

Form 10

FORM LETTER FOR DECLARING PREGNANCY

This form letter is provided for your convenience. To make your written declaration of pregnancy, you may fill in the blanks in this form letter, you may use a form letter the licensee has provided to you, or you may write your own letter.

DECLARATION OF PREGNANCY

To: _____

In accordance with the NRC's regulations at 10 CFR 20.1208, "Dose to an Embryo/Fetus," I am declaring that I am pregnant. I believe I became pregnant in _____ (only the month and year need be provided). I understand the radiation dose to my embryo/fetus during my entire pregnancy will not be allowed to exceed 0.5 rem (5 millisievert) (unless that dose has already been exceeded between the time of conception and submitting this letter). I also understand that meeting the lower dose limit may require a change in job or job responsibilities during my pregnancy.

(Your Signature)

(Your Name Printed)

(Date)

THIS PAGE INTENTIONALLY LEFT BLANK

APPROVED BY:	Westchester County DEPARTMENT OF EMERGENCY SERVICES	IP-04
BOCES: _____		
REVIEWED BY:		
DES: _____		

**INDIAN POINT ENERGY CENTER
IMPLEMENTING PROCEDURE**

Schools Representative

TABLE OF CONTENTS

<u>Section</u>	Page No.
1.0 Purpose	3
2.0 Responsibilities	3
1.0 Concept of Operations	4
 <u>Checklist</u>	
Schools Representative	6
 <u>Resource Section</u>	
Attachment 1: List of Schools	16
Attachment 2: Transportation Needs Form	22

1.0 Purpose

- 1.1 This procedure provides guidance for the County Schools Representative to implement the Westchester County Radiological Emergency Plan for the Indian Point Energy Center.

1.0 Responsibilities

- 1.1 The County Executive is responsible for making protective action decisions for all residents of the county, including the school population, at times of emergency.

- 1.2 The County Schools Representative is responsible for:

- Assuring emergency notifications are made to all school districts, including the administrators of colleges, universities and private schools.
- Assuring the District Superintendents notify each principal located in their districts, as well as day care centers.
- Maintaining communications with school districts to inform them inform district superintendents, principals, administrators of colleges universities and private schools to implement the following protective actions in the affected AREA's.
- Relaying school district transportation needs to the Department of Transportation.
- Communicating with School Reception Centers to inform them of school evacuation or precautionary transfers and to monitor movement and status of relocating schools.

- 1.3 School District Superintendents are responsible for the health and safety of the students and staff under their care, and for implementing school emergency plans in a manner consistent with the Westchester County Radiological Emergency Plan for Indian Point.

2.0 Concept of Operations

- 2.1 When the county is notified of an Unusual Event, only limited internal notifications are made. Generally, the School Representative to the EOC will not receive a notification. School notifications are not made at an Unusual Event and no actions are necessary.
- 2.2 When notified of an Alert or higher, the County School Representative will be notified to report to the County EOC. The County will also initiate notification of school superintendents within the ten mile EPZ, as well as schools serving as school reception centers. The School EOC Rep will also notify the administrators of the colleges, universities and private schools and day care centers.
- 2.3 The District Superintendents will contact each Principal located in their districts.
- 2.4 A representative of BOCES (or other "Schools Coordinator") shall report to the Westchester County EOC at an Alert or higher classification.
- 1.5 All School District Superintendents, Principals and Administrators of colleges, universities and private schools will notify their appropriate personnel at an Alert or higher classification.
- 1.6 The County Executive may order one or more of the following protective action options, depending upon the situation, as early as an Alert.

If school is closed when the Alert is received:

- Keep the schools closed, or
- Delay the opening of the schools.

If school is in session:

- Move students, faculty and staff indoors;

Move students to a School Reception Center as a precautionary transfer*;

Dismiss students early so that they might be reunited with their families at their homes as expeditiously as possible, or

Remain in school until the normal dismissal time.

*If a pre-cautionary transfer is decided upon, it is county policy to move all schools in the ten mile EPZ, although allocation of resources will consider proximity to the plant.

1.7 If a precautionary transfer is called for, the Schools Representative will monitor movement of students and the status of pickup by parents.

1.8 The Schools Representative will coordinate with the County Department of Transportation to support the pre-cautionary transfer or evacuation of schools.

2.5 The Schools Representative will periodically brief the County Executive on the status of affected schools i.e. opened or closed, early dismissal and protective actions communicated to those schools.

CHECKLIST 1**School Rep****Unusual Event**

- _____ 1. The School Representative normally is not notified at the UE, unless deemed necessary by the County Executive.

Notes: _____

- _____ 2. If notified by the County Executive or OEM, stand by for specific instructions or for possible escalation to an ALERT.

Notes: _____

- _____ 3. Log any and all actions taken.

Notes: _____

CHECKLIST 1**School Rep****Alert**

- _____ 1. Upon notification of an Alert, respond to the EOC and staff assigned positions.
- Notes: _____

- _____ 2. Initiate or confirm notification of school superintendents, colleges, private schools and day care centers.
- Notes: _____

- _____ 3. Verify the District Superintendents have notified each principal located in their districts, and the administrators of colleges, universities and private schools.
- Notes: _____

- _____ 4. Notify school districts of any initial precautionary actions as directed by the County Executive check the following as appropriate:
- If school is in session:**
- _____ Move students, faculty and staff indoors
_____ Move students to school reception center
_____ Dismiss students early
_____ Remain in school until the dismissal time
- If school is out of session:**
- _____ Implement school closing procedures for those schools within the 10 Mile EPZ
_____ Delay the opening of schools

CHECKLIST 1**School Rep****Alert**

- _____ 5. Coordinate with the Department of Transportation for buses when relocating school students and faculty.
Notes: _____

- _____ 6. When schools are relocated, maintain periodic communication with school reception center locations to monitor the status of student pickup. Periodically update the EOC and Command Room on the status of student pick up.
Notes: _____

- _____ 7. Periodically brief the County Executive on the status of affected schools i.e. opened or closed, early dismissal and protective actions communicated to those schools.
Notes: _____

- _____ 8. Develop a 24 hour shift schedule for extended EOC operations (two 12 hour shifts) and notify replacements of schedule. Note: Have lead positions report to the EOC one half hour prior to their shift for turn over from the previous shift.
Notes: _____

- _____ 9. Stand by for possible escalation or until the ALERT is terminated.
Notes: _____

CHECKLIST 1**School Rep****Alert**

- _____ 10. Upon notice of event termination, contact school districts to stand down. Track school re-opening schedule, as appropriate.

Notes: _____

- _____ 11. Contact school districts and request that they prepare assessments of response costs and forward to the county. Coordinate with the EOC Finance/Budget Rep and OEM to document school costs.

Notes: _____

CHECKLIST 1**SITE AREA EMERGENCY****School Rep**

- _____ 1. If not already activated, respond to the EOC.

Notes: _____

- _____ 2. Make confirmation calls to the Hendrick Hudson School District Office and Peekskill City School District, other District Superintendents Offices within the EPZ, informing them of the emergency classification and requesting they be prepared to implement pre-cautionary actions or protective actions – evacuation or sheltering-in-place.

Notes: _____

- _____ 3. Notify administrators of private schools, universities and day care centers within their jurisdiction, informing them of the emergency classification and requesting they be prepared to implement pre-cautionary actions or protective actions – evacuation or sheltering-in-place.

Notes: _____

- _____ 4. Notify school districts of any Initial precautionary actions as directed by the County Executive check the following, as appropriate:

If school is in session:

- _____ Move students, faculty and staff indoors
_____ Move students to school reception center
_____ Dismiss students early
_____ Remain in school until the dismissal time

CHECKLIST 1**SITE AREA EMERGENCY****School Rep****If school is out of session:**

- _____ Implement school closing procedures for those schools within the 10
Mile EPZ
- _____ Delay the opening of schools

- _____ 5. Coordinate with the DOP (Department of Transportation) for buses when
relocating school students and faculty.

Notes: _____

- _____ 6. When schools are relocated, maintain periodic communication with school
reception center locations to monitor the status of student pickup. Periodically
update the EOC and Command Room on the status of student pick up.

Notes: _____

- _____ 7. Periodically brief the County Executive on the status of affected schools i.e.
opened or closed, early dismissal and protective actions communicated to those
schools.

Notes: _____

- _____ 8. Develop a 24 hour shift schedule for extended EOC operations (two 12 hour
shifts) and notify replacements of schedule. Note: Have lead positions report to
the EOC one half hour prior to their shift for turn over from the previous shift.

Notes: _____

- _____ 9. Stand by for possible escalation or until the event is terminated.

CHECKLIST 1**School Rep****Site Area Emergency**

- _____ 10. Upon notice of event termination, contact school districts to stand down. Track school re-opening schedule, as appropriate.

Notes: _____

- _____ 11. Contact school districts and request that they prepare assessments of response costs and forward to the county. Coordinate with the EOC Finance/Budget Rep and OEM to document school costs.

Notes: _____

CHECKLIST 1**GENERAL EMERGENCY****School Rep**

- _____ If not already staffed at the EOC assure the Schools Representative notified via the Schools Rep call out list to respond to the EOC and staff their assigned positions.
 - _____ Verify the District Superintendents have notified each principal located in their districts.
 - _____ Advise all school districts in the affected AREA's to take Potassium Iodide (KI) as per the SEMO Health Department and County Health Department protocol.
 - _____ Notify the Hendrick Hudson School District Office and Peekskill School district, other District Superintendents Offices within the EPZ and the Northern Westchester Board of Cooperative Education Services (Northern BOCES), including the administrators of colleges, universities and private schools of the following:
 - _____ Current plant status and reason why a General Emergency was declared.
 - _____ Potential for, or actual release of radioactive materials to the atmosphere
 - _____ Protective actions being directed by the County Executive
 - _____ The need for school populations in the affected areas to take KI
 - _____ When evacuation of the general population for areas 2 mile radius around the plant and 5 miles down wind in the affected AREA's is ordered, students and faculty will be evacuated to an appropriate school reception center.
- Notes:
- (1) The students, faculty, and vehicles will be registered and tracked at the appropriate school reception center.
 - (2) If radiological monitoring and decontamination is necessary, school students and staff will be directed to go to a general population reception center to receive these services.

CHECKLIST 1**GENERAL EMERGENCY****School Rep**

_____ The following actions may be ordered by the County Executive for the remaining schools not effected by the evacuation order. The schools representative will assure all school district superintendents, college, university and private school administrators are aware of precautionary actions and implement them as appropriate.

While school is in session

- _____ Shelter-in-place students, faculty and staff within designated buildings
- _____ Move students to school reception center
- _____ Dismiss students early
- _____ Remain in school until the dismissal time

While school is out of session

- _____ Implement school closing procedures for those schools within the 10 Mile EPZ
- _____ Delay the opening of schools

_____ If instructed by the County Executive, Commissioner of Emergency Services and or the Commissioner of Health, notify the Hendrick Hudson School District Office, other District Superintendents Offices within the EPZ and the Northern Westchester Board of Cooperative Education Services (Northern BOCES), including the administrators of colleges, universities and private schools to store all food in sealed storage.

_____ When schools are relocated, instruct those schools which are used for school reception centers, general population reception centers, or congregate care centers to assign personnel to augment the centers staff and coordinate those efforts with the Department of Social Services and the American Red Cross.




CHECKLIST 1**GENERAL EMERGENCY****School Rep**


- _____ Periodically brief the County Executive on the status of affected schools i.e. opened or closed, early dismissal and protective actions communicated to those schools.
- _____ Develop a 24 hour shift schedule for extended EOC operations (two 12 hour shifts) and notify replacements of schedule. Note: Have lead positions report to the EOC one half hour prior to their shift for turn over from the previous shift.
- _____ Notify school district superintendent to track costs of response efforts and to provide documentation to the County Department of Emergency Services.
- _____ Facilitate school recovery and re-opening.

ATTACHMENT 1

SCHOOLS LIST

This list contains information on schools located within Westchester County's portion of the ten mile emergency planning zone. Color Key is as follows:

 Schools/Districts within 2 miles of IPEC  Schools/Districts within 5 miles of IPEC  Schools/Districts within 10 miles of IPEC

Special Facility Category	Name of Facility	Population	Transport Needs	Transport Assignment	Host Location/ Reception Center
					
Special Facility Category	Name of Facility	Population	Transport	Transport Assignment	Host Location/ Reception Center

A. Schools	Lakeland Central School District - Office						SUNY Purchase
	St. Columbanus Elementary School						Valhalla M.S./H.S.
	Lincoln-Titus Elementary School						SUNY Purchase
	Van Cortlandt Elementary School						SUNY Purchase
	Walter Panas High School						SUNY Purchase
	George Washington Elementary School						SUNY Purchase
	Saint Elizabeth Ann Seton School						Bruno Ponterio Ridge St. School Rye Brook
	Lakeland High School						SUNY Purchase
	Benjamin Franklin Elementary School						SUNY Purchase
	Lakeland-Copper Beech M.S.						SUNY Purchase
	Lakeland Alternative High School						SUNY Purchase
	Thomas Jefferson E.S.						SUNY Purchase
	Croton-Harmon School District Office						Westchester Community College Student Center
	Carrie E. Thompson E.S.						Westchester Community College Student Center
	Pierre Van Cortlandt Middle School						Westchester Community College Student Center
	Croton-Harmon High School						Westchester Community College Student Center
	Yorktown School District - District Office						Katonah-Lewisboro Schools
	Crompond Elementary School						John Jay Middle School
	Mohansic Elementary School						John Jay Middle School
Special Facility Category	Name of Facility	Population	Transport Needs	Transport Assignment	Host Location/ Reception Center		
	Brookside Elementary				John Jay Middle School		
	Mildred Strang Middle School				John Jay Middle School		

	St. Patrick's Elementary School					<u>John Jay High School</u>
	Yorktown High School					<u>John Jay High School</u>
	French Hill Elementary School					John Jay Middle School
	Yorktown Consortium Enrichment Center at each elementary					John Jay Middle School
	Ossining Union Free School District - District Office					<u>Ardsley Union Free School Dist. And Dobbs Ferry U.F.S.D.</u>
	St. Augustine's School					<u>Mercy College</u>
	Anne M. Dornier Middle School					<u>Mercy College</u>
	Claremont Elementary School					Ardsley High School
	St. Ann's Parochial School					Ardsley High School
	Roosevelt Education Center					Ardsley High School
	Park Early Childhood Center					Ardsley High School
	Brookside Elementary School					<u>Mercy College</u>
	Ossining High School					Dobbs Ferry Middle School/HS
	Chappaqua Central School District					Chappaqua Central School District
	Westorchard Elementary School					Horace Greely High School
	Briarcliff Manor Union Free School District, Office					<u>Pace University, Pleasantville Campus</u>
	Congregation Sons of Israel Religious School					<u>Pace University, Pleasantville Campus</u>
	St. Teresa's School					<u>Pace University, Pleasantville Campus</u>
	Todd Elementary School					<u>Pace University, Pleasantville Campus</u>
	Briarcliff H.S.					<u>Pace University, Pleasantville Campus</u>
						<u>Pace University, Pleasantville Campus</u>
Special Facility Category	Name of Facility	Population	Transport Needs	Transport Assignment	Host Location/ Reception Center	
	Briarcliff M.S.				<u>Pace University, Pleasantville Campus</u>	

Attachment 2: Transportation Needs Form

(maintained on the EOC computer application and in separate hard copy files)

THIS PAGE INTENTIONALLY LEFT BLANK

APPROVED BY	Westchester County DEPARTMENT OF EMERGENCY SERVICES	IP-6.0
DSS: _____		
Date: _____		
Reviewed By		
DES: _____		

**INDIAN POINT ENERGY CENTER
IMPLEMENTING PROCEDURE**

Department of Social Services

TABLE OF CONTENTS

<u>Section</u>	<u>Title</u>	<u>Page No.</u>
1.0	Purpose	3
2.0	Responsibilities	3
3.0	Concept of Operations	3

Checklist	Page No.
1 Unusual Event	5
2 Alert	6
3 Site Area Emergency	8
4 General Emergency	11

Resource Section**Reception Center Assignments****Reception Center Status**

Draft – REV 8/08

1.0 Purpose

This procedure provides guidance for the Department of Social Services and the Social Services Staff to implement the Westchester County Radiological Emergency Plan for the Indian Point Energy Center.

2.0 Responsibilities

2.1 County Commissioner of Social Services – The County Commissioner of Social Services is responsible for:

- Assessing the emergency situation with respect to social services, financial and congregate care.
- Contacting the American Red Cross.
- Contacting the New York Department of Social Services.
- Providing social services for evacuees at reception/congregate centers.

2.2 American Red Cross (ARC) is responsible for the staffing and operation of congregate care centers for displaced persons. ARC will coordinate with DSS to monitor the needs and status of congregate care facilities.

2.3 Department of Health will staff the personnel monitoring and decontamination functions at reception centers and will coordinate with the DSS to activate and staff needed reception center facilities.

3.0 Concept of Operations

3.1 The Department of Social Services (DSS) will be notified of an emergency at Indian point via the county's automated notification system. DSS is normally not notified at the Unusual Event, unless deemed necessary by the County Executive. When notified of an Unusual Event, Social Services will be available to stand by until close out of the UNUSUAL EVENT or for possible escalation to a more severe event.

3.2 When notified of an Alert or higher, the Commissioner of Social Services and Social Services staff will report to assigned positions in the County EOC.

3.3 The Westchester County Commissioner of Social Services and Social Services staff will operate from the county EOC and reception centers to assure coordination of the necessary activities to set up reception centers to provide financial and congregate care services for evacuees.

CHECKLIST 1**Unusual Event**

- _____ 1. The Department of Social Services is normally not notified at an Unusual Event (UE), unless deemed necessary by the County Executive.
- _____ 2. If notified, contact appropriate Departmental personnel and advise them to stand by for possible escalation. Review procedures.

Notes:

- _____ 3. Upon notification of termination of the UE, contact appropriate Department personnel to stand down.

Notes:

- _____ 4. Document Department costs for response and provide information data to Finance Department.

Notes:

CHECKLIST 2**Alert**

- _____ 1. Upon notification of an Alert, respond to the EOC and staff assigned positions.

Notes:

- _____ 2. Prepare for possible activation of reception centers. Place reception center staff needed for White Plains High School, Westchester Community College and Harrison High School reception centers on standby.

Notes:

- _____ 3. Contact the American Red Cross, inform them of the event and place them on standby for possible escalation. Request that they be prepared to staff at least three congregate care centers in the event of escalation to a Site Area Emergency.

- _____ 4. Coordinate with the Department of Health, DCMH, VOAD Coordinator and DPS for necessary support.

Notes:

- _____ 5. Notify the police, fire and EMS representatives in the EOC to be prepared to support the reception center activities i.e. traffic control (police); potential vehicle monitoring and decontamination efforts and KI distribution (fire); and emergency medical support for the evacuees at reception centers (EMS).

Notes:

CHECKLIST 2**Alert, continued**

- _____ 6. Contact the New York State Department of Social Services, inform them of the event and request they be on standby for possible escalation.

Notes:

- _____ 7. Confirm with the School EOC Representative that schools used as reception centers have been notified of the event and that planned space is available for use if needed.

Notes:

- _____ 8. Brief the County Executive on a regular basis regarding agency activities including reception/congregate care center status.

Notes:

- _____ 9. Develop a 24 hour shift schedule for extended EOC operations (two 12 hour shifts) and notify replacements of schedule. Note: Have lead positions report to the EOC one half hour prior to their shift for turn over from the previous shift.

Notes:

CHECKLIST 2**Alert, continued**

_____ 10. Stand by for possible escalation to an SITE AREA EMERGENCY or until the ALERT is terminated.

Notes:

_____ 11. Upon termination of the event, contact Social Services staff to stand down and inform them that the ALERT has been terminated.

Notes:

_____ 12. Document Department costs for response and provide information data to Finance Department.

CHECKLIST 3**Site Area Emergency**

- _____ 1. If not already staffed at the EOC, assure the Department of Social Services Staff is notified via the Social Services Department call out list to respond to the EOC and staff their assigned positions.

Notes:

- _____ 2. Direct the activation of the White Plains High School and Westchester Community College and Harrison High School reception centers, coordinating with the Department of Health. Notify OEM and the Public Information Officer of the reception center status.

Notes:

- _____ 3. Direct Social Services reception center personnel to report to their designated reception centers (White Plains HS, Westchester Community College and Harrison HS) to set them up and prepare to receive evacuees should evacuation be directed by the County Executive.

Notes:

- _____ 4. Contact the American Red Cross, inform them of the event and what reception/congregate care centers are to open and request they report to those centers to establish congregate care. Also contact VOAD, DCMH, and DSPS for necessary support.

Notes:

- _____ 5. Contact the New York State Department of Social Services, inform them of the event and place them on standby for possible escalation.

Notes:

CHECKLIST 3**Site Area Emergency, continued**

- _____ 6. Notify the police, fire and EMS representatives in the EOC to support the activated reception centers, i.e. traffic control (police); potential vehicle monitoring and decontamination efforts and KI distribution (fire); and emergency medical support for the evacuees at reception centers (EMS).

Notes:

- _____ 7. Brief the County Executive on a regular basis on agency activities including, status of reception center operations; facility readiness; and the number of people processed at each location.

Notes:

- _____ 8. Develop a 24 hour shift schedule for extended EOC operations (two 12 hour shifts and notify replacements of schedule. Note: Have lead positions report to the EOC one half hour prior to their shift for turn over from the previous shift.

Notes:

- _____ 9. Stand by for possible escalation to a GENERAL EMERGENCY or until the SITE AREA EMERGENCY is terminated.

Notes:

CHECKLIST 3**Site Area Emergency, continued**

- _____ 10. Upon termination, contact Social Services staff to stand down and inform them that the SITE AREA EMERGENCY has been terminated. Restore reception center facilities to pre-emergency condition.

Notes:

- _____ 11. Document Department costs for response and provide information data to Finance Department.

CHECKLIST 4**General Emergency**

- _____ 1. If not already staffed at the EOC, assure the Department of Social Services Staff is notified via the Department call out list to respond to the EOC and staff their assigned positions.

Notes:

- _____ 2. If not already complete, direct Social Services reception center personnel to report to their designated reception centers to set them up and prepare to receive evacuees at the first three reception centers – White Plains High School, Westchester Community College and Harrison High School.

Open additional reception centers, depending upon the protective action directed by the County Executive. Coordinate with the Department of Health and American Red Cross in the opening of all reception centers. Also coordinate with VOAD, DCMH, and DSPS for support.

Notes:

- _____ 3. Confirm that the American Red Cross is prepared to open at least the three congregate care facilities associated with the reception centers. Also coordinate with VOAD, DCMH, and DSPS for support.

Notes:

- _____ 4. If not already complete contact the New York State Department of Social Services, inform them of the event and place them on standby for possible support.

Notes:

CHECKLIST 4**General Emergency, continued**

- _____ 5. Advise any Social Services workers within the ten mile EPZ to take Potassium Iodide (KI) as per the Health Department Commissioner directive.

Notes:

- _____ 6. Request DSS Reception Center Managers to periodically report on the status of reception center operations, including staffing levels, facility readiness to receive evacuees; and the number of people processed.

Notes:

- _____ 7. Coordinate with the Department of Mental Health and Red Cross to arrange support for counseling services for evacuees at congregate care centers. Also coordinate with VOAD and DSPS for support

Notes:

- _____ 8. Brief the County Executive on a regular basis on agency activities including status of reception center operations.

Notes:

- _____ 9. Develop a 24 hour shift schedule for extended EOC operations (two 12 hour shifts) and notify replacements of schedule. Note: Have lead positions report to the EOC one half hour prior to their shift for turn over from the previous shift.

Notes:

CHECKLIST 4**General Emergency, continued**

- _____ 10. Confirm with DSS Reception Center Managers that 24-hour staffing has been planned for activated reception centers. Record contact information below:

<u>Shift Date/time</u>	<u>Reception Center</u>	<u>Manager on Duty</u>	<u>Contact Number</u>
------------------------	-------------------------	------------------------	-----------------------

- _____ 11. Upon termination, contact Social Services staff and inform them that the GENERAL EMERGENCY has been terminated. Begin recovery process. Restore reception center facilities to pre-emergency condition, as soon as feasible.

Notes:

- _____ 12 Document Department costs for response and provide information data to Finance Department.

Resource Section

Reception Center Assignment Information

Reception Center	Location	DSS RC Manager	Contact Number	Emergency Service of Jurisdiction		
				Fire	Police	EMS
White Plains HS	550 North Street White Plains, NY					
Westchester Community College	75 Grasslands Rd Route 100 Valhalla, NY					
Harrison HS	255 Union Ave Harrison, NY					
Ardsley MS	700 Ashford Ave. Ardsley, NY					
H.C. Crittenden MS	10 MacDonald Ave Armonk, NY					
Fox Lane HS	South Bedford Rd Bedford, NY					

Reception Center Status

Date/Time	Reception Center	Reception Center Status*	Total Evacuees Processed	Total in Congregate Care
	White Plains HS			
	Westchester Community College			
	Harrison HS			
	Ardley MS			
	H.C. Crittenden MS			
	Fox Lane HS			

* Status should be indicated as one of the following:

- Closed
- Standby – staff notified and ready to respond; facility owner contacted and facility confirmed as available if needed
- Activated/Ready – staff on-site; facility set up and ready to receive
- Operational – staff onsite; facility operational and receiving evacuees

THIS PAGE INTENTIONALLY LEFT BLANK

APPROVED BY	Westchester County DEPARTMENT OF EMERGENCY SERVICES	IP-7.0
DPW:_____		
Reviewed By:		
DES:_____		

**INDIAN POINT ENERGY CENTER
IMPLEMENTING PROCEDURE**

Department of Public Works

TABLE OF CONTENTS

<u>Section</u>	<u>Page No.</u>
1.0 Purpose	3
2.0 Responsibilities	3
3.0 Concept of Operations	3

Checklists

Checklist 1: Unusual Event	
Checklist 2: Alert/Site Area Emergency	7
Checklist 3: General Emergency	9

Resource Section

Attachment 1:	Department Internal Notification List
Attachment 2:	City and Town DPW Contact List
Attachment 3:	List of Roadways Used as Primary Evacuation Routes
Attachment 4:	Traffic and Access Control Points
Attachment 5:	Sample Traffic Control Point Map
Attachment 6:	Parks and Recreation Areas within the 1-Mile EPZ
Attachment 7:	List of Reception Centers
Attachment 8:	Cost Recovery Information
References:	Traffic Management Plan for the Indian Point Emergency Planning Zone

Draft – REV 8/08

1.0 Purpose

This procedure provides guidance for the Commissioner of the Department of Public Works and the Public Works Staff to implement the Westchester County Radiological Emergency Plan for the Indian Point Energy Center.

2.0 Responsibilities

2.1 The County Commissioner of Public Works is responsible for :

- Directing County Public Works resources and requesting local highway superintendents to check county evacuation routes for impediments (downed trees, snow, disabled vehicles), notify the county EOC of such impediments; and prepare to have them removed.
- Coordinating with law enforcement agencies in establishing traffic and access control points and placing barricades.
- Directing county personnel and requesting city, town, and village officials to assign personnel to keep vital public works services operating during an emergency, in coordination with the Commissioner of Environmental Facilities.
- When directed by the Commissioner of Emergency Services, assign appropriate Public Works personnel to provide assistance in transporting uncontaminated supplies of foodstuffs, water, and feed for livestock.
- Provide personnel with adequate training and protective clothing and equipment to assist in removing contaminated materials from locally affected areas.
- Assist in the evacuation by removing debris and maintaining roadways and bridges in passable condition.

3.0 Concept of Operations

3.1 Department of Public Works normally is not notified at the UE, unless deemed necessary by the County Executive. When notified of an Unusual Event via the County

Director, Office of Emergency Management or the County Warning Point the

Department of Public Works will be available to stand by for possible escalation to a more severe event.

3.2 When notified of an Alert or higher classification, the County Commissioner of Public Works and Department of Public Works staff will report to their assigned positions the County EOC.

3.3 The Westchester County Commissioner of Public Works and Department of Public Works (DPW) Emergency Management Staff will operate from the county EOC to assure coordination of the necessary activities for maintenance and repair of essential highways and facilities during a radiological emergency and coordinate with local DPW departments.

3.4 The DPW will also assist in removal of road impediments to assure evacuation routes, egress and ingress routes into the 10 Mile EPZ is maintained.

3.5 The DPW may also be requested to provide personnel to support County Environmental Facility operations or safe shutdown.

3.6 If the transport of uncontaminated supplies of foodstuffs, water, and feed for livestock, material, supplies etc. is needed the DPW may also be requested to assist.

3.7 DPW will also assist with staffing of reception center operations. Trained DPW personnel will coordinate with the County Department of Health and other county departments to staff monitoring and decontamination functions at reception centers.

CHECKLIST 1**DPW EOC Rep****Unusual Event**

- ____ 1. DPW is normally not contacted for an Unusual Event. No actions necessary, other than review of procedures to prepare for possible escalation.

Notes: _____

- ____ 2. In the event the County Executive contacts the Department, implement any specific requests.

Notes: _____

Note: It is possible that for special incidents, such as security-related events at Indian Point, that the EOC would be activated early. Follow directions provided by the County Emergency Notification System.

CHECKLIST 2**DPW EOC Rep****Alert/Site Area Emergency**

- _____ 1. Upon notification of an Alert, the Commissioner of Public Works and/or designee respond to the EOC and staff their assigned positions.

Notes: _____

- _____ 2. Ensure DPW staff is notified to pick up dosimeters, TLD's Potassium Iodide (KI), and emergency exposure cards.

Notes: _____

- _____ 3. Place appropriate County DPW staff on standby, including those needed for reception centers. (Note: Reception center staff is placed on standby at an Alert. For a Site Area Emergency, the White Plains High School and Woodlands High School reception centers would be staffed and prepared to open in the event the incident escalates.)

Notes: _____

- _____ 4. Request local highway superintendents to fuel all vehicles to full and to check county evacuation routes for impediments (downed trees, snow, disabled vehicles) and prepare to have them removed. Locals should notify county EOC of any impediments to evacuation.

Notes: _____

CHECKLIST 2**DPW EOC Rep****Alert/Site Area Emergency**

- _____ 5. Contact the New York State Department of Transportation Region 8 Director or their designee, NYSDOT HVTMC, to update and inform them of the current situation surrounding the event.

Notes: _____

- _____ 6. Direct County Public Works personnel to identify all available towing services within the County Public Works and any towing services which may be available through mutual aid and have them on stand by for removal of road impediments.

Notes: _____

- _____ 7. Direct county personnel and request city, town, and village officials to assign personnel to keep vital public works services operating during an emergency in coordination with the Commissioner of Environmental Facilities. NOTE: Personnel should be provided with protective and respiratory equipment when necessary.

Notes: _____

- _____ 8. Be prepared to brief the County Executive and/or EOC Operations Staff on a regular basis on agency activities including, any closures of evacuation routes due to construction or other impediments, activities of local DPW's. Or if there is a major change in events concerning EOC operations or plant status.

Notes: _____

CHECKLIST 2**DPW EOC Rep****Alert/Site Area Emergency**

- _____ 9. Develop a 24 hour shift schedule for extended EOC operations (two 12 hour shifts) and notify replacements of schedule. Note: Have lead positions report to the EOC one half hour prior to their shift for turn over from the previous shift.

Notes: _____

- _____ 10. Stand by for possible escalation or until the event has been terminated.

Notes: _____

- _____ 11. Upon termination, contact DPW staff and inform them that the event has been terminated, direct them to stand down and return radiological and all other equipment to storage locations.

Notes: _____

- _____ 12. Begin to collect documentation of all DPW costs and expenditures for the incident. Provide copies to Budget and Finance and OEM.

Notes: _____

CHECKLIST 3**DPW EOC Rep****General Emergency**

- _____ 1. If not already staffed at the EOC, assure DPW Staff are notified to respond to the EOC and staff all other assigned positions/locations.
Notes: _____

- _____ 2. Assure DPW staff is notified to pick up dosimeters, TLD's Potassium Iodide (KI), and emergency exposure cards.
Notes: _____

- _____ 3. After confirming with the County Health Commissioner, advise DPW workers in the 10-mile EPZ to take Potassium Iodide (KI) as per the SEMO Health Department protocol.
Notes: _____

- _____ 4. Notify local public works departments of the General Emergency and request they mobilize all personnel in support of potential evacuation. Remind local DPW personnel that dosimetry and KI should be distributed to workers and that workers in the 10-mile EPZ should take KI.
Notes: _____

- _____ 5. Local DPWs should be requested to notify the county EOC of any obstructions to evacuation routes, including construction projects. Construction work on evacuation routes should be terminated and roads prepared to accommodate maximum traffic flow.
Notes: _____

CHECKLIST 3**DPW EOC Rep****General Emergency**

- _____ 6. Contact the New York State Department of Transportation Region 8 Director or their designee, NYSDOT HVTMC, to update and inform them of the current situation surrounding the event.
- Notes: _____

- _____ 7. Direct County Public Works to locate and stage barricades at appropriate traffic control points in coordination and as directed by law enforcement.
- Notes: _____

- _____ 8. Direct County Public Works to identify all available towing services within the County Public Works and any towing services which may be available through mutual aid and have them on stand by for removal of road impediments.
- Notes: _____

- _____ 9. Direct county personnel and request city, town, and village officials to assign personnel to keep vital public works services operating during an emergency in coordination with the Commissioner of Environmental Facilities. **NOTE:** Personnel should be provided with protective and respiratory equipment when necessary.
- Notes: _____

- _____ 10. Brief the County Executive on a regular basis on agency activities including, any closures of evacuation routes due to construction or other impediments, activities of local DPW's.
- Notes: _____

CHECKLIST 3**DPW EOC Rep****General Emergency**

- _____ 11. When directed by the Deputy Commissioner of Emergency Services, assign appropriate Publics Works personnel to provide assistance in transporting uncontaminated supplies of foodstuffs, water, and feed for live stock.
- Notes: _____

- _____ 12. Remind all County and local DPW workers in the field to regularly check their dosimeters and to record all exposures. Request periodic reports of any exposures recorded and forward the information to the County Radiological Officer (Department of Health) for action.
- _____ 13. Ensure DPW emergency workers are processed through the Personnel Monitoring Center in Valhalla, at the conclusion of duties.
- Notes: _____

- _____ 14. Develop a 24 hour shift schedule for extended EOC operations (two 12 hour shifts) and notify replacements of schedule. Note: Have lead positions report to the EOC one half hour prior to their shift for turn over from the previous shift.
- Notes: _____

- _____ 15. Upon termination, contact DPW staff and inform them that the event has been terminated, direct them to stand down and return radiological and all other equipment to storage locations.
- Notes: _____

CHECKLIST 3**DPW EOC Rep****General Emergency**

- _____ 16. Begin to collect documentation of all DPW costs and expenditures for the incident. Provide copies to the Budget/Finance Rep in the EOC and OEM.

