

Lisa Monbleau

Log# 417

Date Due 6-4

RECEIVED
MAY 28 2019
LACEY TOWNSHIP
MUNICIPAL CLERK

From: Veronica Laureigh <laceyclerk@laceytownship.org>
Sent: Tuesday, May 28, 2019 2:12 PM
To: Lisa Monbleau
Subject: Fwd: Internal review of OPRA request - Mutual Aid Plans

Thank you

Veronica Laureigh
Municipal Clerk/Administrator
Township of Lacey
818 Lacey Road
Forked River, NJ 08731
609-693-1100, ext. 2200
Fax: 609-693-0526
laceyclerk@laceytownship.org
www.laceytownship.org

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----- Forwarded message -----

From: **EMS Information** <opra+request-5593-04c6c3a8@requests.opramachine.com>
Date: Tue, May 28, 2019 at 1:58 PM
Subject: Internal review of OPRA request - Mutual Aid Plans
To: Veronica Laureigh <laceyclerk@laceytownship.org>

Police

Dear Veronica Laureigh,
The township holds the mutual aid plans for each organization, please send a copy. The Township OEM Coordinator Dibella has them. Please kindly forward a copy.

Yours sincerely,

EMS Information

-----Original Message-----

Please request such from the County Sheriff or Emergency Management for the County Plan as to the mutual aid plan since the County does the Dispatching

Thank you

Veronica Laureigh
Municipal Clerk/Administrator
Township of Lacey
818 Lacey Road
Forked River, NJ 08731
609-693-1100, ext. 2200
Fax: 609-693-0526
[1][Lacey Township request email]
[2]www.laceytownship.org

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Please use this UNIQUE email address for all replies to this request and no other:
opra+request-5593-04c6c3a8@requests.opramachine.com

Disclaimer: This message and any reply that you make will be published on the internet. Our privacy and copyright policies:
<https://opramachine.com/help/officers>

View this OPRA request & responses online:
https://opramachine.com/request/mutual_aid_plans

Please note that in some cases publication of requests and responses will be delayed.

If you find this service useful as an OPRA custodian, please ask your web manager to link to us from your organisation's website.



LACEY TOWNSHIP POLICE DEPARTMENT

Community Policing in Forked River, Lanoka Harbor, and Bamber Lake

Michael C. DiBella
Chief of Police

808 West Lacey Road, Forked River, New Jersey 08731
Telephone: 609.693.6636 Fax: 609.693.3894

TO: Veronica Laureigh
Township Clerk/Administrator
Custodian of Records

FROM: Lynn J. Talarico
Records Bureau

DATE: June 7, 2019

SUBJECT: OPRA Request – Opramachine – EMS Information

On Tuesday, May 28, 2019, this agency received the attached Open Public Records Act Request for the mutual aid plans for each organization.

I have attached the requested document that is permitted to be released pursuant to this request as governed by the provisions of OPRA (N.J.S.A. 47:1A-1.1).

Attachment: Office of Emergency Management – Emergency Medical Annex

LACEY TOWNSHIP
OFFICE OF EMERGENCY MANAGEMENT
EMERGENCY MEDICAL ANNEX

I. INTRODUCTION

A. Statement of approval:

The Emergency Medical Annex of the Lacey Township Emergency Operations Plan meets the approval of the Emergency Management Coordinator and the Emergency Medical Services (EMS) Chief or Captain and is hereby approved.

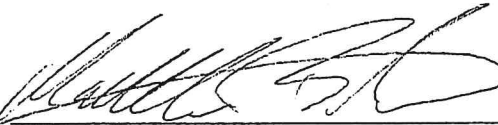
This annex supersedes any previously written Emergency Medical Annexes.

Approval date: 4/4/16



Captain Ray Benedetti

Lacey Township Emergency Medical Services



Chief Matthew Bender

Lanoka Harbor Emergency Medical Services



Dr. David A. Paprota, Ed.D.

