

WOLF CREEK DESIGN REPORT

IPAWS Design Report Submission

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Revision 1

WOLF CREEK GENERATING STATION

WOLF CREEK DESIGN REPORT

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WOLF CREEK DESIGN REPORT

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Executive Summary

The U.S. Federal Emergency Management Agency (FEMA) has issued policy guidance indicating that the Integrated Public Alert and Warning System (IPAWS) may be used by a State, Tribal, and Local government as a primary or back-up means of public alerting and notification; refer to FEMA memorandum, “IPAWS Implementation Guidance,” dated September 13, 2017.

FEMA recognizes fixed sirens, route alerting, tone alert radios, and National Oceanic and Atmospheric Administration (NOAA) weather radio as approved primary and back-up alert systems. The EAS (Emergency Alert System), NOAA weather radio, and route alerting are approved notification systems. Off-site response organizations may submit alternative systems for approval if they can document that the system meets the design objectives specified above. Off-site response organizations may use alternative systems that have not received FEMA approval concurrently with approved systems to augment the alert and notification process.

The Integrated Public Alert and Warning System (IPAWS) is a modernization and integration of the nation’s alert and warning infrastructure that will save time when time matters; when protecting life and property. Federal, State, territorial, local, and Tribal alerting authorities may choose to use IPAWS and may also integrate local systems that use Common Alerting Protocol standards with the IPAWS infrastructure. IPAWS will give public safety officials an effective way to alert and warn the public about serious emergencies using the Emergency Alert System, the Commercial Mobile Alert System, and other public alerting systems from a single interface.

FEMA strongly encourages the integration of IPAWS with off-site alert and notification plans. As IPAWS is adopted nationwide, technical and planning assistance is available for State, territorial, local, and Tribal alerting authorities.

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IPAWS/WEA (Integrated Public Alert Warning System/Wireless Emergency Alerting) and IPAWS/EAS, (Emergency Alert System) is the primary ANS (Alert and Notification System) method used by Coffey County and is activated by the Coffey County Public Notification System.

The Coffey County Public Notification System is a telephone notification system. Residents can sign up to receive emergency alerts and other important community news. The system enables Coffey County to provide residents with critical information quickly in a variety of situations, such as severe weather, unexpected road closures, missing persons and evacuation of buildings or neighborhoods. This description is posted on the Coffey county website at <http://www.coffeycountyks.org>.

A web-based aggregator activates IPAWS/WEA and IPAWS/EAS functions and the Coffey County Public Notification System. The EAS is a national public warning system that requires television and radio broadcasters; cable television systems; wireless cable systems; satellite digital audio radio service providers; direct broadcast satellite service providers; and wireless video service providers to offer to the President the communications capability to address the American public during a national emergency. The system also may be used by state and local authorities to deliver important emergency information such as AMBER (missing children) alerts and emergency weather information targeted to a specific area. This definition comes from the Federal Communications Commission website at <https://www.fcc.gov/consumers/guides/emergency-alert-system-eas>

Previously, public notifications were made using a combination of outdoor sirens and tone alert radios that are activated using the EAS. In compliance with Executive Order 13407, Coffey County Kansas has committed to modernize their public alert and warning system to ensure maximum capability. The use of IPAWS/WEA and the Coffey County Public Notification System allow for distributing alerts and notifications quickly and efficiently through a variety of modes and based on a variety of risk factors, such as proximity to a disaster.

This report is provided by WCNOG to FEMA and describes the Alert Notification System used by Coffey County Kansas Emergency Management. The design report contains information for FEMA to conduct a review and determine its acceptability.

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I. ANS Plan

A. Licensing Obligations

There are no Licensing obligations between the licensee and local jurisdictions. Regulations in 10 CFR Part 50, Appendix E, Section IV.D.3 specify that a licensee is required to have the capability to notify off-site response organizations within 15 minutes after declaring an emergency under the licensee's emergency plans and procedures. Procedures have been established for notification by WCNOG of State and Coffey County.

In accordance with the FEMA Radiological Emergency Preparedness Program Manual, Planning Standard E–*Notification Methods and Procedures*, means to provide early notification and clear instruction to the residents in the pre-identified Wolf Creek Generating Station Emergency Planning Zone have been established.

The Coffey County Emergency Operations Center in the Coffey County Courthouse has Standard Operating Guides to notify and warn officials and general public of emergency and disaster events that occur in Coffey County.

B. Description of the System

1. Primary Alert System:

IPAWS/WEA (Integrated Public Alert Warning System/Wireless Emergency Alerting) and IPAWS/EAS, (Emergency Alert System) is the primary ANS (Alert and Notification System) method used by Coffey County. IPAWS is activated by the Coffey County Public Notification System. IPAWS/WEA and IPAWS/EAS send alerts and notifications to people within a pre-identified area using a variety of means such as cell phone text messages, wireless alert system, NOAA weather radios or messages at the bottom of your TV. The Coffey County Public Notification System is a telephone system and the associated database maintained for telephone notifications. This system enables Coffey County to provide residents with critical information quickly in a variety of situations, such as severe weather, unexpected road closures, missing persons and evacuations of buildings or neighborhoods. Those who sign-up receive time-sensitive messages wherever specified, such as home, mobile or business phones, email address, text messages and more.

2. Back-up Alert System:

Route alerting is the back-up ANS for Coffey County. Route alerting is performed under the direction of the County Engineer and is described in CPIP 16.

The 10-mile Emergency Planning Zone population for Wolf Creek Generating Station is approximately 4,800 people. This is based on the current Wolf Creek Generating Station Evacuation Time Estimate. Based on guidance described in CPIP 16, there is reasonable assurance that back-up ANS (route alerting) can be completed within a target time of 45 minutes.

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C. Responsibility/Authority

The organized structure for response to an emergency/disaster is under the leadership of the Coffey County Board of County Commissioners who appoints the County Emergency Management Director who has overall coordination authority for the incident. The agencies, through the ESF structure, operate from the Coffey County Emergency Operations Center and support Coffey County Emergency Management. The management structure designated to respond to emergencies and disasters is coordinated by the staff of the Coffey County Emergency Management. The Coffey County Emergency Management Director has responsibility for, and authority to use IPAWS/WEA and IPAWS/EAS and the Coffey County Public Notification System. The Director is appointed by the Board of Coffey County Commissioners.

D. Administration

The Coffey County Emergency Management Director, as head of the Emergency Management Department, is appointed by the Coffey County Board of Commissioners. The Emergency Management Director administers and provides oversight for IPAWS/WEA and IPAWS/EAS and the Coffey County Public Notification System. Public Law 106-390, Disaster Mitigation Act of 2000, gives authority to amend the Robert T. Stafford Disaster Relief and Emergency Assistance Act to authorize a program for pre-disaster mitigation, to streamline the administration of disaster relief, to control the Federal costs of disaster assistance, and for other purposes.

Kansas Administrative Regulation 56-2-1 and 56-2-2 define the requirements of local emergency management agencies. These regulations establish the minimum functions of such agencies, the minimum support counties must provide to such agencies and the minimum qualifications of county emergency management directors/coordinators. The Kansas Planning Standards is intended to be an all-encompassing guide to review or redevelop Local Emergency Operations Plans.

E. Requirements/functions

IPAWS/WEA and IPAWS/EAS and the Coffey County Public Notification System are used as effective ways to alert and notify Coffey County citizens living within the pre-identified Wolf Creek Generating Station Emergency Planning Zone about serious emergencies using the Emergency Alert System, Commercial Mobile Alert System, and other public alerting systems from a single interface.

Kansas Administrative Regulation 56-2-1 and 56-2 define the requirements of local emergency management agencies. It establishes the minimum functions of such agencies, the minimum support counties must provide to such agencies and the minimum qualifications of county emergency management directors/coordinators.

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F. Operation

1. Activation Procedures

EOC Protocol—A Job Aid is maintained by Coffey County Emergency Management. Coffey County Emergency Management completed an Application for Memorandum of Agreement (MOA) between FEMA and Collaborative Operating Group (COG) for Access to IPAWS-OPEN by Interoperable Software System(s) that was reviewed and approved by Kansas Division of Emergency Management that outlined the geographical warning area, types of alerts to be disseminated and what systems alerts will be disseminated through.

The authorized Coffey County Emergency Management staff members completed IS-247 – Integrated Public Alert and Warning System training through the Emergency Management Institute.

The system will be activated during an emergency situation that poses an extraordinary threat to life safety. Conditions to be considered in determining whether an emergency message is warranted include: severity, timing and whether other means of disseminating messages are inadequate to ensure rapid delivery.

2. Processes

Kansas Division of Emergency Management developed a planning template to assist Kansas counties with developing plans for system activation, monitoring, broadcasting and testing at the local level.

The Job Aid used by Coffey County includes decision-making and activation process details:

- Coffey County Sheriff's Dispatch receives the WCGS emergency notification.
- Coffey County Board of Commissioners reviews the WCGS notification form and additional information received from Kansas Department of Health and Environment Radiation Protection. Based on this information and other considerations, Commissioners make protective action decisions for Coffey County residents.
- The Coffey County Emergency Management Public Notification Officer prepares the message and presents it to the Board of County Commissioners.
- Coffey County Board of Commissioners reviews and approves the message.
- The Coffey County Emergency Management Public Notification Officer uses the Job Aid to activate the system and send the message.

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G. Security and privacy

Logical/cyber security is used to secure the web-based system. All databases are maintained on a non-public server. There are no dedicated hardware components.

H. Training and Quality Assurance

1. Training

Authorized Coffey County Emergency Management staff complete IS-247 – Integrated Public Alert and Warning System training through the Emergency Management Institute.

Coffey County Emergency Management Director determines and maintains sufficient numbers of trained individuals to operate the system based on the recommended or required training by the software or service providers. This documentation is maintained by Coffey County Emergency Management.

Practical experience is gained by authorized users during full-participation exercises with WCNOG staff.

2. Quality Assurance

Annually, WCNOG, in cooperation with Coffey County Emergency Management, conducts an audit of IPAWS/WEA and IPAWS/EAS and the Coffey County Public Notification System systems. This audit includes:

- Verification of reliability/availability and changes as reported by the Coffey County Public Notification System contractor
- Verification of IPAWS Certification
- Verification of system training
- Verification of system testing
- Verification of WEA coverage
- Verification of AT&T, US Cellular and Verizon coverage maps
- Verification of maintenance of IPAWS reliability/availability and changes as reported by FEMA

See ATTACHMENT A.

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I. Public Outreach and Education

All residents living within Coffey County, which encompasses the entire pre-identified Wolf Creek Generating Station Emergency Planning Zone, annually receive emergency informational material that has been reviewed and approved by the Director of Coffey County Emergency Management. This material is developed and distributed by WCNOC. Specific verbiage on how residents will be notified of an emergency at Wolf Creek is printed and distributed in the annual mailing packets, published in area telephone directories and posted on WCNOC and Coffey County websites. This information consists of the following:

How will you be told about an emergency?

You will be notified by local officials, police, sheriff, or emergency management. Coffey County officials may use a variety of means, including wireless emergency alerts (WEA); Coffey County Public Notification System; Emergency Alert System messages through AM/FM radios and TV; social media; outdoor warning sirens; tone alert radio; PA systems from vehicles; or simply door-to-door contact.

The Integrated Public Alert and Warning System (IPAWS) will be activated for a Wolf Creek emergency, tornado or natural disaster. IPAWS is a system used to alert the public which may use, but is not limited to, cell phone text messages, wireless alert system, NOAA weather radios or messages at the bottom of your TV. All of these, and other methods, direct you to listen to Emergency Alert System (EAS) broadcasts.

Be sure your cell phone is set to receive alert notifications.

These area radio and TV station broadcast EAS messages:

<u>FM Radio</u>	<u>AM Radio</u>	<u>TV</u>
WIBW 94.5	WIBW 580	WIBW-TV (Ch. 13)
KSNP 97.7	KOFO 1220	KOAM-TV (Ch. 7)
KFFX 104.9	KVOE 1400	
KMXN 92.9		

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J. Messaging

a. Public including the Less than English Proficient (LEP)

Less than five percent of the population of Coffey County is less than English proficient (LEP). Because this number is below the regulatory threshold, all public information and educational material is published in English only.

b. Disabilities and functional/access needs

A post-paid Coffey County Residents Information card is included in the annual mailing of emergency public information to residents. Using information gathered from those returned, post-paid information cards, Coffey County Emergency Management has developed and maintains a directory of residents who need special notification. Residents on the list receive individual, in-person notifications.

c. Transients

Motels within the pre-identified Wolf Creek Generating Station Emergency Planning Zone have emergency notification information available. Recreation areas within the pre-identified Wolf Creek Generating Station Emergency Planning Zone have signs posted with emergency information.

Emergency Information signs are posted around John Redmond Reservoir and at Coffey County Lake. Transient populations in these areas will be notified by IPAWS/WEA and/or in person by the U.S. Army Corps of Engineers and Kansas Department of Wildlife, Parks and Tourism and Coffey County respectively.

d. Ingestion

The State of Kansas coordinates ingestion messages, specifically, to the additional 19 counties in addition to Coffey County. These counties are within Wolf Creek Generating Stations' 50-mile Ingestion Pathway Zone. The Kansas Division of Emergency Management is responsible (as describe in the Kansas Radiological Emergency Response Pan for Nuclear Facilities) for providing situational awareness and for keeping all response organizations informed during intermediate and late phases of an incident.

