



Davison County Emergency Management  
200 E. 4<sup>th</sup> Ave.  
Mitchell, SD 57301-2631  
Phone (605) 995-8640  
Fax (605) 995-8642

LEPC Minutes  
January 11, 2023 @ 10:30 A.M.

Chairperson: Marius Laursen    Vice Chairperson: Steve Harr    Secretary: Jeff Bathke

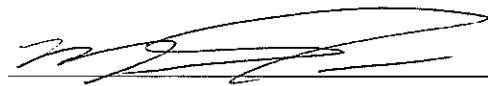
Call in Number is 1-866-990-6338. The Conference ID is 12705.

1. Welcome-Sign In.
2. EM Bathke called the meeting to order.
3. Election of Chairperson
  - a. Motion by Mark, 2<sup>nd</sup> by Vicki, to nominate Marius Laursen as Chairperson.
  - b. Motion by Skyler, 2<sup>nd</sup> by Mark, to cease nominations and cast a unanimous ballot. Motion carried. Chairman Laursen took over the meeting.
4. Election of Vice-Chairperson
  - a. Motion by Mike, 2<sup>nd</sup> by Mark, to nominate Sheriff Harr as Vice-Chairperson.
  - b. Motion by Dean, 2<sup>nd</sup> by Randy, to cease nominations and cast a unanimous ballot. Motion carried.
5. Appointment of Secretary/Treasurer/Information Officer
  - a. Jeff was appointed to this position.
6. Approval of the Agenda.
  - a. Motion by Mark, 2<sup>nd</sup> by Mike to approve the agenda. Motion carried.
7. Approval of the previous minutes.
  - a. Motion by Michelle, 2<sup>nd</sup> by Vicki to approve the previous minutes. Motion carried.
8. Status:
  - a. The Davison County LEPC receives grant funds from the state, which are used to pay for air cards in the EM and Search and Rescue vehicles.
    - i. Amount of 2022 grant: \$2,087.33
    - ii. Expended: \$1,788.89
    - iii. Remaining: \$298.44
    - iv. The 2023 grant was submitted prior to the November 30<sup>th</sup> deadline.
  - b. Motion by Mike, 2<sup>nd</sup> by Mark to approve the financial status. Motion carried.
9. Public Input-None
10. Remediation/HAZMAT Issues
  - a. 1-6-2023      Liquid Nitrogen release at Central Plains Automation (closed).
  - b. Marius and Karen were on scene. Snow/Ice damaged a 1,000 lb. tank, causing it to leak. A perimeter was set up, public was notified via social media to shelter in place. The release was not considered hazardous as it was dissipating into the air quickly. This was confirmed with the Sioux Falls HAZMAT Team. The owner was notified and was also on scene.
11. Administrative and SLA Requirement
  - a. County Contact List by 1-31-2023.
  - b. The quarterly report is due January 31, 2023.
12. Current Road Closures
  - a. None, other than snow buildup in many areas.
  - b. Ethan intersections have snow several feet deep, making it difficult to see traffic.
13. Upcoming Road Closures:
  - a. 2023 County-Rehab a bridge just north of the Gary Busmuss farm, between 249<sup>th</sup> and 250<sup>th</sup>. (delayed)

- b. 2024 State-HW 37 from Bypass/Main Street to airport road reconstruction-Traffic will be maintained to allow both directions.
  - c. 2024 State-HW 38 Alexandria Intersection to Spencer Quarry-Shoulder Widening/grading project-Traffic will have flaggers.
  - d. Future-City-Canal Bridge
14. Jeff Bathke-P&Z/Drainage/EM Director
- a. Jeff explained the notification requirements for missing persons/fatalities, which EM needs to report to the State Office of Emergency Management.
    - i. Any incident that has been ongoing for more than 8 hours without resolution or locating the missing person.
    - ii. Any incident that involves minors, elderly or disabled.
    - iii. Any incident when weather conditions (very hot or cold) could cause severe health concerns.
    - iv. If an air search is requested.
15. Karen Wegleitner-P&Z/Drainage/EM Deputy
- a. Karen and Deputy Sheriff Jerke rescued 9 people on Tuesday during the storm. Others were found but had help on the way.
  - b. Karen transported two patients to/from Davita on Wednesday for dialysis.
16. Becky Pitz/Sarah Blaine-POET
- a. POET remained open during the storms.
  - b. POET will host a site tour in March, which can be counted as our LEPC meeting for the month.
17. Marius Laursen/Shannon Sandoval-MFD
- a. EMS increased staffing for the storm and were very busy responding to calls. One day had 17 calls.
  - b. Ambulance traffic was difficult. One is four-wheel drive, the other has chains.
  - c. There were two storm related fatalities, one due to exposure.
  - d. MFD responded to a house fire on W. 2<sup>nd</sup>. The house was fully engulfed in flames upon arrival, with several children found outside. The temperature was extremely cold. The Fire Marshall was unable to determine the cause of the fire.
18. Mike Koster/Dean Knippling-MPD
- a. The PD had difficulty traveling in the storm.
  - b. The PD had conducted continued Active Shooter Training, with plans to conduct this on a regular basis.
  - c. The PD has a vacant SGT position due to the retirement of Ryan Erickson. There are also vacancies in dispatch and code enforcement.
19. Vicki Lehrman-Avera
- a. COVID and influenza numbers remain consistent.
  - b. Influenza is rated as regional in SD.
  - c. COVID, per Joint Commission Data, shows positivity rate of 19.81% nation-wide. South Dakota positivity rate is currently at 21.9%. This does not count home tests.
  - d. The Emergency Department and the hospital have been very busy.
  - e. Avera will soon be able to provide care for inpatient dialysis patients.
20. Petar Mirkovic-Health-Absent
21. Michelle Carpenter/Roswitha Konz-Health
- a. No additional comments.
22. Ruth Ragels-SD Family Assistance Center for Military Service Members-Absent
23. Dawn Niehoff-MPD Dispatch-Absent
24. Steve Harr-Sheriff/Tim Reitzel-Chief Deputy-Absent
25. Micheal Peterson-Highway Patrol-Absent
26. Randy Pratt-Amateur Radio Operators

- a. Randy shared from a Mitchell resident perspective he thought the streets were cleared as good and as fast as possible.
- 27. Bob Everson-Mayor-Absent
- 28. Stephanie Ellwein-City Administrator-Absent
- 29. Denny Kiner-Commissioner-Absent
- 30. Susan Kiepke-Auditor-Absent
- 31. Dave Beintema-Elected Official-Absent
- 32. Joe Schroeder/Mark Jenniges-Environmental City of Mitchell
  - a. Mark shared for snow removal the city is working on piles, intersections, then will attempt to widen the streets.
  - b. The City of Mitchell is working with FEMA on a grant to clean out Dry Run Creek.
- 33. Gene Deinert-Environmental City of Mt. Vernon-Absent
- 34. Dave Duba-Environmental City of Ethan-Absent
- 35. Robert Reuland-Red Cross
  - a. Robert is working on updating new equipment in the Mitchell location.
  - b. Red Cross assisted with the house fire on W. 2<sup>nd</sup>, providing \$800 to the family for short term needs.
  - c. In anticipation of Spring flooding, Robert reminded the LEPC that Red Cross can provide financial support to anyone affected by flooding.
  - d. The Red Cross has some volunteers deployed to California.
- 36. John Sieverding-Education-Public-Absent
- 37. Vacant-Education-MTI
- 38. Adam Frerichs-Regional Emergency Management Coordinator-Absent
- 39. Dan Muck-Community Member-Absent
- 40. Andrew Miller-CHS-Absent
- 41. CPT Bill & CPT Deb Middendorp-Salvation Army-Absent
- 42. Jackie Horton-CASA-Absent
- 43. Andy Mentele-S.A.R.-Absent
- 44. Rusty Weinberg-HWY Dept.-Absent
- 45. Brandon Wingert (Hanson County)/Skyler Kehn (Aurora County)-Emergency Management
  - a. A hydrology study for Skunk Creek through Plankinton is researching ways to increase the water flow.
  - b. Aurora County EM dealt with a spill of 1,200 gallons of round up on HWY 281.
- 46. Jenna Auch-County Health Nurse Office-Absent
- 47. Adam Kjerstad-Pastor-Absent
- 48. Dave Kluth (Mt. Vernon) / Izaak Goldammer (Ethan)-Fire-Absent
  - a. Jeff pointed out that Ethan has a new Fire Chief, Izaak Goldammer.
- 49. JP Skelly-Media-Absent
- 50. Comments from the Committee
- 51. Next meeting is scheduled for February 8, 2023 @ 10:30 A.M.
- 52. Adjourn the Meeting.
  - a. Motion by Mike, 2<sup>nd</sup> by Mark to adjourn the meeting. Motion carried.

Chairman Signature: \_\_\_\_\_



Date: 02/07/2023



**DEPARTMENT of AGRICULTURE  
and NATURAL RESOURCES**

JOE FOSS BUILDING  
523 E CAPITOL AVE  
PIERRE SD 57501-3182  
danr.sd.gov

January 9, 2023

Central Plains Automation  
1501 W 4<sup>th</sup> Ave  
Mitchell, SD 57301

Re: Closure designation for DANR File # 2023.003: pertaining to a Liquid Nitrogen release at Central Plains Automation, 1501 W 4<sup>th</sup> Ave, Mitchell, South Dakota.

To Whom it may concern:

The Department of Agriculture and Natural Resources (DANR) has reviewed the available information regarding the above referenced incident. Based on the information provided, there is no risk to human health or further risk to the environment. Therefore, the department is closing this case.

Based on information provided, the liquid nitrogen leaked from a punctured line and volatilized into the air. First responders on site monitored the release until the tank and line stopped leaking. If any future problems arise related to this release, Central Plains Automation may be responsible to perform assessment and cleanup.

If you have questions or concerns about this site's closure designation, DANR spill case file information is publicly available at <https://apps.sd.gov/NR42InteractiveMap#>, or contact Gage Koistinen of my staff at 605.773.3296. Thank you for your cooperation and willingness to protect South Dakota's natural resources.

Sincerely,

Terry Florentz, P.E.  
Administrator  
Inspection, Compliance, and Remediation Program

cc: Jeff Bathke, Davison County Emergency Manager, Mitchell, SD

## South Dakota Spill Report Form

PRCF No.

Case No. **2023.001**

Reported: (mm/dd/yy) <b>01/06/23</b>		Time: <b>9:00PM</b>		Recorded By: <b>GK</b>	
<b>A. REPORTER</b>	Reported By: <b>Autumn Stout</b>				
	Organization Name: <b>SD DPS OEM</b>				
	Organization: <input type="checkbox"/> discharger <input type="checkbox"/> public <input checked="" type="checkbox"/> state <input type="checkbox"/> local <input type="checkbox"/> federal				
	Address: <b>221 South Central Avenue</b>				
	City: <b>Pierre</b>		County: <b>Hughes</b>		State: <b>SD</b>
	Zip: <b>57501</b>		Phone: <b>6057733231</b>		
<b>B. DISCHARGER (Responsible Party)</b>	Name: <b>Central Plains Automation</b>				
	Address: <b>1501 W 4th Ave</b>				
	City: <b>Mitchell</b>		County: <b>Davison</b>		State: <b>SD</b>
	Zip: <b>57301</b>		Phone: <b>6059950546</b>		
<b>C. INCIDENT LOCATION</b>	Street or Approx. Location:    As Above in B: <input checked="" type="checkbox"/>				
	<b>1501 W 4th Ave</b>				
	Survey Description: <b>43.711978716016986, -98.04741076152021</b>				
	City: <b>Mitchell</b>		Zip: <b>57301</b>		County: <b>Davison</b> State: <b>SD</b>
<b>D. DATE</b>	Spill Date: (mm/dd/yy) <b>01/06/23</b>			Spill Time: <b>~8PM</b>	
	Material Type (Code/Name):		Quantity Spilled	Spilled in Water	Units (Check 1)
<b>E. MATERIAL</b>	<input type="checkbox"/> hazardous substance <input checked="" type="checkbox"/> oil <input type="checkbox"/> material unknown <input checked="" type="checkbox"/> other				
	<b>Liquid Nitrogen</b>		<b>1000</b>		<input type="radio"/> lb. <input type="radio"/> bbl. <input checked="" type="radio"/> gal. <input type="radio"/> oth.
					<input type="radio"/> lb. <input type="radio"/> bbl. <input type="radio"/> gal. <input type="radio"/> oth.
<b>F. SOURCE</b>	Source of Spill: <input type="radio"/> AST <input type="radio"/> UST <input type="radio"/> railway <input type="radio"/> transport <input type="radio"/> fixed facility <input type="radio"/> pipeline <input type="radio"/> highway <input checked="" type="radio"/> other				
	Description: <b>Tank</b>				
	Regulated Tank Facility: <input type="checkbox"/> Tank Facility ID #:				
<b>G. MED.</b>	Medium Affected: <input checked="" type="checkbox"/> air <input type="checkbox"/> land <input type="checkbox"/> water <input type="checkbox"/> groundwater <input type="checkbox"/> within facilities only				
	Waterway Affected:				
<b>H. CAUSE</b>	Reported Cause: <input type="radio"/> transportation accident <input type="radio"/> operational error <input type="radio"/> dumping <input type="radio"/> equipment failure <input type="radio"/> natural phenomenon <input type="radio"/> unknown <input checked="" type="radio"/> Other:				
	Description: <b>Punctured Line</b>				
<b>I. DAMAGES</b>	No. of injuries: <b>0</b>		No. of deaths: <b>0</b>		
	Response Action Taken: <b>300ft Evac buffer utilized until tank had fully emptied and the nitrogen volatilized into the air.</b>				
<b>K. NOTIFIED</b>	Responding Agency: <input type="checkbox"/> DANR <input type="checkbox"/> Local <input type="checkbox"/> discharger <input type="checkbox"/> federal <input type="checkbox"/> EPA <input type="checkbox"/> Other				
	Agencies Notified:				
<b>L. COMMENTS</b>	Comments:				
	<b>Sioux Falls Hazmat called to provide recommendations. Tank installer called to scene.</b>				



Davison County Emergency Management  
200 E. 4<sup>th</sup> Ave.  
Mitchell, SD 57301-2631  
Phone (605) 995-8640  
Fax (605) 995-8642

LEPC Minutes  
February 8, 2023 @ 10:30 A.M.

Chairperson: Marius Laursen Vice Chairperson: Steve Harr Secretary: Jeff Bathke

Call in Number is 1-866-990-6338. The Conference ID is 12705.

1. Welcome-Sign In.
2. Approval of the Agenda.
  - a. Motion by Mark, 2<sup>nd</sup> by Mike to approve the agenda. Motion carried.
3. Approval of the previous minutes.
  - a. Motion by Mike, 2<sup>nd</sup> by Mark to approve the previous minutes. Motion carried.
4. Financial Status:
  - a. The Davison County LEPC receives grant funds from the state, which are used to pay for air cards in the EM and Search and Rescue vehicles.
    - i. Amount of 2023 grant: \$2,026.96
    - ii. Expended: -\$298.44 (2022 carry-over)
    - iii. Remaining: \$2,325.40
  - b. Motion by Mike, 2<sup>nd</sup> by Mark to approve the financial status. Motion carried.
5. Public Input-None
6. Remediation/HAZMAT Issues
  - a. None
7. Administrative and SLA Requirement
  - a. The quarterly report was submitted January 30, 2023.
  - b. Second Quarter:
    - i. County Contacts were submitted January 30, 2023.
    - ii. Township Contacts due March 31, 2023.
  - c. Yearly:
    - i. Primary and Alternate EOC identified.
    - ii. Maintain Regional EOC Capability.
    - iii. Conduct a Regional Exercise (April 11-12).
    - iv. Complete 1 Educational Course (Karen 12-8-22).
    - v. LEOP Review.
    - vi. CRMCS Update of equipment/personnel.
    - vii. Maintain Primary and Secondary PIO and Finance for EOC.
    - viii. Conduct a local exercise.
    - ix. Maintain Just in Time Staffing for EOC staff.
8. Current Road Closures
  - a. None, other than snow buildup in many areas.
9. Upcoming Road Closures:
  - a. 2023 County-Rehab a bridge just north of the Gary Busmuss farm, between 249<sup>th</sup> and 250<sup>th</sup>. (delayed)
  - b. 2024 State-HW 37 from Bypass/Main Street to airport road reconstruction-Traffic will be maintained to allow both directions.
  - c. 2024 State-HW 38 Alexandria Intersection to Spencer Quarry-Shoulder Widening/grading project-Traffic will have flaggers.
  - d. Future-City-Canal Bridge
10. Jeff Bathke-P&Z/Drainage/EM Director
  - a. Jeff will be out of the office February 24-March 10<sup>th</sup> on Military Leave.
11. Karen Wegleitner-P&Z/Drainage/EM Deputy
  - a. No additional Comments.

12. Becky Pitz/Sarah Blaine-POET
  - a. Sarah confirmed the March LEPC meeting will be held at POET, with a tour.
13. Marius Laursen/Shannon Sandoval-MFD
  - a. No additional comments.
14. Mike Koster/Dean Knippling-MPD
  - a. No additional comments.
15. Vicki Lehrman-Avera-Absent
16. Petar Mirkovic-Health-Absent
17. Michelle Carpenter/Roswitha Konz-Health-Absent
18. Ruth Ragels-SD Family Assistance Center for Military Service Members-Absent
19. Dawn Niehoff-MPD Dispatch-Absent
20. Steve Harr-Sheriff/Tim Reitzel-Chief Deputy-Absent
21. Micheal Peterson-Highway Patrol-Absent
22. Randy Pratt-Amateur Radio Operators-Absent
23. Bob Everson-Mayor-Absent
24. Stephanie Ellwein-City Administrator-Absent
25. Denny Kiner-Commissioner-Absent
26. Susan Kiepke-Auditor-Absent
27. Dave Beintema-Elected Official-Absent
28. Joe Schroeder/Mark Jenniges-Environmental City of Mitchell
  - a. No additional comments.
29. Gene Deinert-Environmental City of Mt. Vernon-Absent
30. Dave Duba-Environmental City of Ethan-Absent
31. Robert Reuland-Red Cross-Absent
32. John Sieverding-Education-Public-Absent
33. Vacant-Education-MTI
34. Adam Frerichs-Regional Emergency Management Coordinator-Absent
35. Dan Muck-Community Member-Absent
36. Andrew Miller-CHS-Absent
37. CPT Bill & CPT Deb Middendorp-Salvation Army
  - a. The Salvation Army has been business as usual.
  - b. Bill will be out of the office over the next several weeks, but the Salvation Army will be staffed.
38. Jackie Horton-CASA-Absent
39. Andy Mentele-S.A.R.-Absent
40. Rusty Weinberg-HWY Dept.-Absent
41. Brandon Wingert (Hanson County)/Skylar Kehn (Aurora County)-Emergency Management-Absent
42. Jenna Auch-County Health Nurse Office-Absent
43. Adam Kjerstad-Pastor-Absent
44. Dave Kluth (Mt. Vernon) / Izaak Goldammer (Ethan)-Fire-Absent
45. JP Skelly-Media-Absent
46. Comments from the Committee
47. Next meeting is scheduled for March 8, 2023 @ 11:30 A.M. at POET.
48. Adjourn the Meeting.
  - a. Motion by Mike, 2<sup>nd</sup> by Mark to adjourn the meeting. Motion carried.

Chairman Signature: \_\_\_\_\_



Date: 05/10/2023



MITCHELL  
40509 247th St.  
Mitchell, SD 57301  
Ph: (605) 996-1686  
[poet.com/mitchell](http://poet.com/mitchell)

January 18, 2023

Local Emergency Planning Committee  
Email Notification

Dear LEPC Members,

POET Bioprocessing – Mitchell has recently switched corrosion inhibitor product and supplier from NALCO EC5624A Plus from NALCO to DCI-11 Plus ClearTrak from Innospec Fuel Specialties. Please see the following document: Safety Data Sheet.

Please reach out to Sarah Blaine at (605)-996-1686 if you have any questions or concerns.

Thank you,

A handwritten signature in black ink that reads "Sarah Blaine".

Sarah Blaine  
EH&S Specialist



# Safety Data Sheet

## DCI-11 Plus ClearTrak®

### 1. Product and company identification

**Product name** : DCI-11 Plus ClearTrak®  
**Material uses** : Petrochemical industry: Petrochemicals. Fuel additive. Corrosion inhibitor.  
**Internal code** : IFS1055  
**System code** : IFS1055  
**Date of issue/Date of revision** : 2019-06-10  
**Date of previous issue** : 2019-06-10  
**Version** : 1.03  
**Supplier** : Innospec Fuel Specialties LLC  
 8310 South Valley Highway  
 Suite 350  
 Englewood  
 CO, 80112  
 USA  
**Information contact** : 1-800-441-9547  
**e-mail address of person responsible for this SDS** : sdsinfo@innospecinc.com  
**NON-emergency enquiries** : corporatecommunications@innospecinc.com

**Emergency telephone number**

In USA, Canada and North America, 24 hour / 7 day emergency information for our product is provided by the CHEMTREC® Emergency Call Center based in the USA

**Country information** : **Emergency telephone number**

USA, Canada, Puerto Rico, Virgin Islands : +1 800 424 9300  
 In case of difficulties, or for ships at sea : +1 703 527 3887

In Europe, Middle East, Africa, Asia Pacific and South America 24 hour / 7 day emergency response for our products is provided by the NCEC CARECHEM 24 global network




The main regional centres are listed here in Section 1.

Other local contact numbers for specific language support in Asia Pacific are listed in Section 16

<b>Country information</b>	<b>: Emergency telephone number</b>	<b>Location</b>
South America ( all countries )	: +1 215 207 0061	Philadelphia USA
Brazil	: +55 11 3197 5891	Brazil
Mexico	: +52 555 004 8763	Mexico
Europe ( all countries ) Middle East, Africa ( French, Portuguese, English )	: +44 (0) 1235 239 670	London, UK
Middle East, Africa ( Arabic, French, English )	: +44 (0) 1235 239 671	Lebanon
Asia Pacific ( all countries except China )	: +65 3158 1074	Singapore
China	: +86 10 5100 3039	Beijing China

**Date of issue/Date of revision** : 2019-06-10

## Section 2. Hazards identification

- OSHA/HCS status** : This material is considered hazardous by the OSHA Hazard Communication Standard (29 CFR 1910.1200).
- Classification of the substance or mixture** : FLAMMABLE LIQUIDS - Category 2  
 ACUTE TOXICITY (oral) - Category 3  
 ACUTE TOXICITY (dermal) - Category 3  
 ACUTE TOXICITY (inhalation) - Category 4  
 SKIN CORROSION - Category 1B  
 SERIOUS EYE DAMAGE - Category 1  
 SPECIFIC TARGET ORGAN TOXICITY (SINGLE EXPOSURE) (eyes) - Category 1
- GHS label elements**
- Hazard pictograms** : 
- Signal word** : Danger
- Hazard statements** : H225 - Highly flammable liquid and vapor.  
 H301 + H311 - Toxic if swallowed or in contact with skin.  
 H332 - Harmful if inhaled.  
 H314 - Causes severe skin burns and eye damage.  
 H370 - Causes damage to organs. (eyes)
- Precautionary statements**
- Prevention** : P280 - Wear protective gloves. Wear eye or face protection. Wear protective clothing.  
 P210 - Keep away from heat, hot surfaces, sparks, open flames and other ignition sources. No smoking.  
 P241 - Use explosion-proof electrical, ventilating, lighting and all material-handling equipment.  
 P242 - Use only non-sparking tools.  
 P243 - Take precautionary measures against static discharge.  
 P233 - Keep container tightly closed.  
 P271 - Use only outdoors or in a well-ventilated area.  
 P260 - Do not breathe vapor.  
 P270 - Do not eat, drink or smoke when using this product.  
 P264 - Wash hands thoroughly after handling.
- Response** : P307 + P311 - IF exposed: Call a POISON CENTER or physician.  
 P304 + P340 + P310 - IF INHALED: Remove person to fresh air and keep comfortable for breathing. Immediately call a POISON CENTER or physician.  
 P301 + P310 + P330 + P331 - IF SWALLOWED: Immediately call a POISON CENTER or physician. Rinse mouth. Do NOT induce vomiting.  
 P303 + P361 + P353 + P363 + P310 - IF ON SKIN (or hair): Take off immediately all contaminated clothing. Rinse skin with water or shower. Wash contaminated clothing before reuse. Immediately call a POISON CENTER or physician.  
 P302 + P361+P364 + P352 + P312 - IF ON SKIN: Take off immediately all contaminated clothing and wash it before reuse. Wash with plenty of soap and water. Call a POISON CENTER or physician if you feel unwell.  
 P305 + P351 + P338 + P310 - IF IN EYES: Rinse cautiously with water for several minutes. Remove contact lenses, if present and easy to do. Continue rinsing. Immediately call a POISON CENTER or physician.
- Storage** : P405 - Store locked up.  
 P403 - Store in a well-ventilated place.  
 P235 - Keep cool.

