

Emergency Services

SITUATION

The following groups have specific responsibilities during an emergency.

Elected Officials/Manager: The **chief elected officials** make policy decisions and have responsibility for emergency response within the Town of York

Emergency Management: As mandated by Maine State Law Title 37B, the Board of Selectmen has appointed an Emergency Management Agency (EMA) **Director**. He/she maintains the EOC and advises officials and agencies on emergency procedures. The **EMA Director** activates the EOC when necessary, coordinates resources, emergency response, and recovery efforts; and compiles damage assessment reports.

Law Enforcement: The **York Police Department** consists of 28 full-time sworn police officers with support of 14 part time officers and 4 support staff, including 2 part time Animal Control Officers and 3 part time Harbor Masters. The York Police Department shares Mutual Aide agreements with the Towns of Ogunquit and Kittery, and can rely on the York County Sheriff's Office and the Maine State Police, for additional assistance. Communications capability extends from response personnel in the field to coordinating personnel in the EOC or the Department depending on the size of the incident. They are responsible for evacuation and traffic control.

Fire Services: The **York Beach Fire Department** consists of three full-time firefighters supplemented by approximately thirty (30) trained volunteers. The **York Village Fire Department** consists of three full-time firefighters supplemented by approximately seventy (70) trained volunteers. The **York Beach Fire** shares a Mutual Aid agreement with the **Town of Ogunquit Fire Department**. The **York Village Fire** shares a Mutual Aid agreement with the **Towns of Kittery, Eliot and South Berwick Fire Departments**. Personnel may help in evacuation and traffic control if necessary.

Emergency Medical & Rescue Services: Emergency Medical/Rescue Services are provided in part by both of the municipal fire departments. Primary medical and transport services are provided by the **York Ambulance Association Inc.** The ambulance service is manned by an on-duty Paramedic and driver; 24 hours a day, supplemented by a corps of 20 trained personnel. The York Ambulance enjoys Mutual Aid agreements with the **Town of Ogunquit** and **American Medical Response (AMR)** services. They are responsible for providing ambulance and rescue sources.

Health and Welfare: A **health officer** has been appointed. He/she is responsible for protecting the public's health. Medical care is provided by York Hospital, Sentry Hill Assisted Living and the offices of individual practitioners. Amber Harrison currently serves as the **Town health officer**. Michelle Sordoval of York Community Services is the **welfare officer** who carries out welfare assistance through a contract for the Town.

Public Works: The Public Works Department consists of thirteen full-time personnel. The York Public Works Department maintains heavy equipment such as graders, bulldozers, and dump trucks. They are responsible for highway maintenance and assist in damage assessment and mitigation.

Water/Sanitation District: The York Water District, which is a municipally owned water district serves approximately 5,500 customers. The York Sewer District, which is a municipally owned district, has a sanitation district that handles sewage within city/town limits.

School Department: The public schools are under the town/city's supervision; part of the York Community School District. The schools are governed by the York School Board under the direction of the York Superintendent of Schools. The York Schools are a primary public shelter resource.

Harbor Master: The **York Harbor Master** keeps harbor channels open and safe for boating traffic and assigns mooring privileges in the jurisdiction's waterways.

Emergency duties parallel normal responsibilities when possible. The Harbor Masters are supported by a water rescue boat managed by the York Fire Department and York Police Department.

Code/Planning:

CONCEPT OF OPERATIONS

The On-Scene Incident Command System is used in most large-scale disasters. The **On-Scene Incident Commander** (usually the **Fire Chief**) reports to the city/town manager, and to the **EMA Director** at the Emergency Operations Center (EOC) when activated.

During most large-scale emergency situations, the municipal and County EOC's are activated. A **coordinator** for each emergency service is at the respective EOC to integrate his/her agency's response with that of other emergency services. Each **emergency service coordinator** reports response activities to the **EMA Director**.

ORGANIZATION AND ASSIGNMENT OF RESPONSIBILITIES

A. General

Each emergency support service develops internal notification rosters and SOP's for assigned tasks. The agencies involved and the EMA Director have SOP's addressing multi-agency responses. The EMA Director helps department heads in the development of their SOP's, if requested.

B. Task Assignments

Emergency Services Task Assignment Chart

AGENCY	Hazard ID	Train Staff and Vols	Public Educ.	Revise SOPs	Devlp Mutual Mutual Aid / Supply Agmnt	Roster Resrce Invent	Comm Warnng Cap	Test Exerc	Coord Dster Rspns	Restor Essen Svcs Facil	Return Repair Borrow Equip	Conduct Conduct Crtque Prpare Rpt.
Elected Officials / Manager	S			S	S			S	S			S
Emergency Management	P	P	P	P	P	P	P	P	P	S	P	P
Law Enforcement	P	P	P	P	P	P	P	P		P	P	P
Fire Department	P	P	P	P	P	P	P	P		P	P	P
Emergency Medical / Rescue	P	P	P	P	P	P	P	P		P	P	P
Health & Welfare	P	P	S	P	P	P	P	P		P	P	P
Public Works	P	P		P	S	P	P	P		P	P	P
School Department	S	P	S	P	S	S	P	P	S	S	P	S
Harbor Master	P	P	P	P	P	S	P	P	S	S	P	P

P = Primary Responsibility

S = Support Responsibility

ADMINISTRATION AND LOGISTICS

A. Policies

Administrative and logistical support of operational field elements is the responsibility of each participating agency. Each department chief is responsible for deciding when a situation is too hazardous for his personnel to remain in an area. The health and safety of personnel is a priority concern. Each agency records resources used in emergency operations and provides this information to the EOC. When local resources and all mutual aid are exhausted, a request for aid may be made through the County EMA.