Notes: _____

Resource Section

- Attachment 1: Department Internal Notification List
- Attachment 2: City and Town Contact List
- Attachment 3: List of Roadways Used as Primary Evacuation Routes
- Attachment 4: Traffic and Access Control Points
- Attachment 5: Sample Traffic Control Point Map
- Attachment 5: Parks and Recreation Areas within the 1-Mile EPZ
- Attachment 6: List of Reception Centers

Attachment 1: Department Internal Notification List
WESTCHESTER COUNTY DEPARTMENT OF PUBLIC WORKS
RADIOLOGICAL EMERGENCY RESPONSE ALERT LIST

<u>Name & Title</u>	<u>Home Address</u>	<u>Office #</u>	<u>Home #</u>	<u>Pager #</u>	<u>Cell #</u>	<u>E-Mail Address</u>	<u>2-Way Radi (Call</u>
<u>COMMISSIONERS ALERT</u>							
Ralph Butler, Commissioner	38 Harkin Road, Carmel, NY	995-2546	(845) 628-8502		755-3884	<u>rlb3</u>	
John Hsu, First Deputy Commissioner	56-40 187th Street, Fresh Meadows, NY	995-2552	(718) 357-8983	321-8915	497-2836	<u>jhi2</u>	
Philip Kruck, Deputy Commissioner	44 Harvest Drive, Brewster, NY	995-6343	(845) 279-9064		943-6026	<u>ptk1</u>	
<u>FACILITIES ALERT</u>							
James Statini, Supt. of Road Maintenance	74 Greenwood Drive, Beacon, NY 12508	995-4951	845-838-0657		760-6678	<u>jmsc</u>	006
Bill Phillips, Asst. Supt. Of Road Maintenance	101 Candlewood Lake Rd No., New Milford, CT	995-4951	(860) 355-9211		447-5792	<u>wfp1</u>	020
Garrett Proft, Director of Operations	39 Nevins Road, Mahopac, NY	231-1287	(845) 628-1773		497-2806	<u>gfp3</u>	41
Joseph Simoncini, Head Automotive Mechanic	P.O. Box 268 Goldens Bridge, NY	995-6342	232-8718	545-7815	804-6513	<u>jjsa</u>	
Thomas Hall, Deputy Director of Real Estate	130 Carriage Hill Road, Brewster, NY	864-7134	(845) 278-9446		760-1642	<u>tah4</u>	
Gerry Pappalardo, Deputy Supt. Of Bldgs.	101 Edgewood Rd., Ossining, NY	995-2080	941-1183		760-1733	<u>gap2</u>	
Don MacDonald, Dpty Supt of Buildings	63 Queen Anne Lane, Wappingers Falls, NY	995-4083	(845) 221-2107		760-4166	<u>ddmd</u>	42
Richard Goldsmith, Supt. Of Maintenance	8 Crow Hill Road, Mount Kisco, NY	231-1288	241-7214		424-1728	<u>rpg1</u>	
Stephen Conner, Motor Equip. Svcs. Foreman	909 Parkway Place, Peekskill, NY	995-6230	736-2212	545-7812	804-6305	<u>ssc7</u>	
Frank Coppola, Prog. Spec. (Bldgs Svcs)	128 Ramsey Avenue, Yonkers, NY	813-6398	476-6982	545-8756	760-0200	<u>fac3</u>	
Robert Giglio, Asst. Civil Engineer	2611 Flagg Place, Yorktown Hgts., NY	995-3993	962-4153		497-2814	<u>rvgl</u>	
Kevin Roseman, Traffic Engineer	11 Westview Avenue, Unit 22-2, White Plains, NY	995-4084	328-1103		497-1129	<u>kmr5</u>	

ALERT GROUP 1

Draft – REV 8/08

Department: Public Works

IP-7.0

Michael Dispenza, Contract Administrator	14 Wardman Street, White Plains, NY	995-2594	428-4998 (718) 324-4046	(646) 234-8154 715-3537	<u>mrd1</u> avv3 egg8
Anthony Ventarola, Associate Engineer Roger Griffith, Asst.. Traffic Engineer	4443 Matilda Avenue, Bronx, NY 255 E. Prospect Avenue, Apt 1G, Mt. Vernon, NY	995-2565 995-2556	699-2881		axw3
Anna Wyganowska, Staff Assistant	178 Cortlandt Street, Croton-on-Hudson, NY	995-2270	737-4688 (203) 531-9765		pjal fsl daf3 all
Philip Abenavoli, Associate Engineer Frank Streany, Sr. Maintenance Mechanic David Fazio, Deputy Supt. of Buildings Anthony LaCroce, Director of Capital Projects	30 Bedford Road, Greenwich, CT 28 L Scenic Drive, Croton-on-Hudson, NY 43 Fern Street, New Rochelle, NY 80 Pleasant Ave., Pleasantville, NY	995-2569 231-1313 231-1311 995-2568	862-4305 632-9602 769-1475	469-7054 438-3887	
<u>ALERT GROUP 2</u>					
Jorge Marmol, Associate Engineer Frank Duffy, Program Specialist - Bldg. Svcs. Mike Circosta, Director of Engineering Rita Majdanski, Supv. of Claims Auditing Dave Aubry, P.E.T. - Civil	10 Halsey Place, Valhalla, NY 70 West Way, Mt. Kisco, NY 8 Bayberry Road, Armonk, NY 57 Cleveland Place, Hawthorne, NY 59 Upland Avenue, W. Harrison, NY	995-5584 995-6231 995-2573 995-5131 995-2512	946-8687 666-5275 273-9173 769-5432 428-5714	879-5532 494-2040 557-4314	jrm4 ffd1 mgc3 rmm4 dml

EMERGENCY RESPONSE ALERT LIST (Continued)

<u>Name & Title</u>	<u>Home Address</u>	<u>Office #</u>	<u>Home #</u>	<u>Pager #</u>	<u>Cell #</u>	<u>E-Mail Address</u>	<u>2-Way Radio (Call #)</u>	<u>Blackberry (Pin #)</u>
<u>ALERT GROUP 3</u>								
John Varmon, Supt. of Buildings	78 Harrison Avenue, Harrison, NY	995-2593	835-5625		760-4326	jvv3		
Edward Seminara, Director of Construction	2 Sunnyside Court, Briarcliff Manor, NY	995-3673	945-0532		497-2826	els3		32AD52FA
Lou Scarano, Associate Engineer	18 Oakwood Avenue, White Plains, NY	995-5770	761-3966		497-2824	nls1		
Dave Smyth, Asst. Traffic Engineer	233 Myrtle Avenue, Hawthorne, NY	995-4085	747-4271		715-8433	das4		
<u>SHIFT PERSONNEL</u>								
Joeshph Rauso Jr., Sr. Road Foreman, Rd Maint.	41 Troy Lane, Yonkers, NY 10701	995-4951	423-4587		760-0137	jarb		
Rupert Mason, Sr. Maint. Mechanic III	146 Fulton Ave., Mt. Vernon, NY	995-2091	667-1216		774-4613	ram8		
Todd Palmer, Sr. Maint. Mechanic, Grounds	84 Old Saw Mill River Rd., Hawthorne, NY	231-1313	741-6287		384-0356	tap3	51	
John Nicholson, S.E.T., Road Maintenance	27 Oakwood Avenue, White Plains, NY	995-4086	946-5139		760-6552	jjin1		
Gerard Pettit, Associate Engineer	11 Hyatt Avenue, Yonkers, NY	995-4385	237-8862		815-0319	gap4		
John (Jack) Kelly, Deputy Supt. Of Bldgs.	565 Broadway 1-H, Hastings-on-Hudson, NY 10706	995-2084	231-6321		403-2936	jkk5		
Scott Horecky, S.E.T., Traffic		995-2550				sph2		

* Using Touch Tone Phone, Dial number listed; after beep punch in number to be called; depress # sign; hang up after short beeps.

** Using Touch Tone Phone, Dial 231-1281. Wait for beep, punch in 3 digit number listed; leave verbal message after beeps.

ATTACHMENT 2: CITY AND TOWN DPW NOTIFICATION LIST
CITY COMMISSIONERS OF PUBLIC WORKS

JURISDICTION	TELEPHONE NUMBER	TIME NOTIFIED OF ECL	BY WHOM	TIME NOTIFIED OF CANCELLATION	BY WHOM
Mount Vernon	665-2343				
New Rochelle	654-2135 654-2140				
Peekskill	734-4130 (Peekskill EOC- all calls)				
Rye	967-7464				
White Plains	422-1210				
Yonkers	377-6270				

TOWN SUPERINTENDENTS OF HIGHWAYS

JURISDICTION	TELEPHONE NUMBER	TIME NOTIFIED OF ALERT	BY WHOM	TIME NOTIFIED OF CANCELLATION	BY WHOM
Bedford	666-7669				
Cortlandt	737-0047				
Eastchester	961-8540				
Greenburgh	993-1573/693- 8121				

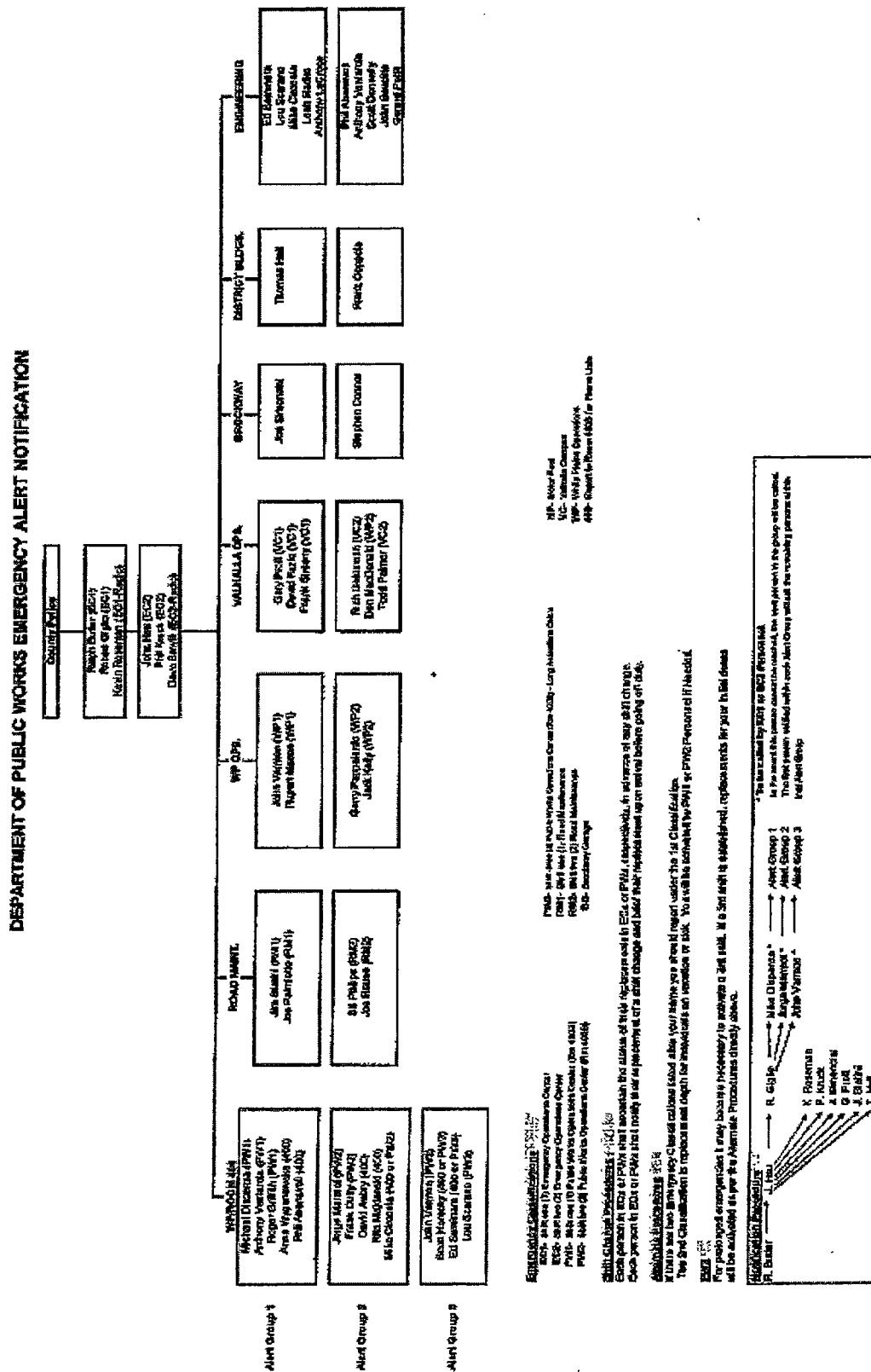
Harrison-Town/Village	835-2000x285/229			
Lewisboro	763-3166			
Mamaroneck	381-7825			
Mount Kisco	241-0500/666-8193			
Mount Pleasant	769-1045/1048			
New Castle	238-3968/3969			
North Castle	273-3561			
North Salem	669-5310			
Ossining	941-2241			
Pelham	738-1000/2015			
Pound Ridge	769-5111			
Rye	939-3075			
Somers	232-4848			
Yorktown	962-5781			

**NOTIFICATION LISTING
VILLAGE STREET SUPERINTENDENTS**

JURISDICTION	TELEPHONE NUMBER	TIME NOTIFIED OF ALERT	BY WHOM	TIME NOTIFIED OF CANCELLATION	BY WHOM
Ardsley	693-1700				
Briarcliff Manor	941-9105				
Bronxville	337-7338				
Buchanan	737-6858				
Croton-on-Hudson	271-3775				
Dobbs Ferry	693-2203				
Elmsford	592-7770				
Hastings-on-Hudson	478-2170				
Irvington	591-6044				
Larchmont	834-6210				
Mamaroneck	698-2436				

Mt. Kisco-Town/Village	666-8193				
North Tarrytown	631-0356				
Ossining	941-4660				
Pelham	738-2015				
Pelham Manor	738-8820				
Pleasantville	769-3883				
Port Chester	939-5027				
Rye Brook	939-0668				
Scarsdale	722-1150				
Tarrytown	631-0356				
Tuckahoe	961-3100				

ATTACHMENT 3
DEPARTMENT OF PUBLIC WORKS EMERGENCY RESPONSE ORGANIZATION



Attachment 4: Traffic Control Points

TCP ID	INTERSECTION	PRIORITY	TOWN	POLICE DEPT	DEPT OF PUBLIC WORKS	NO. OF GUIDES	NO. OF CONES	NO. OF BARRICADES
W-1	Albany Post Rd (Rte 9A) & Welcher Ave	1	City of Peekskill	Peekskill PD	Peekskill DPW	1	6	0
W-2	Rte 9 Ramps & Welcher Ave	1	City of Peekskill	Peekskill PD	Peekskill DPW	1	6	0
W-3	Albany Post Rd (Rte 9A) & Bleakley Ave	1	Buchanan	Buchanan PD	Buchanan Highway Dept	1	6	0
W-4	Albany Post Rd (Rte 9A) & Tate Ave	3	Buchanan	Buchanan PD	Buchanan Highway Dept	1	3	0
W-5	Albany Post Rd (Rte 9A) & Kings Ferry Rd	3	Cortlandt	NYSP (Cortlandt)	Cortlandt DPW	1	9	0
W-6	Jans Peek Bridge & Rte 9 & Bear Mtn Pkwy	1	City of Peekskill	Peekskill PD	Peekskill DPW	1	6	0
W-7	Annsville Rd (Rte 9) & Old Roa Hook Rd	3	Cortlandt	NYSP (Cortlandt)	Cortlandt DPW	0	6	0
W-8	Bear Mountain Pkwy & Division St	1	Peekskill	Peekskill PD	Peekskill DPW	2	6	0
W-9	Albany Post Rd (Rte 9A) & FDR VA Hospital	3	Cortlandt	NYSP (Cortlandt)	Cortlandt DPW	1	3	0
W-10	Albany Post Rd (Rte 9A) & Crugers Station Rd	2	Croton-on-Hudson	Croton on Hudson PD	Cortlandt DPW	1	3	0
W-11	Albany Post Rd (Rte 9A) & Springvale Rd	2	Cortlandt	NYSP (Cortlandt)	Cortlandt DPW	1	3	0
W-12	Albany Post Rd (Rte 9A) & Access Rd from Highland Ave	2	Cortlandt	NYSP (Cortlandt)	Cortlandt DPW	1	0	0
W-13	Main St (Rte 6) & Dayton Ln/Beecher Ln	2	City of Peekskill	Peekskill PD	Peekskill DPW	1	6	0
W-14	Albany Post Rd (Rte 9A) & Rte 9 Ramps	1	Cortlandt	NYSP (Cortlandt)	Cortlandt DPW	2	6	0
W-15	Crompond Rd (Rte 202/35) & Bear Mtn State Pkwy	1	Cortlandt	NYSP (Cortlandt)	Cortlandt DPW	1	3	0

W-16	Crompond Rd (Rte 202/35) & Maple Row/Croton Ave	3	Cortlandt	NYSP (Cortlandt)	Cortlandt DPW	1	3	0
W-17	Rte 6 & Lexington Ave	1	Cortlandt & Yorktown	NYSP/Yorktown PD	Yorktown Highway Dept	2	6	0
W-18	Crompond Rd (Rte 202/35) & Lexington Ave	3	Cortlandt	NYSP (Cortlandt)	Yorktown Highway Dept	1	3	0
W-19	S Riverside Ave (Rte 9A) & Municipal Place	1	Croton-on-Hudson	Croton PD	Croton DPW	1	6	2
W-20	Crompond Rd (Rte 202/35) & Stony St	3	Yorktown	Yorktown PD	Yorktown Highway Dept	1	3	0
W-21	Rte 9/9A & Croton Point Ave	2	Croton-on-Hudson	Croton on Hudson PD	Croton DPW	2	9	8
W-22	Rte 6 & Mill St	3	Yorktown	Yorktown PD	Yorktown Highway Dept	2	6	0
W-23	Crompond Rd (Rte 202/35) & Taconic Ramps	1	Yorktown	Yorktown PD	Yorktown Highway Dept	2	3	0
W-24	Crompond Rd (Rte 202/35) & Strang Blvd	3	Yorktown	Yorktown PD	Yorktown Highway Dept	1	3	0
W-25	Crompond Rd (Rte 202/35) & Springhurst St	1 (School), 3	Yorktown	Yorktown PD	Yorktown Highway Dept	1	3	0
W-26	Baldwin Rd & Taconic Pkwy Ramps	3	Yorktown	Yorktown PD	Yorktown Highway Dept	1	3	0
W-27	Albany Post Rd (Rte 9) & St Augustine Church & School	1	Ossining Village	Ossining Village PD	Ossining Village DPW	1	3	0
W-28	Rte 6 & Old Yorktown Rd(Rte 132)/Barger St	1	Yorktown	Yorktown PD	Yorktown Highway Dept	2	6	0
W-29	Rte 6 & Taconic Pkwy Ramps	1	Yorktown	Yorktown PD	Yorktown Highway Dept	2	6	0
W-30	Crompond Rd (Rte 202/35) & Granite Springs Rd	1 (School), 3	Yorktown	Yorktown PD	Yorktown Highway Dept	1	3	0
W-31	Crompond Rd (Rte 202/35) & Baldwin Rd	1	Yorktown	Yorktown PD	Yorktown Highway Dept	1	3	0
W-32	Kitchawan Rd (Rte 134) & Taconic Northbound Ramp	3	Yorktown	Yorktown PD	Yorktown Highway Dept	1	3	4
W-33	Kitchawan Rd (Rte 134) & Taconic Southbound Ramp	3	Yorktown	Yorktown PD	Yorktown Highway Dept	0	3	0

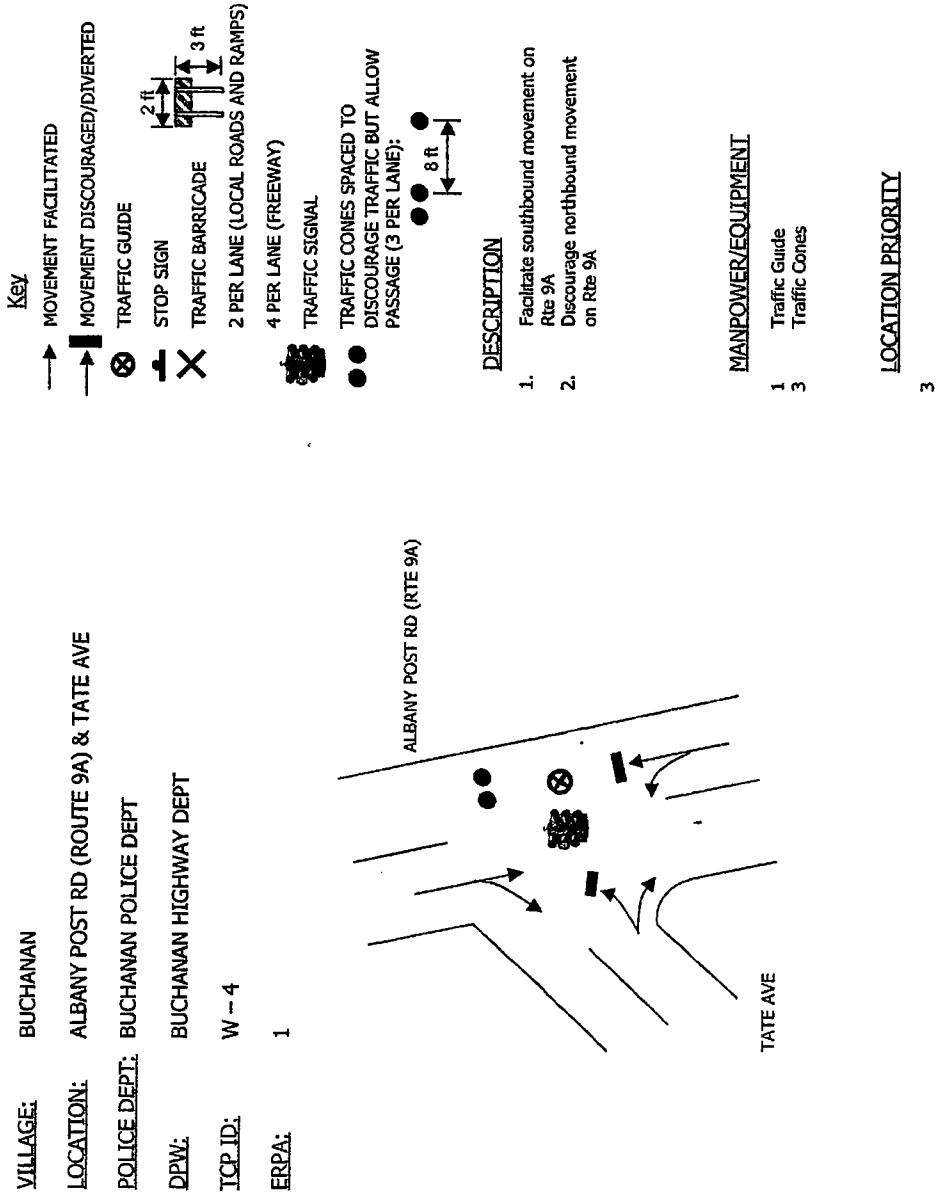
W-34	Pines Bridge Rd & Taconic Ramps	1	New Castle Town of Ossining	New Castle PD	New Castle DPW	1	3	0
W-35	Rte 9A & Croton Dam Rd	1	Ossining Village	Ossining Village PD	Ossining Village DPW	3	15	0
W-36	Albany Post Rd (Rte 9) & Cedar Ln/ Snowden Ave	1	Ossining Village	Ossining Village PD	Ossining Village DPW	2	9	0
W-37	Albany Post Rd (Rte 9) & VanCortlandt Ave	2	Ossining Village	Ossining Village PD	Ossining Village DPW	1	6	0
W-38	Albany Post Rd (Rte 9) & Croton Ave (Rte 133)	1	Ossining Village	Ossining Village PD	Ossining Village DPW	3	6	0
W-39	Dale Ave (Rte 134) & Croton Ave (Rte 133)	1	Ossining Village	Ossining Village PD	Ossining Village DPW	1	3	0
W-40	Albany Post Rd (Rte 9) & Church St	1	Ossining Village	Ossining Village PD	Ossining Village DPW	2	6	0
W-41	Albany Post Rd (Rte 9) & Waller Ave/ Emwilton Pl	1	Ossining Village	Ossining Village PD	Ossining Village DPW	1	6	0
W-42	Rte 6 & Rte 6N/Curry St	2	Yorktown	Yorktown PD	Yorktown Highway Dept	1	3	0
W-43	Saw Mill River Rd (Rte 35) & Pines Bridge Rd	3	Somers	NYSP (Somers)	Somers DPW	1	3	0
W-44	Saw Mill River Rd (Rte 35) & Tomahawk St (Rte 118/202)	3	Somers	NYSP (Somers)	Somers DPW	1	3	0
W-45	Somerstown Tpke (Rte 133/100) & Station Rd (Rte 133)	2	North Castle			1	3	0
W-46	Somerstown Tpke (Rte 133/100) & Northbound Taconic Pkwy Ramps	1	New Castle (Chappaqua)	New Castle PD	New Castle DPW	0	0	2
W-47	Rte 133/100 & Taconic Pkwy Ramps	1	North Castle	North Castle PD		1	9	0
W-48	Rte 9A & Chappaqua Rd	1	Briarcliff Manor	Briarcliff PD	Briarcliff DPW	1	9	0
W-49	Albany Post Rd (Rte 9) & Revolutionary Rd	2	Ossining Village	Ossining Village PD	Ossining Village DPW	1	6	0
W-50	Albany Post Rd (Rte 9) & Rockledge Ave	1	Ossining Village	Ossining Village PD	Ossining Village DPW	2	6	0
W-51	Rte 6 & Rte 118/Baldwin Place Rd	1	Somers	NYSP (Somers)	Somers DPW	2	6	0
W-52	Tomahawk St (Rte 118/202) & Lincolndale Rd (Rte 202)	2	Somers	NYSP (Somers)	Somers DPW	1	3	0
W-53	Rte 9A & N State Rd	1	Briarcliff Manor			1	9	0

W-54	Albany Post Rd (Rte 9) & Scarborough Rd	2	Briarcliff Manor	Briarcliff PD	Briarcliff DPW	2	12	0
W-55	Albany Post Rd (Rte 9) & Tower Hill Rd	2	Briarcliff Manor	Briarcliff PD	Briarcliff DPW	1	6	0
W-56	Sleepy Hollow Rd & Old Sleepy Hollow Rd	3	Mount Pleasant (Pocantico Hills)	Mount Pleasant PD	Town of Mount Pleasant DPW	1	3	0
W-57	Woods Bridge Rd (Rte 35) & Somerstown Rd (Rte 100)	1	Somers	NYSP (Somers)	Somers DPW	2	9	0
W-58	Woods Bridge Rd (Rte 35) & Pepsi-Cola Entrance	3	Somers	NYSP (Somers)	Somers DPW	0	6	0
W-59	Woods Bridge Rd (Rte 35) & Cherry St	3	Lewisboro	NYSP (Somers)	Lewisboro DPW	0	6	0
W-60	Woods Bridge Rd (Rte 35) & Cross River Rd (Rte 35)	3	Bedford	Bedford PD	Bedford DPW	2	9	0
W-61	Cross River Rd (Rte 35) & I-684 Ramps	3	Bedford	Bedford PD	Bedford DPW	4	6	0
W-62	Bedford Rd (Rte 117) & King St (Rte 120)	2	New Castle (Chappaqua)	New Castle PD	New Castle DPW	2	12	0
W-63	Saw Mill Pkwy & Grant St	1	Pleasantville	Westchester Cty PD on Parkway	NY State DOT	1	3	0
W-64	Bedford Rd & Marble Ave	1	Pleasantville	Pleasantville PD	Pleasantville DPW	1	3	0
W-65	Manville Rd (Rte 117) & Pleasantville Rd	1	Pleasantville	Pleasantville PD	Pleasantville DPW	1	6	0
W-66	Bedford Rd (Rte 117) & Rte 9A/100	1	Mount Pleasant (Pleasantville)	Mount Pleasant PD	Mount Pleasant DPW	1	0	2
W-67	Bedford Rd (Rte 117) & Bedford Rd (Rte 448)	1	Mount Pleasant (Pocantico Hills)	Mount Pleasant PD	Mount Pleasant DPW	1	9	0
W-68	Rte 9 & Rte 117	1	Mount Pleasant (Archville)	Mount Pleasant PD	Mount Pleasant DPW	1	0	10
W-69	Mt Kisco Rd/ Bedford Rd (Rte 22) & Main St (Rte 128)	2	North Castle	North Castle PD		1	3	0
W-70	King St (Rte 120) & Rte 22	2	North Castle	North Castle PD		1	0	4
W-71	Rte 9A/100 Exits 26 A,B - County Police Barracks	1	Mount Pleasant (Hawthorne)	Mount Pleasant PD	Mount Pleasant DPW	2	0	10

W-72	Taconic State Pkwy & W Stevens Ave	1	Mount Pleasant (Valhalla)	NYSP (Hawthorne)	Mount Pleasant DPW	1	6	0
W-73	Taconic State Pkwy & Commerce St	1	Mount Pleasant (Valhalla)	NYSP (Hawthorne)	Mount Pleasant DPW	1	6	0
W-74	Taconic State Pkwy & Lakeview Ave	1	Mount Pleasant (Valhalla)	NYSP (Hawthorne)	Mount Pleasant DPW	1	6	0
W-75	Taconic State Pkwy & Cleveland St	1	Mount Pleasant (Valhalla)	NYSP (Hawthorne)	Mount Pleasant DPW	1	6	0
W-76	Saw Mill River Rd (Rte 9A) & Skyline Dr	2	Mount Pleasant (Hawthorne)	Mount Pleasant PD	Mount Pleasant DPW	1	6	0
W-77	Saw Mill River Rd (Rte 9A) & Saw Mill Pkwy Ramp	2	Mount Pleasant (Hawthorne)	Mount Pleasant PD	Mount Pleasant DPW	1	9	0
W-78	Saw Mill River Rd (Rte 9A) & Dana Rd	1	Mount Pleasant (Hawthorne)	Mount Pleasant PD	Mount Pleasant DPW	1	6	0
W-79	Rte 9A & Grasslands Rd (Rte 100C)	3	Mount Pleasant (Valhalla)	Mount Pleasant PD	Mount Pleasant DPW	1	3	0
W-80	Saw Mill River Rd (Rte 9A) & Hunter Ln	2	Greenburgh	Greenburgh PD	Greenburgh DPW	1	6	0
W-81	Saw Mill River Rd (Rte 9A) & Fairview Park Dr	2	Greenburgh	Greenburgh PD	Greenburgh DPW	1	6	0
W-82	Saw Mill River Rd (Rte 9A) & Old Country Rd	2	Greenburgh	Greenburgh PD	Greenburgh DPW	1	6	0
W-83	Saw Mill River Rd (Rte 9A) & Beaver Hill Rd	2	Greenburgh	Greenburgh PD	Greenburgh DPW	1	6	0
W-84	Saw Mill River Rd (Rte 9A) & Payne St	1	Greenburgh	Greenburgh PD	Greenburgh DPW	1	6	0
W-85	Saw Mill River Rd (Rte 9A) & I-287 Ramps	1	Elmsford	Elmsford PD	Elmsford DPW	2	6	0
W-86	Broadway (Rte 9) & Pierson Ave	2	Sleepy Hollow	Sleepy Hollow PD	Sleepy Hollow DPW	1	12	0
W-87	Broadway (Rte 9) & Pocantico St	2	Tarrytown	Sleepy Hollow PD	Sleepy Hollow DPW	1	9	0
W-88	Broadway (Rte 9) & Bedford Rd (Rte 448)	1	Sleepy Hollow	Sleepy Hollow PD	Sleepy Hollow DPW	2	6	0
W-89	Broadway (Rte 9) & Depeyster St	2	Sleepy Hollow	Sleepy Hollow PD	Sleepy Hollow DPW	1	3	0
W-90	Broadway (Rte 9) & Wildey St	2	Tarrytown	Tarrytown PD	Tarrytown	1	3	0

W-91	Broadway (Rte 9) & Neperan Rd	2	Tarrytown	Tarrytown PD	Tarrytown DPW	1	3	0
W-92	Broadway (Rte 9) & Benedict Ave	2	Tarrytown	Tarrytown PD	Tarrytown DPW	1	3	0
W-93	Broadway (Rte 9) & Prospect Ave	2	Tarrytown	Tarrytown PD	Tarrytown DPW	1	3	0
W-94	Broadway (Rte 9) & White Plains Rd (Rte 119)	2	Tarrytown	Tarrytown PD	Tarrytown DPW	1	6	0
W-95	Broadway (Rte 9) & I-287 East/ I-87 South Ramps	1	Tarrytown	Tarrytown PD	Tarrytown DPW	1	6	0
		492	42					
		116						

Attachment 5: Sample Traffic Control Point Map



ATTACHMENT 6 **COUNTY BEACHES, PARKS AND RECREATIONAL AREAS**

<u>ZONE</u>	<u>FACILITY (Town, School, Other)*</u>	<u>JAN-MAR</u>	<u>POPULATION PER DAY</u>		<u>OCT-DEC</u>
			<u>APR-JUNE</u>	<u>JULY-SEPT</u>	
<u>WESTCHESTER COUNTY PARKS</u>					
6A	Croton Point Park (C)	0-80	0-900	0-10,000	0-900
5A	Croton Gorge Park (C)	0-200	0-900	0-400	0-300
2C&3A	Blue Mountain Park (C)	0-380	0-280	0-1,500	0-300
4A	Georges Island Park (C)	0-150	0-700	0-1,000	0-450
3A	Blue Mountain Sportsmen Center (C)	0-100	0-200	0-200	0-500
12A	Mohansic Golf Course (C)	0-5	0-340	0-340	0-340
2F	Sprout Lake Camping Area (O)	Closed	0-350	0-700	0-350
<u>VILLAGE OF CROTON</u>					
6	Ball Field Complex (V)	0	0-50	0-50	0-50
6	Black Rock Swim Area (V)		Undeveloped		
6	Duck Pond Park (V)	0-100	0-50	0-50	0-20
6	Harmon Chapel Park (O)	0-15	0-10	0-10	0-15
6	Harrison Street Park (V)	0-5	0-10	0-10	0-10

* (C) = County, (O) = Other (Privately-Owned), (V) = Village, (T) = Town, (S) = School, (N) = New York State, (P) = City