K. Maintenance

1. Coffey County contracts with an IPAWS-compliant alert aggregator tool company. The contractor performs routine preventative maintenance. Coffey County Information Technology (IT) Department which is located in the same building as the Coffey County Emergency Operations Center performs routine preventative maintenance on Coffey County internal local area network and equipment. County protocol is followed by Emergency Management.
2. IPAWS and phone carriers are overseen and monitored by FEMA and the Federal Communications Commission.
3. Coffey County maintains contracts and IT personnel to address identified faults as they occur.

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II. Design Report (Technical)

A. Licensing Obligations:

The Wolf Creek Generating Station Radiological Emergency Response Plan (RERP) was developed in accordance with 10CFR Part 50, Paragraph 50.47 and Appendix E, Regulatory Guide 1.101 and generally follows the guidelines of NUREG 0696 and 0654. This document was designed to coordinate with the State Emergency Operations Plan and the Coffey County Contingency Plan for Incidents Involving Commercial Nuclear Power, which govern the activities of these support groups in response to events at Wolf Creek Generating Station.

There are no obligations to use any particular Alert Notification System (ANS). The language of the Wolf Creek RERP leaves open the possibility for use of any ANS processes. Specifically, Step 6.3.4.3 states: “An Alert and Notification System, made up of a number of sirens, is one means of alerting the public. Tone Alert radios are also used for notifications.”

B. Requirements:

1. System Coverage

a. Population:

Coffey County is sparsely populated. The total population of Coffey County is approximately 8,601 persons (2010 census). With the exception of Burlington, LeRoy, Waverly and New Strawn, the population density of the effective 10-mile Emergency Planning Zone is approximately 4.4 persons per square mile. Other than WCGS, there are no large industries in the area. This is documented in the Wolf Creek Radiological Emergency Response Plan.

The population centers in the effective 10-mile Emergency Planning Zone, approximate populations according to 2010 census and subzones where they are located:

Population Center	Population	Subzone
Burlington (Coffey County Seat)	2,674	Southwest-1 (SW-1)
LeRoy	561	Southeast-3 (SE-3)
Waverly	592	Northeast-2 (NE-2)
New Strawn	394	West-1 (W-1)

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The resident population in the effective 10-mile Emergency Planning Zone by subzone, determined by radial ring and direction from WCGS below.

Evacuation Subzone	Evacuation zone	Population
Center (CTR)	0 - 2	132
North-1 (N-1)	2 - 5	27
Northeast-1 (NE-1)	2 - 5	48
East-1 (E-1)	2 - 5	62
Southeast-1 (SE-1)	2 - 5	57
South-1 (S-1)	2 - 5	45
Southwest-1 (SW-1)	2 - 5	2,854
West-1 (W-1)	2 - 5	480
Northwest-1 (NW-1)	2 - 5	112
North-2 (N-2)	5 - 10	163
Northeast-2 (NE-2)	5 - 10	682
Northeast-3 (NE-3)	5 - 10	115
East-2 (E-2)	5 - 10	54
Southeast-2 (SE-2)	5 - 10	124
Southeast-3 (SE-3)	5 - 10	662
Southeast-4 (SE-4)	5 - 10	45
South-2 (S-2)	5 - 10	81
Southwest-2 (SW-2)	5 - 10	137
West-2 (W-2)	5 - 10	167
Northwest-2 (NW-2)	5 - 10	149

- b. Geographical Area: The map of the pre-identified Wolf Creek Generating Station Emergency Planning Zone illustrates the affected area of concern for the Alert and Notification System. The entire pre-identified Wolf Creek Generating Station Emergency Planning Zone is covered by the Coffey County Notification System, IPAWS/WEA and IPAWS/EAS. See ATTACHMENT B.
- c. Means: The entire pre-identified Wolf Creek Generating Station Emergency Planning Zone is covered by IPAWS/WEA and IPAWS/EAS and the Coffey County Public Notification System. Telephone system and associated database is maintained for telephone notifications.
These systems have audible alarms and messages as well as visual/text message capabilities.

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2. Population/Demographics

- a. According www.USA.com the current population density for all of Coffey County ranks 48 of 105 Kansas counties at 13 people per square mile. This number includes the four population centers listed previously (Burlington, New Strawn, LeRoy and Waverly) as well as Lebo and Gridley which are both outside of the pre-identified Wolf Creek Generating Station Emergency Planning Zone. Most of the seasonal or daily shifts in population are associated with recreational areas around John Redmond Reservoir and Coffey County Lake.
- b. The economy of Coffey County, KS employs 4,131 people. The economy is specialized in utilities and agriculture, which employ respectively 20.34; and 3.67 times more people than what would be expected in a location of this size. This data is credited to https://datausa.io/profile/geo/coffey-county-ks/#category_occupations
- c. Coffey County Emergency Management Office maintains an address database that includes the approximately 6,200 residents in the pre-identified Wolf Creek Generating Station Emergency Planning Zone. This database is updated weekly, or as needed by the Emergency Management staff. Additions and deletions are based on utility hook-up and disconnect notifications, postal address change requests, county tax records, voter registrations, area telephone hook-up and disconnect notifications, and newspaper information such as birth and death notices.
- d. There are two motels in the pre-identified Wolf Creek Generating Station Emergency Planning Zone. Both are located in Burlington (Subzone SW-1). Combined, they could house about 50 transient persons at any given time. This information was confirmed by the Director of Coffey County Economic Development.

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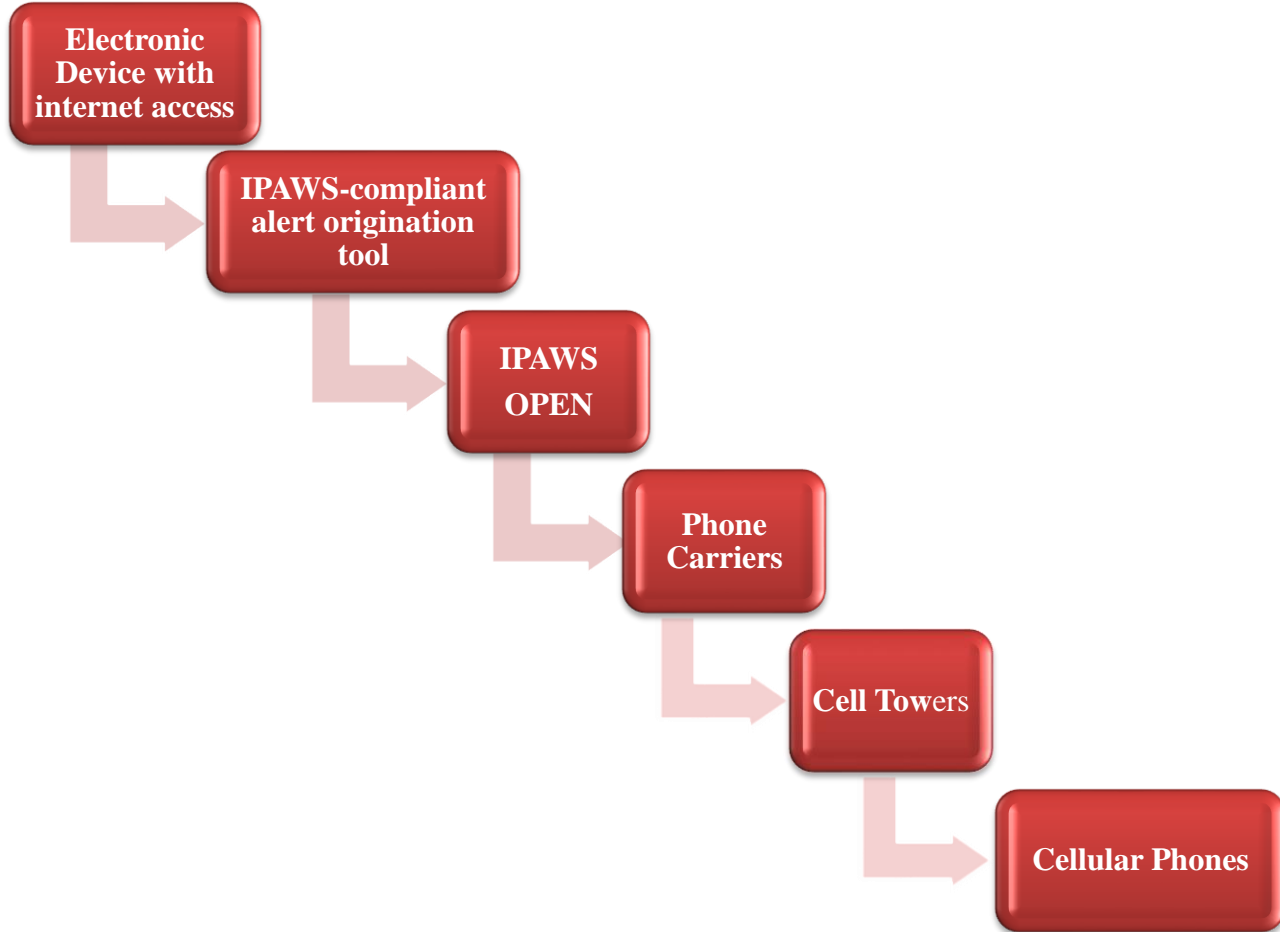
- e. John Redmond Reservoir is located within the pre-identified Wolf Creek Generating Station Emergency Planning Zone. The lake has a surface area of about 15 square miles and is controlled by the U.S. Army Corps of Engineers and Kansas Department of Wildlife, Parks and Tourism. According to <https://www.swt.usace.army.mil/Locations/Tulsa-District-Lakes/Kansas/John-Redmond-Reservoir> the lake area includes three full-service camping parks that provide camping and picnic facilities. There are six areas that provide boat launching ramps. The project manager and park rangers are available 24/7 and are contacted by phone or radio by the Coffey County Sheriff's Office at the declaration of an Alert, Site Area Emergency or General Emergency. Park rangers notify transient populations and secure the areas when evacuations are complete. This guidance is documented in the Coffey County Contingency Plan for Incidents Involving Commercial Nuclear Power.
- f. Coffey County Lake is a 5,090 acre, man-made lake. It is approximately seven miles long with a normal surface area of eight square miles. The lake's main function is to provide cooling water for Wolf Creek Generating Station. Access to the lake is limited to the Public Access Area which is managed by the Coffey County Sheriff's Office. The Lake is open for public use every day except Thanksgiving and Christmas. Lake hours are subject to change due to specific weather conditions. Public shoreline fishing is allowed in the designated area only. Lake Attendants, who are on duty when the lake is open, are contacted by phone or radio by the Coffey County Sheriff's Office at the declaration of an Alert, Site Area Emergency or General Emergency. Attendants notify transient populations and secure the area when evacuations are complete. This guidance is documented in the Coffey County Contingency Plan for Incidents Involving Commercial Nuclear Power. When the lake is closed, gates are secured and there is no access to the facility.
- g. Less than five percent of the population of the pre-identified Wolf Creek Generating Station Emergency Planning Zone is identified with disabilities. These residents self-identify their needs directly to the Coffey County Emergency Management Office via the post-paid Coffey County Residents Information card which is included in the annual mailing of emergency public information to residents or in person or phone. Using information gathered from those returned, post-paid information cards, Coffey County Emergency Management developed and maintains a directory of residents who need special notification. Residents on the list receive individual, in-person notifications, using a process identified in the Coffey County Contingency Plan for Incidents Involving Commercial Nuclear Power.

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- h. According <http://www.usa.com/coffey-county-ks-population-and-races.htm> fewer than five percent (1.76 percent) of the population in the pre-identified Wolf Creek Generating Station Emergency Planning Zone is identified with Less than English Proficient (LEP).
 - i. Based on the 2003 National Assessment of Adult Literacy data, (<https://nces.ed.gov/naal/estimates/StateEstimates.aspx>) about 93 percent of residents in the pre-identified Wolf Creek Generating Station Emergency Planning Zone are literate.
- 3. Interoperability
IPAWS/WEA and IPAWS/EAS and the Coffey County Public Notification System are activated with the same IPAWS-Compliant Software and work together to ensure alerts and notifications are received by residents in the pre-identified Wolf Creek Generating Station Emergency Planning Zone.

