

**OXFORD, MARYLAND
EMERGENCY OPERATIONS PLAN**

**ADVERSE WEATHER
Preparation, Evacuation and Sheltering Plan**

August, 2007

Who Makes an Evacuation Decision?

Talbot County Emergency Management Agency will activate its Emergency Operations Center to provide guidance to municipalities such as Oxford.

The County makes the decision regarding regional evacuation and would recommend evacuation of Oxford. Town officials will then follow up.

Oxford's "Adverse Weather Emergency Operations Plan" is on file in the town office.

How will I be notified?

You will be notified by "Reverse 911" automated telephone calls, the radio, crawlers along the bottom of your television screen, and/or loudspeaker announcements by the public works dept employees and Fire Company members.

Where do I go?

We do not have a designated shelter in Oxford. Neither the fire house nor the community center are safe evacuation shelters.

The only approved shelter in Talbot County is Easton High School.

How do I get there?

Transportation will be provided to Easton High School, most likely by school bus.

Due to limited parking arrangements and expected road congestion you are requested not to take your private vehicle to the High School.

What about my pets?

Arrangements have been made for pet sheltering but you should get detailed information directly from the Talbot County Humane Society.

Any other sources of information?

Federal www.ready.gov

Talbot County www.talbotcountymd.gov/index.php?page=EMA

Oxford Surge map on the town web page www.oxfordmd.net

County wide surge maps on the County web site above

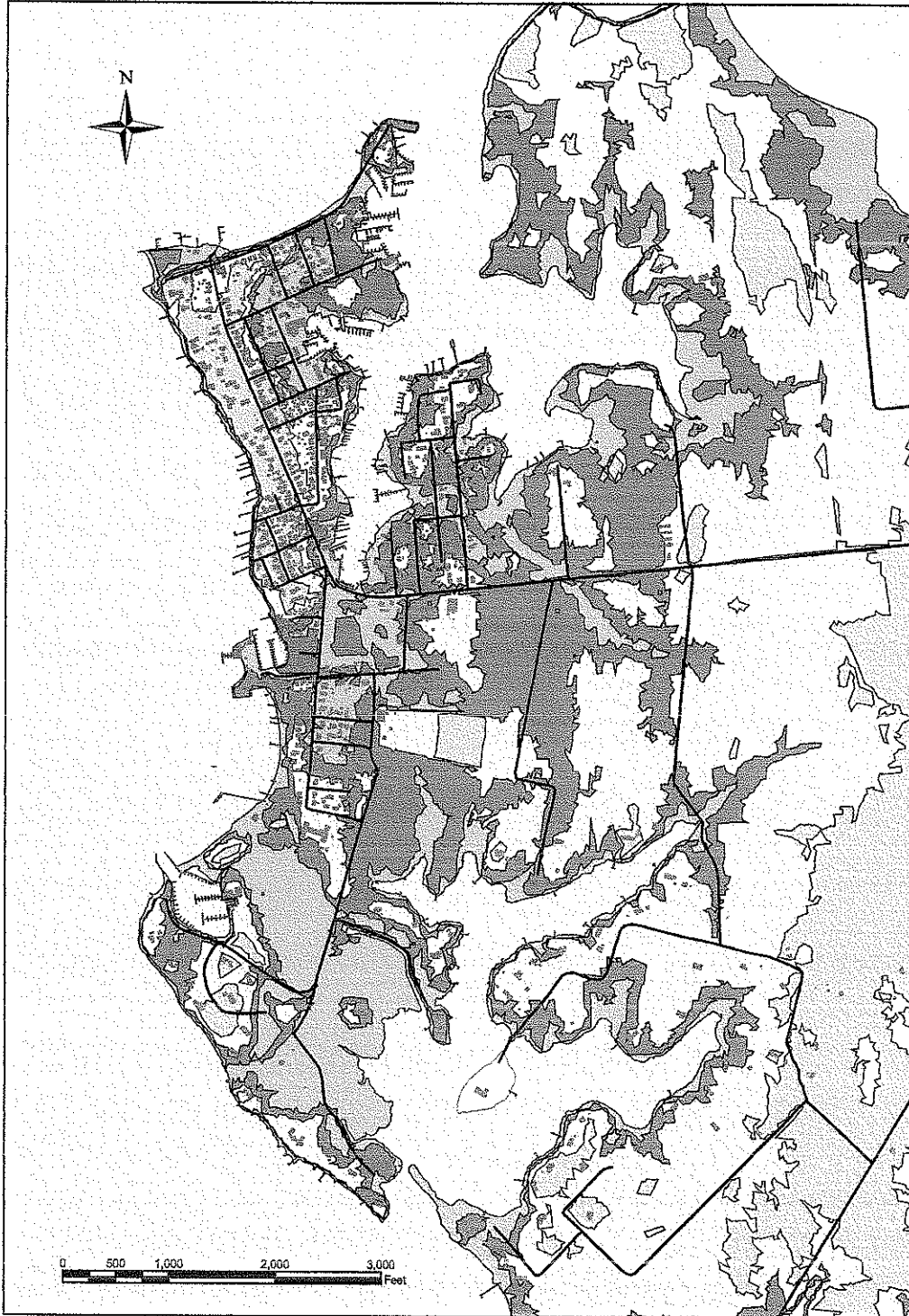
What else?