ATTACHMENT 6 COUNTY BEACHES, PARKS AND RECREATIONAL AREAS

<u>ZONE</u>	<u>FACILITY (Town, School, Other)*</u>	<u>JAN-MAR</u>	<u>POPULATION PER DAY</u>		<u>OCT-DEC</u>
		<u>APR-JUNE</u>	<u>JULY-SEPT</u>		
<u>WESTCHESTER COUNTY PARKS</u>					
6	J.F.K. Ballfield/Park (V)	0-5	0-50	0-50	0-50
6	Municipal Recreation Room (V)	0-20	0-5	0-20	0-20
6	Senasqua Park & Beach (V)	0-5	0-30	0-20	0-20
6	Silver Lake Beach (V)	0	0-25	0-5	0-5
6	Sunset Beach (V)	0-5	0-10	0-10	0-10
6	Croton Swimming Pool (V)	0	0	0-75	0-75
<u>TOWN OF CORTLANDT (August 1981 - July 1982)</u>					
3	Verplanck Playground (T)	0-10*	20-40 (M-F, July-Aug) 0-10* (Sa/Su & Sept)	0-10*	0-10*
3	Lake Meahagh (T)	0-200 (Jan-Feb)	20-50 (July-Aug) 0-20* (Sept)	40-60 (M-F, Dec)	
1	Buchanan-Verplanck School (S)	40-60 (M-F)	50-60 (July-Aug)		
1	Buchanan Field (O)		40-80 (July) (2 to 4 times/week)		
1	Buchanan Pool (O)		40-500 (M-Sa, July)		
1	Letteri Field (O)		100-500 (M-F, Sept)	100-150 (M-F, Oct-Nov)	
2	<u>NONE - CITY OF PEEKSKILL</u>				

* Unsupervised

ATTACHMENT 6 COUNTY BEACHES, PARKS AND RECREATIONAL AREAS

ZONE	FACILITY (Town, School, Other)*	JAN-MAR	POPULATION PER DAY		
			APR-JUNE	JULY-SEPT	OCT-DEC
WESTCHESTER COUNTY PARKS					
49	Blue Mountain Middle School (S)	20-60 (M-F) 100-200 (Sa)	20-100 (M-F) 100-400 (Sa/Su)	40-100 (M-F) 100-400 (Sa/Su, Sept)	20-60 (M-F) 100-400 (Sa/Su, Oct-Nov)
49	Furnace Woods School (S)	20-80 (M-F) 100-200 (Sa)	20-60 (M-F)	10-20 (M-F, July-Aug)	20-60 (M-F)
4	Lake Street Tennis Courts (T)	O-10* (Mar)	10-50* (Sa/Su from Memorial Day, Daily when School Closes)	20-80 (Daily to Labor Day) 10-20* (After Labor Day)	10-20* (Daily, Oct)
	Roundtree Playground	O-5*	O-5*	O-5*	O-5*
	Sunset Field (T)	O-10* 50-100 (Sa/Su)	100-200 (M-F) 50-100 (Sa/Su)	100-250 (M-F) 750-900 (Sa, Oct-Nov)	75-250 (M-F, Oct-Nov)
4	Tommy Thurber Park (T)	O-10*	O-10*	15-30 (M-F, July-Aug) O-10* (Sa/Su, Sept)	O-10*
	Frank G. Lindsey School (S)	20-60 (M-F) 100-200 (Sa)	20-60 (M-F) 100-200 (M-F, May-June)	100-200 (M-F, July-Aug)	50-75 (M-F)
	Hendrick Hudson High School (S)	100-200 (M-F)	100-200 (M-F)	200-300 (M-F, July-Aug)	50-75 (M-F)
	Cortlandt Racquet Club (O)	10-20 (2-3 times/week)	_____	_____	10-20 (2-3 times/week)
47	Veterans Administration Pool (O)	20-60 (Thu-Sa)	10-20 (Thu-Sa)	_____	20-60 (Thu-Sat)
5	Charles J. Cook Rec. Center (T)	20-50 (M-F)	50-100 (M-F to Memorial Day) 50-400 (Daily from Memorial Day)	700-2000 (Daily to Labor Day) 40-80 (M-F after after Labor Day)	20-50 (M-F)
	* Unsupervised				

* Unsupervised

ATTACHMENT 6 **COUNTY BEACHES, PARKS AND RECREATIONAL AREAS**

<u>ZONE</u>	<u>FACILITY (Town, School, Other)*</u>	<u>JAN-MAR</u>	<u>POPULATION PER DAY</u>		<u>OCT-DEC</u>
			<u>APR-JUNE</u>	<u>JULY-SEPT</u>	
<u>WESTCHESTER COUNTY PARKS</u>					
6	<u>NO FACILITIES</u>				
7	<u>NO FACILITIES</u>				
8	Cortlandt Community Center (T)	150-350 (M-F) 25-100 (Sa/Su)	150-350 (M-F) 25-100 (Sa/Su)	150-400 (M-F) 25-100 (Sa/Su)	150-350 (M-F) 25-100 (Sa/Su)
	Sprout Brook Park (T)	_____	50-300 (Sa/Su from Memorial Day, Daily when Schools Close)	50-350 (Daily to Labor Day)	_____
	Benjamin Hersch Park (T)	_____	20-100 (Daily)	_____	_____
	Lakeland Middle School (S)	100-250 (Sa)	50-100 (Daily)	50-300 (Daily)	100-250 (Sa)
8	Lincoln Titus School (S)	20-40 (M-F) 10-30 (Sa)	20-40 (M-F) 30-100 (Sa/Su)	50-70 (M-F, July-Aug)	20-40 (M-F, Nov-Dec) 30-100 (Sa/Su, Nov-Dec)
	Van Cortlandtville School (S)	_____	_____	15-35 (M-F, July-Aug)	_____
	Cortlandt Lanes (O)	20-45 (Sa)	_____	_____	20-45 (Sa)
	Evergreen Knolls Playground (O)	_____	_____	15-30 (M-F, July-Aug)	_____
	Fawn Ridge/ Gull Manor Playground (O)	_____	_____	15-30 (M-F, July-Aug)	_____
	Lake Allendale Playground (O)	_____	_____	15-30 (M-F, July-Aug)	_____
	Mohegan Colony Playground (O)	_____	_____	15-30 (M-F, July-Aug)	_____

ATTACHMENT 6 COUNTY BEACHES, PARKS AND RECREATIONAL AREAS

ZONE	FACILITY (Town, School, Other)*	JAN-MAR	POPULATION PER DAY			
			APR-JUNE	JULY-SEPT	OCT-DEC	
<u>WESTCHESTER COUNTY PARKS</u>						
	Walter Panas Tennis Courts (T)	O-10* (Mar)	5-20* (Before Memorial Day) 5-35 (Sa/Su after Memorial Day, Daily when Schools Close)	5-35 (Daily)	5-20* (Daily, Oct)	
	Walter Panas High School (S)			20-60 (M-F, July-Aug)		
<u>TOWN OF OSSINING</u>						
22	Waterfront Park-Westerly Marina (T)	O-100	O-200	O-150		
22	Gerlach Park - Crotonville (T)	O-100	O-100	O-200	O-200	
22	Ryder Park - Morris Site Drive (T)	O-150	O-200	O-400	O-400	
22	Buck Johnson off North State Road (T)	O-25	O-25	O-25		
<u>VILLAGE OF OSSINING</u>						
22	Veterans Park (T)	O-150	O-250	O-400	O-300	
22	Nelson Park - Route 9 (V)	O-100	O-200	O-800	O-200	
22	Nelson Sitting (V)	O-50	O-50	O-100	O-50	
22	Snowden Avenue Park (V)	O-75	O-150	O-200	O-150	
22	Broadway Pool (V)	O	O-10	O-200	O-5	
22	Dale Avenue Park (V)	O-15	O-20	O-40	O-20	
22	North Malcolm Street Tot Lot (V)	O-20	O-25	O-40	O-25	

Draft – REV 8/08

ATTACHMENT 6 **COUNTY BEACHES, PARKS AND RECREATIONAL AREAS**

<u>ZONE</u>	<u>FACILITY (Town, School, Other)*</u>	<u>JAN-MAR</u>	<u>POPULATION PER DAY</u>		<u>OCT-DEC</u>
		<u>APR-JUNE</u>	<u>JULY-SEPT</u>		
<u>WESTCHESTER COUNTY PARKS</u>					
22	William Street Tot Lot (V)	0-5	0-10	0-15	0-10
22	Crowbukie Beach - Nature Avenue (V) (end of Beach Road)	0-15	0-25	0-40	0-25
<u>TOWN OF YORKTOWN</u>					
11	Downing Park (T)	0-50	0-200	0-200	0-100
11	Shrub Oak Memorial Park (T)	0-30	0-100	0-500	0-100
11	Yorktown Memorial Park (T)	0-200	0-50	0-400	0-50
11	Sparkle Lake (T)	0-400	0-50	0-500	0-50
<u>NEW YORK STATE PARKS</u>					
11/13	Franklin D. Roosevelt State Park (N)	0-500	0-1500	0-25,000	0-7000
<u>TOWN OF NEW CASTLE</u>					
21	Echo Lake - Route 100, Millwood (T)	0-10	0-25	0-30	0-25
21	Millwood Park - Route 100 (T)	0-25	0-50	0-100	0-50
21	Gedey Park - Millwood (T)	0-20	0-20	0-50	0-20

ATTACHMENT 6 COUNTY BEACHES, PARKS AND RECREATIONAL AREAS

ZONE	FACILITY (Town, School, Other)*	POPULATION PER DAY		
		<u>JAN-MAR</u>	<u>APR-JUNE</u>	<u>JULY-SEPT</u>
				<u>OCT-DEC</u>
	<u>WESTCHESTER COUNTY PARKS</u>			
	Riverfront Green (P) (end of Hudson Avenue)	O-10 (M-F) O-30 (Sa/Su)	O-150 (M-F) O-500 (Sa/Su)	O-500 (M-F) O-1000 (Sa/Su)
	Depew Park - Hudson & Walnut (P) (end of Hudson Avenue)	O-50 (M-F) O-200 (Sa/Su)	O-100 (M-F) O-300 (Sa/Su)	O-1000 (M-F) O-1000 (Sa/Su)
	Fort Hill - Decatur Avenue (P)	O (M-F) O-1 (Sa/Su)	O-10 (M-F) O-20 (Sa/Su)	O-20 (M-F) O-40 (Sa/Su)
	Tompkins Park - East Main Street (P)	O (M-F) O-20 (Sa/Su)	O-100 (M-F) O-200 (Sa/Su)	O-200 (M-F) O-400 (Sa/Su)
	Franklin Park (P) (Franklin & Smith)	O-10 (M-F) O-30 (Sa/Su)	O-30 (M-F) O-100 (Sa/Su)	O-50 (M-F) O-150 (Sa/Su)
	Lepore Park - West Main Street (P)	O-100 (M-F) O-100 (Sa/Su)	O-300 (M-F) O-300 (Sa/Su)	O-400 (M-F) O-500 (Sa/Su)
	Monument Park (P) (Division & Highland)	O-10 (M-F) O-10 (Sa/Su)	O-10 (M-F) O-10 (Sa/Su)	O-10 (M-F) O-10 (Sa/Su)
	Pugsley Park - Main Street (P)	O-10 (M-F) O-10 (Sa/Su)	O-20 (M-F) O-20 (Sa/Su)	O-20 (M-F) O-20 (Sa/Su)
	Firemen's Park - Crompond Road (P)	O (M-F) O (Sa/Su)	O-5 (M-F) O-5 (Sa/Su)	O-5 (M-F) O-5 (Sa/Su)
				(Sa/S)

ATTACHMENT 7
LIST OF RECEPTION CENTER LOCATIONS

White Plains High School Reception Center, 550 North Street, White Plains.

Harrison High School, 255 Union Avenue, Harrison

Westchester Community College Gym Reception Center, 75 Grasslands Road, Valhalla.

Fox Lane High School Reception Center, South Bedford Road, Bedford.

H.C. Crittenden Middle School Reception Center, 10 MacDonald Avenue, Armonk.

Ardsley Middle School Reception Center, 700 Ashford Avenue, Ardsley.

Draft – REV 8/08

ATTACHMENT 8

Cost Recovery

The main goal of disaster response cost recovery is to return as much money into the county economy as possible, based upon losses experienced as the result of an emergency response.

While this function is technically considered a recovery phase function, this information is presented as part of the response procedures as a reminder of what will be needed following the incident. If the response is undertaken with this information in mind, cost recovery documentation is likely to be more effective, accurate and complete.

There are four types of costs that need to be documented to facilitate federal and state re-imbursement:

Force account labor

This is the FEMA term for your own work force, in other words county employee's time. This would include regular volunteer groups run by the applicant, for example the police auxiliary, vol. FD, or VAC.

- Employee's name
- Employee's title
- Employee's hours worked, day by day, broken down into
 - tasks related to the emergency
 - other work
- Straight time Pay rate
- Union employee is a member of _____.
- Salaried versus overtime employee

Force account equipment

This is the FEMA term for your own equipment, in other words county equipment. Basically anything that can have fuel put into it is in this area. Also anything that is portable and is not consumed by its use can be applied for; these are calculated based on expense codes/hour. This would include regular volunteer groups run by the applicant, for example the police auxiliary, vol. FD or VAC vehicles.

- Description of the piece of equipment (include as much detail as is known: horse power, capacity etc.)
- County vehicle/equipment number
- Number of hours used, day by day
- Type of fuel
- If the use is not intuitive (for example, truck with snow plow during a snow storm is easy to figure out, a chain saw during the same event may not be so straight forward), a sentence about how it is used.

Draft – REV 8/08

ATTACHMENT 9

Contracts / Rental equipment

This is contracted work or rented equipment. Also this could include donation of work or equipment use.

- Vender
- Description of the work done
- Cost
- Contract or PO number
- Check number (if known)

- Rate per hour and number of hours used for rented equipment (Indicate if this price includes driver)

Materials

Basically these are consumable goods. These can be from existing inventory, in which case replacement costs should be used. This can also include donations of materials.

- Vender
- Description of the materials
- Quantity
- Unit Cost
- Date used
- Contract or PO number
- Check number (if known)
- From existing stock vs. purchased during the emergency

THIS PAGE INTENTIONALLY LEFT BLANK

APPROVED BY	Westchester County DEPARTMENT OF EMERGENCY SERVICES	IP-8.0
DES: _____		

INDIAN POINT ENERGY CENTER
IMPLEMENTING PROCEDURE

Fire and Rescue

TABLE OF CONTENTS

<u>Section</u>	<u>Page No.</u>
1.0 Purpose	3
2.0 Responsibilities	3
3.0 Concept of Operations	4

Checklists

Checklist 1: Notification of Unusual Event	
Checklist 2: Alert	5
Checklist 3: Site Area Emergency	7
Checklist 4: General Emergency	9

Resource Section**Fire Department Reception Center Assignments**

1.0 Purpose

This procedure provides guidance to the County Emergency Operations Center Fire Services Representative to coordinate the use of County Fire Service resources to implement the Westchester County Radiological Emergency Plan for the Indian Point Energy Center.

2.0 Responsibilities

In the event of a radiological emergency at Indian Point, the County Department of Emergency Services will supply an EOC representative to establish a Fire Services desk. The Fire Services Representative is responsible for **Fire Services** as they relate to:

- Supporting law enforcement's mission related to traffic control in the affected AREA's, if additional resources are needed and requested;
- Supporting law enforcement's mission related to route alerting and assistance with the dissemination of emergency announcements to the public, as a backup to the siren system;
- Assessing the emergency situation with respect to fire and rescue and the need for those resources;
- Coordinating the movement of firefighting personnel and equipment in the event evacuation of emergency service locations becomes necessary;
- Providing communications support for the CEOC through the fire communications network;
- Monitoring and Decontamination of vehicles at reception centers and the emergency worker personnel monitoring center.
- Assistance with the dissemination of potassium iodide (KI) at reception centers.

3.0 Concept of Operations

3.1 The Fire Services Representative is normally not notified of an Unusual Event, unless deemed necessary by the County Executive. When notified of an Unusual Event via the County Director, Office of Emergency Management or the County Warning Point, Fire Services will be available to stand by to close out of the UNUSAL EVENT or for possible escalation to a more severe event.

3.2 When notified of an Alert or higher, Fire Services staff will be notified to report to their assigned positions in the County EOC.

3.3 The Westchester County Commissioner of Emergency Services will operate from the county EOC and coordinate Fire Service activities through the applicable Fire Chiefs to provide the following activities:

- Traffic direction and control in accordance with the evacuation plan.
- Route alerting and assistance with the dissemination of emergency announcements.
- Assessing the emergency situation with respect to fire and rescue and the need for those resources.
- Coordinating the movement of firefighting personnel and equipment.
- Providing communications support for the CEOC through the fire communications network. (Hotline to 60 Control-or CWP).
- Providing rescue services, emergency first aid, and transportation for the ill and injured.
- Supporting reception center operations

CHECKLIST 1**Unusual Event**

Fire Services

EOC Procedure

- _____ 1. No actions necessary. In most instances, Fire Services will not be notified of an Unusual Event.

Notes: _____

- _____ 2. In the event you are notified, log notification and stand by for further instructions. Review procedures and prepare for the possibility of escalation.

Notes: _____

CHECKLIST 2**ALERT****Fire Services EOC Procedure**

- _____ 1. Upon notification from the Nuclear facility Operator (INDIAN POINT) of an Alert, Fire Services staff should respond to the EOC and staff their assigned positions.

Notes: _____

- _____ 2. Upon arrival at the EOC, review status boards and obtain a briefing from the EOC Operations Officer.

Notes: _____

- _____ 3. Request 60 Control coordinate notification of all county fire departments of the Alert classification.

Notes: _____

- _____ 4. Advise local Fire Services in the 10 Mile EPZ to issue dosimeters, TLD's, Potassium Iodide (KI), and emergency worker exposure cards, and to place control TLD in lead pig provided and set it aside for later retrieval by the county.

Notes: _____

CHECKLIST 2**Fire Services EOC Procedure****ALERT, continued**

- _____ 5. Brief the County Executive and Commissioner of Emergency Services on the status of Fire Service activities, traffic control, and any issues concerning fire and rescue.
- Notes: _____

- _____ 6. Develop a 24 hour shift schedule for extended EOC operations (two 12 hour shifts) and notify replacements of schedule. Note: Have lead positions report to the EOC one half hour prior to their shift for turn over from the previous shift.
- Notes: _____

- _____ 7. Stand by for possible escalation to an SITE AREA EMERGENCY or until the ALERT is terminated.
- Notes: _____

- _____ 8. Upon termination of the event, request 60 Control contact county Fire Services to stand down and inform them that the ALERT has been terminated. All expenses incurred in the activation should be directed through the Deputy Commissioner's office.

Notes: _____

CHECKLIST 3**SITE AREA EMERGENCY**

Fire Services

EOC Procedure

- _____ 1. If not already staffed at the EOC, assure Fire Services Staff was notified to respond to the EOC and staff their assigned positions.
Notes: _____

- _____ 2. Request 60 Control notify all county Fire Services of the SITE AREA EMERGENCY and place them on standby.
Notes: _____

- _____ 3. Request 60 Control notify Fire Services in the 10 mile EPZ to issue dosimeters, TLD's, Potassium Iodide (KI), and emergency worker exposure cards.
Notes: _____

- _____ 4. Coordinate with the Department of Health and Social Services on the activation of reception centers. Ensure Fire Departments assigned to activated reception centers are notified to report to assigned locations. See Attachment 1 for Reception Center Assignments.
Notes: _____

- _____ 5. Brief the County Executive and Deputy Commissioner of Emergency Services on the status of Fire Service activities and any issues concerning fire and rescue.
Notes: _____

CHECKLIST 3**SITE AREA EMERGENCY**

Fire Services

EOC Procedure

- _____ 6. Ensure Fire Services within the 10 Mile EPZ are recording dosimeter readings every 15 to 30 minutes.
- Notes: _____

- _____ 7. Develop a 24 hour shift schedule for extended EOC operations (two 12 hour shifts) and notify replacements of schedule. Note: Have lead positions report to the EOC one half hour prior to their shift for turn over from the previous shift.
- Notes: _____

- _____ 8. Stand by for possible escalation to a GENERAL EMERGENCY or until the SITE AREA EMERGENCY is de-escalated and verbal confirmation is received from Indian Point.
- Notes: _____

- _____ 9. Upon termination, request that 60 Control contact Fire Services staff to stand down and inform them that the SITE AREA EMERGENCY has been terminated.
- Notes: _____

CHECKLIST 4**GENERAL EMERGENCY**

Fire Services

EOC Procedure

- _____ 1. If not already staffed at the EOC assure Fire Services Staff was notified to respond to the EOC and staff their assigned positions.
- Notes: _____

- _____ 2. Ensure all Fire Service agencies have received notification of the GENERAL EMERGENCY.
- Notes: _____

- _____ 3. Advise local Fire Services in the 10 Mile EPZ to issue dosimeters, TLD's, Potassium Iodide (KI), and emergency worker exposure cards.
- Notes: _____

- _____ 4. Upon confirmation by the Health Commissioner, advise all Fire Service Agencies/Emergency Workers in the affected AREA's to take Potassium Iodide (KI) as per state policy.
- Notes: _____

- _____ 5. Coordinate with the Department of Public Safety to assess the need to provide Fire Services support to law enforcement agencies for route alerting or traffic control.
- Notes: _____

CHECKLIST 4**GENERAL EMERGENCY**

Fire Services

EOC Procedure

- _____ 6. Upon activation of the sirens and notice of any siren failures, Fire Services may be requested to support law enforcement in the conduct of route alerting. If so, ensure dispatch of appropriate Fire Services to perform route alerting and confirm units have proper route alerting maps (available from Police).
Notes: _____

- _____ 7. Ensure Fire Services are recording dosimeter readings every 15 to 30 minutes.
Notes: _____

- _____ 8. Develop a 24 hour shift schedule for extended EOC operations (two 12 hour shifts) and notify replacements of schedule. Note: Have lead positions report to the EOC one half hour prior to their shift for turn over from the previous shift.
Notes: _____

- _____ 9. Brief the County Executive and Commissioner of Emergency Services on the status of Fire Service activities, traffic control, and any issues concerning fire and rescue.
Notes: _____

- _____ 10. Upon notification of termination of the incident, ensure 60 Control notifies all county fire services.
Notes: _____

Resource Section

Fire Department Assignments To Reception Centers

Reception Center	Assigned Fire Department	Response Status
1. White Plains High School	White Plains FD	
2. Westchester Community College	Fairview FD	
3. Harrison High School	Harrison FD	
4. Ardsley Middle School	Ardsley FD	
5. H.C. Crittendon Middle School	Armonk FD	
6. Fox Lane High School	Bedford FD	

THIS PAGE INTENTIONALLY LEFT BLANK

APPROVED BY	Westchester County	IP-9.0
ARC: _____	DEPARTMENT OF EMERGENCY SERVICES	
Date: _____		
Reviewed By		
DES: _____		

**INDIAN POINT ENERGY CENTER
IMPLEMENTING PROCEDURE**

American Red Cross

TABLE OF CONTENTS

<u>Section</u>	<u>Title</u>	<u>Page No.</u>
1.0	Purpose	3
2.0	Responsibilities	3
3.0	Concept of Operations	3

Checklist	Page No.
1 Unusual Event	5
2 Alert	6
3 Site Area Emergency	8
4 General Emergency	10

Resource Section**Congregate Care Center Status**

1.0 Purpose

This procedure provides guidance for the American Red Cross Representative to the Westchester County EOC to assist in the implementation of the Westchester County Radiological Emergency Plan for the Indian Point Energy Center.

2.0 Responsibilities

2.1 County Commissioner of Social Services – The County Commissioner of Social Services is responsible for:

- Assessing the emergency situation with respect to social services, financial and congregate care.
- Contacting the American Red Cross.
- Providing social services for evacuees at reception/congregate care shelters.

2.2 American Red Cross (ARC) is responsible for coordinating the staffing and operation of congregate care centers for displaced persons. ARC will coordinate with the county Department of Social Services to monitor the status of congregate care/shelter facilities.

2.3 American Red Cross EOC Liaison is responsible for ensuring a coordinated response between the County EOC and the ARC Headquarters Disaster Relief Operation (DRO) by exchanging information, requests, and recommendations in a timely manner.

The ARC Liaison provides information to the EOC on all Red Cross activities throughout the county, and if requested, on NY State and beyond. While not decision-makers, liaisons shall represent to the EOC the current response capabilities of the Red Cross.

The Liaison also forwards County requests for support to the ARC HQ DRO for action.

- 2.4 Department of Health will staff the personnel monitoring and decontamination functions at reception centers and will coordinate with the DSS to activate and staff needed reception center facilities.

3.0 Concept of Operations

- 3.1 The American Red Cross (ARC) will be notified of an emergency at Indian Point via the county's automated notification system. As with most other agencies, the ARC is normally not notified at the Unusual Event, unless deemed necessary by the County Executive. If notified of an Unusual Event, the ARC will be available to stand by until close out of the UNUSUAL EVENT or for possible escalation to a more severe event.
- 3.2 When notified of an Alert or higher, the American Red Cross will dispatch staff to report to assigned positions in the County EOC.
- 3.3 The ARC will begin to assess resources necessary to support evacuees. ARC's primary mission will be to coordinate the opening and operation of congregate care shelters and associated support services.
- 3.4 ARC will identify and place on standby sufficient personnel to support operations of at least one congregate care center for every reception center the county opens. The county has identified a total of six possible reception centers which would be opened according to areas subject to evacuation.
- 3.5 It is county policy to place reception center personnel on standby for the first three reception centers at an Alert. The first three reception centers to open would be White Plains High School, Westchester Community College and Harrison High School.
- 3.6 The ARC will consider mobilizing staff to the first three shelters as early as a Site Area Emergency. Facilities will be readied in the event of an evacuation.

3.7 At a General Emergency, the ARC will be prepared to open congregate care centers to serve evacuees displaced by the emergency.

3.8 All evacuees will be processed through a county reception center prior to assignment to a congregate care center. Evacuees will be monitored for radiation and, if necessary, decontaminated prior to assignment to a congregate care center.

3.9 The ARC will periodically brief the EOC Human Needs Branch Director of the status of ARC operations. At the request of the EOC Operations Manager, the ARC DRO Director, or designee, will provide a briefing in person, or via conference call, to the EOC Command Staff.

CHECKLIST 1**Unusual Event**

No action necessary. The American Red Cross is normally not notified at an Unusual Event (UE), unless deemed necessary by the County Executive.

- _____ 1. If notified, contact appropriate personnel and advise them to standby for possible escalation. Review procedures.

Notes:

CHECKLIST 2**Alert**

- _____ 1. Upon notification of an Alert, notify ARC Liaisons to respond to the EOC and staff assigned positions.

Notes:

- _____ 2. The ARC will place staff needed to support congregate care centers on standby.
(Target objective is to open two congregate care centers per reception center)

Notes:

- _____ 3. Contact the Metro-NY Regional Chapter, the National Headquarters Disaster Operations Center and New York State American Red Cross, inform them of the Alert and request they be on standby for possible escalation.

Notes:

- _____ 4. Contact facilities which may be used as congregate care facilities and notify them of the possible need for their facilities. Request confirmation of availability. The ARC plan is to initially open two congregate care centers per reception center.

Notes:

- _____ 5. Brief the Human Needs Branch Director on a regular basis regarding agency activities including congregate care center status.

Notes:

CHECKLIST 2**Alert, continued**

- _____ 6. Develop a 24 hour shift schedule for extended EOC operations (two 12 hour shifts) and notify replacements of schedule. Note: Have lead positions report to the EOC one half hour prior to their shift for turn over from the previous shift.

Notes:

- _____ 7. Standby for possible escalation to an SITE AREA OR GENERAL EMERGENCY or until the ALERT is terminated.

Notes:

- _____ 8. Upon termination of the event, contact staff to stand down and inform them that the ALERT has been terminated.

Notes:

- _____ 9. Document all agency costs for response and provide information to OEM at the conclusion of the event.

CHECKLIST 3**Site Area Emergency**

- _____ 1. If not already staffed at the EOC, notify the American Red Cross EOC Liaisons to respond to the EOC and staff their assigned positions.

Notes:

- _____ 2. Mobilize staff needed to open congregate care centers in support of the White Plains High School, Westchester Community College and Harrison High School reception centers. The ARC plan is to initially open two congregate care centers per reception center.

Notes:

- _____ 3. Coordinate with the County OEM to move any ARC, municipal or county shelter supplies out of the ten mile EPZ (e.g., the Town of Cortlandt shelter trailer)

Notes:

- _____ 4. Contact the Metro-NY Regional Office, National ARC Disaster Operations Center and the New York State American Red Cross, and inform them of the Site Area Emergency and request they be on standby for possible escalation and mutual aid support.

Notes:

CHECKLIST 2**Site Area Emergency, continued**

- _____ 5. Maintain contact with Shelter Managers and monitor congregate care center readiness and operations.

Notes:

- _____ 6. Contact the ARC Public Affairs Lead to ensure they are coordinating with the County EOC PIO staff.

Notes:

- _____ 7. ARC Liaisons will brief the Human Needs Branch Director on a regular basis regarding agency activities including congregate care center status. At the request of the EOC Operations Manager, the ARC DRO Director, or designee, will provide a briefing in person, or via conference call, to the EOC Command Staff.

Notes:

- _____ 8. Develop a 24 hour shift schedule for extended EOC operations (two 12 hour shifts) and notify replacements of schedule. Note: Have lead positions report to the EOC one half hour prior to their shift for turn over from the previous shift.

Notes:

CHECKLIST 2**Site Area Emergency, continued**

- _____ 9. Standby for possible escalation to a GENERAL EMERGENCY or until the SITE AREA EMERGENCY is terminated.

Notes:

- _____ 10. Upon termination of the event, contact staff to stand down and inform them that the EVENT has been terminated.

- _____ 11. Document all agency costs for response and provide information to OEM at the conclusion of the event.

CHECKLIST 4**General Emergency**

- _____ 1. If not already staffed at the EOC, notify American Red Cross EOC Liaisons to the respond to the county EOC and staff their assigned positions.

Notes:

- _____ 2. If not already complete, direct congregate care shelter staff to report to their designated facilities to set them up and prepare to receive evacuees.

Open additional congregate care centers, depending upon the protective action directed by the County Executive. Coordinate with the Department of Health and Department of Social Services in the opening of all congregate care centers.

Notes:

- _____ 3. If not already complete, contact the Metro-NY Regional ARC, the national ARC Disaster Operations Center, and the New York State American Red Cross. as well as Regional and National offices, inform them of the General Emergency and request mobilization of support resources.

Notes:

- _____ 4. Request Shelter Managers to periodically report on the status of shelter operations, including staffing levels, facility readiness to receive evacuees; and the number of people processed.

Notes:

CHECKLIST 4**General Emergency, continued**

- _____ 5. Coordinate with the Department of Mental Health to arrange support for counseling services for evacuees at congregate care shelters.

Notes:

- _____ 6. ARC Liaisons will brief the Branch Director on a regular basis on agency activities including status of congregate care center operations.

Notes:

- _____ 7. Develop a 24 hour shift schedule for extended EOC operations (two 12 hour shifts) and notify replacements of schedule. Note: Have lead positions report to the EOC one half hour prior to their shift for turn over from the previous shift.

Notes:

- _____ 8. Confirm with Shelter Managers that 24-hour staffing has been planned for activated congregate care centers. Record contact information below:

Shift Date/time Congregate care center Manager on Duty Contact Number

- _____ 9. Confirm that the ARC Public Affairs Lead is coordinating with the County EOC PIO and the Indian Point Joint Information Center (JIC).

Notes:

- _____ 10. Upon emergency termination, contact ARC staff and inform them that the GENERAL EMERGENCY has been terminated. Begin recovery process. Restore facilities to pre-emergency condition, as soon as feasible.

Notes:

- _____ 11. Document costs for response and provide information data to OEM.

Resource Section

Congregate Care Center Status

Reception Center	Congregate Care Center	Facility Manager	Contact Information	Total in Center
White Plains HS	1.			
	2.			
	3.			
Westchester Community College	1.			
	2.			
	3.			
Harrison HS	1.			
	2.			
	3.			
Ardsley MS	1.			
	2.			
	3.			

H.C. Crittenden MS	1.				
	2.				
	3.				
Fox Lane HS	1.				
	2.				
	3.				
Other:					

THIS PAGE INTENTIONALLY LEFT BLANK

APPROVED BY	Westchester County	IP-10
DES: _____	DEPARTMENT OF EMERGENCY SERVICES	

**INDIAN POINT ENERGY CENTER
IMPLEMENTING PROCEDURE**

Emergency Medical Services

TABLE OF CONTENTS

Section	Page No.
1.0 Purpose	3
2.0 Responsibilities	3
3.0 Concept of Operations	3

Checklist	Page No.
1 Unusual Event	5
2 Alert	6
3 Site Area Emergency	8
4 General Emergency	10

Resource Section

(phone lists, resources lists, etc)

1.0 Purpose

This procedure provides guidance for the Department of Emergency Services (DES), Emergency Medical Services (EMS) Division and Office of Emergency Management staff to implement the Westchester County Radiological Emergency Plan for the Indian Point Energy Center as it relates to the coordination of emergency medical services.

2.0 Responsibilities

The Emergency Medical Services Director or designee is responsible for:

- Maintaining adequate emergency medical resources for day to day calls, while responding to the emergency needs of Indian Point
- Implementation of this procedure during EOC activations
- Emergency medical services transport for ill and injured patients
- Coordinating the movement of patients and hospital personnel from risk areas
- Coordinating support for the non-institutionalized mobility impaired (NIMI) and hearing impaired, as required.

3.0 Concept of Operations

3.1 The Westchester County DES EMS Division and OEM staff will operate from the county EOC to coordinate emergency medical service resources. The EMS Division will assist in coordination of ambulance transport of hospital patients, nursing homes or other special care facilities; and support communications links among medical facilities, as well as coordination of support for the non-institutionalized mobility impaired (NIMI) and hearing impaired, as required.

3.2 In coordinating support to NIMI's, EMS will work with the Hospital mini-EOC at the Westchester Medical Center, which maintains contact with this group and updates their status and needs.

3.3 When notified of an Alert or higher event at IPEC, DES EMS Division personnel will be notified to report to their assigned positions in the County EOC.

3.4 DES EMS staff in the EOC will periodically brief OEM staff and the County Executive on the status emergency medical services provided, number of EMS agencies responding; the number of ambulances available for patient transport/evacuation; any coordination with hospitals and special facilities; and any coordination with the Health Department and/or Fire Services.

3.5 The Westchester Department of Transportation (DOT) will be responsible for obtaining ambulette resources. EMA will relay any identified needs for ambulettes to DOT for dispatch.

CHECKLIST 1**Unusual Event**

_____ Emergency Medical Services are normally not notified at an Unusual Event (UE), unless deemed necessary by the County Executive.

Notes:

_____ If notified, contact EMS Division personnel and advise them to stand by for possible escalation. Review procedures.

Notes:

_____ Upon notification of termination of the UE, contact appropriate EMS Division personnel to stand down.

Notes:

CHECKLIST 2**Alert**

_____ Receive notification of the Alert and respond to the EOC to staff assigned positions.

Notes:

UPON ARRIVAL AT THE EOC, THE FOLLOWING ACTIONS ARE TO BE TAKEN:

_____ Request the County Emergency Communications Center (ECC) to notify the appropriate EMS agencies to place their personnel on standby.

