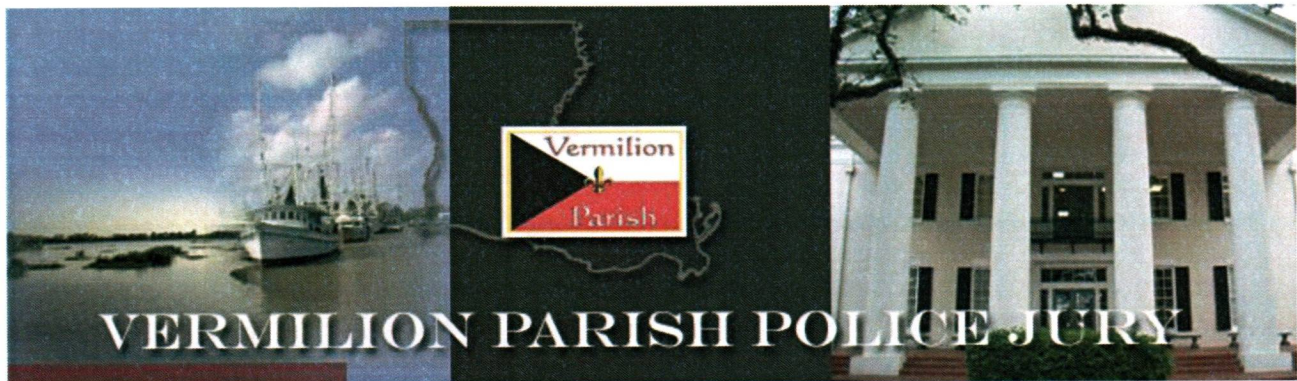


*Vermilion Parish  
Office of Homeland Security &  
Emergency Preparedness*



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**MULTI-HAZARD  
EMERGENCY OPERATIONS PLAN**

**ANNEX U  
MASS FATALITIES**

June 2019

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# ANNEX U - MASS FATALITIES

## ■ PURPOSE

*This annex is to describe and identify roles and procedures in prevention, mitigation, preparedness, response to, and recovery from mass fatality incidents.*

The purpose of this annex is to provide for proper coordination of mass fatality incident response activities and establishes means and methods for the sensitive, respectful, orderly care and handling of human remains in multi-death disaster situations within the boundaries of Vermilion Parish.

## ■ SITUATION AND ASSUMPTIONS

### A. SITUATION

1. Vermilion Parish is vulnerable to hurricanes, tornadoes, floods, hazardous materials incidents, mass transportation accidents, river accidents, and acts of terrorism. Any of these occurrences could result in multiple death response requirements that would overwhelm local capabilities.
2. Should local capabilities be exceeded, support will be available from neighboring parishes, state agencies, and federal agencies.
  - a. The Vermilion Parish Sheriff's Department shall have initial jurisdiction in response to investigation of any incident involving mass fatalities.
  - b. The Vermilion Parish Sheriff's Department shall provide the Office of Homeland Security and Emergency Preparedness with an organized Search and Rescue Team.
  - c. The Vermilion Parish Coroner's Office or his/her designee will manage the assignment of autopsy of any remains and transport to a medical facility.
  - d. Due to the size of this incident temporary facilities may be established at the discretion of the coroner.
  - e. The Emergency Operations Staff shall be briefed at regular intervals through the Health and Medical Officer via information received from the Coroner's Office.

### B. ASSUMPTIONS

1. The Vermilion Parish Office of Homeland Security and Emergency Preparedness Emergency Operations Center shall be activated and fully staffed during any incident resulting in mass fatalities.
2. The Louisiana Mass Fatalities Task Force will be available to aid the parish coroner in the necessary acts of recovery, evacuation, identification, sanitation, preservation or embalming (as authorized), notification of next of kin, counseling, and facilitating the release of identified human remains to next of kin or their representative.
3. Coordination with mortuary services will be available.

4. All agencies involved with recovery operations have existing mutual-aid agreements to supplement their efforts in preparation for a long-term event.
5. State agencies are expected to assist local efforts after local resources are deemed insufficient.
6. Any unmet needs of this jurisdiction may be resolved through terms established of agreements with support parishes and the Louisiana Governor's Office of Homeland Security and Emergency Preparedness.