## Section 2. Hazards identification

- Disposal** : P501 - Dispose of contents and container in accordance with all local, regional, national and international regulations.
- Hazards not otherwise classified** : None known.
- Target organs** : Contains material which may cause damage to the following organs: gastrointestinal tract, upper respiratory tract, skin, central nervous system (CNS), eye, lens or cornea.

See toxicological information (Section 11)

## Section 3. Composition/information on ingredients

**Substance/mixture** : Mixture

Ingredient name	%	CAS number
methanol	15 - 30	67-56-1
Proprietary Amine	Proprietary	-

Any concentration shown as a range is to protect confidentiality or is due to batch variation.

### Additional information

There are no additional ingredients present which, within the current knowledge of the supplier and in the concentrations applicable, are classified as hazardous to health or the environment and hence require reporting in this section.

Occupational exposure limits, if available, are listed in Section 8.

## Section 4. First aid measures

### Description of necessary first aid measures

- Eye contact** : Get medical attention immediately. Call a poison center or physician. Immediately flush eyes with plenty of water, occasionally lifting the upper and lower eyelids. Check for and remove any contact lenses. Continue to rinse for at least 10 minutes. Chemical burns must be treated promptly by a physician.
- Inhalation** : Get medical attention immediately. Call a poison center or physician. Remove victim to fresh air and keep at rest in a position comfortable for breathing. If it is suspected that fumes are still present, the rescuer should wear an appropriate mask or self-contained breathing apparatus. If not breathing, if breathing is irregular or if respiratory arrest occurs, provide artificial respiration or oxygen by trained personnel. It may be dangerous to the person providing aid to give mouth-to-mouth resuscitation. If unconscious, place in recovery position and get medical attention immediately. Maintain an open airway. Loosen tight clothing such as a collar, tie, belt or waistband. In case of inhalation of decomposition products in a fire, symptoms may be delayed. The exposed person may need to be kept under medical surveillance for 48 hours.
- Skin contact** : Get medical attention immediately. Call a poison center or physician. Wash with plenty of soap and water. Remove contaminated clothing and shoes. Wash contaminated clothing thoroughly with water before removing it, or wear gloves. Continue to rinse for at least 10 minutes. Chemical burns must be treated promptly by a physician. Wash clothing before reuse. Clean shoes thoroughly before reuse.

## Section 4. First aid measures

- Ingestion** : Get medical attention immediately. Call a poison center or physician. Remove dentures if any. Wash out mouth with water. Stop if the exposed person feels sick as vomiting may be dangerous. Remove victim to fresh air and keep at rest in a position comfortable for breathing. Do not induce vomiting unless directed to do so by medical personnel. If vomiting occurs, the head should be kept low so that vomit does not enter the lungs. Chemical burns must be treated promptly by a physician. Never give anything by mouth to an unconscious person. If unconscious, place in recovery position and get medical attention immediately. Maintain an open airway. Loosen tight clothing such as a collar, tie, belt or waistband.

### Most important symptoms/effects, acute and delayed

#### Potential acute health effects

- Eye contact** : Causes serious eye damage.  
**Inhalation** : Harmful if inhaled.  
**Skin contact** : Causes severe burns. Toxic in contact with skin.  
**Ingestion** : Toxic if swallowed.

#### Over-exposure signs/symptoms

- Eye contact** : Adverse symptoms may include the following:  
 pain  
 watering  
 redness
- Inhalation** : No specific data.
- Skin contact** : Adverse symptoms may include the following:  
 pain or irritation  
 redness  
 blistering may occur
- Ingestion** : Adverse symptoms may include the following:  
 stomach pains

### Indication of immediate medical attention and special treatment needed, if necessary

- Notes to physician** : In case of inhalation of decomposition products in a fire, symptoms may be delayed. The exposed person may need to be kept under medical surveillance for 48 hours.
- Specific treatments** : No specific treatment.
- Protection of first-aiders** : No action shall be taken involving any personal risk or without suitable training. If it is suspected that fumes are still present, the rescuer should wear an appropriate mask or self-contained breathing apparatus. It may be dangerous to the person providing aid to give mouth-to-mouth resuscitation. Wash contaminated clothing thoroughly with water before removing it, or wear gloves.

See toxicological information (Section 11)

## Section 5. Fire-fighting measures

### Extinguishing media

- Suitable extinguishing media** : Use dry chemical, CO<sub>2</sub>, water spray (fog) or foam.
- Unsuitable extinguishing media** : Do not use water jet.
- Specific hazards arising from the chemical** : Highly flammable liquid and vapor. In a fire or if heated, a pressure increase will occur and the container may burst, with the risk of a subsequent explosion. Runoff to sewer may create fire or explosion hazard.

## Section 5. Fire-fighting measures

- Hazardous thermal decomposition products** : Decomposition products may include the following materials:  
carbon dioxide  
carbon monoxide  
nitrogen oxides
- Special protective actions for fire-fighters** : Promptly isolate the scene by removing all persons from the vicinity of the incident if there is a fire. No action shall be taken involving any personal risk or without suitable training. Move containers from fire area if this can be done without risk. Use water spray to keep fire-exposed containers cool.
- Special protective equipment for fire-fighters** : Fire-fighters should wear appropriate protective equipment and self-contained breathing apparatus (SCBA) with a full face-piece operated in positive pressure mode.
- Flash point** : Closed cup: 14°C (57.2°F) [Pensky-Martens.]

## Section 6. Accidental release measures

### Personal precautions, protective equipment and emergency procedures

- For non-emergency personnel** : No action shall be taken involving any personal risk or without suitable training. Evacuate surrounding areas. Keep unnecessary and unprotected personnel from entering. Do not touch or walk through spilled material. Shut off all ignition sources. No flares, smoking or flames in hazard area. Do not breathe vapor or mist. Provide adequate ventilation. Wear appropriate respirator when ventilation is inadequate. Put on appropriate personal protective equipment.
- For emergency responders** : If specialized clothing is required to deal with the spillage, take note of any information in Section 8 on suitable and unsuitable materials. See also the information in "For non-emergency personnel".
- Environmental precautions** : Avoid dispersal of spilled material and runoff and contact with soil, waterways, drains and sewers. Inform the relevant authorities if the product has caused environmental pollution (sewers, waterways, soil or air).

### Methods and materials for containment and cleaning up

- Small spill** : Stop leak if without risk. Move containers from spill area. Use spark-proof tools and explosion-proof equipment. Dilute with water and mop up if water-soluble. Alternatively, or if water-insoluble, absorb with an inert dry material and place in an appropriate waste disposal container. Dispose of via a licensed waste disposal contractor.
- Large spill** : Stop leak if without risk. Move containers from spill area. Use spark-proof tools and explosion-proof equipment. Approach release from upwind. Prevent entry into sewers, water courses, basements or confined areas. Wash spillages into an effluent treatment plant or proceed as follows. Contain and collect spillage with non-combustible, absorbent material e.g. sand, earth, vermiculite or diatomaceous earth and place in container for disposal according to local regulations (see Section 13). Dispose of via a licensed waste disposal contractor. Contaminated absorbent material may pose the same hazard as the spilled product. Note: see Section 1 for emergency contact information and Section 13 for waste disposal.

## Section 7. Handling and storage

### Precautions for safe handling

## Section 7. Handling and storage

- Protective measures** : Put on appropriate personal protective equipment (see Section 8). Do not get in eyes or on skin or clothing. Do not breathe vapor or mist. Do not ingest. Use only with adequate ventilation. Wear appropriate respirator when ventilation is inadequate. Do not enter storage areas and confined spaces unless adequately ventilated. Keep in the original container or an approved alternative made from a compatible material, kept tightly closed when not in use. Store and use away from heat, sparks, open flame or any other ignition source. Use explosion-proof electrical (ventilating, lighting and material handling) equipment. Use only non-sparking tools. Take precautionary measures against electrostatic discharges. Empty containers retain product residue and can be hazardous. Do not reuse container.
- Advice on general occupational hygiene** : Eating, drinking and smoking should be prohibited in areas where this material is handled, stored and processed. Workers should wash hands and face before eating, drinking and smoking. Remove contaminated clothing and protective equipment before entering eating areas. See also Section 8 for additional information on hygiene measures.
- Conditions for safe storage, including any incompatibilities** : Store in accordance with local regulations. Store in a segregated and approved area. Store in a dry, cool and well-ventilated area, away from incompatible materials (see Section 10). Store locked up. Eliminate all ignition sources. Separate from oxidizing materials. Keep container tightly closed and sealed until ready for use. Containers that have been opened must be carefully resealed and kept upright to prevent leakage. Do not store in unlabeled containers. Use appropriate containment to avoid environmental contamination.

## Section 8. Exposure controls/personal protection

### Control parameters

#### Occupational exposure limits

Ingredient name	Exposure limits
methanol	<p><b>ACGIH TLV (United States, 3/2018). Absorbed through skin.</b>            TWA: 200 ppm 8 hours.            TWA: 262 mg/m<sup>3</sup> 8 hours.            STEL: 250 ppm 15 minutes.            STEL: 328 mg/m<sup>3</sup> 15 minutes.</p> <p><b>OSHA PEL 1989 (United States, 3/1989). Absorbed through skin.</b>            TWA: 200 ppm 8 hours.            TWA: 260 mg/m<sup>3</sup> 8 hours.            STEL: 250 ppm 15 minutes.            STEL: 325 mg/m<sup>3</sup> 15 minutes.</p> <p><b>NIOSH REL (United States, 10/2016). Absorbed through skin.</b>            TWA: 200 ppm 10 hours.            TWA: 260 mg/m<sup>3</sup> 10 hours.            STEL: 250 ppm 15 minutes.            STEL: 325 mg/m<sup>3</sup> 15 minutes.</p> <p><b>OSHA PEL (United States, 5/2018).</b>            TWA: 200 ppm 8 hours.            TWA: 260 mg/m<sup>3</sup> 8 hours.</p>

## Section 8. Exposure controls/personal protection

- Appropriate engineering controls** : Use only with adequate ventilation. Use process enclosures, local exhaust ventilation or other engineering controls to keep worker exposure to airborne contaminants below any recommended or statutory limits. The engineering controls also need to keep gas, vapor or dust concentrations below any lower explosive limits. Use explosion-proof ventilation equipment.
- Environmental exposure controls** : Emissions from ventilation or work process equipment should be checked to ensure they comply with the requirements of environmental protection legislation. In some cases, fume scrubbers, filters or engineering modifications to the process equipment will be necessary to reduce emissions to acceptable levels.
- Individual protection measures**
- Hygiene measures** : Wash hands, forearms and face thoroughly after handling chemical products, before eating, smoking and using the lavatory and at the end of the working period. Appropriate techniques should be used to remove potentially contaminated clothing. Wash contaminated clothing before reusing. Ensure that eyewash stations and safety showers are close to the workstation location.
- Eye/face protection** : Safety eyewear complying with an approved standard should be used when a risk assessment indicates this is necessary to avoid exposure to liquid splashes, mists, gases or dusts. If contact is possible, the following protection should be worn, unless the assessment indicates a higher degree of protection: chemical splash goggles and/or face shield. If inhalation hazards exist, a full-face respirator may be required instead.
- Skin protection**
- Hand protection** : Chemical-resistant, impervious gloves complying with an approved standard should be worn at all times when handling chemical products if a risk assessment indicates this is necessary. Considering the parameters specified by the glove manufacturer, check during use that the gloves are still retaining their protective properties. It should be noted that the time to breakthrough for any glove material may be different for different glove manufacturers. In the case of mixtures, consisting of several substances, the protection time of the gloves cannot be accurately estimated.
- Body protection** : Personal protective equipment for the body should be selected based on the task being performed and the risks involved and should be approved by a specialist before handling this product. When there is a risk of ignition from static electricity, wear anti-static protective clothing. For the greatest protection from static discharges, clothing should include anti-static overalls, boots and gloves.
- Other skin protection** : Appropriate footwear and any additional skin protection measures should be selected based on the task being performed and the risks involved and should be approved by a specialist before handling this product.
- Respiratory protection** : Based on the hazard and potential for exposure, select a respirator that meets the appropriate standard or certification. Respirators must be used according to a respiratory protection program to ensure proper fitting, training, and other important aspects of use.

## Section 9. Physical and chemical properties

### Appearance

- Physical state** : Liquid.
- Color** : Clear Dark. Amber. to Brown.
- Odor** : Menthol-like.
- Odor threshold** : Not available.
- pH** : Not available.
- Melting point/freezing point** : Not available.

## Section 9. Physical and chemical properties

<b>Boiling point</b>	: Lowest known value: 64.7°C (148.5°F) (methanol). Weighted average: 149.24°C (300.6°F)
<b>Flash point</b>	: Closed cup: 14°C (57.2°F) [Pensky-Martens.]
<b>Evaporation rate</b>	: 2.1 (methanol) compared with butyl acetate
<b>Flammability (solid, gas)</b>	: Not available.
<b>Lower and upper explosive (flammable) limits</b>	: Greatest known range: Lower: 6% Upper: 44% (methanol)
<b>Vapor pressure</b>	: Highest known value: 16.9 kPa (127 mm Hg) (at 20°C) (methanol). Weighted average: 5.12 kPa (38.4 mm Hg) (at 20°C)
<b>Vapor density</b>	: Highest known value: 4.4 (Air = 1) (Proprietary Amine). Weighted average: 2.53 (Air = 1)
<b>Density</b>	: 0.915 g/cm <sup>3</sup> [16°C (60.8°F)]
<b>Specific gravity</b>	: 0.92 [ASTM D 4052]
<b>Density</b>	: 7.68 lbs/gal
<b>Solubility</b>	: Easily soluble in the following materials: methanol, acetone. Partially soluble in the following materials: cold water, hot water.
<b>Partition coefficient: n-octanol/water</b>	: Not available.
<b>Auto-ignition temperature</b>	: Lowest known value: 215°C (419°F) (Proprietary Amine).
<b>Decomposition temperature</b>	: Not available.
<b>Viscosity</b>	: Kinematic (40°C (104°F)): 0.11 cm <sup>2</sup> /s (11 cSt)
<b>Pour point</b>	: <-39°C

## Section 10. Stability and reactivity

<b>Reactivity</b>	: No specific test data related to reactivity available for this product or its ingredients.
<b>Chemical stability</b>	: The product is stable.
<b>Possibility of hazardous reactions</b>	: Under normal conditions of storage and use, hazardous reactions will not occur.
<b>Conditions to avoid</b>	: Avoid all possible sources of ignition (spark or flame). Do not pressurize, cut, weld, braze, solder, drill, grind or expose containers to heat or sources of ignition.
<b>Incompatible materials</b>	: Reactive or incompatible with the following materials: oxidizing materials
<b>Hazardous decomposition products</b>	: Under normal conditions of storage and use, hazardous decomposition products should not be produced.

## Section 11. Toxicological information

### Information on toxicological effects

#### Acute toxicity

Product/ingredient name	Test	Species	Result	Dose
methanol	-	Rat	LC50 Inhalation Gas.	145000 ppm 1 hours
	-	Rat	LC50 Inhalation Gas.	64000 ppm 4 hours
	-	Rabbit	LD50 Dermal	15800 mg/ kg -
	-	Rat	LD50 Oral	5600 mg/kg -



## Section 11. Toxicological information

### Potential chronic health effects

Not available.

### Irritation/Corrosion

Not available.

### Sensitization

Not available.

### Mutagenicity

Not available.

### Carcinogenicity

Not classified or listed by IARC, NTP, OSHA, EU and ACGIH.

### Reproductive toxicity

Not available.

### Teratogenicity

Not available.

### Specific target organ toxicity (single exposure)

Name	Category	Route of exposure	Target organs
methanol	Category 1	Inhalation	eyes

### Specific target organ toxicity (repeated exposure)

Not available.

### Aspiration hazard

Not available.

## Section 12. Ecological information

### Toxicity

Product/ingredient name	Result	Species	Exposure
methanol	Acute EC50 16.912 mg/l Marine water	Algae - Ulva pertusa	96 hours
	Acute EC50 22200 to 23400 mg/l Fresh water	Daphnia - Daphnia obtusa - Neonate	48 hours
	Acute LC50 2500000 µg/l Marine water	Crustaceans - Crangon crangon - Adult	48 hours
	Acute LC50 100 mg/l Fresh water	Fish - Pimephales promelas - Juvenile (Fledgling, Hatchling, Weanling)	96 hours
	Chronic NOEC 9.96 mg/l Marine water	Algae - Ulva pertusa	96 hours

### Persistence and degradability

Product/ingredient name	Test	Result
methanol	OECD 301D Ready Biodegradability - Closed Bottle Test	99 % - 28 days
Proprietary Amine	OECD 301A Ready Biodegradability - DOC Die-Away Test	90 to 100 % - Readily - 28 days

## Section 12. Ecological information

Product/ingredient name	Aquatic half-life	Photolysis	Biodegradability
methanol	-	-	Readily
Proprietary Amine	-	-	Readily




### Bioaccumulative potential

Product/ingredient name	LogP <sub>ow</sub>	BCF	Potential
methanol	-0.77	<10	low
Proprietary Amine	2.01	-	low

## Section 13. Disposal considerations

The generation of waste should be avoided or minimized wherever possible. Disposal of this product, solutions and any by-products should at all times comply with the requirements of environmental protection and waste disposal legislation and any regional local authority requirements. Dispose of surplus and non-recyclable products via a licensed waste disposal contractor. Waste should not be disposed of untreated to the sewer unless fully compliant with the requirements of all authorities with jurisdiction. Waste packaging should be recycled. Incineration or landfill should only be considered when recycling is not feasible. This material and its container must be disposed of in a safe way. Care should be taken when handling emptied containers that have not been cleaned or rinsed out. Empty containers or liners may retain some product residues. Vapor from product residues may create a highly flammable or explosive atmosphere inside the container. Do not cut, weld or grind used containers unless they have been cleaned thoroughly internally. Avoid dispersal of spilled material and runoff and contact with soil, waterways, drains and sewers.

## Section 14. Transport information

	DOT Classification	IMDG	IATA
<b>UN number</b>	UN1230	UN1230	UN1230
<b>UN proper shipping name</b>	Methanol solution RQ (methanol)	METHANOL solution	Methanol solution
<b>Transport hazard class(es)</b>	3 (6.1) 	3 (6.1) 	3 (6.1) 
<b>Packing group</b>	II	II	II
<b>Environmental hazards</b>	No.	No.	No.
<b>Additional information</b>	<b>Reportable quantity</b> 16995.2 lbs / 7715.8 kg [2227.7 gal / 8432.6 L]. Package sizes shipped in quantities less than the product reportable quantity are not subject to the RQ (reportable quantity) transportation requirements. <b>Limited quantity</b> Yes. <b>Packaging instruction</b>	<b>Emergency schedules</b> F-E, S-D <b>Special provisions</b> 279	<b>Quantity limitation</b> Passenger and Cargo Aircraft: 1 L. Packaging instructions: 352. Cargo Aircraft Only: 60 L. Packaging instructions: 364. Limited Quantities - Passenger Aircraft: 1 L. Packaging instructions: Y341. <b>Special provisions</b> A113

## Section 14. Transport information

	Exceptions: 150. Non-bulk: 202. Bulk: 242. <b>Quantity limitation</b> Passenger aircraft/rail: 1 L. Cargo aircraft: 60 L. <b>Special provisions</b> IB2, T7, TP2		
--	--	--	--

**Special precautions for user** : **Transport within user's premises:** always transport in closed containers that are upright and secure. Ensure that persons transporting the product know what to do in the event of an accident or spillage.

## Section 15. Regulatory information

**U.S. Federal regulations** : **TSCA 4(a) final test rules:** Cyclohexanol; 4-methylpentan-2-one  
**United States inventory (TSCA 8b):** At least one component is not listed.

**Clean Air Act Section 112** : Listed  
**(b) Hazardous Air  
 Pollutants (HAPs)**

### SARA 302/304

#### Composition/information on ingredients

No products were found.

### SARA 311/312

**Classification** : Fire hazard  
 Immediate (acute) health hazard

#### Composition/information on ingredients

Name	%	Fire hazard	Sudden release of pressure	Reactive	Immediate (acute) health hazard	Delayed (chronic) health hazard
methanol	15 - 30	Yes.	No.	No.	Yes.	No.
Proprietary Amine	Proprietary	Yes.	No.	No.	Yes.	No.

### SARA 313

	Product name	CAS number	%
<b>Form R - Reporting requirements</b>	methanol	67-56-1	15 - 30
<b>Supplier notification</b>	methanol	67-56-1	15 - 30

SARA 313 notifications must not be detached from the SDS and any copying and redistribution of the SDS shall include copying and redistribution of the notice attached to copies of the SDS subsequently redistributed.

### State regulations

**Massachusetts** : The following components are listed: METHANOL  
**New York** : The following components are listed: Methanol

**Date of issue/Date of revision** : 2019-06-10

## Section 15. Regulatory information

- New Jersey** : The following components are listed: METHYL ALCOHOL; METHANOL; DIMETHYLCYCLOHEXYLAMINE; CYCLOHEXANAMINE, N,N-DIMETHYL
- Pennsylvania** : The following components are listed: METHANOL
- California Prop. 65** : **WARNING:** This product can expose you to chemicals including 4-Methyl-2-pentanone; Methyl isobutyl ketone, which is known to the State of California to cause cancer and birth defects or other reproductive harm. This product can expose you to chemicals including methanol, which is known to the State of California to cause birth defects or other reproductive harm. For more information go to [www.P65Warnings.ca.gov](http://www.P65Warnings.ca.gov).

Ingredient name	Cancer	Reproductive	No significant risk level	Maximum acceptable dosage level	Contains : % or ppm
methanol	No.	Yes.			15 - 30
4-methylpentan-2-one	Yes.	Yes.			0.09 - 0.99

### International lists

#### National inventory

**Australia inventory (AICS)** : At least one component is not listed.

**Canada inventory** : At least one component is not listed.

**China inventory (IECSC)** : At least one component is not listed.

**Europe inventory** : At least one component is not listed.

**Japan inventory (ENCS)** : **Japan inventory (ENCS):** At least one component is not listed.

**Japan inventory (ISHL):** Not determined.

**New Zealand Inventory of Chemicals (NZIoC)** : At least one component is not listed.

**Philippines inventory (PICCS)** : At least one component is not listed.

**Korea inventory (KECI)** : At least one component is not listed.

**Taiwan inventory (TCSI)** : Not determined.

**United States inventory (TSCA 8b)** : At least one component is not listed.

Our REACH (pre-) registrations DO NOT cover the following:

- The manufacture of these products by our company outside the EU unless covered by the Only Representative provisions, and
- The importation of these products into Europe by other companies. Re-importation by other companies is not covered by our (pre-) registrations

Customers and other third parties importing and/or re-importing our products into Europe will need either:

- Their own (pre-) registration for substances contained in the imported product, or constituent monomers (imported above 1 tonne per year and >2% by weight) in the case of imported polymers, or
- In the case of importation only, to make use of the "Only Representative" provisions, if available.

## Section 16. Other information

### Hazardous Material Information System (U.S.A.)

Health	*	3
Flammability		3
Physical hazards		0

Caution: HMIS® ratings are based on a 0-4 rating scale, with 0 representing minimal hazards or risks, and 4 representing significant hazards or risks. Although HMIS® ratings and the associated label are not required on SDSs or products leaving a facility under 29 CFR 1910.1200, the preparer may choose to provide them. HMIS® ratings are to be used with a fully implemented HMIS® program. HMIS® is a registered trademark and service mark of the American Coatings Association, Inc.