Notes:

_____ Advise ECC to notify EMS agencies within the 10-Mile EPZ to pick up dosimeters, TLD's, Potassium Iodide (KI), and emergency exposure cards at their local municipal dosimetry distribution point and distribute this material to their EMS responders.

Notes:

_____ Coordinate movement of EMS agencies in accordance with the Mutual Aid Plan through the Emergency Communications Center (ECC). Mutual Aid EMS agencies not located in the EPZ but needed for the response should be directed to the DES Training Center for coordination and PPE distribution. (Note: At the Alert consider needs of the two mile radius as a first priority)

Notes:

CHECKLIST 2**Alert, continued**

_____ Request EMS agencies to perform the following activities:

- Assess needs
- Respond to medical incidents

NOTE: THE FIRST EMS UNIT ON THE SCENE WILL BECOME THE MEDICAL INCIDENT COMMAND UNTIL DIRECTED OTHERWISE BY AN APPROPRIATE AUTHORITY UNDER THE DIRECTION OF THE COUNTY EXECUTIVE OR COMMISSIONER OF EMERGENCY SERVICES.

- Provide emergency medical services and transport within the 10 Mile EPZ.
- Establish communications links between medical facilities as required.
- Coordinate with the EMS Division Coordinator in the EOC.

_____ Provide emergency medical services for any reception center that may be opened. (Three reception centers may be opened during the Alert. Check with Social Services and Health Departments). Preliminary reception center assignments are as follows:

Reception CenterPrimary EMS Agency

White Plains HS

White Plains EMS

Westchester Community College

Harrison HS

Ardsley MS

H.C. Crittenden MS

Fox Lane HS

CHECKLIST 2**Alert, continued**

- _____ Dispatch DES personnel to the designated EMS Staging Area and establish communications with the site. Include supplies of dosimetry. Determine staging area location based on incident and weather conditions.

Notes:

- _____ Coordinate ambulance transportation needs with the Special Facilities Coordinator.

Notes:

- _____ Brief the County Executive on a regular basis on EMS Division activities: the status of emergency medical services provided; number of EMS agencies in response to emergencies; number of ambulances available for patient transportation / resident evacuation; any coordination with hospitals, special facilities; the Health Department and/or Fire Services.

Notes:

- _____ Develop a 24-hour shift schedule for extended EOC operations (two 12 hour shifts) and notify replacements of schedule.

NOTE: HAVE LEAD POSITIONS REPORT TO THE EOC ONE HALF HOUR PRIOR TO THEIR SHIFT FOR TURN OVER FROM THE PREVIOUS SHIFT.

Notes:

- _____ Stand by for possible escalation to an SITE AREA EMERGENCY or until the ALERT is terminated and verbal confirmation is received from Indian Point.

Notes:

CHECKLIST 2**Alert, continued**

_____ Upon notification of termination of the event, contact EMS Division staff to stand down and inform them that the ALERT has been terminated. Ensure all EMS agencies in the field have been notified of event termination.

Notes:

CHECKLIST 3**Site Area Emergency**

_____ If not already staffed at the EOC, assure EMS Division staff are notified via the department call out list to respond to the EOC and staff assigned positions.

Notes: _____

_____ Ensure EMS agencies within the ten mile EPZ have been issued dosimeters, TLD's, Potassium Iodide (KI), and emergency worker exposure cards and that this equipment has been distributed to first responders.

Notes: _____

_____ If not already implemented, request EMS agencies to perform the following activities:

- Assess needs
- Respond to medical incidents

NOTE: THE FIRST EMS UNIT ON THE SCENE WILL BECOME THE MEDICAL INCIDENT COMMAND UNTIL DIRECTED OTHERWISE BY AN APPROPRIATE AUTHORITY UNDER THE DIRECTION OF THE COUNTY EXECUTIVE OR COMMISSIONER OF EMERGENCY SERVICES.

- Provide emergency medical services and transport within the 10 Mile EPZ.
- Establish communications links between medical facilities as required.
- Coordinate with the EMS Division Coordinator in the EOC.
- As requested provide emergency medical services for any reception center that may be opened.

Notes: _____

CHECKLIST 3**Site Area Emergency, continued**

_____ When requested, coordinate with the Hospital Mini-EOC and EMS agencies to assist in the evacuation of those ill or mobility impaired individuals for whom evacuation would have minimal medical risk. This includes the following:

- Special Facilities
- Homes of handicapped persons, shut-ins and those identified by the Department of Social Services.
- Non-institutionalized mobility impaired (NIMI) persons requiring ambulance transportation identified through the Public Information Brochure (Coordinate with the Hospital EOC)
- Non-institutionalized mobility impaired (NIMI) persons requiring ambulette or Para-transit transportation from the County Commissioner of Transportation identified through the Public Information Brochure (Coordinate with the Hospital mini-EOC).
- Hearing impaired

Notes: _____

_____ Non-institutionalized mobility impaired and hearing impaired are contacted to ensure they are aware of the event and their needs are met. Coordinate with the hospital Mini-EOC to ensure those contacts are being made and to obtain updated needs information.

Notes: _____

CHECKLIST 3**Site Area Emergency, continued**

_____ Assess the need for additional vehicles and request them through the ECC (Mutual Aid).

Notes: _____

_____ Brief the County Executive on a regular basis on agency activities; the status emergency medical services provided; number of ambulances in response to emergencies; any coordination with hospitals and special facilities; and any coordination with the Health Department and/or Fire Services.

Notes: _____

_____ Develop a 24-hour shift schedule for extended EOC operations (two 12 hour shifts) and notify replacements of schedule.

NOTE: HAVE LEAD POSITIONS REPORT TO THE EOC ONE HALF HOUR PRIOR TO THEIR SHIFT FOR TURN OVER FROM THE PREVIOUS SHIFT.

Notes: _____

_____ Standby for possible escalation to a GENERAL EMERGENCY or until the SITE AREA EMERGENCY is terminated and verbal confirmation is received from Indian Point.

Notes: _____

_____ Contact EMS staff to stand down and inform them that the SITE AREA EMERGENCY has been terminated.

Notes: _____

CHECKLIST 4**General Emergency**

_____ If not already staffed at the EOC, assure EMS division staff are notified via the Department call out list to respond to the EOC and staff assigned positions.

Notes: _____

_____ Ensure that all actions listed under ALERT and SITE AREA EMERGENCY status have been completed.

Notes: _____

_____ Assure that assigned EMS agencies are notified to distribute dosimeters, TLD's Potassium Iodide (KI), and emergency exposure cards to first responders.

_____ Notify the County Radiological Officer of any dosimetry or KI shortfalls for EMS agencies. Coordinate with the Rad Officer to meet needs.

_____ Request notification of any reports of EMS equipment or personnel contamination or exposure.

Notes: _____

_____ Upon confirmation by the County Health Commissioner, advise EMS workers who may be working within the ten mile EPZ to take, by mouth, Potassium Iodide (KI) as per the SEMO Health Department protocol.

Notes: _____

CHECKLIST 4**General Emergency, continued**

_____ Non-institutionalized mobility impaired and hearing impaired are contacted by the Hospital Mini-EOC to ensure they are aware of the event and their needs are met. Obtain updated information from the Hospital mini-EOC to arrange for medical transport.

Notes: _____

_____ Coordinate with the Hospital Mini-EOC and EMS agencies to assist in the evacuation of those ill or mobility impaired individuals in impacted areas for whom evacuation would have minimal medical risk. This includes the following:

- Special Facilities
- Homes of handicapped persons, shut-ins and those identified by the Department of Social Services.
- Non-institutionalized mobility impaired (NIMI) persons requiring ambulance transportation identified through the Public Information Brochure (Coordinate with the Hospital EOC)
- Non-institutionalized mobility impaired (NIMI) persons requiring ambulette or Para-transit transportation from the County Commissioner of Transportation identified through the Public Information Brochure (Coordinate with the Hospital EOC).
- Hearing impaired

Notes: _____

CHECKLIST 4**General Emergency, continued**

_____ Assess the need for additional vehicles and request them through the ECC (Mutual Aid).

Notes: _____

_____ When responding to potentially contaminated injured persons the EMS/Rescue Squads should follow BEMS policy:

See <http://www.health.state.ny.us/nysdoh/ems/policy/03-06.htm>.

- Life saving medical assistance takes precedence over radiological contamination.
- Obtain pertinent information regarding approximate radioactivity measurement from authorities at the scene, preferably Health Department liaisons.
- Encourage gross decontamination of potentially contaminated patients where it available and does not interfere with life saving measures.
NOTE: REMEMBER THAT REMOVAL OF CLOTHING ALONE WILL ELIMINATE A SIGNIFICANT AMOUNT OF CONTAMINATES.
- If the injury is an open wound: remove all clothing around the wound; cover with lean dressing; use elastic (ie cling) bandage to hold wound cover in place; do not use adhesive tape.
- Identify any areas of potential contamination on the patient unable to be addressed by the crew on scene and cover as appropriate to control the spread.

CHECKLIST 4**General Emergency, continued**

- When cleaning a wound efforts should be similar to cleaning a dirt laden wound or removing foreign material.
- Cover the stretcher, including the pillow with an open sheet; wrap the patient in the sheet to stop the spread of contamination.
- Notify the hospital with available information regarding patient condition and potential contamination.
- Request the hospital to set up a decontamination area for patient transfer and have staff waiting with appropriate personal protective equipment (PPE).
- Collect all potentially contaminated materials and equipment; place them in tied-off red bags and tag as "contaminated radioactive waste" for collection at the hospital.

_____ Advise the EMS/Rescue Squads after each response to potentially contaminated injured victims to report to the Emergency Worker Personnel Monitoring Center (EWPMC) at the Fire Training Center in Valhalla, where vehicles and crews will be monitored for contamination and decontaminated if necessary. Take unit out of service until cleared through the EWPMC.

Notes: _____

_____ Brief the County Executive on a regular basis on EMS Division activities: the status of emergency medical services provided; number of EMS agencies in response to emergencies; number of ambulances available for patient transportation / resident evacuation; any coordination with hospitals, special facilities, the Health Department, and/or Fire Services.

Notes: _____

CHECKLIST 4**General Emergency, continued**

- _____ Develop a 24-hour shift schedule for extended EOC operations (two 12 hour shifts) and notify replacements of schedule.

NOTE: HAVE LEAD POSITIONS REPORT TO THE EOC ONE HALF HOUR PRIOR TO THEIR SHIFT FOR TURN OVER FROM THE PREVIOUS SHIFT.

Notes: _____

- _____ Upon notice of termination, contact EMS Division staff to stand down and inform them that the GENERAL EMERGENCY has been terminated. Ensure EMS agencies are informed of event termination.

Notes: _____

- _____ Prepare for recovery phase, including transport of patients back to the area.

RESOURCE SECTION

APPROVED BY	Westchester County DEPARTMENT OF EMERGENCY SERVICES	IP-11.0
DMH: _____		
Reviewed By:		
DES: _____		

**INDIAN POINT ENERGY CENTER
IMPLEMENTING PROCEDURE**

Department of Mental Health

TABLE OF CONTENTS

<u>Section</u>	Page No.
1.0 Purpose	3
2.0 Responsibilities	3
3.0 Concept of Operations	4
<u>Checklists</u>	
Checklist 1: DMH EOC Representative	
Checklist 2: DMH Special Facilities Coordinator	5
<u>Resource Section</u>	
Attachment 1: Psychological Response Team Members	1
Attachment 2: Outpatient Mental Health Clinics	1
Attachment 3: Individual Assistance Data	1
Attachment 4: Special Facilities List	

1.0 Purpose

This procedure provides guidance for the Department Of Mental Health Commissioner and Department staff to implement the Westchester County Radiological Emergency Response Plan for the Indian Point Energy Center.

In a radiological emergency, the psychological impacts on the public may be significant. The Department of Mental Health will lead county efforts to address such issues.

2.0 Responsibilities

2.1 County Commissioner Department of Mental Health – The County Commissioner

Department of Mental Health is responsible for :

- Coordinating local disaster operations with the American Red Cross, Emergency Medical Services, Westchester County Emergency Medical Center, fire and police departments.
- Gathering information on the disaster and assessing the extent, nature and duration of mental health services needs.
- Deploying psychological disaster response teams
- Assisting at congregate care centers.
- Obtaining additional resources from the New York State Office of Mental Health and Federal Government as appropriate.
- Informing Public Information Officers (PIO) of actions being taken regarding mental health services and availability of services provided by the Department of Community Mental Health.
- Supporting outreach services to victims and their families.
- Debriefing emergency workers.
- Maintaining records of disaster response interventions in addition to tracking victims and their families who receive follow-up services.
- Evaluating the psychological response by intervention in addition to tracking victims and their families who receive follow-up services.
- Coordinating with the County Department of Transportation or the EMS desk for evacuation of Special Needs Facilities.

- Coordinating contact with and assistance to special needs individuals.

- 2.2 The American Red Cross (ARC) has counseling capabilities which may assist the County Department of Mental Health in the delivery of mental health services in a disaster. ARC will coordinate with the DMH to assess mental health needs and deliver required services.
- 2.3 The US Department of Health and Human Services also has resources that could be of assistance. A coordinated local, state and federal effort will be needed to deliver required services.

3.0 Concept of Operations

- 3.1 Department of Mental Health is normally not notified of an Unusual Event, unless deemed necessary by the County Executive. If notified of an Unusual Event, Department of Mental Health will be available to stand by for possible escalation to a more severe event.
- 3.2 When notified of an Alert or higher notify the Department of Community Mental Health staff report to their assigned positions the County EOC.
- 3.3 The Westchester County Commissioner Department of Mental Health and Mental Health Staff will operate from the county EOC to assure local disaster operations are coordinated with the American Red Cross, Emergency Medical Services, Westchester County Medical Center, fire and police departments. The Commissioner Department of Community Mental Health will become the " Psychological Disaster Response Coordinator" during EOC operations and throughout the emergency.
- 3.4 The Department of Mental Health will also staff the position of Special Facilities Coordinator who will be responsible for notification of special facilities and for coordinating resource support for any protective actions necessary for these facilities, staff, and clients. Notification will be made at an Alert and higher classifications. Protective actions for special facilities will be the same as the general public.

CHECKLIST 1**DMH EOC Rep****Unusual Event**

- ____ 1. DMH is normally not contacted for an Unusual Event. No actions are necessary, other than review of procedures to prepare for possible escalation.

Notes: _____

- ____ 2. In the event the County Executive contacts the Department, implement any specific requests.

Notes: _____

Note: It is possible that for special incidents, such as security-related events at Indian Point, the EOC would be activated early. Follow directions provided by the County Emergency Notification System. Record all actions taken.

CHECKLIST 1**DMH EOC Rep****Alert/Site Area Emergency**

- _____ 1. Upon notification respond to the EOC and staff assigned positions, including DMH Special Facilities Coordinator.
- Notes: _____

- _____ 2. Establish contact and coordinate activities with the EOC representatives for the American Red Cross, Emergency Medical Services, Fire and Law Enforcement. Communications will be maintained throughout the disaster response.
- Notes: _____

- _____ 3. Assure that the DMH Special Facilities Coordinator has notified mental health facilities within the EPZ of the nature and extent of the emergency and any recommended precautionary actions. Special facilities should assess transportation needs in the event evacuation becomes necessary and should confirm relocation sites.
- Notes: _____

- _____ 4. Obtain information on the event and assess the extent, nature and duration of mental health services needed.
- Notes: _____

- _____ 5. Deploy disaster teams to needed areas, as identified by the Department of Health, the Department of Social Services or BOCES School Representative.

CHECKLIST 1**DMH EOC Rep****Alert/Site Area Emergency**

- _____ 6. Provide periodic briefings to the PIO's at the EOC on actions being taken and available services.

Notes: _____

- _____ 7. Identify support needed for outreach services.

Notes: _____

- _____ 9. Brief the EOC Operations Officer and County Executive on a regular basis on agency activities.

Notes: _____

- _____ 10. Evaluate the psychological response by obtaining feedback from local operations, disaster victims and by processing psychological response with others involved in the mass casualty or displacement incident.

Notes: _____

- _____ 11. Maintain records of disaster response interventions in addition to tracking victims and their families who receive follow-up services.

Notes: _____

- _____ 12. Develop a 24 hour shift schedule for extended EOC operations (two 12 hour shifts) and notify replacements of schedule. Note: Have lead positions report to the EOC one half hour prior to their shift for turn over from the previous shift.

CHECKLIST 1**DMH EOC Rep****Alert/Site Area Emergency, continued**

- _____ 13. Standby for possible escalation, reviewing procedures for a General Emergency and anticipating resource needs.

Notes: _____

- _____ 14. Upon incident termination, contact Community Mental Health staff to stand down and inform them that the event has been terminated.

Notes: _____

- _____ 15. Document response costs and provide information to the EOC Budget and Finance Rep as well as OEM.

Notes: _____

CHECKLIST 1**DMH EOC Rep****General Emergency**

- _____ 1. If not already staffed at the EOC, assure Department of Community Mental Health notified via the Department call out list to respond to the EOC and staff their assigned positions.

Notes: _____

Note: For a General Emergency, protective actions WILL be recommended and sirens and Emergency Alert System announcements will be made. This event will undoubtedly result in the need for psychological assessments. Special facilities will also need to be notified.

- _____ 2. Assure the DMH Special Facilities Coordinator immediately notifies special facilities within the EPZ of the nature and extent of the emergency and of protective actions, e.g. sheltering or evacuation.

Notes: _____

- _____ 3. If not already implemented, establish contact and coordinate activities with American Red Cross, Emergency Medical Services, fire and police departments.
Communications will be maintained throughout the disaster response.

Notes: _____

- _____ 4. Coordinate with the Westchester County Department of Transportation for evacuation of affected special Facilities.

Notes: _____

CHECKLIST 1**DMH EOC Rep****General Emergency**

- _____ 5. If requested, dispatch disaster teams to the opened reception centers.

Notes: _____

- _____ 6. Evaluate the need to deploy disaster teams, as identified by the Department of Health or the Department of Social Services. Reception Centers, Congregate Care Centers and host schools are potential locations to deploy services.

Notes: _____

- _____ 7. Upon request from the American Red Cross, provide assistance at the congregate care centers.

Notes: _____

- _____ 8. Establish contact with the New York State Office of Mental Health and Federal Government to request additional mental health resources.

Notes: _____

- _____ 9. Provide periodic briefings to the PIO's at the EOC on actions being taken and available services. In coordination with the PIO, evaluate the need to establish 1-800 telephone numbers for members of the public seeking psychological support services.

Notes: _____

CHECKLIST 1**DMH EOC Rep****General Emergency**

- _____ 10. Identify support needed for outreach services to victims and their families.

Notes: _____

- _____ 11. Brief the EOC staff and County Executive on a regular basis on agency activities.

Notes: _____

- _____ 12. Evaluate the psychological response by obtaining feedback from local operations, disaster victims and by processing psychological response with others impacted by radiological exposure and/or displacement.

Notes: _____

- _____ 13. Maintain records of disaster response interventions in addition to tracking victims and their families who receive follow-up services.

Notes: _____

- _____ 14. Develop a 24 hour shift schedule for extended EOC operations (two 12 hour shifts) and notify replacements of schedule. Note: Have lead positions report to the EOC one half hour prior to their shift for turn over from the previous shift.

Notes: _____

- _____ 15. Since psychological impacts could be long-range, prepare a psychological recovery plan which will be implemented in a post-event environment.

Notes: _____

SPECIAL FACILITIES COORDINATOR CHECKLIST

CHECKLIST 2**DMH Special Facilities****Coordinator****Unusual Event**

- ____ 1. DMH is normally not contacted for an Unusual Event. No actions are necessary, other than review of procedures to prepare for possible escalation.

Notes: _____

- ____ 2. In the event the County Executive contacts the Department, implement any specific requests.

Notes: _____

Note: It is possible that for special incidents, such as security-related events at Indian Point, the EOC would be activated early. Follow directions provided by the County Emergency Notification System. Record all actions taken.

CHECKLIST 2**DMH Special Facilities****Coordinator****Alert and Site Area Emergency**

- _____ 1. Report to the EOC upon notification.

Notes: _____

- _____ 2. Notify all special facilities within the ten mile EPZ of the Alert status and have them place their staff on stand by to support possible protective actions for the facility residents if the event escalates. Facilities should also assess transportation needs in the event of evacuation and notify the county of any unmet transportation needs. See Attachment 4 for list.

Notes: _____

- _____ 3. Request the administrators of all special facilities to determine the number of residents that **CAN AND CAN NOT** be evacuated and their medical care requirements. Request administrators provide this information back to the Special Facilities Coordinator within one hour.

Notes: _____

- _____ 4. As the special facilities report back on resident evacuation status review Special Facilities List for each facility and determine if the transportation needs are the same as listed. Record changes on Attachment 4 and relay updated information to County DOT and EMS Desks.

Notes: _____

CHECKLIST 2**DMH Special Facilities****Coordinator****Alert and Site Area Emergency**

_____ 5. Develop a 24 hour shift schedule for extended EOC operations (two 12-hour shifts) and notify replacements of schedule. Note: Have lead positions report to the EOC one half hour prior to their shift for turn over from the previous shift.

_____ 6. Stand by for possible escalation.

Notes: _____

_____ 7. Upon notice of event termination, contact previously notified Special Facilities to stand down and inform them that the event has been terminated.

Notes: _____

CHECKLIST 2**DMH Special Facilities****Coordinator****General Emergency**

- _____ 1. If this is the initial event classification, follow the directions of the automated notification system and report to the EOC and initiate emergency procedures.
Notes: _____

- _____ 2. Protective actions will be issued by the County Executive at a General Emergency. Obtain the list of affected area's, refer to Special Facilities List, and notify those affected special facilities to implement the recommended protective action, either sheltering or evacuation.
Notes: _____

- _____ 3. Obtain updates of transportation requirements needed to evacuate the facility and record this information on Attachment 4 and provide it to the DOT and EMS desk in the EOC.
Notes: _____

- _____ 4. Upon confirmation by the Health Commissioner, notify affected facilities which have residents that cannot be evacuated to shelter indoors (i.e. basement, large room without windows, hallways with doors and windows closed, or living rooms with doors and windows closed) and take Potassium Iodide (KI).
Notes: _____

- _____ 5. Once all notifications for evacuation to affected facilities have been made, notify all other non-affected facilities to increase level of preparedness and monitor radio and TV for continuing EAS updates.

CHECKLIST 2**DMH Special Facilities****General Emergency****Coordinator**

- _____ 6. If the protective action status changes, i.e. wind direction and the affected areas are expanded, obtain the affected area's, refer to Special Facilities List, and notify those special facilities.

Notes: _____

- _____ 7. Continue to monitor protective action status for ERPA changes and notify special facilities as appropriate.

Notes: _____

- _____ 8. Monitor the evacuation status of facilities, tracking when they have completed evacuation operations and arrived at host facilities.

Notes: _____

- _____ 9. Develop a 24-hour shift schedule for extended EOC operations (two 12-hour shifts) and notify replacements of schedule. Note: Have lead positions report to the EOC one half hour prior to their shift for turn over from the previous shift.

Notes: _____

- _____ 10. Upon termination of the event, notify all special facilities and coordinate any assistance necessary to begin the return and recovery process.

Notes: _____

ATTACHMENT 1

PSYCHOLOGICAL RESPONSE TEAM MEMBERS

Name & Address	Work Phone	Home Phone	Specialty	Language	Training
Frances Duggan, CSW Center Administrator DCMH-Mount Vernon Community Service Center 100 East First Street, 7 th Fl. Mount Vernon, NY 10550	813-6233	455-2195 Cell 671-6944	Mental Health (including Trauma)	Spanish (minimal)	
Ryang J. Suh, MD Division Director DCMH-Peekskill Community Service Center 750 Washington Street Peekskill, NY 10566	862-5130	845-638-2885 Pager 917- 365-8782			
Ms. Edmy Garcia, CSW-R Senior Psychiatric Social Worker DCMH-Peekskill Community Service Center 750 Washington Avenue Peekskill, NY 10566	862-5130	941-4460	Individual & Group Psychotherapy Depressive Disorder, PTSD	Spanish	ARC Course PFlash 12/03
Rotimi Bajulaiye, M.D. Director of Division DCMH-Yonkers Community Service Center 53 South Broadway, 5 th Fl. Yonkers, NY 10701	231-2940	235-6044	Psychiatry	Yoruba	
Ms. Darette Mills, CSW-R Senior Psychiatric Social Worker DCMH-Yonkers Community Service Center 53 South Broadway Yonkers, NY 10701	231- 2925/2939	845-223-4784	Psychotherapy, Bereavement Counseling, and Individual and Family Counseling		ARC Course PFlash 12/03
Dr. John Turtz Coordinator, Assisted Outpatient Treatment Department of Community Mental Health 112 East Post Road, Rm. 219	995-5252	834-5426	Psychology		ARC Course PFlash 12/03

Draft – REV 8/08

White Plains, NY 10601					
Desh Connors Program Specialist Department of Community Mental Health 112 East Post Road, Rm. 219 White Plains, NY 10601	995-6753 275-3144	509-4001 907-0118	Mental Health, Substance Abuse		Disaster Response

Name & Address	Work Phone	Home Phone	Specialty	Language	Training
Ms. Adrienne Cooke, CSW Senior Psychiatric Social Worker DCMH-Mount Vernon Community Service Center 100 East First Street, 7 th Fl. Mount Vernon, NY 10550	813-6220	923-1861	Children, Adolescents, and Adult Issues Women's Issues, Cultural Sensitivity, Chemical Dependence, MICA, and Attention Deficit Disorder		PFlash 12/03
Ms. Barbara Downey-Goldwasser, CSW Senior Psychiatric Social Worker DCMH-Mount Vernon Community Service Center 100 East First Street, 7 th Fl. Mount Vernon, NY 10550	813-6253	845-424-3153	Substance Abuse and Sexual Abuse		ARC Course PFlash 12/03
Ms. Yolanda Cruz-Martinez Director of Community Service Operations Department of Community Mental Health 112 East Post Road, Rm. 219 White Plains, NY 10601	995-6074	235-5846	Social Work/Mental Health	Spanish	
Mr. Mark Dittman, CSW CPEP Program Behavioral Health Center	493- 7075/7128	769-1372			

Westchester Medical Center Valhalla, NY 10595						
Richard Gallagher, M.D. CPEP Program Behavioral Health Center Westchester Medical Center Valhalla, NY 10595	493- 7075/7128	997-6580				
Ms. Kathryn Groth, MSW CPEP Program Behavioral Health Center Westchester Medical Center Valhalla, NY 10595	493- 7075/7128	693-4349				ARC Course
Alan Kaye, M.D. CPEP Program Behavioral Health Center Westchester Medical Center Valhalla, NY 10595	718-262- 4250	203-454-1951				

Name & Address	Work Phone	Home Phone	Specialty	Language	Training
Alan B. McCollum, Ph.D. CPEP Program Behavioral Health Center Westchester Medical Center Valhalla, NY 10595	493- 7075/7128	234-9146			ARC Course
Ms. Stephanie Minter, CSW CPEP Program Behavioral Health Center Westchester Medical Center Valhalla, NY 10595	493- 7075/7128	762-5482			ARC Course
Carolyn Nelson, M.D. CPEP Program Behavioral Health Center Westchester Medical Center Valhalla, NY 10595	493- 7075/7128	718-767-0481			ARC Course

Draft -- REV 8/08

Ms. Kathy Reno, CSW CPEP Program Behavioral Health Center Westchester Medical Center Valhalla, NY 10595	493- 7075/7128	769-8769			ARC Course PFlash 12/03
Sorin Saladie, Ph.D. CPEP Program Behavioral Health Center Westchester Medical Center Valhalla, NY 10595	493- 7075/7128	845-268-6362			
Cary S. Wagner, L. C.S.W. CPEP Program Director Behavioral Health Center Westchester Medical Center Valhalla, NY 10595	493-7127	633-0680			PFlash 12/03
Joan Youchah, M.D. CPEP Program Behavioral Health Center Westchester Medical Center Valhalla, NY 10595	493- 7075/7128	271-5017			
Dr. Arlene Katzenberg CPEP Program Behavioral Health Center B045 Westchester Medical Center Valhalla, NY 10595					

Name & Address	Work Phone	Home Phone	Specialty	Language	Training
Ms. Susan Massaro-Erb CPEP Program Behavioral Health Center B045 Westchester Medical Center Valhalla, NY 10595	493-7075	288-0343			
Ms. Ronni Hartman CPEP Program Behavioral Health Center B045 Westchester Medical Center Valhalla, NY 10595					
Ms. Anne Provett CPEP Program Behavioral Health Center B045 Westchester Medical Center Valhalla, NY 10595					
Ms. Celia O'Connell CPEP Program Behavioral Health Center B045 Westchester Medical Center Valhalla, NY 10595	493-7075	825-1441			
Dr. Glen Bronley RPC-Peekskill Service Center 1137 Main Street Peekskill, NY 10566	739-6404	232-3150	Psychology		ARC Course
Ms. Marion Kharem RPC-Yonkers Service Center 2 Park Avenue Yonkers, NY 10701	969-0543	366-4391	Social Work		ARC Course PFlash 12/03
Ms. Barbara Oakes	737-8217	845-473-5307	Nursing		ARC Course

Draft -- REV 8/08

RPC-Peekskill Service Center 1137 Main Street Peekskill, NY 10566	x326				
---	------	--	--	--	--

Name & Address	Work Phone	Home Phone	Specialty	Language	Training
Patricia Moscou, Ph.D. Director of Psychology Rockland Psychiatric Center 140 Old Orangeburg Road Orangeburg, NY 10962	845-680-8094	718-601-4988	Adult-Psychology		
Jill Sussman, RN, CS, MSN Community Liaison Four Winds Hospital 800 Cross River Road Katonah, NY 10536	763-8151		CISD, Trauma		PFlash 12/03
Nelly T. deRidder, Ph.D. Clinic Director Westchester Jewish Community Services 845 North Broadway, Suite 2 White Plains, NY 10603	632-6433 x24	946-9033	Psychotherapy Adults, Families	Dutch	PFlash 12/03
Marna Cohen, Ph.D. Staff Psychologist, Externship Coordinator Westchester Jewish Community Services 845 North Broadway, Suite 2 White Plains, NY 10603	949-6761 x372	203-964-0710	Psychotherapy, Trauma		ARC Course PFlash 12/03
Patricia Grossman, LCSW Program Director Westchester Jewish Community Services 845 North Broadway, Suite 2 White Plains, NY 10603	949-6761 x355	671-1908 (cell)	Psychotherapy, Developmental Disabilities		
Sanford Landa, CASAC EAP Director Student Assistance Services 660 White Plains Road	332-1300	845356-6372			

Tarrytown, NY 10591				
Cheryl Bobe Director of Special Projects Student Assistance Services 660 White Plains Road Tarrytown, NY 10591	332-1300	834-5734	Addictions, Children of Substance Abusers	

Name & Address	Work Phone	Home Phone	Specialty	Language	Training
Blanche Goodman, CSW Program Director, Center for Responders & Emergency Workers Mental Health Association 2269 Saw Mill River Road, Bldg. 1A Elmsford, NY 10523	345-5900	948-2373	Disaster Mental Health		PFlash 12/03
Ximena Francella Director, Bilingual & Bicultural Services Mental Health Association 2269 Saw Mill River Road, Bldg. 1A Elmsford, NY 10523	345-5900 x249		Children and Families	Spanish	PFlash 12/03
Keith Cuniffe, CSW Clinician Mental Health Association 2269 Saw Mill River Road, Bldg. 1A Elmsford, NY 10523	345-5900 x247		Trauma Treatment Treatment of SMI Geriatric Treatment		PFlash 12/03
Angela Robinson, CSW Clinician Mental Health Association 2269 Saw Mill River Road, Bldg. 1A Elmsford, NY 10523	345-5900 x260		Trauma Treatment Home Based Tx. EMDR		PFlash 12/03
Betty McCorkle, CSW Clinician Mental Health Association 2269 Saw Mill River Road, Bldg. 1A Elmsford, NY 10523	666-4646 x103		Trauma Treatment Child Treatment Domestic Violence		PFlash 12/03

Draft – REV 8/08

			EMDR		
Ruth Nirenberg, Psy. D. Director of Partners in Parenting Mental Health Association 2269 Saw Mill River Road, Bldg. 1A Elmsford, NY 10523	345-5900 x297		Trauma Treatment Disaster Intervention Homeless Home Based Treatment	Hebrew	PFlash 12/03
Barbara Bernstein, Ph.D. Director, Education & Training Mental Health Association 2269 Saw Mill River Road, Bldg. 4C Elmsford, NY 10523	345-3993 x209		Psychologist		
Sheldon Blitstein Social Work Supervisor New York United Hospital Medical Center 406 Boston Post Road Port Chester, NY 10573	934-3246	738-1627	Clinical Social Work		PFlash 12/03

Name & Address	Work Phone	Home Phone	Specialty	Language	Training
Denise Albertson Social Worker New York United Hospital Medical Center 406 Boston Post Road Port Chester, NY 10573	934-3128	845-424-3018	Grieving Psychiatric Illness Substance Abuse Crisis Intervention	Spanish (some)	
Racquel Jones Social Worker New York United Hospital Medical Center 406 Boston Post Road Port Chester, NY 10573	934-3383	654-8562	Crisis Intervention		
Joyce Anderson Youth Specialist I White Plains Youth Bureau 11 Amherst Place	422-1378		Counseling		

White Plains, NY 10601	997-5851	644-8745	Childhood Anxiety Disorders, ADHD Aspergers Syndrome		PFlash 12/03
Andrew Robins, Ph.D. Assistant Professor of Psychiatry in Psychiatry NYPH - Weill Medical College of Cornell University 21 Bloomingdale Road White Plains, NY 10605	682-3926 x120	949-4666	Interpreter for the Deaf CPR First Aid Instructor		
Dawn Priore, CSW Deafness Specialist Nursing Home Transitional Coordinator Westchester Independent Living Center 200 Hamilton Avenue, 2 nd Fl. White Plains, NY 10601	428-4507 x312	686-6015	Casework and Groupwork	Spanish	PFlash 12/03
Sylvia Solis, M.S.W. Senior Housing Counselor Westchester Residential Opportunities 470 Mamaroneck Avenue, Rm. 410 White Plains, NY 10605	493-7471	718-617-2695	Mental Health		
Jenean Castillo, Ph.D. Psychologist Westchester Institute for Human Development 20 Hospital Plaza Cedarwood Hall Valhalla, NY 10595					

Name & Address	Work Phone	Home Phone	Specialty	Language	Training
Linda Fettman Social Worker Westchester Institute for Human Development Cedarwood Hall, Room C131 Valhalla, NY 10595	493-1086	682-8964	Children & Families		
Leroy Hankins Social Worker/Therapist Westchester Institute for Human Development	493-1028	739-9342	Working w/Children, Adolescents,		