Emergency Management Coordinator
Chief of Police

II. AUTHORITY AND REFERENCES

A. Laws, ordinances, regulations, resolutions and directives.

1. Federal

- a. As cited in the Basic Plan

2. State

- a. Chapter 33, N.J.S.A. 13:1D-1
- b. Chapter 232, N.J.S.A. 13:1D-29
- c. Title 8—Chapter 51, N.J.A.C. 8:51
- d. New Jersey Public Law 1947, N.J.S.A. 26A-1 et seq.

3. County

- a. As cited in Basic Plan

4. Municipal

- a. As cited in Basic Plan

B. References, guidance material and other documents.

1. Federal

- a. As cited in Basic Plan

2. State

- a. New Jersey State First Aid Council, District Mobilization Plan

- b. New Jersey Emergency Operations Plan, Mass Casualty Incident Plan
- 3. County
 - a. 1992 Ocean County Resource Directory and Mobilization Plan
- 4. Municipal
 - a. As cited in Basic Plan

III. PURPOSE

- A. The purpose of this Emergency Medical Annex is to define and to provide guidance for the development and operation of a viable emergency medical program during any emergency or disaster situation and to ensure completion of required emergency actions.
- B. Outline the roles and responsibilities of the Township of Lacey Emergency Medical Services during an actual or anticipated large scale incident.

IV. SITUATION

- A. In Lacey Township there are two independent volunteer emergency medical service organizations that operate at the basic life support level (BLS). These organizations are recognized by the Township to provide BLS care to the sick or injured in the community. The EMS Squads are each under the command of an EMS Chief or Captain. Each squad utilizes line officers which may include: Deputy Chief, First Lieutenant, Second Lieutenant and Sergeant.
- B. There are two independent EMS Districts in Lacey Township and the following information further describes each organization.

1. Lacey Township EMS maintains two stations, its headquarters is located at Parker Avenue and Oak Street in Forked River, New Jersey, and a substation which it shares along with the Forked River Fire Company is located on Joffre Road in Forked River, New Jersey. Lanoka Harbor Emergency Medical Service maintains one station at 305 Manchester Avenue, Lanoka Harbor, New Jersey.

2. Lacey Township EMS has thirty-four (34) active members of whom all are EMT's.

Lanoka Harbor EMS has forty-eight (48) active members of whom all are EMT's and seventeen (17) Driver emergency medical responders.

There are no full-time or part-time squad members on either squad. Membership is completely voluntary.

3. Lacey Township EMS maintains Three (3) ambulances; and 1 four wheel drive First Responder Vehicle.

Lanoka Harbor EMS maintains three (3) ambulances, one (1) four-wheel drive First Responder Vehicle, one (1) four-wheel drive Chief's vehicle and one (1) off road ATV rescue ambulance with trailer.

4. Significant Emergency Medical Hazards within Lacey Township include radiological burns at the OCNCS.

5. The Monmouth Ocean Hospital Corporation, commonly known as MONOC, is capable of supplying advance life support (ALS) paramedic units upon request. MONOC is a state recognized regional unit which covers Ocean County. Depending on the vehicle assigned, paramedics may be in an ambulance capable of patient transport or in a non-transport type vehicle.