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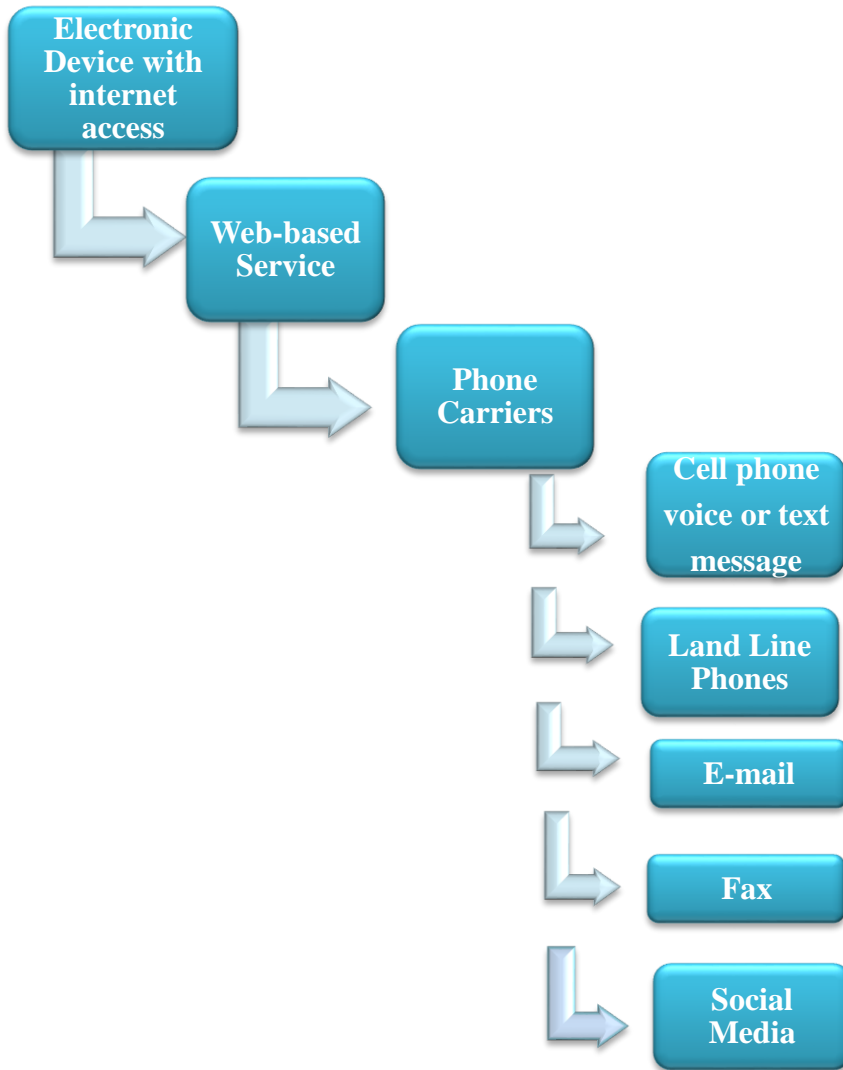
Wireless Emergency Alert



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Interoperability (continued)

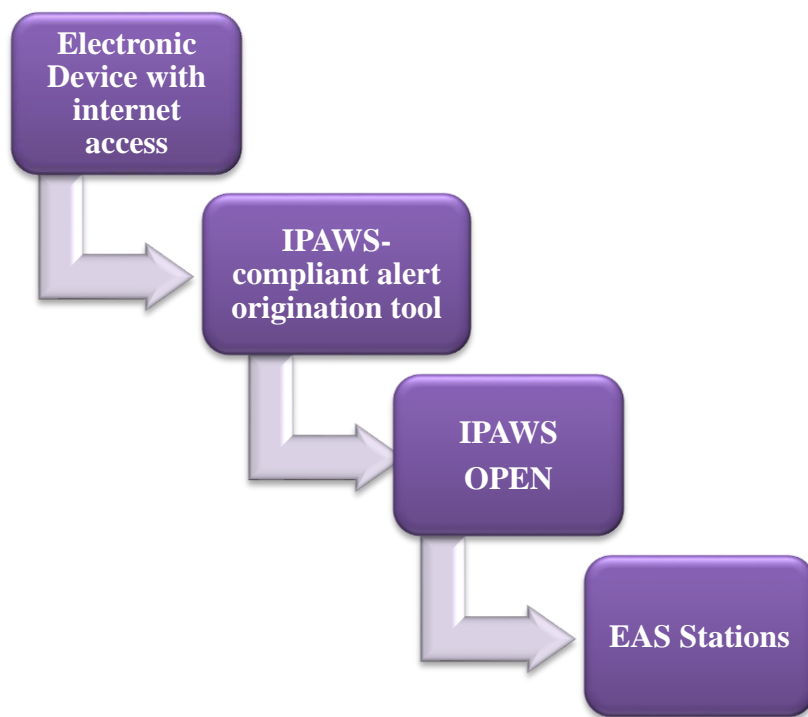
Coffey County Public Notification System



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Interoperability (continued)

Emergency Alert System



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4. Operation:

Coffey County uses a web-based aggregator/IPAWS-compliant origination tool as a mass notification system. Because the system is web-based, it can be activated by authorized users using multiple remote modes including laptop or mobile phone to access the system.

The tool provides a highly reliable, scalable, and secure platform for critical event management and is the IPAWS-compliant alert origination tool used by Coffey County. See ATTACHMENT F. Additionally, ATTACHMENTS G, H and I contain information specific to the tool currently being used by Coffey County.

5. Security and Privacy

a. Physical Security:

Coffey County has no physical security for the system because these systems are both web-based and use logical, cyber security. The web-based aggregator/IPAWS-compliant origination tool security framework is based on the comprehensive set of security requirements and controls within US National Institute of Standards and Technology (NIST) Special Publication 800-53 – Security and Privacy Controls for Information Systems and Organizations.

Annually, the web-based aggregator/IPAWS-compliant origination tool achieves certification and accreditation from an independent third-party assessment organization (3PAO) approved under the Federal Risk and Authorization Management Program (FedRAMP). web-based aggregator/IPAWS-compliant origination tool is committed to ensuring customer security by:

- Meeting FedRAMP's 325 security controls for a Moderate impact level system and for the Department of Defense's SRG IL-2.
- Conducting multi-attack vector penetration tests of the EBS to test for exploitable vulnerabilities across external, internal, application, and virtual systems.
- Performing a SOC 2 examination that provides a third report to the adequacy of tool's IT controls.
- Mapping FedRAMP (NIST SP 800-53) controls to ISO Annex controls to demonstrate the tool's ability to meet the equivalent ISO requirements.

b. Logical Security:

Coffey County maintains individual log-ins and passcodes for system administrators to access the systems. Also, there are tiered user capabilities within the system. The Coffey County Public Notification System database information is stored on the web-based aggregator/IPAWS-compliant origination tool's secure server and is user-name and password protected. Citizens can assess and edit their information as needed at any time.

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6. Maintenance/Repair

- a. Coffey County contracts with an IPAWS-compliant alert aggregator company. The contractor performs routine preventative maintenance. Coffey County Information Technology (IT) Department performs routine preventative maintenance on Coffey County internal local area network and equipment. IPAWS and phone carriers are overseen and monitored by FEMA and the Federal Communications Commission.
- b. Coffey County maintains contracts and IT personnel to address identified faults as they occur. Coffey County Information Technology (IT) Department which is located in the same building as the Coffey County Emergency Operations Center performs routine preventative maintenance on Coffey County internal local area network and equipment. County protocol is followed by Emergency Management.

7. Availability/Reliability

IPAWS is reported by FEMA to have a 94 percent or greater reliability/availability.

The IPAWS-compliant alert aggregator used to perform Coffey County Public Notification guarantees 99.99 percent up-time across 15 data centers with 24x7 system testing and monitoring, organized with geo-redundancy and managed by two Network Operations Centers and 24x7 support teams. Coffey County Emergency Management's internet provider has an availability/reliability rate of 99.9996 percent availability over the last 686 days as reported by the Coffey County IT representative.

8. Testing

When IPAWS/WEA end-to-end testing option is available, it will be used to perform end-to-end validation annually. In the interim, Coffey County uses real-world Coffey County Public Notification System, IPAWS/WEA, confirmation e-mails from EAS media outlets and IPAWS/EAS activation as means to determine availability and reliability. These activations include 911 outages and boil water advisories.

The EAS validation is tested weekly using the required weekly test code to activate commercial EAS receiver boxes.

9. Responsibility

Coffey County Emergency Management is responsible for the maintenance, testing and repair of these systems. System documentation is maintained by Coffey County Emergency Management.

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10. Training

Coffey County Emergency Management determines and maintains sufficient numbers of trained individuals to operate these systems based on the recommend or required training by the software or service providers. This documentation is maintained by Coffey County Emergency Management.

11. Quality Assurance

Annually, WCNOC, in cooperation with Coffey County Emergency Management, conducts an audit of IPAWS/WEA and IPAWS/EAS and the Coffey County Public Notification System. This audit includes:

- Verification of IPAWS Certification
- Verification of system training
- Verification of system testing
- Verification of WEA coverage
- Verification of AT&T, US Cellular and Verizon coverage maps
- Verification of maintenance of IPAWS reliability/availability and changes as reported by FEMA
- Verification of reliability/availability and changes as reported by the Coffey County Public Notification System contractor

C. Description/Performance

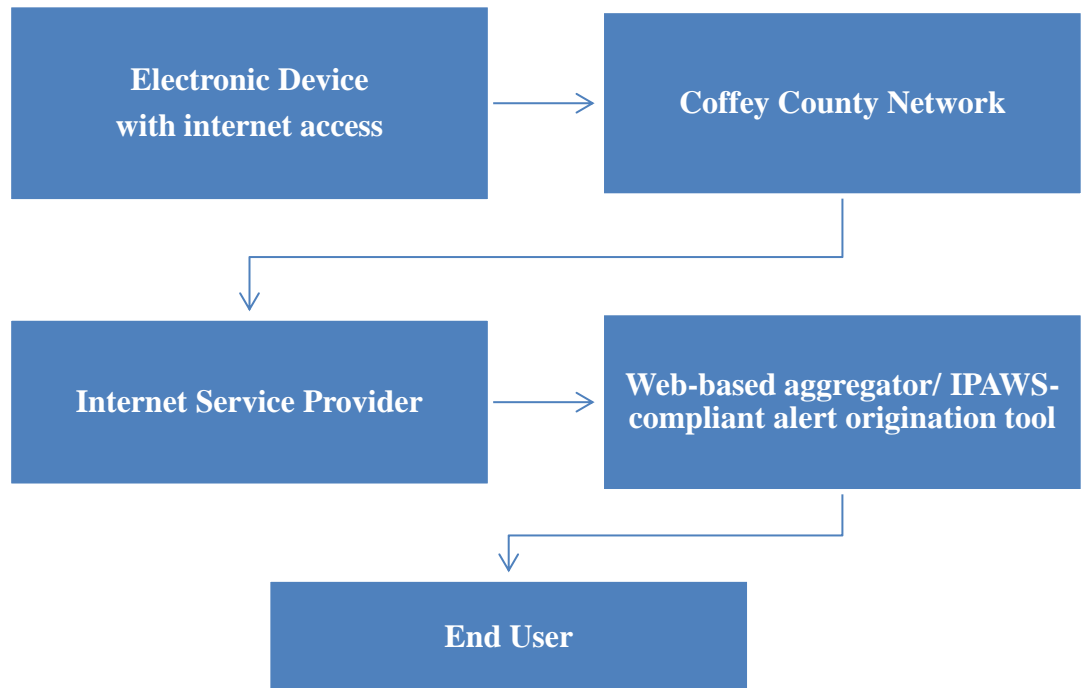
1. Physical Components

- Electronic device, i.e., PC, laptop, smart phone
- Coffey County network
- ISP
- Web-based aggregator/IPAWS-compliant alert origination tool
- IPAWS Open
- WEA
- Phone Carrier
- EAS
- EAS Station
- End user

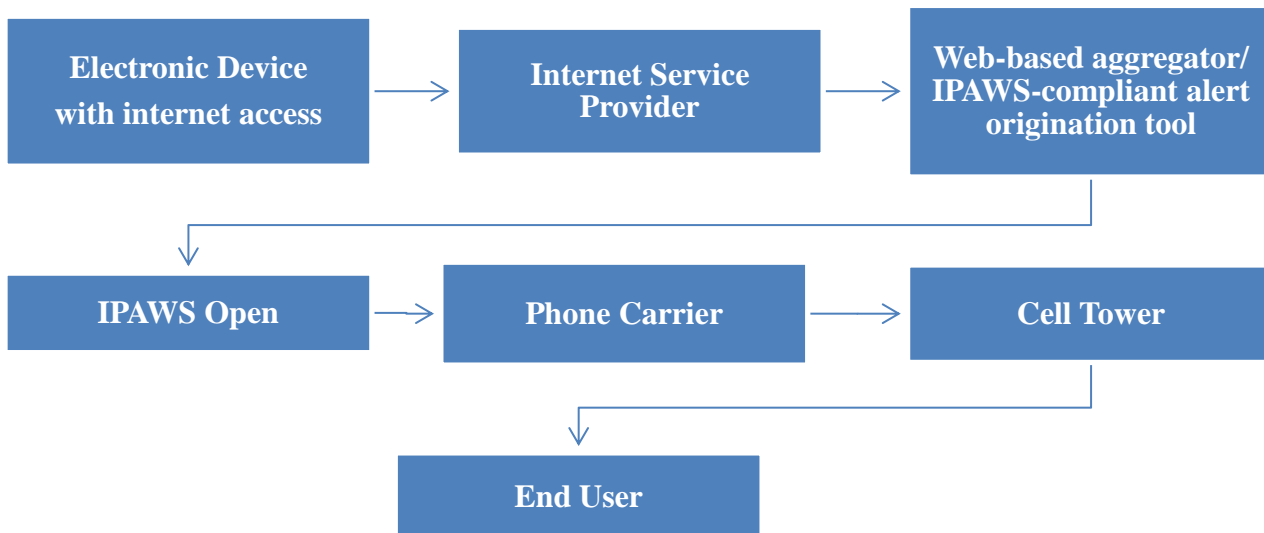
WOLF CREEK DESIGN REPORT

Description/Performance (continued)