## ■ CONCEPT OF OPERATIONS

### A. GENERAL

1. Any mass fatality incident that would take place within the boundaries of Vermilion Parish would require coordination and cooperation of many agencies at several different levels of government.
2. The Coroner through the Emergency Operations Center shall direct the overall coordination of a mass casualty incident; however, there may be several incident command posts within the perimeter of any incident.
3. All responding agencies will provide 24-hour coverage for their respective duties in the parish.
4. During any massive response the Emergency Operations Staff shall be activated. All necessary parties shall be represented in the operations center.
5. The Louisiana Mass Fatalities Task Force will assist at the request of the coroner, and as coordinated through the local OHSEP.

### B. PHASES OF EMERGENCY MANAGEMENT

1. Prevention
  - a. Develop plan in coordination with the State and other parishes to determine process for dealing with mass fatalities.
  - b. Establish pre-event contracts.
2. Mitigation
  - a. Pre-designation of temporary morgue sites.
  - b. Development of mutual aid agreements.
  - c. Specialized training and education.
3. Preparedness
  - a. The Vermilion Parish Office of Homeland Security and Emergency Preparedness have written and maintained plans to respond to any incident that may occur with its jurisdiction.
  - b. **The Sheriff's Department shall maintain auxiliary personnel to assist its primary force as needed in a mass casualty incident.**
  - c. The Fire Departments shall maintain a mutual-aid response plan to assist all departments when individual department's resources are exceeded.

- d. Emergency Medical Technicians are trained on a regular basis in rescue techniques by the responsible controlling organization or agency.
- e. The Coroner's Office shall insure that mutual-aid agreements exist to handle an influx of casualties.
- f. The Coroner's Office shall coordinate its plans to use mortuary services with providers on an annual basis.
- g. The Public Information Officer shall maintain a working relationship with all members of the media to insure that all emergency operations procedures for information dissemination are followed.
- h. All other agencies given responsibility in this plan, in coordination with the Office of Homeland Security and Emergency Preparedness are responsible for maintenance of their respective annexes or appendices.

#### 4. Response

- a. The Emergency Operations Staff shall be activated and the Emergency Preparedness Director should initiate communications to the Coroner's office.
- b. All operations will be coordinated through the Emergency Operations Center, which will be responsible for official request for assistance from the State and Federal governments.
- c. Through a request through the Louisiana Governor's Office of Homeland Security and Emergency Preparedness, the Louisiana Mass Fatalities Task Force will be available to assist the Parish Coroner.
- d. The Vermilion Parish Coroner's Office once on scene shall immediately assume the responsibility for the collection, identification, storage and dispatch of human remains.
- e. Law Enforcement agencies shall provide scene security as needed and/or as requested by the Coroner's Office on-scene supervisor.
- f. Law Enforcement agencies shall provide traffic control during mass fatalities operations. Operation considerations may include any or all of the following:
  - Road expansion as needed
  - Entry control for outbound routes
  - Perimeters for inbound routes
  - Assistance to maintain traffic flow as needed
- g. Law Enforcement Agencies shall provide crowd control and security in temporary mortuary sites and family reception centers
- h. Notification of next of kin for all injured or missing victims. The Law Enforcement representative assigned to the Emergency Operations Center shall keep a log containing all next of kin notifications.
- i. Fire Services responsibilities in response to a mass casualty incident are basically the same as in daily operations. Their primary responsibility is fire control. They are also involved on a regular basis with rescue operations and hazardous materials incidents. They also serve a supplemental Emergency Preparedness role of providing back-up support to the operation of the public warning system.
- j. The Coroner is responsible for the following:

- The Vermilion Parish Coroner’s Office will manage the assignment of autopsy of any remains and transport to a medical facility.
  - Mortuary services shall be expanded using all jurisdictional assets available and mutual aid if necessary.
  - The Coroner shall keep an identity log of all identified casualties. The Emergency Operations Staff shall be updated as necessary, without compromising any existing investigation.
- k. The Search and Rescue Team shall be responsible for:
- Search and locate fatality victims once all survivors have been located and treated.
  - Directing the Coroner’s Office Staff to the location of each fatality.
  - Documenting the location of both survivors and fatalities at the scene as part of the investigation.
- l. Health and Medical efforts will be coordinated through the Emergency Operations Center. Major responsibilities will include:
- Medical Care and transportation of the injured shall be accomplished by all involved agencies.
  - Hospitals, Nursing Homes, and other health care facilities shall upon contact by the Health and Medical Officer prepare for a possible evacuation by reducing the patient population and continuing care for those that cannot be evacuated.
- m. The Red Cross may activate the Critical Response Team which can be available within two hours of notification.
- n. The Legal Advisor should keep aware of their legal obligations—and also of any special powers granted by law to include mass burial.