- C. The primary dispatch center for Emergency Medical Services is the Ocean County Sheriff's Department (OCSD). Dispatch is accomplished via radio paging on 508.1875MHz. The alternate center is the Ocean County Sheriff's Department OEM which is also done by radio paging.
- D. EMS vehicles are equipped with UHF radios that are capable of operating on the Ocean County trunking system. These radios have all EMS Zones, OC OEM, and OC PS interoperable radio channels. The Township EMS agencies routinely communicate with OCSD on EMS Zone 2. They also utilize a secondary frequency of 460.575MHz which is owned and maintained by both EMS agencies. This frequency is used to facilitate the assembling of volunteers to answer calls. Communication with Ocean County and surrounding communities can also be accomplished through the use of Ocean County emergency medical frequencies, 155.205 (primary) and 155.340 (secondary).
- E. There are no hospitals or nursing homes that can be expanded into emergency treatment centers. The St. Pius Church Facility on Lacey Road as well as the Lacey Township Middle and High Schools could be used as a first aid treatment center.
- F. The Mass Casualty Response Plan utilized by Lacey Township begins with the local squad dispatched to the scene and operates using the National Incident Management System
 - 1. The EMS officer in charge of the incident will, through unified command, request the OCSD to dispatch additional EMS resources as needed. These additional resources may come from adjacent volunteer EMS organizations, paid EMS organizations, or through the New Jersey EMS Task Force operated through and under the direction of the New Jersey Department of Health and Senior Services, Office of EMS.

2. When three or more EMS agencies are dispatched to a single incident, the OCSD will dispatch the county Office of Emergency Management Emergency Medical Services Coordinator or designee to assist in the coordination of the response.
 3. Additional non-EMS resources such as school buses, fire department apparatus, etc., may also be utilized to mitigate an incident. The NJ EMS Task Force maintains assets in Ocean County at Brick Police EMS and Lanoka Harbor EMS. Brick PD EMS has a 100 Patient capable Mass Care Unit, and Lanoka Harbor EMS has a six-wheel drive all terrain ATV which is capable of off road EMS rescue. These assets are able to be requested as part of the County EMS mutual aid plan independent of any request for the NJ EMS Task Force team.
 4. At the conclusion of any event outlined in IV F.2 above, and upon request from the Township OEM, an after-action report shall be prepared and delivered to the OEM within 10 days. The report shall list the number of injured or deceased, destination of the injured, and details of the agencies utilized to mitigate the emergency (number and type vehicles).
- G. Lacey Township is a member of the 15th District of the New Jersey First Aid Council. Lanoka Harbor EMS is NOT a member of the New Jersey State First Aid Council.

V. OPERATIONS AND CONTROL

- A. EMS actions to be taken during periods of heightened risk include:
1. EMS direction and control is under the direction of the EMS Officer in charge.

2. Each organization will maintain a current membership roster, and will provide an officer (Operations and Administration) roster to the Township OEM and Police Department annually and any time there is a change. The roster provided to the Township OEM and Police Department will list the name, title, address, home and alternate telephone numbers. In the event of an EOC activation, a current membership roster of all members will be available to the OEM.
 3. Should the Lacey Township EOC be activated, one representative from either Lacey or Lanoka Harbor EMS will staff the Emergency Medical position as determined by the Emergency Management Coordinator. This person will rotate with a member from the opposite agency for long-term events.
- B. The Emergency Medical Groups interact with other Emergency Groups during an emergency as follows:
1. The Emergency Medical representative that will report to the EOC in a major emergency is the EMS Chief/Captain or his/her designated representative.
 2. Appropriate information will be reported to the EOC via radio from the Emergency Medical vehicle on scene. Telephone messages will be used as an alternate and a messenger will be used as a last resort.
 3. The Emergency Medical Group uses the National Incident Management System.
- C. Emergency Medical personnel are dispatched from OCSD where emergency calls are received. Dispatching is accomplished by radio paging. Additional personnel and equipment are called in via radio pager through the OCSD as required.

- D. In an Emergency Medical operation in which more than one jurisdiction's forces are involved, command of the Emergency Medical forces will be under the highest ranking member of the jurisdiction in which the incident is located.
- E. Rescue of injured people during an emergency is accomplished by the EMS Squads, assisted as necessary by the Fire Department and the Police Department.
- F. Coordination of Emergency Medical care at shelter facilities will be accomplished through the EMS Chief/Captain for incidents within the Township. Coordination for incidents outside of the jurisdiction will be accomplished through the Ocean County Emergency Medical System.

