. Charles Street, Jeanerette
  - Sugarland Elementary School, 2403 Jefferson Island Road, New Iberia
  - Westgate High School, 2305 Jefferson Island Road, New Iberia
  - Highland Baptist School, 708 Angers Street, New Iberia
  - Catholic High School, 1301 DeLasalle Drive, New Iberia
  - St. Edwards School, 175 Porter Street, New Iberia
  - Assembly Christian School, 4219 East Admiral Doyle Drive, New Iberia
  - Epiphany Day School, 120 Jefferson Street, New Iberia
  - Iberia Parish School Board, Administrative Offices, 1500 Jane Street, New Iberia
  - Iberia Comprehensive Health Clinic, 808 Jefferson Terrace, New Iberia
  - Iberia Parish Sheriff's Office, 4701 West Admiral Doyle Drive, New Iberia
- C. The following critical facilities or buildings that house essential services that are not government owned in Iberia Parish are:
- Highland Baptist School, 708 Angers Street, New Iberia
  - Catholic High School, 1301 DeLasalle Drive, New Iberia
  - St. Edwards School, 175 Porter Street, New Iberia
  - Assembly Christian School, 4219 East Admiral Doyle Drive, New Iberia
  - Epiphany Day School, 120 Jefferson Street, New Iberia

## IBERIA PARISH EMERGENCY OPERATIONS PLAN

- Morton Salt, 11217 Morton Road, Weeks Island
- Acadian Ambulance Service, 571 East Saint Peter Street, New Iberia
- Acadian Ambulance Service, 2511 Main Street, Jeanerette
- Iberia Medical Center North Campus, 600 North Lewis Street, New Iberia
- Central Louisiana Electric Company (CLECO), 1015 Progress Street
- AT&T, 201 Center Street, New Iberia
- Delta Energy (formerly CenterPoint Energy), 2500 Highway 14 East, New Iberia
- Louisiana Water Company (LAWCO, Administrative Offices), 448 East Main Street, New Iberia
- Louisiana Water Company (LAWCO, Water Plant), 498 West Main Street, New Iberia
- Cox Communications, 1017 Progress Street, New Iberia
- Entergy, 5620 Port Road, New Iberia

IBERIA PARISH EMERGENCY OPERATIONS PLAN

Appendix Intro 1-3, Commonly Used Acronyms

	<b>ABBREVIATION OR ACRONYM</b>	<b>MEANING</b>
<b>A</b>		
	ACM	Asbestos Containing Materials
	ARA	Acadiana Regional Airport
<b>B</b>		
	BFE	Base Flood Elevation
	BNSF	Burlington Northern Santa Fe Corporation (Rail Company)
	BOMVFD	Belair/Olivier/Morbihan Volunteer Fire Department
<b>C</b>		
	CAD	Computer Aided Dispatch
	CERT	Community Emergency Response Team
	CLECO	Central Louisiana Electric Company
	COG	Continuity of Government
	COOP	Continuity of Operations
	CVFD	Coteau Volunteer Fire Department
<b>D</b>		
	DCFS	Louisiana Department of Child and Family Services
	DEQ	Louisiana Department of Environmental Quality
	DFD	Delcambre Fire Department
	LDH	Louisiana Department of Health
	DOTD	Louisiana Department of Transportation and Development
	DPD	Delcambre Police Department
<b>E</b>		
	EMP	
	EOC	Emergency Operations Center
	EOP	Emergency Operations Plan
	EPA	United States Environmental Protection Agency
	ESF	Emergency Support Function
<b>F</b>		
	FCC	Federal Communications Commission
	FCO	Federal Coordinating Officer
	FEMA	Federal Emergency Management Agency
<b>G</b>		
	GAO	Government Auditing Office
	GIS	Geographic Information System
	GMVFD	Grand Marais Volunteer Fire Department
	GOHSEP	Louisiana Governor's Office of Homeland Security and Emergency Preparedness
<b>H</b>		
	HazMat	Hazardous Materials Incident



IBERIA PARISH EMERGENCY OPERATIONS PLAN

	HHW	Household Hazardous Waste
<b>I</b>		
	ICS	Incident Command System
	IPAWS	Integrated Public Alert and Warning System
	IPCD	Iberia Parish Communications District
	IPFPD	Iberia Parish Fire Protection District #1
	IPG	Iberia Parish Government
	OHSEP	Iberia Parish Office of Homeland Security and Emergency Preparedness
	IPSO	Iberia Parish Sheriff's Office
<b>J</b>		
	JCM	Jeanerette City Marshal's Office
	JFD	Jeanerette Fire Department
	JIC	Joint Information Center
	JPD	Jeanerette Police Department
<b>K</b>		
<b>L</b>		
	LANG	Louisiana Army National Guard
	LDAF	Louisiana Department of Agriculture and Forestry
	LERN	Louisiana Emergency Response Network
	LFD	Loreauville Fire Department
	LSART	Louisiana State Animal Response Team
	LSP	Louisiana State Police
	LVFD	Lydia Volunteer Fire Department
	LWAF	Louisiana Department of Wildlife and Fisheries
	LWIN	Louisiana Wireless Information System
<b>M</b>		
	MHz	Megahertz
	MOA	Memorandum of Agreement
	MOU	Memorandum of Understanding
<b>N</b>		
	NGO	Non-governmental Organizations
	NIFD	New Iberia Fire Department
	NIMS	National Incident Management System
	NRC	National Regulatory Commission
<b>O</b>		
	LDH	Louisiana Office of Public Health, Formerly LDH
<b>P</b>		
	PA	FEMA Public Assistance Grant
	PCP	Parish Collection Points
	PIO	Public Information Officer
	POD	Points of Distribution
	PPP	Parish Pickup Point

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	PSAP	Public Safety Answering Point
<b>Q</b>		
<b>R</b>		
	RL	FEMA Repetitive Loss List
	ROE	Right of Entry
	RVFD	Rynella Volunteer Fire Department
<b>S</b>		
	SHPO	State Historic Preservation Officer
	SMILE	Community Action Group for the St Martin, Iberia and Lafayette Parish areas.
	SOP	Standard Operating Procedures
	SRL	FEMA Severe Repetitive Loss List
<b>T</b>		
<b>U</b>		
	UCS	Unified Command System
	ULLPD	University of Louisiana at Lafayette Police Department
	USACE	United States Army Corps of Engineers
	USCG	United States Coast Guard
<b>V</b>		
<b>W</b>		
	WebEOC	GOHSEP software for the tracking of incidents
<b>X</b>		
<b>Y</b>		
<b>Z</b>		

See Next Page

## IBERIA PARISH EMERGENCY OPERATIONS PLAN

Parish of Iberia  
Office of the Parish President

### PROCLAMATION IMPLEMENTING THE NATIONAL INCIDENT MANAGEMENT SYSTEM

February 2, 2006

**WHEREAS**, In Homeland Security Directive (HSPD)-5, the President of the United States directed the Secretary of the Department of Homeland Security to develop and administer a National Incident Management System (NIMS), which would provide a consistent nationwide approach for federal, state, local and tribal governments to work together more effectively and efficiently and efficiently to prevent, prepare for, respond to, and recover from domestic incidents, regardless of cause, size or complexity; and

**WHEREAS**, the collective input and guidance from all federal, state, local and tribal homeland security partners has been, and will continue to be, vital to the development, effective implementation and utilization of a comprehensive NIMS; and

**WHEREAS**, it is necessary that all federal, state, local, and tribal emergency management agencies and personnel coordinate their efforts to effectively and efficiently provide the highest levels of incident management; and

**WHEREAS**, to facilitate the most efficient and effective incident management it is critical that federal, state, local and tribal organizations utilize standardized terminology, standardized organizational structures, uniform personnel qualification standards, uniform standards for planning, training, and exercising, comprehensive resource management, and designated incident facilities during emergencies or disasters; and

**WHEREAS**, the NIMS standardized procedures for managing personnel, communications, facilities and resources will improve the state's ability to utilize federal funding to enhance local and state agency readiness, maintain first responder safety, and streamline incident management processes; and

**WHEREAS**, the Incident Command System components of NIMS are already an integral part of various incident management activities throughout the state, including all public safety and emergency response organizations training programs; and

**WHEREAS**, the National Commission of Terrorist Attacks (9-11 Commission) recommended adoption of a standardized Incident Command System.

**NOW THEREFORE**, Pursuant to the authority vested in me by the Constitution of the State of Louisiana and the provisions of the Louisiana Disaster Act of 1993 as Amended, I do hereby mandate the National Incident Management System (NIMS) for Iberia Parish, Louisiana.

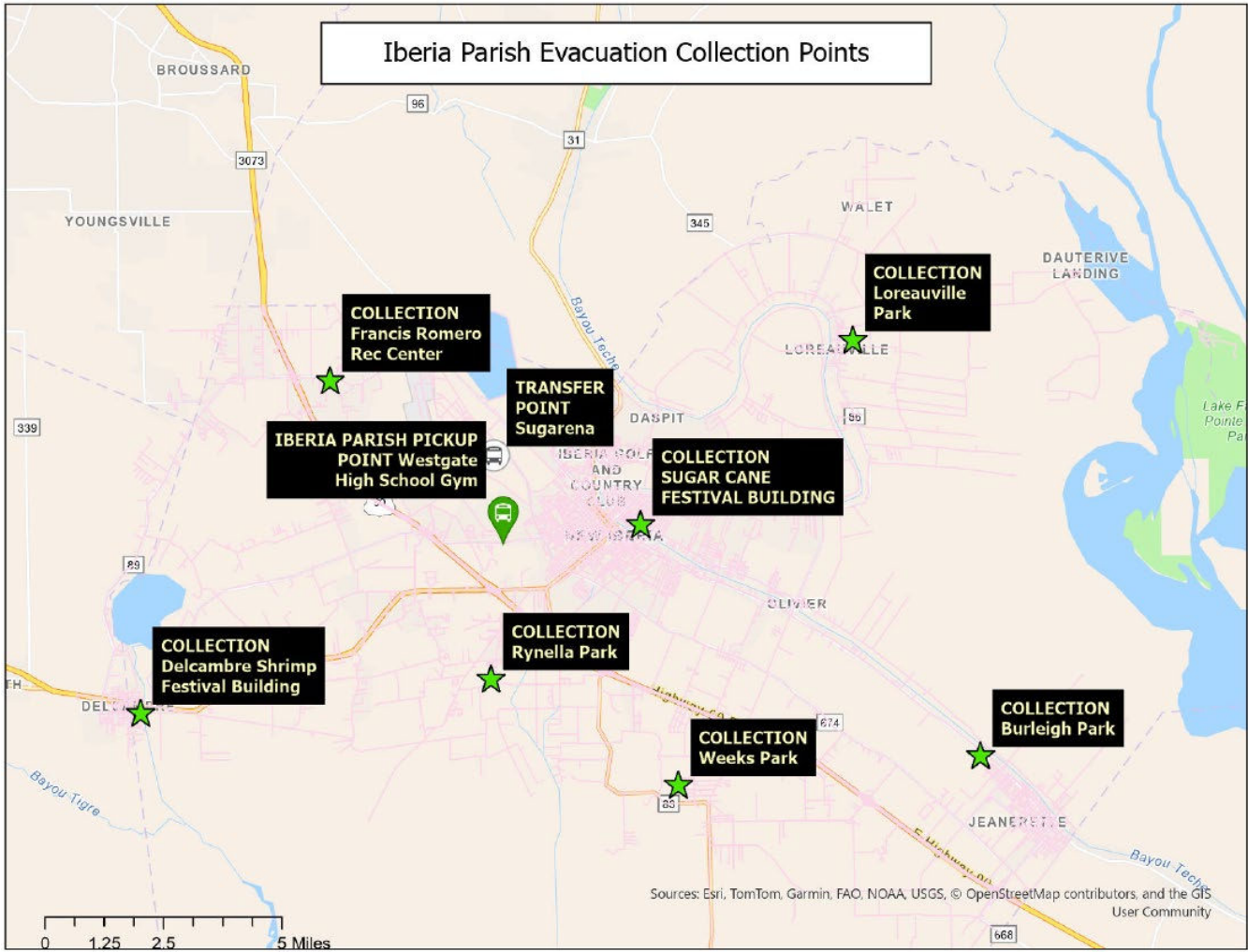
I further proclaim this to take effective immediately.

**GIVEN** under my hand in the Parish of Iberia, this 2nd day of February in the year of our Lord two thousand six.

WILL LANGLINIS  
Parish President  
Parish of Iberia  
State of Louisiana

IBERIA PARISH EMERGENCY OPERATIONS PLAN

Appendix ESF-1-1, Iberia Parish Evacuation Collection Points (Parish Collection Points)



Appendix ESF-1 -2, 2023 – 2026 Memorandum of Understanding (Iberia Parish Government and the City of West Monroe/Iberia Parish Council Adopting MOU

# IBERIA PARISH EMERGENCY OPERATIONS PLAN

## 2023 - 2026 MEMORANDUM OF UNDERSTANDING BY AND BETWEEN IBERIA PARISH GOVERNMENT AND CITY OF WEST MONROE

This Agreement is entered into on the dates set forth herein by and between:

**IBERIA PARISH GOVERNMENT**, a political Subdivision of the State of Louisiana, herein represented by M. Larry Richard, President of Iberia Parish Government, ("IPG"); and,

**CITY OF WEST MONROE**, a political subdivision of the State of Louisiana, herein represented by Staci Mitchell, Mayor, ("COWM").

**WHEREAS**, La. R.S. 33:1324 provides any parish or political subdivision of the state may make agreements among themselves to engage jointly in the construction or improvement of any public project or the promotion of and maintenance of any undertaking provided that at least one of the participants to the agreement is authorized under a provision of general or special law to perform such activity or exercise such power as may be necessary for completion of the undertaking; and

**WHEREAS**, Iberia Parish Government, through its Parish President, during an emergency event in the Parish, is empowered to take steps and measures necessary to protect the lives and property of the citizens of Iberia Parish; and

**WHEREAS**, IPG and COWM wish to memorialize an arrangement to grant use of the West Monroe Convention Center, 901 Ridge Avenue; West Monroe/West Ouachita Senior Center and Bus Barn, 1800 North 7<sup>th</sup> Street; and the West Monroe Community Center and Gymnasium, and 400 South 5<sup>th</sup> Street as emergency shelters in the event of a mandatory evacuation of the Parish of Iberia due to certain events, and

**WHEREAS**, Iberia Parish Government and the City of West Monroe find that entering into this Memorandum of Understanding will serve a public safety purpose and have a public benefit to both.

**NOW, THEREFORE, BE IT AGREED**, by and between IPG and COWM, that:

### 1.

Upon the formal declaration of an emergency and/or a mandatory evacuation in Iberia Parish as a result of an immediate threat to life and property including but not limited to a tropical storm, a category 3, 4, or 5 hurricane, flood event, or other natural disaster or hazard, the City of West Monroe grants use of the West Monroe Convention Center, 901 Ridge Avenue; West Monroe/West Ouachita Senior Center and Bus Barn, 1800 North 7<sup>th</sup> Street; and the West Monroe Community Center and Gymnasium, 400 South 5<sup>th</sup> Street, together with on-site parking for daily transport vehicles and off-site parking for other evacuation vehicles, and adequate exterior area for the housing of household domestic pets as provided below (all in the aggregate the "Shelter") to the Iberia Parish Government Office of Homeland Security and Emergency Preparedness, with the shelter management to be provided by the COWM or its designee, with the operation of the shelter to be subject to the then designated shelter guidelines, all in order to provide shelter for up to a maximum of 900 Iberia Parish residents during and in the aftermath of a natural disaster or hazard.

### 2.

In such event, the Parish President of IPG or his designee will contact the City of West Monroe along with the Ouachita Parish Office Homeland Security and Emergency Preparedness director, and provide no less than a 48-hour advance notice prior to arrival of Iberia Parish evacuees, together with providing an estimated time of arrival, an estimate of the number of evacuees, an estimated number of allowable

## IBERIA PARISH EMERGENCY OPERATIONS PLAN

household pets accompanying the evacuees, and estimated period of use of the Shelter. Once occupied, the estimated period of use of the Shelter shall be updated on an ongoing and regular basis.

3.

The City of West Monroe shall not assume responsibility or have any obligation for any expenses involved in providing the use of the Shelter under this Memorandum of Understanding (MOU). Access to the Shelter shall be made available by the Mayor of the COWM, who may appoint a designee to provide that access and to oversee the use of the Shelter by IPG. IPG shall be informed of the Shelter contact person information.

4.

Rental fee for the Shelter will be \$2,500.00 per day. IPG shall also be responsible for overtime pay for such reasonably required overtime for all employees and/or contractors of the COWM for the proper operation of the Shelter. If the COWM provides items requested by the Shelter manager on behalf of the evacuees, IPG will reimburse the cost of such items to COWM. COWM shall also have the right to charge IPG for all costs and loss incurred due to the required cancellation of any previously scheduled events at the Shelter, including loss of revenue up to a maximum of \$5,000.00; except that to any extent that this amount is insufficient to offset the overall costs incurred by COWM relating to the use of the shelters by residents of IPG, IPG will undertake all possible efforts to assist COWM in efforts to obtain additional federal or state reimbursements sufficient to make COWM financially whole.

IPG anticipates providing two (2) deputies and two (2) or more Parks and Recreation employees to assist with the operation of the Shelter, as well as providing a vehicle available for local transport of the evacuees. The failure of IPG to do so may result in additional charges by the COWM, or others, as necessary to provide those services intended to be provided by IPG.

COWM will provide an itemized invoice to IPG for all cost and expense accrued, and will provide IPG with all necessary documents requested by IPG in order to verify the correctness of the invoice and/or to allow IPG to obtain further reimbursement from governmental and/or insurance sources. However, the obligations of IPG for the amounts owed to COWM under this MOU are not contingent upon IPG obtaining payments or reimbursements from any other source, and all amounts owed by IPG to the COWM shall be promptly remitted following receipt of invoice.

5.

To the fullest extent permitted by law, IPG shall protect, defend, indemnify, save and hold harmless the COWM, including all Municipal Departments, its elected and appointed officials, Agencies, Councils, Boards and Commission, Districts, their officers, agents, servants, contractors, and employees, including volunteers, from and against any and all claims, demands, expense, losses, suits, costs, actions, fines, penalties, actions, and liability, whether actual or alleged, arising out of or resulting from injury, sickness, disease or death to any person or the damage, loss, expense or destruction of any property, including loss of use resulting therefrom, which may occur, be caused by, or in any way resulting from any actual or alleged act, omission, negligence, misconduct, or strict liability of IPG, its agents, its sub-contractors, partners, servants, officers, employees, volunteers, anyone directly or indirectly employed by them or anyone for whose acts they may be liable, related to the performance or non-performance of the contract herein entered into, including any and all costs, fines, penalties, expense and/or attorney fees and/or expert witness fees, incurred by the COWM or by its Municipal Departments, its elected and appointed officials, Agencies, Councils, Districts, Boards and Commissions, their officers, agents, servants, contractors, and employees, including volunteers, as a result of any such claims, demands and/or causes of action including any costs associated with the enforcement of this indemnity provision excepting only those arising out of the sole negligence of COWM, all Municipal Departments, its elected and appointed officials, Districts, Agencies, Councils Board and Commissions, their officers, agents, servants, contractors, and employees, including volunteers; however, this provision shall



## IBERIA PARISH EMERGENCY OPERATIONS PLAN

not waive any governmental immunity available to IPG under Louisiana Law, including the Louisiana Homeland Security and Emergency assistance and Disaster Act and without waiving any defenses of the parties hereto.

6.

This MOU shall be terminated under any or all of the following conditions:

- A. By written mutual consent of the parties hereto.
- B. By IPG or COWM, as a consequence of the failure of either party to comply with the terms and conditions of this MOU in a satisfactory manner, proper allowance being made for circumstances beyond the control of either party, but only with ninety (90) days advance written notice by IPG or COWM to the other.
- C. Either entity (IPG or COWM) may terminate this MOU with stated cause with ninety (90) days advance written notice to the other.
- D. As provided in Paragraph #10.

7.

The City of West Monroe shall allow IPG a pre-inspection of the Shelter to establish its condition prior to occupancy by IPG. IPG shall return the Shelter to the City of West Monroe in substantially the same condition as it was received by IPG. All damages caused by any person or entity during the time of use of the Shelter shall be promptly reimbursed to COWM by IPG upon receipt of written request.

8.

As provided in 1. above, IPG will be provided sufficient exterior area adjoining the Shelter to house the household domestic pets which are evacuated with the evacuees. All household domestic pets shall be properly caged, and the evacuees, IPG and/or its employees, contractors and/or volunteers shall be solely responsible for their feeding, care and maintenance.

9.