The customer is responsible for determining the PPE code for this material. For more information on HMIS® Personal Protective Equipment (PPE) codes, consult the HMIS® Implementation Manual.

### National Fire Protection Association (U.S.A.)

Date of issue/Date of revision : 2019-06-10

12/13

## Section 16. Other information



Reprinted with permission from NFPA 704-2001, Identification of the Hazards of Materials for Emergency Response Copyright ©1997, National Fire Protection Association, Quincy, MA 02269. This reprinted material is not the complete and official position of the National Fire Protection Association, on the referenced subject which is represented only by the standard in its entirety.

Copyright ©2001, National Fire Protection Association, Quincy, MA 02269. This warning system is intended to be interpreted and applied only by properly trained individuals to identify fire, health and reactivity hazards of chemicals. The user is referred to certain limited number of chemicals with recommended classifications in NFPA 49 and NFPA 325, which would be used as a guideline only. Whether the chemicals are classified by NFPA or not, anyone using the 704 systems to classify chemicals does so at their own risk.

### History

**Date of printing** : 2019-06-10

**Date of issue/Date of revision** : 2019-06-10

**Date of previous issue** : 2019-06-10

**Version** : 1.03

**Key to abbreviations** :

- ATE = Acute Toxicity Estimate
- BCF = Bioconcentration Factor
- GHS = Globally Harmonized System of Classification and Labelling of Chemicals
- IATA = International Air Transport Association
- IBC = Intermediate Bulk Container
- IMDG = International Maritime Dangerous Goods
- LogPow = logarithm of the octanol/water partition coefficient
- MARPOL = International Convention for the Prevention of Pollution From Ships, 1973 as modified by the Protocol of 1978. ("Marpol" = marine pollution)
- UN = United Nations

✔ Indicates information that has changed from previously issued version.

### Notice to reader

To the best of our knowledge, the information contained herein is accurate. However, neither the above-named supplier, nor any of its subsidiaries, assumes any liability whatsoever for the accuracy or completeness of the information contained herein.

Final determination of suitability of any material is the sole responsibility of the user. All materials may present unknown hazards and should be used with caution. Although certain hazards are described herein, we cannot guarantee that these are the only hazards that exist.



Davison County Emergency Management  
200 E. 4<sup>th</sup> Ave.  
Mitchell, SD 57301-2631  
Phone (605) 995-8640  
Fax (605) 995-8642

LEPC Minutes  
March 8, 2023 @ 11:30 A.M.  
Meeting Location @ POET Bioprocessing

Chairperson: Marius Laursen    Vice Chairperson: Steve Harr    Secretary: Jeff Bathke

Call in Number is 1-866-990-6338. The Conference ID is 12705. (Call ins will not be available)

1. Welcome-Sign In.
2. Approval of the Agenda.
  - a. Motion by Mark, 2<sup>nd</sup> by Mike to approve the agenda. Motion carried.
3. Approval of the previous minutes.
  - a. Motion by Vicki, 2<sup>nd</sup> by Mark to approve the previous minutes. Motion carried.
4. Financial Status:
  - a. The Davison County LEPC receives grant funds from the state, which are used to pay for air cards in the EM and Search and Rescue vehicles.
    - i. Amount of 2023 grant: \$2,026.96
    - ii. Expended: \$285.74
    - iii. Remaining: \$2,039.66
  - b. Motion by Mike, 2<sup>nd</sup> by Mark to approve the financial status. Motion carried.
5. Public Input-None
6. Remediation/HAZMAT Issues
  - a. None
7. Administrative and SLA Requirement
  - a. The quarterly report was submitted January 30, 2023.
  - b. Second Quarter:
    - i. County Contacts were submitted January 30, 2023.
    - ii. Township Contacts due March 31, 2023.
  - c. Yearly:
    - i. Primary and Alternate EOC identified.
    - ii. Maintain Regional EOC Capability.
    - iii. Conduct a Regional Exercise (April 11-12).
    - iv. Complete 1 Educational Course (Karen 1-14-23).
    - v. LEOP Review.
    - vi. CRMCS Update of equipment/personnel.
    - vii. Maintain Primary and Secondary PIO and Finance for EOC.
    - viii. Conduct a local exercise.
    - ix. Maintain Just in Time Staffing for EOC staff.
8. Current Road Closures
  - a. None, other than snow buildup in many areas.
9. Upcoming Road Closures:
  - a. 2023 County-Rehab a bridge just north of the Gary Busmuss farm, between 249<sup>th</sup> and 250<sup>th</sup>. (delayed)
  - b. 2024 State-HW 37 from Bypass/Main Street to airport road reconstruction-Traffic will be maintained to allow both directions.
  - c. 2024 State-HW 38 Alexandria Intersection to Spencer Quarry-Shoulder Widening/grading project-Traffic will have flaggers.
  - d. Future-City-Canal Bridge

10. Jeff Bathke-P&Z/Drainage/EM Director - Absent
11. Karen Wegleitner-P&Z/Drainage/EM Deputy
  - a. No additional comments.
12. Becky Pitz/Sarah Blaine-POET
  - a. No additional comments.
13. Marius Laursen/Shannon Sandoval-MFD - Absent
14. Mike Koster/Dean Knippling-MPD
  - a. Marius accepted a position with Avera. His last day will be March 24<sup>th</sup> with Mitchell Fire/EMS. Stephanie Ellwein at the City will be overseeing the administrative duties and the Lieutenants will cover the day-to-day operations.
15. Vicki Lehrman-Avera
  - a. Public Health Emergency (PHE) will end on May 11, 2023. Still seeing positive tests for COVID and Influenza.
16. Petar Mirkovic-Health – Absent
17. Michelle Carpenter/Roswitha Konz-Health – Absent
18. Ruth Ragels-SD Family Assistance Center for Military Service Members – Absent
19. Dawn Niehoff-MPD Dispatch – Absent
20. Steve Harr-Sheriff/Tim Reitzel-Chief Deputy
  - a. No additional comments.
21. Micheal Peterson-Highway Patrol
  - a. No additional comments.
22. Randy Pratt-Amateur Radio Operators
  - a. Presented a weather balloon that was found. Call local authorities if you come across one due to the dangerous gases.
23. Bob Everson-Mayor – Absent
24. Stephanie Ellwein-City Administrator – Absent
25. Denny Kiner-Commissioner – Absent
26. Susan Kiepke-Auditor – Absent
27. Dave Beintema-Elected Official – Absent
28. Joe Schroeder/Mark Jenniges-Environmental City of Mitchell
  - a. There will be a meeting for the Mitchell Area Transportation Plan on March 20<sup>th</sup> at the Corn Palace.
29. Gene Deinert-Environmental City of Mt. Vernon – Absent
30. Dave Duba-Environmental City of Ethan – Absent
31. Robert Reuland-Red Cross – Absent
32. John Sieverding-Education-Public – Absent
33. Vacant-Education-MTI – Absent
34. Adam Frerichs-Regional Emergency Management Coordinator – Absent
35. Dan Muck-Community Member – Absent
36. Andrew Miller-CHS – Absent
37. CPT Bill & CPT Deb Middendorp-Salvation Army – Absent
38. Jackie Horton-CASA – Absent
39. Andy Mentele-S.A.R. – Absent
40. Rusty Weinberg-HWY Dept. – Absent
41. Brandon Wingert (Hanson County)/Skyler Kehn (Aurora County)-Emergency Management
  - a. Skyler stated they are working on getting some culverts increased for their hydrology study with the railroad.
42. Jenna Auch-County Health Nurse Office – Absent
43. Adam Kjerstad-Pastor – Absent

- 44. Dave Kluth (Mt. Vernon) / Izaak Goldammer (Ethan)-Fire – Absent
- 45. JP Skelly-Media – Absent
- 46. Comments from the Committee
- 47. Next meeting is scheduled for May 10, 2023 @ 10:30 A.M.
- 48. Adjourn the Meeting.
  - a. Motion by Mark, 2<sup>nd</sup> by Mike to adjourn the meeting. Motion carried.

Chairman Signature:  \_\_\_\_\_

Date: 05/10/2023





Davison County Emergency Management  
200 E. 4<sup>th</sup> Ave.  
Mitchell, SD 57301-2631  
Phone (605) 995-8640  
Fax (605) 995-8642

LEPC Minutes  
May 10, 2023 @ 10:30 A.M.

Chairperson: Marius Laursen    Vice Chairperson: Steve Harr    Secretary: Jeff Bathke

Call in Number is 1-866-990-6338. The Conference ID is 12705.

1. Welcome-Sign In.
2. Approval of the Agenda.
  - a. Motion by Sarah, 2<sup>nd</sup> by Dean to approve the agenda. Motion carried.
3. Approval of the previous minutes.
  - a. Motion by Mark, 2<sup>nd</sup> by Steve to approve the previous minutes. Motion carried.
4. Status:
  - a. The Davison County LEPC receives grant funds from the state, which are used to pay for air cards in the Search and Rescue vehicles.
    - i. Amount of 2023 grant: \$2,026.96 (in addition to \$298.44 in carry over funds)
    - ii. Expended: \$581.52
    - iii. Remaining: \$1,881.74
  - b. Motion by Mike, 2<sup>nd</sup> by Mark to approve the financial status. Motion carried.
5. Public Input-None
6. Remediation/HAZMAT Issues
  - a. 2023.027 POET Corn Syrup Release (4-1-23)
  - b. 2023.027 POET Corn Syrup Release Closure (from 4-1-23)
  - c. 2023.037 POET Sulfuric Acid spill (4-19-23)
  - d. On site for the Mitchell Concrete Truck rollover, but not a reportable incident.
7. Administrative and SLA Requirement
  - a. The quarterly report was submitted April 28, 2023.
  - b. Second Quarter:
    - i. Township Contacts submitted in April.
  - c. Yearly:
    - i. Right to Know published (2-18-23)
    - ii. Conduct a Regional Exercise (April 11-12). The regional counties participated in a flood exercise.
    - iii. Conduct a local exercise (April 11-12).
    - iv. Primary and Alternate EOC identified. (Both tested on April 11).
    - v. LEOP Review. (May 10, 2023). The LEOP was discussed, with Jeff explaining any updates. The sign in roster will count as our official review of the LEOP.
    - vi. Maintain Regional EOC Capability. (May 2, 2023)
    - vii. Maintain Primary and Secondary PIO and Finance for EOC. (May 2, 2023)
    - viii. Maintain Just in Time Staffing for EOC staff. (May 2, 2023)
    - ix. Complete 1 Educational Course (Karen 1-14-23).
    - x. CRMCS Update of equipment/personnel.
8. Current Road Closures
  - a. 245<sup>th</sup> in NE Davison County on the James River.
9. Upcoming Road Closures:
  - a. 2023 County-Rehab a bridge just north of the Gary Busmuss farm, between 249<sup>th</sup> and 250<sup>th</sup>. (delayed)

- b. 2024 State-HW 37 from Bypass/Main Street to airport road reconstruction-Traffic will be maintained to allow both directions.
  - c. 2024 State-HW 38 Alexandria Intersection to Spencer Quarry-Shoulder Widening/grading project-Traffic will have flaggers.
  - d. Future-City-Canal Bridge
10. Road Name Approval-Oak Hill Drive. See GIS View for location.
- a. Motion by Mike, 2<sup>nd</sup> by Dave to approve the Road Name. Motion carried.
11. Jeff Bathke-P&Z/Drainage/EM Director
- a. April 4<sup>th</sup> Pipeline Training View video <https://www.youtube.com/watch?v=hR-rRtI7KmM>
  - b. Jeff informed the group the Severe Weather Week (April 17-21) information was sent to all schools, inviting them to participate in the Tornado Drill on the 19<sup>th</sup>. John Paul II reported back that they conducted the drill.
12. Karen Wegleitner-P&Z/Drainage/EM Deputy
- a. No additional comments.
13. Becky Pitz/Sarah Blaine-POET
- a. 2023.027 POET Corn Syrup Release (4-1-23)-Loading out a truck, revamping the system with overflow protection.
  - b. 2023.027 POET Corn Syrup Release Closure (from 4-1-23)
  - c. 2023.037 POET Sulfuric Acid spill (4-19-23)-The delivery truck's hose broke, 445 gallons of sulfuric acid spilled, but was contained on site. Disposal to Nebraska of 3 dumpster loads.
  - d. Sarah announced May 24<sup>th</sup> will be her last day with POET.
14. Dan Pollreisz/Shannon Sandoval-MFD
- a. Dan introduced himself as the new Mitchell Fire Chief and intends to be fully staffed by the end of the month.
  - b. There have been no large fires in the Mitchell area recently.
  - c. Dan will monitor the needs of the Soybean Plant.
15. Mike Koster/Dean Knippling-MPD
- a. New P25 compliant radios are online on the PD side, need some programming adjustments.
  - b. Will hold an active shooter training for 1.5 hours on June 7, 21, 22, and 29 at City Hall and the Fairgrounds.
  - c. No rodeo this year, so no traffic control to deal with. There will be a parade.
16. Vicki Lehrman/Marius Laursen -Avera
- a. Vicki is officially retired on May 11<sup>th</sup>. Marius was introduced as her replacement.
  - b. Avera held a tornado drill on April 26<sup>th</sup>.
  - c. May 4<sup>th</sup>-A Mass Fatality Training was held at Highland Conference Center with several local EMS in attendance.
  - d. Avera continues to see 1-2 COVID patients daily.
17. Petar Mirkovic-Health-Absent
18. Michelle Carpenter/Roswitha Konz-Health
- a. No additional comments.
19. Ruth Ragels-SD Family Assistance Center for Military Service Members-Absent
20. Dawn Niehoff-MPD Dispatch-Absent
21. Steve Harr/Tim Reitzel-Sheriff's Office
- a. No additional comments.
22. Micheal Peterson-Highway Patrol-Absent
23. Randy Pratt-Amateur Radio Operators-Absent
24. Bob Everson-Mayor-Absent
25. Stephanie Ellwein-City Administrator-Absent
26. Denny Kiner-Commissioner-Absent
27. Susan Kiepke-Auditor-Absent

28. Dave Beintema-Elected Official
  - a. Dave announced Christine Norwick has taken the Deputy Treasurer/Auditor position and will continue to be responsible for welfare.
29. Joe Schroeder/Mark Jenniges-Environmental City of Mitchell
  - a. No additional comments.
30. Gene Deinert-Environmental City of Mt. Vernon-Absent
31. Dave Duba-Environmental City of Ethan-Absent
32. Robert Reuland-Red Cross-Absent
33. John Sieverding-Education-Public-Absent
34. John Heemstra-Education-MTI-Absent
35. Adam Frerichs-Regional Emergency Management Coordinator-Absent
36. Dan Muck-Community Member-Absent
37. Andrew Miller-CHS-Absent
38. CPT Bill & CPT Deb Middendorp-Salvation Army-Absent
  - a. Bill and Deb were not able to make it, but did inform the group they will be leaving Mitchell and have been assigned to Joplin, MO.
39. Jackie Horton-CASA-Absent
40. Andy Mentele-S.A.R.-Absent
41. Rusty Weinberg-HWY Dept.-Absent
42. Brandon Wingert (Hanson County)/Skyler Kehn (Aurora County)-Emergency Management-Absent
43. Jenna Auch-County Health Nurse Office-Absent
44. Adam Kjerstad-Pastor-Absent
45. Dave Kluth (Mt. Vernon) / Gregg Thibodeau (Ethan)-Fire-Absent
46. JP Skelly-Media-Absent
47. Comments from the Committee
48. Next meeting is scheduled for June 14, 2023 @ 10:30 A.M.
49. Adjourn the Meeting.
  - a. Motion by Mike, 2<sup>nd</sup> by Sarah to adjourn the meeting. Motion carried.

Chairman Signature: \_\_\_\_\_

Date: \_\_\_\_\_

06/14/2023



**DEPARTMENT of AGRICULTURE  
and NATURAL RESOURCES**

JOE FOSS BUILDING  
523 E CAPITOL AVE  
PIERRE SD 57501-3182  
danr.sd.gov

April 3, 2023

Sarah Blaine  
POET Bioprocessing  
40509 247<sup>th</sup> Street  
Mitchell, SD 57301

Subject: Department of Agriculture and Natural Resources File Number 2023.027: pertaining to a corn syrup release at POET Bioprocessing, 40509 247<sup>th</sup> Street, Mitchell, South Dakota.

Dear Ms. Blaine,

The Department of Agriculture and Natural Resources (DANR) is contacting you regarding the event noted above. A copy of the initial spill report form is enclosed for your review. Based upon the information provided, approximately 40 gallons of corn syrup were released onto asphalt. It is understood that the corn syrup has been scraped off the ground and disposed in an on-site dumpster. The procedures for the response to spills such as this were developed to protect surface and groundwater resources. In this situation, DANR requires the following:

- Provide photos of the spill area post-cleanup;
- By May 3, 2023, fill out and return the Written Contamination Incident Follow Up Report form.

Gage Koistinen has been assigned as the project manager for this case. He will review the information provided and will contact you if further remedial action is necessary. If you have any questions or need additional information, please do not hesitate to contact him at 605.773.3296. Thank you for your cooperation and assistance.

Sincerely,

Trish Kindt  
Inspection, Compliance, & Remediation Program  
(605) 773-3296

cc Jeff Bathke, Davison County Emergency Manager, Mitchell, SD

## South Dakota Spill Report Form

PRCF No.

Case No. **2023.027**

Reported: (mm/dd/yy) <b>04/01/23</b>		Time: <b>7:45 AM</b>		Recorded By: <b>GK</b>		
<b>A. REPORTER</b>	Reported By: <b>Colleen Dryden - Duty Officer</b>					
	Organization Name: <b>SD DPS OEM</b>					
	Organization: <input type="checkbox"/> discharger <input type="checkbox"/> public <input checked="" type="checkbox"/> state <input type="checkbox"/> local <input type="checkbox"/> federal					
	Address: <b>221 S Central Ave</b>					
	City: <b>Pierre</b>		County: <b>Hughes</b>		State: <b>SD</b>	
	Zip: <b>57501</b>		Phone: <b>6057733231</b>			
<b>B. DISCHARGER (Responsible Party)</b>	Name: <b>POET - Sarah Blaine</b>					
	Address: <b>40509 247th St</b>					
	City: <b>Mitchell</b>		County: <b>Davison</b>		State: <b>SD</b>	
	Zip: <b>57301</b>		Phone: <b>6056561674</b>			
<b>C. INCIDENT LOCATION</b>	Street or Approx. Location:    As Above in B: <input type="checkbox"/>					
	<b>40509 247th Street</b>					
	Survey Description: <b>43.8010924, -98.103661</b>					
City: <b>Mitchell</b>		Zip: <b>57301</b>		County: <b>Davison</b> State: <b>SD</b>		
<b>D. DATE</b>	Spill Date: (mm/dd/yy) <b>04/01/23</b>			Spill Time: <b>7:00 AM</b>		
	<b>E. MATERIAL</b>	Material Type (Code/Name):		<input type="checkbox"/> hazardous substance <input type="checkbox"/> oil	Quantity Spilled	Spilled in Water
		<input type="checkbox"/> material unknown <input checked="" type="checkbox"/> other				
<b>Corn Syrup</b>		<b>40</b>		Units    (Check 1)		
				<input type="radio"/> lb. <input type="radio"/> bbl. <input checked="" type="radio"/> gal. <input type="radio"/> oth.		
				<input type="radio"/> lb. <input type="radio"/> bbl. <input type="radio"/> gal. <input type="radio"/> oth.		
				<input type="radio"/> lb. <input type="radio"/> bbl. <input type="radio"/> gal. <input type="radio"/> oth.		
<b>F. SOURCE</b>	Source of Spill: <input checked="" type="radio"/> AST <input type="radio"/> UST <input type="radio"/> railway <input type="radio"/> transport <input type="radio"/> fixed facility <input type="radio"/> pipeline <input type="radio"/> highway <input checked="" type="radio"/> other					
	Description:					
	Regulated Tank Facility: <input type="checkbox"/> Tank Facility ID #:					
<b>G. MED.</b>	Medium Affected: <input type="checkbox"/> air <input checked="" type="checkbox"/> land <input type="checkbox"/> water <input type="checkbox"/> groundwater <input type="checkbox"/> within facilities only					
	Waterway Affected:					
<b>H. CAUSE</b>	Reported Cause: <input type="radio"/> transportation accident <input type="radio"/> operational error <input type="radio"/> dumping <input type="radio"/> equipment failure					
	<input type="radio"/> natural phenomenon <input type="radio"/> unknown <input type="radio"/> Other:					
Description:						
<b>I. DAM-AGES</b>	No. of injuries: <b>0</b>		No. of deaths: <b>0</b>			
	Response Action Taken:					
<b>J. ACTIONS</b>	<b>spilled onto asphalt, froze, scraped up, placed in dumpster</b>					
	Responding Agency: <input type="checkbox"/> DANR <input type="checkbox"/> Local <input type="checkbox"/> discharger <input type="checkbox"/> federal <input type="checkbox"/> EPA <input type="checkbox"/> Other					
<b>K. NOTIFIED</b>	Agencies Notified:					
	Comments:					
<b>L. COMMENTS</b>						



**DEPARTMENT of AGRICULTURE  
and NATURAL RESOURCES**

JOE FOSS BUILDING  
523 E CAPITOL AVE  
PIERRE SD 57501-3182  
danr.sd.gov

April 18, 2023

Sarah Blaine  
POET Biorefining  
40509 247th Street  
Mitchell, SD 57301

Re: Closure designation for DANR File # 2023.027: pertaining to a corn syrup release at 40509 247th Street, Mitchell, South Dakota.

Dear Ms. Blaine:

The Department of Agriculture and Natural Resources (DANR) has reviewed the available information regarding the above referenced incident. Based on the information provided, there is no risk to human health or further risk to the environment. Therefore, the department is closing this case.

The spilled syrup was contained to the immediate area around the truck where it cooled and stuck to the concrete. All contaminated materials were collected and placed in a roll-off dumpster and properly disposed at the Mitchell Regional Landfill. Receipts were provided to document the proper disposal of the material. If any future problems arise related to this release, POET Biorefining may be responsible to perform further assessment and cleanup.

If you have questions or concerns about this site's closure designation, DANR spill case file information is publicly available at <https://apps.sd.gov/NR42InteractiveMap#>, or contact Gage Koistinen of my staff at 605.773.3296. Thank you for your cooperation and willingness to protect South Dakota's natural resources.

Sincerely,

Terry Florentz, P.E.  
Administrator  
Inspection, Compliance, and Remediation Program

cc: Jeff Bathke, Davison County Emergency Manager, Mitchell, SD  
Becky Pitz, POET Biorefining, Mitchell, SD

## South Dakota Spill Report Form

PRCF No.