COFFEY COUNTY PUBLIC NOTIFICATION SYSTEM



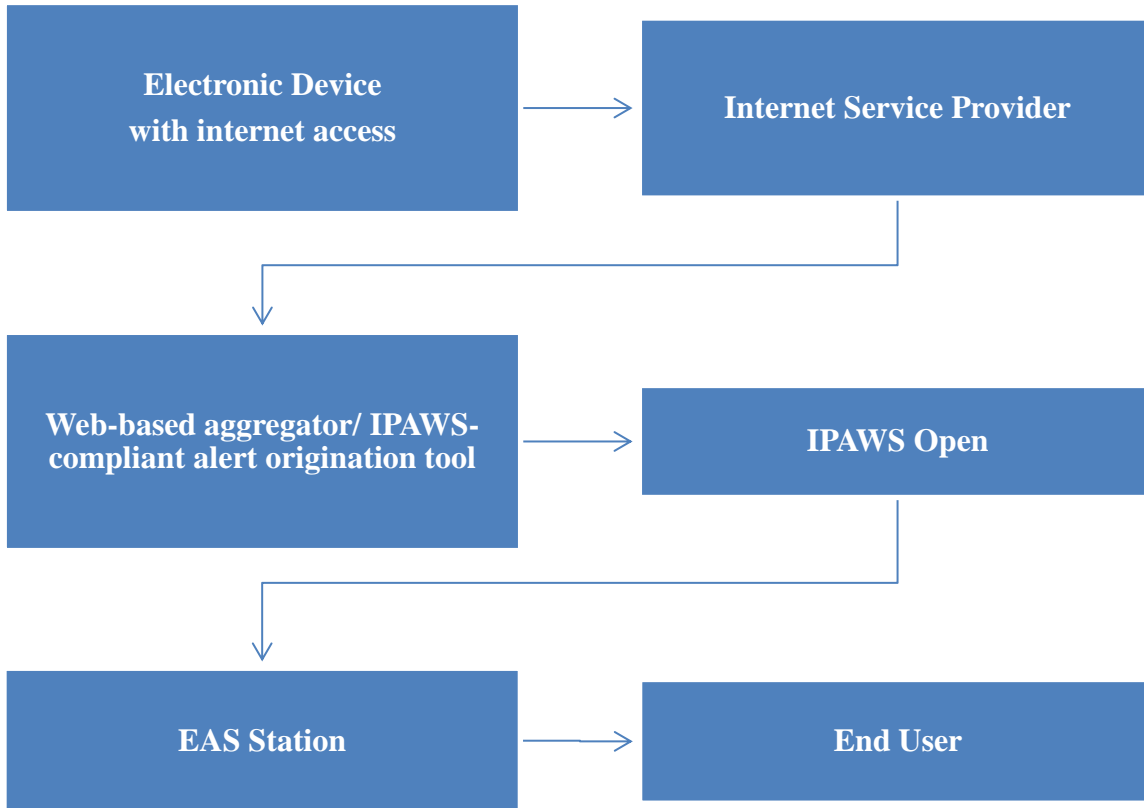
IPAWS



WOLF CREEK DESIGN REPORT

Description/Performance (continued)

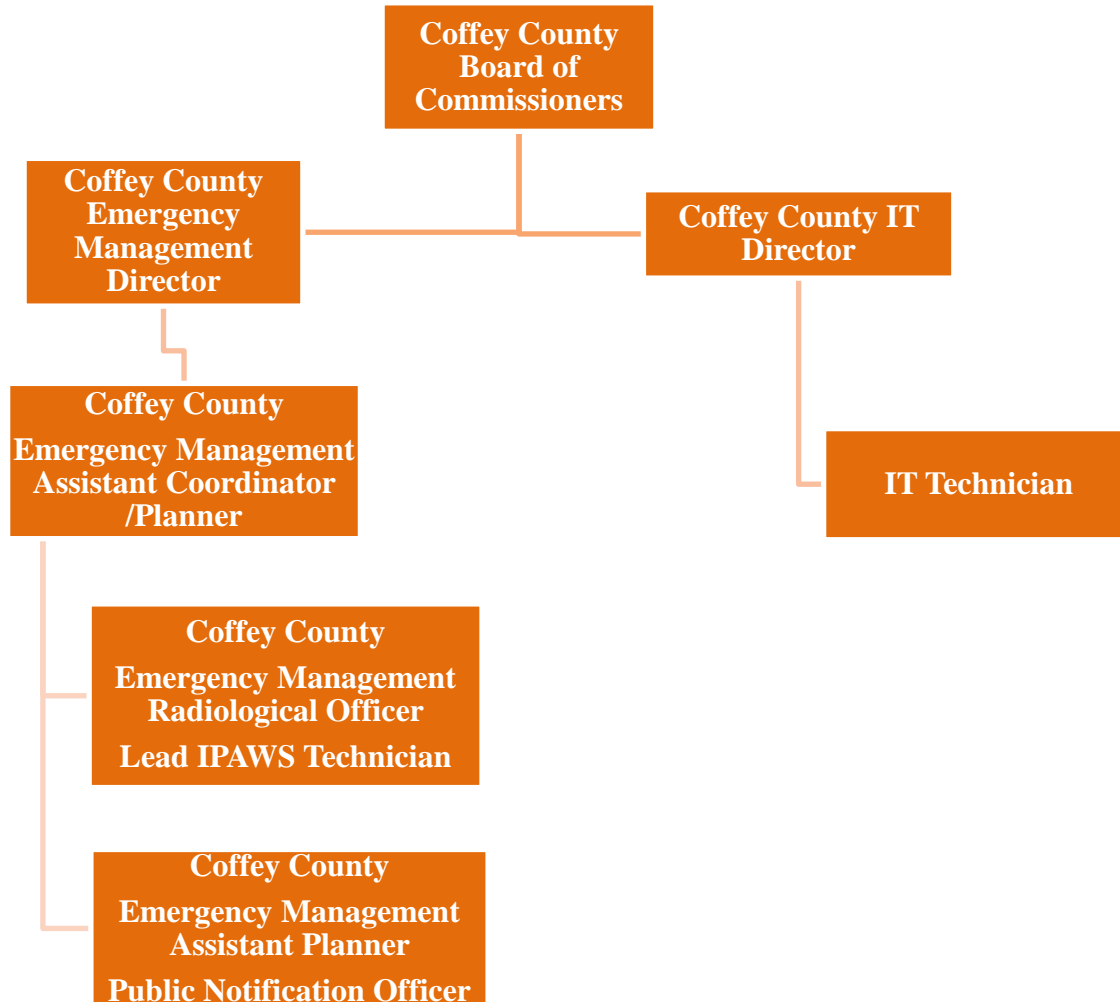
EAS



WOLF CREEK DESIGN REPORT

2. Administrative components

Organizational Responsibilities: Established roles and responsibilities for operation, planning, maintenance, testing of the ANS.



Management: Controls used to ensure the proper use of ANS and implementation of any corrective actions. The Coffey County Emergency Management Director oversees the Coffey County Emergency Management group. The Director is appointed by the Coffey County Board of Commissioners to have authority to operate, maintain and ensure configuration management of Coffey County's notification systems.

WOLF CREEK DESIGN REPORT

3. Operational components

- **Activation:** IPAWS/WEA, IPAWS/EAS and the Coffey County Public Notification System can be activated from the Coffey County Emergency Management Offices or any location where an authorized user has access to an electronic device and internet access.
Coffey County Board of Commissioners makes protective action decisions. The Coffey County Emergency Management Public Notification Officer prepares the message. The message is reviewed, approved and signed by the Board of Commissioners. The Public Notification Officer uses the Job Aid to activate the system and send the message. See Attachment H.
- **Timing:**
IPAWS/WEA and IPAWS/EAS and the Coffey County Public Notification System are capable of activation in less than five minutes, according to the WEA Timing Observations documentation from the 2018 National Test. This information was provided by FEMA Technological Hazards Division.
- **Geo-Targeting:**
IPAWS is currently using Federal Information Processing Standard (FIPS) code and polygon.
Coffey County's Coffey County Public Notification System works for 100 percent of the county based on county residents opting in.
EAS does not use geo-targeting but is based on radio transmitter coverage.

D. Verification:

1. Coverage

Annually, WCNOC, in cooperation with Coffey County Emergency Management, conducts an audit of IPAWS/WEA and IPAWS/EAS and the Coffey County Public Notification System. This audit should include:

- Verification of IPAWS Certification and Training
- Verification of system testing
- Verification of WEA coverage
- Verification of AT&T, US Cellular and Verizon coverage maps
- Verification of maintenance of IPAWS reliability/availability and changes as reported by FEMA
- Verification of reliability/availability and changes as reported by the Coffey County Public Notification System contractor.

WOLF CREEK DESIGN REPORT

2. Population/Demographics

Annually, the population change in the pre-identified Wolf Creek Generating Station Emergency Planning Zone is reviewed and documented by WCNOG and approved by the Coffey County Emergency Management Director.

This documentation is required by 10CFR Part 50, Appendix E, Section IV and NUREG/CR-7002, "Criteria for Development of Evacuation Time Estimate Studies", Rev. 0, November 2011. During the years between decennial censuses, nuclear power reactor licensees shall estimate emergency planning zone permanent resident population changes once per year, using the most recent U.S. Census Bureau annual resident population estimate and State/local government population data, if available. This data is also provided to the Nuclear Regulatory Commission. Annual population numbers must be compared to the population sensitivity study from the current Evacuation Time Estimate. See Attachment J.

3. Metrics

These systems use data provided by a third party (cellular phone companies, official Kansas census data, etc.). No metrics are necessary.

E. Availability/Reliability

According to FEMA reports, IPAWS operates at a 94 percent or greater reliability/availability and IPAWS reliability/availability is verified for changes. EAS is overseen and monitored by the FCC and FEMA.

Reliability/availability of Coffey County Public Notification System is checked for changes with the contract provider and verified during the annual IPAWS audit.

WOLF CREEK DESIGN REPORT

F. Security and Privacy

a. Physical Security:

Coffey County has no physical security for the system because these systems are both web-based and use logical, cyber security.

The web-based aggregator/IPAWS-compliant alert origination tool security framework is based on the comprehensive set of security requirements and controls within US National Institute of Standards and Technology (NIST) Special Publication 800-53 – Security and Privacy Controls for Information Systems and Organizations.

Annually, the web-based aggregator/IPAWS-compliant alert origination tool achieves certification and accreditation from an independent third-party assessment organization (3PAO) approved under the Federal Risk and Authorization Management Program (FedRAMP). The web-based aggregator/IPAWS-compliant alert origination tool is committed to ensuring customer security by:

- Meeting FedRAMP's 325 security controls for a Moderate impact level system and for the Department of Defense's SRG IL-2.
- Conducting multi-attack vector penetration tests of the EBS to test for exploitable vulnerabilities across external, internal, application, and virtual systems.
- Performing a SOC 2 examination that provides a 3rd report to the adequacy of the web-based aggregator/IPAWS-compliant alert origination tool's IT controls.
- Mapping FedRAMP (NIST SP 800-53) controls to ISO Annex controls to demonstrate the web-based aggregator/IPAWS-compliant alert origination tool's ability to meet the equivalent ISO requirements.

b. Logical Security:

Coffey County maintains individual log-ins and passcodes for system administrators to access the systems. Also, there are tiered user capabilities within the system. The Coffey County Public Notification System database information is stored on the web-based aggregator/IPAWS-compliant alert origination tool secure server and is user-name and password protected. Citizens can assess and edit their information as needed at any time.

WOLF CREEK DESIGN REPORT

G. Training and Public Outreach

An annual mailing of emergency planning information is sent to Coffey County residents. This mailing includes descriptions Coffey County's Alert Public Notification System, IPAWS/WEA, and IPAWS/EAS information. The mailing also includes Coffey County resident information post-paid return card on which residents can document special needs. These mailing packages are coordinated by WCNOC personnel and are reviewed by the Coffey County Emergency Management Director.

Coffey County Emergency Management staff and WCNOC personnel make presentations during special Coffey County events and upon request. These Presentations and annual emergency management training include discussions of how citizens are notified of emergency situations at WCGS.

Social media is another means used to educate and disseminate the information. Both the WCNOC and Coffey County Emergency Management web pages contain information on how citizens are notified of emergency situations. Coffey County opt-in requests are made using social media.

Informational signs are posted in recreation areas around Coffey County Lake and John Redmond Reservoir. These signs give basic information and list EAS radio and television stations.

WOLF CREEK DESIGN REPORT

ATTACHMENT A

Wolf Creek ANS Audit

1.0 PURPOSE

- 1.1 This procedure describes the alert notification systems audit, maintenance, compensatory measures taken when one or more of the system components is unable to operate on an area-wide basis.