IPG shall maintain for the duration of this MOU a policy or policies of insurance against claims for injuries to persons or damages to property which may arise from or in connection with the performance of the terms of this MOU by the parties, their employees and agents with the following minimum limits:

- 1. General Liability: \$1,000,000.00 combined single limit per occurrence for bodily injury, personal injury and property damage.
- 2. Automobile Liability: \$500,000.00 combined single limit per accident, for bodily injury and property damage.
- 3. Worker's Compensation Insurance to meet the applicable statutory requirements and Employer's Liability Insurance with limits of not less than \$1,000,000.00 and which shall include:
  - a. Alternate Employer Endorsement
  - b. Voluntary Compensation Endorsement

COWM shall be named as an additional insured on all policies; all policies shall contain a "waiver of subrogation" in favor of COWM and those for whom it

## IBERIA PARISH EMERGENCY OPERATIONS PLAN



may be responsible; and COWM shall receive a current certificate of insurance reflecting those coverages and provisions.

10.

This MOU shall remain in effect from the date of execution until **December 31, 2026**, subject to written amendment upon mutual consent. However, this MOU may be immediately terminated without cause by either IPG or COWM upon providing written notice to the other if provided before March 1 of any year during the term of this MOU. That written notice must be given either by US mail, certified or registered, or by a national commercial courier service with an ability to provide electronic tracking. For COWM notice must be given to

Mayor, City of West Monroe,  
2305 North 7<sup>th</sup> Street,  
West Monroe, LA 71291  
(318) 396-2600 (office)

and to

Chief, WMFD,  
4341 Cypress St.,  
West Monroe, LA 71291  
(318) 397-1829 (office);

and for IPG notice must be given to

Parish President  
Courthouse Building  
300 Iberia Street, Suite 400  
New Iberia, LA 70560-4543  
(337) 365-8246 (office)

and to

Director, Homeland Security & Emergency Preparedness,  
Courthouse Building  
1111 Ember Drive  
New Iberia, LA 70560  
(337) 369-4427 (office)

11.

Compliance with Laws. The parties hereto and their employees, contractors, and agents shall comply with all applicable federal, state, and local laws and ordinances in carrying out the provisions of this MOU.

Choice of Law. This MOU shall be governed by Louisiana law, and the provisions of this MOU shall be enforced through, and any proceedings brought only in, the 4th Judicial District Court, Ouachita Parish, Louisiana.

Attorney's Fees. In the event of any required litigation in order to enforce the terms of this MOU, the Judge shall have the right (but not the obligation) to award attorney's fees to the prevailing party.

Legal Construction. In case any one or more of the provisions contained in this MOU shall for any reason be held to be invalid, illegal, or unenforceable in any respect, such invalidity, illegality, or unenforceability shall not affect any other provisions thereof and this MOU shall be considered as if such invalid, illegal, or unenforceable provision had never been contained in this MOU.

Amendment. No amendment to this MOU shall be effective unless it is in writing, signed by the duly authorized representatives of both parties.

## IBERIA PARISH EMERGENCY OPERATIONS PLAN

No Waiver. The failure of IPG or COWM to enforce any of the terms of this MOU or to provide any of the supporting documentation in any particular instance shall not constitute a waiver of, or preclude the subsequent enforcement of any or all of the terms or conditions of this MOU.

No Assignment. IPG shall not have the right to assign any or all of its rights or obligations under this MOU without the prior express written approval of COWM.

IN WITNESS WHEREOF, the parties hereto have signed this Memorandum of Understanding, in duplicate original as of the dates shown below, in the presence of the undersigned witnesses, after due reading of the whole.

WITNESSES:

Cyndi F. Provost  
Print Name: Cyndi F. Provost  
Milton Belanger  
Print Name: Milton Belanger J.A.

IBERIA PARISH GOVERNMENT

By: M. Larry Richard  
M. Larry Richard, Parish President  
Date: August 15, 2023  
June 15, 2023

WITNESSES:

Courtney Hornsby  
Print Name: Courtney Hornsby  
Matthew Wilson  
Print Name: Matthew Wilson

CITY OF WEST MONROE

By: Staci Albritton Mitchell  
Staci Albritton Mitchell, Mayor  
Date: June 22, 2023

IBERIA PARISH EMERGENCY OPERATIONS PLAN

No Waiver. The failure of IPG or COWM to enforce any of the terms of this MOU or to provide any of the supporting documentation in any particular instance shall not constitute a waiver of, or preclude the subsequent enforcement of any or all of the terms or conditions of this MOU.

No Assignment. IPG shall not have the right to assign any or all of its rights or obligations under this MOU without the prior express written approval of COWM.

IN WITNESS WHEREOF, the parties hereto have signed this Memorandum of Understanding, in duplicate original as of the dates shown below, in the presence of the undersigned witnesses, after due reading of the whole.

WITNESSES:

\_\_\_\_\_  
Print Name: \_\_\_\_\_

\_\_\_\_\_  
Print Name: \_\_\_\_\_

IBERIA PARISH GOVERNMENT

By: \_\_\_\_\_  
M. Larry Richard, Parish President

Date: June \_\_\_\_\_, 2023

WITNESSES:

Courtney Hornsby  
Print Name: Courtney Hornsby  
Mr Wilson  
Print Name: Matthew Wilson

CITY OF WEST MONROE

By: Staci Albritton Mitchell  
Staci Albritton Mitchell, Mayor

Date: June 22, 2023

FRANCIS "TONNY" POLLARD, SR.  
District 1

MICHAEL R. LANDRY  
District 2

THOMAS J. LANDRY  
District 3

LLOYD BROWN  
District 4

WARREN R. GACHASSIN, JR.  
District 5

NATALIE BROUSSARD  
District 6

PAUL G. LANDRY  
District 7

NATALIE BROUSSARD  
Chairman

(337) 365-8246



BRENDA P. BERGERON  
Clerk of the Council

FAX (337) 369-7424

COURTHOUSE BLDG. - SUITE 410  
300 IBERIA STREET  
NEW IBERIA, LOUISIANA 70560-4543  
www.iberiaparishgovernment.com

RICKY J. GONSOLIN  
District 8

JOEL J. DUGAS  
District 9

EUGENE A. OLIVER, SR.  
District 10

BRIAN R. NAPIER  
District 11

BERWICK FRANCIS, JR.  
District 12

MARTY TRAHAN  
District 13

CHAD MATURIN  
District 14

TO: M. Larry Richard  
Parish President

FROM: Brenda P. Bergeron  
Clerk of the Council

DATE: November 21, 2017

RE: MEMORANDUM OF UNDERSTANDING - CITY OF WEST MONROE

Enclosed please find Resolution No. 2017-210 as adopted by the Iberia Parish Council in Regular Session held on Wednesday, November 15, 2017. This Resolution authorizes the Parish President to execute a Memorandum of Understanding by and between Iberia Parish Government and the City of West Monroe to utilize the West Monroe Convention Center as an emergency evacuation center upon Iberia Parish's declaration of an emergency and calling a mandatory evacuation of Iberia Parish, effective until December 31, 2019.

Please provide this office with a copy of all transmittals for our General Files.

Should you have any questions, please contact this office.

rb

Enclosure

xc: Scott Saunier  
Prescott Marshall



FRANCIS "TOMMY" POLLARD, SR.  
District 1

MICHAEL R. LANDRY  
District 2

THOMAS J. LANDRY  
District 3

LLOYD BROWN  
District 4

WARREN R. GACHASSIN, JR.  
District 5

NATALIE BROUSSARD  
District 6

PAUL G. LANDRY  
District 7

NATALIE BROUSSARD  
Chairman

(337) 365-8246



BRENDA P. BERGERON  
Clerk of the Council

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District 9

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District 10

BRIAN P. HAPIER  
District 11

BENJAMIN FRANCIS, JR.  
District 12

MARTY TRAHAN  
District 13

CHAD MATHURIN  
District 14

AN EXTRACT OF THE MINUTES OF THE PARISH COUNCIL OF IBERIA PARISH,  
LOUISIANA, TAKEN AT A REGULAR MEETING HELD ON WEDNESDAY,  
NOVEMBER 15, 2017.

\*\*\*\*\*

A motion was made by Mr. Lloyd Brown, seconded by Mr. Marty Trahan,  
that the following be adopted:

RESOLUTION NO. 2017-210

A RESOLUTION AUTHORIZING THE PARISH PRESIDENT TO EXECUTE  
A MEMORANDUM OF UNDERSTANDING BY AND BETWEEN IBERIA  
PARISH GOVERNMENT AND THE CITY OF WEST MONROE TO UTILIZE  
THE WEST MONROE CONVENTION CENTER AS AN EMERGENCY  
EVACUATION CENTER UPON IBERIA PARISH'S DECLARATION OF AN  
EMERGENCY AND CALLING A MANDATORY EVACUATION OF IBERIA  
PARISH, EFFECTIVE UNTIL DECEMBER 31, 2019.

WHEREAS, Iberia Parish Communications District has coordinated  
assistance from the City of West Monroe to provide the West Monroe  
Convention Center as an Emergency Evacuation Center upon the Iberia  
Parish's declaration of an emergency and calling a mandatory  
evacuation of Iberia Parish; and

WHEREAS, is it is necessary to authorize the execution of a  
Memorandum of Understanding by and between the Iberia Parish  
Government and the City of West Monroe to utilize said building in  
the event of said emergency and/or evacuation.

NOW, THEREFORE, BE IT RESOLVED, that the Iberia Parish Council  
does hereby authorize the Parish President to execute a Memorandum  
of Agreement by and between Iberia Parish Government and the City  
of West Monroe to utilize the West Monroe Convention Center as an  
emergency evacuation center upon Iberia Parish's declaration of an  
emergency and calling a mandatory evacuation of Iberia Parish,  
effective until December 31, 2019.

RESOLUTION NO. 2017-210  
NOVEMBER 15, 2017

PAGE 2

BE IT FINALLY RESOLVED, that this Resolution shall become effective immediately upon adoption by the Iberia Parish Council and approval by the Parish President in accordance with Section 2-13 of the Iberia Parish Home Rule Charter.

This Resolution having been submitted to a vote, the vote thereon was as follows:

YEAS: Francis "Tommy" Pollard, Sr., Michael R. Landry, Thomas J. Landry, Lloyd Brown, Warren P. Gachassin, Jr., Natalie Broussard, Paul G. Landry, Ricky J. Gonsoulin, Joel J. Dugas, Eugene A. Olivier, Sr., Brian P. Napier, Berwick Francis, Jr., Marty Trahan, and Chad Maturin.

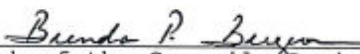
NAYS: None.

ABSENT: None.

And the Resolution was declared adopted this 15th day of November, 2017.

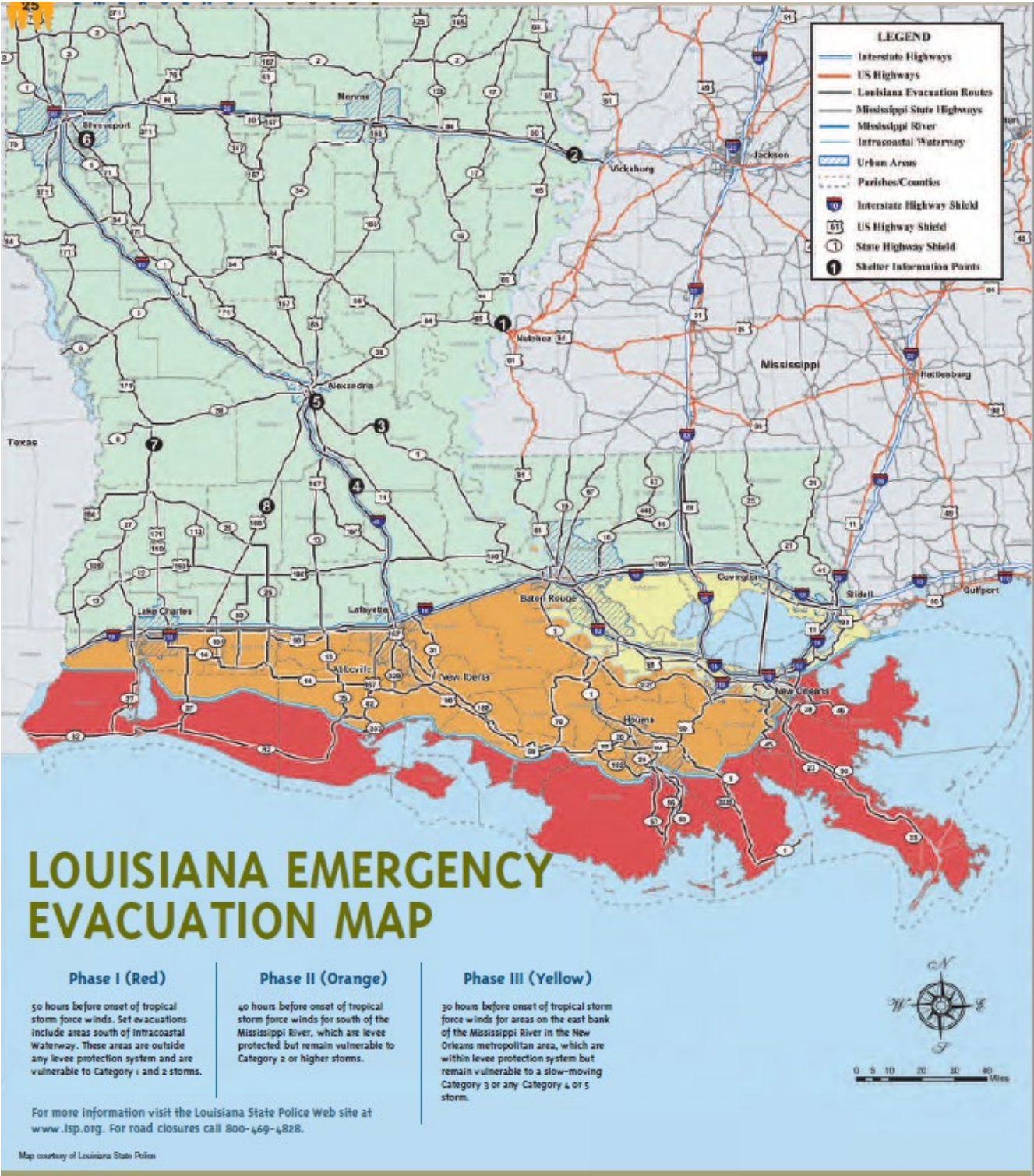
ATTEST: A true and correct copy of a Resolution adopted by the Parish Council of Iberia Parish, Louisiana, taken at a Regular Meeting held on Wednesday, November 15, 2017

IN FAITH WHEREOF, I have hereunto set my hand and the official seal of the Parish Council of Iberia Parish, Louisiana, on this 21st day of November 2017.

  
Clerk of the Council, Parish Council of  
Iberia Parish, Louisiana.



Appendix ESF-1-3, Louisiana Evacuation Map





Appendix ESF 1-4, Iberia Parish Evacuation Map



## IBERIA PARISH EMERGENCY OPERATIONS PLAN

Appendix ESF 1-5, Iberia Parish Council Resolution Adopting the Memorandum of Understanding, Iberia Parish Government and the Iberia Parish School Board

MAGGIE F. DANIELS  
District 1  
CURTIS "JOE" BOUDIN  
District 2  
THOMAS J. LANDRY  
District 3  
LLOYD BROWN  
District 4  
TROY COMEAU  
District 5  
BERNARD E. BROUSSARD  
District 6  
DAVID DITCH  
District 7

ROGER DUNCAN  
Chairman

(337) 365-8246



DIANE B. PHILLIPS  
Clerk of the Council

FAX (337) 369-7424

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RICKY J. GONSOULIN  
District 8

GLENN ROMERO  
District 9

ROGER DUNCAN  
District 10

JEROME FITCH  
District 11

AQUICLINE REMER-ARNOLD  
District 12

MARTY TRAHAN  
District 13

DAVID WAYNE ROMERO  
District 14

TO: Errol "Romo" Romero  
Parish President

FROM: Diane B. Phillips, CPS  
Clerk of the Council

DATE: May 29, 2014

RE: MOU BETWEEN IBERIA PARISH GOVERNMENT AND THE IBERIA PARISH  
SCHOOL BOARD

Enclosed please find Resolution No. 2014-167 as adopted by the Iberia Parish Council in Regular Session held on Wednesday, May 14, 2014. This Resolution approves a Memorandum of Understanding by and between Iberia Parish Government and the Iberia Parish School Board to provide buses for transportation in the event of a mandatory evacuation prior to a hurricane or other emergency.

Should you have any questions, please contact this office.

bsg

Enclosure

xc: Thomas Burbank  
Prescott Marshall

MAGGIE P. DANIELS  
District 1  
CURTIS "JOE" BOUDON  
District 2  
THOMAS J. LANDRY  
District 3  
LLOYD BROWN  
District 4  
TROY COMEAUX  
District 5  
BERNARD E. BROUSSARD  
District 6  
DAVID DITCH  
District 7

ROGER DUNCAN  
Chairman

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DIANE B. PHILLIPS  
Clerk of the Council

FAX (337) 369-7424

RICKY J. GONSOLIN  
District 8  
GLENN ROMERO  
District 9  
ROGER DUNCAN  
District 10  
JEROME FITCH  
District 11  
AQUICLINE RENER-ARNOLD  
District 12  
MARTY TRAHAN  
District 13  
DAVID WAYNE ROMERO  
District 14

AN EXTRACT OF THE MINUTES OF THE PARISH COUNCIL OF IBERIA PARISH,  
LOUISIANA, TAKEN AT A REGULAR MEETING HELD ON WEDNESDAY,  
MAY 14, 2014.

\*\*\*\*\*

A motion was made by Ms. Aquicline Rener-Arnold, seconded by  
Mr. Lloyd Brown, that the following be adopted:

RESOLUTION NO. 2014-167

A RESOLUTION APPROVING A MEMORANDUM OF UNDERSTANDING BY  
AND BETWEEN IBERIA PARISH GOVERNMENT AND THE IBERIA  
PARISH SCHOOL BOARD TO PROVIDE BUSES FOR TRANSPORTATION  
IN THE EVENT OF A MANDATORY EVACUATION PRIOR TO A  
HURRICANE OR OTHER EMERGENCY.

WHEREAS, Iberia Parish Communications District has coordinated  
assistance from the Iberia Parish School Board to provide buses for  
transportation upon Iberia Parish's calling of a mandatory  
evacuation of Iberia Parish prior to a hurricane or other  
emergency; and

WHEREAS, is it is necessary to authorize the execution of a  
Memorandum of Understanding by and between the Iberia Parish  
Government and the Iberia Parish School Board to utilize said buses  
for transportation purposes in the event of said evacuation and/or  
emergency.

NOW, THEREFORE, BE IT RESOLVED, that the Iberia Parish Council  
does hereby authorize the Parish President to execute a Memorandum  
of Understanding by and between Iberia Parish Government and the  
Iberia Parish School Board to provide buses for transportation upon  
Iberia Parish's calling of a mandatory evacuation of Iberia Parish  
prior to a hurricane or other emergency.

RESOLUTION NO. 2014-167  
MAY 14, 2014

PAGE 2

BE IT FINALLY RESOLVED, that this Resolution shall become effective immediately upon adoption by the Iberia Parish Council and approval by the Parish President in accordance with Section 2-13 of the Iberia Parish Home Rule Charter.

This Resolution having been submitted to a vote, the vote thereon was as follows:

YEAS: Maggie F. Daniels, Curtis Boudoin, Lloyd Brown, Troy Comeaux, Bernard E. Broussard, David Ditch, Ricky J. Gonsoulin, Glenn Romero, Roger Duncan, Jerome W. Fitch, Aquicline Renner-Arnold, Marty Trahan, and D. Wayne Romero.


NAYS: None.

ABSENT: Thomas J. Landry.

And the Resolution was declared adopted this 14th day of May, 2014.

ATTEST: A true and correct copy of a Resolution adopted by the Parish Council of Iberia Parish, Louisiana, taken at a Regular Meeting held on Wednesday, May 14, 2014.

IN FAITH WHEREOF, I have hereunto set my hand and the official seal of the Parish Council of Iberia Parish, Louisiana, on this 29th day of May, 2014.

  
Clerk of the Council, Parish Council of  
Iberia Parish, Louisiana.