Case No. **2023.037**

Reported: (mm/dd/yy) <b>04/19/23</b>		Time:		Recorded By: <b>J. McGuire</b>	
<b>A. REPORTER</b>	Reported By: <b>Sarah Blaine</b>				
	Organization Name: <b>POET Biorefining</b>				
	Organization: <input type="checkbox"/> discharger <input type="checkbox"/> public <input type="checkbox"/> state <input type="checkbox"/> local <input type="checkbox"/> federal				
	Address: <b>40509 247th Street</b>				
	City: <b>Mitchell</b>		County: <b>Davison</b>		State: <b>SD</b>
	Zip: <b>57301</b>		Phone: <b>605-995-4213</b>		
<b>B. DISCHARGER (Responsible Party)</b>	Name: <b>Transportation Express</b>				
	Address:				
	City:		County:		State:
	Zip:		Phone:		
<b>C. INCIDENT LOCATION</b>	Street or Approx. Location:    As Above in B: <input type="checkbox"/>				
	<b>40509 247th Street</b>				
	Survey Description: <b>43.801533, -98.103491</b>				
	City: <b>Mitchell</b>		Zip: <b>57301</b>		County: <b>Davison</b> State: <b>SD</b>
<b>D. DATE</b>	Spill Date: (mm/dd/yy) <b>04/19/23</b>			Spill Time:	
	<b>E. MATERIAL</b>	Material Type (Code/Name):		Quantity Spilled	Spilled in Water
<input checked="" type="checkbox"/> hazardous substance <input type="checkbox"/> oil <input type="checkbox"/> material unknown <input type="checkbox"/> other		<b>445</b>	<b>unk.</b>	<input type="radio"/> lb. <input type="radio"/> bbl. <input checked="" type="radio"/> gal. <input type="radio"/> oth.	
<b>Sulfuric Acid (pH=2)</b>				<input type="radio"/> lb. <input type="radio"/> bbl. <input type="radio"/> gal. <input type="radio"/> oth.	
				<input type="radio"/> lb. <input type="radio"/> bbl. <input type="radio"/> gal. <input type="radio"/> oth.	
				<input type="radio"/> lb. <input type="radio"/> bbl. <input type="radio"/> gal. <input type="radio"/> oth.	
<b>F. SOURCE</b>	Source of Spill: <input type="radio"/> AST <input type="radio"/> UST <input type="radio"/> railway <input checked="" type="radio"/> transport <input type="radio"/> fixed facility <input type="radio"/> pipeline <input type="radio"/> highway <input type="radio"/> other				
	Description: <b>Transportation tank</b>				
	Regulated Tank Facility: <input type="checkbox"/> Tank Facility ID #:				
<b>G. MED.</b>	Medium Affected: <input type="checkbox"/> air <input checked="" type="checkbox"/> land <input checked="" type="checkbox"/> water <input type="checkbox"/> groundwater <input type="checkbox"/> within facilities only				
	Waterway Affected: <b>Stormwater pond (on site)</b>				
<b>H. CAUSE</b>	Reported Cause: <input type="radio"/> transportation accident <input type="radio"/> operational error <input type="radio"/> dumping <input checked="" type="radio"/> equipment failure <input type="radio"/> natural phenomenon <input type="radio"/> unknown <input type="radio"/> Other:				
	Description: <b>Hose failure</b>				
<b>I. DAM-AGES</b>	No. of injuries:		No. of deaths:		
	Response Action Taken:				
<b>J. ACTIONS</b>	<b>Some product entered a nearby storm drain. The drain was later bermed up to prevent further runoff. The spill was contained with soil berms.</b>				
	<b>K. NOTI- FIED</b>	Responding Agency: <input checked="" type="checkbox"/> DANR <input type="checkbox"/> Local <input checked="" type="checkbox"/> discharger <input type="checkbox"/> federal <input type="checkbox"/> EPA <input type="checkbox"/> Other			
Agencies Notified: <b>NRC</b>					
<b>L. COMMENTS</b>	Comments:				
	<b>Clean Harbors was hired to perform remediation. Scraped material to be put on drying pad until it can be properly disposed.</b>				



**DEPARTMENT of AGRICULTURE  
and NATURAL RESOURCES**

JOE FOSS BUILDING  
523 E CAPITOL AVE  
PIERRE SD 57501-3182  
danr.sd.gov

May 1, 2023

Adam Ruden  
Transportation Express  
224 South Bell Avenue  
Ames, IA 50010

Subject: Department of Agriculture and Natural Resources File Number 2023.037, pertaining to a sulfuric acid release at POET Biorefining, 40509 247<sup>th</sup> Street, Mitchell, SD.

Dear Mr. Ruden:

The Department of Agriculture and Natural Resources (DANR) is contacting you regarding the event noted above. A copy of the initial spill report form is enclosed for your review. Based on the information provided, an estimate of 445 gallons of sulfuric acid were released due to Transportation Express' equipment failure. It is understood that POET Biorefining has hired Clean Harbors to perform the cleanup. Since the failed equipment that caused the release was owned and operated by Transportation Express, DANR considers Transportation Express as the responsible party and ultimately responsible for ensuring that this release is cleaned up in accordance with state standards. The procedures for the assessment and cleanup of spills such as this were developed to protect surface and groundwater resources. At this time, DANR requires the following:

- Direct the environmental consultant to excavate contaminated soil and collect confirmation soil samples to ensure that remaining soil has a pH in accordance with background levels. Contaminated soil must have a pH greater than 2 to be properly disposed at a permitted municipal solid waste landfill or it will need to be disposed as hazardous waste;
- Please provide this office a copy of the consultant's final report and disposal documentation;
- By June 1, 2023, complete and return the attached Written Contamination Incident Follow Up Report form.

Jackie McGuire has been assigned as the project manager for this case. She will review the information provided and will contact you if further assessment and/or cleanup is necessary. If you have questions or need additional information, please do not hesitate to contact her or myself at 605.773.3296. Thank you for your cooperation in this matter.

Sincerely,

Trish Kindt  
Inspection, Compliance, & Remediation Program  
(605) 773-3296

cc Jeff Bathke, Davison County Emergency Manager  
Sarah Blaine, POET Biorefining, Mitchell, SD



Davison County Local  
Emergency Operations  
Plan (LEOP)  
2010

Davison County Office of Emergency  
Management

# TABLE OF CONTENTS

Basic Plan	
1. Purpose.....	3
II. Situation and Assumptions.....	4
III. Concept of Operations.....	5
IV. Responsibilities/Organization.....	8
V. Continuity of Government.....	9
VI. Plan Maintenance.....	9
VII. Authorities and References.....	9
Emergency Checklist.....	11
Emergency Activities Checklist.....	14
Restoration and Recovery Checklist.....	15
Emergency Support Function #1 – Transportation .....	16
Emergency Support Function #2 – Communication.....	19
Emergency Support Function #3 – Public Works and Engineering.....	23
Emergency Support Function #4 – Firefighting.....	28
Emergency Support Function #5 – Emergency Management.....	31
Emergency Support Function #6 – Mass Care, Housing & Human Services.....	35
Emergency Support Function #7 – Resource Support.....	39
Emergency Support Function #8 – Public Health and Medical Services.....	43
Emergency Support Function #9 – Search and Rescue.....	51
Emergency Support Function #10 – Oil & Hazardous Materials Response.....	54
Emergency Support Function #11 – Agriculture and Natural Resources.....	58
Emergency Support Function #12 – Energy/Utilities.....	63
Emergency Support Function #13 – Public Safety and Security.....	67
Emergency Support Function #14 – Long Term Community Recovery & Mitigation.....	72
Emergency Support Function #15 – External Affairs.....	75
Glossary.....	78
Attachments.....	86

# BASIC PLAN

**While the Davison County Local Emergency Operations Plan (LEOP) legally remains a public document in its full context, there are passages therein that MUST be considered “sensitive” material. Improper dissemination of the document could result in a serious jeopardy to public safety, the safety of first responders or the protection of property. Therefore, the Davison County Office of Emergency Management, managing authority of the, Davison County LEOP recommends conscientious and controlled copying/distribution of this plan within your purview.**

## **I. PURPOSE**

### **A. Purpose Statement**

1. The primary purpose of the Davison County Local Emergency Operations Plan is to assist Davison County government agencies in responding to an emergency/disaster when it exceeds municipal government’s capability to respond. Emergency/disaster conditions may require Davison County agency personnel to perform their normal scope of work under unusual circumstances. Normal functions that do not contribute to the emergency operation may be suspended or redirected for the duration of the emergency. It is the responsibility of each local agency to respond in a manner consistent with its capabilities as identified and agreed to in this plan.
2. The Davison County Local Emergency Operations Plan establishes policy for County government agencies in their response to the threat of natural, technological, or national security emergency/disaster situations. It documents the policies, concept of operations, organizational structures, and specific responsibilities of local agencies in their response to provide for the safety and welfare of its citizens. It addresses the need for preparedness, response, recovery, and mitigation activities to enhance the County’s overall capability to cope with potential hazards.
3. Davison County’s priorities during emergency operations are the preservation of life, preservation of property, and to maintain communication between Davison County and local authorities.

## **B. Davison County Local Emergency Operations Plan Composition**

1. The Davison County Local Emergency Operations Plan is comprised of five segments. They are as follows: Basic Plan, Emergency Support Function annex, Support Annex, Incident Annex, and Appendix.
  - a) The Basic Plan details emergency response policies and describes the response organization(s). It also describes the relationships between local, tribal, State, Federal, private, and volunteer response organizations and assigns responsibilities.
  - b) The Emergency Support Function Annex provides information about Davison County agency capabilities and describes how Davison County agencies will conduct a specific function in any emergency situation. The Emergency Support Functions are plans organized around the performance of a broad task.
  - c) The Support Annex provides guidance and describes the functional processes and administrative requirements necessary to ensure efficient and effective implementation of the County Local Emergency Operations Plan incident management objectives.
  - d) The Incident Annex provides information about how County agencies will respond to specific situations.
  - e) The appendix provides other relevant, more detailed supporting information, including terms, definitions, acronyms, and authorities.

## **II. SITUATION AND ASSUMPTIONS**

### **A. Situation**

*For more information reference: Davison County PDM Plan*

## **III. CONCEPT OF OPERATIONS**

### **A. General Information**

1. Each local organization for emergency management shall have a director who shall be appointed by the executive officer or governing body of the jurisdiction, and who shall have direct responsibility for the development and implementation of emergency/disaster plans, organization, administration and operation of the local organization for

emergency management, subject to the direction and control of the executive officer or governing body (SDCL 33-15-27).

2. The initial response to an emergency or disaster situation should be made by the local jurisdiction through its enactment of a local emergency or disaster declaration.

*For more information reference: The Emergency Management Handbook.*

**B. Applicability**

1. The Davison County Emergency Operations Plan is valid and utilized during periods of tests, training, and exercises, as well as emergency/disaster operations.

**C. Funding**

1. According to SDCL 33-15-24.3, to request financial assistance from the State of South Dakota local governments must meet local effort, as defined in SDCL 33-15-1(7). (See also SDCL 33-15-24.1)

**D. Execution of Plan**

1. This plan is executed for operational purposes at such times as:
  - a. An emergency is declared by the County Board of Commissioners.
  - b. An emergency/disaster occurs or is imminent.
2. The coordination of all Davison County agencies shall be the responsibility of the local Director of Emergency Management subject to the direction and control of the Chief elected officials of the jurisdiction of Davison County.
3. An emergency operations center or multi-agency coordination system may be established to achieve continuity for resource distribution and efficient coordination of response and recovery operations.
4. When an emergency/disaster occurs or is imminent, a regional coordinator may be dispatched to the scene to evaluate the situation, coordinate County and State activities with local levels of government and keep the State Emergency Operations Center advised of the situation.

5. The National Incident Management System's Incident Command System (NIMS-ICS) is an event management tool that will be used in any size or type of emergency/disaster to control response resources. The National Incident Management System's Incident Command System principles include use of common terminology, modular organization, integrated communications, action planning, manageable span-of-control, and comprehensive resource management.
6. Consistent with the National Incident Command System's Incident Command System principles, the Davison County Emergency Operations Plan may be fully or partially implemented in response to an actual emergency, disaster, or event.
7. The National Incident Management System's Incident Command System has considerable internal flexibility. It can be expanded or contracted to meet operational needs and requirements.

#### **E. Phases of Operations**

1. Emergency operations are conducted in three phases: pre-emergency, emergency, and recovery. Following is a brief description of these phases.
  - a) Pre-Emergency
    - i. The pre-emergency phase includes such actions as initial assessment, alerting and initial mitigation activities dictated by the situation. It is the day-to-day responsibility of State, local and tribal emergency management organizations to assess the impact or potential impact of natural or technological hazards or incidents, or threats to homeland security, on the lives and property of the citizens, the environment, and the economy.
    - ii. All Davison County agencies must monitor and assess conditions that could develop into an emergency or disaster situation. Information concerning the assessment of these impacts shall be provided to the Office of Emergency Management through the Duty Officer.
  - b) Emergency

- i. During the emergency phase, Davison County government will support local government entities by expanding warning emergency public information and other mitigation activities, to include actions to save lives and property; meeting basic human needs; the emergency restoration of essential services; and protection of the environment.
  - ii. During this phase, assessment is necessary. Situation reports will be provided by the Local Office of Emergency Management to the Duty Officer.
  - iii. When assessment information provided to State the Office of Emergency Management indicates that the situation is beyond the capability of local and tribal governments, the Governor may declare an emergency or disaster, and available State resources will be utilized, as necessary.
  - iv. Emergency or disaster operations of Davison County government may be directed through the Davison County Emergency Operations Center or alternate emergency operation centers as necessitated by the situation.
  - v. The Davison County Emergency Operations Center will be activated and staffed, as the situation dictates
  - vi. A Joint Information Center may be established. (For more information about the Joint Information Center see Emergency Support Function #15.)
  - vii. If the emergency assistance needed is beyond both Davison County and State capability, the Governor may request federal assistance.
- c) Recovery
- i. The recovery phase is initiated after the basic emergency needs of the public and private sector have been addressed.
  - ii. The Davison County's priorities during the recovery phase will be to ensure:

- a. Restoration of public property
- b. Meet basic human needs
- c. Restoration of the environment to meet acceptable standards
- d. Economic stabilization
- e. Long-term mitigation

## **IV. Responsibilities/Organization**

### **A. Local**

#### 1. Responsibilities

- a) In time of emergency, local government will, to the maximum extent possible, assume the responsibility for providing mass care and for coordinating the various agencies and organizations that normally provide assistance to victims and emergency response personnel.
- b) Local officials will, if the situation warrants, activate the local emergency operations plan, coordinate multiple service operations, request outside assistance, and implement local emergency broadcasts, as necessary.
- c) If outside assistance is made available to local governments, local governments must be prepared to fund part or all of the cost of response and recovery.
- d) Local organizational resources will be maintained and in operational condition at all times by the local organization.

### **B. Private and Volunteer**

#### 1. Responsibilities

- a) Volunteer and private sector groups with assigned responsibilities detailed in the Emergency Support Functions Annex of this plan should integrate their planning efforts with the development, maintenance, implementation, and testing of the Davison County Emergency Operations Plan and supporting procedures.



- b) All volunteer, non-profit, charitable and/or religious organizations providing disaster assistance are encouraged to coordinate their relief activities within the framework of the Davison County Volunteer Organizations Active in Disasters and/or with the Response and Recovery Manager, Davison County Office of Emergency Management.
2. Organization
  - a) Volunteer Organizations, while not Davison County agencies, have the role of a support agency to Davison County.
  - b) Private agencies that have emergency responsibilities are encouraged to appoint an Emergency Management Liaison Officer who will coordinate their emergency response activities with the Davison County emergency operations center.

## **V. CONTINUITY OF GOVERNMENT**

For more information reference: Davison County Emergency Operation Plan Administrative Overview.

## **VI. PLAN MAINTENANCE**

### **A. Maintenance**

1. It shall be the responsibility of each agency having primary or support functions within the Davison County Emergency Operations Plan, to provide an update of any changes within the structure of policy of that agency. This update should be made either at the time of occurrence or at a minimum annually, prior to September 15<sup>th</sup> of each year.
2. The Davison County Office of Emergency Management will distribute copies of changes to all involved agencies for inclusion and update of their plans.

## **VII. AUTHORITIES AND REFERENCES**

The Davison County Board of Commissioners has adopted this LEOP with a review conducted by the Davison County Local Emergency Planning Committee under the following regulations and authorities:

### **Federal Law**

- Public Law 920; Federal Civil Defense Act of 1950; as amended
- Public Law 93-288; Disaster Relief Act of 1974 (Stafford Act); as amended

- Federal Response Plan 9230-1-PL
- Title III, Superfund Amendments and Re-authorization Act of 1986

## **State Law**

- State of South Dakota Emergency Operations Plan
- South Dakota Codified Law (SDCL)
  - 1-24; Joint Exercise of Governmental Powers
  - 33-15; Emergency Management
    - 33-15-3; Coordination with Federal Government – Cooperation with other agencies
    - 33-15-8; Authority of Governor in time of disaster
    - 33-15-8.1; Emergency coordination of resources by Governor
    - 33-15-10; Preparation of comprehensive plan-Coordination with Federal Plan
    - 33-15-11; Supplies and equipment – Cooperation with Federal Government - Agreements with other States – Relocation population- Training and information program
    - 33-15-25; Authority to accept Federal moneys, services, or equipment - Conditions
    - 33-15-26; County emergency management organizations
    - 33-15-27; Director of local organization – Duties and Powers
    - 33-15-29; Contracting Powers of Local Subdivision
    - 33-15-34; Mutual aid arrangements of local organizations
    - 1-30-5; Local resolutions and ordinances for emergency interim succession
    - 1-30-6; Designation by local officers of emergency interim successors
    - 1-30-7; Exercise of powers by emergency successor to local officer - termination of powers
    - 3-4-3; Appointments to fill vacancies – by whom made
    - 3-4-4; Filling vacancies on board of county commissioners
    - 7-21; County appropriations
    - 9-21; Municipal appropriations
    - 6-6-1; Meeting of governing body after of on threat of enemy attack; Designation of substitute place of government.
    - 6-6-2; Powers exercise at substitute location – formalities omitted; Validity of acts
    - 1-27-9; Records management programs – definition of terms
    - 1-17-18; Local records management programs
- South Dakota Government Guide for Acquisitions, Disposals, and Exchanges
- South Dakota Constitutional Authorities
  - Article III, 29 (1); Legislative powers in emergency from enemy attack
  - Article III, 29 (2); Legislative powers in emergency from enemy attack

## **Local Law**

- Davison County Emergency Management Administrative Plan
- Mutual Aid Agreements
- Davison County Planning & Zoning Ordinances

## **Emergency Checklist**

The Following is a guide for response to all hazards.

## **Incident Occurs**

### **Phase 1: Situational Awareness/Response**

- \_\_\_\_\_1. Receive and evaluate forecasts and predictions, which indicate a potential for severe weather or large-scale emergency.
- \_\_\_\_\_2. Conduct notification of special events or large gatherings of people
- \_\_\_\_\_3. Real-time information as to the extent of the incident
  - Who, What, Where, When, Why, and How
  - Weather, Terrain, Exposures, Approach, Resources
- \_\_\_\_\_4. Initial assessment of situation
  - Scene safety, Nature of disaster, Atmospheric conditions, Injuries/fatalities, Resources committed (Resources identified on the *Statewide Resource Database*), evaluate need for outside assistance, timeline of the event.

### **Phase 2: Notification/Warning**

Notify First Response Agencies and alert general public

- \_\_\_\_\_1. Law Enforcement
- \_\_\_\_\_2. Fire
- \_\_\_\_\_3. Emergency Medical Services/Medical Facilities
- \_\_\_\_\_4. Other Volunteer Agencies
  - Salvation Army
  - American Red Cross
  - Mitchell Area Ministerial Association
- \_\_\_\_\_5. Initiate Public Warning Systems
  - Sirens, Emergency Alert Systems (EAS), Notification of key personnel and elected officials
- \_\_\_\_\_6. Identify incident command/unified command and location of command and incident name
  - Activate Emergency Operations Center (EOC) if necessary
- \_\_\_\_\_7. Review the established priorities

- Life Safety, Incident stabilization, Property preservation, Search & Rescue

\_\_\_\_\_8. Establish Objectives

\_\_\_\_\_9. Deploy

- Assign initial response resources; determine what additional resources will be necessary to accomplish the objectives.

*Available Resources can be found on the Resources Database on the Secure Site.*

\_\_\_\_\_10. Stage

- Identify and establish staging area for available unassigned resources

\_\_\_\_\_11. Notify State Office of Emergency Management

### **Phase 3: Property Security (Reference Emergency Activities Checklist)**

\_\_\_\_\_1. Provide protection for public and private property

- Provide barricades
- Provide traffic and crowd control
- Establish scene perimeter security
- Remove objects that may be ongoing hazards
- Critical Infrastructure security

### **Phase 4: Public Welfare (Reference Emergency Activities Checklist)**

To provide care for people injured or dislocated and assess damage

\_\_\_\_\_1. Establish family assistance center

\_\_\_\_\_2. Disseminate public information

\_\_\_\_\_3. Establish family reunification area

\_\_\_\_\_4. Shelter, Food/Water, Clothing, Sanitation, Animal Welfare

### **Phase 5: Restoration (Reference Restoration and Recovery Checklist)**

To bring the necessities of life back to normal

\_\_\_\_\_1. Re-establish communication capability

- \_\_\_\_\_2. Mobilize community resources/volunteer organizations
- \_\_\_\_\_3. Restore critical facilities
- \_\_\_\_\_4. Restore transportation
- \_\_\_\_\_5. Restore utility services

**Phase 6: Recovery (Reference Restoration and Recovery Checklist)**

- \_\_\_\_\_1. Initiate preliminary damage assessments to determine the extent of damages caused by the incident.
- \_\_\_\_\_2. Determine the need for a local level emergency/disaster declaration
- \_\_\_\_\_3. Pursue disaster declaration from State and Federal Agencies

## EMERGENCY ACTIVITIES CHECKLIST

### Public Needs

- \_\_\_\_\_ Restore Power/Generators
- \_\_\_\_\_ Portable Lights
- \_\_\_\_\_ Communications
- \_\_\_\_\_ Transportation/Buses
- \_\_\_\_\_ Fuel
- \_\_\_\_\_ Security
- \_\_\_\_\_ Debris Clearance

#### Water Supply:

- \_\_\_\_\_ a) Drinking
- \_\_\_\_\_ b) Sanitary Sewers/Portable Toilets
- \_\_\_\_\_ Fire Fighting

#### Flood:

- \_\_\_\_\_ a) Dike Building
- \_\_\_\_\_ b) Sandbagging
- \_\_\_\_\_ c) Pumps

### Individual Needs

- \_\_\_\_\_ Search and Rescue
- \_\_\_\_\_ Evacuation
- \_\_\_\_\_ Food/Water
- \_\_\_\_\_ Refrigeration
- \_\_\_\_\_ Shelter
- \_\_\_\_\_ Animal Shelters

- \_\_\_\_\_ Clothing
- \_\_\_\_\_ Medical
- \_\_\_\_\_ Victim Identification
- \_\_\_\_\_ Mortuary Services

#### Other Needs \_\_\_\_\_

### Administration

- \_\_\_\_\_ Active EOC/On Scene Command Post
- \_\_\_\_\_ Public Announcements
- \_\_\_\_\_ Resource Lists

### Maps:

- \_\_\_\_\_ a) General Disaster Area
- \_\_\_\_\_ b) Specific Damage Sites
- \_\_\_\_\_ c) Location of EOC, DAC, Field Office, etc

\_\_\_\_\_ Volunteer Coordination / Donation Management

\_\_\_\_\_ Camera and Film / Photograph Public Damage Sites

Other Needs \_\_\_\_\_

**RESTORATION AND RECOVERY CHECKLIST**

**Public Needs**

- \_\_\_\_\_ Restore Power/Generators
- \_\_\_\_\_ Portable Lights
- \_\_\_\_\_ Communications
- \_\_\_\_\_ Transportation/Buses
- \_\_\_\_\_ Fuel
- \_\_\_\_\_ Security
- \_\_\_\_\_ Debris Clearance

Water Supply:

- \_\_\_\_\_ a) Drinking
- \_\_\_\_\_ b) Sanitary Sewers/Portable Toilets
- \_\_\_\_\_ Fire Fighting

Flood:

- \_\_\_\_\_ a) Dike Building
- \_\_\_\_\_ b) Sandbagging
- \_\_\_\_\_ c) Pumps

**Individual Needs**

- \_\_\_\_\_ Search and Rescue
- \_\_\_\_\_ Evacuation
- \_\_\_\_\_ Food/Water
- \_\_\_\_\_ Refrigeration
- \_\_\_\_\_ Shelter
- \_\_\_\_\_ Animal Shelters

- \_\_\_\_\_ Clothing
- \_\_\_\_\_ Medical
- \_\_\_\_\_ Victim Identification
- \_\_\_\_\_ Mortuary Services

Other Needs

\_\_\_\_\_

**Public Damage**

- \_\_\_\_\_ Debris
- \_\_\_\_\_ Roads, Streets, Culvert
- \_\_\_\_\_ Bridges
- \_\_\_\_\_ Public Buildings
- \_\_\_\_\_ Equipment and Vehicles
- \_\_\_\_\_ Materials and Supplies
- \_\_\_\_\_ Water Supply
- \_\_\_\_\_ Sewer System
- \_\_\_\_\_ Water Resource Projects
- \_\_\_\_\_ Communications Systems
- \_\_\_\_\_ Parks and Recreation Areas
- \_\_\_\_\_ Nonprofit Facilities

Other Needs

**NOTES:** \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Individual Needs**

- \_\_\_\_\_ Food
- \_\_\_\_\_ Clothing
- \_\_\_\_\_ Temporary Housing
- \_\_\_\_\_ Assistance for Homeowners
- \_\_\_\_\_ Assistance for Businessmen
- \_\_\_\_\_ Assistance for Farmers and Ranchers
- \_\_\_\_\_ Assistance to Private Nonprofit Facilities
- \_\_\_\_\_ Replacement of Personal Property
- \_\_\_\_\_ Unemployment Assistance
- \_\_\_\_\_ Debris Removal / Authorization Agreements
- \_\_\_\_\_ Right of Entry Agreements
  
- \_\_\_\_\_ Crisis Counseling
  
- \_\_\_\_\_ Health and Sanitation
  
- \_\_\_\_\_ Security

Other Needs

**NOTES:** \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_



## **Emergency Support Function #1- Transportation**

---

### **ESF Coordinator:**

Davison County Highway Superintendent  
City of Mitchell/Mt. Vernon/Ethan  
South Dakota Department of Transportation  
South Dakota National Guard

### **Primary Agency:**

Davison County Highway Department  
South Dakota Department of Transportation

### **Support Agencies:**

Palace Transit  
Local Bus Company

### **Supporting Plans:**

Any supporting plans designed by Davison County

## **Introduction**

### **Purpose**

Emergency Support Function (ESF) #01 – Transportation assists local and tribal governmental entities, and voluntary organizations requiring transportation capacity to perform response missions prior to, during, and/or after a major disaster or emergency. ESF #01 also serves as a coordination point between response organizations and restoration of the transportation infrastructure systems.