If an evacuation is recommended, leave. Be safe.






** should you choose not to evacuate, you do so at your own peril. Because of the danger to them, rescue personnel will not be dispatched when sustained winds reach forty-miles-per-hour.*

**TOWN OF OXFORD
HURRICANE STORM SURGE MAP**

Prepared by
Talbot County
Department of Public Works
Geographic Information Systems
August 12, 2004



Areas of Possible Flooding

-  Category 1 Hurricanes
-  Category 2 Hurricanes
-  Category 3 Hurricanes
-  Category 4 Hurricanes
-  Water

**SLOSH MODEL
SURGE VALUES
(regional elevation)**

- Cat 1 4.2
- Cat 2 5.9
- Cat 3 8.0
- Cat 4 10.2

This map was derived from data developed and produced by the Army Corps of Engineers, Philadelphia District. It is made available to Delmarva Peninsula state and local government emergency management and other interested agencies as a preview of inundation areas that will be used in hurricane evacuation traffic modeling. Areas of possible flooding are based on the overlay of maximum SLOSH Model storm surges on available ground elevation data.

This map has been developed as a planning tool for the Talbot County Emergency Management Agency and should not be generally distributed.

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Part I: General

A. Summary:

This plan, termed the Adverse Weather Emergency Operations Plan, is intended to provide guidance to the citizens, employees and visitors of Oxford, Maryland if a gale, hurricane or other adverse weather situation is imminent. This plan is not intended to be a precise course of action but rather a framework from which decisions can be affected to protect lives and property in extremely adverse weather conditions. Wind and high water ("surge inundation") conditions can vary with the strength and type of storm, tide conditions and wind direction. Town officials, based on forecasts provided by local, state and national authorities will make the determination of imminent threat.

B. Purpose

The intent of this plan to establish guidelines for the direction, control and coordination of preparation for and, if necessary, evacuation before the arrival of damaging winds and water in order to protect life and property. The plan establishes procedures for determining the imminent threat, advising the populace, and executing evacuation if necessary and assigns responsibility for these actions.

C. Concept of Operations

1. Prior to the arrival of adverse weather conditions, the national weather authorities will issue a weather watch. A watch means that severe weather may be on the way. Preparations should begin and steps taken to execute this plan. Should the watch progress to a weather warning, then this plan should be executed and actions taken to insure immediate decisions can be affected as required by changing conditions.
2. Actions will be taken in 3 phases, as follows:
 - (1) Precautionary / Voluntary: This phase will concentrate on people who are most vulnerable to the effects of both water and wind. This phase can begin after receipt of an adverse weather watch, warning, or advisory. Local authorities will evaluate the threat and respond accordingly. Notification actions will be taken which may include announcements on the fire station and community center signs, flyers posted in commercial establishments, electronic mail,

telephone calls, and loudspeaker announcements. No special traffic control, transportation, or sheltering measures will be taken. Measures should be taken to protect personal property.