5. Recovery

All agencies tasked with response assignments in reference to a mass fatalities incident shall maintain their assignments until they are ordered to stand down, or life within the affected area can return to a pre-emergency normality. All resources from state and federal agencies shall become available in accordance with a governor or presidential disaster declaration.

## ORGANIZATION AND ASSIGNMENT OF RESPONSIBILITIES

### A. ORGANIZATION

The Mass Fatalities function is the responsibility of the Vermilion Parish Coroner. The Coroner has the overall authority. OHSEP will provide coordination for activities and resources.

### B. RESPONSIBILITIES

#### 1. Parish Police Jury President

- a. When notified, reports to the EOC.
  - b. As appropriate, directs implementation of protective actions for public safety.
  - c. If necessary, directs EOC staff to relocate to the alternate EOC to continue operations.
  - d. As appropriate, terminates response operations and releases personnel.
2. Homeland Security and Emergency Preparedness Director
- a. When notified, reports to the EOC.
  - b. Immediately notifies the Parish Police Jury President of significant emergency situations that could affect the parish.
  - c. Manages the EOC during emergencies
  - d. When directed by the Parish Police Jury President or when circumstances dictate, directs the EOC staff to contact all tasked organizations, and inform them of the situation and direct them to take the actions appropriate for the situation.
  - e. Activates the EOC when situations warrant or when directed to do so by the Parish Police Jury President.
  - f. Advising and briefing the Parish Police Jury President and other key members of the emergency response organization on the emergency situation.
  - g. Recommending to the Parish Police Jury President actions to protect the public from the life threatening consequences associated with the emergency situations.
  - h. When directed by Parish Police Jury President or when conditions warrant such action relocating staff to alternate EOC in order to continue response operations.
  - i. When directed by Parish Police Jury President terminating operations and deactivating the EOC.
3. Sheriff Office / Municipal Police Department
- a. When notified, reports to the EOC.
  - b. Responsible for identifying an Incident Commander, establishing a Command Post, and assigning appropriate personnel to the Incident Command staff if any or all is applicable.
  - c. Notifies the EOC of the situation if the original notification did not come from the EOC.
  - d. Responsible for sending a senior representative (Law Enforcement Officer) to the EOC, when the Emergency Operation Center has been activated during an emergency.
  - e. Manages law enforcement resources and directs law enforcement operations.
4. Coroner's Office
- a. Coordinate with Hazardous Materials and/or Public Health experts on decontamination requirements for deceased.
  - b. Estimating the number of dead.
  - c. Excavation of remains.
  - d. Documenting the location of bodies.
  - e. Body tag procedures.
  - f. Scene documentation including sketches and photographs.

- g. Labeling of body bags.
  - h. Establishing a temporary morgue.
  - i. Transporting bodies.
  - j. Notifying next of kin.
  - k. Safeguarding personal affects.
  - l. Facilitating the release of remains to the next of kin or their representatives.
5. State Police
    - a. When notified, reports to the EOC.
    - b. Responsible for coordinating support law enforcement services to the Parish.
  6. Public Works
    - a. Maintenance of own emergency operations plan,
    - b. Accounting for key personnel and their assignments
    - c. Emergency engineering and maintenance of roads and bridges;
    - d. Situation reporting,
    - e. Maintenance of traffic movement and control through coordination with Sheriff's Office and EOC personnel,
    - f. Assistance to other departments with rescue support,
    - g. Assistance providing emergency transportation,
    - h. Assistance in providing barricades as required
  7. Purchasing Officer
    - a. Handles all procurement requests initiated by response organizations.
    - b. Coordinates implementation of resource management activities with parish tasked organizations.
  8. Finance
    - a. Provides the Purchasing Officer and the Parish Police Jury President with status briefings of financial transactions.
    - b. Maintains records of all financial transactions during response operations.
    - c. Implements the protocol and procedures required by the Stafford Act that are applicable to reimbursing the parish for eligible expenses associated with Presidential Declared Disasters.
    - d. Upon termination of the response effort, prepares the appropriate reports that address costs incurred by the parish during emergency situations

## **■ DIRECTION AND CONTROL**

The Director of Homeland Security and Emergency Preparedness, under direction of the Vermilion Parish Police Jury President, is the principle authority for the overall response to any mass casualty incident.

The Parish Coroner can request assistance from other parish agencies through OHSEP. The Louisiana Mass Fatalities Task Force is available to assist the parish coroner in a coordinated effort of recovery and identification.



## ■ CONTINUITY OF GOVERNMENT

Refer to the Basic Plan.