## Appendix ESF-2-1, LWIN Interoperability Talk groups

DESIGNATOR	USE
*STATE-1	DEDICATED STATE AGENCY INTEROPERABILITY
*STATE-2	DEDICATED STATE AGENCY INTEROPERABILITY
*STATE-3	DEDICATED STATE AGENCY INTEROPERABILITY
*STATE-4	DEDICATED STATE AGENCY INTEROPERABILITY
*INTEROP-1	LOCAL/STATE AGENCY INTEROPERABILITY
*INTEROP-2	LOCAL/STATE AGENCY INTEROPERABILITY
*INTEROP-3	LOCAL/STATE AGENCY INTEROPERABILITY
*INTEROP-4	LOCAL/STATE AGENCY INTEROPERABILITY
*INTEROP-5	LOCAL/STATE AGENCY INTEROPERABILITY
*INTEROP-6	LOCAL/STATE AGENCY INTEROPERABILITY
*INTEROP-7	LOCAL/STATE AGENCY INTEROPERABILITY
*INTEROP-8	LOCAL/STATE AGENCY INTEROPERABILITY
*INTEROP-9	LOCAL/STATE AGENCY INTEROPERABILITY
*INTEROP-10	LOCAL/STATE AGENCY INTEROPERABILITY
*R1-COORDCALL	REGION 1 CALLING
*R1-COORDTK-1	REGION 1 INTEROPERABILITY TALK
*R1-COORDTK-2	REGION 1 INTEROPERABILITY TALK
*R1-BOLO (LAW ENFORCEMENT RADIOS ONLY)	REGION 1 BOLO ANNOUNCEMENT & DISPATCHER TO DISPATCHER ONLY
*R1-TACTICAL (LAW ENFORCEMENT RADIOS ONLY)	REGION 1 LAW ENFORCEMENT INTEROPERABILITY TALK
*R2-COORDCALL	REGION 2 CALLING
*R2-COORDTK-1	REGION 2 INTEROPERABILITY TALK
*R2-COORDTK-2	REGION 2 INTEROPERABILITY TALK

IBERIA PARISH EMERGENCY OPERATIONS PLAN

*R2-BOLO (LAW ENFORCEMENT RADIOS ONLY)	REGION 2 BOLO ANNOUNCEMENT & DISPATCHER TO DISPATCHER ONLY
*R2-TACTICAL (LAW ENFORCEMENT RADIOS ONLY)	REGION 2 LAW ENFORCEMENT INTEROPERABILITY TALK
*R3-COORDCALL	REGION 3 CALLING
*R3-COORDTK-1	REGION 3 INTEROPERABILITY TALK
*R3-COORDTK-2	REGION 3 INTEROPERABILITY TALK
*R3-BOLO (LAW ENFORCEMENT RADIOS ONLY)	REGION 3 BOLO ANNOUNCEMENT & DISPATCHER TO DISPATCHER ONLY
*R3-TACTICAL (LAW ENFORCEMENT RADIOS ONLY)	REGION 3 LAW ENFORCEMENT INTEROPERABILITY TALK
*R4-COORDCALL	REGION 4 CALLING
*R4-COORDTK-1	REGION 4 INTEROPERABILITY TALK
*R4-COORDTK-2	REGION 4 INTEROPERABILITY TALK
*R4-BOLO (LAW ENFORCEMENT MOBILES/PORTABLES ONLY)	REGION 4 BOLO ANNOUNCEMENT, DISPATCHER TO DISPATCHER & OPS PER R4 PLAN
*R4-TACTICAL (LAW ENFORCEMENT RADIOS ONLY)	REGION 4 LAW ENFORCEMENT INTEROPERABILITY TALK
*R5-COORDCALL	REGION 5 CALLING
*R5-COORDTK-1	REGION 5 INTEROPERABILITY TALK
*R5-COORDTK-2	REGION 5 INTEROPERABILITY TALK
*R5-BOLO (LAW ENFORCEMENT RADIOS ONLY)	REGION 5 BOLO ANNOUNCEMENT & DISPATCHER TO DISPATCHER ONLY
*R5-TACTICAL (LAW ENFORCEMENT RADIOS ONLY)	REGION 5 LAW ENFORCEMENT INTEROPERABILITY TALK
*R6-COORDCALL	REGION 6 CALLING
*R6-COORDTK-1	REGION 6 INTEROPERABILITY TALK
*R6-COORDTK-2	REGION 6 INTEROPERABILITY TALK
*R6-BOLO (LAW ENFORCEMENT RADIOS ONLY)	REGION 6 BOLO ANNOUNCEMENT & DISPATCHER TO DISPATCHER ONLY
*R6-TACTICAL (LAW ENFORCEMENT RADIOS ONLY)	REGION 6 LAW ENFORCEMENT INTEROPERABILITY TALK
*R7-COORDCALL	REGION 7 CALLING

IBERIA PARISH EMERGENCY OPERATIONS PLAN

*R7-COORDTK-1	REGION 7 INTEROPERABILITY TALK
*R7-COORDTK-2	REGION 7 INTEROPERABILITY TALK
*R7-BOLO (LAW ENFORCEMENT RADIOS ONLY)	REGION 7 BOLO ANNOUNCEMENT & DISPATCHER TO DISPATCHER ONLY
*R7-TACTICAL (LAW ENFORCEMENT RADIOS ONLY)	REGION 7 LAW ENFORCEMENT INTEROPERABILITY TALK
*R8-COORDCALL	REGION 8 CALLING
*R8-COORDTK-1	REGION 8 INTEROPERABILITY TALK
*R8-COORDTK-2	REGION 8 INTEROPERABILITY TALK
*R8-BOLO (LAW ENFORCEMENT RADIOS ONLY)	REGION 8 BOLO ANNOUNCEMENT & DISPATCHER TO DISPATCHER ONLY
*R8-TACTICAL (LAW ENFORCEMENT RADIOS ONLY)	REGION 8 LAW ENFORCEMENT INTEROPERABILITY TALK
*R9-COORDCALL	REGION 9 CALLING
*R9-COORDTK-1	REGION 9 INTEROPERABILITY TALK
*R9-COORDTK-2	REGION 9 INTEROPERABILITY TALK
*R9-BOLO (LAW ENFORCEMENT RADIOS ONLY)	REGION 9 BOLO ANNOUNCEMENT & DISPATCHER TO DISPATCHER ONLY
*R9-TACTICAL (LAW ENFORCEMENT RADIOS ONLY)	REGION 9 LAW ENFORCEMENT INTEROPERABILITY TALK

## Appendix ESF 2-2, Interoperability Channels

<b>Non-Federal VHF National Interoperability Channels</b>				
<b>Description</b>	<b>Channel name</b>	<b>Mobile Receive Frequency</b>	<b>Mobile Transmit Frequency</b>	<b>CTCSS Tone <math>\pm</math></b>
<b>VHF Low Band</b>				
Law Enforcement	LLAW1	39.4600	45.8600	CSQ /156.7 (5A)
	LLAW1D	39.4600	39.4600	CSQ /156.7 (5A)
Fire (Proposed)	LFIRE2	39.4800	45.8800	CSQ /156.7 (5A)
	LFIRE2D	39.4800	39.4800	CSQ /156.7 (5A)
Law Enforcement	LLAW3	45.8600	39.4600	CSQ /156.7 (5A)
	LLAW3D	45.8600	45.8600	CSQ /156.7 (5A)
Fire (Proposed)	LFIRE4	45.8800	39.4800	CSQ /156.7 (5A)
Fire	LFIRE4D	45.8800	45.8800	CSQ /156.7 (5A)
Frequency 39.4800 MHz is pending FCC assignment for exclusive fire intersystem use.				
$\pm$ Default operation should be carrier squelch receive, CTCSS transmit. If the user can enable/disable without reprogramming the radio, the indicated CTCSS tone also could be programmed for receive, and the user instructed how and when to enable/disable.				



Non-Federal VHF National Interoperability Channels				
VHF High Band				
Description	Channel Name	Mobile Receive Freq.	Mobile Transmit Freq.	CTCSS Tone
Calling	VCALL10	155.7525	155.7525	CSQ / 156.7 (5A) ±
Tactical	VTAC11 *	151.1375	151.1375	CSQ / 156.7 (5A) ±
Tactical	VTAC12 *	154.4525	154.4525	CSQ / 156.7 (5A) ±
Tactical	VTAC13	158.7375	158.7375	CSQ / 156.7 (5A) ±
Tactical	VTAC14	159.4725	159.4725	CSQ / 156.7 (5A) ±
Tac Rpt	VTAC33 * •	159.4725	151.1375	CSQ / 136.5 (4Z)
Tac Rpt	VTAC34 * •	158.7375	154.4525	CSQ / 136.5 (4Z)
Tac Rpt	VTAC35 •	159.4725	158.7375	CSQ / 136.5 (4Z)
Tac Rpt	VTAC36 * •	151.1375	159.4725	CSQ / 136.5 (4Z)
Tac Rpt	VTAC37 * •	154.4525	158.7375	CSQ / 136.5 (4Z)
Tac Rpt	VTAC38 •	158.7375	159.4725	CSQ / 136.5 (4Z)

\*VTAC11-12, VTAC33-34, and VTAC36-37 may not be used in Puerto Rico or the USVI.

±Default operation should be carrier squelch receive, CTCSS transmit. If the user can enable/disable without re-programming the radio, the indicated CTCSS tone also could be programmed for receive, and the user instructed how and when to enable/disable.

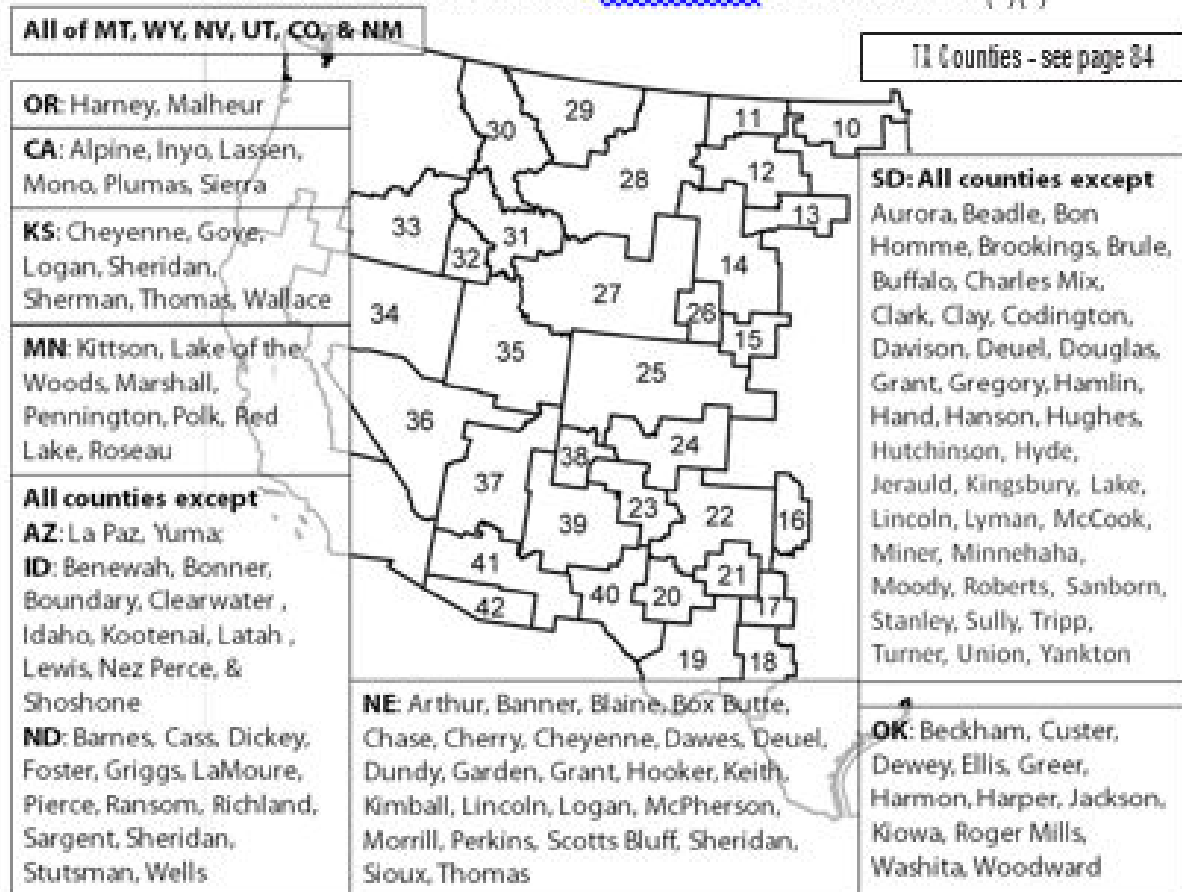
- VTAC33-38 recommended for deployable tactical repeater use only (FCC Station Class FB2T).
- VTAC36-38 are preferred; VTAC33-35 should be used only when necessary due to interference.

All channels on this page are NARROWBAND only. Limited to 3 watts ERP above Line A or East of Line C.

Non-Federal VHF National Interoperability Channels			
VHF Inland			
Description	Channel Name	Mobile RX (MHz)	Mobile TX (MHz)
Tactical – narrowband FM	VTAC17	161.8500	157.2500
Tactical – narrowband FM	VTAC17D	161.8500	161.8500
<p>Default operation should be carrier squelch receive, CTCSS 156.7 Hz(5A) transmit. If the user can enable/disable CTCSS without reprogramming the radio, the indicated CTCSS tone also could be programmed for receive, and the user instructed how and when to enable/disable.</p> <p>For VTAC17/VTAC17D only: Base stations: 50 watts max, antenna HAAT 400 feet max. Mobile stations: 20 watts max, antenna HAAT 15 feet max. These channels are for tactical use and may not be operated on board aircraft in flight. These channels use narrowband FM and are available only in certain inland areas at least 100 miles from a major waterway. These channels use the same frequencies as VHF Marine channel 25, which uses wideband FM. Use only where authorized. See map on next page. In these <u>authorized areas</u>, interoperability communications have priority over grandfathered public coast and public safety licensees.</p> <p>All channels on this page are NARROWBAND only. Limited to 3 watts ERP above Line A or East of Line C. "Blanket authorization" does not apply - use of these channels must be licensed, or authorized by STA.</p>			

## Counties Where VTAC17/VTAC17D May Be Used

Numbers Indicate VHF Public Coast Station Areas - see 47CFR80.371(c)(iii)



Non-Federal UHF National Interoperability Repeater Channels			
Description	Channel Name	Mobile RX (MHz)	Mobile TX (MHz)
Calling	UCALL40	453.2125	458.2125
Calling	UCALL40D	453.2125	453.2125
Tactical	UTAC41	453.4625	458.4625
Tactical	UTAC41D	453.4625	453.4625
Tactical	UTAC42	453.7125	458.7125
Tactical	UTAC42D	453.7125	453.7125
Tactical	UTAC43	453.8625	458.8625
Tactical	UTAC43D	453.8625	453.8625
<p>Default operation should be carrier squelch receive, CTCSS 156.7(5A) transmit. If the user can enable/disable CTCSS without reprogramming the radio, the indicated CTCSS tone also could be programmed for receive, and the user instructed how and when to enable/disable.</p> <p>All channels on this page are NARROWBAND only. Limited to 3 watts ERP above Line A or East of Line C.</p>			

700 MHz Interoperability Channels				
FCC Channel (Subscriber Load)		Transmit and Receive Frequencies	Primary Use	Channel Name
Receive Ch.	Transmit Ch.			
23-24	983-984	799.14375	General Public Safety	7TAC51
	23-24	769.14375		7TAC51D
39-40	999-1000	799.24375	Calling Channel	7CALL50
	39-40	769.24375		7CALL50D
63-64	1023-1024	799.39375	EMS	7MED65
	63-64	769.39375		7MED65D
79-80	1039-1040	799.49375	EMS	7MED66
	79-80	769.49375		7MED66D
103-104	1063-1064	799.64375	General Public Safety	7TAC52
	103-104	769.64375		7TAC52D
119-120	1079-1080	799.74375	General Public Safety	7TAC55
	119-120	769.74375		7TAC55D
143-144	1103-1104	799.89375	Fire	7FIRE63
	143-144	769.89375		7FIRE63D
159-160	1119-1120	799.99375	Fire	7FIRE64
	159-160	769.99375		7FIRE64D

IBERIA PARISH EMERGENCY OPERATIONS PLAN

183-184	1143-1144	800.14375	General	7TAC53
	183-184	770.14375	Public Safety	7TAC53D
199-200	1159-1160	800.24375	General	7TAC56
	199-200	770.24375	Public Safety	7TAC56D
223-224	1183-1184	800.39375	Law	7LAW61
	223-224	770.39375	Enforcement	7LAW61D

FCC Channel (Subscriber Load)		Transmit and Receive Frequencies	Primary Use	Channel Name
Receive Ch.	Transmit Ch.			
761-762	1721-1722	803.75625	General Public Safety	7TAC75
	761-762	773.75625		7TAC75D
777-778	1737-1738	803.85625	Fire	7FIRE84
	777-778	773.85625		7FIRE84D
801-802	1761-1762	804.00625	Law Enforcement	7LAW81
	801-802	774.00625		7LAW81D
817-818	1777-1778	804.10625	General Public Safety	7TAC73
	817-818	774.10625		7TAC73D
841-842	1801-1802	804.25625	General Public Safety	7TAC76
	841-842	774.25625		7TAC76D
857-858	1817-1818	804.35625	Law Enforcement	7LAW82
	857-858	774.35625		7LAW82D
881-882	1841-1842	804.50625	Mobile Repeater	7MOB79
	881-882	774.50625		7MOB79D
897-898	1857-1858	804.60625	General Public Safety	7TAC74
	897-898	774.60625		7TAC74D
921-922	1881-1882	804.75625	Mobile Data	7DATA89
	921-922	774.75625		7DATA89D
937-938	1897-1898	804.85625	Other Public Service	7GTAC77
	937-938	774.85625		7GTAC77D

12.5 kHz narrowband channels shown as odd-even channel pairs of 6.25 kHz channels.

Ref: [http://www.apco911.org/frequency/documents/700\\_NB\\_channel\\_centers.pdf](http://www.apco911.org/frequency/documents/700_NB_channel_centers.pdf)

Non-Federal 800 MHz National Mutual Aid Repeater Channels			
Description	Ch. Name	Mobile RX (MHz)*	Mobile TX (MHz)*
Calling	8CALL90	851.0125 (866.0125)	806.0125 (821.0125)
Calling – Direct	8CALL90D	851.0125 (866.0125)	851.0125 (866.0125)
Tactical	8TAC91	851.5125 (866.5125)	806.5125 (821.5125)
Tactical – Direct	8TAC91D	851.5125 (866.5125)	851.5125 (866.5125)
Tactical	8TAC92	852.0125 (867.0125)	807.0125 (822.0125)
Tactical – Direct	8TAC92D	852.0125 (867.0125)	852.0125 (867.0125)
Tactical	8TAC93	852.5125 (867.5125)	807.5125 (822.5125)
Tactical – Direct	8TAC93D	852.5125 (867.5125)	852.5125 (867.5125)
Tactical	8TAC94	853.0125 (868.0125)	808.0125 (823.0125)
Tactical – Direct	8TAC94D	853.0125 (868.0125)	853.0125 (868.0125)
<p>Default operation should be carrier squelch receive, CTCSS 156.7(5A) transmit. If the user can enable/disable CTCSS without reprogramming the radio, the indicated CTCSS tone could also be programmed for receive, and the user instructed how and when to enable/disable.</p> <p>*The frequency in parenthesis, which is 15 MHz higher, is the frequency used before <del>rebanding</del> - channel names were ICALL, ITAC1 - ITAC4. Wideband FM 20K0F3E before and after <del>rebanding</del>.</p>			



<b>VHF Incident Response (IR) Federal Interoperability Channel Plan</b>				
<b>Suggested Assignment</b> (subject to availability & local plans)	<b>Channel Name</b>	<b>Note</b>	<b>Mobile RX (MHz)</b>	<b>Mobile TX (MHz)</b>
Incident Calling	NC 1	Calling	169.5375	164.7125
Incident Command	IR 1		170.0125	165.2500
Medical Evacuation Control	IR 2		170.4125	165.9625
Logistics Control	IR 3		170.6875	166.5750
Interagency Convoy	IR 4		173.0375	167.3250
Incident Calling (Direct)	IR 5	Direct for NC 1 Calling	169.5375	169.5375 (S)
Incident Command (Direct)	IR 6	Direct for IR 1	170.0125	170.0125 (S)
Medical Evacuation Control (Direct)	IR 7	Direct for IR 2	170.4125	170.4125 (S)
Logistics Control (Direct)	IR 8	Direct for IR 3	170.6875	170.6875 (S)
Interagency Convoy (Direct)	IR 9	Direct for IR 4	173.0375	173.0375 (S)
<p>*See "Conditions for Use of Federal Interoperability Channels" on pages 22 - 24.</p> <p>Default operation should be carrier squelch receive, CTCSS 167.9/CSQ transmit. If the user can enable/disable CTCSS without reprogramming the radio, the indicated CTCSS tone also could be programmed for receive, and the user instructed how and when to enable/disable.</p> <p>All channels on this page are NARROWBAND only.</p>				

<b>UHF Incident Response (IR) Federal Interoperability Channel Plan</b>				
<b>Suggested Assignment</b> (subject to availability & local plans)	<b>Channel Name</b>	<b>Note</b>	<b>Mobile RX (MHz)</b>	<b>Mobile TX (MHz)</b>
Incident Calling	NC 2	Calling	410.2375	419.2375
Ad hoc assignment	IR 10		410.4375	419.4375
Ad hoc assignment	IR 11		410.6375	419.6375
SAR Incident Command	IR 12		410.8375	419.8375
Ad hoc assignment	IR 13		413.1875	413.1875 (S)
Interagency Convoy	IR 14		413.2125	413.2125 (S)
Incident Calling (Direct)	IR 15	Direct for NC 2 Calling	410.2375	410.2375 (S)
Ad hoc assignment (Direct)	IR 16	Direct for IR 10	410.4375	410.4375 (S)
Ad hoc assignment (Direct)	IR 17	Direct for IR 11	410.6375	410.6375 (S)
SAR Incident Command (Direct)	IR 18	Direct for IR 12	410.8375	410.8375 (S)
<p>*See "Conditions for Use of Federal Interoperability Channels" on pages 22 - 24.</p> <p>Default operation should be carrier squelch receive, CTCSS 167.9/CSQ transmit. If the user can enable/disable CTCSS without reprogramming the radio, the indicated CTCSS tone also could be programmed for receive, and the user instructed how and when to enable/disable.</p> <p>All channels on this page are NARROWBAND only.</p>				