### **Scope**

Local transportation assistance provided by ESF #01 includes, but is not limited to:

- Coordinate the assessing, clearing, recovery, restoration, and safety/security of the transportation infrastructure and implementing management controls as required; and
- Operating at the local level, as required, to process and obtain transportation support to assist with the movement of resources.

### **Policies**

- Local transportation policies and plans are used to control the movement of relief personnel, equipment, and supplies, as well as locally established priorities for determining precedence of movement.

- Local transportation planning employs the most effective means of transporting resources owned or operated by local agencies. When local capacity/capabilities are exceeded, commercial transportation resources will be requested.
  
- Movements of local personnel, equipment, and supplies are managed through prioritizing shipments. Each agency is responsible for compiling, submitting, and updating information for inclusion in the ESF #1 prioritized shipments. Local agencies are encouraged to use ESF #1 services when the local Emergency Operations Plan is activated to ensure orderly flow of resources during an incident.
  
- Military transportation will be provided in accordance with South Dakota law. All requests for National Guard (Army or Air) resources must be processed through the county emergency manager, who will coordinate this effort through the South Dakota Office of Emergency Management.
  
- Regional ESF #1 organization, notification, deployment, and support operations are conducted in accordance with county emergency operations plan.
  
- Local agencies are responsible for complying with appropriate environmental and historical preservation statutes.

---

### **Concept of Operations**

- When the ESF is activated, coordination is conducted at the primary agency's headquarters.
  - The Davison County Highway Department Superintendent provides direction for the ESF #1 mission locally. The Davison County Highway Department Superintendent receives guidance and operational direction from the incident commander or Davison County Commission Chairperson.
  - Requests for resources flow upward and are tracked at the local level.
  
- When EOC is activated, coordination is conducted at the Local Emergency Operations Center.
  - Communication is established and maintained between the ESF Representative in the Emergency Operations Center and Davison County Highway Department staff to report and receive assessments and status information.

## **Initial Actions**

**Davison County Highway Department:** Immediately upon notification of a threat or an imminent or actual incident, consideration is given toward:

- Assessing the situation, validating resource requests, and forecasting response needs.
- Initiating response through proper channels.
- Providing appropriate representation to the ESF #1 function and implementing plans internal to Davison County Highway Department to ensure adequate staff and administrative support.
- Providing infrastructure damage and road closure information to the Emergency Operations Center (EOC) and other agencies upon request.
- Contacting support agencies in the event of EOC activation.
- Identifying local agency and commercial transportation assets available for use.

## **Continuing Actions**

- Identify and prioritize service requirements, coordinate the acquisition of transportation services, and renders status reports in support of all ESF's when required.
- Maintains a record for audit of all transportation support provided.

---

## **Responsibilities**

### **ESF Coordinator/Primary Agency: Davison County Highway Superintendent/Davison County Highway Department**

- Work with local transportation departments and industry partners to assess the damage to transportation infrastructure, analyze the impact of the incident on transportation operations, and report promptly as changes occur.
- Provide technical assistance to local agencies and local and tribal government entities in evacuation or movement restriction planning and determine the most viable transportation networks to, from, and within the incident area, as well as alternate means to move people and goods within the area affected by the incident.
- Provide equipment and personnel as needed for transportation needs; to the extent they are not required for priority missions.

- Will coordinate the clearing and restoration of the of the transportation infrastructure.
- Coordinate all traffic control on Davison County and Townships routes following a major disaster or emergency.
- Provide for the allocation of necessary road space to the military and emergency government in the event of a major disaster or emergency.
- Estimate potential traffic demands and traffic carrying capacities of available remaining infrastructure.
- Assist with signage and traffic control on non-state trunk roads when requested by local municipalities.
- Coordinate efforts with the South Dakota Department of Transportation as needed.

---

**Support Agencies:**

**Municipalities**

- Provide equipment and personnel as needed for transportation needs; to the extent they are not required for priority missions.
- Will coordinate the clearing and restoration of the of the transportation infrastructure.
- Provide for the allocation of necessary road space to the military and emergency government in the event of a major disaster or emergency.

**Emergency Support Function #2- Communication**

---

**ESF Coordinator:**

Davison County 911 Coordinator  
 Davison County Sheriff

**Primary Agency:**

Davison County Dispatch Center

**Local Support Agencies:**

State Radio  
 Davison County Dispatch

**Supporting Plans:**

- South Dakota Radio Systems Communications Manual

- Davison County Standard Operating Procedures (SOP) Manual
- 

## **Introduction**

### **Purpose**

Emergency Support Function (ESF) #02– Communications ensures Local communication support to Local agencies and coordinates communications response efforts among local, tribal, and private organizations prior to, during, and/or after a major disaster or emergency.

### **Scope**

Local communications assistance provided by ESF #02 includes, but is not limited to:

- Information transfer and the technology associated with the representation, transfer, interpretation, and processing of data among person, places, and machines. It includes transmission, emission or reception of signs, signals, writing, images, and sounds, or intelligence of any nature by wire, radio, optical or other electromagnetic system;
- All local agencies that may require telecommunications services or whose telecommunications assets may be employed during a disaster response;
- Coordinates the local actions taken to provide the required security and telecommunications support to State and local disaster response elements;
- Coordinates the establishment and restoration of required temporary local telecommunications.

### **Policies**

- Uniform emergency communications management and operational plans, procedures, and handbooks are used throughout the entire ESF #2 operating environment.
  - Local agencies are responsible for complying with appropriate environmental and historical preservation statutes.
- 

## **Concept of Operations**

- When ESF is activated, coordination is conducted at the primary agency's headquarters.

- Communications management occurs on a bottom-up basis: decisions are made at the lowest level, with only those issues requiring negotiation or additional resources being referred to the next higher management level.
- Agencies that provide communications assets in support of the response control their organic assets and coordinate with the communications coordinator.
- Requests for resources flow upward and are tracked at the local level.
- When command structure is activated, coordination is conducted at the Local Emergency Operations Center.
  - Communications are established and maintained between the ESF Representative in the Emergency Operations Center and the communications coordinator to report and receive assessments and status information.

### **Initial Actions**

**Main Office:** Immediately upon notification of a threat or an imminent or actual incident, consideration is given toward:

- Assessing the situation, validating resource requests, and forecasting response needs.
- Initiating relevant reporting to the Davison County Commissioners, Davison County Emergency Manager, and applicable staff.
- Providing appropriate representation to the ESF #2 function and implementing plans internal to Bureau of Information and Telecommunications to ensure adequate staff and administrative support.
- Contacting support agencies in the event of Local Emergency Operations Center activation.
- Providing damage and outage information to the Local Emergency Operations Center and other agencies upon request.
- Identifying local agency telecommunication assets available for use.
- Identifying actual and planned actions of commercial telecommunication companies toward recovery and reconstruction of their facilities.
- Obtaining information from local highway/street department relative to road, rail, and other transportation conditions in the area and whether they can be used to get mobile telecommunication systems into the area.

## **Continuing Actions**

- Identify and prioritizes service requirements, renders status reports, and coordinates service provisioning and restoration plans as required.
  - Advise the Davison County Emergency Manager when Local network communication outages are expected in the incident area to enable alternate means of communication.
  - Coordinate local telecommunications support to responding local agencies, Davison County and tribal governments, and voluntary relief organizations as directed by the Multi-Agency Coordination Team in the Davison County Emergency Operations Center.
  - Coordinate actions to protect communications assets from further damage.
  - Maintain a record for audit of all telecommunications support provided.
  - Provide administrative support of individuals involved in emergency communications operations and for managing all financial transactions in support of ESF #2.
- 

## **Responsibilities**

### **ESF Coordinator/Primary Agency: Local Agency**

- Prepare for hardware, software, and data networking support for all facets of an emergency.
- Use existing local employees to prepare for hardware and software support issues.
- Identify resource requirements for communication and coordinate their allocation.
- Coordinate the installation and support of all Information Technology services required by local resources.
- Coordinate with local telephone companies to establish network connectivity, as required for data networks.
- Coordinate all telephone requests and interface with local and national telephone companies to maintain telephone services.

## **Support Agencies**

*Agencies and Agency Responsibilities will be determined by each County*  
**Emergency Support Function #3- Public Works and Engineering**

---

**ESF Coordinator:**

City of Mitchell Street Department  
Davison County Highway Department  
South Dakota Department of Transportation  
South Dakota Bureau of Administration--State Engineer

**Primary Agency:**

Local Public Works Departments

**Support Agencies:**

*Determined Locally*

---

**Introduction****Purpose**

Emergency Support Function (ESF) #03– Public Works and Engineering coordinates and organizes the capabilities and resources of the Davison County to facilitate the delivery of services, technical assistance, engineering expertise and construction management, prior to, during, and/or after a major disaster or emergency.

**Scope**

Local Public Works and Engineering assistance provided by ESF #03 includes, but is not limited to:

- Conducting pre- and post- incident assessments and emergency repairs of public works and critical facilities;
- Executing emergency contract support for lifesaving and life-sustaining services;
- Providing technical assistance to include engineering expertise, construction management, and contracting and real estate services;
- Assisting the Davison County Emergency Manager with the implementation of the Public Assistance Program and other recovery programs;
- Operating at the Davison County, local, and tribal level, as required, to process and obtain public works and engineering support to assist with the movement of resources.

**Policies**

Local and Tribal



- Local and tribal governments are responsible for their own public works and infrastructures and have the primary responsibility for incident prevention, preparedness, response, and recovery.
- Local authorities are responsible for obtaining required waivers and clearances related to ESF #3 support.
- Local agencies are responsible for complying with appropriate environmental and historical preservation statutes.

#### Private Sector

- The private sector is a partner for the rapid restoration of infrastructure-related services.
- Appropriate private-sector entities are integrated into the planning and decision-making processes, as necessary.

---

### Concept of Operations

- When ESF #3 is activated, coordination is conducted at the primary agency's headquarters.
  - Decisions are made at the lowest level, with only those issues requiring negotiation or additional resources being referred to the next higher management level.
  - Requests for resources flow upward and are tracked at the Local level.
- When EOC is activated, coordination is conducted at the Local Emergency Operations Center.
  - Communications are established and maintained between the ESF #3 Representative in the Emergency Operations Center and the local public works staff to report and receive assessments and status information.
  - ESF #3 Representative is responsible for preparing statements of work, providing estimates of cost, and completion dates for mission assignments, tracking mission execution, determining resource requirements, setting priorities, disseminating information, and providing public information and external communications support (in coordination with ESF #15—External Affairs).

- For all phases of incident management, ESF #3 can provide on-call subject-matter experts to support incident activities for an incident where ESF #3 has responsibility for directing or managing a major aspect of the response.

### **Initial Actions**

Immediately upon notification of a threat or an imminent or actual incident, consideration is given toward:

- Assesses the situation, validates resource requests, and forecasts response needs.
- Initiate relevant reporting to Davison County Emergency Management, and applicable staff.
- Provide appropriate representation to the ESF #3 function and implementing plans to ensure adequate staff and administrative support.
- Contact support agencies in the event of Local Emergency Operations Center activation.
- Provide damage information to the Local Emergency Operations Center and other agencies upon request.
- Provide inspection of facilities in support of response operations.
- Identify Local agency public works and engineering assets available for use.
- Identify actual and planned actions of commercial public works and engineering companies toward recovery and reconstruction of facilities.

### **Continuing Actions**

- Coordinates with the Local Emergency Operations Center for the activation and deployment of resources to affected areas as required.
- Coordinates Local public works and engineering support to responding agencies and local and tribal governments as directed by the Multi-Agency Coordination Team in the Local Emergency Operations Center.
- Coordinate actions to protect structures and utilities from further damage.
- Maintain a record for audit of all public works and engineering support provided.
- The primary agency is responsible for administrative support of individuals involved in emergency operations and for managing all financial transactions in support of ESF #3.

- Assesses critical needs, identifies, and prioritizes service requirements, renders status reports, and coordinates service provisioning and restoration plans as required.
- Provides structural specialist expertise in the monitoring and stabilization of damaged structures designated as immediate hazards to public health and safety.
- Coordinates emergency repair of damaged Local infrastructure and facilities (temporary power, emergency water, sanitation systems, etc.).
- Manages, monitors, and/or provides technical advice in the clearance, removal, and disposal of contaminated and uncontaminated debris. The management of contaminated debris is coordinated with ESF #10—Hazardous Materials Response.
- Provides technical assistance to include engineering expertise, construction management, contracting, and inspection of private/commercial structures.

---

## **Responsibilities**

### **ESF Coordinator/Primary Agency: Local Public Works Department**

- Assess or survey damage of building structures, furnishings, underground utilities (such as electrical, steam, water, sewer lines), support facilities as they relate to buildings, side walks, parking, plantings, athletic sites and structures, vehicle compounds, fencing, surface drainage structures, overhead electrical lines and structures, radio and television towers, transmitter buildings, and streets and roadways within or on State Institutional Campus grounds or on individual sites.
- Provide an evaluation of damage opinion or reparability with a cost estimate, a recommendation for abandonment and demolition with an approximate cost estimate, or a recommendation for demolition and reconstruction with a cost estimate.
- Visit the site of the emergency/disaster, as soon as appropriate, with requisite damage assessment materials such as camera, notebooks, estimating guides, etc.
  - Examine and assess the damage to the mechanical functions of the buildings and grounds involved up to the point of delineation between the attached utility and the buildings and grounds being surveyed.
  - Assess damage to storm and sanitary sewers, domestic and fire protection water lines, plumbing and sprinkler fixtures and associated piping, heating equipment and associated facilities, ventilation equipment and systems, air conditioning equipment and systems, roof drainage systems, sump pumps, etc.
  - Examine and assess the damage to the electrical functions of the buildings and grounds involved in the disaster, up to the point of delineation between the attached utility and the buildings and grounds being surveyed.

- Assess damage to electrical power supply equipment and systems, electrical feeders and circuits, lighting fixtures, supports and appurtenances, sound systems, fire alarm and emergency lighting systems, standby power systems, and any other electrical systems (such as, but not limited to, telephone, TV, computer, etc.).
- Provide architectural and civil engineering design and construction technical assistance through architectural and civil engineers contracts when appropriate authority directs.
- Provide reconstruction inspection, certification of compliance with plan and specifications, and certification of contractor's payments.

---

**Support Agencies**

*Agencies and Agency Responsibilities will be determined by each County.*

## **Emergency Support Function #4-Firefighting**

---

### **ESF Coordinator:**

Mitchell Fire Department  
Ethan Fire Department  
Mt. Vernon Fire Department

### **Primary Agency:**

Mitchell Fire Department

### **Support Agencies:**

Local Law Enforcement  
Other fire districts, which are listed in neighboring counties LEOP's  
Davison County Emergency Manager

---

## **Introduction**

### **Purpose**

Emergency Support Function (ESF) #04–Firefighting enables the detection and suppression of wildland, rural, and urban fires requiring local response assistance.

### **Scope**

Local firefighting assistance provided by ESF #04 includes, but is not limited to:

- Managing and coordinating firefighting activities, including the detection, suppression, and investigation of wild land/structure fires;
- Providing personnel, equipment, and supplies in support of Federal, State, local, and tribal agencies involved in wildland, rural, and urban firefighting operations.

### **Policies**

- Priority is given to public and firefighter safety and protecting property, in that order.
- Wildland Fire Suppression support from the State of South Dakota is accomplished through the Northern Great Plains Interagency Dispatch Center in Rapid City.
- Coordination with, and support of, local fire suppression organization is accomplished through the local Fire Departments, Davison County Office of

Emergency Manager or other appropriate agency operating under the National Incident Management System (NIMS)/Incident Command System (ICS).

- The Incident Commander/Fire Chief will take the lead role or assist with the investigation into the cause of a structural fire.

---

### **Concept of Operations**

- Incident Commander/Fire Chief coordinates wild land/structure fires.
- Davison County firefighting response support is coordinated by the Davison County Sheriff's Office and/or Emergency Manager.
- When ESF is activated, responsibility for situation assessment and determination of resource needs lies primarily with the local incident commander.
  - Decisions are made at the lowest level, with only those issues requiring negotiation or additional resources being referred to the next higher management level.
  - Situation and damage assessment information is transmitted through established fire suppression channels.
- Any and all requests for firefighting assistance and other resources are transmitted from the Incident Command Post to the Davison County Emergency Manager.
- When EOC is activated, coordination is conducted at the Local Emergency Operations Center.
  - Communications are established and maintained between the ESF Representative in the Local Emergency Operations Center and the local incident commander to report and receive assessments and status information.

### **Initial Actions**

Immediately upon notification of a threat or an imminent or actual incident, consideration is given toward:

- Assessing the situation, validating resource requests, and forecasting response needs.
- Response to wild land/structure fires all actions are initiated according to the local Fire Departments Operation Guide, including but not limited to:
  - Establishing communication links to support agencies and State ESF #4 coordinator.
  - Establishing communication links with Davison County Emergency Manager.

- Obtaining an initial fire situation and damage assessment through established procedures.
- The Davison County Emergency Manager or other assigned personnel establish contact with the local incident commander and develop a plan to integrate outside agency's resources into the local response.

### **Continuing Actions**

- Obtains, maintains, and provides incident situation and damage assessments through established procedures.
- Coordinates incident resources needs and determines and resolves, as necessary, issues regarding resource shortages and resource ordering issues, interagency conflicts, and policy matters.
- Maintains close coordination with Davison County Emergency Manager and the Incident Command Post.
- Maintains a complete log of actions taken, resource orders, records, and reports.
- Resource rehabilitation and demobilization are responsibilities of individual agencies in coordination with the Davison County Emergency Manager.
- The local Incident Commander/Fire Chief will initiate an investigation into the cause of any structure and/or wildfires.

---

### **Responsibilities**

**ESF Coordinator/Primary Agency:** Local Fire Department

---

### **Support Agencies**

#### **Law Enforcement**

- Provide traffic control
- Provide on scene security

#### **Davison County Emergency Manager**

- Provide situational information to State of South Dakota Office of Emergency Management as needed.
- Coordinate resource requests from the State of South Dakota Office of Emergency Management as needed.

## **Emergency Support Function #5-Emergency Management**

---

### **ESF Coordinator:**

County Emergency Manager  
South Dakota Department of Public Safety-Emergency Management  
U.S. Department of Homeland Security/Emergency Preparedness and Response/Federal  
Emergency Management Agency

### **Primary Agency:**

Davison County Emergency Manager

### **Support Agencies:**

Davison County Search and Rescue Unit (DCSAR)  
Davison County Local Emergency Planning Committee (DCLEPC)  
James Valley CISM Team

---

## **Introduction**

### **Purpose**

Emergency Support Function (ESF) #05– Emergency Management is responsible for supporting overall activities of the County prior to, during, and/or after a major disaster or emergency. ESF #5 provides the core organizational structure and administrative functions in support of emergency operations.

### **Scope**

Davison County emergency management assistance provided by ESF #05 includes, but is not limited to:

- Providing information management prior to, during, and after a major disaster or emergency;
- Processing of requests for Davison County assistance from local and (tribal) jurisdictions;
- Facilitating resource acquisitions, to include allocation, tracking, and pre-positioning of assets for quick response;
- Coordinating alert and notification of citizens and response personnel;



- Providing the framework for the coordination of operations, planning, logistics, facilities, and financial management;
- Integrating Davison County response and resources into local and (tribal) emergency response structure;
- Ensuring State worker safety and health during Emergency Operation Center activation.

### **Policies**

- A local request for Davison County assistance is coordinated through the Davison County Emergency Management.
- ESF #5 is responsible for establishing the Davison County support in anticipation of requirements for prevention, response, and recovery assistance.
- ESF #5 staff identifies and resolves resource allocation issues identified at forward areas. Those issues that cannot be resolved at lower levels of government are referred to the Davison County Emergency Operations Center.
- ESF #5 support staff provides the informational link between forward areas and the Davison County Emergency Operations Center.
- Departments and agencies participate in the incident action planning process coordinated by ESF #5.
- Davison County agencies are responsible for complying with appropriate environmental and historical preservation statutes.

---

### **Concept of Operations**

- When ESF is activated, coordination is conducted at the Davison County Emergency Operations Center.
  - ESF #5 supports the command function by providing senior staff, incident action planning capabilities, information, administrative, logistics, and financial support functions.
  - Decisions are made at the lowest level, with only those issues requiring negotiation or additional resources being referred to the next higher management level.
- When EOC is activated, coordination is conducted at the Davison County Emergency Operations Center.

- ESF #5 provides a trained and experienced staff to fill management positions in the Command, Operations, Planning, Logistics, and Finance and Administration Sections of the Davison County Emergency Operations Center.
- Communications are established and maintained between the ESF Representative in the Emergency Operations Center and the Davison County Office of Emergency Management staff to report and receive assessments and status information.
  - *Command Support:* ESF #5 supports the command function by providing senior staff, incident action planning capabilities, information, administrative, logistics, and financial support functions.
  - *Operations:* ESF #5 provides staff for the Operations Section Chief to coordinate the Human Services, Infrastructure Support, Emergency Services, and Mitigation and Community Recovery Branches (various ESFs also provide key staff for these areas); process requests for assistance; and initiates and manages the mission assignment.
  - *Planning:* ESF #5 provides the Planning Section Chief position. ESF #5 provides for the collection, evaluation, dissemination, and use of information regarding incident prevention and response actions and the status of resources.
  - *Logistics:* ESF #5 provides staff for the Logistics Section Chief to manage the control and accountability of Davison County supplies and equipment; resource ordering; delivery of equipment, supplies, and services; resource tracking; facility location and operations; transportation coordination; and information technology systems services and other administrative services.
  - *Finance/Administration:* ESF #5 provides staff for the Finance and Administration Section Chief to monitor funding requirements and incident costs.

### **Initial Actions**

- When a threat has occurred or an incident is imminent, staff makes initial contact with the affected local jurisdiction(s) and reviews capabilities and shortfalls as a means of determining initial response requirements for Davison County support.
- When an incident has occurred, Davison County Emergency Management may take several actions, including but not limited to:
  - Increasing staffing and the operational tempo as required,
  - Activating ESF #5,
  - Activating the Davison County Emergency Operations Center,
  - Monitoring the situation and notifying other agencies appropriately and determining the need for warning dissemination (for not weather-related events.)
- Providing situation reports and other information as required to State Office of Emergency Management.

- Staff develops the initial Incident Action Plan outlining Davison County operations priorities and coordinates with other ESFs to implement the plan.

### **Continuing Actions**

- Develop the schedule for staffing and operating the Davison County Emergency Operations Center from activation to stand-down.
- Staff and operates the Davison County Emergency Operations Center along with representatives of other ESFs.
- Continue to provide immediate, short-term, and long-term planning functions in coordination with the other ESFs engaged in the operation.
- As local jurisdictions assume greater responsibility for the recovery operation, ESF #5 coordinates the responsible and orderly termination of Davison County assistance.