2.0 SCOPE

- 2.1 This procedure is applicable to the Superintendent Emergency Planning

3.0 REFERENCES AND COMMITMENTS

3.1 References

- 3.1.1 Coffey County Contingency Plan for Incidents Involving Commercial Nuclear Power.
- 3.1.2 Wolf Creek IPAWS Design Report approved by FEMA 04-2019
- 3.1.3 FEMA REP Planning Guide Planning Standard E–*Notification Methods and Procedures*

3.2 Commitments

- 3.2.1 ??

4.0 DEFINITIONS

4.1 Emergency Planning Zone

- 4.1.1 The area for which planning is needed to assure that prompt and effective actions can be taken to protect the public in the event of an accidental release of radioactive material from Wolf Creek Generating Station (WCGS).

4.2 Integrated Public Alert Warning System (IPAWS)

- 4.2.1 IPAWS is a system used to alert the public which may use, but is not limited to, analog, digital and satellite radio and television via the Emergency Alert System (EAS); cell phones and mobile devices via Wireless Emergency Alerts (WEA); NOAA All-Hazards National Weather Radio via the IPAWS-NOAA gateway; internet applications and websites that direct people to listen to EAS broadcasts. Cell phones must be set to receive alert notifications. IPAWS is the primary notification tool used by Coffey County to notify residents of emergencies.

- 4.2.2 IPAWS-EAS is the use of IPAWS to integrate messages through EAS to notify the population of emergency conditions through radio and television broadcasts.

- 4.2.3 IPAWS-WEA is the use of IPAWS to alert the public to emergency situations.

4.3 Coffey County Public Notification System

- 4.3.1 A telephone notification system. Residents sign-up to receive emergency alerts and other important community news. The system enables Coffey County to provide residents with critical information quickly in a variety of situations, such as severe weather, unexpected road closures, missing persons and evacuations of buildings or neighborhoods.

WOLF CREEK DESIGN REPORT

ATTACHMENT A

ANNUAL WCNOC/COFFEY COUNTY ANS AUDIT

5.0 RESPONSIBILITIES

5.1 Superintendent Emergency Planning

- 5.1.1 Maintain audit plan and records for the IPAWS-WEA, IPAWS-EAS and Coffey County Public Notification Systems.
- 5.1.2 Coordinate the annual audit the IPAWS-WEA, IPAWS-EAS and Coffey County Public Notification Systems.
- 5.1.3 Ensure compensatory measures are maintained as needed.
- 5.1.4 Ensure Licensing and the Nuclear Regulatory Commission (NRC) Resident Inspector are notified upon the loss of the IPAWS-WEA, IPAWS-EAS and Coffey County Public Notification System functionality.

6.0 PRECAUTIONS/LIMITATIONS

- 6.1 None.

7.0 PROCEDURE

- 7.1 Initial countywide distribution of tone alert radios (TAR) was performed from July 1984 to November 1984. Approximately 550 TARs were placed into residents' homes, which were outside the 70 dB © range of the emergency sirens but inside the 10-mile effective EPZ. In 1998, the original TARs were replaced with newer technology radios to coincide with the advancement in the EAS.
- 7.2 In accordance with the FEMA RFP Planning Guide Planning Standard E-*Notification Methods and Procedures*, means to provide early notification and clear instruction to the residents in the pre-identified Wolf Creek Generating Station Emergency Planning Zone have been established. FEMA strongly encourages integration of IPAWS with off-site alert and notification plans.
- 7.3 Public Notification, Distribution and Monitoring (Commitment 3.2.1)
 - 7.3.1 The Coffey County Emergency Management Office is responsible for developing and maintaining Alert and Notification systems and user guidance to alert the public of emergency situations.
 - 7.3.2 Audits are performed at least annually of the IPAWS-WEA, IPAWS-EAS and the Coffey County Public Notification Systems to ensure compliance with requirements of the Coffey County Contingency Plan for Incidents Involving Commercial Nuclear power and the Wolf Creek Emergency Planning procedures.
- 7.4 Compensatory Measures
 - 7.4.1 **IF** notified of an IPAWS-WEA, IPAWS-EAS and/or the Coffey County Public Notification System malfunction such that an EAS signal is unable to transmit into Coffey County,
THEN Coffey County Emergency Management is responsible to notify Wolf Creek Emergency Planning. Coffey County Emergency Management will arrange adjunct methods of notifications including, but not limited to use of route alerting.
 - 7.4.2 Emergency Planning and Coffey County Emergency Management ensure that compensatory measure are maintained until the malfunction is corrected and the systems are restored to functional status.
 - 7.4.3 Emergency Planning ensures that Wolf Creek Licensing and the NRC Resident Inspector are notified of the occurrence as appropriate.

WOLF CREEK DESIGN REPORT

ATTACHMENT A

ANNUAL WCNOC/COFFEY COUNTY ANS AUDIT

8.0 RECORDS

8.1 The following records generated by this procedure are non-QA records and should be retained by Emergency Planning for a period of five years:

8.1.1 Annual Audit Reports (See Attachment A)

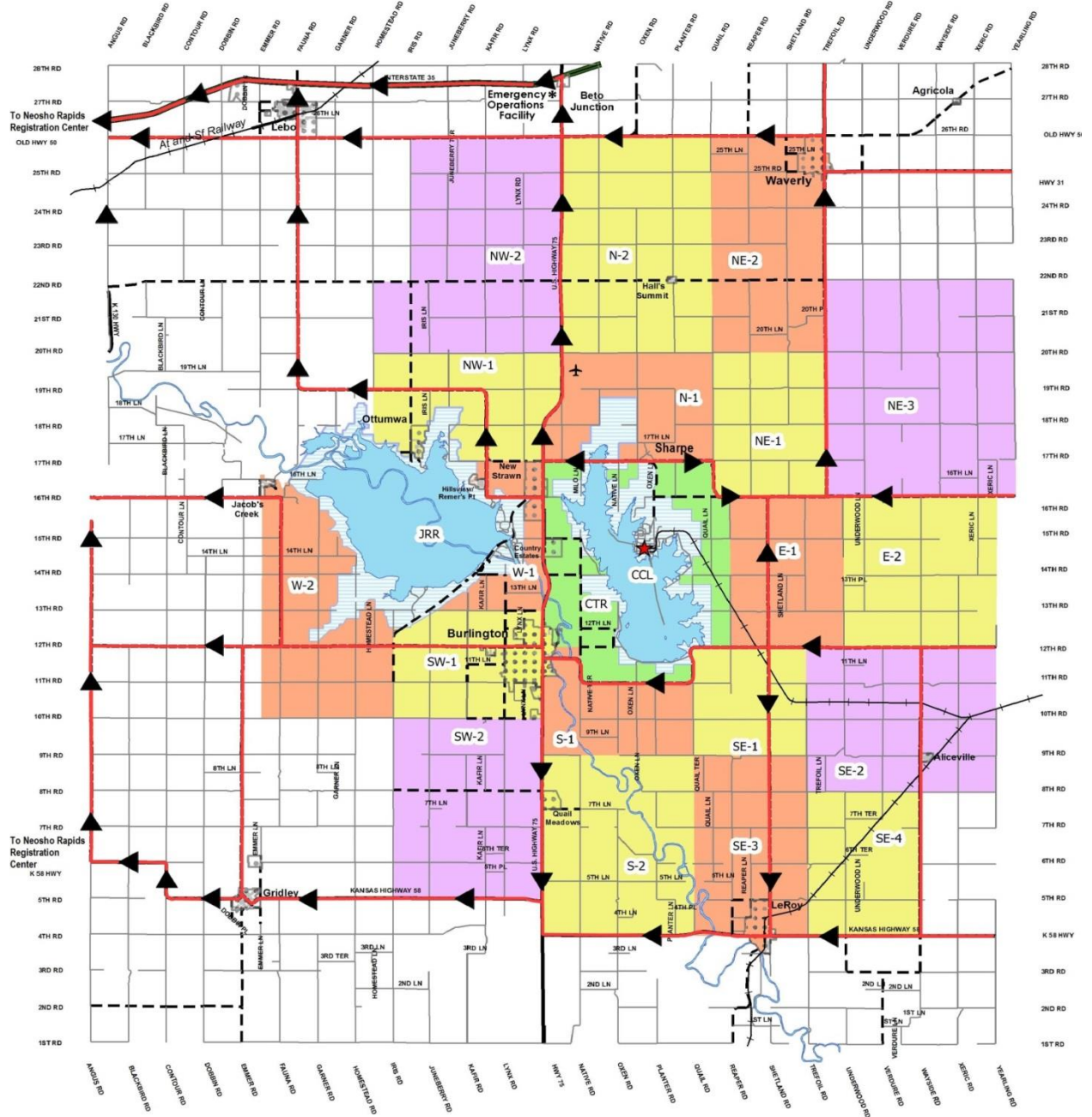
WCNOC and Coffey County Emergency Management conduct an annual audit of IPAWS-WEA, IPAWS-EAS and/or the Coffey County Public Notification Systems to ensure compliance with requirements of the Coffey County Contingency Plan for Incidents Involving Commercial Nuclear Power and Wolf Creek Emergency Planning procedures.

	COMMENTS	DOCUMENTATION	DATE VERIFIED
IPAWS Certification			
System training			
System testing			
WEA coverage Verification			
AT&T, US Cellular & Verizon coverage maps verification			
Maintenance of IPAWS reliability/availability and changes as reported by FEMA			
Reliability/availability and changes as reported by Coffey County Public Notification System contractor			
AUDIT CONDUCTED BY: _____			
DATE: _____			

WOLF CREEK DESIGN REPORT

ATTACHMENT B

Pre-identified Wolf Creek Generating Station Emergency Planning Zone

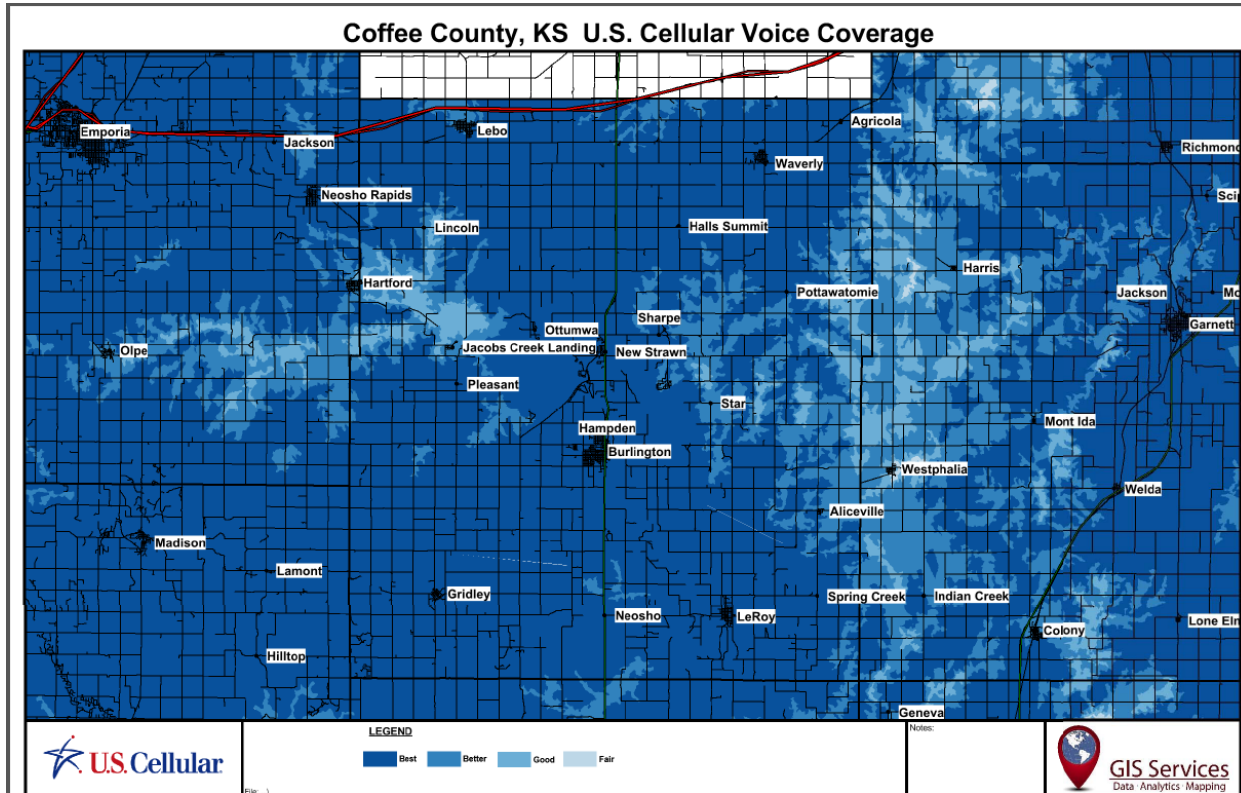


WOLF CREEK DESIGN REPORT

ATTACHMENT C

Cellular phone coverage maps delineate the most used cell phone provider coverage areas for Coffey County.

