

DEPARTMENT

OF

PUBLIC SAFETY

Office of Emergency Management

TOWNSHIP OF JACKSON 2007 BUDGET

DEPARTMENT NAME:

DEPARTMENT BUDGET CODE:

OFFICE OF EMERGENCY MANAGEMENT 252

NARRATIVE SUMMARY

A. GENERAL DUTIES

1. The Emergency Management Coordinator shall be responsible for the planning, activating, coordinating and the conduct of Emergency Management Operations within the municipality. Whenever, in his opinion, a disaster has occurred or is imminent in the municipality, the Emergency Management Coordinator shall proclaim a State of Local Disaster Emergency within the municipality. The Emergency Management Coordinator, in accordance with regulations promulgated by the State Director of Emergency Management, shall be empowered to issue and enforce such orders as may be necessary to implement and carry out Emergency Management Operations and to protect the health, safety and resources of the residents of the municipality.

B. SPECIFIC ACHIEVEMENTS FOR 2006:

1. Conducted a multi-agency exercise that include local, state, federal and military agencies focusing on operations involving a terrorist act involving the population within the township.
2. Conducted research, formulated necessary documents and prepared an Emergency Operations Plan for Six Flags Great Adventure. The document was forwarded to the New Jersey State Police, Emergency Management Office for review and approval. (Approved by NJSP OEM, forward to Planning Division for final adoption)
3. Conducted planning meetings with Local, County, New Jersey State and Department of Transportation to execute an emergency evacuation plan for Six Flags Great, Great Adventure. (Approved)
4. Conducted C.E.R.T. Training for Township Residents and graduated those attending.
5. Conducted an information program on Local Hazards and Shelter Operations.
6. Provided training for local emergency responders and township employees involving confined space rescue.
7. Conducted a FEMA Graded Exercise involving Local, County, State and FEMA personnel pertaining the duties and responsibilities involving a Reception Center and DECON Operations involving radioactive disaster.
8. Assisted Local Fire and Police Agencies on various emergency and non-emergency operation.

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C. SPECIFIC OBJECTIVES FOR 2007:

1. Sponsor a symposium on School Safety, instructed by Wayne M. Zygowicz, EMT-P B.A., E.M.S. Chief, Littleton Fire Rescue, Littleton Colorado
2. Conduct an exercise involving the school system.
3. Conduct an exercise involving rescue operations from rides at Six Flags Great Adventure.
4. Conduct a tabletop exercise involving emergency evacuation from Six Flags Great Adventure.
5. Certify all local schools and available township buildings, fire stations and first aid building as Red Cross Shelters.
6. Conduct training for school personnel and township resident for the purpose of becoming shelter managers to assist during emergencies.
7. Conduct information seminars on emergency sheltering, hazardous weather conditions, fire safety and other points of interest.
8. Revise the township's emergency operations plan to reflect changes made for emergencies and the new code.
9. Install radio communication equipment with county and states frequencies, removed when new police system was installed.
10. Order command/communication trailer to replace old unit. Capital improvement secured in 2005.
11. Order portable communication tower trailer. Capital improvement secured in 2004.
12. Pursue alternate location for E.O.C. should present location become inoperable during a emergency or disaster.
13. Continue personnel training.

(PLEASE ATTACH UPDATED TABLE OF ORGANIZATION)

ALL BUDGETS MUST BE SIGNED BY DEPARTMENT HEAD/CHAIRPERSON

I HEREBY APPROVE MY DEPARTMENT'S/BOARD'S BUDGET AS HERETO ATTACHED:



JACKSON TOWNSHIP
OFFICE OF
EMERGENCY MANAGEMENT

TOWNSHIP
COUNCIL

MAYOR

DEPUTY
COORD.

E.O.C.

DEPUTY
COORD.
POLICE

DEPUTY
COORD.
SHELTER

DEPUTY
COORD.
ADMIN.

LAW
ENFORCE.
ANNEX

SHELTER
RECEPT.
ANNEX

RESOURS.
MANAG.
ANNEX

ALERT
WARNING
ANNEX

SOCIAL
SERVICE
ANNEX

P.I.O.
ANNEX

WMD
ANNEX

ANIMAL
SHELTER
ANNEX

C.E.R.T.

TERRORISM
ANNEX

DAMAGE
ASSESS.
ANNEX

DEPUTY
COORD.
TEAMS

EVAC.
ANNEX

HAZMAT

HIGH
ANGLE
RESCUE

RADIOLOG.
ANNEX

DECON

CONFINE
SPACE

AUX.
POLICE



ARTICLE XIII, Office of Emergency Management

§ 3-82. Emergency Management Coordinator appointment; qualifications.

The Emergency Management Coordinator, who shall serve as the Director of the Office of Emergency Management, shall be appointed by the Mayor with the advice and consent of the Township Committee for a term of office as prescribed by N.J.S.A. App A:9-40.1. The Emergency Management Coordinator shall be a resident of the township and shall be chosen on the basis of his or her experience and training in the field of emergency management.

§ 3-83. Removal.

The Emergency Management Coordinator may be removed from office in accordance with the terms and provisions of law.

§ 3-84. Compensation.

The compensation of the Emergency Management Coordinator shall be as established by the General Salary Ordinance^{EN(1)} of the township.

§ 3-85. Powers and duties.

The Emergency Management Coordinator shall:

- A. Be responsible for the planning, organization and direction of varied emergency management operations within the township and coordinate the activities of municipal departments within the township while providing them with the necessary guidance and advice for the development of emergency management programs.
- B. Coordinate the activities of the township emergency management staff and provide definitive information concerning emergency management programs and policies.
- C. Prepare budgets, statistical reports, evaluations and other reports as may be necessary.
- D. Conduct studies and make changes in the existing organization and operation to assure continuity between all divisions of the office of Emergency Management.
- E. Establish and maintain the Township Emergency Operating Center.