Draft – REV 8/08

20 Hospital Plaza Cedarwood Hall, Room C131 Valhalla, NY 10595				Adults and Family Psychotherapy		
Giovanni Mastracchio Recreational Therapist Westchester Institute for Human Development Cedarwood Hall 20 Hospital Plaza Valhalla, NY 10595	493-1033	924-7357		Certified Therapeutic Recreation Specialist	Spanish, Italian	
Lizette Ubides-Ruiz, LCSW Social Worker, CAC/CFA Westchester Institute for Human Development Cedarwood Hall 20 Hospital Plaza Valhalla, NY 10595	493-1760	347-607-8797		Mental Health PTSD, Axis I Diagnosis, Adult Mental Illness, Substance Abuse	Spanish	
Catherine Bookless, CSW Program Coordinator Addiction Recovery Services – Outpatient New York Presbyterian Hospital 21 Bloomingdale Road White Plains, NY 10605	997-4303	632-0060		Addiction Dual Diagnosis Critical Incident		PFlash 12/03
Elvira Franco, CSW Supervisor, Holtz House New York Presbyterian Hospital 21 Bloomingdale Road White Plains, NY 10605	835-1300	763-9674		Social Work	Italian	
Catherine Haran, Psy.D. Clinical Psychologist, Assistant Professor Psychology in Psychiatry New York Presbyterian Hospital 21 Bloomingdale Road White Plains, NY 10605	997-5840	212-866-8292		Psychodynamic Psychotherapy, Personality Disorders and Depression		PFlash 12/03

Name & Address	Work Phone	Home Phone	Specialty	Language	Training
Sarah Woodward, CSW Treatment Coordinator New York Presbyterian Hospital 21 Bloomingdale Road White Plains, NY 10605	997-5853	397-1255	Child	French	PFlash 12/03
Janet Brown Lobel, Ph.D. Supervising Psychologist Andrus Center for Preventive Psychiatry 19 Greenridge Avenue White Plains, NY 10605	949-7680	767-3404 548-5640	Crisis/Trauma Infants, Children, Adults		
Dr. Aviva Levy Supervising Psychologist Andrus Center for Preventive Psychiatry 19 Greenridge Avenue White Plains, NY 10605	949-7680	969-6175	Bereavement & Loss EMDR, Group	Hebrew	
Dr. Kathleen C. Keefe-Cooperman 311 Washington Street Tappan, NY 10983	673-3321	845-398-0322 (Cardinal McCloskey)			
Joyce Rembus, MSW Social Worker II Rockland Children's Psychiatric Center So. Westchester IDT 1606 Old Orchard Street White Plains, NY 10602	328-0793		Children & Adolescents Social Worker- Mental Health		
Gilbert Silver, MSW Social Worker II Rockland Children's Psychiatric Center Yonkers IDT 1373 Nepperhan Avenue Yonkers, NY 10703	375-1412		Social Work – Mental Health		
Eulalia Cabrera, Ph.D. Psychologist Rockland Children's Psychiatric Center	375-1412		Psychology- Mental Health, Children &	Spanish	

Draft – REV 8/08

Yonkers IDT 1373 Nepperhan Avenue Yonkers, NY 10703			Adolescents		
---	--	--	-------------	--	--

Name & Address	Work Phone	Home Phone	Specialty	Language	Training
Victoria Rivera, MD Psychiatrist II Rockland Children's Psychiatric Center P/NW IDT IDT Building 200 Boces Drive Yorktown Heights, NY 10598	248-2399				
Phyllia Llorca, LCSW Program Director St. Vincent's Hospital and Medical Center 275 North Street Harrison, NY 10528	925-5576	(203) 948-0726	Adults SMI		
Daniel A. Beltran, LCSW Associate Director of Program Services Volunteers of America - Grasslands Homeless Shelter 25 Operations Drive Valhalla, NY 10595	231-4226	755-7651	Adults, Homeless, AIDS	Spanish	
Ann S. Kliman, MA 300 Martine Avenue, Apt. AD White Plains, NY 10601		682-1794	Psychological Intervention in Disasters Psychological Intervention in Bereavement		
Mr. Irwin Lubell, CSW-R Northern Westchester Counseling Center 344 Main Street, Suite 301 Mount Kisco, NY 10549					
Paul Greene, Ph.D.	235-6171	235-6151	Clinical		

Professor of Psychology/Private Practice Iona College/Office in New Rochelle 68 Lambert Lane New Rochelle, NY 10804			Psychology		
--	--	--	------------	--	--

RETIRED

Name & Address	Work Phone	Home Phone	Specialty	Language	Training
Ms. Leigh Arruda, ACSW 32 Yorkhill Road Yorktown Heights, NY 10598		245-8842	Crisis Intervention, Family Therapist		ARC Course
Ms. Dolores Vidal-Roy, CSW, CASAC		232-8940 cell 980-6877	Substance Abuse, Mental Disorders	Spanish	ARC Course PFlash 12/03

Mamaroneck Disaster

Name & Address	Work Phone	Specialty	Language	Training
Milder Belalcazar	995-6213		Spanish	
Jose DeJesus	995-5257		Spanish	
Zoraida Peralta	995-5255		Spanish	
Desh Connors	995-6753	MH/Substance Abuse		Disaster Response

ATTACHMENT 2
OUTPATIENT MENTAL HEALTH CLINICS

<u>Clinic</u>	<u>Location</u>	<u>Telephone</u>
Clinic serving adults age 18 and over		
Center for Preventive Psychiatry		
White Plains Clinic (Main Office)	White Plains	949-7680
White Plains Clinic	White Plains	949-2660
Yonkers Clinic	Yonkers	965-1109
St. Bernard's	White Plains	949-6202
The Guidance Center		
Grand Street Clinic	New Rochelle	636-4440
Mental Health Association		
Northern Westchester Guidance Clinic of MHA	Mount Kisco	666-4646
Sterling Clinic	White Plains	949-1212
New York Presbyterian Hospital (Westchester Division)		
Child and Adolescent Clinic	White Plains	997-5950
Rockland Children's Psychiatric Center		
Yonkers Community Services-NE	Yonkers	961-7220
Central Westchester Community Services	White Plains Greenburgh	328-0793
Mount Vernon Community Services	Mount Vernon	668-5858
Peekskill Community Services	Peekskill	737-4043
Northern Westchester Community Services	Yorktown Heights	243-0248
White Plains Hospital Center		
Child and Adolescent Clinic	White Plains	681-2223
Westchester Medical Center		
Child and Adolescent Clinic	Valhalla	493-7088
Mental Health Association		
Northern Westchester Guidance Clinic of MHA	Mount Kisco	666-4646

OUTPATIENT MENTAL HEALTH CLINICS

Draft – REV 8/08

ATTACHMENT 2 (continued)**OUTPATIENT MENTAL HEALTH CLINICS**

<u>Clinic</u>	<u>Location</u>	<u>Telephone</u>
Mental Health Clinic	Harrison	967-6500
Westchester County Department of Community Mental Health		
Mount Kisco Community Service Center	Mount Kisco	864-7101
Mount Vernon Community Service Center	Mount Vernon	813-6220
Peekskill Community Service Center	Peekskill	862-5130
Yonkers Community Service Center	Yonkers	966-6380
Westchester Jewish Community Services		
Clinics	White Plains (Main Office)	761-0600
	Hartsdale	949-7699
	Bedford Hills	241-8550
	Mamaroneck	381-5560
	New Rochelle	632-6433
	Mount Vernon	668-8938
	Yonkers (North)	793-3565
	Yonkers (Southwest)	423-4433
	Yorktown Heights	962-5593
White Plains Hospital Center		
Mental Health Clinic	White Plains	681-1078

ATTACHMENT 3**INDIVIDUAL ASSISTANCE DATA**

NAME	SEX	AGE	ETHNICITY	PROBLEM TYPE	ASSISTANCE PROVIDED	DATES OF CONTACT

AGE	ETHNICITY	PROBLEM TYPE	ASSISTANCE PROVIDED
1. Under 18	1. White	1. Agitation/Depression/Anxiety	1. Screening & Diagnostic
2. Adult	2. Hispanic	2. Confusion/Disorientation	2. Information & Referral
3. Elderly	3. Blank	3. Disaster Fears	3. Individual Counseling
	4. American Indian	4. Acting Out Behavior -Adult	4. Group Counseling
	5. Asian	5. Acting Out/School Adjustment -Children	5. Advocacy
	6. Other	6. Alcohol/Drug Abuse	6. Other (Specify)

ATTACHMENT 4

SPECIAL FACILITIES LIST

APPROVED BY	Westchester County DEPARTMENT OF EMERGENCY SERVICES	IP-12.0
CE: _____		
Reviewed By OEM: _____		

**INDIAN POINT ENERGY CENTER
IMPLEMENTING PROCEDURE**

Public Information

TABLE OF CONTENTS

<u>Section</u>	<u>Page No.</u>
1.0 Purpose	3
2.0 Responsibilities	3
3.0 Concept of Operations	4

Checklists

EOC Lead Public Information Officer

Public Inquiry Call Center Supervisor

Resource Section

Attachment 1:	EAS Message Template
Attachment 2:	Immediate General Emergency EAS message
Attachment 3:	Follow Up News Release Template
Attachment 4:	Public Information Contact List (Includes JIC Numbers)
Attachment 5:	JIC Process Flow chart
Attachment 6:	WHUD EAS Activation Information

1.0 Purpose

This procedure provides guidance for the County Director of Communications, EOC Lead Public Information Officer and Public Information Staff to implement the Westchester County Radiological Emergency Plan for the Indian Point Energy Center.

2.0 Responsibilities

2.1 County Executive has the overall responsibility for managing the county's response in an emergency and ensuring the health and safety of the public.

2.2 Chief Advisor oversees and directs all county public information and communications. The Chief Advisor makes recommendations to the County Executive on all issues that affect the public in an emergency. The Chief Advisor or her designee, is responsible for responding to inquiries from the media.

2.3 EOC Lead Public Information Officer coordinates the preparation and dissemination of accurate and timely information to the public during an emergency at Indian Point. The EOC Lead PIO manages all public information functions, including the development of Emergency Alert System (EAS) messages, press releases and news advisories, and oversees communication with the public inquiry staff. The PIO also interfaces with the Chief Advisor/Director of Communications and other county and state public information officers to ensure that all public information functions are coordinated and consistent with the county's emergency response. This position may serve as spokesperson for the county at the Joint Information Center.

2.4 Command Room Public Information Liaison is the chief information link between the Command Room/EOC response staff and the PIO staff. This position is responsible for sorting through all of the county's actions documented during an emergency and forwarding important and relevant information to the PIO workroom.

2.5 PIO Staff Liaison is responsible for flagging information on emergency actions taken by Command Room/EOC responders for the PIO staff. In addition, this position will

assist with distributing press releases and news alerts to the media and officials and posting them to the New York State emergency website. This position and the Public Inquiry Liaison will share the responsibility of monitoring the county website for information updates.

- 2.6 Emergency Alert System message writers are responsible for coordinating the preparation of EAS messages on protective actions for the public recommended by the four responding counties and New York State. The EAS messages will be reviewed for content and accuracy by the County Executive and issued in web-based formats, including the county website and New York State's DisasterLAN application.
- 2.7 Public Inquiry Liaison maintains communication on an open telephone line and by electronic mail with the public inquiry team and notifies the Lead PIO of rumors that may develop during an emergency. This position will assist with distribution of press releases and monitoring the county emergency website.
- 2.8 Press Release writer/information specialist assists with the research and preparation of news releases in an emergency. This position "shadows" the EOC Director and gathers background information on the actions being taken by emergency responders from a public information staff perspective.
- 2.9 Public Information Writers are responsible for obtaining from the PIO staff liaison, timely and accurate information on emergency actions and preparing press releases, advisories and other informational materials as necessary. The PIO staff also assists with issuing press releases to the media, maintaining the county's emergency website and preparing news briefing information for the lead PIO.
- 2.10 Runner is responsible for posting and distributing press releases and other informational materials to appropriate emergency responders and preparing briefing materials for the lead PIO.

2.11 Emergency Website Administrator posts emergency alert messages and press release to the county's emergency website. This position will be directed to either the Communications Office or the Public Inquiry facility located in the County Office Building.

2.12 Media Inquiry

A line will be established in the County Executive's workroom to handle media calls. The Chief Advisor/Director of Communications or designee will take the lead responsibility for responding to media inquiries in an emergency.

3.0 Concept of Operations

3.1 Westchester County has adopted the National Incident Management System/Incident Command System for EOC operations. The public information staff is part of the command function in the EOC and report to the County Executive.

3.2 The County Chief Advisor (hereinafter referred to as the Chief Advisor) will be notified of all Indian Point emergency classifications.

3.3 When notified of an Unusual Event, the Chief Advisor will assess the event. Public information functions may be activated at the discretion of the Chief Advisor or County Executive, if it is envisioned that the event may generate great public interest or the need to share emergency-related information with the general public. For example, this may be the case for security-related events at Indian Point.

3.4 For an Unusual Event, the automated Emergency Notification System (ENS) is not used to notify staff. A manual callout will occur based upon an assessment of the nature of the incident. The Chief Advisor will notify the EOC Lead PIO and will assure they, or a qualified alternate, are available to stand by for possible escalation to a more severe event. The Lead PIO will notify other PIO staff as deemed necessary.

- 3.5 When notified of an Alert or higher notify the County EOC Lead PIO and PIO staff will be notified via the ENS notification system and will report to their assigned positions the County EOC, the Public Inquiry Call Center (alternate EOC) or the Communications Office, located in the Michaelian Office Building in White Plains.
- 3.6 Initial news releases and/or Emergency Alert System messages will identify the number for the Public Inquiry Call Center, 995-1111, as soon as it is confirmed as operational, so that the public can access this resource.
- 3.7 The Westchester County Lead EOC PIO and staff will reside in the EOC Public Information Work Room.
- 3.8 The EOC PIO staff will coordinate with the state operated Joint Information Center (JIC) also located at the Hudson Valley Traffic Management Center in Hawthorne. The JIC is operated to facilitate a coordinated public information process or system. Coordination is accomplished via numerous communications methods, including shared web-based information; some physical co-location at the JIC; video-conferencing; and telephonic communications.
- 3.9 EAS messages will be developed in the EOC, with final approval by the County Executive (s). EAS message content will be reviewed with and coordinated with the other counties via the PIO web portal, part of the State's DisasterLAN application, and/or via the PIO video-conference line.
- 3.10 PIO staff will have responsibility for developing the content of EAS messages and transmittal to and broadcast by the EAS station. An EAS encoder will be available in the EOC to permit direct activation and broadcast of EAS messages from the EOC. Until the encoder is operational, telephone communications remains the primary means of communications between the primary EAS station, WHUD, and the EOC.

Arrangements have been made with WHUD Radio for message verification. WHUD has verification phone numbers for call back to the Westchester County Warning

Point and EOC, in the event there is a question as to the authenticity of EAS activation requests.

3.12 Westchester County has a comprehensive outreach and public information program, and maintains an ongoing working relationship with the news media, including those that serve the non-English speaking communities. Informational and educational materials are provided through all the major media outlets in the metro-New York area that serve the Spanish speaking population. Per established procedures, the County issues all of its news releases and media alerts to these organizations in English; the news media provide translations from English to Spanish.

In addition, the county's director of Hispanic Affairs is available to talk to and provide information and assistance to the media, as needed, and works closely with schools, government agencies and non-profit groups to assist members of the Hispanic community in an emergency. The *Community Emergency Planning for Indian Point* booklet is available in Spanish on the county's website at www.westchestergov.com

Informational materials distributed at the county reception centers are also available in Spanish.

3.13 PIO staff will also be responsible for preparing and issuing follow up news releases. News releases may be used through a variety of means including, but not limited to, posting on the internet, emailing and faxing directly to the media and posting in the JIC. The County IT Department has developed a software application to facilitate this process.

3.14 Individuals who may serve as county spokespersons, include but are not limited to:

- The County Executive
- Chief Advisor/Director of Communications
- EOC Lead PIO

In addition to the above, additional senior managers may be made available to speak to specific technical issues. These individuals may include the Commissioners of Emergency Services, Health and Public Safety, or their designated representatives.

3.15 The County will staff a public inquiry telephone bank to address public questions and concerns and to identify and address rumors or misinformation. This function will be initiated as early as an Alert and will operate from the alternate EOC in White Plains, NY. In the event that facility is unavailable, other space will be provided in the County Office Building.

3.16 A telephone number for media inquiries specific to Westchester will be released to the media as soon as the EOC is activated. The Chief Advisor will coordinate this function.

4.0 References

- Joint Information Center Procedures, New York State Emergency Management Office
- Westchester County Public Inquiry Resource Binder
- Community Emergency Planning for Indian Point: A Guide for you and Your Family, January 2006.
- Lower Hudson Valley Local Emergency Communications Committee, Emergency Alert System Plan for Westchester, Rockland, Orange and Putnam Counties, draft.

CHECKLIST 1**EOC Lead Public****Information Officer****Unusual Event**

- _____ 1. Upon notification from Indian Point of an Unusual Event, the County Warning Point will notify the County organizations on the Unusual Event call list, including the County Executive and Director of Communications/Chief Advisor.

Notes: _____

- _____ 2. The Chief Advisor will assess the event and if the event is security related the Director may, activate the public information/Joint Information Center function, or place the communications staff on standby for possible escalation to a more serious event.

If the JIC function is activated, refer to the JIC activation procedures in the Alert checklist.

Notes: _____

- _____ 3. Evaluate the need to issue information on the event to the public through the media.

Notes: _____

- _____ 4. Upon event termination, ensure that the Chief Advisor and County Executive are informed.

CHECKLIST 1**EOC Lead Public****Information Officer****Alert and Site Area Emergency**

Note: These checklist items are relevant to either an Alert or Site Area Emergency.

- _____ 1. Upon notification of the event, the PIO staff will respond to the EOC to staff assigned positions.

Notes: _____

- _____ 2. The Lead PIO in the EOC establishes contact with the JIC Liaison and tests the operability of the video link to the JIC.

Note: Confirm whether Westchester should assist in set up of the JIC facility, and provide any assistance needed.

Notes: _____

- _____ 3. Establish the PIO Hotline/Video-conference and maintain an open line of communications with the other counties, SEMO and Entergy PIO staff.

Notes: _____

- _____ 4. Ensure PIO EAS staff contact WHUD to notify them of the incident status; confirm operability of the communications links and request they review procedures in the event activation of the EAS becomes necessary.

Notes: _____

- _____ 5. Ensure activation of the Public Inquiry Call Center at the White Plains alternate EOC and establish communications with the Call Center Supervisor.

Notes: _____

CHECKLIST 1**EOC Lead Public
Information Officer****Alert and Site Area Emergency**

_____ 6. Obtain the following information and brief the all PIO staff:

- Time of the event classification
- Current plant status including the potential for a radioactive release
- Wind speed and direction
- Initial precautionary actions being taken by the county:
 - School closings or delayed openings
 - Students sent to school reception centers
 - Parks and recreational areas closed
 - River cleared
 - FAA, Metro North, ConRail and Amtrak status and notification
- Status of EOC staffing and if its "operational"
- Status of activation of other county response facilities

_____ 7. Prepare and issue initial news releases. Ensure the release includes:

- A summary of county response actions
- Telephone number for Public Inquiry Call Center
- Media Inquiry number

Notes: _____

CHECKLIST 1**EOC Lead Public****Information Officer****Alert and Site Area Emergency**

- _____ 8. The Lead EOC PIO will ensure that information on the event and actions being taken are disseminated to the EOC and the JIC.
- Notes: _____

- _____ 9. Track activation of key PIO staff, including the public inquiry call center, and inform the Chief Advisor and OEM when key staff are in place.
- Notes: _____

- _____ 10. Confirm with the Command Room the need for a Heads-Up EAS Message. If a EAS message is needed, record siren activation and EAS activation times and notify PIO EAS staff to be prepared to issues EAS message.
- Notes: _____

- _____ 11. Post all EAS messages to the State PIO website, county website, and in the EOC software application.
- Notes: _____

- _____ 12. Maintain communications with Public Inquiry Call Center supervisor and obtain data on call processing, rumors and/or misinformation. Provide periodic reports to the Command Room and EOC Operations Manager. Take actions necessary to correct rumors or misinformation.
- Notes: _____

CHECKLIST 1**EOC Lead Public****Information Officer****Alert and Site Area Emergency**

- _____ 13. Brief the County Executive on a regular basis on PIO activities, the status of JIC activities and number of news releases sent out.

Notes: _____

- _____ 14. Contact the JIC Liaison to obtain updates on:

_____ Media presence at the JIC and JIC briefing schedule

_____ Results of media monitoring function of the JIC and any misinformation requiring a county response.

- _____ 15. Determine the need for a 24 hour shift schedule for extended EOC operations (two 12 hour shifts) for PIO staff and notify replacements of schedule.

Note: Have positions report to the EOC one half hour prior to their shift for turn over from the previous shift. Lead EOC PIO should lead a PIO briefing for all PIO staff.

Notes: _____

- _____ 16. Stand by for possible escalation, reviewing procedures and ensuring communications systems are operational and ready for use if needed.

- _____ 17. Upon notice of termination, contact PIO staff to stand down and inform them that the event has been terminated. Collect documentation of PIO activities, including reports from the public inquiry center.

Notes: _____

Alert and Site Area Emergency

Notes: _____

[illegible]

CHECKLIST 1**EOC Lead Public****Information Officer****General Emergency**

- _____ 1. If not already staffed at the EOC, JIC and Public Inquiry Call Center, assure PIO staff is notified via the department call out list to respond to their assigned positions.

Notes: _____

- _____ 2. If this is the initial notification of an event at IPEC, the Immediate General Emergency EAS message should have been issued by the Warning Point or OEM. Confirm with the Warning Point and DES Commissioner that this message was issued.

_____ Prepare to issue Follow Up news release.

_____ The County Executive may be revising initial protective action recommendations. Prepare to issue a new EAS message.

- _____ 3. Contact the primary and secondary EAS radio stations and place them on standby to prepare for airing an EAS message.

EAS Contact Information:**Emergency Alert System (EAS) radio station, WHUD:**

(1) Primary Numbers: (845)831-1525

(2) Alternate Numbers: (845)831-1540

Note: If you are unable to make immediate contact with WHUD, both back up stations need to be contacted. Contact both:

WFAS:

(1) Primary Numbers: (914)693-9395 [4:30AM-6:30PM M-F]

(914)806-6349, all other times
(914) 558-0592 (pager)

CHECKLIST 1**EOC Lead Public****Information Officer****General Emergency**

(2) Alternate Numbers: (914)693-2401/5600/5700/1900/2400
(914)285-9327

and

WRRV:

(1) Primary Numbers:

Mon. through Fri. (845)471-1500
(8:30 am to 5:30 pm)

After hrs/Weekends (845)452-1015

Note: The EAS messages are coordinated among (4) County Executives and there will only be one EAS message for each PAD, agreed upon by the (4) County Executives for all four counties.

- _____ 4. Monitor the County Executive Hotline to obtain the final Protective Action Decision (PAD) and develop the appropriate EAS message for review and approval by the County Executive or designee.

Decision Time: _____

Projected Siren Sounding Time: _____

Projected Time for Issuance of EAS message: _____

Shelter AREA's: _____

Evacuate AREA's: _____

- _____ 5. Coordinate contact with the EAS station and issuance of the EAS message within the agreed upon timeframe. If time permits, pre-record message. Otherwise, read message directly over the phone to the radio station.

_____ Designate spokesperson to record the message

_____ Record message and review for accuracy

CHECKLIST 1**EOC Lead Public****Information Officer****General Emergency**

- _____ Open telephone line to WHUD and prepare for broadcast
 - _____ Monitor EAS to confirm broadcast
 - _____ Notify the Command Room when task is complete
- _____ 6. Each EAS message should be followed immediately with a follow-on news release which should provide more details such as:
- Telephone number for public inquiry
 - Use of public information brochures
 - Identification of general population reception centers open
 - Current emergency conditions at Indian Point
 - Instructions for transients without shelter
 - What to take along and what to leave behind when evacuating
 - Information and instructions for parents of students regarding protective actions for students
 - Information for transportation dependent individuals
 - Sheltering instructions, if applicable
- _____ 7. Ensure PIO staff obtains information on other actions that have been taken and current actions being implemented. This information will be compiled and coordinated with the Lead PIO in the EOC for use in follow-on news releases.
- Traffic Control Points (TCP's) established.
 - Evacuation buses
 - Open reception centers
 - Open congregate care centers
 - Dosimetry and KI distributed to emergency workers
 - Field monitoring results

CHECKLIST 1**EOC Lead Public****Information Officer****General Emergency**

- Status of school children
- Institutionalized mobility impaired individuals within the affected AREA's are sheltered-in-place or evacuated.
- Non-Institutionalized mobility impaired individuals contacted and transportation resources ready for evacuation.
- Hospitals are sheltered or ready for evacuation
- Declaration of "Local State of Emergency" by the County Executive in coordination with the other three counties.

_____ 8. Contact the JIC Liaison to obtain updates on:

_____ Media presence at the JIC and JIC briefing schedule

_____ Results of media monitoring function of the JIC and any misinformation requiring a county response.

Notes: _____

_____ 9. Obtain any changes in protective actions, and ensure preparation of a new EAS message for review and approval by the County Executive or designee. Follow procedures for contact with the radio station and issuance of the EAS message.

Notes: _____

CHECKLIST 1**EOC Lead Public****Information Officer****General Emergency**

- _____ 10. Use the State DisasterLan PI website for coordination of the EAS message content and its posting on the site. Post all news releases and EAS messages to the County website; the EOC software application; and provide hard copies to the JIC via the JIC Liaison.

Notes: _____

- _____ 11. EOC and JIC PIO's continue to monitor and record all changes in plant status, protective actions and Command Room actions for future press release information.

Notes: _____

- _____ 12. Lead PIO to obtain information on the event and actions being taken from the Command Room and EOC Operations Room and disseminates to the PIO organization in the EOC and the JIC for future development of press releases.

Notes: _____

- _____ 13. Upon termination of the event, assess the need for on-going public information related to recovery. Coordinate with the JIC Liaison to determine when the JIC will be de-activated and notify the Director of Communications.

Notes: _____

CHECKLIST 2**Public Inquiry Call****Center Supervisor****UNUSUAL EVENT**

- _____ 1. Under most circumstances, the Public Inquiry staff will not be notified of an Unusual Event. No action is necessary.

Notes: _____

- _____ 2. However, the Chief Advisor will assess the event and if the event is security related, the Director may activate the public information/Joint Information Center function, or place the communications staff on standby for possible escalation to a more serious event.

If the JIC function is activated, refer to the JIC activation procedures in the Alert checklist.

Notes: _____

CHECKLIST 2**Public Inquiry Call
Center Supervisor****ALERT/SITE AREA EMERGENCY/GENERAL EMERGENCY**

- _____ 1. Upon notification of the event, the Public Inquiry staff will be contacted via the county Emergency Notification System (ENS) and should respond to assigned positions at the Call Center in the basement of the County Office Building in White Plains.
- Notes: _____

- _____ 2. Upon arrival at the Call Center:
- _____ confirm operability of the 995-1111 telephone line.
- _____ Notify the EOC of your arrival and declare the facility operational upon arrival of sufficient staff and confirmation of equipment operability.
- _____ Establish an open line with the EOC PIO room
- _____ 3. Login to the EOC application to review the status key events and obtain a briefing from the EOC Lead PIO.
- _____ 4. Brief Public Inquiry Call Center staff on the situation status. Review binder and prepare to receive calls from the public.
- _____ 5. Remind staff to be aware of and to identify potential rumors and misinformation and to complete necessary forms to alert the Call Center Supervisor.
- _____ 6. Forward information on rumors and misinformation to the EOC PIO group for attention.

CHECKLIST 2**Public Inquiry Call****Center Supervisor**

- _____ 7. Track the volume of calls processed and periodically report status to the EOC. Also brief the EOC PIO staff on any public information issues identified through call center operations.
- _____ 8. Ensure that the call center staff is updated on critical information on the situation.
- _____ 9. Discuss the need to 24 hour operations with the EOC Lead PIO and plan appropriate shift changes.
- _____ 10. Other:

Attachment 1
EAS Message Template

Attachment 2

EMERGENCY ALERT SYSTEM MESSAGE
Immediate General Emergency

Message # _____ Date _____
Decision Time: _____
Siren Time: _____

ANNOUNCER: ***This is not a test.*** The Emergency Alert System has been activated by chief officials of Westchester, Rockland, Orange and Putnam Counties due to an emergency at the Indian Point Nuclear Power Plant in Buchanan, New York. Please listen to this entire message before taking any action.

A General Emergency has been declared.

There has been....*There has not been*.... A release of radioactive materials to the environment.

OR

It has not yet been determined whether there has been a radiological release of radioactive materials to the environment.

People living within five miles of the plant are directed to: stay inside their homes or businesses. If you have KI (Potassium Iodide), ingest one dose at this time.

"In Westchester, you should stay indoors if you are in Buchanan, Peekskill, Verplanck, Montrose, Mount Airy, Croton-on-Hudson, Crugers, Oscawana, Furnace Woods, Pleasantide, Peekskill Heights and Northeastern Cortlandt, including Mohegan Lake.

"In Rockland, you should stay indoors if you are in the Towns of Stony Point and Haverstraw. People in the Bear Mountain and Harriman State Parks should seek shelter.

"In Orange County, you should stay indoors if you are in the Town of Highlands, the Village of Highland Falls. People in the Harriman and Bear Mountain State Parks should seek shelter.

"In Putnam County, you should stay indoors if you are in Garrison, south of Route 403, and the Continental Village and Lake Peekskill areas.

I repeat, those living within five miles of the plant should go indoors and close windows and doors. If you have KI (Potassium Iodide), ingest one dose at this time.

People living within 10 miles of the plant should consult the Emergency Planning for Indian Point – A Guide for You and Your Family booklet or similar pages of the phone book for detailed information. Stay tuned to this Emergency Alert System station for further information and instructions.

This is not a test.

Westchester _____
Rockland _____
Orange _____
Putnam _____
New York State _____

Attachment 3
Follow Up News Release Template

ANDREW J. SPANO, Westchester County Executive
SUSAN TOLCHIN, Director of Communications

EAS FOLLOW-ON NEWS BULLETIN

Supporting EAS Message # _____

DATE: _____

EAS AIR TIME: _____

BULLETIN RELEASE TIME: _____

PRESS RELEASE # _____

SUBJECT: Westchester County Executive orders protective actions.

Hawthorne NY: County Executive Andrew J. Spano has issued an (additional) Emergency Alert System message at (AIR TIME) today, to notify residents of a problem at the Indian Point nuclear power station and advise those people within 10 miles of the plant to take (additional) protective actions.

There has been (a) (no) release of radiation. However, (if there isn't a release) or Therefore (if there is release), if you have KI – potassium iodide, the county health commissioner is recommending that you take one 130 milligram dose at this time. Children under one year of age should be given a 65 milligram dose – one half of the tablet. If you are being directed to evacuate and do not have KI you should not delay leaving the area. You will be able get it at the public reception centers that have been opened to accept evacuees who are unable to go to the home of a friend or relative outside of the area. You can also get KI at Rockefeller State Park, Route 117 in Mount Pleasant or at the southbound rest stop on Route 684 near Katonah where it is being distributed.

If you are in a Planning Area advised to leave, you should go to the home of a friend or relative outside the ten-mile area. Once there, you are advised to take shower and wash your clothes. Health officials will be providing additional information on how to further protect against radiation exposure.

If you need a short-term place to stay, you should go to the public reception center assigned for your area. Staff from the county's Social Services and Health departments, as well as from the American Red Cross, will be there to assist you. (if there is a release of radiation) you will also be able to be monitored for radiation contamination.

People in the following (additional) Areas are directed to evacuate their homes or businesses:

Village of Buchanan – to White Plains High School Reception Center, 550 North Street, White Plains.

Verplanck –to White Plains High School Reception Center, 550 North Street, White Plains.

Draft - REV 2/08

City of Peekskill to White Plains High School Reception Center, 550 North Street, White Plains.

Town of Cortlandt - to Harrison High School.

Village of Croton-on-Hudson –to Westchester Community College Gym Reception Center, 75 Grasslands Road, Valhalla.

Town of Yorktown north of Route 202 – to the Fox Lane High School Reception Center, South Bedford Road, Bedford.

Town of Yorktown south of Route 202 – to the H.C. Crittenden Middle School Reception Center, 10 MacDonald Avenue, Armonk.

Northwestern Somers (Baldwin Place, Granite Springs and Amawalk, north of Route 35 and west of Route 118) –to the Fox Lane High School Reception Center, South Bedford Road, Bedford.

Southwestern Somers (Southern Amawalk, South of Route 35 and west of Wood Street and of Muscoot Farm) –to the Fox Lane High School Reception Center, South Bedford Road, Bedford.

Western Town of New Castle (area west of Hardscrabble and Millwood Roads) –to the Westchester Community College Gym Reception Center, 75 Grasslands Road, Valhalla.

Town and Village of Ossining –to the Ardsley Middle School Reception Center, 700 Ashford Avenue, Ardsley.

Village of Briarcliff Manor, to the Westchester Community College Gym Reception Center, 75 Grasslands Road, Valhalla.

There are (no) (additional) Evacuations for Westchester County at this time.

Evacuation instructions for other remain in effect. People asked to evacuate earlier today, should proceed as directed. State, county and local police report (traffic conditions if we have it).

Before you leave your home or business, close and lock all windows and doors. Turn off all appliances. Extinguish all open fires and close fireplace dampers. Take pillows, important papers and any medications you regularly use.

If necessary, family pets may stay in your car and in outside areas at the reception centers. You should bring pet food and other pet supplies with you.

For those people who do not have transportation to the reception center, buses will be running emergency routes and will be available to pick you up.

Disabled residents can call _____ for transportation to a reception center. Hearing impaired residents should call _____.

To ensure the safety of all residents and allow for an efficient evacuation, no one will be allowed to enter the evacuating areas.

Spano has also directed people in the following Areas to shelter-in-place at this time by staying inside and limiting access to outside air:

Village of Buchanan
City of Peekskill
Verplanck
Montrose and Blue Mountain Reservation
Mount Airy section, Town of Cortlandt
Croton-on-Hudson
Annsville, Van Cortlandtville, Crompond and Continental Village
Toddville and Quarry Acres in the Town of Cortlandt
Mohegan Lake and Shrub Oak
Northeastern Yorktown and Jefferson Valley
Southwestern Yorktown and Teatown
Southeastern Yorktown and Kitchawan
Granite Springs and Amawalk in the Town of Somers
Southwestern Somers
Western New Castle and Millwood
Ossining
Crugers and Oscawana
Furnace Woods, Pleasantide and Peekskill Heights
Quaker Bridge in the Town of Cortlandt
Briarcliff Manor and Mount Pleasant

There is (no) (additional) sheltering-in-place directed for Westchester County at this time.

Shelter-in-place instructions for other Areas remain in effect.

People in the areas being asked to shelter-in-place should remain indoors, close all windows and doors and turn off all fans, air conditioners and other sources of outside air. Close all blinds and drapes. Extinguish the fire in the fire place and close the flue once the fire is out.