U.S. Cellular Coverage Map



WOLF CREEK DESIGN REPORT

ATTACHMENT D

Verizon Wireless coverage map



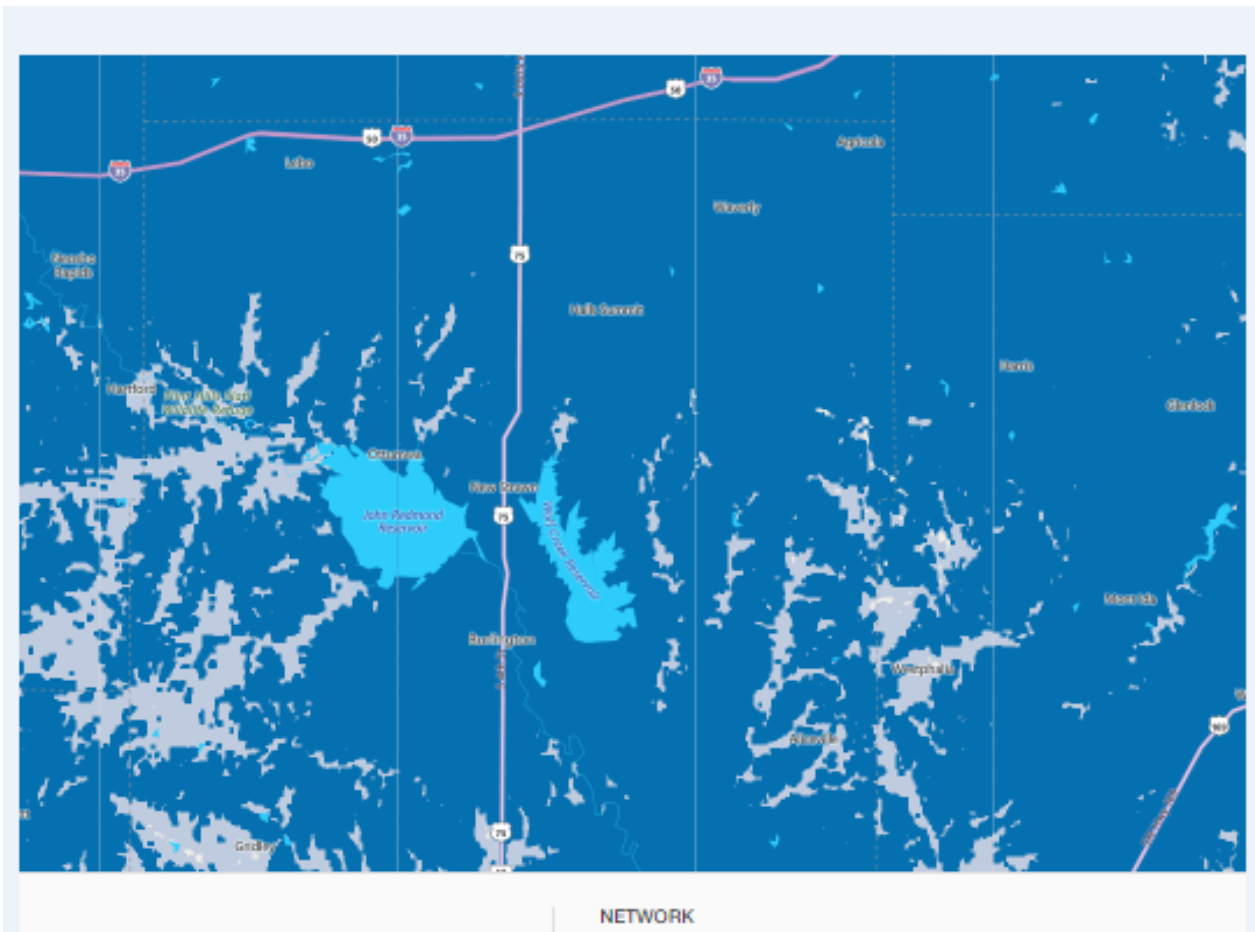
[https://www.verizonwireless.com/featured/better-matters/?map=4glte#maps,](https://www.verizonwireless.com/featured/better-matters/?map=4glte#maps)

Jan. 23, 2019

WOLF CREEK DESIGN REPORT

ATTACHMENT E

AT&T Coverage Map



Jan. 23, 2019

WOLF CREEK DESIGN REPORT

ATTACHMENT F

IPAWS ARCHITECTURE

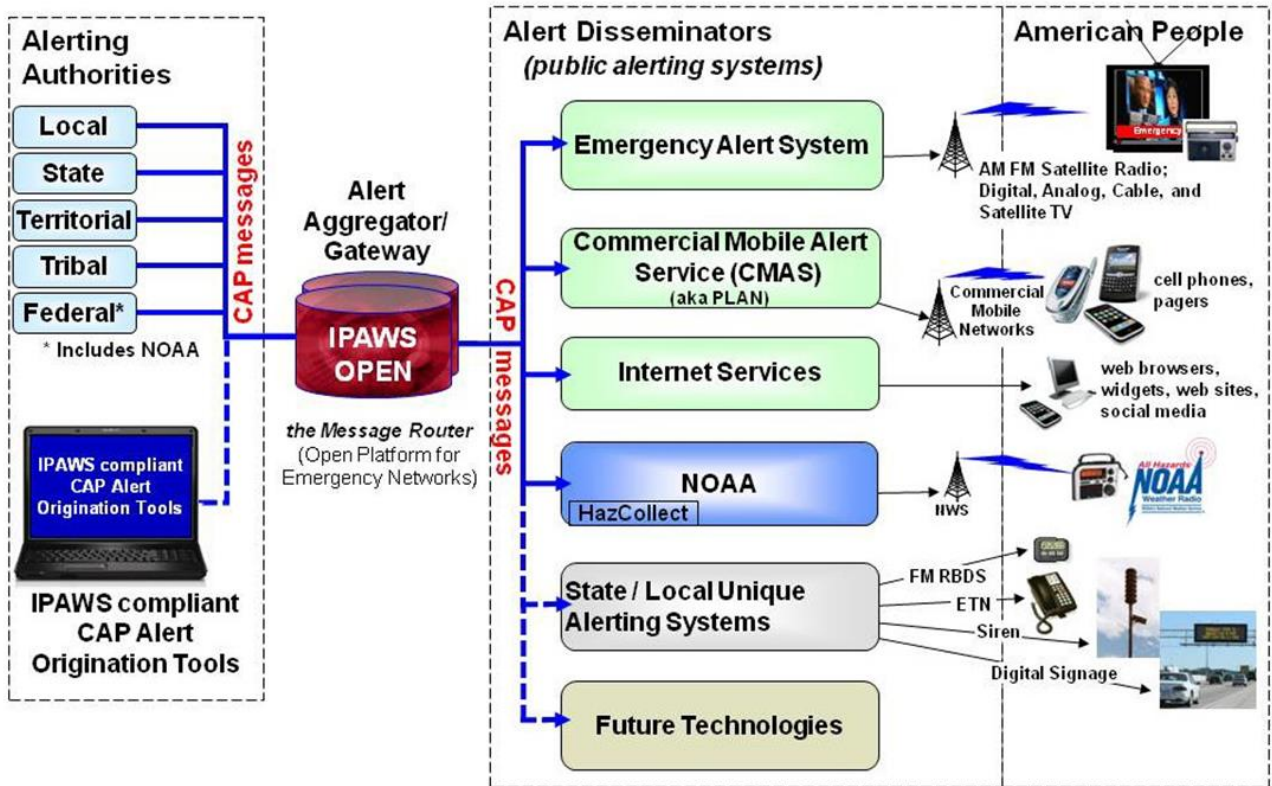


Diagram provided by FEAM.gov/media-library

WOLF CREEK DESIGN REPORT

ATTACHMENT G

Everbridge Prospectus, Quotation and Renewal Documents

QUOTATION

Quote Number: 00013558

Confidential

1 of 2

Prepared Lisa Peters

for: Kansas North Central Regional Planning

Commission

109 N. Mill Street

(818) 230-9785 Beloit, KS 67420

(785) 738-2218

lcpeters@nckcn.com

Quotation Date: May 3, 2015

Quote Expiration Date: May 31, 2015

Rep: Matthew Ward

matthew.ward@everbridgemail.com

Contract Summary Information

Contract Period: 1 Year

Contract Optional Years: 4 Years

MN Contacts up to: 30,000

ANNUAL SUBSCRIPTION - See attached Product Inclusion Sheet/s for product details.

Service	Fee Type	Qty	Unit Price	Total Price
Everbridge Mass Notification (MN) with Unlimited Domestic Minutes	Recurring	1		
Everbridge IPAWS/WEA Notification	Recurring	17	\$0.00	\$0.00

PREMIUM FEATURES / USAGE

Service	Fee Type	Qty	Unit Price	Total Price
Everbridge Mass Notification Additional Organization	Recurring	17		
Smart Weather Alerting (includes 1 location in base weather subscription)	Recurring	1		

PROFESSIONAL SERVICES

Service	Fee Type	Qty	Unit Price	Total Price
Additional Implementation Hours	One-Time	14		

WOLF CREEK DESIGN REPORT

QUOTATION

Quote Number: 00013558

Confidential

2 of 2

Pricing Summary:

Year One Fees*:

One-time Implementation and Set Up Fees:

Total Year One Fees:

Subsequent Year(s) Ongoing Annual Recurring Fees:

Optional Year(s) Ongoing Annual Recurring Fees:

1. Additional rates apply for all international calls.
2. Quote subject to the terms and conditions of the service agreement, including any amendments, executed between Everbridge, Inc. and the customer listed above.
3. Subject to sales taxes where applicable.
4. Except for currency designation, the supplemental notes below, if any, supplied in this Quote are for informational purposes and not intended to be legally binding or override negotiated language of the Everbridge Inc. Service Agreement.

(*Year One Fees are the total of the first year annual subscription fees and any one-time fees, i.e., Professional Services.)

Supplemental Notes:

- Additional Contacts may be added at anytime at a cost of \$825 per 1,000 contacts. This includes Weather Alerts. If you would like to add larger amounts (ie 10,000 contacts+), this can be discussed at a custom rate with your Account Manager.

- Counties included are Riley, Franklin, Coffey, Linn, Douglas, Washington, Marshal, Geary, Pottawatomie, Osage, Lyon, Wabaunsee, Morris, Chase, and 2 Additional.

Authorized by Everbridge:

To accept this quote, sign, date and return:

Signature

Date

Authorized Signature

Date

Print Name

Title

Print Name

Title

SYSTEM INCLUSION

Confidential

WOLF CREEK DESIGN REPORT

Everbridge Mass Notification

Everbridge Mass Notification allows users to send notifications to individuals or groups using lists, locations, and visual intelligence. Everbridge Mass Notification is supported by state-of-the-art security protocols, an elastic infrastructure, advanced mobility, interactive reporting and analytics, adaptive people and resource mapping to mirror your organization, and true enterprise class data management capabilities to provide a wide array of data management options. Below is a list of key system inclusions with the Everbridge Mass Notification system.

Usage

- Unlimited Domestic Emergency Alerts and Testing Messages
- Unlimited Domestic Non-Emergency Alerts Messaging

Core Platform Access

- Unlimited Administrators for web-based portal to initiate messages, reporting, and administration
- Unlimited Administrators for Mobile Manager Application (iOS, Android) and Mobile Optimized Notification Site (for Blackberry, Windows 10, etc.)
- Two (2) Organization with unlimited nested static and dynamic groups
- Access to Everbridge Elastic Infrastructure for message delivery
- Custom branded community opt-in portal with custom fields and opt-in subscriptions
- Flexible role-based access controls to manage user permissions
- Access to Real-Time Dashboard, Notifications Library, Everbridge Universe, and Custom Reporting

Key Notification Features

- Integrated GIS/Map-based, rule-based, group-based, or individual contact selection
- Ability to send standard, polling, or on-the-fly 'One-Touch' Conference Call messages
- One-screen broadcast creation workflow to speed message creation and reduce human error
- Everbridge Network to access situational intelligence & notifications shared by other public and private groups
- Publish notifications directly to Websites and services that support API access via HTTPS using 'Web Posting'
- Notification escalation to automatically send a notification to the next person or group if there is no confirmation
- Contact filtering based on custom criteria
- Map-based drawing and selection tools and imported shape files (e.g. Google Maps, Bing Maps, ESRI)
- Automatic address geo-coding for contacts
- Organization specific customizable caller ID, greetings, and broadcast settings
- SMPP based SMS text messaging
- Multi-language Text to Speech Engine and Custom Voice Recording
- Real-time reporting for improved situational awareness and easier after action analysis
- 5 Live Operator Message Initiations per year
- Interactive Dashboard for Organizational Activity Summary
- Unlimited Notification Templates
- Self-service Single Contact Record Adjustments
- Self-service Contact Import via CSV Upload
- Bulk Contact Management Automation via Secure FTP

Set-up, Implementation & Support

- Up to 10 total hours of a dedicated Implementation Specialist during a Standard Implementation
- Self Service Administrative Set-up, Configuration and Default Preferences
- Initial Member Data Upload and Test Broadcast Support
- Unlimited Access to Everbridge University classes
- 24x7 Customer Support (phone, web, email)
- Global Support/Operations Centers for Redundant Live Support
- Dedicated Account Manager

For a full product description, along with best practices and product details please see the Everbridge User Guide and Everbridge University.



