

DIRECTION AND CONTROL ANNEX F

F1. Purpose, Situation, and Assumptions

F1.1 Purpose

The purpose of this Direction and Control Functional Annex is to describe the notification and management of response organizations during a disaster, emergency, or incident within Park County. Without clear direction and control during an incident, confusion and inefficient response may result. This annex provides information on initial notification, incident assessment, incident command, and Emergency Operations Center (EOC) activities.

F1.2 Situation Overview

Park County, the City of Livingston, and the Town of Clyde Park are vulnerable to a wide variety of hazards that could trigger the activation of this Emergency Operations Plan. Each type of incident is unique in its direction and control needs; however, some basic principles can be applied to all types of incidents. All incidents within Park County, the City of Livingston, and the Town of Clyde Park are to be managed using the National Incident Management System (NIMS), Incident Command System (ICS).

Most incidents are first reported via 911 calls and the appropriate response organizations are then notified by their dispatch center. Subsequent notifications, resources requests, incident planning, and operations are conducted as necessary. Table F1.2A shows the response organizations within Park County that may have direction and control responsibilities. Note that federal and state agencies may have their own direction and control responsibilities within their jurisdictions.

Table F1.2A Park County Direction and Control Agencies

Type	Organization
911 Dispatch	Livingston / Park County 911 Dispatch
911 Dispatch	Yellowstone National Park Communications Center
Law Enforcement	Livingston Police Department
Law Enforcement	Park County Sheriff's Department
Fire Services	Clyde Park City Fire Department
Fire Services	Clyde Park Rural Fire District #2
Fire Services	Cooke City / Silvergate Fire District
Fire Services	Gateway Hose Company
Fire Services	Livingston Fire and Rescue
Fire Services	Paradise Valley Fire and EMS
Fire Services	Park County Fire Warden's Office
Fire Services	Park County Rural Fire District #1

Table F1.2A Park County Direction and Control Agencies (continued)

Type	Organization
Fire Services	Wilsall Rural Fire District #3
EMS / Ambulance (separate from fire services)	Gardiner Ambulance
Public Health	Park County Health Department
Principal Executive Officers	Clyde Park City Hall / Mayor’s Office
Principal Executive Officers	Livingston City Commission
Principal Executive Officers	Livingston City Manager
Principal Executive Officers	Park County Commission

The Principal Executive Officers / Local Elected Officials of each jurisdiction have the ultimate responsibility for the health, safety, and welfare of the public they serve. In general, these officials are responsible for declaring disasters and emergencies, ordering evacuations, allocating resources, overseeing jurisdiction-wide operations, and implementing policies related to the disaster. On-scene control is provided by the Incident Commander, usually an officer of an emergency response organization. In many cases, these Incident Commanders work either directly or indirectly for the Principal Executive Officers / Local Elected Officials.

The Park County Disaster and Emergency Services (DES) Coordinator is responsible for emergency and disaster preparedness and the coordination of response and recovery resources. The Coordinator, however, has no statutory authority over any department or organization and acts in a critical support role to Incident Commanders, response organizations, and the Principal Executive Officers. The DES Coordinator is also responsible for organizing and maintaining the Emergency Operations Center (EOC). The primary EOC is located in the basement of the City-County Complex in Livingston with alternate locations of a mobile command vehicle, rural fire stations, or the Sheriff’s Office in Gardiner.

F1.3 Planning Assumptions

- Clear direction and control will improve emergency response to an incident.
- Response agencies and local authorities are willing to communicate and coordinate with all other response organizations and agree to work within the principles set forth in the National Incident Management System.
- Direction and control must remain flexible in order to address the wide variety of incidents that may occur in Park County.

F2. Concept of Operations

The decision points that follow are the responsibility of incident management. Note that not all decision points may be necessary and some decision points may be combined during rapidly escalating situations.

- Decision Point: An incident has occurred requiring emergency response.