Residents in the affected areas should continue to listen to their Emergency Alert System station for further instructions. Information on plant conditions and recommended protective actions is available online at www.westchestergov.com. For more information and assistance, residents can call the **Public Inquiry Line at 914-995-1111**.

#####

(THIS IS A DRILL)

Attachment 4

Public Information Contact List (Includes JIC Numbers)

Attachment 5

Attachment 6**OVERVIEW OF PROCESS FOR
EMERGENCY ALERT SYSTEM (EAS) ACTIVATION
IN THE EVENT OF AN INDIAN POINT EMERGENCY****INFORMATION FOR RADIO STATIONS**

WESTCHESTER COUNTY IS THE LEAD COUNTY RESPONSIBLE FOR INTERFACING WITH WHUD TO ACTIVATE THE EAS IN THE EVENT OF AN EMERGENCY AT INDIAN POINT REQUIRING PUBLIC NOTIFICATION. ROCKLAND COUNTY IS THE BACKUP POINT OF CONTACT IN THE EVENT WESTCHESTER IS OUT OF COMMUNICATIONS.

THERE ARE TWO DIFFERENT SITUATIONS IN WHICH WHUD MAY BE CONTACTED BY THE COUNTY AND REQUESTED TO ACTIVATE THE EAS.

THE FIRST, AND MOST PROBABLE, IS A SITUATION WHERE THERE HAS BEEN AN ESCALATION OF EVENTS AND THE COUNTY EMERGENCY OPERATIONS CENTERS (EOCs) AND THE JOINT INFORMATION CENTER (JIC) ARE ACTIVATED. IN THIS CASE, WHUD WILL BE CONTACTED BY THE COUNTY VIA TELEPHONE. WHUD WILL BE ASKED TO PREPARE TO ACTIVATE THE EAS SYSTEM. A COUNTY REPRESENTATIVE WILL BE PREPARED TO READ AN EMERGENCY MESSAGE SCRIPT FOR BROADCAST.

THE SECOND, AND LESS LIKELY SITUATION, IS CALLED A FAST-BREAKING SCENARIO IN WHICH THERE HAS BEEN NO PRIOR NOTICE; THE COUNTY EMERGENCY OPERATIONS CENTERS AND JOINT INFORMATION CENTERS ARE NOT YET ACTIVATED. IN THIS SITUATION, WHUD WILL BE CONTACTED BY THE COUNTY WARNING POINT (PUBLIC SAFETY) AND REQUESTED TO PLAY ONE OF THREE PRE-RECORDED MESSAGES OVER THE EAS SYSTEM.

BECAUSE WHUD HAS CALLER ID, IT SHOULD BE CLEAR THAT THE CALL IS COMING FROM AN AUTHORIZED COUNTY LOCATION. HOWEVER, IF THERE IS AN QUESTION, TO VERIFY THE AUTHENTICITY OF ANY CALL FROM THE COUNTY, CONTACT THE APPROPRIATE NUMBER BELOW.

CONTACT NUMBERS FOR COUNTY AUTHORITIES ARE AS FOLLOWS:

WESTCHESTER COUNTY EOC: 914-864-5200

WESTCHESTER COUNTY WARNING POINT: 914-864-7890

ROCKLAND COUNTY EOC: 845-364-8904

ROCKLAND COUNTY WARNING POINT: 845-364-8600

APPROVED BY	Westchester County DEPARTMENT OF EMERGENCY SERVICES	IP-13.0
DEF: _____		
Reviewed By: DES: _____		

**INDIAN POINT ENERGY CENTER
IMPLEMENTING PROCEDURE**

Department of Environmental Facilities

TABLE OF CONTENTS

<u>Section</u>	<u>Page No.</u>
1.0 Purpose	3
2.0 Responsibilities	3
3.0 Concept of Operations	3

Checklists

Checklist 1: Unusual Event	
Checklist 2: Alert/Site Area Emergency	6
Checklist 3: General Emergency	8

Resource Section

1.0 Purpose

This procedure provides guidance for the Department of Environmental Facilities and the Environmental Facilities Staff to implement the Westchester County Radiological Emergency Plan for the Indian Point Energy Center.

2.0 Responsibilities

The County Commissioner of Environmental Facilities is responsible for:

- Notifying all environmental facilities of emergency classifications at IPEC, beginning as early as an Alert.
- Direction to all environmental facilities to start implementing their emergency operations plans and procedures.
- Assuring communications with all facilities are maintained until the emergency is over.
- Providing pre-cautionary measures for personnel to maintain facility operations.
- Assuring all facilities when evacuated, are safely shutdown or placed in automatic mode.

3.0 Concept of Operations

3.1 Department of Environmental Facilities is normally not notified of an Unusual Event, unless deemed necessary by the County Executive. If notified of an Unusual Event the Department of Environmental Facilities will be available to standby to close out of the UNUSUAL EVENT or for possible escalation to a more severe event.

3.2 When notified of an Alert or higher, the County Commissioner of Environmental Facilities and Environmental Facilities staff will report to their assigned positions at the County EOC.

- 3.3 The Westchester County Commissioner of Environmental Facilities and Environmental Facilities Emergency Management Staff will operate from the county EOC to ensure all environmental facilities, i.e. sewage treatment plants, Resource Recovery Facility, etc., in the 10-Mile EPZ are maintaining operations and plans for continued operations should a facility have to relocate. Environmental Facilities will monitor the event from the EOC to assure all county environmental facilities are available for continued use.
- 3.4 If the County environmental facilities have been affected by a radiological release Environmental Facilities will coordinate the need for mutual aid, state and federal aid to recover or provide alternate or new facilities.
- 3.5 When County Environmental Facilities are ordered to evacuate assure they shutdown or are placed on automatic control in accordance with their procedures and they maintain communications with the EOC on the status of operations.

CHECKLIST 1**DEF EOC Rep****Unusual Event**

- ____ 1. DEF is normally not contacted for an Unusual Event. No actions are necessary, other than review of procedures to prepare for possible escalation.

Notes: _____

- ____ 2. In the event the County Executive contacts the Department, implement any specific requests.

Notes: _____

Note: It is possible that for special incidents, such as security-related events at Indian Point, the EOC would be activated early. Follow directions provided by the County Emergency Notification System. Record all actions taken.

CHECKLIST 2**DEF EOC Rep****Alert and Site Area Emergency**

- _____ 1. Upon notification, respond to the EOC and staff assigned positions.

Notes: _____

- _____ 2. Notify all environmental facilities within the 10 mile EPZ of the event declaration and direct them to prepare to implement emergency procedures, if necessary.

Peekskill Wastewater Treatment Plant _____
Ossining Treatment Plant _____
Yorktown Maintenance Garage _____
RESCO Site _____
Sprout Brook Residue Site _____
Wheelabrator Technologies, Inc. _____
City Carting _____
Tarrytown Pump Station (North County pump stations) _____

Notes: _____

- _____ 3. Track operational status of these facilities.

Notes: _____

- _____ 4. Assure communications, i.e. telephones or other suitable means, are maintained at each county facility within the 10-Mile EPZ until the emergency is over.

Notes: _____

CHECKLIST 2**DEF EOC Rep****Alert and Site Area Emergency**

- _____ 5. Brief the EOC and County Executive on a regular basis on the operational status environmental facilities and the status of emergency operations procedure implementation.
- _____ 6. Develop a 24-hour shift schedule for extended EOC operations (two 12 hour shifts) and notify replacements of schedule. Note: Have lead positions report to the EOC one half hour prior to their shift for turn over from the previous shift.
Notes: _____

- _____ 7. Stand by for possible escalation.
Notes: _____

- _____ 8. Upon notice of termination of the event, contact Environmental Facilities staff to stand down and inform them that the event has been terminated.
Notes: _____

- _____ 9. If a facility is placed in automatic operation mode assure the appropriate management maintains communications once evacuated. Personnel from the Peekskill Plant, Yorktown Maintenance Garage, and Ossining Plant will report to the Fire Training Center in Valhalla. The personnel from the Sprout Brook Waste Facility report to Muscoot.

CHECKLIST 3**DEF EOC Rep****General Emergency**

- _____ 1. Upon notification, respond to the EOC and staff assigned positions.

Notes: _____

- _____ 2. Notify all environmental facilities of the event declaration and direct them to prepare to implement emergency procedures, if necessary. Protective actions (sheltering-in-place or evacuation) will be issued for at least the two mile area and five miles downwind. Standby for the County Executive to issue specific protective actions.

Peekskill Wastewater Treatment Plant	_____
Ossining Treatment Plant	_____
Yorktown Maintenance Garage	_____
RESCO Site	_____
Sprout Brook Residue Site	_____
Wheelabrator Technologies, Inc.	_____
City Carting	_____
Tarrytown Pump Station (North County pump stations)	_____

Notes: _____

- _____ 3. Environmental Facilities personnel who may have to stay longer than the general public to implement shutdown actions, should be considered emergency workers. Ensure these individuals are issued dosimetry and KI. Remind DEF personnel to don dosimetry and receive and take KI.

Notes: _____

CHECKLIST 3**DEF EOC Rep****General Emergency**

- _____ 4. After coordination with and confirmation by the County Health Commissioner, notify DEF emergency workers within the 10-mile EPZ to take KI.
Notes: _____

- _____ 5. If shelter-in-place is ordered, direct all personnel at affected environmental facilities to take precautionary measures i.e. go indoors, shut windows and doors, regulate heating and air conditioning systems to minimize outside air intake while maintaining a reasonably safe indoor temperature.
Notes: _____

- _____ 6. When evacuation is ordered, assure each affected facility is shutdown safely or placed in automatic operation mode.
Notes: _____

- _____ 7. Track operational status of these facilities.
Notes: _____

- _____ 8. Assure communications, i.e. telephones or other suitable means, are maintained at each county facility within the 10-Mile EPZ until the emergency is over.
Notes: _____

CHECKLIST 3**DEF EOC Rep****General Emergency**

- _____ 9. Brief the EOC and County Executive on a regular basis on the operational status environmental facilities and the status of emergency operations procedure implementation.
- _____ 10. Develop a 24-hour shift schedule for extended EOC operations (two 12 hour shifts) and notify replacements of schedule. Note: Have lead positions report to the EOC one half hour prior to their shift for turn over from the previous shift.
Notes: _____

- _____ 11. Stand by for possible escalation.
Notes: _____

- _____ 12. Upon notice of termination of the event, contact Environmental Facilities staff to stand down and inform them that the event has been terminated.
Notes: _____

- _____ 13. If a facility is placed in automatic operation mode assure the appropriate management maintains communications once evacuated. Emergency workers within affected areas should report to the Personnel Monitoring Center for Emergency Workers in Valhalla, at the Fire Training Center.
Notes: _____

RESOURCE SECTION

Approved By:	Westchester County	IP-14.0
Parks: _____	DEPARTMENT OF EMERGENCY SERVICES	
Reviewed By:		
DES: _____		

**INDIAN POINT ENERGY CENTER
IMPLEMENTING PROCEDURE**

Parks, Recreation and Conservation Department

TABLE OF CONTENTS

<u>Section</u>	<u>Page No.</u>
1.0 Purpose	3
2.0 Responsibilities	3
3.0 Concept of Operations	3

Checklists

Checklist 1: Unusual Event	5
Checklist 2: Alert and Site Area Emergency	6
Checklist 3: General Emergency Notification and Response	8

Resource Section

Attachment 1:	Agency/Facility Contact List
Attachment 2:	Status of Parks Form
Attachment 3:	Department Personnel Assignment Log

1.0 Purpose

This procedure provides guidance for the Parks and Recreation Department representative in the county EOC to assist in the implementation of the Westchester County Radiological Emergency Plan for the Indian Point Energy Center.

2.0 Responsibilities

The County Commissioner of Parks, Recreation and Conservation is responsible for:

- Closing County parks within the 10 mile EPZ and ensuring appropriate protective action information is relayed to staff and visitors to park property in an emergency
- Coordinating notification of local parks to ensure appropriate emergency information is provided
- Making Department property available for staging of emergency vehicles, equipment and personnel
- Making Department personnel available to assist with various aspects of the county emergency response, as needed, including support of Reception Center operations.

3.0 Concept of Operations

3.1 Department of Parks, Recreation and Conservation is normally not notified of an Unusual Event, unless deemed necessary by the County Executive. If notified of an Unusual Event the Department of Parks, Recreation and Conservation will be available to standby to close out of the UNUSAL EVENT or for possible escalation to a more severe event.

3.2 When notified of an Alert or higher, the County Commissioner of Parks, Recreation and Conservation and Parks, Recreation and Conservation staff will report to their assigned positions at the County EOC.

- 3.3 The Westchester County Commissioner of Parks, Recreation and Conservation and Parks, Recreation and Conservation Staff will operate from the county EOC to ensure all necessary actions are taken in support of the event.
- 3.4 The County Executive will consider closing parks and other outdoor transient locations as early as an Alert. The Commissioner of Parks, Recreation and Conservation will coordinate the closure of county parks upon direction from the County Executive.
- 3.5 The County will also coordinate relaying notification of the incident status and recommendations to close facilities to local authorities.
- 3.6 The Parks, Recreation and Conservation Department will make park property available for use as staging areas for emergency equipment and personnel.
- 3.7 Parks personnel will support reception center operations. The Health Department will be responsible for making staff assignments to reception centers and for notifying personnel at the appropriate time. Reception center personnel will be placed on standby at an Alert; may have limited activation at a Site Area Emergency; and will be activated for a General Emergency.

CHECKLIST 1
DPRC EOC Rep**Unusual Event**

- ____ 1. DPRC is normally not contacted for an Unusual Event. No actions are necessary, other than review of procedures to prepare for possible escalation.

Notes: _____

- ____ 2. In the event the County Executive contacts the Department, implement any specific requests.

Notes: _____

Note: It is possible that for special incidents, such as security-related events at Indian Point, the EOC would be activated early. Follow directions provided by the County Emergency Notification System. Record all actions taken.

CHECKLIST 2

DPRC EOC Rep

Alert and Site Area Emergency

- _____ 1. Upon notification, respond to the EOC and staff assigned positions.

Notes: _____

- _____ 2. Notify Department personnel at county park facilities and local authorities of the event declaration and direct them to prepare to implement emergency procedures for park closure.

Notes: _____

- _____ 3. Track operational status of park facilities.

Notes: _____

- _____ 4. Ensure that Department personnel assigned to assist with reception center operations have been notified and placed on standby. Coordinate with Health Department on personnel needs and assignments.

Notes: _____

- _____ 5. Assure communications, i.e. telephones or other suitable means, are maintained at each county facility within the 10-Mile EPZ until the emergency is over.

Notes: _____

- _____ 6. Brief the EOC and County Executive on a regular basis on the operational status Parks, Recreation and Conservation facilities and the status of emergency operations procedure implementation.

CHECKLIST 2**DPRC EOC Rep****Alert and Site Area Emergency**

- _____ 7. Develop a 24-hour shift schedule for extended EOC operations (two 12 hour shifts) and notify replacements of schedule. Note: Have lead positions report to the EOC one half hour prior to their shift for turn over from the previous shift.

Notes: _____

- _____ 8. Stand by for possible escalation.

Notes: _____

- _____ 9. Upon notice of termination of the event, contact Parks, Recreation and Conservation staff to stand down and inform them that the event has been terminated. Prepare to re-open park operations in the ten mile area.

Notes: _____

Note: As early as an Alert, Health Department Field Monitoring Teams may be using Muscoot Park as a staging area for field monitoring operations. -

CHECKLIST 3

DPRC EOC Rep

General Emergency

- _____ 1. Upon notification, respond to the EOC and staff assigned positions.
Notes: _____

- _____ 2. Notify Department personnel at county park facilities and local authorities of the event declaration and direct them to implement protective actions – either sheltering or evacuation, as determined by the County Executive. Parks outside of the impacted AREAs should close.
Notes: _____

- _____ 3. Direct Department personnel in the 10-mile EPZ considered to be emergency workers to don dosimetry and take KI.
Notes: _____

- _____ 4. Track operational status of county and local park facilities.
Notes: _____

- _____ 5. Ensure that Department personnel assigned to assist with reception center operations have been notified and activated, as necessary.
Notes: _____

- _____ 6. Assure communications, i.e. telephones or other suitable means, are maintained at each county facility within the 10-Mile EPZ until the emergency is over or the facility is closed.

CHECKLIST 3**DPRC EOC Rep****General Emergency**

- _____ 7. Brief the EOC and County Executive on a regular basis on the operational status Parks, Recreation and Conservation facilities and the status of emergency operations procedure implementation.

Notes: _____

- _____ 8. Develop a 24-hour shift schedule for extended EOC operations (two 12 hour shifts) and notify replacements of schedule. Note: Have lead positions report to the EOC one half hour prior to their shift for turn over from the previous shift.

Notes: _____

- _____ 9. Upon notice of termination of the event, contact Parks, Recreation and Conservation staff to stand down and inform them that the event has been terminated. Prepare to re-open park operations in the ten mile area.

Notes: _____

Note: As early as an Alert, Health Department Field Monitoring Teams may be using Muscoot Park as a staging area for field monitoring operations.

RESOURCE SECTION

Attachment 1
Agency Notification List

Updated 3/2/08

EOC List:

Name	Title	OFFICE	Home	Cell	Blackberry	Access Code
Joseph Stout	Commissioner	864-7004	630-2123	760-4907	40168EB6	630-2123
Chip Matthews	Deputy Commissioner	864-7063	845-279-2751	760-4908	40168FFD	2792751
Kathy O'Connor	Deputy Commissioner	864-7006	681-0281	760-4930	4016803F	6810281
Dan McBride	Deputy Commissioner	813-7025	845-226-4263	760-4917	401DEB11	2264263
Leonard Spano	Director of Maintenance Operations	231-3474	845-635-5145	760-4981	40169202	6355145
Neil Squillante	Chief of Operations	864-7009	665-1908	760-4912	401680AB	6651908

Joint Information Center:

Peter Targaglia	Director of Marketing	864-7132	380-1319	714-9048	40168F1B
	and PR				
Mary Kaye Koch	Program Administrator	864-70-65	725-1011	760-4926	

Draft - REV 9/08

Attachment 2**Status of Parks**

Park	Town	Sheltered	Evacuated	Closed
Blue Mountain				
Croton Point				
George's Island				
Sportsmen Center				
Bald Mountain				
Croton Gorge				
Mohansic Golf				
Kitchawan Preserve				
Stokes Green				
Oscawana				
Town of Cortlandt				
Other:				

Attachment 3
Department Personnel Assignment Log

APPROVED BY DC: _____ Reviewed By OEM: _____	Westchester County DEPARTMENT OF EMERGENCY SERVICES	IP-15.0 Draft
---	--	------------------

INDIAN POINT ENERGY CENTER
IMPLEMENTING PROCEDURE

Department of Correction

TABLE OF CONTENTS

<u>Section</u>	Page No.
1.0 Purpose	3
2.0 Responsibilities	3
3.0 Concept of Operations	3
4.0 References	

Checklists

Checklist 1: Department of Correction EOC Procedure	10
Checklist 2: KI Distribution Point Supervisor	22

Resource Section

Attachment 1:	KI Distribution Point Materials List
Attachment 2:	Facility Set up Diagrams
Attachment 3:	Staffing Assignments
Attachment 4:	Traffic Control Guidelines
Attachment 5:	Siren Locations and Police Assignments
Attachment 6:	New Siren system

1.0 Purpose

This procedure provides guidance for the Commissioner of Correction to implement the Westchester County Radiological Emergency Plan for the Indian Point Energy Center.

2.0 Responsibilities

On January 1, 1969 the Westchester County Department of Correction was formed from units of the former Westchester County Sheriff's Department and the Westchester County Department of Social Services and placed under a central administration with a Commissioner appointed by the County Executive.

The mission of the Department of Correction is to maintain secure humane Correctional Facilities that comply with local, state and Federal legal requirements and nationally Accepted Professional correctional standards. The Department has a legal mandate to provide for the care custody and control of persons 16 years of age and older, male and female, who have been committed or remanded to it's facilities by local Westchester County or New York State courts.

Located on the Valhalla Campus the Department of Correction encompasses nearly 1/2 mile, with more than 700,000 square feet of building space.

The Department is currently comprised of four divisions; Administration, Jail, Penitentiary and Women's Unit.

For Indian Point emergencies, in addition to continuing to provide and ensure a safe environment for its detainees and staff, Department personnel will assist the Public Safety Department with a number of law enforcement related duties. The Department has significant personnel resources available to assist.

The County Department of Corrections may provide Corrections Officers as a resource to supplement county, state and local law enforcement resources involved in traffic control, route altering, etc.

In addition, Department personnel will staff designated KI distribution points.

3.0 Concept of Operations

3.1 Overview of Correction Response

3.1.1 The Westchester County Commissioner of Correction, or designee, will operate from the county EOC and coordinate with the Department of Public Safety to support the following activities, if requested:

- Traffic direction and control in accordance with the emergency plan
- Route alerting and assistance with the dissemination of emergency announcements
- Maintain law and order; protect critical facilities and supplies
- Ensure public safety
- Protect public and private property

3.1.2 The Department of Correction will also staff KI Distribution Points. These points are located at Roosevelt State Park in Mt. Pleasant and the I-684 South Rest Stop located in Bedford.

3.1.3 Upon receipt of notice of a Site Area Emergency, Department personnel will be activated to staff the two KI distribution points. Materials stored at the county EOC in Hawthorne will be picked up by team leaders. Kits will contain the following:

- 130 g KI tablets
- KI Instruction Sheets
- An initial supply of bottled water
- Road signs
- Site Set up diagram

3.1.4 KI Distribution will be initiated upon notification of a General Emergency. The location of KI Distribution points are identified in public information materials. In addition, Emergency Alert System announcements will remind members of the public without KI that it is available at Distribution Points.

3.1.5 Vehicles entering KI Distribution Points will be provided one KI tablet for each vehicle occupant; a KI instruction sheet; and a bottle of water.

CHECKLIST 1

Unusual Event

Department of Correction
EOC Procedure

- _____ 1. Upon notification from Entergy of an Unusual Event, the County Warning Point (CWP) will notify the selected County organizations on the Unusual Event call list. Department of Correction will normally NOT receive notification of an Unusual Event. If the Department is notified, log receipt and stand by for instructions. No further action is necessary unless directed by the County Executive.

Notes: _____

- _____ 2. Other actions taken:

CHECKLIST 1

ALERT

Department of Correction
EOC Procedure

- _____ 1. Upon receipt of notification of an Alert respond to the EOC and staff assigned positions.

Notes: _____

- _____ 2. Perform additional internal agency notifications, as deemed appropriate, placing off-duty personnel on standby.

Notes: _____

- _____ 3. Stand by for requests from the Department of Public Safety for supporting traffic control assignments.

Notes: _____

- _____ 4. Ensure that Correction teams are assigned to man KI Distribution Points. Team members should review procedures and be prepared to mobilize in the event of incident escalation.

Notes: _____

- _____ 5. Develop a 24 hour shift schedule for extended EOC operations (two 12 hour shifts) and notify replacements of schedule. Note: Have lead positions report to the EOC one half hour prior to their shift for turn over from the previous shift.

Notes: _____

CHECKLIST 1

ALERT

Department of Correction

EOC Procedure

- _____ 6. Standby for possible escalation to an SITE AREA EMERGENCY or until the ALERT is terminated and verbal confirmation is received from Indian Point.

Notes: _____

- _____ 7. If the event is terminated, contact Correction staff to stand down and inform them that the ALERT has been terminated.

Notes: _____

- _____ 8. Record any additional actions taken:

CHECKLIST 1

SITE AREA EMERGENCY

Department of Corrections
EOC Procedure

- _____ 1. If not already staffed at the EOC, assure Correction staff was notified to respond to the EOC and staff their assigned positions.

Notes: _____

- _____ 2. Activate additional off-duty personnel necessary to staff anticipated emergency functions.

Notes: _____

- _____ 3. Notify Staff to pick up dosimeters, TLD's, Potassium Iodide (KI), and emergency worker exposure cards prior to dispatch to field assignments.

Notes: _____

- _____ 4. Dispatch Corrections Teams to the County EOC to pick up KI Distribution Point materials and activate points.

(Note: While actual distribution is not necessary until a General Emergency, in the event members of the public arrive and request KI, be prepared to distribute it.)

Notes: _____

CHECKLIST 1

SITE AREA EMERGENCY

Department of Corrections

EOC Procedure

- _____ 5. Be prepared to assist the Department of Public Safety with traffic control within the ten mile emergency planning zone.

Notes: _____

- _____ 6. Ensure Correction officers are recording dosimeter readings every 15 to 30 minutes.

Notes: _____

- _____ 7. Be prepared to brief the County Executive and Commissioner of Emergency Services on the status of KI Distribution Points, the status of Correction resources and support activities.

Notes: _____

- _____ 8. Standby for possible escalation to a GENERAL EMERGENCY or until the SITE AREA EMERGENCY is terminated.

Notes: _____

- _____ 9. Upon termination, contact Correction staff to stand down and inform them that the SITE AREA EMERGENCY has been terminated.

Notes: _____

CHECKLIST 1

Department of Corrections
EOC Procedure

GENERAL EMERGENCY

- _____ 1. If not already staffed at the EOC, ensure Correction staff was notified to respond to the EOC and staff their assigned positions.

Notes: _____

- _____ 2. Activate additional off-duty personnel necessary to staff anticipated emergency functions.

Notes: _____

- _____ 3. Notify Staff to pick up dosimeters, TLD's, Potassium Iodide (KI), and emergency worker exposure cards prior to dispatch to field assignments.

Notes: _____

- _____ 4. Dispatch Corrections Teams to the County EOC to pick up KI Distribution Point materials and activate points. Distribution of KI should begin immediately.

Notes: _____

- _____ 5. Be prepared to assist the Department of Public Safety with traffic control within the ten mile emergency planning zone.

Notes: _____

CHECKLIST 1

Department of Correction
EOC Procedure

GENERAL EMERGENCY, continued

- _____ 6. Ensure Correction officers are recording dosimeter readings every 15 to 30 minutes.

Notes: _____

- _____ 7. Be prepared to brief the County Executive and Commissioner of Emergency Services on the status of KI Distribution Points, the status of Correction resources and support activities.

Notes: _____

- _____ 8. Monitor KI Distribution Point operations and coordinate with OEM to ensure that distribution locations are being re-supplied with KI, water, etc., as necessary.

Notes: _____

- _____ 9. Develop a 24 hour shift schedule for extended EOC operations (two 12 hour shifts) and notify replacements of schedule. Note: Have lead positions report to the EOC one half hour prior to their shift for turn over from the previous shift.

Notes: _____

- _____ 10. Ensure that all Correction staff with assignments in the ten mile area report to the emergency worker personnel monitoring center (PMC) at the conclusion of their assignments to be monitored and to return dosimetry.

Notes: _____

CHECKLIST 1

Department of Correction
EOC Procedure

GENERAL EMERGENCY, continued

- _____ 11. Upon termination of the incident, contact Correction staff to stand down and inform them that the GENERAL EMERGENCY has been terminated. Again, all personnel should be processed through the Emergency Worker PMC at the end of their assignments.

Notes: _____

RESOURCE SECTION

Attachment 1: KI Distribution Point Materials List

Item	Quantity
Potassium Iodide (KI) Tablets	28,000
Instruction Sheets	2,000
Cases of Water	4
Traffic Cones	12
Traffic Signs	4
Set Up Diagram	6

Attachment 2: Facility Set up Diagrams

Attachment 3: Staffing Assignments

(This form to be completed at the time of emergency.)

The following Correction Staff have been assigned to staff KI Distribution Points:

Rockefeller State Park

Team Leader:

Personnel:

- 1.
- 2.
- 3.
- 4.
- 5.
- 6.

I-684 Rest Area

Team Leader:

Personnel:

- 1.
- 2.
- 3.
- 4.
- 5.
- 6.

Attachment 4

Radiological Emergency Reference Guide For Traffic Control Personnel

General Information

- Traffic Control Points (TCPs) may be established at an “Alert” Emergency Classification Level or higher (see Attachment 1).
- The purpose of Traffic Control Points is to assist in the rapid and orderly movement of vehicular traffic from risk areas.

Note: After evacuation is complete, the perimeter of evacuated area will be secured. These locations staff by law enforcement personnel are referred to as Access Control Points (ACPs). Some of these locations may be the same as traffic control points. The only difference is timing and function. Access control points are manned after evacuation is complete to discourage traffic from entering risk areas which may be subject to evacuation or sheltering protective actions.

- Reference attached TCP description (Attachment 3) for specific instructions as to flow of traffic. Discourage the public from stopping to ask questions. Expediting traffic flow is the highest priority. Advise questioners to tune to their car radios for emergency instructions.
- In controlling access to restricted areas, keep traffic moving onto diversionary routes. Discourage vehicles from stopping to ask questions or to gain entry. Advise those insisting on entry that they may be entering a potential radiation area which could be hazardous to their health and that they enter at their own risk. **DO NOT USE OR THREATEN TO USE FORCE TO PREVENT ENTRY.**
- For your use and information, the enclosed Public Information Brochure identifies Emergency Alert system (EAS) radio stations, evacuation routes and reception center locations.

Personnel Protection

- Before dispatch to a traffic control point in a radiological emergency, obtain two direct reading dosimeters (DRDs); one thermoluminescent dosimeter (TLD); a radiation exposure control card; and potassium iodide (KI) pills from your supervisor. See Attachment 2.
- Clip the DRDs to clothing on your upper body between waist and shoulders (e.g., in a shirt or jacket pocket). Read DRDs every 15-30 minutes.
- DRD Reporting levels:
 - 1R – Notify your supervisor and record reading on the Exposure Record Card
 - 3R - Notify your supervisor and record reading on the Exposure Record Card. Supervisor will begin process to provide mission relief.
 - 5R - Notify your supervisor and seek relief from Duty. Record reading on the Exposure Record Card. Remain on duty until relieved.

Attachment 4

Radiological Emergency Reference Guide For Traffic Control Personnel

Note: The State or County Health Commissioner may authorize higher exposure levels. Exposure above 25R requires informed consent.

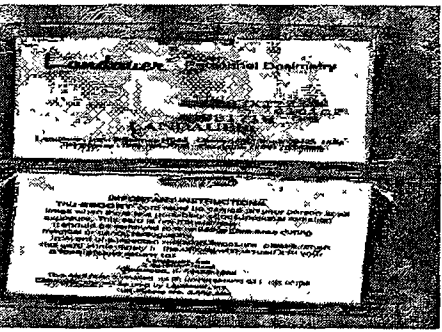
- The TLD is a more accurate permanent record device for recording your exposure. Clip the TLD to clothing on your upper body between waist and shoulders (e.g., in a shirt or jacket pocket).
- Potassium Iodide (KI) is an over-the-counter radioprotective drug used to block radioactive iodine from collecting in the thyroid gland. Only take KI when directed by your Supervisor. Only the State or County Commissioner of Health can authorize emergency workers to take KI.
- **DO NOT SMOKE, EAT OR DRINK** while on assignment during a radiological emergency.
- After you complete your assignment, proceed to the Emergency Worker Personnel Monitoring Center (PMC) at Westchester County Fire Training Center , Grasslands Reservation, Valhalla, New York.
- Return dosimetry, KI and Radiation Exposure Card at the PMC.

Attachment 4



High Range – 0 to 200 R

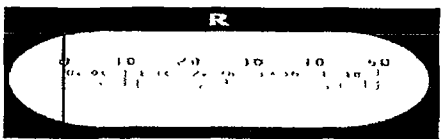
(Note: Traffic control personnel outside the 10 mile EPZ receive only one DRD – a low range zero to 5R)



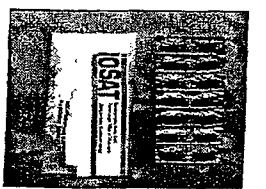
(Wear this at all times)



As you look through the dosimeter while it's on the charger line up the scale or hairline so it reads zero.

[illegible]

Potassium Iodide (KI). Take one pill when directed by your supervisor.