(2) Recommended Evacuation: When a weather warning is issued for weather severe enough to cause wind damage, high tides, surge inundation, ice or snow, local authorities will recommend persons at risk evacuate and take additional measures to protect their property. Oxford does not have a shelter that meets the Federal Emergency Management Agency or American Red Cross standards for evacuation shelters. The Easton High School has been designated as an appropriate shelter. Local authorities will arrange for transportation to the approved shelter for those who cannot provide for themselves.

(3) Mandatory Evacuation: This is the last, most serious phase of evacuation. Authorities will put maximum emphasis on encouraging evacuation and restricting entry into the town. If necessary, safe route guidance will be provided to evacuees. State, county, and local law enforcement assistance will assume responsibility for traffic management. Those choosing not to be evacuated may be left without recourse should conditions deteriorate.

D. Organization and Assignment of Responsibilities

1. An Emergency Response Committee will be established to assist in dealing with the problems associated with adverse weather conditions in Oxford. The President of the Oxford Commissioners and, in the absence of the president, another commissioner as designated by the president, will chair this committee. Primary members will include the remaining commissioners, the Chief of Police, the Public Works Superintendent, the Clerk-Treasurer and the Chief of the Oxford Fire Company Inc. and a citizen representative. Where applicable, primary members will designate secondary members who will be kept apprised of information and responsibilities by their sponsors.

2. Specific responsibilities are as follows:

(1) President of the Oxford Commissioners:

- Proclaim an imminent weather threat to Oxford;
- Assemble and chair the Emergency Response Committee;
- Direct and control actions to be taken in response to the imminent threat;

- Liaise with other local, state, and national authorities as necessary to mitigate losses in Oxford.

(2) Oxford Commissioners:

- Assist the president, or in the absence of the president, assume the responsibilities of the president, in management of the Emergency Response Committee;
- Liaise with town officials, employees, and citizens to assist with actions taken to mitigate loss in Oxford;
- Provide a conduit of information for citizens, guests, and employees in Oxford.

(3) Oxford Clerk-Treasurer:

- Assist commissioners as required in management of the imminent threat;
- Establish and maintain a system for recording actions taken by the town to mitigate the damages of an adverse weather threat;
- Establish and maintain a system for the expeditious employment of town resources as required;
- Assist in notification to persons at risk.

(4) Chief of Police:

- Provide law enforcement;
- Advise the President of Commissioners on matters pertaining to public safety;
- Oversee the establishment of evacuation routes and manage entry into Oxford for the duration of the emergency;
- Liaise with other local, state, and national authorities as required.

(5) Public Works Superintendent:

- Maintain the public works infrastructure in Oxford;
- Advise the President of Commissioners on matters pertaining to public works in Oxford with regard to damage or potential damage;
- In the event of power outage, maintain contact with the utilities companies and advise the Oxford Commissioners with regards to restoration of service;
- Assist the Chief of Police and the Chief of the Oxford Fire Company Inc. as required.

(6) Chief, Oxford Fire Company Inc.

- Provide for fire, rescue, and emergency medical services as required by circumstances;
- Advise the President of Commissioners on matters pertaining to fire, rescue, and emergency medical services;
- Provide a means to rescue persons from flooded areas during the first and second phases and, within capability, the third phase of the emergency;
- Assist, as required and within capability, in the evacuation of Oxford.

(6) Citizen Representative:

- Advise the President of Commissioners on matters pertaining to citizens' concerns regarding the health and safety of the community of Oxford;
- As required, serve as a conduit of information from citizens to the Emergency Response Committee.

E. Direction and Control:

Direction and control of efforts in response to an adverse weather threat or condition shall reside with the Commissioners of Oxford.

F. Plan Development and Maintenance:

The development and maintenance of the Extremely Adverse Weather Preparation, Evacuation, and Sheltering Emergency Operations Plan shall be the responsibility of the Commissioners of Oxford with the advice of representatives designated by the commissioners.

G. Authorities and References:

[To be determined.]