Park County emergency responders are most often notified of an incident through a 911 call into the Livingston / Park County 911 Dispatch or the Yellowstone National Park Communications Center. The 911 center notifies the appropriate response agencies using their Standard Operating Procedures (SOPs). Depending on the type of incident, this usually includes law enforcement, fire services, and/or emergency medical services / ambulances. Incident Commanders are designated by the jurisdiction(s) involved.

For certain types of incidents or when requested by the Incident Commander, the Park County Disaster and Emergency Services (DES) Coordinator is notified. The Park County DES Coordinator will then notify the Principal Executive Officer(s) of the affected jurisdiction(s) and the Montana DES Duty Officer, as necessary.

- Decision Point: Initial assessment of the incident is made.

Initial information on an incident is often received in the 911 dispatch centers from individuals witnessing the incident. This information is relayed to the emergency responders when notified of or enroute to the incident. First arriving emergency response units usually assess the incident upon arrival and communicate their “size up” to other responding units via public safety radio. This information can also be relayed to other responding units not monitoring radio traffic by 911 dispatch.

Based on the initial assessment, a plan of action can be developed for resources on scene. Additional resources may be requested, including activation of the Emergency Operations Center, and a more formal Incident Action Plan may be developed upon arrival of command staff.

- Decision Point: Incident command is established.

The Incident Command System (ICS) is a structure that manages how agencies and organizations work together to respond to a disaster or emergency. ICS provides for emergency operations with one person, or in the case of Unified Command, individuals representing multiple agencies, directing the operations for the incident. This concept allows for coordinated emergency response. See the [Base Plan, Section 4, Direction, Control, and Coordination](#) for additional information on this concept. Table F2A lists the likely Incident/Unified Command responsibilities for various types of hazards.

Table F2A Incident/Unified Command Responsibilities

Incident Type	Discipline (if more than one listed, Unified Command is likely)
Civil Disturbance	Law Enforcement
Communicable Disease	Public Health
Earthquake	Law Enforcement Fire Services
Flood	Law Enforcement

Table F2A Incident/Unified Command Responsibilities (continued)

Incident Type	Discipline (if more than one listed, Unified Command is likely)
Hazardous Materials Release	Fire Services
Hazardous Weather	Law Enforcement Fire Services
Terrorism (chemical, explosive, incendiary, radiological, nuclear)	Law Enforcement Fire Services
Terrorism (biological)	Law Enforcement Public Health
Transportation Accident (mass casualty)	Law Enforcement Fire Services EMS / Ambulance
Urban Fire	Fire Services
Volcano	Law Enforcement Public Health
Wildland Fire	Fire Services

The Incident Commander will establish an Incident Command Post (ICP) close to but at a safe distance from the scene. The ICP is typically in an emergency response vehicle or a specially designed command trailer/vehicle. To the extent possible, NIMS compliant ICS forms should be used.

- Decision Point: Incident may impact other jurisdictions.

When an incident may impact other jurisdictions, such as a hazardous material release, wildland fire, or dam failure, the Incident Commander has a responsibility to notify those jurisdictions of the incident. This notification may occur between dispatch centers, directly with the other jurisdiction’s emergency response organizations, between DES Coordinators, and/or with state and federal agencies.

In these types of situations, control may be provided through Unified Command involving more than one jurisdiction.

- Decision Point: Emergency proclamation or disaster declaration is needed.

Local disaster declarations and emergency proclamations are made by the Principal Executive Officers / Local Elected Officials by order or resolution. Declarations and proclamations may be recommended to the Principal Executive Officers / Local Elected Officials by the Park County Disaster and Emergency Services Coordinator, law enforcement, fire services, or other agency involved in the incident. Assistance is generally provided by Park County Disaster and Emergency Services and the declaration or proclamation is submitted to Montana Disaster and Emergency Services. Templates can be found in the Montana Local Government Disaster Information Manual (available on the Montana DES website).