---

### **Responsibilities**

#### **ESF Coordinator/Primary Agency: Davison County Emergency Management**

- Through the OEM Duty Officer Program notify the State of emergency or disaster situations utilizing the procedures outlined the Duty Officer Reporting Guidelines.
- Coordinates Davison County Emergency Operations Center supplies and equipment to support Davison County activities related to the management of emergencies and disasters.
- Supports the implementation of mutual aid agreements to ensure a seamless resource response to affected jurisdictions.
- Coordinates Davison County planning activities including immediate, short-term, and long-range planning. The response planning and operations implementation priorities of the Davison County are developed, tracked, and implemented through ESF #5.
- The Davison County Emergency Operations Center staffed by ESF #5 and other ESFs when activated, monitors potential or developing incidents and supports the efforts of Davison County emergency response.

---

### **Support Agencies**

Davison County Search and Rescue  
Davison County Local Emergency Planning Committee  
James Valley CISM Team

## **Emergency Support Function #6-Mass Care, Housing, & Human Services**

---

### **ESF Coordinator:**

Davison County Emergency Manager  
National American Red Cross  
South Dakota Department of Public Safety-Emergency Management  
U.S. Department of Homeland Security/Emergency Preparedness and Response/Federal  
Emergency Management Agency

### **Primary Agency:**

National American Red Cross  
Davison County VOAD  
Davison County Emergency Manager  
Davison County Social Services

### **State Support Agencies:**

Board of Regents	National Guard
Education	Health
Housing Development Authority	
Voluntary Organizations Active in Disasters	

---

## **Introduction**

### **Purpose**

Emergency Support Function (ESF) #6– Mass Care, Housing, and Human Services supports Davison County, municipal, and nongovernmental organization efforts to address the mass care, housing, and human services needs of individuals and/or families prior to, during, and/or after a major disaster or emergency.

### **Scope**

State mass care, housing, & human services provided by ESF #06 includes, but is not limited to:

- Mass Care involves the coordination of non-medical mass care services to include sheltering of victims, organizing feeding operations, providing emergency first aid at designated sites, collecting, and providing information on victims to family members, and coordinating bulk distribution of emergency relief items;
- Housing involves the short- and long-term housing needs of victims; and
- Human Services include providing victim related recovery efforts such as counseling, identifying support for persons with special needs, expediting processing of new

benefits claims, and assisting in collecting crime victim compensation for acts of terrorism.

- Disseminate information to the public through the Joint Information Center (JIC).
- Coordinating and assessing the situation and implementing an appropriate plan based on the resources available to assist all victims.

## **Policies**

- Support may vary depending on an assessment of incident impact(s), the magnitude and type of event, and the stage of the response and recovery efforts.
- Provide services without regard to economic status, racial, religious, political, ethnic, or other affiliation.
- Provide services in accordance with existing Federal, State, and Davison County statutes, rules, and regulations.
- Coordinate with ESFs #1, #3, #5, and #14 regarding recovery and mitigation assistance, as appropriate.
- Strive to reduce duplication of effort and benefits, to the extent possible. This includes streamlining assistance as appropriate and identifying recovery and mitigation measure to support local planning efforts.

---

## **Concept of Operations**

- When ESF is activated, coordination is conducted at the primary agency's headquarters.
  - Initial response activities focus on meeting urgent mass care needs of victims.
  - Close coordination is required among those Davison County agencies responsible for response operations and recovery activities and other nongovernmental organizations providing assistance (SDVOAD).
  - Decisions are made at the lowest level, with only those issues requiring negotiation or additional resources being referred to the next higher management level.
  - Requests for resources flow upward and are tracked at the Davison County level.
- When EOC is activated, coordination is conducted at the Davison County Emergency Operations Center.

- Communications are established and maintained between the ESF Representative in the Emergency Operations Center and the primary and support agency staff to report and receive assessments and status information.

### **Initial Actions**

Immediately upon notification of a threat or an imminent or actual incident, consideration is given toward:

- Assessing the situation, validating resource requests, and forecasting response needs.
- Initiating relevant reporting to the OEM Duty Officer.
- Providing damage, victim, and displacement information to the Davison County Emergency Operations Center and other agencies upon request.
- Contacting support agencies in the event of Davison County Emergency Operations Center activation.

### **Continuing Actions**

- ESF #6 staff identifies and prioritizes mass care, housing, and human services requirements coordinates the acquisition of those services and renders status reports in support of all ESFs when required.
- Davison County Emergency Management, in coordination with support agencies, is responsible for administrative support of individuals involved in Davison County mass care, housing, and human service operations and for managing all financial transactions undertaken through task assignments issued to ESF #6.
- Maintains a record for audit of all mass care, housing, and human service support provided.
- Provides guidance for identifying potential housing resources.

---

### **Responsibilities**

#### **ESF Coordinator/Primary Agency: Davison County Emergency Management**

- Provide leadership in coordinating and integrating overall Davison County efforts associated with mass care, housing, and human services.
- Activate appropriate support agencies.
- Coordinate logistical and fiscal activities supporting ESF #6 associated priorities and activation.
- Plan and support regular meetings with the primary and support agencies.

- Assist in establishing priorities and coordinating the transition of mass care operations with recovery activities based on incident information and the availability of resources that can be appropriately applied.
  - Establish communication with the National ESF #6 response structure.
- 

## **Davison County Agencies**

### **American Red Cross**

- Provide trained mass care, housing, and human services personnel.
- Establish communications with State, local, volunteer, and private organizations supporting ESF #6 operations.
- Activate support agencies, as required.
- Assess the disaster situation, determine the adequacy of mass care response activities, and forecast mass care response needs. Provide technical assistance to the State agencies responsible for mass care resources.
- Validate requests from the affected jurisdiction for mass care resources.
- Coordinate the resources necessary to support all mass care services with appropriate State agencies.
- Coordinate with Federal, State, local, and tribal organizations for the transition from response to recovery operations.

## Emergency Support Function #7-Resource Support

---

### ESF Coordinator:

Davison County Emergency Manager  
South Dakota Bureau of Administration-Central Services  
U.S. General Services Administration

### Primary Agency:

County Emergency Manager/Davison County Highway Department  
South Dakota Bureau of Administration-Central Services  
U.S. General Services Administration

### State Support Agencies:

Information and Telecommunication	Public Safety-Highway Patrol
Personnel	Revenue & Regulation
Corrections	Transportation
Health	Finance & Management
Public Safety-Emergency Management	Legislative Audit

---

## Introduction

### Purpose

Emergency Support Function (ESF) #7–Resource Support assists the supporting Davison County, municipal, and tribal agencies requiring resource support prior to, during, and/or after a major disaster or emergency.

### Scope

State resource support provided by ESF #7 includes, but is not limited to:

- Emergency relief supplies, facility space, office equipment, office supplies, telecommunications (in coordination with ESF #2 - Communications), contracting services, transportation services (in coordination with ESF #1 - Transportation), security services (in coordination with ESF #13 - Public Safety and Security) and personnel required to support immediate response activities.
- Support requirements not specifically identified in other ESFs, including excess and surplus property.



## **Policies**

- ESF #7 may continue until the disposition of excess and surplus property, if any, is completed.
- Support agencies furnish resources to help meet ESF #7 requirements and to establish operations effectively at the Davison County level. Such support is terminated at the earliest practical time.
- Equipment and supplies are provided from current Davison County stocks or if necessary, from commercial sources. ESF #7 does not stockpile supplies.
- Motor equipment is provided and coordinated with ESF #1 - Transportation, from the following sources:
  - Equipment owned by Davison County agencies that is reassigned to the Davison County operation
  - Davison County supply schedule contractors
  - Other commercial sources
- All procurement is supported by a written justification in accordance with State laws and regulations which authorize other than “full and open competition,” when necessary.
- Davison County agencies will utilize current systems for procuring office supplies. Requests for special items, such as equipment or furniture should be fulfilled by the agency.

---

## **Concept of Operations**

- When ESF is activated, coordination is conducted at the primary agency’s headquarters.
  - Decisions are made at the lowest level. Requests for resources flow upward and are tracked at the Davison County level.
  - The primary determination of resource needs is made by operational elements at the Incident or Area Command level.
  - Existing Davison County resources provide the primary source of personnel, equipment, materials, and supplies.
- When EOC is activated, coordination is conducted at the Davison County Emergency Operations Center.

- Communication is established and maintained between the ESF Representative in the Emergency Operations Center and the primary and support agency staff to report and receive assessments and status information.
- Davison Countywide resource support capabilities are channeled through the Davison County Emergency Operations Center.
- For an incident involving large scale resource requirements, one location may be chosen as a consolidation point for resource collection and allocation activities (staging areas and warehouses). This location must enhance support to all affected jurisdictions and ensure coordination with other ESFs. The location is determined in concert with Davison County Emergency Management and other ESFs during the planning process.

### **Initial Actions**

**County Emergency Management:** Immediately upon notification of a threat or an imminent or actual incident, consideration is given toward:

- Assessing the situation, validating resource requests, and forecasting response needs.
- Initiating relevant reporting to the Davison County Emergency Management or Davison County Policy Group.
- Providing appropriate representation to the ESF #7 function and implementing plans internal to the Davison County to ensure adequate staff and administrative support.
- Contacting support agencies in the event of Davison County Emergency Operations Center activation.
- Identifying Davison County agency and commercial assets available for use.
- Davison County Emergency Management or other assigned personnel establish contact with the local incident commander and develop a plan to integrate Davison County resources into the local response.

### **Continuing Actions**

- Identify and prioritize resource requirements, coordinate the acquisition of resources, and render status reports in support of all ESFs when required.
- Provide administrative support of individuals involved in regional resource operations and for managing all financial transactions undertaken through task assignments issued to ESF #7.
- Maintain a record for audit of all resource support provided.
- Assist in establishing disaster logistics centers.

- Determine the availability of suitable space in Davison County owned or leased buildings.
- Contract support is provided, as required.
- Make available technical advisors for procurement, storage, and contracting.
- In coordination with ESF #13 - Public Safety and Security, contract for security service in coordination with the Davison County Law Enforcement to support all Davison County agencies coordinating response and recovery activities.

---

## **Responsibilities**

### **ESF Coordinator/Primary Agency: Davison County Emergency Management**

- Locate, procure, and issue resources to other Davison County agencies for use in emergency operations as necessary to support the Davison County emergency response or to promote public safety.
- Locate and coordinate the use of available space for incident management activities.
- Coordinate the procurement of communications equipment and services in accordance with the State Communications Plan.
- Maintain authority over Central Services:
  - Buildings and Grounds
  - Duplicating
  - Mail Service
  - Supply
  - Property Management
  - Purchasing and Printing
  - Space Management

# Emergency Support Function #8-Public Health and Medical Services

---

## ESF Coordinator:

Davison County Emergency Management  
South Dakota Department of Health  
U.S. Department of Health and Human Services

## Primary Agency:

Davison County Emergency Management  
South Dakota Department of Health  
U.S. Department of Health and Human Services

## State Support Agencies:

Animal Industry Board	Public Safety-Driver Licensing
Attorney General-DCI	Public Safety-Emergency Medical Services
Board of Regents	National Guard
Environment and Natural Resources	Social Services
Human Services	Voluntary Organizations Active in Disasters

## Supporting Plans

- Strategic National Stockpile State Plan
- Davison County Pandemic Flu Plan
- Statewide Emergency Registry of Volunteers in South Dakota (SERV SD)

---

## Introduction

### Purpose

Emergency Support Function (ESF) #8 – Public Health and Medical Services provides the mechanism for coordinated Davison County assistance to supplement local and tribal resources in response to public health and medical care needs (to include veterinary and/or animal health issues when appropriate) prior to, during, and/or after a major disaster or emergency or developing health and medical situation.

### Scope

Davison County Public Health and Medical Services provided by ESF #08 includes, but is not limited to:

- Assessment of public health/medical needs (including behavioral health);
- Public health surveillance;
- Medical care personnel; and
- Medical equipment and supplies.

## **Policies**

- The Department of Health coordinates ESF #8 preparedness, response, and recovery actions consistent with the Department of Health's internal policies and procedures.
- All public health and medical organizations participating in response operations report public health and medical requirements to their next managerial or regulatory level.
- In the event of a zoonotic disease outbreak, or in coordination with ESF #11 – Agriculture and Natural Resources during an animal disease outbreak, public information may be released after consultation with the Animal Industry Board through the Joint Information Center.
- As the primary agency for ESF #8, the Department of Health determines the appropriateness of all requests for public health and medical information.
- Davison County agencies are responsible for complying with appropriate environmental and historical preservation statutes.

---

## **Concept of Operations**

- ESF #8 coordinates with the appropriate County, local, tribal medical and public health officials, as well as hospitals and clinics to determine current medical and public health assistance requirements.
- Public health and medical subject-matter experts from Department of Health and ESF #8 organizations are consulted as needed.
- When ESF is activated, coordination is conducted at the primary agency's headquarters.
  - Decisions are made at the lowest level. Requests for resources flow upward and are tracked at the Davison County level.
  - The primary determination of resource needs is made by operational elements at the Incident or Area Command level.
  - ESF #8 personnel are deployed as necessary to assist regional ESF #8 personnel in establishing and maintaining effective coordination within the impacted area according to internal policies and procedures.
- When EOC is activated, coordination is conducted at the Davison County Emergency Operations Center.

- Communications are established and maintained between the ESF Representative in the Emergency Operations Center and the primary and support agency staff to report and receive assessments and status information.

### **Initial Actions**

**Department of Health:** Immediately upon notification of a threat or an imminent or actual incident, consideration is given toward:

- Assessing the situation, validating resource requests, and forecasting response needs.
- Assessing public health and medical needs, including public health care system/facility infrastructure.
- Initiating relevant reporting to the Office of the Secretary of Health, Office of Emergency Management.
- Establishing communications with Department of Health Regional Offices.
- Convening a conference call with the appropriate organizations, public health and medical representatives from State, local, and tribal governments, to discuss the situation and determine the appropriate response actions.
- Providing appropriate representation to the ESF #8 function and implementing plans internal to Department of Health to ensure adequate staff and administrative support.
- Providing public health information to the Davison County Emergency Operations Center and other agencies upon request.
- Contacting support agencies in the event of Davison County Emergency Operations Center activation.
- Identifying Davison County agency and medical assets available for use.
- Enhancing existing surveillance systems to monitor the health of the general population and special high-risk populations and provide technical assistance and consultations on disease and injury prevention and precautions.
- Determining the need for the Strategic National Stockpile (SNS).
- Determining the need for and coordinate the use of state and local pharmaceuticals caches, including Chempak.
- At the request of local jurisdictions, coordinating patient evacuations with ESF #1 – Transportation to provide support for the evacuation of seriously ill or injured patients to locations where hospital care or outpatient services is available.

- Assisting in assessing public health and medical effects resulting from all hazards by conducting investigations and providing technical assistance and consultation on medical treatment, screening, and decontamination of injured or contaminated individuals.
- Assessing potable water, wastewater, solid waste disposal issues, and other environmental health issues and providing technical assistance and consultation on potable water and wastewater/solid waste disposal issues.
- The Emergency Management Coordinator or other assigned personnel establish contact with the local incident commander and develop a plan to integrate Davison County resources into the local response.

### **Continuing Actions**

- Continuously acquire and assess information on the incident. The staff continues to identify and prioritizes medical requirements and renders status reports.
- The Regional Department of Health staff is responsible for administrative support of individuals involved in regional medical operations and for managing all financial transactions undertaken through task assignments issued to ESF #8.
- Ensure that all ESF #8 actions are in accordance with statutory authorities.
- Utilize subject-matter experts to review public health and medical information and advise on specific strategies to manage and respond to a specific situation most appropriately.
- Coordinate requests for medical transportation.
- Coordinate obtaining, assembling, and delivering of medical equipment and supplies to the Incident Area.
- Augment medical care personnel according to Department of Health internal policies and ESF #8 supporting organizations, as available.
- Provide personnel to support inpatient hospital care and outpatient services to victims who become seriously ill or injured.
- Ensure the safety and effectiveness of regulated human and veterinary drugs, biologics (including blood and vaccines), medical devices (including radiation emitting and screening devices), and other regulated products.
- Assess the vector-borne disease issues and provide technical assistance and consultation on medical treatment of victims of vector-borne diseases.
- Ensure the safety and security of food-producing animals, animal feed, and therapeutics in coordination with ESF #11,

- Protect the health of livestock and companion animals, in coordination with ESF #11.
- Ensure the safety and security of foods in cooperation with ESF #11.
- Monitor the health and well-being of emergency workers; perform field investigations and studies addressing worker health and safety issues; and provide technical assistance and consultation on worker health and safety measures and precautions.
- Assess mental health and substance abuse needs.
- Provide public health, disease, and injury prevention information that can be transmitted to members of the general public who are located in or near areas affected.
- Provide victim identification and mortuary services.
- Maintain a record for audit of all medical support provided.

---

## **Responsibilities**

### **ESF Coordinator/Primary Agency: Health**

- Consulting with and organizing Davison County public health and medical subject-matter experts, as needed.
- Evaluating and analyzing public health and medical assistance and developing and updating assessments of medical and public health status.
- The Secretary of Health may declare a public health emergency.
- Providing leadership in coordinating and integrating overall State efforts to provide public health and medical assistance to the affected area.
- Coordinating the staffing of the Department of Health statewide ESF #8 group as necessary to support the response operations.
- Requesting appropriate ESF #8 organizations to activate and deploying health and medical personnel, equipment, and supplies in response to requests for State public health and medical assistance.
- Using Department of Health personnel to address public health and medical needs and augmenting with assets from ESF #8 partner organizations.
- Assisting and supporting local and tribal governments in performing monitoring for internal contamination and administering pharmaceuticals as deemed necessary by Davison County health officials.



- Assisting locals in establishing a registry of potentially exposed individuals, performing dose reconstruction, and conducting long-term monitoring of this population for potential long-term health effects.
- Evaluating requests for deployment or pre-deployment of the SNS based upon relevant threat information.
- In cooperation with Davison County and local authorities, assessing whether food facilities in the affected area are able to provide safe and secure food.
- In cooperation with Davison County and local authorities as well as the food industry, conducting trace-backs or recalls of adulterated products.
- In cooperation with Federal, State, Davison County, and local authorities, ensuring the proper disposal of contaminated products and the decontamination of affected food facilities in order to protect public health.
- Providing assistance in database management/development and other clerical tasks.
- Providing personnel as needed to staff various Command and General Staff positions.
- Correctional Healthcare maintains the ability to provide medical triage, treatment, acute care, etc. Also maintains several fields of professional staff (Physicians, Physicians Assistants, Registered Nurses, Dentists, etc.)
- Providing for culture and identification of bioterrorism and other infectious agents.
- Testing blood and urine for drugs, metals, and chemicals.
- Performing soil and water tests.
- Providing for disease investigation.
- Conducting health care facility, lodging, restaurant, etc. inspections and complaint investigations.
- Assisting with the coordination of death registration.
- Coordinating with United Blood Services which monitors blood availability and maintains contact with the American Association of Blood Banks Inter-organizational Task Force on Domestic Disasters and Acts of Terrorism.

## **Support Agencies**

### **Animal Industry Board**

- Evaluate the zoonotic potential of confirmed animal health disease and inform the Health Department of risks to humans.
- Provide personnel and equipment to aid in inspection, isolation, and supervision in response to a human health incident.

### **Attorney General-Division of Criminal Investigation**

- Procure and file for record photographs, descriptions, fingerprints, measurements, and other information which may be used as evidence.
- Provide laboratory services for victim identification.

### **Board of Regents**

- Provide medical personnel and counselors.

### **Environment and Natural Resources**

- Assist with the monitoring of domestic water supplies for portability and wastewater for level of treatment needed to protect public health by performing sampling and reviewing sample results.
- Provide a list of well drillers, drill logs, and perform test drilling to locate a new water source if an alternate water supply is necessary.
- Assist with the monitoring of air quality to protect the public health.

### **Human Services**

- Department of Human Services provides disaster mental health training materials for workers; provides liaison with assessment, training, and program development activities undertaken by Federal, State, local, and tribal mental health and substance abuse officials; and provides additional consultation as needed.
- Provide individual and group counseling to victims and responders, as necessary.
- Provide medical triage services at Redfield and Yankton facilities, as required.
- Provide interpreters for hearing impaired individuals and assist in providing effective communication for citizens with disabilities.

- Provide technical support and rehabilitation services to citizens with disabilities.
- Assist in replacing lost, damaged, or destroyed prosthetic or other devices (wheelchairs, artificial limbs, braces, hearing aides, etc.)
- Administer the mental health portion of the FEMA Individual Assistance Grant, as applicable.

### **Public Safety-Driver Licensing**

- Provide aid in victim identification through use of driver licensing files

### **Public Safety-Emergency Medical Services**

- Provide support for the evacuation of seriously ill or injured patients to appropriate treatment facilities

### **National Guard**

- Provide manpower, vehicles, aircraft, and other specialty equipment to support the health mission (Military personnel are under control of the on scene military commander).
- Provide medical support personnel, evacuation assistance, potable water, and transportation of wastes.
- Regulating and tracking patients transported on South Dakota National Guard assets to appropriate treatment facilities.

### **Social Services**

- Facilitate the payment of medical expenses for disaster victims who are income eligible.
- Provide personnel to staff command, general, and other positions as requested.
- Assist with the coordination of death registration and burial assistance.

### **Voluntary Organizations Active in Disaster**

- Provide emergency first aid.
- Disseminate information to the public.
- Provide counseling for victims and responders.
- Coordinate family assistance.

- Provide blood bank services through the American Red Cross.

## **Emergency Support Function #9- Search and Rescue**

---

### **ESF Coordinator:**

Davison County Emergency Manager or Davison County Sheriff's Office

### **Primary Agency:**

Davison County/City Search and Rescue

### **Support Agencies:**

CERT	South Dakota Office of Emergency Management
Game, Fish, and Parks	National Guard
Public Safety-Highway Patrol	Civil Air Patrol

---

## **Introduction**

### **Purpose**

Emergency Support Function (ESF) #9 –Search and Rescue deploys assets necessary to provide specialized life-saving assistance to local and tribal authorities prior to, during, and/or after a major disaster or emergency. Search and Rescue activities include locating, extricating, and providing onsite medical treatment to victims.

### **Scope**

Davison County Search and Rescue provided by ESF #09 includes, but is not limited to:

- Search and Rescue teams are staffed primarily by first responders who are experienced and trained in search and rescue operations.

### **Policies**

- All requests for Search and Rescue resources will be requested through the Davison County Emergency Management Office or local Law Enforcement.
- The State of South Dakota assists and augments local search and rescue capabilities.

## **Concept of Operations**

- When ESF is activated, coordination is conducted by the Davison County Emergency Management Director or local Law Enforcement.

- Decisions are made at the local level. Requests for resources flow upward and are tracked at the Davison County level.
- The primary determination of resource needs is made by operational elements at the Incident or Area Command level.
- When the EOC is activated, coordination is conducted at the Davison County Emergency Operations Center.
  - Communications are established and maintained between the ESF Representative in the Emergency Operations Center and the primary and support agency staff to report and receive assessments and status information.

### **Initial Actions**

**Public Safety-Emergency Management:** Immediately upon notification of a threat or an imminent or actual incident, consideration is given toward:

- Assessing the situation, validating resource requests, and forecasting response needs.
- Initiating relevant reporting to the State OEM Duty Officer.
- Providing search and rescue operations information to the Davison County Emergency Operations Center and other agencies upon request.
- Contacting support agencies in the event of Davison County Emergency Operations Center activation.
- Identifying Local, Regional, State agency and commercial search and rescue assets available for use.

### **Continuing Actions**

- Incident Command staff identifies and prioritizes search and rescue requirements, coordinates the acquisition of search and rescue services and renders status reports in support of all ESFs when required.
- The Davison County Emergency Manager is responsible for administrative support of individuals involved in search and rescue operations and for managing all financial transactions undertaken through task assignments issued to ESF #9.
- Maintains a record for audit of all search and rescue support provided.
- The Davison County Emergency Manager shall establish contact with the Incident Commander and develop a plan to integrate Local and State resources into the Search and Rescue response.