Federal / Non-Federal SAR Comm and Interoperability Plan			
Channel Name*	Mobile RX (MHz)	Mobile TX (MHz)	CTCSS
IR 12**	410.8375	419.8375	167.9 Tx, CSQ Rx
VTAC14	159.4725	159.4725	156.7 Tx, CSQ Rx (156.7 Rx if user selectable)
UTAC43	453.8625	458.8625	156.7 Tx, CSQ Rx (156.7 Rx if user selectable)
8TAC94 (ITAC4 before rebanding)	853.0125 (868.0125 before rebanding)	808.0125 (823.0125 before rebanding)	156.7 Tx, CSQ Rx (156.7 Rx if user selectable)
VHF Marine Ch. 17***	156.8500 (this use requires FCC STA)	156.8500 (this use requires FCC STA)	none
<p>* If a repeater is not available, substitute the corresponding talk-around channel: IR 18 for IR 12, UTAC43D for UTAC43, 8TAC94D for 8TAC94.</p> <p>**See Conditions for Use of Federal Interoperability Channels on pages 22 - 24.</p> <p>***VHF marine ch. 17 is wideband FM, emission 16K00F3E.</p>			

Federal / Non-Federal VHF SAR Operations Interoperability Plan	
Suggested SAR Function	Frequency (MHz)
Ground Operations	155.1600 narrowband FM
Maritime Operations *	157.050 or 157.150 (VHF Marine ch.21A or 23A) as specified by USCG Sector Commander
Air Operations – civilian	123.100 MHz AM (may not be used for tests or exercises)
Air Operations – USCG/Military	345.0 MHz AM for initial contact only, then move to 282.8 MHz AM or other working channel
Air rescue assets to air rescue assets (deconfliction)	As charted on standard air chart or MULTICOM 122.850 (south or west sector) & 122.900 MHz (north or east sector), or as specified by FAA. 122.850 may not be used for tests or exercises
Ground to Air SAR working channel	157.175 83A (21A, 23A, 81A alternates as specified by local USCG Sector Commander) **
Ground to Maritime SAR working channel	157.050 21A (23A, 81A, 83A alternates as specified by local USCG Sector Commander) **
Maritime/Air/Ground SAR working channel *	157.175 83A (21A, 23A, 81A alternates as specified by local USCG Sector Commander) **
EMS / Medical Support	155.3400 narrowband FM
Hailing* & DISTRESS only - Maritime/Air/Ground	156.800 VHF Marine channel 16 *
<p>* Use VHF Marine ch.16 to make contact (30 seconds max.), then move to appropriate working channel as directed by local USCG Sector Commander. Non-maritime use of any VHF Marine channel requires FCC Special Temporary Authority or appropriate license. VHF marine channels use wideband FM, emission 16K0F3E</p> <p>** VHF Marine channels: 16=156.800 21A=157.050 22A=157.100 23A=157.150 81A=157.075 82A=157.125 83A=157.1750 Direction from USCG, FCC, or FAA overrides information in this table. This table does not convey authority to operate.</p>	

<b>VHF Public Safety Mutual Aid and Comm on Channels</b>			
Frequency (MHz)	Usage	Narrowband ID	Note
155.1600	Search and Rescue Common	SAR NFM	Not designated by FCC; availability varies.
154.2650 mobile	Fire Mutual Aid	VFIRE22	Not available in Puerto Rico and the U.S. Virgin Islands.
154.2725	Fire Mutual Aid	VFIRE24	
154.2800 base/mobile	Fire Mutual Aid	VFIRE21	
154.2875		VFIRE25	
154.2950 mobile	Fire Mutual Aid	VFIRE23	
154.3025		VFIRE26	
155.3400 base/mobile	EMS Mutual Aid	VMED28	May be designated for EMS Mutual Aid.
155.3475		VMED29	May be designated for EMS Mutual Aid.
155.4750 base/mobile	Law Enforcement Mutual Aid	VLAW31	
155.4825	Law Enforcement Mutual Aid	VLAW32	
Rules for use of these channels are contained in 47 CFR 90.20 and NTIA Manual Section 4.3.11 & 7.3.6. See also "Non-Federal VHF National Interoperability Channels" and "Non-Federal VHF Inland Interoperability Channels" on page 26 - 28 of this document.			

<b>UHF MED (Medical, EMS) Channels</b>			
Base & Mobile TX	Mobile TX	Channel Name	Bandwidth
462.950	467.950	MED-9 *	W,N,U
462.95625	467.95625	MED-91 *	U
462.9625	467.9625	MED-92 *	N,U
462.96875	467.96875	MED-93 *	U
462.975	467.975	MED-10 *	W,N,U
462.98125	467.98125	MED-101 *	U
462.9875	467.9875	MED-102 *	N,U
462.99375	467.99375	MED-103 *	U
* Used primarily for dispatch; may be used for mutual aid. <a href="#">47CFR90.20(d)(65)</a> .			
463.000	468.000	MED-1	W,N,U
463.00625	468.00625	MED-11	U
463.0125	468.0125	MED-12	N,U
463.01875	468.01875	MED-13	U
463.025	468.025	MED-2	W,N,U
463.03125	468.03125	MED-21	U
Direct mode: receive & transmit on "Base & Mobile TX" freq.; Repeater mode: transmit on "Mobile TX" freq., receive on "Base & Mobile TX" freq. CTCSS as required by local plan. Bandwidth: W=wide, N=narrow, U=ultra-narrow (6.25 kHz). Add "D" to channel name when operating in "Direct" mode.			



<b>UHF MED (Medical, EMS) Channels</b>			
Base & Mobile TX	Mobile TX	Channel Name	Bandwidth
463.0375	468.0375	MED-22	N,U
463.04375	468.04375	MED-23	U
463.050	468.050	MED-3	W,N,U
463.05625	468.05625	MED-31	U
463.0625	468.0625	MED-32	N,U
463.06875	468.06875	MED-33	U
463.075	468.075	MED-4	W,N,U
463.08125	468.08125	MED-41	U
463.0875	468.0875	MED-42	N,U
463.09375	468.09375	MED-43	U
463.100	468.100	MED-5	W,N,U
463.10625	468.10625	MED-51	U
463.1125	468.1125	MED-52	N,U
463.11875	468.11875	MED-53	U
463.125	468.125	MED-6	W,N,U
Direct mode: receive & transmit on "Base & Mobile TX" freq.; Repeater mode: transmit on "Mobile TX" freq., receive on "Base & Mobile TX" freq. CTCSS as required by local plan. Bandwidth: W=wide, N=narrow, U=ultra-narrow (6.25 kHz). Add "D" to channel name when operating in "Direct" mode.			



<b>UHF MED (Medical, EMS) Channels</b>			
Base & Mobile TX	Mobile TX	Channel Name	Bandwidth
463.13125	468.13125	MED-61	U
463.1375	468.1375	MED-62	N,U
463.14375	468.14375	MED-63	U
463.150	468.150	MED-7	W,N,U
463.15625	468.15625	MED-71	U
463.1625	468.1625	MED-72	N,U
463.16875	468.16875	MED-73	U
463.175	468.175	MED-8	W,N,U
463.18125	468.18125	MED-81	U
463.1875	468.1875	MED-82	N,U
463.19375	468.19375	MED-83	U
Direct mode: receive & transmit on "Base & Mobile TX" freq.; Repeater mode: transmit on "Mobile TX" freq., receive on "Base & Mobile TX" freq. CTCSS as required by local plan. Bandwidth: W=wide, N=narrow, U=ultra-narrow (6.25 kHz). Add "D" to channel name when operating in "Direct" mode.			

IBERIA PARISH EMERGENCY OPERATIONS PLAN

<b>TALKGROUP ALIAS (TALKGROUPS ASSIGNED TO IBERIA PARISH)</b>	<b>DESCRIPTION</b>
IPCD-SO-DISP1	IBERIA PARISH SHERIFF'S OFFICE, DISPATCH 1
IPCD-SO-DISP2	IBERIA PARISH SHERIFF'S OFFICE, DISPATCH 2
IPCD-SO-CRDTK1	IBERIA PARISH SHERIFF'S OFFICE, PATROL
IPCD-SO-CRDTK2	IBERIA PARISH SHERIFF'S OFFICE, TRAFFIC
IPCD-SO-CID1	IBERIA PARISH SHERIFF'S OFFICE, BOI-1
IPCD-SO-CID2	IBERIA PARISH SHERIFF'S OFFICE, BOI-2
IPCD-SO-CID3	IBERIA PARISH SHERIFF'S OFFICE, BOI-3
IPCD-SO-NARC1	IBERIA PARISH SHERIFF'S OFFICE, NARCOTICS-1
IPCD-SO-NARC2	IBERIA PARISH SHERIFF'S OFFICE, NARCOTICS-2
IPCD-SO-ADMIN1	IBERIA PARISH SHERIFF'S OFFICE, ADMIN-1
IPCD-SO-ADMIN2	IBERIA PARISH SHERIFF'S OFFICE, ADMIN-2
IPCD-SO-JAIL1	IBERIA PARISH SHERIFF'S OFFICE, JAIL-1
IPCD-SO-JAIL2	IBERIA PARISH SHERIFF'S OFFICE, JAIL-2
IPCD-SO-SRT	IBERIA PARISH SHERIFF'S OFFICE, SRT
IPCD-SO-JPD1	JEANERETTE POLICE DEPARTMENT 1
IPCD-SO-JPD2	JEANERETTE POLICE DEPARTMENT 2
IPSO-JEAN-MARS	JEANERETTE CITY MARSHAL'S OFFICE
IPCD-DEL-PD	DELCAMBRE POLICE DEPARTMENT
IPCD-FD-DISP1	IBERIA PARISH FIRE PROTECTION DISTRICT #1, DISPATCH-1
IPCD-FD-DISP2	IBERIA PARISH FIRE PROTECTION DISTRICT #1, DISPATCH-2
IPCD-FD-DISP3	IBERIA PARISH FIRE PROTECTION DISTRICT #1, DISPATCH-3
IPCD-FD-1	IBERIA PARISH FIRE PROTECTION DISTRICT #1, FIRE GROUND-1
IPCD-FD-2	IBERIA PARISH FIRE PROTECTION DISTRICT #2, FIRE GROUND-2
IPCD-FD-DATA	IBERIA PARISH FIRE PROTECTION DISTRICT #1, DATA
IPCD-IB-CRDCALL	IBERIA PARISH (ALL) COORDINATED CALL
IPCD-IB-COORDTK1	IBERIA PARISH (ALL) COORDINATED TALK-1
IPCD-IB-COORDTK2	IBERIA PARISH (ALL) COORDINATED TALK-2
IPCD-IB-COORDTK3	IBERIA PARISH (ALL) COORDINATED TALK-3
IPCD-IB-OHSEP1	IBERIA PARISH OHSEP, DISPATCH-1
IPCD-IB-OHSEP2	IBERIA PARISH OHSEP, DISPATCH-2
IPCD-PW-1	CITY OF NEW IBERIA, PUBLIC WORKS-1
IPCD-PW-2	CITY OF NEW IBERIA, PUBLIC WORKS-2
IPCD-INSP	CITY OF NEW IBERIA, INSPECTOR'S OFFICE
IPCD-DEL-PW	TOWN OF DELCAMBRE, PUBLIC WORKS
IPCD-JEAN-PW	CITY OF JEANERETTE, PUBLIC WORKS
IPDC-MED-COORDTK	IBERIA MEDICAL CENTER, COORDINATED TALK
IPCD-IMC	IBERIA PARISH, IBERIA MEDICAL CENTER
IPCD-DAU-HOSP	IBERIA PARISH, DAUTERIVE HOSPITAL
IPCD-IP-PW1	IBERIA PARISH, PUBLIC WORKS-1
IPCD-IP-PW2	IBERIA PARISH, PUBLIC WORKS-2
IPCD-IB-AC	IBERIA PARISH, ANIMAL CONTROL
IPCD-NI-AC	CITY OF NEW IBERIA, ANIMAL CONTROL
NIFD (OTHER SYSTEM)	CITY OF NEW IBERIA, FIRE DEPARTMENT-1
<b>TALKGROUP ALIAS</b>	<b>DESCRIPTION</b>
NIFD (OTHER SYSTEM)	CITY OF NEW IBERIA, FIRE DEPARTMENT-2

IBERIA PARISH EMERGENCY OPERATIONS PLAN

IPCD-NIPD-DISP1	NEW IBERIA POLICE DEPARTMENT DISPATCH-1
IPCD-NIPD-DISP2	NEW IBERIA POLICE DEPARTMENT, DISPATCH-2
IPCD-NIPD-PATR1	NEW IBERIA POLICE DEPARTMENT, PATROL-1
IPCD-NIPD-PATR2	NEW IBERIA POLICE DEPARTMENT, PATROL-2
IPCD-NIPD-DET	NEW IBERIA POLICE DEPARTMENT, DETECTIVES
IPCD-NIPD-NARC	NEW IBERIA POLICE DEPARTMENT, NARCOTICS
IPCD-NIPD-COMM	NEW IBERIA POLICE DEPARTMENT, COMMAND

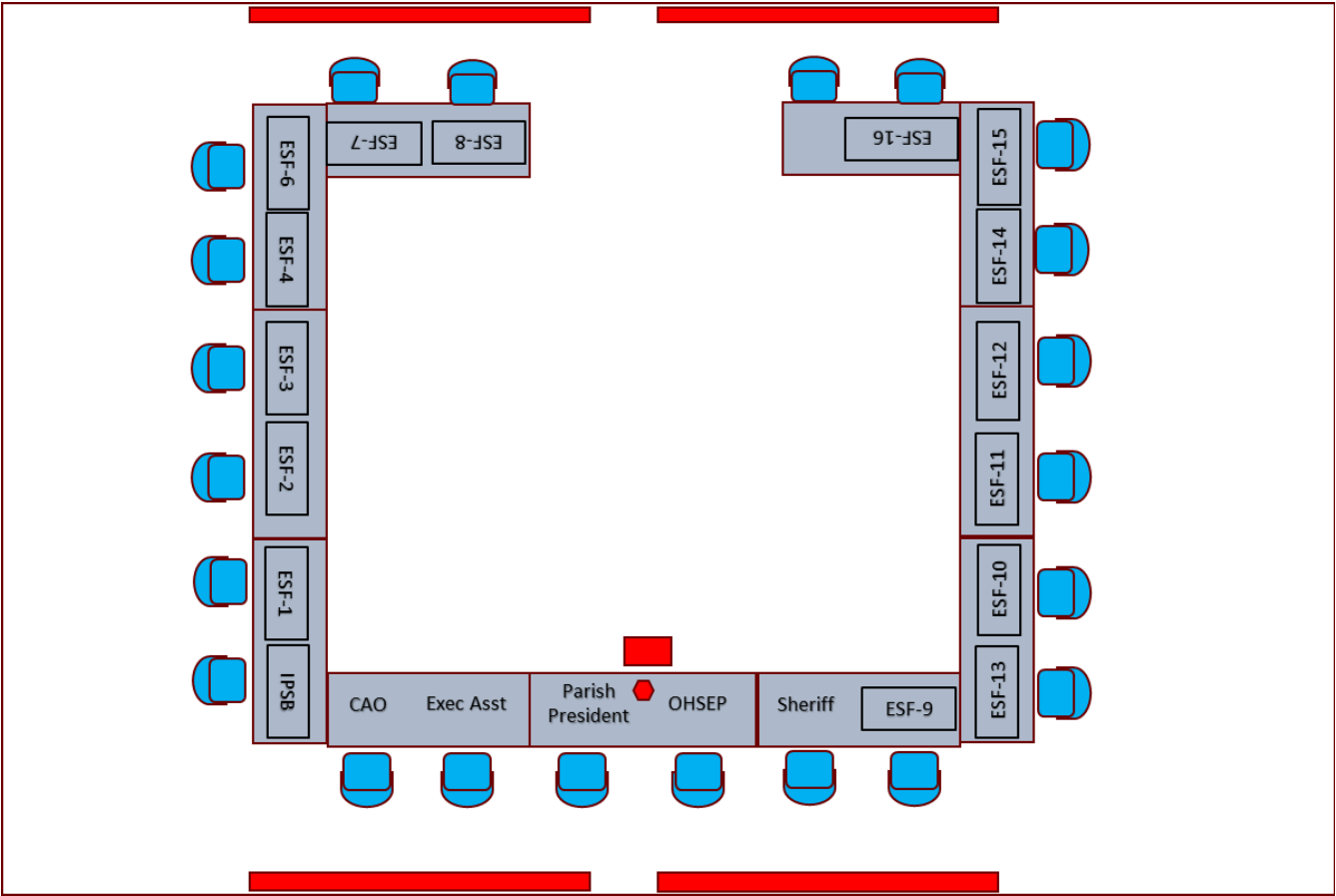
## IBERIA PARISH EMERGENCY OPERATIONS PLAN

### Appendix ESF-3-1, Utility Companies Operating in Iberia Parish

TYPE OF UTILITY	COMPANY	CONTACT NUMBER (24 HR)
Electricity	Central Louisiana Electric Company (CLECO)	800-622-6537
Electricity	Entergy Louisiana, LLC	800-968-8243
Natural Gas	Delta Energy (formerly CenterPoint Energy)	888-876-5786
Natural Gas	ATMOS Energy Corp.	866-322-8667
Water	Louisiana Water Company (LAWCO)	337-364-3023
Water	Iberia Parish Water Works District #3 (Coteau Water)	337-367-6111
Water	Bayou Teche Water Works	337-229-6029
Water	City of Jeanerette, Water Works	337-276-6791
Cable TV	Cox Communications	337-365-2434
Telephone	AT&T	337-557-6500
Telephone	Vonage	888-218-9015

Appendix ESF-5-1, Location of Windows and Doorways in the Primary PSAP and Emergency Operations Center







Appendix 6-1, Refuge of Last Resort

**I. INTRODUCTION**

- A. With the major construction on US. Highway 90, the possibility of having to open a Refuge of Last Resort increases compared to a hurricane season where there is a normal traffic flow on this highway.
- B. This plan will be used only if there are evacuees on US Highway 90 at the onset of tropical storm force winds.
- C. A Refuge of Last Resort is not a shelter, is not included in the publicly recognized Emergency Operations Plan, and is internally pre-identified by emergency officials only. It is a last resort to save lives after all efforts have been exhausted to safely evacuate residents from the Parish. It is a last alternative for people trapped in low lying homes, weak structures or in vehicles on the evacuation routes.
- D. Iberia Parish still has no plans to open or operate a shelter pre-storm.

**II. PURPOSE**

This guideline establishes a consistent operational method for Iberia Parish Government to coordinate the opening of a refuge of last resort.

**III. CONCEPT OF OPERATIONS**

- A. These guidelines apply to all Parish Emergency Response member and partnering response agencies. Activation of these guidelines will occur only if the Parish lies in the forecasted path and the associated cone of error of an approaching hurricane, only with the approval of the Parish President or his designee, and only if one or more of the following criteria are met:
  - 1. The forward speed of a major tropical cyclone accelerates suddenly, eliminating the timeframe where citizens can safely evacuate out of the immediate area.
  - 2. The wind speed of the tropical cyclone quickly strengthens eliminating the timeframe where citizens can safely evacuate out of the immediate area.
  - 3. Traffic congestion threatens to leave motorists stranded on local highways when tropical storm force winds are imminent.
- B. Iberia Parish Government accepts that the facility used may not afford complete protection and may not be free of hazards. It is intended to save the lives of those who are unable to remove themselves from the path of the hurricane when there is not time to safely evacuate people to a safer location.
- C. Iberia Parish Government, with a refuge of last resort, provides some protection from wind and possibly some elevation above potential storm surge and wave action.
- D. There are no minimum standards for square footage per person.



## IBERIA PARISH EMERGENCY OPERATIONS PLAN

- E. The facility will serve as a refuge through the end of the tropical cyclone only. After the hurricane has passed, occupants will be removed from the refuge of last resort to a shelter located outside of the Parish, if necessary.
- F. Food, water, medical attention, sanitation, communications, and dormitory services are not necessarily provided. Public messaging will advise occupants of the items that they are expected to bring for themselves, i.e. food, water, etc.
- G. Evacuees may have only the benefit of the physical structure to protect them against wind and surge hazards and no amenities within facility are promised to contribute to physical comforts.
- H. Iberia Parish Government, in no way, designates or guarantees that the facility can afford complete protection or is free from hazards, but only that it provides some basic protection from the elements.