- Decision Point: *Emergency Operations Center (EOC) activation is needed.*

The Emergency Operations Center (EOC) serves as the central facility coordinating multiple incidents or large incidents within the county. The EOC conducts strategic planning and supports incidents through requests for state and federal assistance. The Principal Executive Officers / Local Elected Officials and other responsible agencies coordinate operations from the EOC, including coordination of resources within the county and coordination with neighboring jurisdictions. Communications with the Incident Command Post is essential.

The activation of the Park County Emergency Operations Center will be situationally dependent. Given a limited number of personnel resources, EOC positions will be filled as needed. The activation may only require the Disaster and Emergency Services Coordinator or may involve multiple partners and section chiefs to coordinate resources and requests. EOC representatives must have decision-making authority for their agency.

The EOC is managed by the Park County Disaster and Emergency Services Coordinator, deputy, or other designated person. The EOC can be activated by Park County Disaster and Emergency Services, Principal Executive Officers / Local Elected Officials, or by Incident Command request.

- Decision Point: *Additional resources are needed.*

When additional resources are needed to perform emergency operations, standard practices should be followed. In some cases, this may mean assigning additional local equipment and personnel to the incident or making small purchases. When resources within the jurisdiction are exhausted, mutual aid resources may be requested and used. Specialized resources, such as hazardous material teams, medical volunteers, firefighting helicopters, and tactical teams, may have their own request and fulfillment procedures through specific agencies.

When resources are needed beyond the local capabilities and mutual aid systems, these requests should be made to the Park County Disaster and Emergency Services (DES) Coordinator or the Emergency Operations Center (if activated). DES maintains an Emergency Resource List, including contact information, and can make additional requests to the state. If necessary, the state can make requests to the federal government.

When additional resources are requested or used, detailed tracking methods and records should be maintained for possible future reimbursement purposes. See the [Base Plan, Section 7, Administration, Finance, and Logistics](#) for additional information.

F3. Organization and Assignment of Responsibilities

The responsibilities listed here are specific to this function. Note that all entities, whether listed or not, are also responsible for their basic disaster and emergency responsibilities as outlined in the [Base Plan, Section 3.2](#), as applicable.

The following entities are not specific to jurisdiction. Therefore, in an emergency, the jurisdiction(s) affected will have the responsibility for these roles, and other non-affected jurisdictions may also be involved through mutual aid.

All Entities

- When acting as Incident Command, establish an Incident Command Post.
- Consider the need for Unified Command.

Principal Executive Officers / Local Elected Officials

- Oversee jurisdictional response to the incident.
- Assign Incident Command, if not already pre-established.

State and Federal Emergency Management Entities

including Montana DES and FEMA

- Support responders and emergency management through regional and statewide knowledge of possible mutual aid resources such as incident management teams.

Other Entities

- Perform other duties as needed and assigned.

F4. Direction, Control, and Coordination

Additional information on the direction, control, and coordination function can be found in the [Base Plan, Section 4](#).

F5. Information Collection and Dissemination

F5.1 Information Collection for Planning

Direction and control is generally not a function that requires information for planning.

F5.2 Public Information

Information regarding the public information function can be found in the [Public Information Annex](#).

Direction and control is not a concept typically outlined for the public, however, public information regarding the incident is an important responsibility of command staff. In particularly unstable situations, the public may be reassured of the government's and/or response agency's control of the situation.

F6. Communications

See the [Communications Annex](#) for more details on emergency communications in Park County.

F7. Administration, Finance, and Logistics

F7.1 Finance/Administration

For additional information on the Finance/Administration function, particularly the importance of recordkeeping, see the [Base Plan, Section 7.1](#).

F7.2 Logistics

Logistical needs of the incident are typically managed through the Incident Command System. The function of direction and control does not usually have any logistical requirements. For additional information on disaster and emergency logistics, see the [Base Plan, Section 7.2](#).

F8. Plan Development and Maintenance

See the [Base Plan, Section 8](#) for additional information on annex development, review, revision, and exercise.

F9. Authorities and References

F9.1 Authorities / References

None.

F9.2 Acronyms

See the [Base Plan, Section 9.4](#) for the list of acronyms used in this plan.

F10. Attachments

None.