Part II: Situations and Assumptions

A. Situations:

Oxford, Maryland is vulnerable to adverse weather and has, in the past, experienced the effects of ice, snow, wind, flooding, and surge inundation. These conditions will occur again. Because of its vulnerability, precautions must be taken to insure minimal impact on citizens, employees, and guests in the town and their property and the property of the town. Forecasts by weather authorities will ordinarily provide ample warning allowing time to prepare and, if necessary, evacuate the town.

B. Assumptions:

Oxford will have ample warning prior to the arrival of a potentially damaging storm.

Part III: Evacuation Sequence

A. Procedures:

1. Should adverse weather conditions be forecast which might require evacuation, the following procedures will apply:
 - The President of Oxford Commissioners will assemble the Emergency Response Committee;
 - Members of the Committee will advise the President with regard to their areas of responsibility;
 - This Plan will be executed;
 - A Plan of Action will be written with specific responsibilities delineated;
 - A determination will be made with regard to decision points at which time the respective phases of evacuation will commence;
 - Citizens will be notified of the situation by the various means;
 - When decision points are reached, citizens will be advised to commence evacuation;
 - The Chief of Police will assume responsibility for the orderly evacuation of Oxford.

2. Evacuation will commence

B. Concept of Operations

The following is the concept of operations. This is a concept and will be revised as required:

- The Adverse Weather Emergency Operations Plan will be executed;
- The Emergency Response Committee will determine the level of threat;
- The Public Works Superintendent and the Chief, Oxford Fire Company Inc. will activate their plans;
- Citizens, guests, and employees will be advised regarding the threat and suggested preparations;
- When the threat has reached the level where life and property are at peril, an evacuation order will be written;
- Citizens will be notified regarding the threat and the phases of evacuation;
- Persons in greatest peril, those who are ill or immobile, will be assisted and evacuated first;
- Talbot County Emergency Management Agency will be requested to assist in providing transportation if required;
- The Oxford Community Center will be designated as an assembly point for persons unable to provide their own transportation;
- The Chief of Police will designate the appropriate evacuation route;
- Evacuation will commence.

Part IV: Evacuation Routes

A. Roads:

The primary evacuation route will be State Road 333 to Route 322 to destination; secondary evacuation route will be State Road 333 to Almshouse Road to US Route 50 to destination.

B. Concept of Operations:

When the execution order is written, the Chief of Police will evaluate the routes leading from Oxford. Evacuees will be advised to use private transportation where possible. The appropriate route will be

posted on the Oxford Fire Station sign. Operators of public transportation will be advised of the appropriate route.

Part V: Shelters

Oxford does not have a shelter that meets the suggested requirements of the Federal Emergency Management Agency and the American Red Cross. Easton High School, Easton, Maryland is the shelter designated for Oxford.

Part VI: Staging/Last Resort Sheltering

Staging for evacuation will be done at the Oxford Community Center. Last resort sheltering will be determined as required.

Part VII: Notification

Should the threat of extremely adverse weather occur, every means will be employed to ensure residents of Oxford are kept advised. The primary means will be local radio and television stations. Newspapers will advise of conditions such as hurricanes. It is the responsibility of the individual to take action when these advisories are promulgated. Should conditions deteriorate and evacuation becomes a possibility, sign, flyer, loudspeaker, email and any other means available will be employed to advise residents. If a person resides in an area known to flood or be exposed to other adverse weather, it is incumbent upon that person to take precautions and not wait until adverse weather is imminent.

EXTREMELY ADVERSE WEATHER CHECK-OFF SHEET

- The President Oxford Commissioners notified of imminent adverse weather.
- Remaining Oxford Commissioners advised of imminent adverse weather threat.
- The Superintendent, Public Works notified of weather threat.
- The Chief of Police and the Chief, Oxford Fire Company notified of weather threat.
- The Emergency Response Committee is assembled.
- The Emergency Response Committee makes a determination of a course of action.
- Should conditions warrant, begin notification of citizens using the prepared flyer, telephone, and email.
- Establish an operations center and prepare to provide information.
- As conditions deteriorate, begin notification of imminent evacuation.
- Commence evacuation.
- Prepare to secure the town.
- Commence final evacuation.
- Limit access to town.
- Restore services.
- Reopen access to town
- Assess damages.