### **IV. ASSIGNMENT OF RESPONSIBILITY**

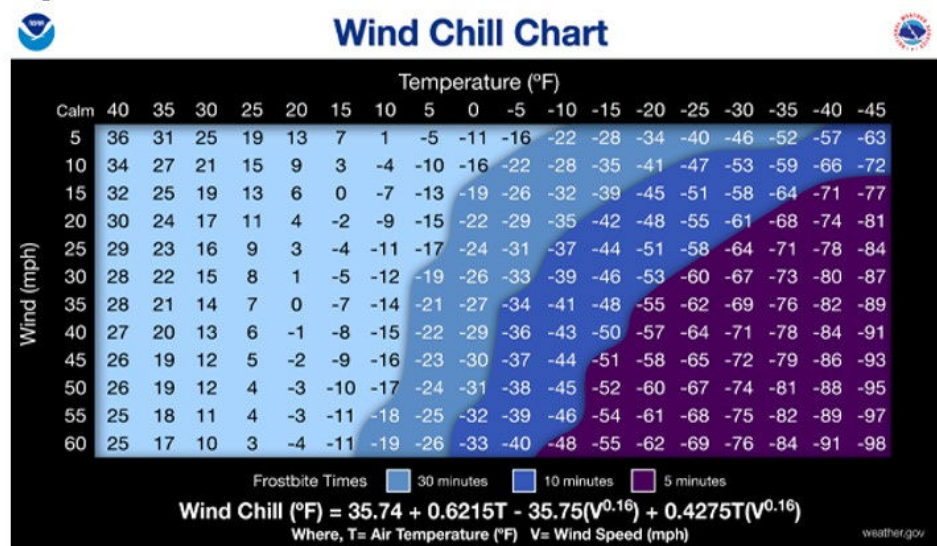
- A. Parish President – With the recommendation of the Director of the Office of Homeland Security and Emergency Preparedness, will make the decision to open a refuge of last resort.
- B. Parish Chief Administrative Officer – In the absence of the Parish President, the Chief Administrative Office, with the recommendation of the Director of the Office of Homeland Security and Emergency Preparedness, will make the decision to open a refuge of last resort.
- C. Director, Office of Homeland Security and Emergency Preparedness – Will monitor the course of all tropical storms, update all Parish and municipal administrative heads, and when necessary, discuss with the Parish President when the need arises for a refuge of last resort.
- D. Iberia Parish Sheriff's Office – Will assist motorists stranded on the highway in high winds to the refuge of last resort.
- E. Jurisdictional Law Enforcement – Will provide security for the refuge of last resort when located in their jurisdiction.
- F. Jurisdictional Fire Department – Will provide fire checks for the refuge of last resort when located in their jurisdiction.

Appendix 6-2, Warming and Cooling Centers

I. Purpose

The purpose of this plan is to equip community partners with the information, guidance, and procedures needed to establish and operate emergency temporary warming and cooling centers during extreme weather conditions. Its primary goal is to ensure that all citizens have access to a safe, secure place with basic sanitation facilities during any extreme weather conditions that could lead to major illness or death.

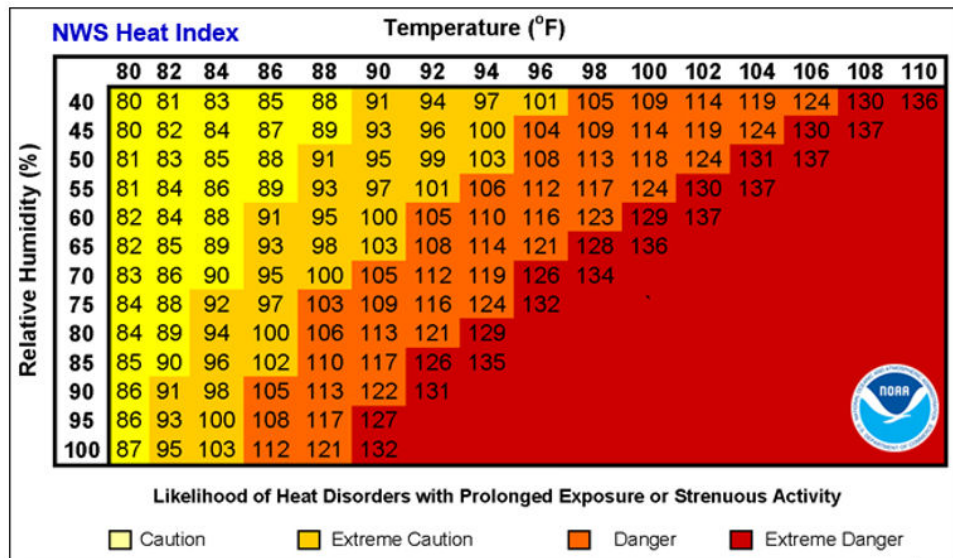
- A. Warming or Cooling Center: a facility that is made available during extreme cold or hot weather conditions when normal coping mechanisms in the home are ineffective or unavailable. These centers are not overnight or homeless shelters. They are opened for a limited number of hours and will remain open only if necessary. Very limited services will be provided during the duration of these centers.
- B. Severe Cold: This is defined as a period of 6 hours in which temperatures are forecasted or reach 32 degrees Fahrenheit or below without precipitation or 40 degrees Fahrenheit with precipitation.
  1. Extreme Cold Warning is issued when dangerously cold air temperatures or wind chill values are expected or occurring.
  2. Freeze Warning is issued when temperatures are forecasted to go below 32 degrees Fahrenheit for a long period of time.
  3. Wind Chill temperature is defined by the National Weather Service (NWS) as “the temperature that people and animals feel when outside, based on the rate of heat loss from exposed skin. The NWS issues wind chill warnings when wind chill temperatures are life threatening. They issue wind chill advisories when temperatures are potentially hazardous.



- C. Severe Heat: Is defined as a period in which temperatures are forecasted or actually reach 100 degrees Fahrenheit or above.
  1. An Excessive Heat warning is issued by the NWS when the temperature is greater than or equal to 105 degrees Fahrenheit or the heat index is greater than or equal to 113 degrees Fahrenheit.

## IBERIA PARISH EMERGENCY OPERATIONS PLAN

2. An Extreme Heat Watch is issued when there is the potential for the heat index value to reach or exceed 105 degrees Fahrenheit with the next 24 to 48 hours.
3. The National Weather Service issues some or all the following as conditions warrant:
  - a. Extreme Heat Warning is issued when dangerous heat is happening or about to happen. The National Weather Service defines an Extreme Heat Warning as when the heat index becomes greater than or equal to 113 degrees and/or the temperature becomes greater than or equal to 105 degrees.
  - b. Extreme Heat Watches are issued when dangerous heat is possible.
  - c. Heat Advisory is issued within 12 hours of the onset of extremely dangerous heat conditions. The general rule of thumb for this Advisory is when the maximum heat index temperature is expected to be 108°F or the temperature becomes greater than or equal to 103°F.
4. Heat Index: Is a measure of how hot it really feels when relative humidity is factored in with the actual air temperature. Considerations on opening a warming shelter will begin when the Heat Index is expected to exceed 105 to 110 degrees Fahrenheit in Iberia Parish for at least 2 consecutive days.



### D. Sex Offender Shelter

1. Under Louisiana Revised Statute 15:543, any person who has been required to register as a sex offender who enters an emergency shelter shall, within the first twenty-four hours of admittance, notify the management of the facility, the chief of police of the municipality, if the shelter is located in a municipality, and the sheriff of the parish in which the shelter is located of their sex offender status.
2. The sex offender shall provide his full name, date of birth, social security number, and last address of registration prior to the declaration of emergency.
3. Registration section shall notify law enforcement officer on the premises of the presence of the sex offender in the center. Once notified, the sex offender will be transported to the sex offender shelter/center location.
4. In the event, a sex offender presents with a family, only family members will be allowed to stay at shelter/center. Sex offender will have the option to be transported to designated sex offender shelter/center.

## II. Scope

## IBERIA PARISH EMERGENCY OPERATIONS PLAN

While inclement weather conditions such as rain, wind, and temperature fluctuations are inevitable, this appendix focuses on severe weather events that pose life-threatening risks due to extreme temperatures for prolonged durations (exceeding 2 to 3 days.) The primary focus is on the Parish's most vulnerable populations, particularly those without adequate housing and individuals with medical needs who depend on power for critical devices.

### III. General Information on Warming/Cooling Centers

- A. The responsibility of the operation of Warming and Cooling Centers is the responsibility of Iberia Parish Government (IPG.)
- B. The Iberia Parish Office of Homeland Security and Emergency Preparedness (OHSEP,) under the direction of the Parish President, will plan and arrange resources in the event a Warming or Cooling Center is to be opened.
  - 1. CERT, if available, will provide care and supervision over those choosing to report to a Warming or Cooling Center.
  - 2. Iberia Parish Employees will be required to work a Warming or Cooling Center if CERT is unable to open the Center, if the CERT personnel reporting is insufficient to run the Center or if no CERT personnel can report to run the Center.
- C. Criteria for opening a Warming or Cooling Center:
  - 1. Iberia Parish Warming Centers will only be opened at the direction of the Parish President and will be considered only if an Extreme Cold Weather Warning has been issued by the NWS and residents could be in danger from the extreme cold.
  - 2. Iberia Parish Cooling Centers will be opened at the direction of the Parish President and will be considered only if an Extreme Heat Warning has been issued by the NWS.
- D. Hours of Operation
  - 1. Warming Centers will be open at 5:00 PM until 9:00 AM with lights out at 10:00 PM.
  - 2. Cooling Centers will be open from 12:00 PM until 5:00 PM.
  - 3. Hours of operation are subject to change with weather conditions. The Parish President will dictate the hours of operation per incident.
  - 4. If a center is required to be extended beyond those hours, it will be operated under the guidelines of the American Red Cross and Iberia Parish Emergency Operations Plan Sheltering Guidelines.

### IV. Concept of Operations

- A. Warming Centers
  - 1. Homeless persons will be transported to the Iberia Parish Homeless Shelter if beds are available.
  - 2. Meals will not be provided. If residents require food or drink during the hours they are at the Warming Center, they should bring it from their house. Persons on special diets should bring food suitable to their medical or other condition.
  - 3. Iberia Parish Government will attempt to provide a cot and a blanket, if available from the American Red Cross. Center occupants that are sensitive to the cold may want to bring an additional blanket.
  - 4. Iberia Parish Government will have no access to medicine or medical supplies. Center occupants should bring with them any medications, medical supplies, or medically necessary equipment with them to the Warming Center. Emergency medical care will be handled by local ambulance personnel or occupants needing medical care will be transported to the hospital.
  - 5. There will no access to shower or bathing facilities.

## IBERIA PARISH EMERGENCY OPERATIONS PLAN

6. Families with children should bring items to entertain their children while at the Center. There will most likely be NO access to internet services and access to electrical outlets to recharge electronic devices is not promised.
  7. The location of the facility will be determined by Iberia Parish Government at the time the decision is made to open a warming or cooling center. Parking may be limited at the facility. Iberia Parish Government asks that you carpool, if possible, or have family or friends drop you off at the designated Center.
- B. Cooling Centers
1. Homeless persons will be directed to the Homeless Shelter if beds are available.
  2. Meals will not be provided. If residents require food or drink during the hours they are at the Cooling Center, they should bring it from home. Persons on special diets should bring food suitable to their medical or other condition.
  3. Iberia Parish Government will provide seating during the stay at the Cooling Center.
  4. Iberia Parish Government will have no access to medicine or medical supplies. Center occupants should bring with them any medications, medical supplies, or medically necessary equipment with them to the Cooling Center. Emergency medical care will be provided by local ambulance personnel or occupants needing medical care will be transported to the hospital.
  5. There will be no access to shower or bathing facilities.
  6. Families with children should bring items to entertain their children while at the Center. There will most likely be NO access to internet services and access to electrical outlets to recharge electronic devices is not promised.
  7. The location of the facility will be determined by Iberia Parish Government at the time the decision is made to open a warming or cooling center. Parking may be limited at the facility. Iberia Parish Government asks that you carpool, if possible, or have family or friends drop you off at the designated Center.
- V. Preparedness
- A. Preparedness
1. Iberia Parish OHSEP with the assistance of CERT will determine the resources needed to operate any Center opened.
  2. Iberia Parish OHSEP with the assistance of CERT will procure and pre-position support resources that will be needed.
  3. Iberia Parish OHSEP in coordination with the American Red Cross (ARC,) the Department of Children and Family Services (DCFS,) and CERT will conduct training and exercises annually for shelter, warming and cooling center staff.
- VI. EOC Activation Levels
- VII. Levels of Activation:
- Level IV – Normal operations are ongoing. OHSEP Staffing is in accordance with authorized manning levels.
  - LEVEL III – Events involve a potential or actual threat to the safety and welfare of the people in a threatened area(s). OHSEP Crisis Action Team (CAT) is activated and is operational with minimal staffing. The Parish EOC may be activated with critical ESF's by functional branch.
  - LEVEL II – Events are in progress or have occurred involving an imminent or actual major impact on the safety of the people in a stricken area(s). The EOC begins 24-hour operations and personnel from both OHSEP as well as identified ESF Leads will be required to report to

## IBERIA PARISH EMERGENCY OPERATIONS PLAN

the EOC at 1111 Ember Drive, New Iberia. In addition, the EOC activation might warrant the support of other agencies. OHSEP will continue to monitor the situation and this LEVEL is subject to increase or decrease depending on the current and expected conditions related to the event.

- LEVEL I – Events are in progress and require all support mentioned in the above four (4) EAL's. All ESF Leads or persons that hold a seat within the Unified Command Group (UCG) are required to report to the EOC to support OHSEP operations on a 24-hour operational period. This status will continue until any potential threat(s) have been eradicated and the emergency is terminated. As the threat or actual danger decreases, proper re-deployment activities will take place to allow employees to return to normal operations as quickly and effectively as possible.

### VIII. Recovery

- A. The Parish President will authorize the closure of the Center.
- B. Iberia OHSEP will develop closure timeline and demobilization of assets.
- C. The Center Manager will oversee the orderly departure of center occupants and all volunteers as well as consolidating and closing of center sites, as necessary.

### IX. Organization and Assignment of Responsibilities

- A. Iberia Parish Office of Homeland Security and Emergency Preparedness (OHSEP) is responsible for providing an Incident Commander and trained support staff for center operations.
- B. ESF-6 Lead, CERT, and/or Iberia Parish Government employees
  1. Provide trained Center manager and registration staff.
  2. Maintains center log and occupant inventory.
  3. Reports at regular intervals to ESF-6 Lead.
  4. ESF-6 Lead acts as a liaison with the Iberia Homeless Shelter for residents brought there.
  5. Check all occupants against the Louisiana Sex Offender Registry.
  6. ESF-6 provides family support services.
- C. Jurisdictional Law Enforcement
  1. Provides security for staff and occupants of shelter.
  2. Segregates and observes sex offenders reporting to Center until transportation can be arranged for them to a sex offender approved site.
- D. Jurisdictional Fire Service
  1. Periodically survey center sites for fire safety and report deficiencies to EOC.
  2. Assist in emergency transportation to area hospital with medical problems which may occur at Centers.
  3. Provide medical support until ambulance service arrives.
- E. Animal Control will operate and maintain pet center that will house and care for household pets. This location will operate in conjunction with the Center.

### X. Administration and Logistics

- A. Center Management - Center(s) will operate in accordance with American Red Cross guidelines.
- B. Registration
  1. Registration of citizens and pets will be done using the current State registration system.
  2. Service animals must be allowed to accompany their owners. Under the ADA, a service animal is defined as a dog or miniature horse that has been individually trained to do work or perform tasks for an individual with a disability. The task(s) performed by the animal must be directly related to the person's disability. Emotional support, therapy, comfort, or

## IBERIA PARISH EMERGENCY OPERATIONS PLAN

companion animals are not considered service animals under the ADA and will be treated as household pets.

### C. Communications

1. The telephone will be the primary means of communications to the Centers.
2. Emergency personnel staffing the center will have access to 700/800 MHz radios and will be able to communicate directly with the Emergency Operations Center.
3. ESF-2 Lead will assign a person to the EOC to monitor radio transmissions.

### D. Volunteers and Donated Resources

1. All volunteer information and hours will be logged and tracked on the appropriate GOHSEP form. Donated Good and Resources will be logged and tracked, however, donations will not be accepted at the Center.
2. American Red Cross and Second Harvest will provide snacks and water to center individuals if weather permits deliver.
3. If necessary, Goodwill will provide clothes.
4. Outside food will not be accepted unless donated by a licensed vendor approved by the Board of Health.

IBERIA PARISH EMERGENCY OPERATIONS PLAN

Appendix ESF-6-3, Evacuation Registration Tracking Form (Manual Registration)

ESF-6 Evacuation Registration Tracking Form						
	Name	Address	Age	Race	Gender	Badge #
1				W / B / O	M / F	
2				W / B / O	M / F	
3				W / B / O	M / F	
4				W / B / O	M / F	
5				W / B / O	M / F	
6				W / B / O	M / F	
7				W / B / O	M / F	
8				W / B / O	M / F	
9				W / B / O	M / F	
10				W / B / O	M / F	
11				W / B / O	M / F	
12				W / B / O	M / F	
13				W / B / O	M / F	
14				W / B / O	M / F	
15				W / B / O	M / F	
16				W / B / O	M / F	
17				W / B / O	M / F	
18				W / B / O	M / F	
19				W / B / O	M / F	
20	Bus Driver:			W / B / O	M / F	

Vehicle ID #

Page \_\_\_\_\_ of \_\_\_\_\_

Pink - Bus Driver  
Yellow - State Police  
White - Evac Site

\_\_\_\_\_  
Registered by (Print Name)



## EVACUATION TICKET

**PARISH:** \_\_\_\_\_

**PPP:** \_\_\_\_\_

**ADDRESS:** \_\_\_\_\_

**ZIP CODE:** \_\_\_\_\_

**FAMILY (First Person listed is Head of Household)**

Name (Last, First)	Date of Birth (mm/dd/yyyy)	In School (Circle One)	Gender (Circle One)	Wrist Band #	Property Band #
		Y / N	M / F		
		Y / N	M / F		
		Y / N	M / F		
		Y / N	M / F		
		Y / N	M / F		

**Pet Name** \_\_\_\_\_ **Pet Band #** \_\_\_\_\_

**Pet Type (Circle One)**    **Cat**    **Dog**    **Other** \_\_\_\_\_

-----  
**MODE OF TRANSPORTATION: (Circle correct mode)**

**Bus**   **Plane**   **Other** \_\_\_\_\_

**Vehicle ID #:** \_\_\_\_\_

White – DCFS Copy

Canary – Parish Copy

Pink – Bus Copy

Goldenrod – Evacuee Copy

IBERIA PARISH EMERGENCY OPERATIONS PLAN

Appendix ESF-7-1, Iberia Parish Fuel Log

IBERIA PARISH FUEL LOG							
OPERATOR NAME			TELEPHONE #		BEGINNING GALLONS		
DATE	TYPE		# OF GALLONS	DEPARTMENT	EQUIPMENT #	EMPLOYEE'S SIGNATURE	METER READING
	UNLEADED	DIESEL					

Appendix ESF-7-2, MACRO Emergency Contact Information



A LEMOINE COMPANY

## Contact Information

**WHEN DISASTER STRIKES, CALL MACRO FOR EMERGENCY FUELING SERVICES OR  
EMERGENCY TRANSPORTATION!**

**844-887-6114**

<u>Name</u>	<u>Position</u>	<u>Office</u>	<u>Cell Phone</u>	<u>E-mail</u>
Clyde Guilbeau	Pres. Emergency Fuel	(337) 839-5000 ext 1108	(337) 319-2926	<a href="mailto:clydeg@macrocompanies.com">clydeg@macrocompanies.com</a>
Patrick McElligott	VP Emergency Fuel	(337) 839-5000 ext 1105	(337) 781-3223	<a href="mailto:patrickm@macrocompanies.com">patrickm@macrocompanies.com</a>
Shannon Broussard	Pres. Transportation	(337) 839-5000 ext 1153	(337) 319-9040	<a href="mailto:shannonb@macrocompanies.com">shannonb@macrocompanies.com</a>
Britt Herron	Logistics Coordinator	(337) 839-5000 ext 1604	(337) 296-0650	<a href="mailto:brith@macrocompanies.com">brith@macrocompanies.com</a>
John McElligott	Logistics Coordinator	(337) 839-5000 ext 1087	(337) 319-8064	<a href="mailto:johnm@macrocompanies.com">johnm@macrocompanies.com</a>
Bill McElligott Jr.	Logistics Coordinator	(337) 839-5000 ext 1079	(337) 319-8907	<a href="mailto:billjr@macrocompanies.com">billjr@macrocompanies.com</a>
Jerry Hall	Logistics Coordinator	(337) 839-5000 ext 1101	(337) 278-8987	<a href="mailto:jerryh@macrocompanies.com">jerryh@macrocompanies.com</a>