Emergency staffing must be documented with the EMA Director for protection under State law.

B. Reporting

Agencies keep an event log on each significant event and include their response. Dispatchers keep radio logs of radio communications including the time and contents of each transmission.

Casualties, damage assessment, evacuation status, radiation levels, chemical exposure and resource needs are reported to the EOC.

C. Agreements and Understandings

Some emergency service agencies have formal or informal mutual aid agreements with adjoining jurisdictions. See the mutual aid chart following this section.

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Elected Officials / Manager	S			S	S			S	S			S
Emergency Management	P	P	P	P	P	P	P	P	P	S	P	P
Law Enforcement	P	P	P	P	P	P	P	P		P	P	P
Fire Department	P	P	P	P	P	P	P	P		P	P	P
Emergency Medical / Rescue	P	P	P	P	P	P	P	P		P	P	P
Health & Welfare	P	P	S	P	P	P	P	P		P	P	P
Public Works	P	P		P	S	P	P	P		P	P	P
School Department	S	P	S	P	S	S	P	P	S	S	P	S
Harbor Master	P	P	P	P	P	S	P	P	S	S	P	P

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S = Support Responsibility

Emergency Services Mutual Aid Chart

GOVERNOR'S OFFICE 855-721-5203

ENERGY Patrick Woodcock 624-7405

POLLUTION to report hazardous substances, toxic chemicals, oil spills 800-424-8802

DIVISION OF HEALTH AND HUMAN SERVICES 800-322-1919

NH VICTIM'S ASSISTANCE COMMISSION 603-271-1284

COMMUNITY ACTION PROGRAM (CAP) Rockingham 603-431-2911

SALVATION ARMY (NH) 603-436-2606

SALVATION ARMY (ME) 207-324-3134

Emergency Services Mutual Aid Chart – cont.

CHILD & FAMILY SERVICES	800-640-6486
HOUSING AUTHORITY, Portsmouth	603-436-4310
NH HOUSING AUTHORITY	800-640-7239
FEDERAL INFORMATION CENTER	800-688-9889
NH DIV OF ELDERLY & ADULT SERVICES	800-821-0326
ANIMAL WELFARE	207-287-3846
MAINE STATE SOCIETY FOR THE PROTECTION OF ANIMALS	207-892-3040
CHILD PROTECTIVE SERVICES	800-452-1999
CHILD WELFARE, DAY CARE INFO	800-452-1999
YORK COUNTY CHILD ABUSE & NEGLECT COUNCIL, INC	207-985-1758
YORK COUNTY EMERGENCY SHELTER	207-324-1137
FOREST FIRE CONTROL	207-723-5201
MAINE FOREST SERVICE	207-287-2791
SOUTHERN MAINE HEALTH CARE, Biddeford	207-283-7028
MAINE DISABILITY RIGHTS	800-452-1948
SOUTHERN MAINE AREA AGENCY ON AGING	800-427-7411
BOARD OF PESTICIDES CONTROL	207-287-2731
DEPT OF ENVIRONMENTAL PROTECTION	800-452-1942
EMERGENCY OIL & HAZ MAT SPILLS	800-482-0777
TO REPORT HAZARDOUS SUBSTANCES, TOXIC CHEMICALS, OIL SPILLS:	
FEDERAL	800-424-8802
STATE	800-482-0777
HUMAN SERVICES DEPT	800-322-1919

Emergency Services Mutual Aid Chart – cont.

AID TO FAMILIES WITH DEPENDENT CHILDREN 800-322-1919
(AFDC)

FOOD STAMPS HOTLINE (NATIONAL) 800-452-4643

FOOD STAMPS 800-322-1919

DIVISION OF DISEASE CONTROL 207-287-8016

DRINKING WATER TESTS 207-287-2727

HOMELESS CRISIS HOTLINE 207-287-3707

MAINE STATE HOUSING AUTHORITY 800-452-4668

Emergency Services Mutual Aid Chart

	Town A	Town B	Town C	Town D
Police	York	Kittery	Ogunquit	State Police
Fire	York	Ogunquit	Kittery	Eliot
Rescue	York Vol Amb	Ogunquit Fire	AMR – Eliot	Wells
Public Works	York	Kittery	Ogunquit	State DOT

Hazardous Materials Recommended Scene Layout

(see the following diagram)

Establish inside perimeter a minimum of 200 feet around the accident scene. If fire is present, secured boundaries should extend at least 1000 feet downwind.

Decontamination area should be located upwind of the scene, beyond the inside perimeter, and in a radiation free area. All equipment and uninjured personnel leaving the "hot zone" should be held at the decontamination area until surveyed by a qualified monitor.

Additional Information Sources

CHEMTREC	1-800-424-9300
Maine State Police	1-800-452-4664
Department of Environmental Protection	1-800-482-0777
State Emergency Response Commission	1-800-452-8735
National Response Center	1-800-424-8802
York County Emergency Management	207-324-1578 normal workdays 207-324-1111 after hours

Called for response of county
Hazmat Teams – Portsmouth Naval Shipyard, Kennebunk Fire Department