ONBOARDING - STANDARD

OVERVIEW

The standard onboarding is right-sized to support small to medium organizations on deploying all basic Mass Notification and Interactive Visibility functionality. A dedicated onboarding specialist is provided to guide you through the onboarding

TIME FRAME

Standard Everbridge Onboarding requires approximately 15 days to complete. Depending on the size and complexity of the organization, it may take more or less time. The timeframe can be tailored within the following limits for standard onboarding:

- + Access to an Onboarding Specialist for up to 10 hours.
- + Onboarding Specialist hours must be used within 60 days of contract signing.
- + Additional hours are billable at \$250/hr.

SCOPE

A standard onboarding will provide the following:

Everbridge Client Portal, knowledgebase articles library, and Everbridge University.

- + Access to your functional account, configured with default templates and default notification paths.
- + 30-minute hands-on demo of creating new users, the basic setup of contacts and the sending of a test notification.
- + Best practices and onboarding guidance as outlined in this document.
- + The onboarding specialist will ensure the client has demonstrated the ability to upload a sample of their contact data, send a notification and interpret the results.

process and provide strategic advice, tailored to your organization.

Included Standard Onboarding Resources

- + Client portal
- + Knowledgebase
- + Everbridge University
- + Up to 10 hours of an onboarding specialist

KEY MILESTONES

ORIENTATION CALL

This call will provide an orientation to Everbridge onboarding resources and a review of preparation necessary to conduct a successful onboarding.

KICK-OFF CALL

The Kick-off call will focus on reviewing the basic settings and developing the onboarding project plan.

CONSULTATION CALL

The Consultation Call will focus on reviewing the completion of the project plan and identifying gaps and next steps.

- + Orientation to your onboarding resources, including the

CLOSE-OUT CALL

The Close-out Call will provide guidance on go-live strategies and mark the account's transition to customer success.

KEY MILESTONES

ORIENTATION CALL

The purpose of the orientation call is to prepare for the onboarding process. The Everbridge specialist will provide an overview of the onboarding process to key client stakeholders, introduce the stakeholders to the various onboarding resources, provide a short, interactive demo and access to a live, working account preloaded with default templates and settings. Orientation calls will be held within 5 days of the completion of your order processing. The specialist will also provide a checklist of actions to be completed in order to kick-off the onboarding process. The Call Agenda will include the following:

- + Introductions
- + Review communication goals/use cases + Review onboarding process
- + Review resources available to the client
- + Review the success criteria of the Milestone calls
- + Schedule all follow up calls
- + Review the Getting Started checklist
- + An onboarding specialist will provide a demo of the product showing how to create a new user, how to create a contact, and how to send a message using a pre-loaded test template. At the conclusion of the demo, the customer will be provided with their live production account.

Time: 1.5-2 hours

KICK-OFF CALL

The Kick-off call will be held as soon as the actions on the Getting Started checklist are complete, but no later than 3 weeks after the Orientation Call. The agenda will include the following items:

- + Review completion of the Getting Started checklist
- + Verify settings and configurations selected
- + Discuss design and strategy of the organization hierarchy in relation to the client's needs.
- + Review Role-based access control and its application with the client's organization.
- + Review the contact data quality of the sample uploaded by the customer.
- + Upon successful setup of the basic settings, the onboarding specialist will provide a customized Project Plan to guide the remainder of the onboarding. The Project Plan will include guidance on topics such as: data management strategy, reporting, groups and filters, mobile manager, awareness campaigns, training plans, member portal, Weather, IV, and mobile member. **Time: 1-2 hours**

CONSULTATION CALL

The Consultation Call should be scheduled to take place within 5 days of the Kick-off Call. The call is a strategy session between the onboarder and the customer, with the following objectives:

- + Review Project Plan action items
- + Define testing strategy
- + Review contact management strategy
- + Review relevant advanced configuration topics

Time: 1-2 hours

CLOSE-OUT CALL

The close out should occur approximately 3-4 weeks after Orientation (not to exceed 60 days). The call will provide a final opportunity for the client to strategize with the onboarding specialist and will cover the following topics:

- + Functional testing conducted by customers/or review results of functional testing
- + Discuss transition to customer success
- + Provide best practices for troubleshooting issues
- + Where to find support information
- + Roll-Out Planning:
 - Review project plan for completing system-wide test
 - Review best practices for system test planning
 - Awareness programs

Time: 1 hour

EVERBRIDGE UNIVERSITY

- + Learning modules and training are continuously available and free for customers and partners to learn or review
- + Use Adobe flash videos with audio narrations
- + Self-paced training that allows students to learn when they have time and at their own pace
- + Just-in-time learning using small, focused content modules
- + No travel or facilities required, the classroom is anywhere a learner has Internet access

WOLF CREEK DESIGN REPORT



500 N. Brand Blvd., Ste. 1000 t 888.366.4911 www.everbridge.com
Glendale, CA 91203 USA f 818.484.2299

CLIENT REGISTRATION FORM

*Required information

*Client Name:

Account Number: (Internal use only)

*Requestor/Approver of Services:

Contact Name:

Phone Number:

Email Address:

Other Number:

*Billing Address:

*Shipping/Primary Service Location Address:

Contact Name:

Contact Name:

Address:

Address:

City:

State/Province/Region:

Postal/Zip Code:

Country:

P

Postal/Zip
Code:

*Accounts Payable Department:

Purchasing Department:

Contact Name: Email Address:

Contact Name:

Email
Address:

Phone Number:

Fax Number:

Country:

Phone Number: Fax Number:

Address: same as Billing Address
as Billing Address

same as Shipping Address Address: same
same as Shipping Address

Postal/Zip Code:

Country:

City: State/Province/Region: City:

State/Province/Region:

Postal/Zip Code:

Country:

*Invoice Submission Email Address(s):

*Do you require a Purchase Order to process payment? Yes

No

If Yes, please send Purchase Order to Final.Documents@everbridge.com

WOLF CREEK DESIGN REPORT

(For U.S. Clients only)

***Is your organization exempt from paying Sales and Use Tax?** Yes No
If your organization is exempt or is utilizing Direct Pay, please attach a copy of your Exemption or Direct Pay Certificate to this form
*If either of the certificates is not attached to this form, sales tax will be added where applicable.

Please provide any special instructions for submitting and processing invoices for payment:

Please list and attach any required forms and/or web links for invoice processing: e.g., Wire/EFT/ACH forms, Vendor forms, W9 forms, Registration links

Please return the form via Email to Final.Documents@everbridge.com or Fax to 818-484-2299

WOLF CREEK DESIGN REPORT

ATTACHMENT G (continued)

Everbridge Prospectus, Quotation and Renewal Documents



155 North Lake Avenue, Suite 900
Pasadena, CA 91101 USA

tel: +1-818-230-9700
fax: +1-818-230-9505

www.everbridge.com

Quotation

Prepared for:

Pat Collins
North Central Regional Planning Commission
KS
United States Ph:
(785) 537-6333
Fax:
Email: pcollins@rileycountyks.gov

Quote #: Q-24600
Date: 2/7/2019
Expires On: 5/12/2019
Confidential

Salesperson: Lindsay Rogers
Phone: 818-230-9585
Email: lindsay.rogers@everbridge.com

Contract Summary Information:

Contract Period:	12 Months
Contract Start Date:	5/13/2019
Contract End Date:	5/12/2020

Contact Summary:

Household Count:	11,409
Employee Count:	450

Qty	Description	Price
1	Mass Notification Base	USD
13	Everbridge Additional Organization	USD
1	Smart Weather Alerting (includes 1 location in base weather subscription)	USD
1	Everbridge Community Engagement	USD

Pricing Summary:

Year One Fees:	USD
One-time Implementation and Setup Fees:	USD 0.00
Professional Services:	USD 0.00
Total Year One Fees Due:	USD

WOLF CREEK DESIGN REPORT

Additional rates apply for all international calls.

1. Quote subject to the terms and conditions of the service agreement, including any amendments, executed between Everbridge, Inc. and the customer listed above.
2. Subject to sales taxes where applicable.
3. Except for currency designation, the supplemental notes below, if any, supplied in this Quote are for informational purposes and not intended to be legally binding or override negotiated language of the Everbridge Inc. Service Agreement.

Supplemental Notes:

This quote assists the North Central Regional Planning Commission in exercising their fourth and final option year of the four written into the original contract signed in 2015.

Authorized by Everbridge:

Signature:

Date:

Name (Print):

Title:

To accept this quote, sign, date and return:

Signature:

Date:

Name (Print):

Title:

155 North Lake Avenue, Suite 900
Pasadena, CA 91101 USA
Tel: +1-818-230-9700
Fax: +1-818-230-9505

THANK YOU FOR YOUR BUSINESS!

WOLF CREEK DESIGN REPORT

ATTACHMENT H

Coffey County Everbridge Checklist

Notification of the Public Using IPAWS

- ☐ Handwrite info on front page sheet found in binder
- ☐ Open PDF {filename} & make selections.
- ☐ Save as Notification Form Exercise (date ex 001122)
- ☐ Print ALL pages copy for policy group to review & sign
- ☐ Scan all pages. Scanner Settings: PDF
- ☐ Log in to Everbridge through a desktop computer
(<https://manager.everbridge.net/login>)
- ☐ Click on "Notifications" tab then select "**New Notification**"
- ☐ Select "**Use a message template**" and select the appropriate template "Exercise Notification" for training or "THIS IS NOT AN EXERCISE" for a real event
- ☐ "**Message**" section
 - Select "High priority" during an Emergency
 - Scroll down to and click "**Attach Files**"
 - In the pop up window type the following path in the destination bar **X:\BizHub scan\Everbridge** from a county networked computer or () from a thumb drive.
 - Select the file to be attached and click "Open"
- ☐ "**Publishing Options**" section
- ☐ CAP Channels:
 - Select the "Wireless Emergency Alerts (WEA)" box
 - Select the "Emergency Alert System (EAS)" box
 - Select the "Non-Weather Emergency Messages (NWEM)" box
- ☐ IPAWS Credential
 - During an Exercise – leave it default as **Test**
 - During an Emergency – select **LIVE**
 - Enter the appropriate "Test" or "Live" Credential
 - PIN
 - Private Key
 - Keystore Password

WOLF CREEK DESIGN REPORT

Coffey County Everbridge Checklist

- ☐ CAP Fields
 - o ***Message Status**
 - Actual
 - o ***Source**
 - Coffey County Emergency Management
 - o **Restriction**
 - N/A
 - o **Addresses**
 - N/A
 - o ***Message Category**
 - Safety
 - o ***Severity**
 - Severe
 - o ***Certainty**
 - Observed (protective actions recommended)
 - Likely (no actions recommended at this time)
 - o ***Event Name**
 - For a Real World Wolf Creek Event “**Nuclear Power Plant Warning**”
 - o ***Expires**
 - Select 1 to 24 hours
 - o ***Sender Agency Name**
 - Coffey County Emergency Mgmt.
 - o ***Headline**
 - **(this field is filled with the message title)**
 - o Below the **Message for WEA Only** and **Message** boxes
 - Click “**Load message text**”
 - o **Instruction**
 - Fill this box with any specific instructions
 - o **Web Link**
 - Fill this box with a web link if provided by Coffey County Emergency Mgmt.

WOLF CREEK DESIGN REPORT

Coffey County Everbridge Checklist

- o ***U.S. Time Zones**
 - Select Central Time Zone
- o ***Area Description**
 - Coffey County
- o **Polygon**
 - This area will turn green after you load the polygon on the Map
- ☐ **“Contacts” section**
 - o Click **“Groups”**
 - Check box the appropriate group or groups to receive the message (Coffey Co Exercise Notification, ?, ?)
 - o Click **“Map”**
 - Click “Select Contacts”
 - Click “Shape Library”
 - Click “Coffey County”
 - Click “Load” next to the Polygon(s) you wish to load
 - Click **“Select”** in the top right corner of the map
- ☐ **“Incident Zone”**
 - o Using shapes on the map will activate the mobile app feature
- ☐ **“Settings” section**
 - o If any settings need to be adjusted click “Edit” and do so
- ☐ **“Send & Save” section**
 - o Select the appropriate “Send” bubble:
 - “Now”
 - “Later”
 - or “Recurring”
- ☐ Check the “Include as part of an event” box
 - o Select the appropriate **“Event Name”**
 - If it is the first message type the “Event Name” WC EXERCISE (date ex 00/11/22).
- ☐ Hit **“SEND”**

WOLF CREEK DESIGN REPORT

ATTACHMENT I

Everbridge User Guidance

There are extensive user guides for Everbridge. The complete documents are part of package provided by Everbridge and are password protected. This is an excerpt from the basic FAQ document.

Sending an IPAWS Message

support.everbridge.com/articles/Technical_Support/Sending-an-IPAWS-Message

Question:

How do I send an Integrated Public Alert Warning System (IPAWS) message?

Do contacts need to be selected for an IPAWS test message?

How can I send a test message without selecting a contact?