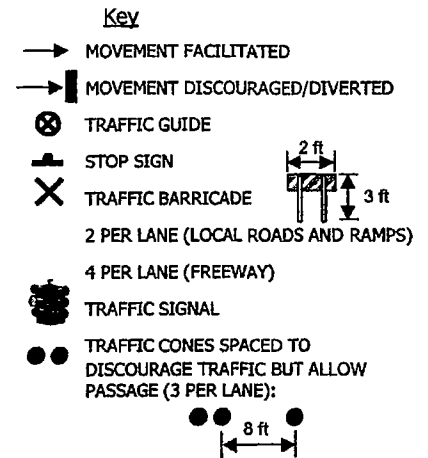
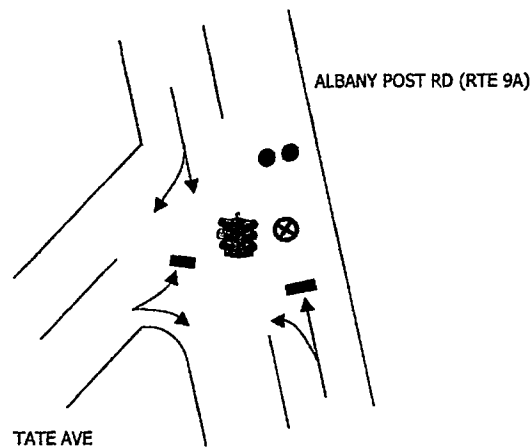


Attachment 4

Radiological Emergency Reference Guide For Traffic Control Personnel

TRAFFIC CONTROL POINT DESCRIPTION – SAMPLE

VILLAGE: BUCHANAN
LOCATION: ALBANY POST RD (ROUTE 9A) & TATE AVE
POLICE DEPT: BUCHANAN POLICE DEPT
DPW: BUCHANAN HIGHWAY DEPT
TCP ID: W – 4
ERPA: 1



DESCRIPTION

1. Facilitate southbound movement on Rte 9A
2. Discourage northbound movement on Rte 9A

MANPOWER/EQUIPMENT

- 1 Traffic Guide
- 3 Traffic Cones

LOCATION PRIORITY

3

Attachment 5

Siren Locations and PD Assignments

Siren #If Alerting is Required-Siren Location

37-Rt. 9 & Acker Ave, Ossining-Town of Ossining PD
38-Pleasantville Rd & Central Dr., Briarcliff-Briarcliff PD
39-Eastern Ave & Churchill St., Ossining Village PD
40-Rt. 133 & Rt. 9-A-Town of Ossining PD
41-No Alert Required-Croton Dam Rd. & Cherry Hill Circle, Ossining
42-Rt. 9 & Audobon Rd. (Dominican Sisters) Ossining-Town & Village PD
43-No Alert Required-Rt. 134 & Grace Lane- North East of 9-A, New Castle PD
44-Somerstown Pike & Surrey Lane, New Castle PD
45-end of Barnes St. -near Rt.134 & TSP, Yorktown-Yorktown PD &New Castle PD
46-Spring Valley Rd. & Teatown Rd., Yorktown PD
47-G.E. Training Center, Ossining-NYSP Cortlandt
48-No Alert Required-Riverside Ave & Croton Point Ave, Croton PD
49-Old Post Rd. & Rt. 129-cemetery, Croton PD
50- No Alert Required-Croton Point Park, Croton PD or County PD
51-Rt. 9-A & North Riverside Ave, Croton PD
52- No Alert Required-Springvale Rd. & Summit Place, Crugers-NYSP Cortlandt
53-Colabaugh Pond Rd & Woodlake Dr., Cortlandt- NYSP Cortlandt
54- No Alert Required-Episcopal Church @ Montrose Point, Montrose-NYSP Cortlandt
55-Mt. Airey & Glengary Rd @Highline Crossing, Cortlandt- NYSP Cortlandt
56-Rt. 129 & Fox Run Rd., Cortlandt- NYSP Cortlandt & Yorktown PD
57-Hanover Ave & Hanover Hilltop Farm, Yorktown PD
58-Baldwin Rd. & Baptist Church Rd., Yorktown PD
59-Hanover Ave & Church Pl., Yorktown PD
60-Baptist Church Rd. & Hunter Brook Rd.- Yorktown PD
61-Broad St. & Loder Rd., Yorktown PD
62-Rt. 202 & TSP, Yorktown PD
63-Old Crompond Rd. & Ave A-Quarry Acres- NYSP Cortlandt
64- No Alert Required-Furnace Dock Rd. & Maple Ave, Cortlandt - NYSP Cortlandt
65- No Alert Required-Washington Ave & Montrose Station Rd., Cortlandt- NYSP Cortlandt
66- No Alert Required-Broadway opposite R/S #6, Buchanan- NYSP Cortlandt
67- No Alert Required-Washington Ave & Sherman Ave @ Armory, Peekskill PD
68- No Alert Required-Washington St. & Hudson Ave, Peekskill- Peekskill PD
69- No Alert Required-Crompond Rd (Rt. 202) & Grant Ave, Peekskill PD
70- No Alert Required-Lakeview Dr. & Pemart Ave, Peekskill PD
71-Roa Hook Rd & Bayview Rd, Cortlandt- NYSP Cortlandt
72-Gallows Hill & Pumphouse Rd., Cortlandt- NYSP Cortlandt
73-Crompond (Rt.202)& Lexington Ave, Yorktown PD
74- No Alert Required-Westchester Mall @ Rt. 6, Cortlandt -NYSP Cortlandt
75-Woodland Ave & Heyward St.-Mohegan Water Tanks, Yorktown PD
76-Rt. 132 & Suncrest Ave-Copper Beach Middle School, Yorktown PD
77- No Alert Required- Whitman Rd. & Poplar Rd., Yorktown PD
78- No Alert Required-Wood St & Mountain Rd., Yorktown PD
79-Mill St. & Rt.6, Yorktown PD
301- No Alert Required-Verplanck Ballfield-11th St. & Broadway, Verplanck-NYSP Cortlandt
302- No Alert Required-Paulding St. & Hayden St., Peekskill PD
303-Hudson St. & Wells St., Peekskill PD
304-Jack Rd at end, Cortlandt-NYSP Cortlandt
305- No Alert Required-Lee Blvd. & Hill Blvd., Yorktown PD
306-Curry St. & Tulip Dr., Yorktown PD
307-Lafayette Ave & Matasac Rd., Peekskill-NYSP Cortlandt
308- No Alert Required-Townsend Rd. & Clinton Ave.-Toddville School, Cortlandt-NYSP Cortlandt
309-Camp Field Reservoir @ Lindbergh, Peekskill PD
310-Locust Ave & Enrico Dr., Peekskill-NYSP Cortlandt
311- No Alert Required-Beach Shopping Center @ Route 6, Peekskill PD
312-Dale Ave & Frederick St.-Lake Allendale, Peekskill-NYSP Cortlandt
313- No Alert Required-Hollowbrook Lane & Root Lane, Peekskill PD

Attachment 5
Siren Locations and PD Assignments

315-Croton Ave & Jacob Rd. Walter Panis HS, Cortlandt-NYSP Cortlandt
316-Highland Sr. @ C.V.V.F.D. firehouse, Cortlandt-NYSP Cortlandt
317- No Alert Required-Crugers Rd. & Dutch St., Montrose- NYSP Cortlandt
318- No Alert Required-Route 9A & Furnace Dock Rd., Crugers- NYSP Cortlandt
319-Furnace Dock Rd. near Suffrin Mtn Rd., Cortlandt- NYSP Cortlandt
320- No Alert Required-High St. Constant Ave @ Top of Hill, Peekskill PD
321- No Alert Required-State St. & Ossining Fire Police HQ, Ossining Village PD
322-Orchard Rd. & Pleasantville Rd., Briarcliff Manor-Briarcliff PD
323-Stony St.-North of Rt. 202 & South of Rt.6, Yorktown PD
324-Barger St. off of Oregon Rd., Cortlandt-NYSP Cortlandt
326-Hemlock St. & Hickory Dr. off of Granite Springs Rd., Yorktown PD
327-Rt.202 & Mercer Rd.- Yorktown HS, Yorktown PD
328-Granite Springs Rd @ Curry St., Yorktown PD
329-Lexington Ave & Strawberry Rd., Yorktown PD
331-Rt. 132 & Main St-Shrub Oak, Yorktown PD
333 -Van Cortlandt Drive & Ridge St., Yorktown PD
335- No Alert Required-Elm & Alder-West of 9A un Briarcliff @ college, Ossining
358- No Alert Required-French Hill To Darby St., Yorktown PD
380-White Hill Rd. & Mark Rd. (Wilkins Farm) Yorktown PD
382- No Alert Required-Washington St. south east of Watch Hill Rd., Cortlandt-NYSP Cortlandt

Copies of this book are in: (1) Command Room EOC (1) PD desk in EOC (1) JNC
(1) County PD (1) Bill Walsh (OEM) desk

Attachment 6
LIST OF SIRENS FOR THE PROPOSED NEW SYSTEM

New Number	Old Siren #	Main Road	Intersecting Road	Municipality
301	37	S. Highland Ave.	Archer and Nelson Ave.	Ossining
302	38	Pleasantville Road	Central Drive	Ossining
303	40	Croton Ave. and Route 133	Route 9A	Ossining
304	41	Croton Dam Road	Cherry Hill Circle	Ossining
305	42	No. Highland Ave. and Rt. 9	Audabon Drive (Dominican Sisters)	Ossining
306	43	56 Grace Lane --North East of 9-A	Croton Dam Road	New Castle
307	44	165-169 Somerstown Pike	Surrey Lane	New Castle
308	45	200 Barnes St.--Near Rt. 134 & T.S.P.	Syska Road	Yorktown
309	46	Spring Valley Road	Teatown Road	Yorktown
310	47	G.E. Training Center - Fowler Ave.	Hillcrest Ave.	Ossining
	48	Riverside Ave.	Croton Point Ave.	Croton
311	49	Old Post Road	Maple St. and Rt. 129 (cemetery)	Croton
312	50	Croton Point Park	Croton Point Park parking lot	Croton
313	51	180 No. Riverside Ave.	Old Post Road	Croton
314	53	66 Colabaugh Pond	Woodale Ave.	Cortlandt
315	55	Mt. Airy Road	Glengary Rd. at highline crossing	Cortlandt
316	56	Rt. 129 and Fox Run Road	Short Hill Road	Cortlandt
317	57	McKeel St.	Revere Drive	Yorktown
318	58	1353 Baldwin Road	Baptist Church Road	Yorktown
319	59	Hanover Ave. & Hanover Hilltop	Church Place	Yorktown

320	60	Farm	Hunter Brook Road	Baptist Church Road	Yorktown
321	62	Crompond Rd. Rt 202	Mohansic Ave.	Yorktown	Yorktown
322	63	Old Crompond Rd.	Ave A - Quarry Acres	Yorktown	Yorktown
323	64	Furnace Dock Road	Maple Ave.	Cortlandt	Cortlandt
324	65	Washington St.	Montrose Station Road	Cortlandt	Cortlandt
325	66	Broadway	Bleakley Ave and 1st Ave.	Buchanan	Buchanan
326	67	Washington St. - near Armory	Sherman Ave.	Peekskill	Peekskill
327	68	Washington St.	Hudson Ave.	Peekskill	Peekskill
328	70	116 Lakeview Drive	Pemart Ave.	Peekskill	Peekskill
329	71	Roa Hook Road	Bayview Road	Cortlandt	Cortlandt
330	72	Pumphouse Road	28 Gallows Hill Road	Cortlandt	Cortlandt
331	73	Crompond Road	Locust Ave.	Yorktown	Yorktown
332	74	Westchester Mall	Route 6	Cortlandt	Cortlandt
333	75	Woodland Ave.	3482 Heyward Ave - Mohegan Water Tanks	Yorktown	Yorktown
334	76	Rte 132 and Suncrest Ave.	Copper Beach MS	Yorktown	Yorktown
335	79	Mill St. and Rt. 6	Mill St.	Yorktown	Yorktown
336	301	11 St. (ballfield)	Broadway	Verplanck	Verplanck
337	303	Hudson Ave.	Wells St.	Peekskill	Peekskill
338	304	Jack Road - at the end	Valerie Lane	Cortlandt	Cortlandt
339	305	Lee Blvd.	Hill Blvd.	Yorktown	Yorktown
340	306	Curry St.	Tulip Drive	Yorktown	Yorktown
341	307	Lafayette St.	Marsac Road	Peekskill	Peekskill
342	308	Townsend Road	Clinton Ave - Toddville School	Cortlandt	Cortlandt
343	309	Camp Field Reservoir	Lindbergh Palce	Peekskill	Peekskill
344	310	253 Locust Ave. and Enrico Drive	Rancho Drive	Peekskill	Peekskill

345	314	210 Seward St.	Hendrick Hudson HS - rear	Buchanan
346	315	Croton Ave. and Route 133	Jacob St.	Cortlandt
347	316	C.V.V.F.D. Firehouse	Highland Drive	Cortlandt
348	317	9 Crugers Road extension	Dutch St.	Montrose
349	318	Furnace Dock Road	Rt. 9A	Cortlandt
350	319	317 Furnace Dock Road	Sniffen Mountain	Cortlandt
351	321	State St. & Ossining Fire Police Headquarters	St. Paul's St.	Ossining
	322	Orchard Rd.	Pleasantville Road	Briarcliff Manor
352	323	3256 Stony St.--North of 202 & South of Rt. 6	Judy Road	Yorktown
353	324	8 Barger St.	Oregon Road	Cortlandt
354	326	2789 Hemlock St.	Hickory Drive off of Granite Springs Road	Yorktown
355	327	Rt. 202 / 35	Mercer Rd. - Yorktown HS	Yorktown
356	328	124 Granite Springs Road	Curry St.	Yorktown
357	329	Lexington Ave.	Strawberry Road	Yorktown
358	331	Old Yorktown Road - Rt. 132	Main St.	Yorktown
359	333	2049 Van Cortlandt St.	Rdige St.	Yorktown
			Alder Road west of 9A in Briarcliff Manor (college)	Ossining
360	335	96 Elm Road	Darby St.	Yorktown
361	358	Old French Road	Mark Road - Wilkens Farm	Yorktown
362	380	1374 White Hill Road	Watch Hill Road	Cortlandt
363	382	1518 Washington St.	Rt 134	Yorktown
364	384	477 Illington Road	Rt 134	Yorktown
365	386	1355 Journeys End Rd	Rt 134	Yorktown
366	L1	Poplar Street	Forest Court	Yorktown
367	L2	Broad Street	Sara Court	Yorktown
368	M1	RT 118	Birdsall Drive	Yorktown

369	M2	Lake Road	Crow Hill Road	Yorktown
370				
371		Orchard Road		Briarcliff
372		Montrose Point Rd		Montrose
373		Route 6		Peekskill
374		Dale Ave		Cortlandt
375		Springvale Road		Cortlandt
376		Radcliffe Drive		Yorktown
377		US 9	Glen Wood Drive	Ossining
378		Long Hill Road	Sleepy Hollow Rd.	Briar Cliff

THIS PAGE INTENTIONALLY LEFT BLANK

APPROVED BY:	Westchester County DEPARTMENT OF EMERGENCY SERVICES	IP-16
WMC: _____		
Reviewed By:		
DES: _____		

**INDIAN POINT ENERGY CENTER
IMPLEMENTING PROCEDURE**

Hospitals

Table of Contents

<u>Section</u>	<u>Page No.</u>
1.0 Purpose	3
2.0 Responsibilities	3
3.0 Concept of Operations	3

List of Checklists

EOC Hospital Coordinator Checklist

Westchester Medical Center Command Post Coordinator Checklist

Resource Section

- Attachment 1: Hospital Contact Information
- Attachment 2: Sheltering Guidelines
- Attachment 3: NIMI Transportation Requirements Tracking Sheet
- Attachment 4: Nursing Home Contact List

1.0 Purpose

This procedure provides guidance and direction to the EOC Hospitals sector. This will be operated by Westchester Medical Center (WMC) staff. The Hospital Sector will coordinate Hospitals and Non-Institutionalized Mobility Impaired (NIMI) persons within the ten mile emergency planning zone (EPZ) during a radiological emergency. Responsibilities include notification and the identification of needs related to those specified areas and populations. This includes assessing resources required to transport and relocate identified areas or personnel.

2.0 Responsibilities

The WMC Hospitals Coordinator is responsible for communicating with hospitals involved in response to an Indian Point emergency; coordinating contact with and support to non-institutionalized mobility impaired; contacting nursing homes within the ten mile EPZ and coordinating transportation support for them; and interfacing with other EOC staff to accomplish this mission. In the EOC, the WMC Hospital Coordinator key interfaces are with the New York State Department of Health (through the Hospital Emergency Response Data System); the Greater New York Hospital Association; County Emergency Medical Services; and the County Department of Transportation. The WMC Hospital Coordinator will attempt to communicate (directly or through the mini-EOC) with all Hospitals, nursing homes and Non-Institutionalized Mobility Impaired (NIMI) persons within the EPZ. The WMC Hospitals Coordinator may use additional personnel or the Emergency Notification System (ENS) to assist with the notifications to these special facilities.

3.0 Concept of Operations

- 3.1 At the Alert notification from the Nuclear Facility Operator, the county warning point will notify the WMC Hospitals Coordinator or his/her backup. In turn, the coordinator will report to the county EOC and simultaneously open the hospital's command post (referred to as the mini-EOC). Upon opening, the hospital Command Post will notify the

administrators of hospitals, nursing homes and non-institutionalized mobility impaired individuals on the county list. Hospitals will be advised to place their staff on-standby to support the following protective actions: The hospital coordinator shall recommend that hospitals within the EPZ temporarily suspend non-critical patient admissions. Identified NIMIs will be contacted to confirm their status and advised to move indoors and monitor local radio and television stations for emergency information.

EPZ Hospitals and nursing homes will determine the number of individuals that can and cannot be evacuated and determine their transportation needs (Bus, Para transit and Ambulance). This information will be communicated via the WMC Hospital Coordinator to the County Department of Transportation and EMS representatives in the EOC.

The WMC Hospital Coordinator will work with the Greater New York hospital Association (GNYHA) to find bed space in the event that evacuation of hospitals becomes necessary. Nursing homes are responsible for designating and arranging alternate locations. The plan reflects those proposed relocation assignments.

Shelter-in-place guidelines are provided at Attachment 2.

CHECKLIST 1**Alert**

_____ Upon receipt of an Emergency Notification System (ENS) message to activate:

_____ Assign a representative to report to the county EOC.

_____ Activate the Hospital Command Post (mini-EOC)

_____ Notify Westchester hospitals and nursing homes within the ten mile EPZ, advise them of the Alert and to place their staff on stand by to support possible protective actions for facility residents in the event of an incident escalation.

	<u>Contact No.</u>	<u>Contacted (Name)</u>	<u>Time</u>
Hudson Valley:	734-3300	_____	_____
VA Hospital*:	737-4400	_____	_____

*This is a courtesy backup call. The State is responsible for notifying state and federal facilities within the EPZ.

_____ Obtain facility census from Hudson Valley Hospital.

Ambulatory Wheel Chair Stretcher Bound

NOTE: Hudson Valley Hospital should be advised that they may wish to consider suspending admissions of non-critical cases and place their facility "Out of Service" on the County diversion web site.

<https://www.westchestergov.com/emshospdiv/Login.asp>

_____ Notify "radiological decon" hospitals of the emergency condition and advise them to place appropriate staff on standby for support. (See attachment 1 for list)

_____ Request the Hospital's Mini-EOC to initiate contact Non-Institutionalized Mobility Impaired (NIMI) and Hearing Impaired (HI) persons in the EPZ, advise them of the Alert status and instruct them to tune to a local emergency alert radio and TV stations (see public information brochure for listing). Record what assistance, if any, may be needed in the event of an escalation (Para transit or ambulance), and provide information to the Department of Transportation and EMS Rep.

CHECKLIST 1**Alert**

- _____ Develop a 24 hour shift schedule for extended County EOC and mini-EOC operations (two 12-hour shifts) and notify replacements of schedule.

Note: Have lead positions report to the EOC one half hour prior to their shift for turn over

- _____ Stand-by for possible escalation to or until the ALERT is terminated and verbal confirmation is received from Indian Point.
- _____ When terminated, contact previously notified hospitals to stand down and inform them that the ALERT has been terminated.

CHECKLIST 2	Site Area Emergency
--------------------	----------------------------

_____ Upon receipt of an Emergency Notification System (ENS) message to activate:

_____ Assign a representative to report to the county EOC.

_____ Activate the Hospital Command Post (mini-EOC)

_____ Notify all Hospitals and nursing homes within the EPZ. Advise them of the Site Area Emergency and to place their staff on standby to support possible protective actions for the facility residents in the event of an incident escalation. Advise hospitals to review the status of potassium iodide stocks and be prepared to distribute to patients and staff upon Direction by the county Health commissioner in the event of escalation to a General Emergency.

	<u>Contact No.</u>	<u>Contacted (Name)</u>	<u>Time</u>
Hudson Valley:	734-3300	_____	_____
VA Hospital*:	737-4400	_____	_____

*This is a courtesy backup call. The State is responsible for notifying state and federal facilities within the EPZ.

_____ Obtain updated facility census from Hudson Valley

	<u>Ambulatory:</u>	<u>Wheel Chair:</u>	<u>Stretcher Bound:</u>
Hudson Valley Hosp:	_____	_____	_____

NOTE: Hospitals should be advised to suspend admissions and to place their facility "Out of Service" on the County diversion web site.

<https://www.westchestergov.com/emshospdiv/Login.asp>

_____ Notify "radiological decon" hospitals of the emergency condition and advise them to place appropriate staff on standby for support. (See attachment 1 for list)

_____ Request the Hospital's Mini-EOC to contact Non-Institutionalized Mobility Impaired (NIMI) and Hearing Impaired (HI) persons in the EPZ and advise them of the emergency status and have

CHECKLIST 2 Site Area Emergency

them tune to a local emergency broadcast station. Obtain what assistance if any may be needed in the event of an escalation (Para transit or ambulance), and provide information to the Department of Transportation and EMS Rep. Develop a spreadsheet of transportation requirements.

- _____ Develop a 24 hour shift schedule for extended county EOC and mini-EOC operations (two 12-hour shifts) and notify replacements of schedule.
Note: Have lead positions report to the EOC one half hour prior to their shift for turn over.
- _____ Stand by for possible escalation to a GENERAL EMERGENCY or until the SITE AREA EMERGENCY is terminated.
- _____ Upon event termination, contact previously notified hospitals to stand down and inform them that the SITE AREA EMERGENCY has been terminated. Direct hospital mini-EOC to notify NIMIs of emergency termination (note: the Geo-Cast/Geo-Notify system may be used for this notification).

CHECKLIST 3 General Emergency

- _____ Upon receipt of notification and instructions to activate, report to the county EOC.
- _____ Notify all hospitals and nursing homes within the EPZ of the General Emergency. Advise them of any protective action decisions issued by the County Executive applicable to their area:
- _____ Evacuate
 - _____ Shelter-in-place
 - _____ Administer potassium Iodide to patients and staff
- NOTE:** Hudson Valley Hospital should be advised to suspend admissions and to place their facility "Out of Service" on the County diversion web site.
- <https://www.westchestergov.com/emshospdiv/Login.asp>
- _____ Notify "radiological decon" hospitals of the emergency condition and advise them to place appropriate staff on standby for support. (See attachment 1 for list)
- _____ Coordinate with the Greater New York Hospital Association (GNYHA) to identify bed space for relocation of evacuated patients. Communicate relocation logistics to EMS desk.
- _____ Notify the Westchester Medical Center Mini-EOC of the General Emergency and request that they begin notification Non-Institutionalized Mobility Impaired (NIMI) and Hearing Impaired (HI) persons in the EPZ and advise them of the General Emergency. Obtain what assistance if any may be needed for them to evacuate safely. (bus, Para transit or ambulance). Forward transport needs to DOT and/or EMS.
- _____ As the EPZ hospital facilities report back on resident evacuation status, review Hospitals//NIMI List for each facility and determine if the transportation needs are the same as listed. Any additional needs which are requested will be coordinated with the Emergency Medical Services Division and County DOT. Forward transport needs to DOT and/or EMS.

CHECKLIST 3 General Emergency

- _____ Obtain a status report on transportation resources being mobilized for hospital evacuation from DOT and EMS and keep hospitals informed.

- _____ Notify those facilities in affected areas which have residents that cannot be evacuated to shelter indoors i.e. basement, large room without windows, hallways with doors and windows closed, or living rooms with doors and windows closed (see attachment 2). Additionally direct the facilities to discontinue the use of tap water and ration meals until controlled water and food can be delivered to the facility. Obtain the length of time the facility can maintain self sufficiency.

- _____ Assure adequate staffing and make arrangements for additional staff or supplies if required.

- _____ Once all notifications for evacuation to affected facilities have been made, notify all other non-affected facilities to and monitor radio and TV for continuing EAS updates.

- _____ If the protective action status changes, i.e. wind direction, area affected or action to be taken, obtain the affected areas, and notify those hospital and nursing home facilities to take required action.

- _____ Continue to monitor protective action status for ERPA changes and notify hospital facilities, as appropriate.

- _____ Develop a 24 hour shift schedule for extended county EOC and mini-EOC operations (two 12 hour shifts) and notify replacements of schedule. Note: Have lead positions report to the EOC one half hour prior to their shift for turn over from the previous shift.

- _____ Once Indian Point has determined all radioactive releases are controlled and terminated and the plant is in a stable condition the County Executive will direct staff to initiate Recovery/Re-Entry actions.

**Westchester Medical Center Emergency Command Post
Checklist****Under Alert**

No response required from Hospital.

Alert

- _____ Upon notification via the county ENS, open and staff the Hospital Command Center (mini-EOC).
- _____ WMC will initiate a "Code 44 – ICS" for Supervisory Personnel to report to the Hospital Command Center for a briefing and HEICS assignments.
- _____ Notify the Hospital Coordinator in the county EOC upon activation of the Hospital command center.
- _____ EOC Hospital Desk: 864-5308
- _____ The WMC Hospital Coordinator will log-on to the Westchester County Emergency Operations Center (EOC) computer system to advise that the Hospital Command Center is operational and obtain an initial status report. (The EMS / Hospital desk shall be contacted at the EOC to confirm operations).
- _____ The Hospital NIMI Coordinator will establish an Emergency Telephone Bank in Macy Pavilion Room #1423.
- _____ The Hospital Emergency Command Center shall contact the NIMIs and HIs within the EPZ.

Advisement:

Direct NIMI/Hi to tune to local media (radio/TV) for event coverage, stay off phone unless there is an emergency. Refer to Indian Point Community Emergency Planning Brochure.

Query NIMI as to the need for assistance.

Query NIMI if assistance will be required in the event of an evacuation (is there someone to assist you to a reception center or other location outside the area). If assistance is needed from the county, establish if the person can walk, needs a wheeled chair or requires a stretcher.

- _____ The Hospital Emergency Command Center will remain on Alert status until advised to demobilize or escalate to a more severe status.
- _____ Plan for 24-hour staffing of command center.

- _____ Advise the County PIO of Telephone Device for the Deaf (TDD) access number for the hearing impaired requiring assistance within the EPZ and of the telephone number for members of the public to call who need transportation assistance, and request these informational numbers be issued to the public via a news release.

[REDACTED]

Procedures as described above, and:

- _____ The Hospital NIMI Coordinator will establish an Emergency Telephone Bank in Macy Pavilion Room #1423.
- _____ The Hospital NIMI Coordinator will obtain the NIMI data list and calling instructions from the Hospital Rep in the WCEOC.
- _____ The NIMI/Hi phone team will contact each individual with instructions and determine if he/she requires assistance. In the event the county is directing protective actions, provide instructions to take shelter or evacuate.
- _____ Requisition for assistance will be forwarded to the designated area for dispatch. (I.E. Emergency Communications Center or Mobile Command Post (staging area))

[REDACTED]

Same as above, and:

- _____ The NIMI phone team will contact each individual with instructions to take shelter or evacuate, as determined by the County Executive, and based upon ERPA. Transportation needs will be confirmed and dispatched, as appropriate.
- _____ Plan for 24-hour staffing of command center.
- _____ Assure radiological decontamination hospitals have adequate supplies to perform decon function.

Hospitals Coordinator

IP-16

ATTACHMENT 1
HOSPITAL INFORMATION

HOSPITAL FACILITIES WITHIN THE TEN MILE EPZ

NAME	PHONE	PATIENTS	MOBILITY NEEDS			# OF VEHICLES NEEDED	
			A	W	S	BUS	PARA TRANSIT AMBULANCE
Hudson Valley Hospital Ctr	734-3300	79	34	22	23	1	6
FDR V.A. Hospital	737-4400 X2137/ 2604	247	178	58	11	5	15
(Last census date)							
							6

HOSPITAL FACILITIES WITH RADIOLOGICAL EMERGENCY SUPPORT CAPABILITIES

HOSPITAL	LOCATION	ER #	MED CONT.
DECON HOSPITAL			
HUDSON VALLEY HOSPITAL CENTER	PEEKSKILL	(914) 734-3300	(914) 734-3397
NORTHERN WESTCHESTER HOSPITAL	MT. KISCO	(914) 666-1254	(914) 666-0540
PHELPS MEMORIAL HOSPITAL	SLEEPY HOLLOW	(914) 366-3590	(914) 631-5908
WESTCHESTER MEDICAL CENTER	VALHALLA	(914) 493-7307	(914) 493-7311
SOUND SHORE MEDICAL CENTER	NEW ROCHELLE	(914) 637-1370	(914) 632-8089

Hospitals Coordinator

IP-16

ATTACHMENT 1
Westchester County Hospital Listing

HOSPITAL	ADDRESS	CITY	STATE	ZIP	MAIN #	ER #	ER FAX #	MED CTROL #
Dobbs Ferry Community Hospital	128 Ashford Ave.	Dobbs Ferry	NY	10522-	693-0700	693-5187	674-9118	693-5187
Hudson Valley Hospital Center	1980 Crompond Rd.	Cortlandt Manor	NY	10567-	737-9000	734-3300	734-3398	734-3397
Lawrence Hospital	55 Palmer Ave.	Bronxville	NY	10708-	787-1000	787-1035	787-5068	337-7522
Mt. Vernon Hospital	12 N 7th Ave.	Mt Vernon	NY	10550-	664-8000	664-8000x3040	664-0456	699-5555
Northern Westchester Hospital	400 E Main St.	Mt Kisco	NY	10549-	666-1200	666-1254	666-1268	666-0540
Phelps Memorial Hospital	701 N Broadway	Sleepy Hollow	NY	10951-	366-3000	366-3590	366-1554	631-5908
Sound Shore Medical Center	16 Guion Pl	New Rochelle	NY	10801-	632-5000	637-1370	632-9662	632-8089
St. John's Riverside Hospital	967 N Broadway	Yonkers	NY	10701-	964-4444	964-4349	964-0279	964-4567
St. Joseph's Medical Center	127 S Broadway	Yonkers	NY	10701-	378-7000	378-7471	378-7291	964-0136
Westchester Medical Center	Macy Pavilion	Valhalla	NY	10595-	493-7000	493-7307	493-8298	493-7311
White Plains Medical Center	Davis Ave. & E Post Rd.	White Plains	NY	10601-	681-0600	681-1155	681-2912	681-1155

ATTACHMENT 2**SHELTER-IN-PLACE INFORMATION**

Local officials at the time of the incident are the best source of information for your particular situation. Following their instructions during and after emergencies regarding sheltering, food, water, and clean up methods is your safest choice.

Remember that instructions to shelter-in-place are usually provided for durations of a few hours, not days or weeks.

Upon direction by officials to shelter-in-place:

- Close the hospital.
- Bring everyone inside. Shut and lock outside door(s) and windows.
- If there are visitors in the building, 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 now, where they are, and not drive or walk outdoors.
- Unless there is an imminent threat, ask employees, patients, and visitors to call their emergency contact to let them know where they are and that they are safe.
- Turn on call-forwarding or alternative telephone answering systems or services. If the business has voice mail or an automated attendant, change the recording to indicate that the business is closed, and that staff and visitors are remaining in the building until authorities advise it is safe to leave.
- Close and lock all windows, exterior doors, and any other openings to the outside.
- Have employees familiar with your building's mechanical systems turn off all fans, heating and air conditioning systems to minimize or stop the intake of outside air. Some systems automatically provide for exchange of inside air with outside air – these systems, in particular, need to be turned off, sealed, or disabled.

NOTE: THIS SHOULD ONLY BE DONE TO THE EXTENT THAT INDOOR TEMPERATURES ARE MAINTAINED WITHIN A SAFE RANGE THAT DOES NOT JEOPARDIZE THE HEALTH AND SAFETY OF ALL OCCUPANTS.

- 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.
- Keep listening to the radio or television until you are told all is safe or you are told to evacuate.