**Corporate office phone numbers:**

Office Phone (337) 839-5000

Office Fax (337) 839-5006

Toll Free (800) 737-3835

## IBERIA PARISH EMERGENCY OPERATIONS PLAN

### Appendix ESF-8-1, Medical Facilities, Nursing Home and Assisted Living Facilities in Iberia Parish

TYPE	NAME	ADDRESS	PHONE NUMBER
Hospital	Iberia Medical Center	2315 East Main St, New Iberia	337-364-0441
Hospital	Iberia Medical North Campus	600 North Lewis St, New Iberia	337-365-7311
Morgue	Iberia Parish Morgue	2315 East Main St, New Iberia	337-364-0441
Nursing Home	Consolata Nursing Home	2319 East Main St, New Iberia	337-365-8226
Nursing Home	Iberia Manor South	600 Bayard St, New Iberia	337-365-3441
Nursing Home	Iberia Manor North	1803 Jane St, New Iberia	337-365-2466
Nursing Home	Belle Teche	1306 West Admiral Doyle Dr., New Iberia	337-364-5472
Nursing Home	Maison Teche	7307 East Old Spanish Trail, Jeanerette	337-276-4514
Assisted Living	Garden View	1000 Darby Lane, New Iberia	337-364-2266
Assisted Living	Azalea Estates	1318 Andre, New Iberia	337-364-1695
Rehab Facility	Iberia Rehab Hospital	532 Jefferson Terrace Blvd, New Iberia	337-364-6923
Clinic	Iberia Comprehensive Center	806 Jefferson Terrace Blvd, New Iberia	337-365-4945
Clinic	Iberia Parish Health Unit	715-B Weldon St, New Iberia	337-373-0021
Clinic	Jeanerette Rural Health Clinic	217 Bourg, Jeanerette	337-276-7002
Clinic	Loreauville Rural Health Clinic	411 South Main St, Loreauville	337-229-8288
Mental Health Clinic	New Iberia Mental Health Clinic	611 West Admiral Doyle Dr., New Iberia	337-373-0002

IBERIA PARISH EMERGENCY OPERATIONS PLAN

Appendix ESF-8-2, High Risk Facilities That May Need Assistance Evacuating

TYPE	NAME	ADDRESS	PHONE NUMBER
Group Home	Redwood Group Home	3714 Redwood Dr., New Iberia	337-367-6813
Elderly Apt	School Days	415 Center St, New Iberia	337-367-1222
Elderly Apt	Village de Teche	1335 Ann St, New Iberia	337-367-6091
Elderly Apt	Jefferson Terrace Village	712 Jefferson Terrace Blvd, New Iberia	337-365-4422
Elderly Apt	Village de Vie	1104 Tarleton, Jeanerette	337-276-4144
Elderly Apt	St Theresa	1918 Julia St, New Iberia	337-364-3636
Elderly Apt	St Catherine Manor	103 St Catherine St, Loreauville	337-229-9995
Elderly Apt	St Katharine Drexel Manor	710 Bayard St, New Iberia	337-560-9901
Elderly Apt	St Agnes Manor	117 John Durocher Dr., Jeanerette	337-276-6226
Elderly Apt	St Dominic Place	714 Bayard St, New Iberia	337-365-5545
Elderly Apt	St Mary Magdalene	712 Bayard St, New Iberia	337-367-1183
Elderly Apt	St Augustine Manor	800 Bayard St, New Iberia	337-256-5790
Adult Day Care	L Adult Day Care	103 West Admiral Doyle Dr., New Iberia	337-364-7411
Elderly Apt	Iberia Place Apts.	1512 Southport Blvd, New Iberia	337-367-6813

Appendix ESF-8-3, Medical Supply Companies and Pharmacies in Iberia Parish

NAME OF BUSINESS	ADDRESS	CITY	PHONE NUMBER	MISC INFO
City Pharmacy	1411 Main Street	Jeanerette	337-276-4249	
CVS Pharmacy	185 North Lewis	New Iberia	337-365-2323	
Delaune's Pharmacy, Home Medical and Gifts	308 North Lewis St	New Iberia	337-364-7671	
Delcambre Pharmacy	510 Hwy 14	Delcambre	337-685-6851	
Ed's Pharmacy	313 Hwy 14	Delcambre	337-685-2644	
Iberia Comprehensive Center Pharmacy	806 Jefferson Terrace	New Iberia	337-365-4945	
Jeanerette Cashway Pharmacy	1801 Main Street	Jeanerette	337-276-4101	
L&M Pharmacy	1033 Andre St	New Iberia	337-365-1411	
Larroque Pharmacy	1305 Main Street	Jeanerette	337-276-5001	
Leleux's Pharmacy	100 North Main St	Loreauville	337-229-4968	
Lydia Pharmacy	3917 Darnall Rd	New Iberia	337-369-6156	
Soileau's Pharmacy	805 Center St	New Iberia	337-365-6721	
Walgreens/Super 1 Pharmacy	939 South Lewis St	New Iberia	337-364-1368	
Walgreens	1017 East Admiral Doyle	New Iberia	337-367-7979	
Walgreens	1102 Parkview Dr.	New Iberia	337-367-7979	
Walmart Pharmacy	1205 E. Admiral Doyle Dr.	New Iberia	337-367-9333	
Walmart Pharmacy	1201 Parkview Dr.	New Iberia	337-551-6571	

IBERIA PARISH EMERGENCY OPERATIONS PLAN

Appendix 9-1, Surge Values for Iberia Parish, 1957 to 2008

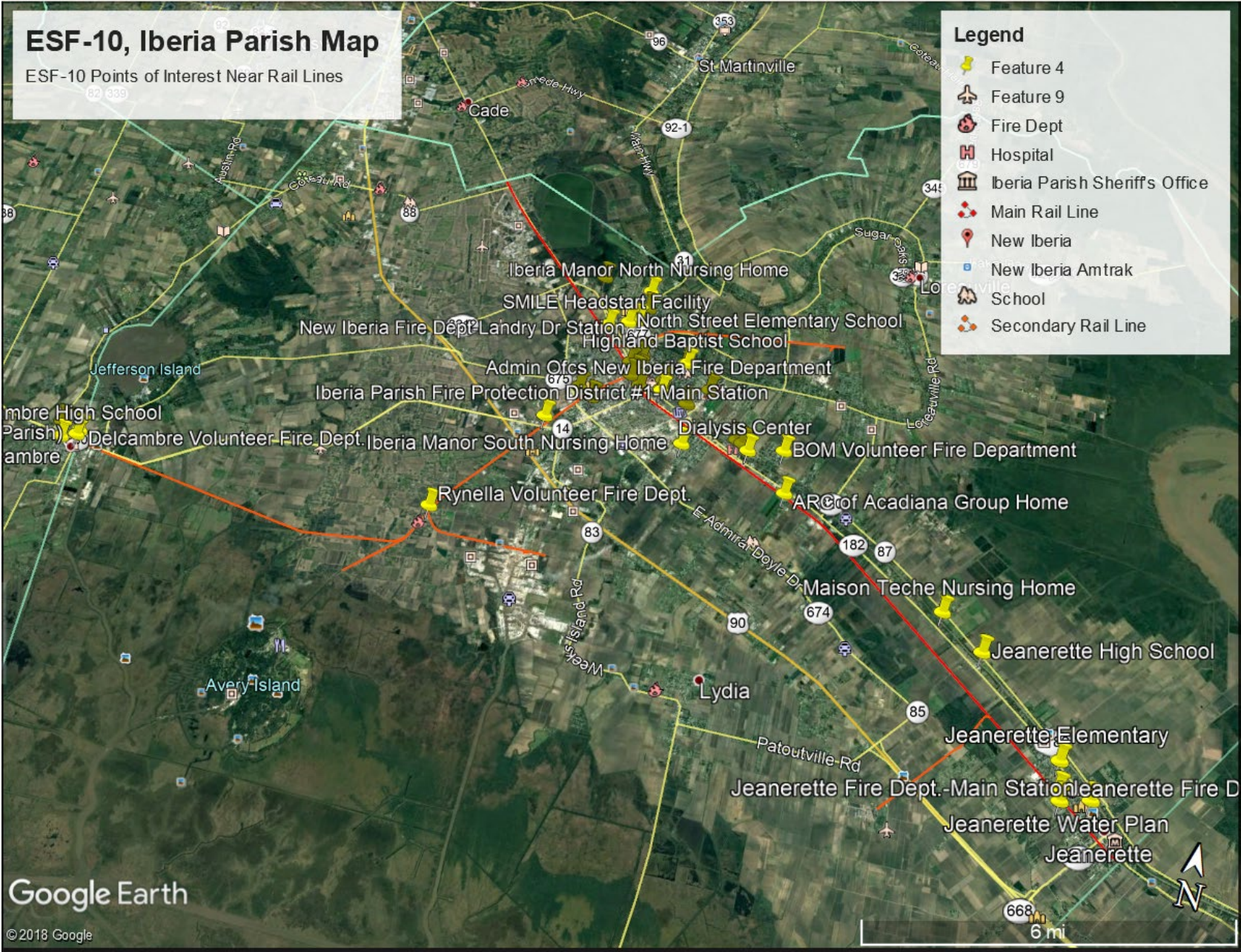
STORM	YEAR	LANDFALL AT	IBERIA PARISH SURGE VALUES
Audrey	1957	Sabine Pass, TX	7-10 Feet
Hilda	1964	St Mary Parish	3-5 Feet
Carmen	1974	St Mary Parish	4-6 Feet
Danny	1985	Grand Chenier	5-8 Feet
Juan	1985	St Mary Parish	3-6 Feet
Andrew	1992	Morgan City	8 Feet
Lili	2002	Intracoastal City	10-12 Feet
Rita	2005	Johnson's Bayou	10-12 Feet
Gustav	2008	Terrebonne Parish	4-5 Feet
Ike	2008	Galveston, TX	8-12 Feet

## IBERIA PARISH EMERGENCY OPERATIONS PLAN

### [Appendix ESF-10-1, Location of Rail Lines in Iberia Parish](#)

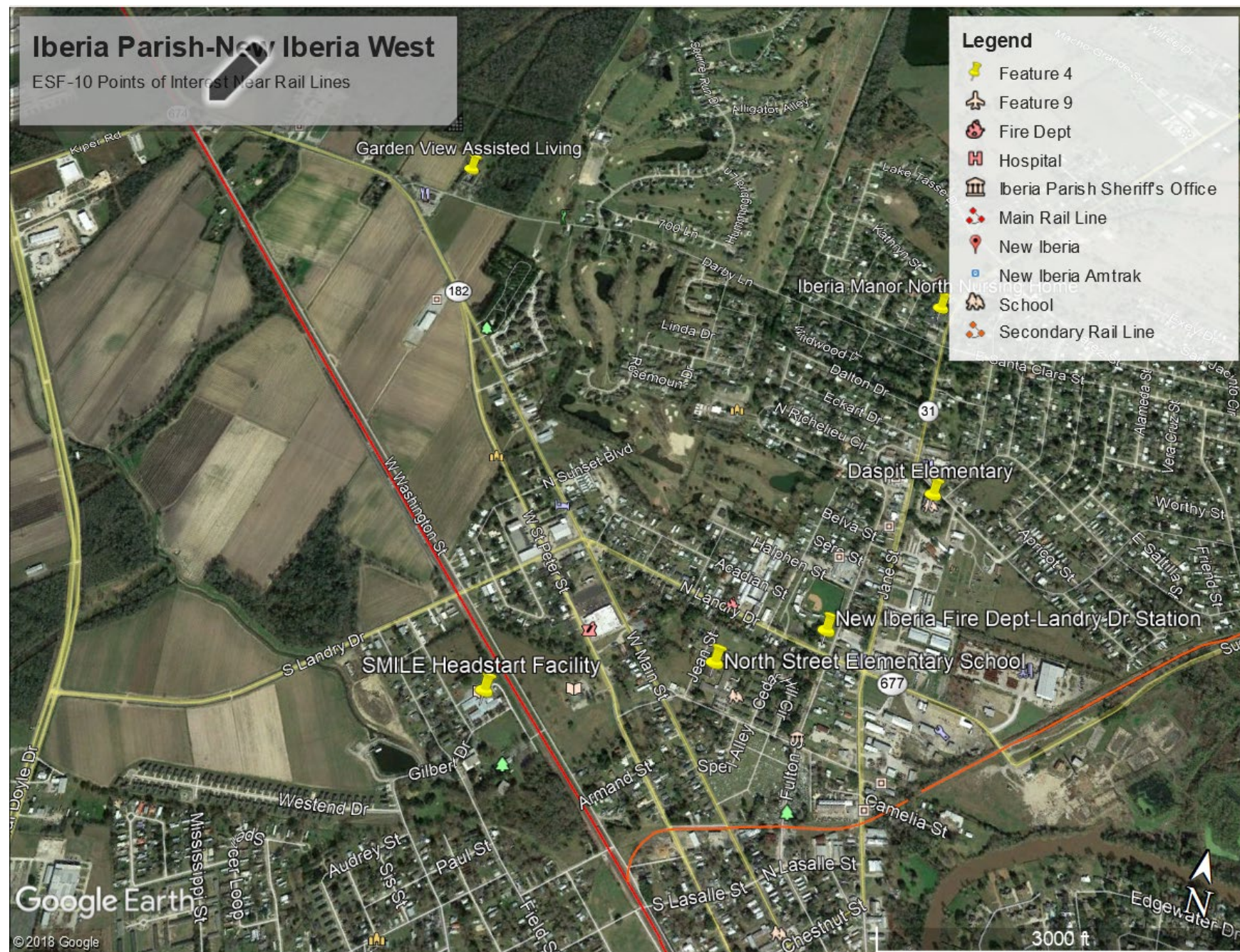
The following pages indicate the location of rail lines in Iberia Parish.





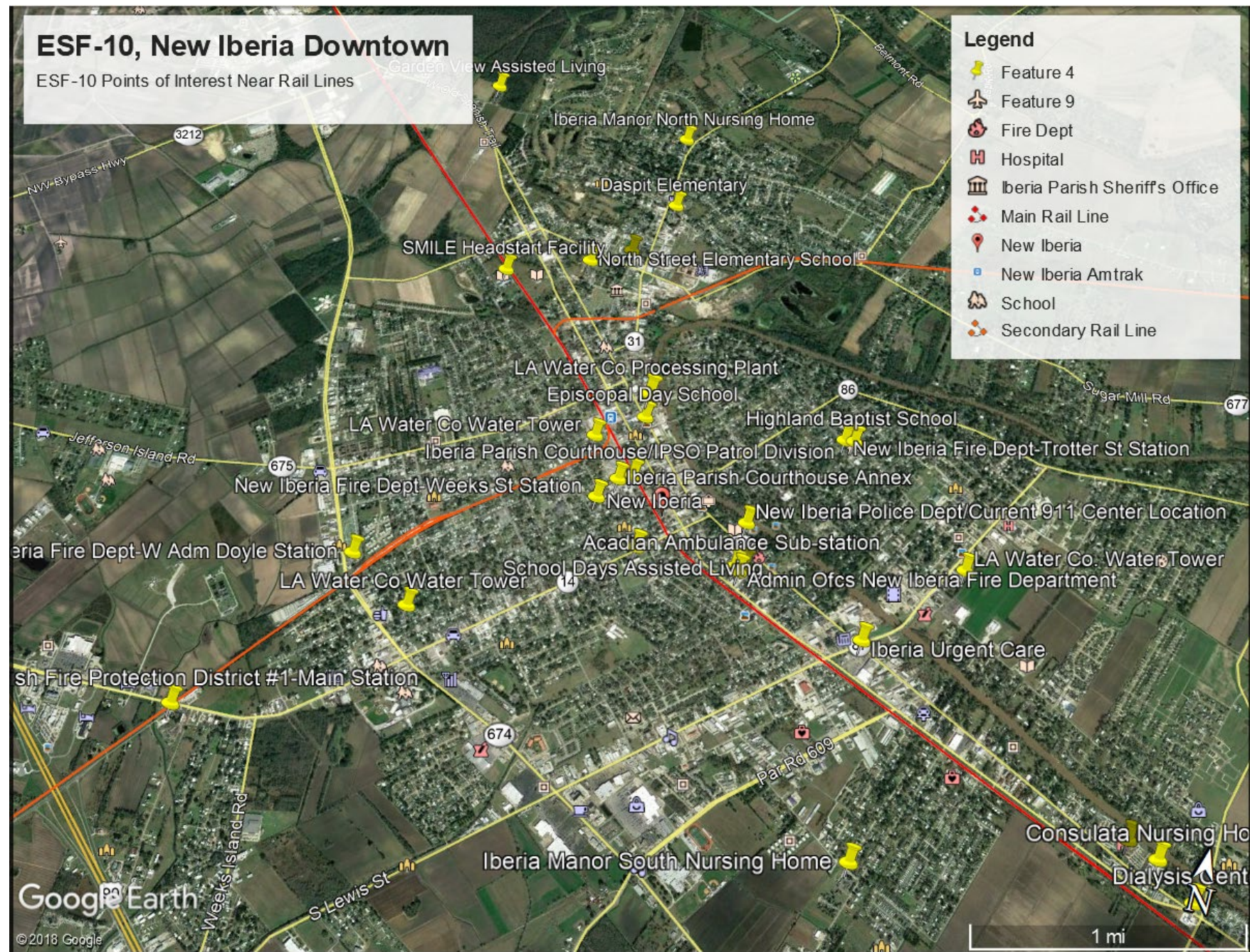


IBERIA PARISH EMERGENCY OPERATIONS PLAN





# IBERIA PARISH EMERGENCY OPERATIONS PLAN





**ESF-10, New Iberia-East Side**

ESF-10 Points of Interest Near Rail Lines

**Legend**

- Feature 4
- Feature 9
- Fire Dept
- Hospital
- Iberia Parish Sheriff's Office
- Main Rail Line
- New Iberia
- New Iberia Amtrak
- School
- Secondary Rail Line