VI. RESPONSIBILITIES

- A. The EMS Chief/Captain is responsible for implementing this annex and directing the Emergency Medical Response.
- B. The respective SOPs of each EMS agency address how the Emergency Medical function will be accomplished.
- C. Mutual aid agreements for the Emergency Medical function are as follows:
 - 1. Berkeley Township (verbal)
 - 2. Ocean Township - Waretown (verbal)
 - 3. Ocean County (verbal)
 - 4. Monmouth Ocean Hospital Corp (MONOC) (verbal)

- D. The EMS Chief/Captain is responsible for arranging for emergency medical support and hospital care during and after an emergency, including decontamination.
- E. The EMS Chief/Captain is responsible for emergency medical protection in emergency shelters.
- F. Lacey Township and Lanoka Harbor Emergency Medical Services will support the following emergency functions as described.
 - 1. Alert, Warning, and Communications by providing vehicles for use in route alerting.
 - 2. Emergency Public Information by assisting with the distribution of materials.
 - 3. Fire and Rescue by assisting with rescue extrication.
 - 4. Hazardous Materials by providing casualty transportation.
 - 5. Public Health by assisting with inoculations.
 - 6. Shelter, Reception, and Care by providing medical services in the shelters.
 - 7. Medical support for Decon Centers.

VII. CONTINUITY OF GOVERNMENT FOR EMERGENCY MEDICAL

- A. There is a need for a line of succession for the person responsible for the emergency medical functions in order to ensure continuous leadership, authority and responsibility. The Emergency Management Coordinator and the personnel working within these functions will be kept informed of the following line of succession:

1. EMS Chief/Captain
2. EMS Deputy Chief(Where applicable)
3. EMS 1st Lieutenant
4. EMS 2nd Lieutenant

- B. Essential records and logs will be protected and preserved in accordance with standing departmental orders. Records and logs pertaining to emergency operations will be forwarded to the Emergency Management Coordinator to ensure that a complete record of the emergency is available for post operation analysis and possible use in litigation.

VIII. ADMINISTRATION AND LOGISTICS

- A. The EMS Secretaries are responsible for maintenance of all records and reports required for the emergency medical functions in an emergency.
- B. The EMS Treasurers are responsible for records of expenditures for the emergency medical functions in an emergency.
- C. Supplies and equipment needed during an emergency will be taken from the supplies on hand at the respective EMS Buildings. If these prove inadequate, additional supplies can be obtained from area hospitals. All purchases must be made by the EMS Purchasing Agent. The EMS Chief/Captain will coordinate with the Emergency Management Coordinator for all requests for supplies and equipment through mutual aid from the County Office of Emergency Management.

IX. ANNEX DEVELOPMENT AND MAINTENANCE

- A. The EMS Chief/Captain are responsible for the maintenance of the Emergency Medical Annex and for ensuring that necessary changes and revisions to the annex are prepared, coordinated, approved, and distributed.
- B. The EMS Chief/Captain are responsible for review and updating of the Emergency Medical Annex, SOP's, and attachments based on deficiencies identified through drills, exercises and actual emergencies on an annual basis.

X. DEFINITIONS

- A. The following terms and acronyms were used in addition to those defined in the Basic Plan.

EMS	Emergency Medical Service
EMT	Emergency Medical Technician
EOC	Emergency Operations Center
LTPDCC	Lacey Township Police Department Communications Center
OCSD	Ocean County Sheriff's Department
SOP'S	Standard Operating Procedures

XI. APPENDICES/ATTACHMENTS

- EMA-1 District Mobilization Plans (On File)
- EMA-2 Recall/duty rosters (On File)
- EMA-3 Mutual Aid Agreements (On File)
- EMA-4 Hospital emergency plan (On File)
- EMA-5 New Jersey Emergency Medical Services Multiple Casualty Plan (On File)
- EMA-6 EMS organizations and resource list (On File)
- EMA-7 Identified sites that are designated or can be used as MEDEVAC landing sites in Lacey Township. (On File)