NIMI Transportation Tracking Sheet

[illegible]

**Attachment 4
Nursing Home Listing**

MAP KEY	SPECIAL FACILITY	POPULATION A/W/S	FACILITY OWNER VEHICLES	WESTCHESTER CO. EMERGENCY AGENCY	HOST FACILITY RECEPTION CENTER
2	N1	Mt. St. Francis Convent & Franciscan Sisters Infirmary 250 South Street - Peekskill, NY 10566 Contact Sister Rose Cecilia Phone: 914-737-5409 or 914-737-3373 x32 NO FAX Secondary Contact Sister Theresina, Director of Infirmary	28/10/1 8 Cars 1 Stationwagon	EMS	Ruth Taylor Geriatric & Rehabilitation Institute Westchester Medical Center Valhalla, NY 10595 Contact Margaret Kalsched, Administrator Phone 914-493-7762 Fax: 914-493-8211 Secondary Contact Nursing Supervisor On-Duty 914-493-2525 page #1056
9	E1	West Ledge Health Care Facility 2000 E. Main Street Peekskill, NY 10566 Contact Barry Adler, Administrator Phone: 914-737-8400 Fax: 914-737-3470 Secondary Contact Irma Ruff, Director of Nursing	15/82/0 None.	EMS	Putnam Nursing & Rehabilitation Center 404 Ludingtonville Road Holmes, NY 12531 Contact Dina Kaye, Administrator Phone: 845-878-3241 Fax: 845-878-7318 Northern Westchester Hospital Center 400 Main Street Mt Kisco, NY 10549 Contact ER Attending On-Duty Phone: 914-666-1254 Fax: 914-666-1268

Hospitals Coordinator

IP-16

						<p>Salem Hills Health Care Center 539 Route 22 Purdys, NY 10578</p> <p>Contact Mark Badolato Phone: 914-277-3626 Fax: 914-277-3633</p> <p>Waterview Hills Nursing Center 537 Route 22 Purdys, NY 10578</p> <p>Contact Ms Chris Clark, Administrator Phone: 914-277-3691 Fax: 914-277-4184</p>
10	E2	<p>Hudson Valley Hospital Center 1980 Crompond Road Cortlandt Manor, NY 10566</p> <p>Contact Dr. John McGurty, ER Director ED: 914-734-3300 Main: 914-734-3748 ED Fax: 914-734-3549</p>	34/22/23	None.	EMS	<p>Putnam Hospital Center 670 Stoneleigh Avenue Carmel, NY 10512</p> <p>Contact Attending On-Duty Phone: 845-279-5711 x2353 Fax: 845-279-2598</p> <p>St. Luke Hospital 70 Dubois Street Newburgh, NY 12550</p> <p>Contact Dr Catherine Polera Phone: 845-568-2305 Fax: 845-568-2912</p>
13	N2	Cortlandt Nursing Home 110 Oregon Road	53/63/1	None.	EMS	Orange Regional Medical Center at Arden Hill

Hospitals Coordinator

IP-16

		Peekskill, NY 10566 Contact Kate Costello, Administrator Phone: 914-739-9150 Fax: 914-739-9155				Campus 4 Harriman Drive Goshen, NY 10924 Contact Jeff Hirsch Phone: 845-294-5541 Fax: 845-294-2105 Arden Hill Life Center 6 Harriman Drive Goshen, NY 10924 Contact Carl Kelly Phone: 845-291-3700 Fax: 845-291-3737
18	E3	VA Hudson Valley Health Care System Montrose Campus, Route 9A Montrose, NY 10548 Contact Scott Butler Phone: 914-737-4400 ext. 3519 Fax: 914-737-4296 scott.butler@med.va.gov John Grady, Associate Director Phone 914-737-4400 ext. 2462 After Hours Medical Adm. Specialist 914-737-4400 ext 2811 Secondary Contact Jeremy E. Honey, Emerg. Prep. Coordinator	178/58/11	21 Cars	EMS	VA Hudson Valley Health Care System Castle Point Campus Route 9D Beacon, NY 12511 Contact Michael Sabo Phone: 845-831-2000 Fax: 845-838-5193 Veterans Affairs Medical Center 130 West Kingsbridge Bronx, NY 10468 Contact Maryann Musumeci Phone: 718-584-9000 Fax: 718-741-4221

Hospitals Coordinator

IP-16

19A	N1A	<p>Pager: 914-492-1266 Cell: 914-755-6951</p> <p>New York State Veterans Home at Montrose 198 Albany Post Road (Montrose VA Campus) Montrose, NY 10548</p> <p>Contact Paul Dorn, Dir Of Engineering Phone 914-788-6039 Fax: 914-788-6106</p> <p>Secondary Contact Oscar Carter, Admin. or Floyd Long, Deputy Admin Phone (24hrs): 914-788-6000 Fax: 914-788-6100 pdorn@nysvets.org</p>	<p>Pending finalization of facility plans, per the VA, to be treated the same as the FDR VA Hospital on the same campus. Patients and facility are registered with VA.</p>	<p>1 Bus (5 wheelchairs) 1 Van (3 wheelchairs) 1 Van (15 passenger)</p>	EMS	<p>VA Hudson Valley Health Care System Castle Point Campus Route 9D Beacon, NY 12511</p> <p>Contact Michael Sabo Phone: 845-831-2000 Fax 845-838-5193</p> <p>Veterans Affairs Medical Center 130 West Kingsbridge Bronx, NY 10468</p> <p>Contact Maryann Musumeci Phone: 718-584-9000 Fax: 718-741-4221</p>
22	N3	<p>Skyview Health Center Albany Post Road Croton-On-Hudsonm NY 10520</p> <p>Contact Paula Ress, Administrator Phone: 914-271-5151 Fax: 914-271-4455</p> <p>Secondary Contact Connie Daniels, Director of Nursing</p>	65/97/18	1 Pick-Up Truck	EMS	<p>Phelps Memorial Hospital 701 North Broadway Sleepy Hollow, NY 10591</p> <p>Contact Dr Emil Nigro Phone: 914-366-3590 Fax 914-366-1554</p> <p>MAIN NUMBER 914-366-3000</p> <p>Tarrytown Hall Care Center Wood Court Tarrytown, NY 10591</p>

Hospitals Coordinator

IP-16

						<p>Contact</p> <p>Eric Kalt Phone: 914-631-2600 Fax: 914-631-0091</p> <p>Burke Rehabilitation Center 785 Mamaroneck Avenue White Plains, NY 10605</p> <p>Contact John J. Ryan Phone: 914-597-2500 or 914-597-2145 Fax: 914-597-2787</p>
26	N4	<p>Treetops at Mohegan Lake 3550 Lexington Avenue Mohegan Lake, NY 10547</p> <p>Contact John Waldron, Administrator Phone: 914-528-3583 or 914-528-2000 Cell 917-362-6933 Fax: 914-528-9235</p>	28/66/12	None.	EMS	<p>Salem Hills Health Care Center 539 Route 22 Purdys, NY 10578</p> <p>Contact Mark Badolato Phone: 914-277-3626 Fax: 914-277-3633</p>
30	N5	<p>Field Home – Holy Comforter Nursing Home 2300 Catherine Street Cortlandt Manor, NY 10567</p> <p>Contact Robert Bulack, Engineering Phone: 914-739-2244 ext. 5443 Fax: 914-739-9724 Pager: 914-972-1209</p> <p>Secondary Contact Judith Madden, Administrator Phone: 914-739-2244 ext.</p>	75/127/0	<p>1 Pick-Up Truck</p> <p>1 Passenger Car (5 person)</p> <p>1 Bus (6-8 person)</p>	EMS	<p>Ruth Taylor Geriatric & Rehabilitation Institute Westchester Medical Center Valhalla, NY 10595</p> <p>Contact Margaret Kalsched, Administrator Phone: 914-493-7762 Fax: 914-493-8211</p> <p>Secondary Contact Nursing Supervisor On-Duty 914-493-2525 page #1056</p>

Hospitals Coordinator

IP-16

5502						<p>Nathan Miller Center 37 DeKalb Avenue White Plains, NY 10605</p> <p>Contact Mike Driscoll Phone: 914-490-9109 Fax: 914-686-8895</p> <p>Nathan Miller (Admin Offices) 220 W. Post Road White Plains, NY 10606</p> <p>Contact Mrs. Lorraine Goldman Phone: 914-686-8880 Fax: 914-686-8216</p> <p>Methodist Church Home for the Aged 4499 Manhattan College Parkway Bronx, NY 10471</p> <p>Contact George Cau, Administrator Phone: 718-548-5100 Fax: 718-548-3147</p> <p>Dobbs Ferry Community Hospital 128 Ashford Avenue Dobbs Ferry, NY 10522</p> <p>Contact Ron Corti Phone: 914-693-0700 (have supervisor paged) Fax: 914-693-4723</p> <p>Somers Manor Nursing Home 789 Route 100</p>
------	--	--	--	--	--	--

39	N12	<p>St. Mary's Rehabilitation Center for Children 15 Spring Valley Road Ossining, NY 10562</p> <p>Contact Eileen Chisari, VP & Administrator Phone: 914-333-7010 Fax: 914-333-7182 Pager: 888-268-1706 Cell: 917-538-2399 Home: 914-723-2145</p> <p>GENERAL NUMBER -- (914) 333-7000 EMERGENCY LINE -- (914) 762-6733</p>	<p>9/35/0 (Infants 6 months and older)</p> <p>80 Day Staff</p> <p>10 Night Staff</p> <p>*11 infants need to be carried</p>	1 Van	EMS	<p>Blythedale Children's Hospital 95 Bradhurst Avenue Valhalla, NY 10595</p> <p>Contact Larry Levine, Administrator Phone: 914-592-7555 Fax: 592-5844</p>	<p>Somers, NY 10589</p> <p>Contact Mrs. Joy Bloomer Phone: 914-232-5101 Fax: 914-232-8346</p>
44	N8	<p>Cedar Manor Nursing & Rehabilitation Center Stormytown Road & Cedar Lane Ossining, NY 01562</p> <p>Contact Debbie Sebato, Admin. or Hilaray Saadate, Dir. Nursing Phone: 914-762-1600 Fax: 914-762-0437 Cell: 914-772-2405</p>	40/45/53	None	EMS	<p>Phelps Memorial Hospital 701 North Broadway Sleepy Hollow, NY 10591</p> <p>Contact Dr. Emil Nigro Phone: 914-366-3590 Fax: 914-366-1554</p> <p>MAIN NUMBER 914-366-3000</p>	

Hospitals Coordinator

IP-16

45	N9	<p>Victoria Nursing Home 25 North Malcolm Street Ossining, NY 10562</p> <p>Contact Phyllis Bianco, Executive Director Phone: 914-941-2450 Fax: 914-941-2962</p>	39/10/0	1 Van (6 passenger capacity)	EMS	<p>Tarrytown Hall Care Center Wood Court Tarrytown, NY 10591</p> <p>Contact Eric Kalit Phone: 914-631-2600 Fax: 914-631-0091</p>
52	N11	<p>Bethel Nursing Home 19 Narragansett Avenue Ossining, NY 10562</p> <p>Contact Joan DePaolis, Administrator Phone 914-941-7300 Cell: 914-830-5133</p>	10/58/10 Methodist Home empty as of 6/25/02	EMS	1 Van	<p>Methodist Church Home for the Aged 4499 Manhattan College Parkway Bronx, NY 10471</p> <p>Contact George Cau, Administrator Phone: 718-548-5100 Fax: 718-548-3147</p> <p>Phelps Memorial Hospital 701 North Broadway Sleepy Hollow, NY 10591</p> <p>Contact Dr. Emil Nigro Phone: 914-366-3590 Fax: 914-366-1554</p> <p>MAIN NUMBER 914-366-3000</p>

Hospitals Coordinator

IP-16

53	N13	<p>Maryknoll (Clergy Residence) 55 Ryder Road Ossining, NY 10562</p> <p>Contact Father Michael Duggan, Dick Colt or Nancy Kleppel Phone: 914-941-7590 or 914-941-4705 Fax: 914-762-0316</p>	85/2/0	EMS	18 Cars 1 Van	<p>Fax: 914-366-1554</p> <p>MAIN NUMBER 914-366-3000</p> <p>The Osborn 101 Theall Road Rye, NY 10580</p> <p>Contact Mark Zwerger Phone: 914-921-2200 Fax: 914-921-2398</p> <p>Brooklyn United Methodist Church Home 1485 Dumont Avenue Brooklyn, NY 11208</p> <p>Contact Ann Dowling Phone: 718-827-4500 Fax: 718-277-1700</p>	<p>Bus to Harrison Reception Center:</p> <p>Phelps Memorial Hospital 701 North Broadway Sleepy Hollow, NY 10591</p> <p>Contact Dr Emil Nigro Phone: 914-366-3590 Fax: 914-366-1554</p> <p>MAIN NUMBER 914-366-3000</p>
----	-----	--	--------	-----	------------------	---	---

Hospitals Coordinator

IP-16

54	N13A	<p>St. Theresa Nursing Home – Maryknoll 105 Ryder Road Maryknoll, NY 10545</p> <p>Contact Father Thomas McDonnell, Center Coordinator Phone: 914-941-7636 ext.2321 Fax: 914-923-3407</p> <p>MAIN – (914) 942-4240 SWITCH BOARD – (914) 941-7590</p>	47/18/4	EMS	<p>1 Bus 1 Ambulette 1 Van 5 Cars</p>	<p>Saint Josephs Medical Center 127 South Broadway Yonkers, NY 10701</p> <p>Contact Michael J. Spicer, Administrator Phone: 914-378-7485 Fax: 914-965-4838</p> <p>Westchester Medical Center Grasslands Campus Valhalla, NY 10595</p> <p>Contact Attending On-Duty Phone: 914-493-7307 Fax: 914-493-8298</p>	<p>Ruth Taylor Geriatric & Rehabilitation Institute Westchester Medical Center Valhalla, NY 10595</p> <p>Contact Margaret Kalsched, Administrator Phone: 914-493-7762 Fax: 914-493-8211</p> <p>Secondary Contact Nursing Supervisor On-Duty 914-493-2525 page #1056</p> <p>Phelps Memorial Hospital 701 North Broadway Sleepy Hollow, NY 10591</p> <p>Contact Dr. Emil Nigro Phone: 914-366-3590</p>
----	------	--	---------	-----	---	--	---

Hospitals Coordinator

IP-16

55	N13B	<p>Maryknoll Residential Care Maryknoll Sisters 100 Ryder Road (PO Box 311) Maryknoll, NY 10545</p> <p>Contact Sister Pat Edmiston Phone 914-941-7575 ext. 5761 Fax: 914-941-0213</p>	<p>17/5/20 SNF (4th Floor)</p> <p>30/3/0 Assisted Living (3rd Floor)</p> <p>~200 Staff also live at facility</p>	<p>EMS</p>	<p>20 Cars 1 Van (holds 2 wheelchairs and 5 passengers)</p>	<p>Fax: 914-366-1554</p> <p>MAIN NUMBER 914-366-3000</p> <p><i>Harrison High School</i> 50 Union Avenue Harrison, NY 10528</p> <p>Contact Anthony Miserandino Phone: 914-835-3300 Fax: 914-835-5471</p>	<p><i>Ruth Taylor Geriatric & Rehabilitation Institute</i> Westchester Medical Center Valhalla, NY 10595</p> <p>Contact Margaret Kalsched, Administrator Phone: 914-493-7762 Fax: 914-493-8211</p> <p>Secondary Contact Nursing Supervisor On-Duty 914-493-2525 page #1056</p> <p><i>Phelps Memorial Hospital</i> 701 North Broadway Sleepy Hollow, NY 10591</p> <p>Contact Dr Emil Nigro Phone: 914-366-3590 Fax: 914-366-1554</p> <p>MAIN NUMBER</p>
----	------	--	--	------------	---	---	--

Hospitals Coordinator IP-16

63	N16	Brandywine Nursing Home 620 Sleepy Hollow Road Briarcliff Manor, NY 10510 Contact Paul Roth, Administrator Phone: 914-941-5100 Fax: 914-941-4752	6/12/16	EMS	1 Bus	914-366-3000	
						Grand Manor Health Facility 700 White Plains Road Bronx, NY 10473 Contact Howard Wolf, Administrator 718-518-8892 X810	

THIS PAGE INTENTIONALLY LEFT BLANK

Reviewed By:	Westchester County	IP-17.0
DES: _____	DEPARTMENT OF EMERGENCY SERVICES	

**INDIAN POINT ENERGY CENTER
IMPLEMENTING PROCEDURE**

Municipal Liaison

TABLE OF CONTENTS

<u>Section</u>	<u>Page No.</u>
1.0 Purpose	3
2.0 Responsibilities	3
3.0 Concept of Operations	3
 <u>Checklists</u>	
Checklist 1: Unusual Event	5
Checklist 2: Alert, Site Area and General Emergency	8
 <u>Resource Section</u>	
County Response Actions Overview	20
Local Government Liaison Contact List	30
Local Government Contacts	31

1.0 Purpose

This procedure provides guidance for county staff in the EOC who serve as liaisons to local elected officials.

2.0 Responsibilities

Westchester County recognizes the importance of establishing good communications with local officials and local government services in an emergency. Informed local governments will be an asset and represent a valuable source of additional resources to supplement those of the County during emergency response. Establishing a "Local government Liaison" in the County Emergency Operations Center (EOC) whenever it is activated will facilitate this process.

The role of the Municipal Liaison includes:

- Communicating with local elected officials to keep them informed on the emergency situation and facilitating involvement and coordination of local resources where needed;
- Relaying the questions and concerns of local elected officials to the County EOC and ensuring that those matters are addressed and communicated back to respective parties, including the County Executive;
- Serving as a conduit for direct verbal dialogue with local elected officials on the status of the situation.
- Serving as a resource to the County Executive and EOC staff on municipal issues.

3.0 Concept of Operations

3.1 Municipal Liaisons will normally not be notified of an Unusual Event and no actions should be necessary. There may be some circumstances in which the County Executive would request an early mobilization of selected resources during this classification.

3.2 When notified of an Alert or higher, the Municipal Liaisons will report to their assigned positions at the County EOC.

- 3.3 The Municipal Liaisons will operate from the county EOC to ensure all necessary actions are taken in support of the event.
- 3.4 Municipal Liaisons will begin contacting local officials at the Alert stage and will relay all emergency classification levels and protective action information to their municipal contacts.
- 3.5 Municipal Liaisons will also relay any local questions and concerns to the County Executive and other EOC staff.
- 3.6 Municipal Liaisons will also maintain contact with any re-locating local governments, tracking status and alternate location contact information.
- 3.7 Other County EOC positions will also maintain direct communications with their counterparts in local jurisdictions, e.g, County law enforcement to local law enforcement.

CHECKLIST 1**Municipal EOC
Liaison****Unusual Event**

- ____ 1. Municipal Liaisons will normally not be contacted for an Unusual Event. No actions are necessary, other than review of procedures to prepare for possible escalation.

Notes: _____

- ____ 2. In the event the County Executive contacts Liaisons, implement any specific requests.

Notes: _____

Note: It is possible that for special incidents, such as security-related events at Indian Point, the EOC would be activated early. Follow directions provided by the County Emergency Notification System. Record all actions taken.

CHECKLIST 2**Municipal EOC****Liaison Rep****Alert, Site Area and General Emergency**

- _____ 1. Upon notification, respond to the EOC and staff assigned positions.

Notes: _____

- _____ 2. Contact local officials and confirm that they have received notice of the event.

Note: In the event of an escalation, re-notify officials of all changes, as well as protective actions.

Notes: _____

- _____ 3. Track key actions and inform appropriate local officials of:

- _____ status of schools
- _____ local traffic
- _____ decisions on siren activation
- _____ field monitoring
- _____ Peekskill EOC status
- _____ Distribution of dosimetry
- _____ Other

Notes: _____

- _____ 4. Obtain information from local governments concerning plans to relocate to an alternate seat of government. Obtain temporary/alternate contact numbers

Notes: _____

CHECKLIST 2**Municipal EOC****Liaison Rep****Alert, Site Area and General Emergency**

- _____ 5. Ensure that the County PIO has information on contact points for relocated local government agencies.

Notes: _____

- _____ 6. Receive questions and concerns from local officials and ensure that they are forwarded to the EOC Operations Director for attention.

Notes: _____

- _____ 7. Develop a 24-hour shift schedule for extended EOC operations (two 12 hour shifts) and notify replacements of schedule. Note: Have lead positions report to the EOC one half hour prior to their shift for turn over from the previous shift.

Notes: _____

- _____ 8. Upon notice of termination of the event, contact municipal officials to stand down and inform them that the event has been terminated.

Notes: _____

RESOURCE SECTION

ATTACHMENT 1
OVERVIEW OF COUNTY RESPONSE ACTIONS

UNUSUAL EVENT

No.	Action Item	Implementing Agency/Individual
1.0	<p>Upon notification from Entergy of an Unusual Event via the New York State RECS line, the Westchester County Warning Point will notify the Commissioner of Emergency Services.</p> <p>Notification is also made to the Deputy County Executive, County Executive, County Attorney, Commissioner of Health, Lead PIO, and Commissioner of Public Safety</p>	County Warning Point
2.0	<p>The Commissioner of Emergency Services ensures the County Executive and/or the Deputy County Executive are also briefed.</p>	DES Commissioner
3.0	<p>The County Executive, in consultation with senior staff, evaluates the need for further actions.</p> <p>Note: The County Executive has the discretion to place key staff on standby and to verify operational readiness of response facilities such as the EOC.</p>	County Executive

ATTACHMENT 1
OVERVIEW OF COUNTY RESPONSE ACTIONS

ALERT

No.	Action Item	Implementing Agency/Individual
1.0	Activate the EOC and mobilize EOC staff.	County Executive County Warning Point Commissioner of Emergency Services
2.0	Open the Joint Information Center	County Executive County PIO
3.0	Dispatch County Liaison to Entergy Emergency Operations Facility (EOF)	Health Commissioner
4.0	Upon arrival at the EOC, each agency places personnel and resources on standby	All County Agencies
5.0	Upon arrival at the EOC, the County Executive Receives a briefing by the Commissioner of the Department of Health and the Commissioner of Emergency Services	Commissioner of Emergency Services Commissioner of Health
6.0	School pre-cautionary actions are considered: <ul style="list-style-type: none"> - delay or cancel school opening; or - shelter schools in place; or - close schools early; or - relocate schools to school reception centers 	County Executive School Superintendents
7.0	Consider the need to close parks and recreation areas.	County Executive Department of Parks, Recreation and Conservation

No.	Action Item	Implementing Agency/Individual
8.0	Consider clearing the River within the 10-mile EPZ. Note: This recommendation should be coordinated with the other three counties via the Executive Hotline.	County Executive U.S. Coast Guard
9.0	Monitor traffic flow and establish traffic control points as necessary.	County Police DPW
10.0	Notify hospitals, nursing homes and other special facilities.	Emergency Medical Services Mental Health Social Services Schools Coordinator
11.0	Place transportation services on standby.	Department of Transportation
12.0	Place ambulances on standby.	Emergency Medical Services
13.0	Place reception center radiological monitors on standby and confirm team assignments.	Department of Health
14.0	Place Reception Center staff (registration) on standby. Note: The first three reception centers to be activated would be White Plains HS and Harrison HS and Westchester Community College.	Social Services
15.0	Notify FAA, Metro North, CSX (Conrail) and Amtrak.	Department of Transportation
16.0	Conduct regular briefings in the Operations Room.	County Executive Commissioner of Emergency Services

ATTACHMENT 1
OVERVIEW OF COUNTY RESPONSE ACTIONS

SITE AREA EMERGENCY

No.	Action Item	Implementing Agency/Individual
1.0	Ensure that initial pre-cautionary actions are being implemented: - EPZ schools are sheltered, closed or relocated; - Parks and recreation areas are closed; - River is cleared within the EPZ	County Executive Commissioner of Emergency Services School District Superintendents Parks, Recreation and Conservation US Coast Guard
2.0	Consider the need for additional protective actions, such as sheltering or evacuation.	County Executive Emergency Services Health Transportation Public Safety Fire and Rescue Social Services Utility Liaison
3.0	Consult with the other three County Executives regarding protective actions and the advisability of sounding sirens and issuing Emergency Alert System (EAS) messages.	County Executive PIO -
4.0	Consider Declaring a Local State of Emergency	County Executive Commissioner of Emergency Services PIO County Attorney
5.0	Schools designated as school reception centers are ready to receive students.	School Coordinator
6.0	Facilities designated as general public reception centers are activated and ready to receive evacuees.	Schools Coordinator Health Social Services

ATTACHMENT 1
SITE AREA EMERGENCY
 (continued)

No.	Action Item	Implementing Agency/Individual
7.0	Traffic control points are established.	County Police DPW
8.0	Buses required for evacuation are staged.	Department of Transportation Schools Coordinator
9.0	Congregate care centers are on standby.	American Red Cross Schools Coordinator
10.0	All emergency workers in the field have been issued dosimetry and KI	Health Applicable fire, police, EMS and other affected agencies
11.0	Sheltering and evacuation arrangements are in place for institutionalized mobility impaired.	Emergency Medical Services Transportation Mental Health Social Services
12.0	Non-institutionalized mobility-impaired persons are contacted and transportation resources arranged.	Emergency Medical Services Department of Transportation
13.0	Hearing-impaired residents of the EPZ have been contacted and advised of the emergency.	Social Services
14.0	Mental health facilities within the EPZ have been notified and are ready to take any necessary protective actions. Activities are coordinated with New York State Office of Mental Health, American Red Cross Emergency Medical Services and Westchester County Medical Center.	Mental Health
15.0	If requested, dispatch Disaster Team to reception and congregate care centers.	Mental Health

ATTACHMENT 1
SITE AREA EMERGENCY
 (continued)

No.	Action Item	Implementing Agency/Individual
16.0	Hospitals in the EPZ are sheltered and ready for evacuation.	Emergency Medical Services
17.0	Correctional facilities within the EPZ are notified. (Sing Sing State Correctional Facility is a State responsibility.)	County Police (notification)
18.0	Emergency Worker Personnel Monitoring Center (County Fire Training Center) is activated and operational, ready to receive emergency workers.	Health DPW Emergency Services Public Safety
19.0	Field Monitoring Teams are dispatched.	Health RACES
20.0	County fire services have been notified and are on standby (those services performing reception center monitoring and decontamination are at reception centers.)	Fire and Rescue
21.0	All county environmental facilities have been notified and instructed to implement emergency procedures.	Environmental Facilities
22.0	Environmental facilities within the 10-mile EPZ are prepared to shelter or evacuate, in accordance with public protective action directives. In the event of evacuation, ensure procedures are followed to ensure a safe shutdown, or are placed in automatic operations mode.	Environmental Facilities
23.0	Notify FAA, Metro North, CSX (Conrail), and Amtrak.	Department of Transportation
24.0	Consider data and information developed by the Dose Assessment Team from the EOF, field teams and utility technical representative.	Health Department County Executive Commissioner of Emergency Services
25.0	Conduct periodic Operations Room briefings.	

ATTACHMENT 1
OVERVIEW OF COUNTY RESPONSE ACTIONS

GENERAL EMERGENCY

No.	Action Item	Implementing Agency/Individual
1.0	The County Executive consults with the Commissioner of Health and utility liaison on plant status, weather conditions, projected dose rate, and the need to administer KI to emergency workers	County Executive Health
2.0	Consult with the Commissioner of Emergency Services and other key staff to ensure: - transportation resources are staged; - traffic control points established; - roads are clear - reception centers opened and staffed - congregate care centers opened and staffed	County Executive County PIO Transportation Public Safety Public Safety/DPW Social Services/Health Red Cross
3.0	After confirming necessary equipment and personnel are in place, order evacuation of the 2-mile radius and 5-miles downwind (weather and other conditions permitting). Sheltering of additional AREA's, especially those 5 to 10 miles downwind may also be considered.* * Coordinate protective action decision; siren sounding; and EAS message with the other three county Executives via the Executive Hotline. Note: Camp Smith, is a State decision FDR VA Hospital, VA decision	County Executive County Executive
4.0	Declare a Local State of Emergency, if not already declared, in coordination with the other three counties.	County Executive
5.0	Monitor implementation of protective actions and obtain frequent updates.	County Executive Commissioner of Emergency Services

ATTACHMENT
GENERAL EMERGENCY
(continued)

No.	Action Item	Implementing Agency/Individual
6.0	Ensure emergency workers in the field have been issued dosimetry, KI and Radiation Exposure Control Cards.	All agencies with workers in the field. Health
7.0	Based on projected dose, evaluate the need to administer KI to emergency workers. If a decision is made by the County Health Commissioner to administer KI, notify all emergency workers immediately.	County Executive Health
8.0	Monitor the status of schools (sheltered, closed or relocated.)	County Executive Schools Coordinator Transportation
9.0	Traffic and Access Control Points are established. <i>Note: Public Works provides barricades.</i>	Public Safety DPW
10.0	Evacuated areas are patrolled.	Public Safety
11.0	County and/or State Police helicopter, or the Civil Air Patrol may conduct air reconnaissance of evacuation routes.	Public Safety
12.0	Evacuation route impediments are identified and removed.	Public Safety DPW
13.0	Correctional facilities are sheltered.	State
14.0	Monitor bus operations and transportation progress for evacuation.	Transportation EMS

ATTACHMENT 1
GENERAL EMERGENCY
(continued)

No.	Action Item	Implementing Agency/Individual
15.0	At least three reception centers should be open and receiving evacuees: <ul style="list-style-type: none"> - White Plains Sr. High School - Harrison H.S. - Westchester Community College 	Social Services Health Fire and Rescue Public Safety
16.0	Open additional receptions centers based upon extent of evacuation.	Social Services Health Fire and Rescue Public Safety
17.0	Associated congregate care centers should be opened and receiving evacuees.	Red Cross Social Services
18.0	Field Monitoring Teams conduct field measurements. <i>Note: Police escort may be required.</i>	Health Department RACES -
19.0	Non-institutionalized mobility-impaired and hearing impaired persons are contacted to ensure they are aware of the emergency and needs are addressed.	Transportation EMS
20.0	Institutionalized mobility impaired within affected area are sheltered or evacuated and transportation needs are being addressed.	EMS Transportation
21.0	Hospitals in affected areas are being sheltered or evacuated.	EMS Transportation

ATTACHMENT 1
GENERAL EMERGENCY
(continued)

No.	Action Item	Implementing Agency/Individual
23.0	If requested, dispatch Disaster Team to the reception and congregate care centers, or other areas of need.	Mental Health
24.0	Monitor evacuated areas and provide support to County Police in traffic control.	Fire Services
25.0	Environmental facilities in the EPZ should be instructed to start implementing their emergency operations procedures. In the event of evacuation, implement safe shutdown procedures or place in automatic operations mode.	Environmental Facilities
26.0	County personnel whose workplace is impacted by evacuation orders will maintain contact with supervisors and confirm relocation sites.	All affected County agencies
27.0	Emergency Workers Personnel Monitoring Center (County Fire Training Center) is open and processing workers.	Health DPW Fire and Rescue Police
28.0	Confirm FAA, Metro North, CSX and Amtrak have been notified of emergency status and protective actions and have taken necessary operational steps.	Transportation
29.0	Confirm operational status of bus loops among reception centers and congregate care centers.	Transportation
30.0	Continue regular Operations room briefing updates.	County Executive Commissioner of Emergency Services
31.0	Upon completion of General Emergency procedures, review recovery and re-entry responsibilities.	All agencies

ATTACHMENT 2
LOCAL GOVERNMENT LIAISON
EOC STAFF CONTACT LIST

Name/Address	Business Telephone	Home Telephone	Cell Phone
Mary Beth Murphy Supervisor Town of Somers (Home Address)	277-3637	232-1879	804-6544
Marion Sinek Supervisor Town of New Castle (Home address)	238-7281	238-9314	760-8066 car cell: 263-2244
Richard Herbek Village Manager Croton-On-Hudson (Home address)	271-4848	762-2796	497-4438

ATTACHMENT 3
LOCAL GOVERNMENT CONTACT LIST

(Maintained under separate cover)

PROCEDURE 11

DOCUMENT CONTROL COORDINATION

TABLE OF CONTENTS

	<u>Page</u>
1.0 <u>PURPOSE</u>	11-3
2.0 <u>RESPONSIBILITIES</u>	11-3
3.0 <u>PROCEDURE</u>	11-3
3.1 General Document Control Procedure	11-3
3.2 Revised Documents	11-4
3.3 Document Distribution	11-4
3.4 Files	11-4
3.5 Review of Documents	11-5

LIST OF ATTACHMENTS

<u>Attachment</u>	<u>Title</u>	
1	Document Control Master List (Sample)	11-6

Procedure 11: Document Control Coordination**1.0 PURPOSE**

The purpose of this procedure is to ensure the accuracy of the *Indian Point Radiological Emergency Response Plan and Procedures* for Westchester County by controlling the distribution of all copies and assuring that they are updated on a regular basis. This ensures uniformity with other local, state and site plans, so that they can be implemented together.

2.0 RESPONSIBILITIES

2.1 The County Director of the Office of Emergency Management (CDOEM) is responsible for the administration of the *Indian Point Radiological Emergency Preparedness Plan (IPREP) and Procedures* for Westchester County. These responsibilities include:

2.1.1 Developing the Westchester County Radiological Response Plan (IPREP) and Procedures.

2.1.2 Controlling the distribution of Westchester copies of the IPREP Plan and Procedures.

2.1.3 Providing for prompt distribution of amendments and updates for Westchester copies of the IPREP Plan and Procedures.

2.1.4 Maintaining compatibility of the IPREP and Procedures with other emergency response plans and procedures. 2.1.5 Conducting an annual review and update of the IPREP and Procedures for Westchester for the County Executive.

2.1.6 Coordinating the status of county radiological emergency response agencies and their procedures for implementing this plan.

2.1.7 Making provisions for certification on an annual basis, that the plan/procedures are current.

3.0 PROCEDURE**3.1 GENERAL DOCUMENT CONTROL**

3.1.1 All documents are generated and sent out by the Deputy Commissioner of Emergency Services or designee with a control number, which shall appear on the Document Control Master List (sample, Attachment 1).

3.1.2 The Deputy Commissioner of Emergency Services shall maintain a Document Control Master List (Attachment 1), which contains a list of all

Procedure 11: Document Control Coordination

personnel receiving the IPREP PLAN along with the specific procedures and/or revisions they received.

3.2 REVISED DOCUMENTS

3.2.1 Revised documents are received and processed in accordance with Section 3.1.

3.2.2 Distribution of revisions of the IPREP PLAN and Procedures shall be handled specifically as follows:

3.2.2.1 All those receiving copies of the IPREP PLAN, as noted on the Document Control Master List, will receive copies of all revisions, which receipt shall be noted on the Document Control Master List.

3.2.2.2 All revised documents will have the affected passages noted, and changed/new pages dated.

3.2.2.3 All void documents will be appropriately disposed of upon receiving the revisions.

3.3 DOCUMENT DISTRIBUTION

3.3.1 The Deputy Commissioner of Emergency Services shall handle the distribution of Westchester copies of the IPREP Procedures and all related documents.

3.3.2 All documents are transmitted with control numbers by using the Document Control Master List (Attachment 1).

3.4 FILES

3.4.1 All documents, attachments, diagrams and maps associated with the IPREP and its Procedures shall be kept up to date by the CDOEM so that only the latest revisions are used. Void documents and drawings shall be appropriately disposed of.

3.4.2 One copy of the IPREP, all operational response procedures for Westchester County and all administrative procedures shall be kept on file by the Deputy Commissioner of Emergency Services.

3.4.3 These documents are for general use in the Deputy Commissioner of Emergency Services office.

3.5 REVIEW OF DOCUMENTS

- 3.5.1 The Westchester IPREP and all documents shall be reviewed annually, or sooner if necessary, to insure current applicability and compatibility with the Orange, Putnam and Rockland RERPS, Indian Point Site Plans and the New York State Radiological Emergency Preparedness Plan.
- 3.5.2 All documents shall be updated to reflect personnel, responsibility, agency and resource changes and, if necessary a review of drills and exercises.
- 3.5.3 All County agencies and organizations should review and comment upon proposed revisions to the CRERP.
- 3.5.5 All County agencies and organizations shall provide quarterly updates of telephone numbers in the emergency procedures.

ATTACHMENT 1DOCUMENT CONTROL MASTER LIST

(Sample of format)

INDIAN POINT RADIOLOGICAL EMERGENCY PREPAREDNESS PLAN
FOR WESTCHESTER COUNTY

Plan Revision

Dated:

Document Control #	Agency:
Title:	Name:
Date:	Signature:
Document Control #	Agency:
Title:	Name:
Date:	Signature:
Document Control #	Agency:
Title:	Name:
Date:	Signature:
Document Control #	Agency:
Title:	Name:
Date:	Signature:
Document Control #	Agency:
Title:	Name:
Date:	Signature:
Document Control #	Agency:
Title:	Name:
Date:	Signature:

Page _____ of _____

Procedure 15: Communications and Warning Equipment – Maintenance and Inventory
Office of Emergency Management

ATTACHMENT 2
HOT LINE TEST PROCEDURES

1. The New York State Warning Point (NYSWP) will depress the ring button and release. After ringing stops, NYSWP will pick up handset and announce: *"THIS IS A TEST. REPEAT. THIS IS A TEST. This is the NEW YORK STATE WARNING POINT calling all stations. Stand by for roll call."*

(NYSWP WILL CALL ROLL ACCORDING TO SEQUENCE OF CALLS IN STEP 10 BELOW.)

2. All stations will lift up handsets and answer roll call after hearing ring and its station name over loudspeaker by saying, *"(NAME OF STATION) TEST."*

(DO NOT LIFT UP HANDSET UNTIL YOUR STATION IS CALLED).

3. After completing the roll call, NYSWP will recall all stations not answering, saying, *"NEW YORK STATE WARNING POINT RECALLING (NAME OF STATION NOT ANSWERING)." (Name of station recalled) will answer using terminology in Step 1 above.*
4. NYSWP will sign off by saying, *"END OF TEST, NEW YORK STATE WARNING POINT OUT AT (TIME) LOCAL AND (DATE)."*
5. All stations will log the results (the attached Nuclear Emergency Hot Line Log may be used).
6. All stations not answering the initial test will be called via commercial telephone by the NYSWP for the reasons. Hot Line problems are to be reported immediately to the trouble number (NUMBER) reporting Circuit (NUMBER) failed.

(CIRCUIT FAILURES WILL BE RECORDED IN RED INK ON LOGS.)

7. If circuit failures occur, the station that has the failure will call by commercial telephone the NYSWP and the appropriate County Warning Points(s) and report the outage and the time when it came back into service.
8. Test Schedule - Tests will be conducted weekly on Tuesdays.
 - a. Indian Point at approximately 9:45 a.m.
 - b. Test schedule will be issued by the NYSWP.
9. Unscheduled tests will be conducted as necessary.

***Procedure 15: Communications and Warning Equipment – Maintenance and Inventory
Office of Emergency Management***

10. Log of tests kept by SEMO.
11. Sequence of Roll Call:
 - a. Indian Point - called in the following order:

Indian Point Unit #2 Control Room
Indian Point Unit #2 Control Room
Indian Point Emergency Operations Facility
 - b. Westchester County Warning Point
 - c. Westchester County EOC
 - d. Westchester County Command Room
 - e. Peekskill City Warning Point
 - f. Peekskill City EOC
 - g. Rockland County Warning Point
 - h. Rockland County EOC
 - i. Orange County Warning Point
 - j. Orange County EOC
 - k. Putnam County Warning Point
 - l. Putnam County EOC
 - m. West Point
 - n. State Emergency Management Office - Region II New York
 - o. New York State Department of Health (Radiological Health)
 - p. New York State Division of State Police
 - q. New York State Emergency Management Office
 - r. Assessment and Evaluation (State EOC)

NOTE: Radio back-up tested by SEMO Region II Poughkeepsie Tuesdays at 10:30 AM with IP-2&3, EOF, AEOF, the Four Counties and Peekskill.