Iberia Manor South Nursing Home

Consulate Nursing Home

Dialysis Center

BOM Volunteer Fire Department

ARC of Acadiana Group Home

Hwy 90 E

Par Rd 669

Par Rd 203

Par Rd 211

E Admiral Doyle Dr

E Old Spanish Tr

Google Earth

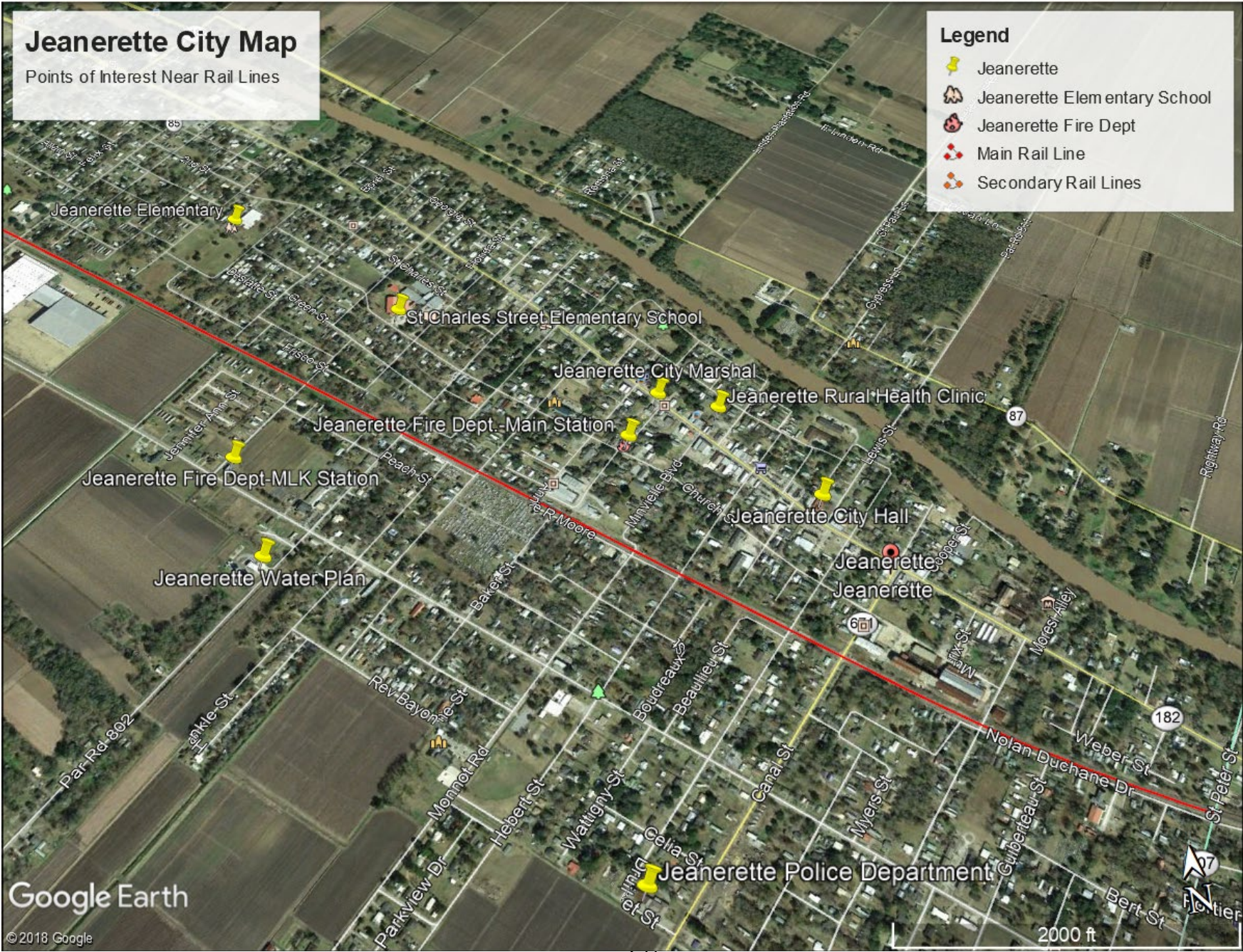
© 2013 Google

1 mi



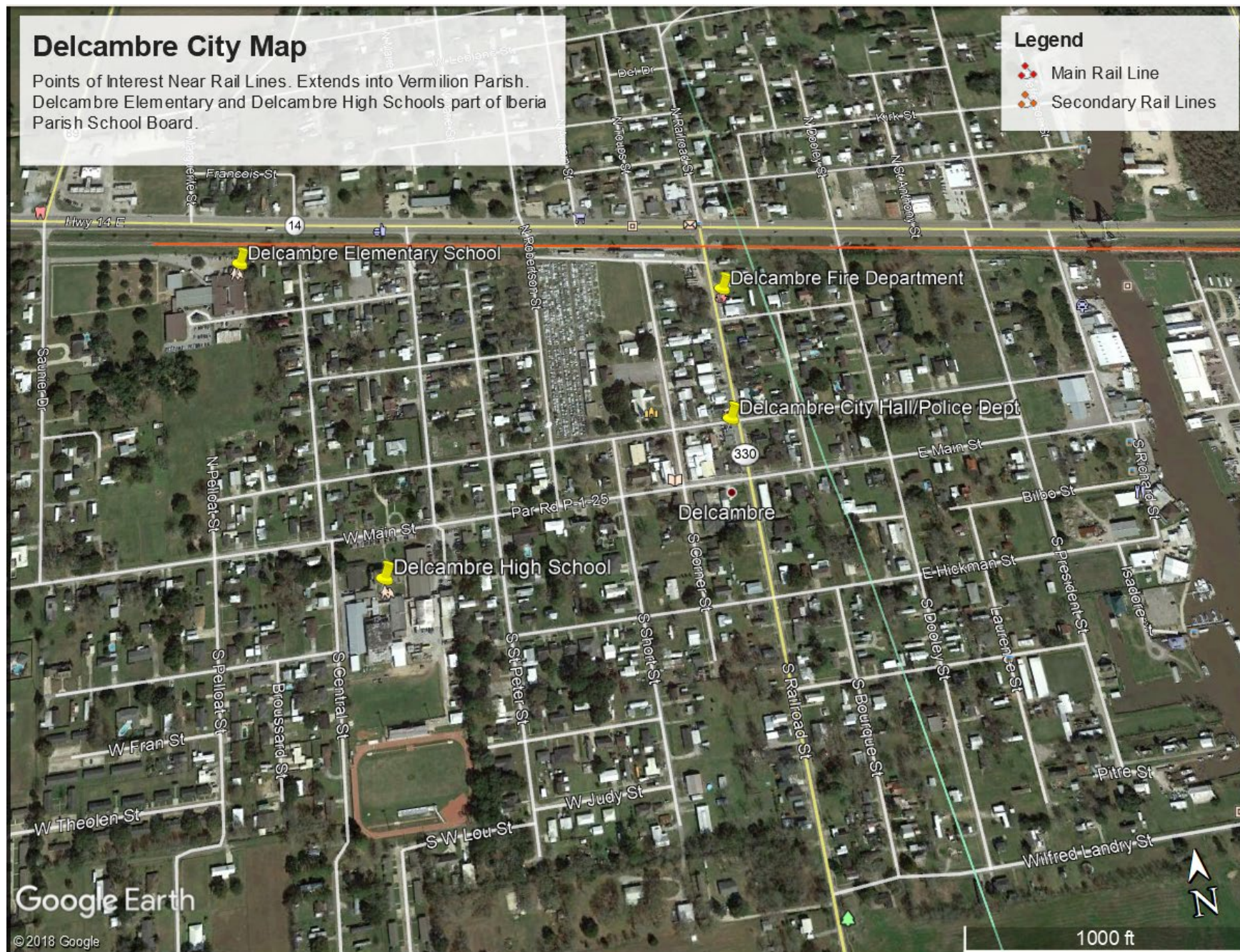




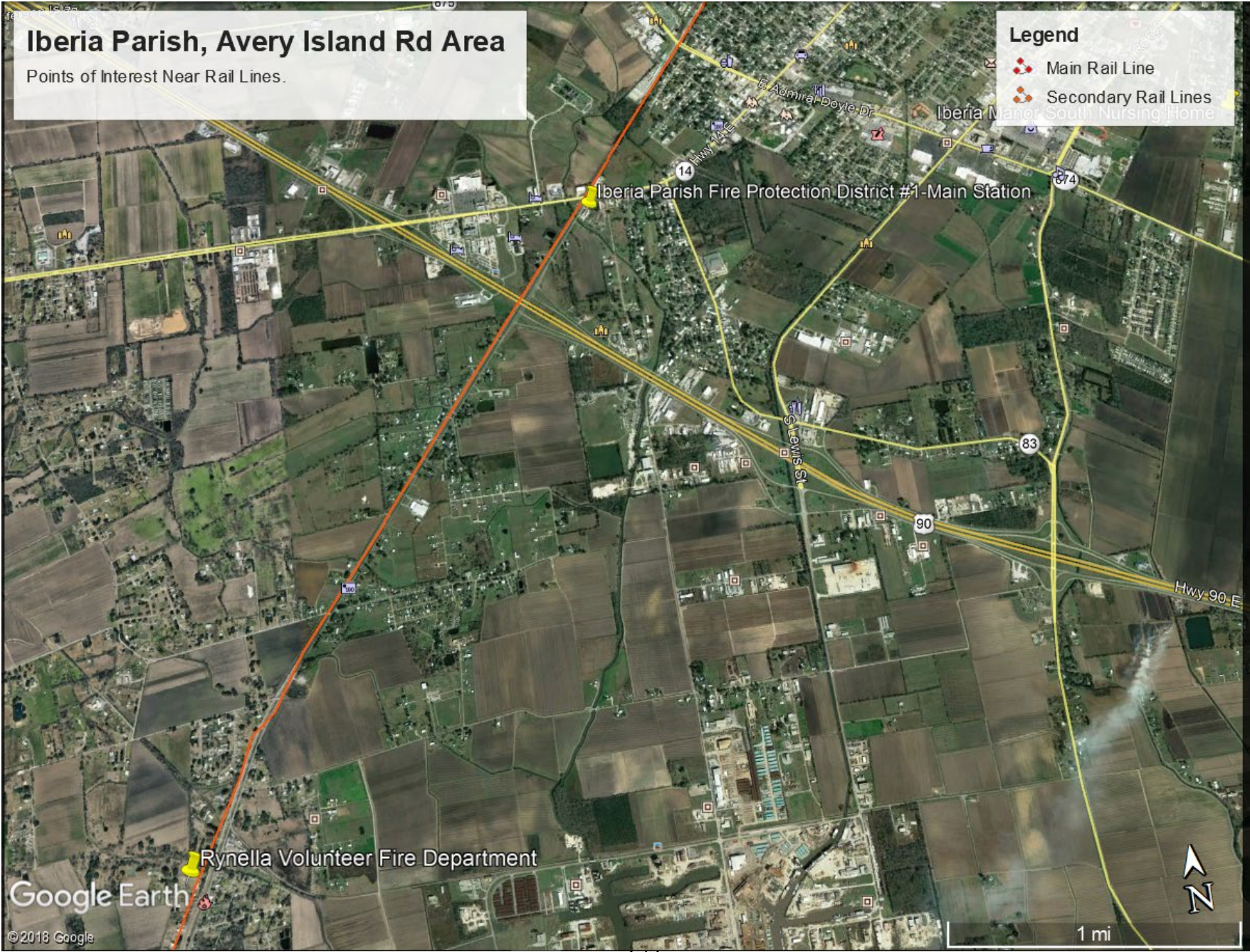




## IBERIA PARISH EMERGENCY OPERATIONS PLAN









Appendix ESF-11-1, Truck Manifest for Pet Emergency Evacuation

TRUCK MANIFEST FOR PET EMERGENCY EVACUATION

Origin: \_\_\_\_\_ Truck Number: \_\_\_\_\_

Destination: \_\_\_\_\_

Date:	Departure Time:		Arrival Time:		
Unique Animal ID #	Species	Owner's name	Microchip #	Shelter Location	
1					
2					
3					
4					
5					
6					
7					
8					
9					
10					
11					
12					
13					
14					
15					
16					
17					
18					
19					
20					
21					
22					
23					
24					
25					
26					
27					
28					
29					
30					
31					
32					

Truck Driver's Signature \_\_\_\_\_ Start miles \_\_\_\_\_ End Miles \_\_\_\_\_

Transport Checked at PPP: \_\_\_\_\_ Page # \_\_\_\_\_ of \_\_\_\_\_

Received at Destination by: \_\_\_\_\_

LSART/ASAR Form #2

Copy A – to Receiving Shelter; Copy B – to Pet Transporter; Copy C – to Transporting Parish Agency

## Appendix ESF-11-2, Pet Transportation Registration Form

**TRANSPORTATION REGISTRATION FORM**  
**\*YOU MUST PRESENT THIS FORM TO RECLAIM YOUR PET**

Date:		Truck Number:	
Origin PPP/Shelter:		Destination Shelter/PPP:	
Name:			
Contact Numbers: Cell:		Home:	
Other Contact Number?:		Name at Other number:	
Street Address:			
City Address:		Zip Code:	
Region of City:		Parish:	
Photo ID#:		ID Type: <input type="checkbox"/> DL <input type="checkbox"/> State ID <input type="checkbox"/> Passport <input type="checkbox"/> Other	

<input type="checkbox"/> Dog <input type="checkbox"/> Cat DSH/ DLH <input type="checkbox"/> Other _____ Name: _____ Unique Animal ID No.: _____ Breed/Type _____ Color _____ Gender M M/C F F/S _____ Medication(s): _____ Rabies license #: _____ None: <input type="checkbox"/> Microchip: <input type="checkbox"/> Yes <input type="checkbox"/> No Number _____	<input type="checkbox"/> Dog <input type="checkbox"/> Cat DSH/ DLH <input type="checkbox"/> Other _____ Name: _____ Unique Animal ID No.: _____ Breed/Type _____ Color _____ Gender M M/C F F/S _____ Medication(s): _____ Rabies license #: _____ None: <input type="checkbox"/> Microchip: <input type="checkbox"/> Yes <input type="checkbox"/> No Number _____	<input type="checkbox"/> Dog <input type="checkbox"/> Cat DSH/ DLH <input type="checkbox"/> Other _____ Name: _____ Unique Animal ID No.: _____ Breed/Type _____ Color _____ Gender M M/C F F/S _____ Medication(s): _____ Rabies license #: _____ None: <input type="checkbox"/> Microchip: <input type="checkbox"/> Yes <input type="checkbox"/> No Number _____	
Did you leave a pet behind? <input type="checkbox"/> Yes <input type="checkbox"/> No    If yes, describe pet & where: _____ Rescue needed? <input type="checkbox"/> Yes <input type="checkbox"/> No			
Owner's Signature _____		Intake person's initials: _____	

**Owners are responsible for caring for their pets at the shelters. Failure to care for your pet or make arrangements to have your pet cared for will result in removal of your pet from the shelter to the local animal control facility.**

**\*Special arrangements have been made for special need's owners with pets.**

I hereby agree to indemnify/hold harmless all persons, organizations, corporations, or government agencies involved in any or all of the processes of registration, transportation, evacuation, care and sheltering, search and rescue and reunification of my animal(s). I further agree to indemnify any persons or entities that may have suffered any loss or damage as a result of the processes of registration, transportation, evacuation, care and sheltering, search and rescue and reunification of my animal(s).

Owner's Condition: \_\_\_\_\_

LSART/ASAR Form #1

Copy A – to Pet Owner

Copy B – to Pet Transporter

Copy C – to Remain with Transporting Agency    2

**CONCERNS/NEEDS/IDEAS/PROBLEMS (C-NIP)**  
(For volunteers to complete and submit to Unit Leader for inclusion in SitRep)

Date: \_\_\_\_/\_\_\_\_/\_\_\_\_

Shelter Unit: \_\_\_\_\_

Team Leader: \_\_\_\_\_

Cell Phone: (\_\_\_\_) \_\_\_\_\_

1. Volunteers:

---

---

2. Owners or Evacuees:

---

---

3. Supplies:

---

---

4. Facility:

---

---

5. Maintenance:

---

---

6. Safety:

---

---

7. Medical Problems with Animals:

Cage # \_\_\_\_\_ Describe: \_\_\_\_\_

Cage # \_\_\_\_\_ Describe: \_\_\_\_\_

Cage # \_\_\_\_\_ Describe: \_\_\_\_\_

Cage # \_\_\_\_\_ Describe: \_\_\_\_\_

Attach another sheet if needed.

All shelter units should hold shift change discussions twice daily. Please bring concerns, problems, needs and ideas to the morning meeting.

Appendix ESF-11-4, Volunteer Weekly Time Record

## VOLUNTEER WEEKLY TIME RECORD

Week beginning: \_\_\_\_/\_\_\_\_/\_\_\_\_

Incident Identifier: \_\_\_\_\_ Location: \_\_\_\_\_

First Name: \_\_\_\_\_ Last Name: \_\_\_\_\_

Start Date: \_\_\_\_\_ End Date: \_\_\_\_\_ No. of Days Worked: \_\_\_\_\_

☐ Pre-Incident      ☐ Post-Incident      ☐ Both

Date	Day	Time In	Time Out	Total Hours	Verified
/ /	Sunday				
/ /	Monday				
/ /	Tuesday				
/ /	Wednesday				
/ /	Thursday				
/ /	Friday				
/ /	Saturday				

Total Weekly Hours

Volunteer Signature: \_\_\_\_\_

Team Leader Name: \_\_\_\_\_

Team Leader Signature: \_\_\_\_\_

## Appendix ESF-11-5, Iberia Parish Pet Shelter Situation Report

<b>THIS IS A SITUATIONAL REPORT THAT IS TO BE SUBMITTED DAILY TO THE EOC BY THE PET SHELTER MANAGER. IT SHOULD COVER A 24 HOUR PERIOD OF OPERATION.</b>			
<b>Shelter Location:</b>		<b>Date:</b>	
<b>Current Situation:</b>			
Complete Address of Shelter:			
Phone Number at Shelter:			
Date/Approximate Time Shelter Was Opened:			
Location in Building Where Shelter is Located:			
Volunteer Check In Location:			
Are Pets separated by types? (Yes or No)			If so, indicate location of each pet type shelter
<b>Current Operations:</b>			
<b>Shelter Inventory</b>			
Cats (not including those in isolation or quarantine)			
Dogs (not including those in isolation or quarantine)			
Exotic (i.e. birds, rabbits) (not including those in isolation or quarantine)			
Isolation (Animals that have bitten or may bite)			
Quarantine (Animals that may be ill)			
Incidents Documented	Number	Notes	
Failure to Comply			
Bites to Humans			
Human Injuries (Non-bite)			
Animals Injured			
Animals Sick			

# IBERIA PARISH EMERGENCY OPERATIONS PLAN

[illegible]

Office Supplies, Signage, Food and Water for Volunteers:
List any needs or shortages. Anticipate number of volunteers that will need to be fed:
Special Needs (Examples include stress counseling for evacuees and volunteers, critically ill animals, extra security, etc.)

Other (Number and types of animals received or left shelter since last SITREP, details of any special services such as a rabies clinic, etc.)
Additional Information:



IBERIA PARISH EMERGENCY OPERATIONS PLAN

Submitted by:	Title:
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This pen contains an animal that has shown signs of aggression or has caused injury to a person or other livestock. Only authorized persons will handle this animal!



Appendix ESF-11-8, Household Pet Failure to Comply Notice

You, the pet owner, are receiving this notice because of a break in our agreement by you to provide the care required to your pet. The checked box below details the reason for this notice and written below is the corrective action taken by the Shelter Manager or other Pet Shelter Official.

- 1. ☐ Your pet was not cared for by the designated family member for at least 48 hours.
- 2. ☐ Your pet's medical condition was not reported.
- 3. ☐ Other rule (please describe) \_\_\_\_\_  
\_\_\_\_\_

Corrective Action:

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Approved by: \_\_\_\_\_

Title: \_\_\_\_\_

Shelter Worker's Signature and Title:

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Owner's Signature

\_\_\_\_\_ Date: \_\_\_\_\_

## Appendix ESF-11-9, Animal Bite Record

**BITE RECORD**

Name of owner:	
Contact number(s):	
Person bitten:	
Contact number(s):	
Location of bite on body:	
Date of bite:	
Time of bite:	
Cage #	
Name of animal/ Unique ID # :	
Breed/Age:	
Quarantine Location:	
Date quarantine starts:	
Date quarantine ends:	

\_\_\_\_\_  
Signature of Animal Control Officer or Shelter Manager

This cage/crate  
contains an animal  
that has been  
involved in a bite.  
Only authorized  
persons will handle  
this animal!

# Appendix ESF-11-11, Animal Emergency Shelter Agreement

I/We, \_\_\_\_\_, the owner(s) of

Pet #1	Pet #2	Pet #3
Unique ID#	Unique ID#	Unique ID#

Understand that emergencies exist and that limited arrangements have been make to allow myself, family and pet to remain in the shelter facility. I understand and agree to abide by the pet care rules contained in this agreement, and have explained them to any other family member accompanying me and my pet.

1. My pet will remain contained in its approved carrier except at scheduled times. During scheduled relief time, my pet will be properly controlled with a leash, harness, and muzzle (if necessary.) Scheduled times will be strictly followed.
2. I agree to properly feed, water, clean, and exercise my pet and sign the pet care sheet twice per day, before 10:30 a.m. and 6:00 p.m. I understand that failure to comply with this rule may result in removal of my pet from the shelter. I also understand that if my animal is removed from the shelter, I will pay all costs associated with the sheltering of this pet(s).
3. I agree to properly sanitize the area used by my pet, including proper disposal and disinfecting.
4. I certify that my pet is current on rabies vaccinations. Rabies vaccination is required of all pets in the shelter. I understand that if I cannot provide proof of rabies vaccination, a rabies vaccination will be administered to my pet at a cost of \$10.00. I understand that Canine Distemper, Parvovirus and Bordetella, and Feline Rhinotracheitis are recommended vaccines and may be available for a fee.
5. There are designated "living areas" for residents and designated "living areas" for pets. Residents may NOT bring their pet to the "residents living area." Only one person per household will be allowed to enter the animal living quarters. No one under 18 years of age will be permitted in the animal living quarters. I will not permit other shelter occupants to handle or approach my pet while it is in its carrier or during exercise time. I agree not to handle or approach other shelter occupant's pet(s).
6. I will always maintain proper identification on my pet and its carrier and I will carry proper identification for myself (picture ID and Phoenix wrist band) to be allowed into the shelter to care for my pet.
7. I acknowledge that my failure to follow these rules may result in the removal of my pet. I further understand that if my pet becomes unruly, aggressive, shows signs of contagious disease, is infested with parasites, or begins to show signs of stress-related conditions, my pet may be removed to an isolated location. I understand that any decision concerning the care and welfare of my pet and the shelter population are within the sole discretion of the Shelter Manager whose decisions are final.
8. I certify that my pet has not history of aggressive behavior and has been diagnosed with any contagious diseases for which it has not received successful treatment.
9. I understand that any pet found abandoned or without owner within the shelter, will result in the animal being relocated to the nearest animal control facility with final disposition left to the discretion of the animal control facility.

**AN ANIMAL IS CONSIDERED ABANDONED WHEN THE OWNER HAS FAILED TO TAKE CARE OF AND SIGN THE ANIMAL CARE SHEET FOR 48 HOURS. If the owner fails to care for the animal for 48 hours, that animal will be removed from the shelter and sent to the nearest animal control facility with all associated cost to be paid by the owner.**

**I hereby agree to indemnify/hold harmless all persons, organizations, corporations or government agencies involved in any or all of the processes of registration, transportation, evacuation, care and sheltering, search and rescue and reunification of my animal(s). I further agree to indemnify any persons or entities which may have suffered any loss or damage as a result of the processes of registration, transportation, evacuation, care and sheltering, search and rescue and reunification of my animal(s).**

\_\_\_\_\_  
Pet Owner's Signature

\_\_\_\_\_  
Pet Owner's Printed Name

\_\_\_\_\_  
Date

### Appendix, ESF-11-12, Animal Bite Protocol

Animal bites must be reported to the Animal Control Officer on duty immediately. As is protocol, a police report will be filed with the Iberia Parish Sheriff's Office or other local jurisdictional law enforcement agency.

The cage/crate should be clearly tagged and information placed in the animal's paperwork as soon as the incident is noted or suspected.

1. A sign warning that the animal contained in the crate/cage has been involved in a bite will be placed in an obvious place on the cage/crate.
2. A Bite Record Form is to be filled out, noting the time and date of the bite. A copy of the form is forwarded to the EOC, a copy should be placed with the animal's paperwork attached to the cage/crate and a copy should be given to the Animal Control Officer on duty.
3. Personal information on the human bitten should be clearly noted.
4. Identify any witnesses to the bite.
5. Note owner of the animal clearly and detail the time/date notification to the owner in the animal's paperwork.
6. Notify any special circumstances associated with the bite.