## ■ ADMINISTRATION AND LOGISTICS

### A. ADMINISTRATION

1. All parish agencies are required to submit reports to the EOC relating to their agency's expenditures and obligations during emergency conditions.
2. Responsibility for submitting local government reports to the Governor's Office of Homeland Security and Emergency Preparedness rests with the Vermilion Parish Office of Homeland Security and Emergency Preparedness.
3. The Vermilion Parish Office of Homeland Security and Emergency Preparedness is responsible to report on the status of the mass care services being provided by volunteer agencies and other non-governmental organizations.

### B. LOGISTICS

1. Each organization tasked in this All Hazards EOP is expected to provide its own logistical support during the initial phase of response operations. Additional support should be obtained through the Emergency Operations Center or the Incident Command, as appropriate.
2. When the parish's resources prove to be inadequate during emergency operations, requests should be made to obtain assistance from other local jurisdictions, higher levels of government, and other agencies.
3. The Office of Homeland Security and Emergency Preparedness has entered into mutual aid agreements with other officials in Louisiana to share resources during emergencies. Copies of written agreements are kept on file in the Emergency Operations Center.

## ■ PLAN DEVELOPMENT AND MAINTENANCE

Reference VII. A., Basic Plan.

1. The Office of Homeland Security and Emergency Preparedness Director has the responsibility for coordinating revision of this annex.
2. Directors of supporting agencies bear the responsibility of maintaining internal plans, implementing procedures and resource data to ensure effective response to an emergency.
3. All other agencies given responsibility in this plan, in coordination with the Office of Homeland Security and Emergency Preparedness are responsible for maintenance of their respective annexes or appendices.

## ■ AUTHORITIES AND REFERENCES

### A. AUTHORITIES

Refer to the Basic Plan, Section IX

**B. REFERENCES**

1. Applicants Handbook Pursuant to Public Law 93-288, Federal Emergency Management Agency, 3-81
2. Disaster Reporting and Accounting Procedures Guide, State of Louisiana
3. Guide for All Hazard Emergency Operations Planning, (SLG) 101, 1996, Federal Emergency Management Agency

**X. APPENDICES TO ANNEX**

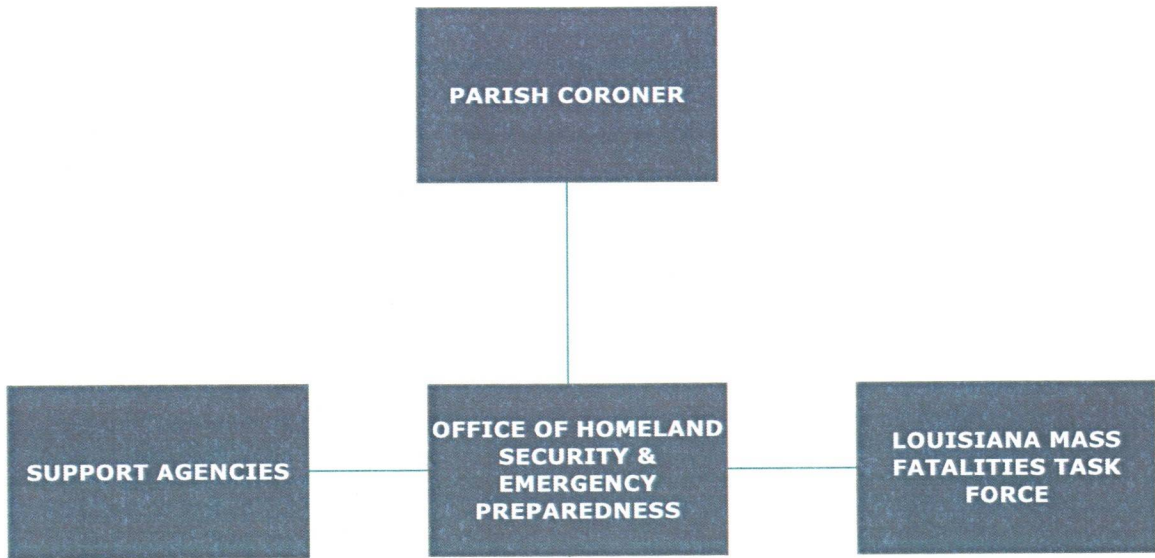
1. Mass Fatalities Organizational Chart

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# ANNEX U – APPENDIX 1

## MASS FATALITIES ORGANIZATIONAL CHART

VERMILION PARISH MASS FATALITIES ORGANIZATIONAL CHART



— DIRECT  
—> COORDINATION