Answer:

The Federal Emergency Management Agency (FEMA) established and maintains IPAWS to provide reliable alerting to United States residents by authorized senders. In order to send IPAWS messages, credentials must be obtained by sending an inquiry to ipaws@fema.dhs.gov. To integrate your credentials with Everbridge see the article: [Integrating Everbridge with IPAWS](#).

WOLF CREEK DESIGN REPORT

Everbridge User Guidance

The screenshot shows the 'Create Message' form in the Everbridge system. At the top, there's a 'Create Message' header. Below it, a checkbox for 'High priority message' is visible, accompanied by an information icon and a link to 'Use a message template'. The 'Title' section has a required field labeled '* Title' with a placeholder 'Title/Subject'. The 'Body' section includes a checkbox to 'Include a separate message for email notifications' and a large text area for the 'Message body'. Below the body, a status bar shows delivery estimates: 'Email/Fax : 2500, SMS : 120, Estimated # of SMS : 1, Twitter : 140'. The 'Speech' section offers two options: 'Text-to-speech' (selected) and 'Use a voice recording'. At the bottom, there's a checkbox to 'Save this as a message template' and a 'Message type' section with radio buttons for 'Standard' (selected), 'Polling', and 'Conference Bridge'. An 'Attach Files' link is also present.

To send an IPAWS message follow the steps below:

1. Log in to manager.everbridge.net and select the desired organization from the upper left-hand corner.
2. Choose the **Notifications** tab from the top of the page.
3. Choose **New Notification**.
4. In the **Create Message** pane, enter a title for the notification in the **Title** text field, and then enter a message in the **Body** text field.
 1. Files can be attached via the **Attach Files** link. All IPAWS channels except WEA accept up to five files totaling two megabytes. The EAS channel also accepts attached audio files that must be in MP3 format and cannot exceed two minutes .

WOLF CREEK DESIGN REPORT

Everbridge User Guidance

The screenshot shows the 'Publishing Options' pane in the Everbridge interface. It is divided into two sections: 'Publishing Channels' and 'CAP Channels'. Under 'Publishing Channels', there are four checkboxes: 'Everbridge Network', 'Alertus', 'Social Media', and 'Audio Bulletin Board'. Under 'CAP Channels', there are five checkboxes: 'Wireless Emergency Alerts (WEA)', 'Emergency Alert System (EAS)', 'Non-Weather Emergency Messages (NWEM)', 'COG-to-COG (CAPEXCH)', and 'PUBLIC Feed'. The first four checkboxes are checked, while the last one is unchecked.

5. Select the desired CAP channel(s) from the **Publishing Options** pane.
 1. **Wireless Emergency Alerts (WEA)** sends geographically targeted text message alerts to mobile devices.
 2. **Emergency Alert System (EAS)** initiates a message via AM radio, FM radio, Satellite radio, Cable TV, and Satellite TV.
 3. **COG-to-COG (CAPEXCH)** is a private channel that sends targeted messages to other alerting authorities using their COG IDs. COG is an acronym for Collaborative Operating Group.
 4. **PUBLIC Feed** posts alerts so that third-party agencies, such as Google Public Alerts, can redistribute them.
 5. The **Non-Weather Emergency Messages (NWEM)** channel is intended for sending non-weather alerts to National Oceanic Atmospheric Administration NWS all-hazard radios.

The screenshot shows the 'CAP Channels (WEA, EAS, NWEM, CAPEXCH)' pane. It has a header bar with the title. Below the header, there is a section titled 'IPAWS Credential'. Inside this section, there are two buttons: 'Test' and 'Live'. Below the buttons, there is a message: 'Test Mode: This message will only be sent to the IPAWS test environment.' Below this message, there are two input fields: '*Private Key' and '*Keystore Password'.

6. **Test Mode** is selected by default. Sending an IPAWS test message is an efficient way to ensure that your organization's settings are properly integrated with your IPAWS credentials. IPAWS test messages are sent only to the IPAWS test environment; however, if contacts are selected for an IPAWS test message, the message will be sent to them as well. To avoid confusion, contacts from your organization should not be selected when sending IPAWS test messages.
7. Choose **Live Mode** to send an actual notification. Enter your Private Key and Keystore Password credentials issued by FEMA. Inputting incorrect or expired credentials will prevent the message from sending.

WOLF CREEK DESIGN REPORT

Everbridge User Guidance

CAP Fields		WEA	EAS	CAPEXCH	NWEM
*Message Status	Actual ▼	•	•	•	•
*Source	<input type="text"/> ⓘ		•	•	•
*Scope	Public ▼	•	•	•	•
Restriction	<input type="text"/>			•	
Addresses	<input type="text"/>			•	

8. Complete the CAP Fields.
1. **Message Status** should always be set to "Actual" for WEA. EAS and COG-to-COG messages can include other options like "Test" and "Exercise".
 2. **Source** should be the name of the sending agency.
 3. **Scope** is always set to "Public" for WEA and EAS alerts. "Private" and "Restricted" are for COG-to-COG messages.
 4. **Restriction** is only used for COG-to-COG messages. This can be filled with text of your choosing (e.g., "Law Enforcement Sensitive", or "Official Use Only").
 5. **Addresses** is only used for COG-to-COG messages. Enter the COG ID of the organizations you want to share your messages with. Separate each COG ID with a comma.

WOLF CREEK DESIGN REPORT

Everbridge User Guidance

*Message Category	Geo				
*Urgency	Immediate				
*Severity	Extreme				
*Certainty	Observed				
*Event Name	Select...				
*Expires	1				
*Sender Agency Name	Test Agency				
*Headline					
*Message for WEA Only					
	Load message text	90 characters			
*Message					
	Load message text				
Instruction					
Web Link					
*U.S. Time Zones	Select...				

6. Select the desired **Message Category** in the dropdown.
7. Select the desired **Urgency** in the dropdown.
8. Select the desired **Severity** in the dropdown.
9. Select the desired **Certainty** in the dropdown.
10. Select an **Event Name** in the dropdown.
11. **Expires** is the expected hourly duration of the hazardous event. For WEA messages, the public will continue to receive the message if they enter the area of the alert before it expires. This time should be the same or shorter than the broadcast duration time under **Settings** to ensure the alert can be stopped or extended.
12. **Sender Agency Name** is automatically populated based on the name listed in your organization settings. If you have more than one name, you can select the desired one in the dropdown list.
13. **Headline** will automatically populate from the title of the message, but it can be changed.
14. **Message for WEA Only** is required for WEA messages. Choose **Load Message Text** if you'd like to use the message body filled out in step 4. This message is limited to 90 characters that will be sent to smart phones in the area of the alert. Hyperlinks and phone numbers can be included, but they will not be clickable. Avoid special characters since most are rejected by FEMA.
15. **Message** is the content you want to share for all channels except WEA and NWEM. If you only select the WEA or NWEM publishing option, you will not see this field. For EAS alerts, this field is shared with the public via TV scroll bar, or read on the radio. However, if you attach a recorded audio file, the audio will play instead of the text.
16. **Instruction** is an optional field used for all IPAWS channels except WEA. In this field you can describe protective actions or precautionary measures.
17. **Web Link** is an optional field where you can provide a URL for recipients to follow. This applies to all IPAWS channel alerts except WEA.
18. **U.S. Time Zones** is optional and only used by NWEM.

WOLF CREEK DESIGN REPORT

Everbridge User Guidance

*Area Description	All of California				
*Affected Region SAME code(s)	<input checked="" type="checkbox"/> 006000 - All of California				
Polygon	You haven't added any polygons to the map yet.				
Attachments					

19. **Area Description** is a required field for all types of messages except WEA. This field is auto-populated with the name of the SAME code entered in organization settings.
20. **Affected Region Same Code(s)** will display the SAME codes listed in your organization settings. Check the box next to the SAME code for the area(s) that you'd like to notify.
21. **Polygon** is optional. This section shows whether you have selected a polygon or not. "You haven't added any polygons to the map yet" will display by default. For WEA you can geo-target a segment of your service area.
22. **Attachments** is an optional field and used by all IPAWS channels except WEA. EAS messages that include a recorded audio message as an attached file will be delivered to radio stations to play instead of the text-to-speech. For more information on audio attachments see the article: [IPAWS FAQ](#).
23. Complete the rest of the message as desired and choose **Send**.

The screenshot shows the Everbridge IPAWS Test page. At the top, there's a navigation bar with icons for Dashboard, Incident, Notifications, etc. The main content area is titled 'TEST IPAWS' and includes a 'SEND FROM ID' dropdown. Below this, there's a 'Details' section with fields for Notification Type (Incident), Priority (Normal), Recurring (No), and a list of Affected Regions (All of California). The 'Message' section shows 'TEST IPAWS' and 'TEST IPAWS'. At the bottom, there's a 'Publishing Status' section with a 'Publish' button and a 'Publishing Status' dropdown set to '600'.

Once sent, you are automatically taken to the Notification History page. You can verify that the IPAWS message was successful by following these steps:

1. Choose the title of the notification you wish to verify.
2. Choose the **CAP Channels** tab at the bottom of the page and review the **Publishing Status**. The status will show "600" when WEA is sent successfully and "500" when EAS has been validated.

To view a list of all IPAWS publishing Status values see the article: [IPAWS Publishing Status Values](#).

WOLF CREEK DESIGN REPORT

ATTACHMENT J

Emergency Alert System Required Weekly Test

- ☐ Log in to Everbridge (<https://manager.everbridge.net/login>)
- ☐ Click on “Notifications” tab then select “New Notification”
- ☐ Select “Use a message template” and select the Coffey County RWT
- ☐ “Message” section
 - o These blocks are pre-filled and may be edited as needed.
 - *Title: pre-filled and may be edited as needed.
 - Text: pre-filled and may be edited as needed.
 - Email: pre-filled and may be edited as needed.
 - Speech
 - o Text-to-speech
- ☐ “Publishing Options” section
- ☐ Publishing Channels: N/A
- ☐ CAP Channels
 - o Select the “Emergency Alert System (EAS)”
- ☐ IPAWS Credential
 - o During a RWT – select LIVE
 - o Enter the appropriate “Live” Credential
 - PIN #
 - Or
 - Private Key
 - Keystore Password
- ☐ CAP Fields
 - o **Message Status**
 - Actual (is pre-filled)
 - o **Source**
 - Coffey County Emergency Management
 - o **Restrictions**
 - (N/A)

WOLF CREEK DESIGN REPORT

Emergency Alert System Required Weekly Test

o **Addresses**

- (N/A)

o **“Message Category”**

- Select “Other” from the drop-down menu

o **“Severity”**

- Select “Unknown” from the drop-down menu

o **“Certainty”**

- Select “Unknown” from the drop-down menu
 - o Observed (protective actions recommended)
 - o Likely (no actions recommended at this time)
 - o Possible (protective actions may be recommended)
 - o Unlikely (no actions recommended at this time)
 - o Unknown (protective actions may be recommended)

o **“Event Name”**

- Select “Required Weekly Test”

o **“Expires”**

- 1 hour

o **Sender Agency Name**

- Coffey County Emergency Mgmt

o **Headline**

- Coffey County RWT

o **“Message”**

- Click “Load message text”
- The following message should populate
 - o **“Coffey County Emergency Management Required Weekly Test”**

o **Instruction**

- N/A

WOLF CREEK DESIGN REPORT

Emergency Alert System Required Weekly Test

- o **Web Link**
 - N/A
- o **U.S. Time Zone**
 - Central Time Zone
- o **“Area Description”**
 - Coffey County
- o **Polygon**
 - This area will turn green after you load the RWT polygon on the Map
- ☐ **“Contacts” section**
 - o Click “Groups”
 - Check box the appropriate group or groups to receive the message (Emergency Management)
 - o Click “Map”
 - Click “Select Contacts”
 - Click “Shape Library”
 - Click “Coffey County”
 - Click “Load” next to RWT
 - Click “Select” in the top right corner of the map
- ☐ **“Settings” section**
 - o Click “Edit”
 - *Delivery methods: (click the drop down menu in the “Please select...” box and chose “All Text”
- ☐ **“Send & Save” section**
 - o **“Now”**
- ☐ Hit “Send”

WOLF CREEK DESIGN REPORT

ATTACHMENT K

2018 Evacuation Time Estimate documentation

Population Data Sources

- https://budget.kansas.gov/wp-content/uploads/2017_Kansas_Certified_Population.pdf
- <http://www.census.gov/quickfacts/table/PST045214/20031/embed/accessible>

• Census Population	Population Number
Burlington City	2,553
LeRoy City	540
New Strawn City	385
Waverly City	549
Burlington Township (balance)	327
LeRoy Township (balance)	102
Ottumwa Township (balance)	311
Aliceville (unincorporated town)	23***
Sharpe (unincorporated town)	3***
Jacob's Creek (unincorporated town)	44***
Total	4,767

Base population (from 2012 ETE) 6,196

Population for year	<u>2018</u>	<u>4,767</u>
	Year	Population

Difference in population -23% %** (130% or greater requires ETE update)

***Calculation: (1) Determine change from base population (e.g., 6196-5003=1193); (2) Determine how much of a change that is from the original population (e.g., 1193/6196=0.1925); (3) Convert the ratio to a percentage by multiplying value by 100 (0.1925*100=19.2% decrease)*

****population data received from Coffey County GIS via Coffey County Emergency Management.*