Highlight the vaccination status of the animal. If there is no vaccine history, the animal should NOT be vaccinated until after the 10-day observation period. Any illness noted in the animal during the 10 days must be reported to the parish health unit. Any stray, unwanted dog, cat or ferret that bites a person may be euthanized immediately and the head submitted for rabies examination.

Direct the person bitten to a first aid facility or physician. (Inform the physician that the victim was bitten in an environment where *Clostridium tetani* prevalence may be unusually high-horse arena and barns.)

The cage/crate animal should be placed in an isolation area designated at the shelter.

The animal must remain under observation for 10 full days (as determined by animal control.) Other options, such as euthanasia or release to owner, must be pursued in a proper manner. All options are outlined in the Sanitary Code provided by the state public health veterinarian.

Unvaccinated animals will be handled according to the protocol of the receiving parish animal control in consultation with the state public health veterinarian.



## Appendix, ESF-11-13, Rabies Vaccination Needed Form

**RABIES VACCINATION NEEDED FORM****RABIES VACCINATION NEEDED**

Owner Name:			Cage Number:		
Home Address:			Home Phone:		
City, State, ZIP:			Cell Phone:		
Pet's Name:		Species:	Unique ID Number:		
		Canine <input type="checkbox"/>			
		Feline <input type="checkbox"/>			
Age:	Sex:	Wt.:	Color:	Breed:	
	F/Intact    F/S M/Intact    M/N				

Owner Signature

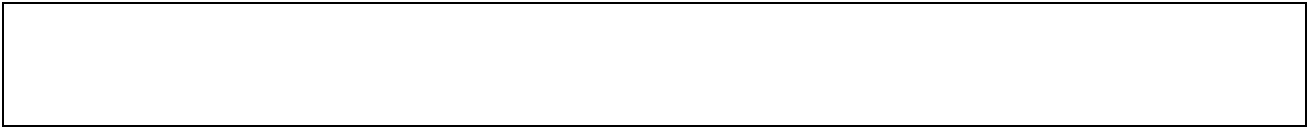
Date

**Vaccination Record:**

Date Given:	Tag Number:
Vaccine Lot Number:	Injection Location:
Given by:	Fee Paid:

Appendix-11-14, Animal Incident Report Form

Owner of Animal:			Date/Time:	
Animal ID #		Owner Notified of Incident		
Veterinarian Care Given to Animal?		Medical Care Given?		
Details of Incident:				
Please report any corrective actions. If none, indicate that none were taken or that none were necessary.				



Appendix ESF-11-15, Failure to Comply Notice

You, a livestock owner, are receiving this notice because of a break in our agreement by you to provide the care required to your livestock. The checked box below details the reason for this notice and written below is the corrective action taken by the Shelter Manager or other Pet Shelter Official.

- 1. ☐ Your livestock was not cared for by the designated person for at least 48 hours.
- 2. ☐ Your livestock’s medical condition was not reported.
- 3. ☐ Other rule (please describe) \_\_\_\_\_  
\_\_\_\_\_

Corrective Action:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Approved by: \_\_\_\_\_

Title: \_\_\_\_\_

Shelter Worker’s Signature and Title:

\_\_\_\_\_

Owner’s Signature

\_\_\_\_\_ Date: \_\_\_\_\_

Appendix ESF-15-1, Public Information, Sample Hurricane Media Releases for First Responder  
Use

- 232-HELP/Louisiana 211
- Curfew with Alcohol Ban
- Curfew without Alcohol Ban
- Debris Pick-Up
- Supply Distribution and Return Advisory
- **Mandatory Evacuation and Shelter Information**
- Voluntary Evacuation
- Return Advisory

**IBERIA PARISH GOVERNMENT  
PRESS RELEASE**

**FROM: M. LARRY RICHARD, IBERIA PARISH PRESIDENT**

**SUBJECT: 232-HELP/LOUISIANA 211**

**DATE:**

In an emergency, quick and accurate information is crucial for public safety. However, emergency lines can become overwhelmed, making it difficult for residents to get the help they need.

To address this, Iberia Parish Government and local municipalities have partnered with **232-HELP/Louisiana 211**—a free information service available to Iberia Parish and nine other Acadiana parishes. During storms and other emergencies, residents and visitors can call **232-HELP or 211** for updates on:

- **Evacuation routes**
- **Traffic conditions**
- **Public shelters**
- **Other storm-related information**

This service is **free** and helps ensure that 911 lines remain open for life-threatening emergencies. **Please only use 911 for true emergencies.**

For non-emergency information, dial **232-HELP or 211**.

**IBERIA PARISH GOVERNMENT  
PRESS RELEASE**

**FROM: M. LARRY RICHARD, IBERIA PARISH PRESIDENT**

**SUBJECT: CURFEW, SUSPENSION OF ALCOHOL SALES**

**DATE:**

Iberia Parish President M. Larry Richard has issued a **parish-wide curfew** starting today, **[DATE]**, from **8:00 p.m. to 6:00 a.m.** The curfew will be in effect nightly until further notice. **Anyone violating the curfew may be arrested and face legal consequences.**

Additionally, President Richard has **suspended the sale of alcoholic beverages** throughout Iberia Parish 24/7 until the ban is officially lifted.

For questions, contact:

**Iberia Parish Government:** (337) 365-8246

**Iberia Parish Office of Homeland Security & Emergency Preparedness:** (337) 369-4427

**IBERIA PARISH GOVERNMENT  
PRESS RELEASE**

**FROM: M. LARRY RICHARD, IBERIA PARISH PRESIDENT**

**SUBJECT: CURFEW**

**DATE:**

Iberia Parish President M. Larry Richard has issued a **parish-wide curfew** starting today, **[DATE]**, from **8:00 p.m. to 6:00 a.m.** The curfew will remain in effect nightly until further notice. **Violators may be subject to arrest and incarceration.**

For questions, contact:

**Iberia Parish Government:** (337) 365-8246

**Iberia Parish Office of Homeland Security & Emergency Preparedness:** (337) 369-4427



## IBERIA PARISH GOVERNMENT PRESS RELEASE

FROM: M. LARRY RICHARD, IBERIA PARISH PRESIDENT

SUBJECT: STORM DEBRIS REMOVAL GUIDELINES

DATE:

Storm debris must be placed **on the side of the road** in separate piles as outlined below. **Mixed items will not be collected until properly separated.**

### Debris Categories:

- **Vegetative Debris:** Trees, branches, and leaves
- **Construction Materials:** Shingles, wood, nails, and metal
- **White Goods:** Refrigerators, stoves, freezers, and similar appliances

### Safety Guidelines:

To protect residents, contractors, and the public, please follow these safety rules:

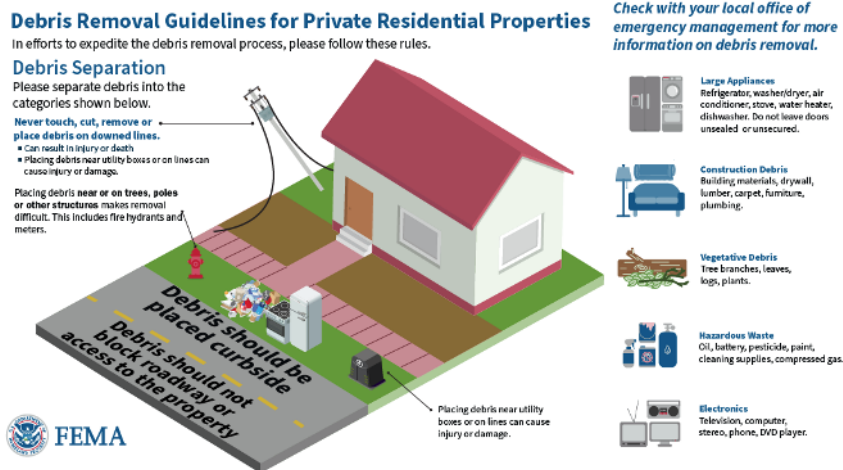
- **Do not place debris under power lines.**
- **Do not block fire hydrants.** Ensure clear access for emergency services.
- **Do not obstruct drivers' views,** especially at intersections.

### Contractor Responsibility:

If a resident hires a contractor for property cleanup, the **contractor is responsible** for debris removal.

### Pick-Up Schedule:

The debris collection schedule for Iberia Parish will be announced soon. Stay informed by checking local updates.



For questions, contact:

**Iberia Parish Government:** (337) 365-8246

**Iberia Parish Office of Homeland Security & Emergency Preparedness:** (337) 369-4427

**IBERIA PARISH GOVERNMENT  
PRESS RELEASE**

**FROM: M. LARRY RICHARD, IBERIA PARISH PRESIDENT**

**SUBJECT: HURRICANE [NAME] RECOVERY: SUPPLY DISTRIBUTION AND RETURN ADVISORY**

**DATE:**

Iberia Parish has experienced the impacts of Hurricane [Name], leading to limited supplies in the area. If you have evacuated, please **purchase necessary supplies before returning** or consider **delaying your return** until resources are replenished.

For residents who remained in the Parish, Iberia Parish Government has established a **Point of Distribution (POD)** to provide essential supplies until local businesses can reopen.

**Point of Distribution Details:**

- **Hours:** 8:00 a.m. – 3:00 p.m.
- **Location:** [Information]

**Requirements for Assistance:**

- Residents **must present a government-issued ID** showing an Iberia Parish address.
- **Only one set of supplies per household.** Attempts to collect additional supplies will not be permitted.

**Available Supplies:**

- [Supplies]
- [Supplies]
- [Supplies]

If you have any questions or need additional information:

- Visit the Iberia Parish Office of Homeland Security and Emergency Preparedness Facebook page.
- Call the **Iberia Parish Office of Homeland Security and Emergency Preparedness** at 337-369-4427.
- Call **232-HELP or 211**.

We appreciate your cooperation as we work to restore essential services.

**IBERIA PARISH GOVERNMENT  
PRESS RELEASE**

**FROM: M. LARRY RICHARD, IBERIA PARISH PRESIDENT**

**SUBJECT: HURRICANE [NAME]: MANDATORY EVACUATION & SHELTER INFORMATION**

**DATE:**

A **MANDATORY EVACUATION** has been called for all of Iberia Parish. Iberia Parish Government has made arrangements with the City of West Monroe to house Iberia Parish residents that have no place to go. These residents will be housed at the West Monroe Convention Center at 901 Ridge Avenue, West Monroe.

**IBERIA PARISH HAS NO PLANS TO OPEN A SHELTER PRIOR TO OR DURING THE STORM.  
YOU MUST EVACUATE TO ENSURE YOUR SAFETY AND THE SAFETY OF YOUR FAMILY.**

Persons from Iberia Parish seeking shelter may:

- 1) Report to the West Monroe Convention Center located at 901 Ridge Avenue, West Monroe.
- 2) For residents with unreliable transportation or no transportation, the Parish will provide buses to take you to the Parish Pickup Point at Westgate High School and the West Monroe Convention Center.
  - The Parish Pickup Point for transportation to the West Monroe Convention Center is SugArena, 713 Northwest Bypass (Louisiana Highway 3212), New Iberia. A bus will then transport you to Westgate High School for the trip to West Monroe.
  - If you need transportation to Westgate High School, the Parish has designated collection points throughout Iberia Parish. They are:
    - Delcambre Shrimp Festival Building, 411 East Main Street, Delcambre, LA. Buses will arrive at [REDACTED] o'clock p.m. and depart for Westgate High School immediately following the loading of evacuees.
    - Burleigh Park, 9600 East Old Spanish Trail, Jeanerette, LA. Buses will arrive at [REDACTED] o'clock p.m. and depart for Westgate High School immediately following the loading of evacuees.
    - Harold Landry Memorial Building, 601 Ed Broussard Road, Loreauville, LA. Buses will arrive at [REDACTED] o'clock p.m. and depart for Westgate High School immediately following the loading of evacuees.
    - Willow Wood Recreation Center, 113 Willow Wood Drive, New Iberia, LA. Buses will arrive at [REDACTED] o'clock p.m. and depart for Westgate High School immediately following the loading of evacuees.
    - Weeks Park Pavillion, 4412 Weeks Island Road, New Iberia. Buses will arrive at [REDACTED] o'clock p.m. and depart for Westgate High School immediately following the loading of evacuees.
    - Francis Romero Memorial Building, 6310 Coteau Park Road, New Iberia, LA. Buses will arrive at [REDACTED] o'clock p.m. and depart for Westgate High School immediately following the loading of evacuees.
    - Rynella Park Pavillion, 704 Rynella Drive, New Iberia, LA. Buses will arrive at [REDACTED] o'clock p.m. and depart for Westgate High School immediately following the loading of evacuees.
- 3) If you are physically disabled and require assistance getting into a bus, please contact the Iberia Parish Emergency Operations Center at (337) 369-4427 at least 4 to 6 hours prior to the scheduled time buses will be departing from SugArena and 4 to 6 hours prior to the scheduled time buses will be arriving at the designated collection points throughout Iberia Parish.

## IBERIA PARISH EMERGENCY OPERATIONS PLAN

It is imperative that you arrive at the SugArena at least two hours prior to the scheduled departure of the buses to ensure that all are evacuated and out of harm's way prior to the arrival of tropical storm force winds in the area.

Household pets AND DOGS TRAINED AS SERVICE ANIMALS are allowed in Parish-owned transportation and in a separate area of human shelters. Household pets **do not** include reptiles (except turtles), amphibians, fish, insects/arachnids, farm animals (including horses) and animals kept for racing purposes. A service animal, as defined by FEMA, is a dog or miniature horse that is individually and professionally trained to provide assistance to a person with a disability.

For those residents seeking shelter, you are reminded to bring the following:

- Government Identification
- All prescription medications, at least a 7-day supply. Also bring a list of the prescriptions taken by your entire family with information such as the name of the medication, dosage and schedule.
- Health insurance cards
- Any other medications that you may need
- Diapers, formula, food, bed or playpen, linens and any other items your child or children may need
- Personal items such as toothbrush, toothpaste, towels and washcloths, shampoo, feminine hygiene products, etc.
- Quiet toys, coloring books, puzzles, books, CD or MP3 player with extra batteries and other items to keep your child busy and calm.
- Extra clothing and bedding for all members of your family to include sleeping bags, blankets and pillows
- Flashlights and extra batteries
- Emergency funds (You should bring enough cash to support you for 3 to 7 days in the event a power failure or other unforeseen event prevents the use of ATM machines.)

In addition, if you bring a household pet with you to a shelter, bring:

- One pet carrier or crate per pet. Each pet must have their own crate. More than one animal will not be allowed per crate. If you do not have a carrier or crate, it is highly recommended that you call the Emergency Operations Center at 337-369-4427 at least 5 hours prior to evacuation procedures to reserve a Parish owned crate for your animal(s.) The Parish has a limited number of crates and they are distributed at a first come, first served basis.
- Enough food and water to last a minimum of seven days
- Food and water bowls and a manual can opener, if applicable
- Pet medications (enough to last at least two weeks) and medical records, first aid kit and records of all mandatory vaccinations. (Include current rabies tag. Failure to produce proof of required vaccinations may cause the animal to be revaccinated AT THE OWNER'S EXPENSE.) For service animals, please also bring proof of the animal's professional training.
- Pet toys and bedding. These are familiar and may reduce stress
- Halter or collars and leash. You may want to bring extras in case they are misplaced, lost or they break
- Current photos and descriptions of your pets
- It should be noted that veterinarians may or may not be on scene at a shelter. If there are any costs associated with the care and sheltering of a pet, it will be at the owner's expense.

If you have any questions or need additional information:

- Visit the **Iberia Parish Office of Homeland Security and Emergency Preparedness Facebook** page.
- Call the **Iberia Parish Office of Homeland Security and Emergency Preparedness** at 337-369-4427.
- Call **232-HELP or 211**.

**IBERIA PARISH GOVERNMENT  
PRESS RELEASE**

**FROM: M. LARRY RICHARD, IBERIA PARISH PRESIDENT**

**SUBJECT: HURRICANE [NAME]: MANDATORY EVACUATION & SHELTER INFORMATION**

**DATE:**

The Iberia Parish coast is under a direct threat from Hurricane [Name], which is now a category [#] storm. The Iberia Parish President has ordered a **mandatory** evacuation for the following areas of the Parish:

- **All of Iberia Parish South or East of U.S. Highway 90**
- The Iberia Parish President also recommends that mobile homes, and homes and businesses in areas prone to flooding evacuate. Everyone should remember that storm surge flooding can occur long after hurricane force winds have subsided.

**FAILURE TO HEED EVACUATION ORDERS IS A VIOLATION OF STATE LAW** – Residents who ignore evacuation orders may find themselves isolated from transportation, law enforcement and medical assistance. Those that do not evacuate when ordered to do so are endangering their lives and the lives of their families. Shelter space has been arranged for Iberia Parish residents and transportation to that shelter can be provided for those without transportation. It should be noted that Iberia Parish has no plans to open a shelter in Iberia Parish prior to or during a storm. You will be sheltered away from Iberia Parish in a safe location.

If you choose to ignore the mandatory evacuation order, please be prepared to be self-sufficient for an extended period of time. Please ensure that your entire party has enough food and water to last three to seven days.

For those residents seeking shelter, you are reminded to bring the following:

- Government Identification
- All prescription medications, at least a 7-day supply. Also bring a list of the prescriptions taken by your entire family with information such as medication, dosage and schedule.
- Health insurance cards
- Any other medications that you may need
- Diapers, formula, food, bed or playpen, linens and any other items your child or children may need
- Personal items such as toothbrush, toothpaste, towels and washcloths, shampoo, feminine hygiene products, etc.
- Quiet toys, coloring books, puzzles, books, CD or MP3 player with extra batteries and other items to keep your child busy and calm.
- Extra clothing and bedding for all members of your family to include sleeping bags, blankets and pillows
- Flashlights and extra batteries
- Emergency funds

**NO WEAPONS OF ANY KIND OR INTOXICATING SUBSTANCES ARE ALLOWED IN ANY PARISH PROVIDED TRANSPORTATION OR IN ANY SHELTER.**

For residents with unreliable transportation or no transportation, the Parish will provide buses to bring you to the Parish Pickup Point at the SugArena and the West Monroe Convention Center.

- The Parish Pickup Point for transportation to the West Monroe Convention Center is SugArena, 713 Northwest Bypass (Louisiana Highway 3212), New Iberia.

## IBERIA PARISH EMERGENCY OPERATIONS PLAN

If you have any questions or need additional information:

- Visit the Iberia Parish Office of Homeland Security and Emergency Preparedness Facebook page.
- Call the **Iberia Parish Office of Homeland Security and Emergency Preparedness** at 337-369-4427.
- Call **232-HELP** or **211**.

Please stay tuned to local media for updates from the National Hurricane Center and the National Weather Service.

**IBERIA PARISH GOVERNMENT  
PRESS RELEASE**

**FROM: M. LARRY RICHARD, IBERIA PARISH PRESIDENT**

**SUBJECT: HURRICANE [NAME]: VOLUNTARY EVACUATION**

**DATE:**

The Iberia Parish coast is under a direct threat from Hurricane [Name], which is now a category [#] storm. A **recommended** evacuation has been issued for residents in the following areas of the Parish:

- **It is strongly recommended that all residents located south of U.S. Highway 90 evacuate their residence.**
- **In addition, it is recommended mobile home residents and residents in low-lying areas prone to flooding located throughout Iberia Parish evacuate.**
- **Residents should also remember that storm surge can affect vulnerable areas long after hurricane force winds have subsided. If you are in a flood prone area or an area that is listed as being under the threat of storm surge, you should evacuate to a safe location. Do not return home until the threat has been lifted.**

Residents remaining in their homes should consider that they could find themselves isolated from transportation, medical assistance, and other assistance once Tropical Storm Force winds arrive.

If you have any questions or need additional information:

- Visit the Iberia Parish Office of Homeland Security and Emergency Preparedness Facebook page.
- Call the **Iberia Parish Office of Homeland Security and Emergency Preparedness** at 337-369-4427.
- Call **232-HELP** or **211**.

Please stay tuned to local media for updates from the National Hurricane Center and the National Weather Service.

**IBERIA PARISH GOVERNMENT  
PRESS RELEASE**

**FROM: M. LARRY RICHARD, IBERIA PARISH PRESIDENT**

**SUBJECT: HURRICANE [NAME] RECOVERY: RETURN ADVISORY**

**DATE:**

**RETURNING CITIZENS**

Residents are urged to use caution when returning to hurricane-damaged homes and buildings. Please be aware that intersections where traffic signals are not working should be treated as 4-way stops.

**CURFEW**

A 9 p.m. to 5 a.m. curfew is still in effect for all persons except for shift work personnel and other authorized work forces only. Law enforcement will be out in full force.

**EVACUEES**

Evacuees transported to an evacuation center by Parish-provided means will not return until electrical service is restored. Those returning in personal vehicles are advised to gather necessary supplies before entering Iberia Parish, as the following items are either unavailable or in limited supply:

- Prescription drugs
- Water
- Ice

For questions, contact:

**Iberia Parish Government: (337) 365-8246**

**Iberia Parish Office of Homeland Security & Emergency Preparedness: (337) 369-4427**