- The Davison County Emergency Operations Center Logistics Section in coordination with the Operations Section develops a mechanism for re-supply of resources operating in the affected area and for resource requests.
- For incidents of extended duration, the Davison County Emergency Operations Center Finance and Administration Section issues a funding document to ensure feeding, shelter, salary reimbursement, and other support of search and rescue resources when required.

---

## **Responsibilities**

### **ESF Coordinator/Primary Agency: Davison County Emergency Management/Local Law Enforcement/Search and Rescue**

- Davison County Emergency Manager establishes and maintains a log of search and rescue events and information obtained from the field.
- Develops Davison County search and rescue policy, provides planning guidance and coordination assistance, standardizes procedures, evaluates operational readiness, funds special equipment and training within available appropriations, and reimburses other agencies appropriate costs incurred as a result of deployment under the Davison County Emergency Operations Plan.
- Coordinates logistical support for search and rescue assets during field operations.
- Provides status reports on search and rescue operations throughout the affected area.

---

## **Support Agencies**

### **Community Emergency Response Team**

- Davison County SAR Unit's functions include, but not limited to, ground search, dog search, flood fighting, weather spotting and HazMat Decontamination operations. Secondary capabilities are traffic control, limited medical assistance and other support functions.

### **South Dakota Office of Emergency Management**

- Provide State resources.

### **South Dakota Game, Fish, and Parks**

- Provide personnel, patrol vehicles, watercraft, ATVs, and/or aircraft to support search and rescue operations.
- Coordinate efforts with local law enforcement officials.
- Provide incident reports to the State Emergency Operations Center.
- Provide security as needed at the incident area.

### **South Dakota Highway Patrol**

- Provide personnel, patrol vehicles and/or aircraft to support search and rescue operations.
- Coordinate efforts with local law enforcement officials.
- Provide incident reports to the State Emergency Operations Center.

### **South Dakota National Guard**

- Provide manpower, vehicles, aircraft, and other specialty equipment to support the search and rescue mission (Military personnel are under control of the on-scene military commander).
- Provide air support equipped with Forward Looking Infrared devices.

### **Civil Air Patrol**

- Provide air support and manpower to support the search and rescue mission, as necessary

## **Emergency Support Function #10- Oil & Hazardous Materials Response**

### **ESF Coordinator:**

Local Fire Department(s)

### **Primary Agency:**

Regional Hazardous Material Team  
Local Fire Department(s)

### **Support Agencies:**

Local Emergency Planning Committee  
Davison County Emergency Management  
Local Ambulance  
Public Works

Davison County Highway Department  
Local Hospital

### **Support Documents:**

Davison County Hazardous Material Plan  
Hazardous Material Mutual Aid Agreements

## **Introduction**

### **Purpose**

Emergency Support Function (ESF) #10 –Hazardous Materials Response provides Davison County support prior to, during, and/or after a major disaster or emergency involving an actual or potential release of materials. This function insures a coordinated and effective effort is made to remove or reduce the threat to public health and safety that may result from an incident involving hazardous materials.

### **Scope**

Local Hazardous Materials Response provided by ESF #10 includes, but is not limited to:

- Appropriate response and recovery actions can include efforts to detect, identify, contain, clean up, or dispose of released hazardous materials;
- Chemical, biological, and radiological substances, whether accidentally or intentionally released; and
- All Local agencies with responsibilities and assets to support the response to actual or potential release of hazardous materials that pose a threat to public health or welfare or to the environment.

### **Policies**

- Response to hazardous materials incidents is conducted in accordance with internal agency procedures, applicable laws and regulations, and other plans as applicable;
- Local agencies are responsible for complying with appropriate environmental and historical preservation statutes;
- The Incident Commander ensures ESF #10 response actions are properly coordinated and carried out;
- For a hazardous material incident that is determined to be an intentional criminal act, the response is conducted in accordance with ESF #10 and applicable laws and regulations;
- For terrorist incidents involving hazardous materials, ESF #10 provides assistance, investigative support, and intelligence analysis for the response in coordination with law enforcement and criminal investigation activities; and
- In compliance with the Superfund Amendments and Reauthorization Act of 1986 (SARA), the Local Emergency Planning Committee (LEPC) oversee the preparation of hazardous material emergency planning within the Davison County.



---

## Concept of Operations

- For hazardous materials incidents located within corporate municipal limits, local government officials will, to the extent of available resources and capabilities, isolate the area and then rely on the owner, supplier, vendor, shipping agent, carrier, contractor, or other appropriate individual to remove the hazard.
- For incidents which occur outside of corporate limits on private property, the initial contact point is the closest municipal fire department or law enforcement agency.
- When ESF is activated, coordination is conducted at the primary agency's headquarters.
  - The Incident Commander provides direction for the ESF #10 mission locally.
  - Requests for resources flow upward and are tracked at the Local level.
- When EOC is activated, coordination is conducted at the Davison County Emergency Operations Center.
  - Communications are established and maintained between the ESF Representative and Environment and Natural Resources staff to report and receive assessments and status information.

## Initial Actions

**Local Fire Department or Emergency Manager:** Immediately upon notification of a threat or an imminent or actual incident, consideration is given toward:

- Assessing the situation, validating resource requests, and forecasting response needs.
- Initiating relevant reporting to the State OEM Duty Officer and/or Department of Environment and Natural Resources.
- Contacting support agencies in the event of Local Emergency Operations Center activation.
- Identifying Local agency and commercial response assets available for use.
- Coordinating with ESF #10 elements in non impacted regions to obtain backup and additional assistance.

## Continuing Actions

- Identify and prioritize service requirements, coordinate the acquisition of hazardous material response services, and renders status reports in support of all ESFs when required.

- The Incident Command staff is responsible for administrative support of individuals involved in regional emergency hazardous materials response operations and for managing all financial transactions undertaken through task assignments issued to ESF #10.
- Maintain a record for audit of all hazardous materials response support provided.
- Receive damage information from field representatives, other ESFs, and Federal, State, local, and tribal agencies.
- Identify ESF support needs and establishing response priorities in coordination with Federal, State, local, and tribal agencies.
- Working with local and tribal governments, other State agencies, and the private sector to maximize use of available regional assets and identify resources required from outside the region; and initiating actions to locate and move resources into the incident area.

---

## **Responsibilities**

### **ESF Coordinator/Primary Agency: Regional Haz-Mat Team/Local Fire Department**

- Coordinates, integrates, and manages the overall Local effort to detect, identify, contain, decontaminate, clean up, dispose of, or minimize discharges of hazardous materials.
- Provides subject matter expertise and technical advice on response actions to local governments to minimize short term and long-term damage to the environment.
- Facilitates resolution of conflicting demands for hazardous materials response resources.
- Provides technical, coordination, and administrative support for ESF #10.
- Provide field personnel to the incident area, as necessary.
- Coordinates corrective action for hazardous substances (state regulated substance) discharges that affect one or more environmental media or situations.
- Expedites contract reviews and coordinate contract payment for clean up contracts.
- Protects the State's environment by ordering clean-up of material threatening to harm human health or pollute the State's environment.
- Provides local coordination with the SD Department of Environment and Natural Resources.

## Support Agencies

### Local Emergency Planning Committee

### Davison County Emergency Manager

- Provides coordination between response agencies

## Emergency Support Function #11—Agriculture and Natural Resources

---

### ESF Coordinator:

Davison County Emergency Manager

### Primary Agency:

Farm Service  
SD Department of Agriculture  
SD Animal Industry Board

### Support Agencies:

Local Law Enforcement  
Local Fire Departments  
Davison County Emergency Manager  
Salvation Army  
Red Cross

---

## Introduction

### Purpose

Emergency Support Function (ESF) #11 –Agriculture and Natural Resources supports local and tribal authorities and other State agency efforts to address: (1) nutrition assistance; (2) control and eradication of an outbreak of a highly contagious or economically devastating animal/zoonotic disease, highly infective exotic plant disease, or economically devastating plant pest infestation; (3) assurance of food safety and food security, and (4) protection of natural and cultural resources and historic properties resources prior to, during, and/or after a major disaster or emergen

### Scope

Local Policy Group provided by ESF #11 includes, but is not limited to:

- **Nutrition assistance:** Includes determining nutrition assistance needs, obtaining appropriate food supplies, arranging for delivery of the supplies.
- **Animal disease response:** Includes implementing an integrated Federal, State, local, and tribal response to an outbreak of highly contagious or economically devastating animal/zoonotic disease. Ensures, in coordination with ESF #8—Public Health and

Medical Services, that animal/veterinary/wildlife issues in natural disasters are supported.

- **Plant disease and pest response:** Includes implementing an integrated Federal, State, local, and tribal response to an outbreak of highly contagious or economically devastating outbreak of a highly infective exotic plant disease or an economically devastating plant pest infestation. Ensures, in coordination with ESF #8—Public Health and Medical Services, that animal/veterinary/wildlife issues in natural disasters are supported.
- **Assurance of the safety and security of commercial food supply:** Includes the inspection and verification of food safety aspects of slaughter and processing plants, products in distribution and retail sites; laboratory analysis of food samples; control of products suspected to be adulterated; plant closures; food borne disease surveillance; and field investigations.
- **Protection of resources:** Includes appropriate response actions to conserve, rehabilitate, recover, and restore resources.

#### **Policies**

- Local and State agencies are responsible for complying with appropriate environmental and historical preservation statutes.

#### **Nutrition Assistance Policies**

- Food supplies secured and delivered through ESF #11 are suitable either for household distribution or for congregate meal service as appropriate.
- Transportation and distribution of food supplies with the affected area are arranged by Federal, State, local, and voluntary organizations.
- ESF #11 officials coordinate with, and support as appropriate, agencies responsible for ESF #6—Mass Care, Housing, and Human Services, involved in mass feeding.
- ESF #11 officials encourage the use of congregate feeding arrangements as the primary outlet for disaster food supplies.
- Priority is given to moving critical supplies of food into area of acute need and then to areas of moderate need.
- ESF #11 officials, upon notification that commercial channels of trade have been restored, may authorize the use of disaster food stamp program procedures.

## Concept of Operations

- The ESF operates under the direction of the Local Policy Group
  - For animal health emergencies the Animal Industry Board assumes primary responsibility
  - For plant diseases and pests, the Department of Agriculture assumes primary responsibility
  - For incidents involving food safety the Department of Health assumes the primary responsibility
  - For incidents involving natural resources protection the Department of Environment and Natural Resources assumes the primary responsibility
  - For nutrition assistance the Department of Social Services assumes the primary responsibility
- When ESF is activated, coordination is conducted at the primary agency's headquarters:
  - Decisions are made at the lowest level. Requests for resources flow upward and are tracked at the Local level.
  - The primary determination of resource needs is made by operational elements at the Incident or Area Command level.
- When EOC is activated, coordination is conducted at the Local Emergency Operations Center.
  - Communications are established and maintained between the ESF Representative in the Emergency Operations Center and the primary and support agency staff to report and receive assessments and status information.
- In the event of an outbreak of a highly contagious or economically devastating animal/zoonotic disease:
- In the event of an outbreak of a highly infective exotic plant disease or an economically devastating plant pest infestation:
  - The Department of Agriculture serves as the State point of contact to locals and the Federal government.

## Initial Actions

**Local Policy Group:** Immediately upon notification of a threat or an imminent or actual incident, consideration is given toward:

- Assessing the situation, validating resource requests, and forecasting response needs.
- Initiating relevant reporting to State OEM Duty Officer
- Providing appropriate representation to the ESF #11 function and implementing internal plans to ensure adequate staff and administrative support.
- Providing incident information to the State OEM Duty Officer
- Identifying Local agency and other assets available for use.
- Establishing communications with local officials, as appropriate.

### **Continuing Actions**

- Identify and prioritize service requirements, coordinate the acquisition of services, and render status reports in support of all ESFs when required.
- Ensure that all ESF #11 actions are in accordance with statutory authorities.
- Maintain a record for audit of all support provided.

---

### **Responsibilities**

#### **ESF Coordinator: *\*Based upon specific incident***

- Maintains close coordination between field personnel, Local Emergency Operations Center, and other ESFs
- Provides technical, coordination, and administrative support and personnel, facilities, and communications for ESF #11.
- Coordinates press releases with the Joint Information Center
- Maintains a record of expenditures related to the ESF #11 function
- Coordinates with ESF #1—Transportation for the transportation of food supplies

**Primary Agency:** *\*Based upon specific incident*

**Support Agencies**

**Davison County Emergency Manager**

- Coordinate resources between local and state response agencies.
- Maintain communication between local response and State OEM Duty Officer.

**Local Law Enforcement**

- Enforce quarantine area and roadblocks around effected area.
- Investigate any criminal or terrorist activity.

**Local Fire Departments**

- To be determined by Local Policy Group.

**Red Cross/Salvation Army**

- Set up and operation of shelter for displaced individuals.
- Provide meals and water for response personnel.

## Emergency Support Function #12—Energy/Utilities

---

### ESF Coordinator:

Davison County Emergency Manager

### Primary Agency:

Northwestern (Electricity)  
Central Electric Cooperative (Electricity)  
City of Mitchell (Water and Sewage Treatment)  
Town of Ethan (Water and Sewage Treatment)  
Town of Mt. Vernon (Water and Sewage Treatment)  
Davison Rural Water System (Water)  
Hanson Rural Water System (Water)  
City of Mitchell (Wastewater and Solid Waste)  
Qwest (Telephone)  
Sanborn Telephone Cooperative (Telephone/Internet)  
Midcontinent Communications (Cable TV/Internet/Telephone)  
Mitchell Telecom (Cable TV/Internet/Telephone)  
Alltel (Cellular Service)  
Verizon (Cellular Service)

### Support Agencies:

Davison County Highway Department	Mitchell Public Works
Red Cross	Salvation Army

---

## Introduction

### Purpose

Emergency Support Function (ESF) #12 –Energy is intended to restore damaged energy systems and components prior to, during, and/or after a major disaster or emergency.

### Scope

Energy assistance provided by ESF #12 includes, but is not limited to:

- Collecting, evaluating, and sharing information on the impact of energy system outages within affected areas;
- Producing, refining, transporting, generating, transmitting, conserving, building, distributing, and maintaining energy systems and system components; and
- Providing information concerning the energy restoration process such as projected schedules, percent completion of restoration, geographic information on the restoration, assistance, and supply.



## **Policies**

- Restoration of normal operations at energy facilities is the responsibility of the facility owners.
- ESF #12 addresses significant disruptions in energy supplies for any reason, whether caused by physical disruption of energy transmission and distribution systems, unexpected operational failure of such systems, or unusual economic or political events.
- ESF #12 addresses the impact that damage to an energy system in one geographic area may have on energy supplies, systems, and components in other regions relying on the same system. Consequently, energy supply and transportation problems can be intrastate, interstate, and international.
- Local agencies are responsible for complying with appropriate environmental and historical preservation statutes.

---

## **Concept of Operations**

- When ESF is activated, coordination is conducted at the primary agency's headquarters:
  - The private sector takes the lead in the rapid restoration of infrastructure-related services after an incident occurs. Appropriate entities of the private sector are integrated into ESF #12 planning and decision-making processes.
  - Decisions are made at the lowest level. Requests for resources flow upward and are tracked at the Local level.
  - The primary determination of resource needs is made by operational elements at the Incident or Area Command level.
- When EOC is activated, coordination is conducted at the Local Emergency Operations Center.
  - The private sector may provide staff at the Local Emergency Operations Center, if required.
  - Communications are established and maintained between the ESF Representative in the Emergency Operations Center and the primary and support agency staff to report and receive assessments and status information.

## **Initial Actions**

Immediately upon notification of a threat or an imminent or actual incident, consideration is given toward:

- Assessing the energy impacts of the incident, including resources needed via situation reports from the electric power industry, and provides assessments of the extent and duration of energy shortfalls.
- Initiating relevant reporting to State OEM Duty Officer
- Providing appropriate representation to the ESF #12 function and implementing plans to ensure adequate staff and administrative support.
- Providing damage and outage information to the Local Emergency Operations Center and other agencies upon request.
- Contacting support agencies in the event of Local Emergency Operations Center activation.
- Identifying Local agency and commercial energy assets available for use.
- Assessing fuel and electric power damage, energy supply and demand, and identifying requirements to repair energy systems.
- Recommending options to mitigate impacts to energy infrastructure.
- Assisting Local agencies by locating fuel for emergency transportation, communications, and operations.

## **Continuing Actions**

- Identify and prioritize service requirements, coordinate the acquisition of energy services, and render status reports in support of all ESFs when required.
- Provide administrative support of individuals involved in regional emergency energy operations and manage all financial transactions undertaken through task assignments issued.
- Maintain a record for audit of all transportation support provided.
- Participate in post-incident hazard mitigation studies to reduce the adverse effects of future disasters.
- Coordinate with other ESFs to provide timely, accurate energy information and coordinate repair and restoration of energy systems.

- Assist industry, local, and tribal authorities with requests for emergency response actions as they pertain to the Local energy supply.
  - Recommend Local actions to conserve fuel and electric power.
  - Provide energy supply information and guidance on the conservation and efficient use of energy to the State agencies, local and tribal governments, and the public.
- 

## **Responsibilities**

### **ESF Coordinator/Primary Agency: Davison County Emergency Manager/Municipal Utilities and Local Electric Providers**

- Advise on the implementation of economical energy savings activities for Local facilities and assists them in developing energy management strategies like load shaping and long-term efficiency plans.
  - Coordinate with the private sector in support of ESF #12 operations.
  - Serve as the focal point for issues and policy decisions relating to energy in all response and restoration efforts.
  - Provide personnel to staff positions in the Local Emergency Operations Center.
  - Collect, assess, and provide information on energy supply, demand, and contribute to situation and after-action reports.
- 

## **Support Agencies**

### **Davison County Highway Department/City Public Works**

- Open roads to power poles and/or transformers in the event of a snow emergency.

### **Red Cross/Salvation Army**

- Set up and operation of shelter for displaced individuals.
- Provide meals and water for response personnel.

### **Mitchell Area Ministerial Association**

- Provide service in mental health and spiritual care for loss and trauma situations.

### **Dakota Counseling Institute**

- Provide service in mental health care for loss and trauma situation.

## **Emergency Support Function #13—Public Safety and Security**

### **ESF Coordinator:**

Law Enforcement

### **Primary Agency:**

Davison County Sheriff's Office  
Mitchell Police Department

### **Support Agencies:**

South Dakota Highway Patrol (Mitchell Squad)  
South Dakota GF&P Conservation Officer  
Department of Criminal Investigation Office (DCI)

---

## **Introduction**

### **Purpose**

Emergency Support Function (ESF) #13 - Public Safety and Security integrates Local public safety and security capabilities and resources to support the full range of incident management activities prior to, during, and/or after a major disaster or emergency.

### **Scope**

Local Public Safety and Security assistance provided by ESF #13 includes, but is not limited to:

- Providing a mechanism for coordinating and supporting Local and support agencies with non-investigative/non-criminal law enforcement, force and critical infrastructure protection, security planning and technical assistance, and public safety and security capabilities.

### **Policies**

- ESF #13 is generally activated in situations requiring extensive assistance to provide public safety and security where on-scene resources are overwhelmed or inadequate, or in pre-incident or post-incident situations requiring protective solutions or capabilities unique to Local agencies.
- Local Agencies has primary responsibility for public safety and security and typically the first line of response support in these functional areas.

- In most incident situations, local jurisdictions have primary authority and responsibility for law enforcement activities, utilizing the National Incident Management System Incident Command System on-scene. In larger-scale incidents, additional resources should first be obtained through the activation of mutual aid agreements with neighboring localities and/or State authorities, with incident operations managed through a Unified Command structure.
- Through ESF #13, Local resources may supplement State tribal or other Federal agency resources, as appropriate, when requested or required. The resources are integrated into the incident command structure using National Incident Management System principles and protocols.
- Local Agencies facilitates coordination among supporting agencies to ensure that communication and coordination processes are consistent with stated incident management missions and objectives.
- When activated, ESF #13 coordinates the implementation of Local authorities that are appropriate for the situation and may provide protection, security resources, planning assistance, technology support, and other technical assistance to support incident operations, consistent with applicable authorities and resource availability.
- The **insert all relevant mutual aid contacts** will be utilized to request additional law enforcement support after an emergency has been declared.
- ESF #13 activities should not be confused with other criminal investigative law enforcement activities. ESF #13 activities are separate and distinct and should be fully coordinated with other activities conducted as part of the overall criminal investigation, law enforcement responsibilities.
- This annex does not usurp or override the policies or mutual aid agreements of any government, or any other government agency. Law enforcement activities and criminal investigations are conducted in conformance with existing statutes.
- Local agencies are responsible for complying with appropriate environmental and historical preservation statutes.

---

## Concept of Operations

- When ESF is activated, coordination is conducted at the primary agency's headquarters:
  - Requests for resources flow upward and are tracked at the Local level.

- The primary determination of resource needs is made by operational elements at the Incident or Area Command level.
- When an organizational structure is activated, coordination is conducted at the Designated Operations Center/ Incident Command Post (ICP),
  - Communications are established and maintained between the ESF Representative in the Designated Operations Center / Incident Command Post (ICP) and the primary and support agency staff to report and receive assessments and status information.

### **Initial Actions**

**Public Safety –Local Jurisdiction:** Immediately upon notification of a threat or an imminent or actual incident, consideration is given toward:

- Assessing the situation, validating resource requests, and forecasting response needs.
- Coordinating response assistance and supporting in close cooperation with field elements.
- Initiating relevant reporting to the OEM Duty Officer.
- Providing appropriate representation to the ESF #13 function and implementing plans internal to to ensure adequate staff and administrative support.
- Deploying a representative to the Designated Operations Center / Incident Command Post (ICP), if necessary.
- Providing situation information to the State Emergency Operations Center and other agencies upon request.
- Contacting support agencies in the event of an Emergency Operations Center/Incident Command Post activation.
- Identifying Local agency and commercial security assets available for use.

Activation of Emergency Operations Center/Incident Command Post will coordinate communications with the Local Public Safety Answering Point (PSAP).

### **Continuing Actions**

- Maintain close coordination with Federal, State, and tribal officials to determine public safety and security support requirements, jointly determine resource priorities, and render status reports in support of all ESFs when required.

- Provide administrative support of individuals involved in Local public safety and security operations and manage all financial transactions undertaken through task assignments issued.
- Ensure all ESF #8 actions are in accordance with statutory authorities.
- Maintain a record for audit of all public safety and security support provided.
- Support incident management planning activities and pre-incident actions required to assist in the prevention or mitigation of threats and hazards.
- Provide expertise and coordination for security planning efforts and conduct technical assessments.
- Analyze potential factors that affect resources and actions needed, such as mapping, modeling, and forecasting for crowd size, impact of weather and other conditions on security.
- Assist in the establishment of consistent processes for issuing identification badges to emergency responders and other personnel needing access to places within a controlled area and verify emergency responder credentials.
- Provide security forces to support local efforts to control access to the incident site and critical facilities.
- Provide security forces and establish protective measures around the incident site, critical infrastructure, and/or critical facilities.
- Provide emergency protective services to address public safety and security requirements during a disaster/emergency.
- Provide for the protection of emergency responders and other workers operating in a high-threat environment.
- Provide for the protection of personnel and temporary storage facilities during distribution of supplies from the Strategic National Stockpile.
- Conduct surveillance to assist in public safety and security efforts and provide appropriate technology support, as required.
- Provide specialized security assets.
- During terrorism incidents, coordinate with the State and Federal Agencies.

---

## **Responsibilities**

**ESF Coordinator/Primary Agency:** Law Enforcement

- Coordinate preparedness activities with support agencies.
- Provide expertise on public safety and security issues to the Emergency Operations Center/Incident Command Post, when requested.
- Conduct evaluations of operational readiness.
- Ensure that all activities performed under ESF #13 are related to the safety and security of the public. If any potential for overlap exists, it is the responsibility of Local Public Safety- to resolve these issues prior to accepting the mission assignment.
- Facilitate resolution of any conflicting demands for public safety and security resources, expertise, and other assistance.
- Coordinate activities with all support agencies and emergency support functions.
- Alert other personnel and equipment, as required.
- During terrorism events, coordinate with the State and Federal Agencies to investigate the incident.

---

### **Local Support Agencies**

*Agencies and Agency Responsibilities will be determined by Davison County.*



## **Emergency Support Function #14— Long-Term Community Recovery and Mitigation**

---

### **ESF Coordinator:**

Davison County Emergency Manager

### **Primary Agency:**

Davison County Emergency Manager  
City of Mitchell Public Works  
Davison County Highway Office  
Town of Ethan Maintenance Office  
Town of Mt. Vernon Maintenance Office

### **Local Support Agencies:**

City of Mitchell Park and Rec. Department  
Davison County Search & Rescue

### **Supporting Agencies:**

South Dakota Office of Emergency Management

### **Supporting Plans:**

South Dakota Disaster Response and Recovery Handbook  
Davison County Pre-Disaster Mitigation Plan

---

## **Introduction**

### **Purpose**

Emergency Support Function (ESF) #14 –Long-Term Community Recovery and Mitigation provides a framework for Davison County local and tribal government, non-governmental organizations, and the private sector to enable community recovery from the long-term consequences of a major disaster or emergency. This support consists of available programs and resources of Davison County, to enable community recovery, especially long-term community recovery, and to reduce or eliminate risk from future incidents, where feasible.

### **Scope**

The policies and concepts in this annex apply to appropriate agencies in Davison County following a disaster or emergency that affects the long-term recovery of a community. Based on an assessment of incident impacts, ESF #14 supports may vary depending on the magnitude, type of incident, and potential for long-term and severe consequences. ESF #14 may be activated for large-scale or catastrophic incidents that require Davison County assistance to address significant long-term impacts in the affected area (e.g., impacts on housing, businesses and employment, critical infrastructure, and social services).

## **Policies**

- Davison County and its agencies provide recovery assistance under current authorities or programs to local governments, the private sector, and individuals. While coordinating activities and assessments of need for additional assistance through ESF #14 when activated.
- Long-term community recovery and mitigation efforts are forward-looking; market-based; focus on permanent restoration of infrastructure, housing, and the local economy, with attention to mitigation of future impacts of a similar nature, when feasible.
- ESF #14 facilitates the application of loss-reduction building science expertise to the rebuilding of critical infrastructure to mitigate for future risk.
- Local agencies are responsible for complying with appropriate environmental and historical preservation statutes.

---

## **Concept of Operations**

- When ESF is activated, coordination is conducted at the Davison County primary agency's headquarters:
  - The Davison County ESF #14 coordinator and support agencies meet to determine the need to activate ESF #14 in response to a disaster/emergency is likely to require long-term community recovery assistance.
  - Decisions are made at the lowest level. Long term recovery and mitigation efforts are driven by program availability.

## **Initial Actions**

- Advise on long-term recovery implications of response activities and coordinate the transition from response to recovery in field operations.
- Provide early identification of projects to be quickly implemented, especially those relating to critical facilities based on existing local and State plans.
- Determine/identify responsibilities for recovery activities and provide a mechanism to maintain continuity in program delivery and to ensure follow through of recovery and hazard mitigation efforts.

- In collaboration with the State and Federal government, assign local representatives for Preliminary Damage Assessment teams, if feasible, to identify and document economic impact and losses avoided due to previous mitigation and new priorities for mitigation in the incident-affected area.

### **Continuing Actions**

- Identify appropriate local support implementation of the long-term community recovery plan, ensure coordination, and identify gaps in resources available.
- Gather information from local agencies and tribal governments to assess the scope and magnitude of the social and economic impacts.
- Develop coordination mechanisms and requirements for post-incident assessments, plans, and activities that can be scaled to incidents of varying types and magnitudes.
- Establish procedures for integration of pre-incident planning and risk assessment with post-incident recovery and mitigation efforts.

---

### **Responsibilities**

#### **ESF Coordinator/Primary Agency: Emergency Management and VOAD**

- Convenes meetings pre- and post-incident to implement ESF #14.
- Coordinates drafting and publication of ESF #14 operational plans and procedures
- Represents ESF #14 at interagency planning meetings.
- Identifies areas of collaboration with support agencies and facilitates the interagency integrated assistance delivery, issue resolution, and planning efforts.

---

### **Support Agencies**

*Agencies and Agency Responsibilities will be determined by Davison County.*

## Emergency Support Function #15— External Affairs

---

### **ESF Coordinator:**

Davison County Emergency Manager

### **Primary Agency:**

Davison County Emergency Manager/Joint Information System (JIS)

### **Support Agencies:**

*Determined Locally*

---

## **Introduction**

### **Purpose**

Emergency Support Function (ESF) # 15 -External Affairs provides accurate, coordinated, and timely Information to affected audiences, governmental entities, media, the private sector, and citizens prior to, during, and/or after a major disaster or emergency.

### **Scope**

Information Management provided by ESF #15 includes, but is not limited to:

- Coordinating of all local resources relating to information management
- Applicable to all agencies that may require information management or who may be deployed in that capacity during a disaster/emergency;
- Organized into the following functional components: Public Information, Event Specific Information, and Intergovernmental Information. The primary functions of each of these areas are described in the "Concept of Operations" section below; and
- Providing the resources and structure for the implementation of ESF 15 at the local jurisdictional level.

### **Guidelines**

- Local planning for Information Management recognizes State, Federal and tribal responsibilities for providing information to their citizens. Nothing in this document should be construed as diminishing or usurping those responsibilities.
- All levels of government are fully integrated into ESF #15.
- All information flow is coordinated in support of a unified message as directed by Incident Command structure established to manage the incident.

- Normal information management activities that are not directly related to the incident remain under the purview of those agencies and do not require coordination with ESF #15.

---

## Concept of Operations

### Public Information

- Is comprised of that information and dissemination that is intended to the public at large. This can come in any number of formats to include notifications, warnings, and media releases. This information is intended to inform the public of those action steps taken for the safety of persons, property, and the environment

### Event specific Information

- Information flow to the entities assigned as response to the incident
- This will generally occur through the approved incident action plan, but may be communicated in any number of formats should the situation dictate otherwise

### Intergovernmental Information

- Provided to elected officials as well as state and federal partners
  - Disseminated at briefings held during established intervals by the command structure
  - Can be communicated to State and Federal partners by a situation report
- When ESF 15 is activated, coordination is conducted by the primary jurisdiction. All releases are coordinated at this level. Under the incident command structure, the incident commander may appoint a Public Information or Affairs office to execute ESF 15. All incident support agencies have input into the information management process.

---

## Initial Actions

### Public Information

- All media releases are coordinated through the entire spectrum of participating agencies
- A Joint Information System and Joint Information Center will be established if dictated by the size or complexity of the event.
- Gathering of all information that relates to the event
- Providing that related information through the media and other sources available to public and private sectors directly or indirectly impacted by the incident
- Utilize all available resource to ensure information is timely and accurate
- Coordinate special projects through media briefings and incident tours

- Providing support to the media as needed
- 

## **Continuing Actions**

### Organize Additional Information

- Collect information from all aspects of the incident
- Working through the command structure, disseminate that information to identified incident personnel through the Incident Action Plan or other designated means

### Intergovernmental Information

- Working within the incident to prepare all briefings and reports necessary for the function
  - Provide briefings to elected officials and all other governmental partnerships at established intervals. Conduct question and answer surveys during the briefings to ensure accurate information flow
- 

## **Responsibilities**

### **ESF Coordinator/Primary Agency: Davison County Emergency Manager/Joint Information System (JIS)**

- Responsible for all actions and organization of ESF 15 unless otherwise delegated
- Convene all planning activities pre and post incident for activation of Information Management
- Provide all resource listings that apply to an activation of ESF 15
- Establish policy and procedures for information guidelines i.e., field operations guide for Incident Information or Public Affairs Officer.
- Establish a Joint information System and a Joint Information Center when dictated by the size or complexity of the event

### **Support Agencies:**

- Provide support to the ESF coordinator and work through the established framework
- 

## **Joint Information System (JIS)**

A JIS may be activated by the primary ESF coordinator if the size or complexity of the event warrants this organization component. This system will contain representatives from all Agencies involved in the disaster that has information or reporting responsibilities. These entities will work in a collective environment through an established command structure.

## **Joint Information Center (JIC)**

In the event a JIC system is established, these are the facilities utilized to operate information management. Location will be determined by the primary coordinator of E.S.

## Glossary

**Alternate EOC:** A site located away from the primary EOC where officials exercise direction and coordination in an emergency or disaster.

**Bulk Distribution:** Emergency relief items to meet urgent needs are distributed through sites established within the affected area. These sites are used to coordinate mass care food, water, and ice requirements, and distribution systems with federal, state, local, and tribal governmental entities, and nongovernmental entities.

**Catastrophic Disaster:** An event or incident which produces severe and widespread damages of a magnitude that requires significant resources from outside the affected area to provide the necessary response.

**Command Post:** A designated location at a safe distance from the disaster or emergency site where the on-scene coordinator, responders, and technical representatives can make response decisions, deploy manpower and equipment, maintain liaison with media, and handle communications.

**Consequence Management:** Measures to protect public health and safety, restore essential government services and provide emergency relief to governments, businesses, and individuals affected by all hazards including terrorist acts.

**Continuity of Government:** Measures taken to ensure coordination of essential functions of government in the event of an emergency or disaster.

**Critical Facilities:** Facilities essential to emergency response, such as fire stations, police stations, hospitals, and communications centers.

**Damage Assessment:** An appraisal or determination of the number of injuries or deaths, damage to public or private property, status of critical facilities, services, communication networks, public works, utilities, and transportation resulting from an emergency or disaster.

**Decontamination:** Reduction or removal of chemical, biological, or radioactive material from a structure, area, object, or person.

**Direction and Control:** Determining and understanding responsibilities so as to respond appropriately and expeditiously at a centralized center and/or on-scene location during emergency operations.

**Disaster:** Any imminent threat or actual occurrence of widespread or severe damage, injury, or loss of life or property resulting from a natural or man-made cause that requires local, state, and federal assistance to alleviate damage, loss, hardship, or suffering.

**Disaster Welfare Information:** Disaster Welfare Information collects and provides information regarding individuals residing within the affected area to immediate family members outside the affected area. The system also aids in reunification of family members within the affected area.

**Drill:** A method or procedure that involves elements of a preparedness plan or the use of specific equipment.

**Emergency Alert System (EAS):** A digital voice/text technology communications system consisting of broadcast stations and interconnecting facilities authorized by the Federal Communications Commission to provide public information before, during, and after disasters.

**Emergency:** A man-made or natural hazard that seriously threatens the loss of life and damage to property within a community or multi-jurisdictional area and requires local and/or state response to save lives and protect property, public health, and safety.

**Emergency First Aid:** Emergency first aid, consisting of basic first aid and referral to appropriate medical personnel and facilities, is provided at mass care facilities and at designated sites.

**Emergency Management:** An organized analysis, planning, direction, and coordination of resources to mitigate, prepare, respond, and assist with recovery from an emergency or disaster.

**Emergency Operations Center (EOC):** A protected site from which government officials and designated agencies and/or organization representatives exercise direction and coordination in an emergency or disaster.

**Emergency Operations Plan (EOP):** A document describing mitigation, preparedness, response, and recovery actions necessary by local government and designated and supporting agencies or organizations in preparation of an anticipated emergency or disaster.

**Emergency Public Information:** Information released to the public by Davison County, state, and federal agencies concerning the emergency at hand and protective actions to be taken.

**Emergency Support Function (ESF):** A functional area of response activity established to facilitate the delivery of assistance required during the immediate public safety. ESFs represent those types of assistance which will most likely be needed because of the overwhelming impact an emergency on resources and response capabilities, or because of the specialized or unique nature of the assistance required. ESF missions are designed to supplement local response efforts.

**Emergency Support Function Annex:** Section of the State Emergency Operations Plan that provides an overview of the Emergency Support Function structure and common elements of each of the Emergency Support Functions



**Exercise:** A simulated occurrence of a man-made or natural emergency or disaster involving planning, preparation, operations, practice, and evaluation.

**Evacuees:** Persons moving from areas threatened or struck by an emergency or disaster.

**Federal Disaster Assistance:** Aid to disaster victims and state and local governments by the Federal Emergency Management Agency and other federal agencies.

**Feeding:** Feeding is provided to victims through a combination of fixed sites, mobile feeding units, and bulk distribution of food. Feeding operations are based on sound nutritional standards to include meeting requirements of victims with special dietary needs to the extent possible.

**Hazard:** A dangerous situation or occurrence that may result in an emergency or disaster.

**Hazards Identification/Analysis:** A systematic study of all hazards that could significantly affect life and property within a jurisdiction. Hazard identification typically prioritizes hazards according to the threat they pose and provide insight into the history and probability of occurrences. An analysis includes the history, vulnerability, and probability assessments related to the hazard.

**Hazardous Material:** Any substance or material in a quantity or form which may be harmful or injurious to humans, domestic animals, wildlife, economic crops, or property when released into the environment. Hazardous materials are classified in this plan as chemical, biological, radiological, or explosive.

**Chemical** - Toxic, corrosive, or injurious substance because of inherent chemical properties and includes but is not limited to such items as petroleum products, paints, plastics, acids, caustics, industrial chemicals, poisons, drugs, mineral fibers (asbestos).

**Biological** - Microorganisms or associated products which may cause disease in humans, animals or economic crops and includes pathogenic wastes from medical institutions, slaughterhouses, poultry processing plants, and the like.

**Radiological** - Any radioactive substance emitting ionizing radiation at a level to produce a health hazard.

**Nuclear:** Weapons that release nuclear energy in an explosive manner as the result of nuclear chain reactions involving fission and/or fusion of atomic nuclei.

**Explosive** - Material capable of releasing energy with blast effect in a split second upon activation; the released energy usually damages or destroys objects in close proximity to the blast.

**Human Services:** Provides victim related recovery efforts such as counseling, identifying support for persons with special needs, expediting processing of new benefits claims and assisting in collecting crime victim compensation for acts of terrorism.

**Incident Action Plan:** A written document completed by an organization during a disaster or emergency that details that organization's proposed activities for a 24-hour period.

**Incident Annex:** Section of the City Emergency Operations Plan that explains how the function will be conducted based upon a specific incident and that has been identified by a hazard analysis (i.e., tornado, flood, drought, terrorism, debris clearance, and winter storm).

**Incident Command Post (ICP):** The field location at which the primary tactical-level, on-scene incident command functions are performed. The ICP may be collocated with the incident base or other incident facilities and is normally identified by a green rotating or flashing light.

**Incident Command System (ICS):** The combination of facilities, equipment, personnel, procedures, and communications operating within a common organizational structure, with responsibility for management of assigned resources, to effectively accomplish stated objectives at the scene of an incident. ICS is used for all kinds of emergencies and is applicable to small as well as large and complex incidents.

**Joint Information Center:** A single facility from which multi-organizational emergency public information can be coordinated and disseminated.

**Local Emergency Planning Committees (LEPC):** Committees established in each local jurisdiction by the state emergency planning committee to conduct planning activities for hazardous materials emergencies including development of a hazardous materials plan and dissemination of hazardous materials information to the local public.

**Mass Care:** Involves the coordination of non-medical mass care services to include sheltering of victims, organizing feeding operations, providing emergency first aid at designated sites, collecting and providing information on victims to family members and coordinating bulk distribution of emergency relief items.

**Mitigation:** Saves valuable resources and prevents suffering and hardship in future disasters by breaking the repetitive cycle of destruction and reconstruction through actions designed to reduce the long-term risk to human life and property from hazards. Mitigation involves three basic approaches: avoidance of spatially-predicted natural hazards, human activity, and the built environment (e.g., limited development in flood-prone areas); spatially-unpredictable hazards that include activities that are not vulnerable to hazards (e.g., establishment of building codes that require building or retrofitting resulting in less likely damage); and hazard-prone areas, such as urban settings, that involve development or activity to shield from a hazard (e.g., flood control structures) and limit activity and use of land.

**Mobile Command Post (MCP):** A vehicle where the on-scene coordinator, responders, and technical representatives can make response decisions, deploy manpower and equipment, maintain liaison with media, and handle communications.

**Multi-Agency Coordination Team (MACT):** Incident management team, composed of the Police Chief, Fire Chief, Public Works Director, and Superintendent of Sioux Falls Public Schools or their representatives responsible for incident activities within the City of Sioux Falls. City MACT responsibilities include the development and implementation of strategic decisions and for approving the ordering and releasing of resources.

**Mutual-Aid Agreements and Memorandum of Understanding:** A formal (written) or informal understanding between jurisdictions or agencies that describes methods and types of assistance available between two or more entities during emergencies.

**National Incident Management System (NIMS).** A system mandated by Homeland Security Presidential Directive 5 (HSPD-5) that provides a consistent, nationwide approach for federal, state, local, and tribal governments; the private sector; and non-governmental organizations to work effectively and efficiently together to prepare for, respond to, and recover from domestic incidents, regardless of cause, size, or complexity. To provide for interoperability and compatibility among federal, state, local, and tribal capabilities, the NIMS includes a core set of concepts, principles, and terminology. HSPD-5 identifies these as the ICS; multi-agency coordination systems; training; identification and management of resources (including systems for classifying types of resources); qualification and certification; and the collection, tracking, and reporting of incident information and incident resources.

**National Warning System (NAWAS):** A communications system that supports the nonmilitary actions taken by federal agencies, by the private sector, and by individual citizens to meet essential human needs; to support the military effort; to ensure continuity of federal authority at national and regional levels; and to ensure survival as a free and independent nation under all emergency conditions, including a national emergency caused by threatened or actual attack on the United States.

**Needs Assessment:** An evaluation conducted by emergency management officials identifying, obtaining, and providing necessary resources and services to the victims of a disaster or emergency.

**Preliminary Damage Assessment (PDA):** Under the Public Assistance program, verifies that a disaster exceeds the response capabilities of the state and local governments, and ascertains if supplemental federal assistance is required. This assessment includes the identification of potential issues that could affect program delivery such as insurance, environmental, or historic preservation concerns, and identification of potential hazard mitigation opportunities.

**Preparedness:** Maintaining emergency management capabilities in readiness, preventing capabilities from failing, and augmenting the jurisdiction's capability including training, developing, conducting and evaluating exercises, identifying, and correcting deficiencies, and planning to safeguard personnel, equipment, facilities, and resources from effects of a hazard.

**Presidential Disaster Declaration.** The Stafford Act (§401) requires that: “All requests for a declaration by the President that a major disaster exists shall be made by the Governor of the affected State.” The Governor’s request is made through the regional FEMA/EPR office. State and federal officials conduct a preliminary damage assessment (PDA) to estimate the extent of the disaster and its impact on individuals and public facilities. This information is included in the Governor’s request to show that the disaster is of such severity and magnitude that effective response is beyond the capabilities of the state and the local governments, and that federal assistance is necessary. Normally, the PDA is completed prior to the submission of the Governor’s request. However, when an obviously severe or catastrophic event occurs, the Governor’s request may be submitted prior to the PDA. Nonetheless, the Governor must still make the request. As part of the request, the Governor must take appropriate action under State law and direct execution of the state’s emergency plan. The Governor shall furnish information on the nature and amount of state and local resources that have been or will be committed to alleviating the results of the disaster, provide an estimate of the amount and severity of damage and the impact on the private and public sector, and provide an estimate of the type and amount of assistance needed under the Stafford Act. In addition, the Governor will need to certify that, for the current disaster, state and local government obligations and expenditures (of which state commitments must be a significant proportion) will comply with all applicable cost-sharing requirements. Based on the Governor’s request, the President may declare that a major disaster or emergency exists, thus activating an array of Federal programs to assist in the response and recovery effort.

**Primary Agency:** The department or agency assigned primary responsibility to manage and coordinate a specific ESF. Primary agencies are designated on the basis of their having the most authorities, resources, capabilities, or expertise relative to accomplishment of the specific ESF support. Primary agencies are responsible for overall planning and coordination of the delivery of ESF-related assistance.

**Public Information:** Dissemination of information in anticipation of an emergency or disaster and timely actions, updates, and instructions regarding an actual occurrence.

**Public Information Officer:** A person responsible for preparing and coordinating the dissemination of emergency public information.

**Recovery:** Activities that usually begin within days after an incident and continue after the response activities are completed and include actions by disaster victims enabling them to begin the process of rebuilding their homes; replacing property; resuming employment; restoring their businesses; permanently repairing, rebuilding, or relocating public infrastructure; and mitigating future disaster losses.

**Response:** Activities to address the immediate and short-term effects of an emergency or disaster to save lives and/or protect property, stabilize emergency or disaster situations, and initiate actions to notify emergency management representatives of the crisis, evacuate and/or shelter the population, inform the public about the situation, assess the damage, and request additional assistance, as needed.

**Risk:** A measure of the probability that damage to life, property, and/or the environment will occur if a hazard manifests itself; this measure includes the severity of anticipated consequences to people.

**Shelter:** A facility used to protect, house, and supply the essential needs of individuals and families who have been forced from their homes by an emergency or disaster. A shelter may or may not be specifically constructed for such use, depending on the type of emergency and the specific programmatic requirements.

**Sioux Falls Area Community Organizations Active in Disaster (SFCOAD):** Organization that brings together voluntary organizations active in disaster to foster effective response to people affected by disaster in the City of Sioux Falls area through cooperation, coordination, communication, collaboration, education, convening meetings and conferences, and encouraging legislation. SFCOAD seeks to ensure the availability of needed services and to encourage uniform impartial provisions of these services.

**Special Needs Populations:** Groups of people that may be more susceptible to the damage from an emergency or disaster than the general population (i.e., preexisting health conditions, infants, and the elderly, or non-English speaking).

**Staging Area:** A pre-selected location removed from the emergency site, such as a large parking area where equipment can be collected, stored, and distributed for use by emergency personnel. The staging area provides a base for resource transfer. Several staging areas may be designated depending upon the scope and intensity of the emergency.

**Standard Operating Procedures (SOP):** Checklists or guidance developed by each specific responding organization that detail responsible individuals by name and phone number, detail specific task assignments, and a step-by-step process of responsibilities relating to each Emergency Support Function.

**State Public Assistance Program:** A Presidential declared disaster is the beginning of the Public Assistance program. A Presidential disaster could be a result of any natural disaster, which includes floods, tornadoes, winter storms, and wildfires. Once a disaster is declared, the South Dakota Public Assistance Program is initiated. The Federal Emergency Management Agency (FEMA) grants money to the State of South Dakota to help rebuild destroyed public related and private nonprofit facilities to pre-disaster existence. In return, we manage this money and grant it to the eligible applicants. We work directly with the applicants to ensure eligibility. Also, once eligible applicants are determined, we ensure proper documentation is being kept to receive FEMA granted money.

**Strategic National Stockpile (SNS):** The Center for Disease Control's Strategic National Stockpile (SNS) has large quantities of medicine and medical supplies to protect the American public if there is a public health emergency (terrorist attack, flu outbreak, earthquake) severe enough to cause local supplies to run out. Once Federal and local authorities agree that the SNS is needed, medicines will be delivered to any state in the U.S. within 12 hours. Each state has

plans to receive and distribute SNS medicine and medical supplies to local communities as quickly as possible.

**Support Agency:** A department or agency designated to assist a primary agency with available resources, capabilities, or expertise in support of response operations, under the coordination of the primary agency with designated Emergency Support Function responsibility.

**Support Annex:** Section of the City Emergency Operations Plan that explains how the core functions of incident management (i.e., Direction and Control, Public Affairs, Warning, and Volunteer and Donations Management).

**Technological Hazard:** Includes a range of hazards emanating from the manufacture, transportation, and use of such substances as radioactive materials, chemicals, explosives, flammables, agricultural pesticides, herbicides, and disease agents; oil spills on land, coastal water, or inland water systems; and debris from space.

**Terrorist Incident:** A violent act or an act dangerous to human life in violation of the criminal laws of the United States or of any state, to intimidate or coerce a government, the civilian population, or any segment thereof in furtherance of political or social objectives.

**Triage:** Process of sorting casualties based on severity and survivability.

**Unified Command:** Jurisdictional command structure implemented when an incident response exceeds the capabilities of the City of Davison County. The Unified Command will include Davison County Emergency Management Director or designee, Davison County Sheriff or designee, Davison County Highway Superintendent or designee, Mitchell Public Safety Chief or designee, Mitchell Public Works or designee, Mitchell Public Works Director or designee, Ethan Fire Chief or designee, and Mt. Vernon Fire Chief or designee.

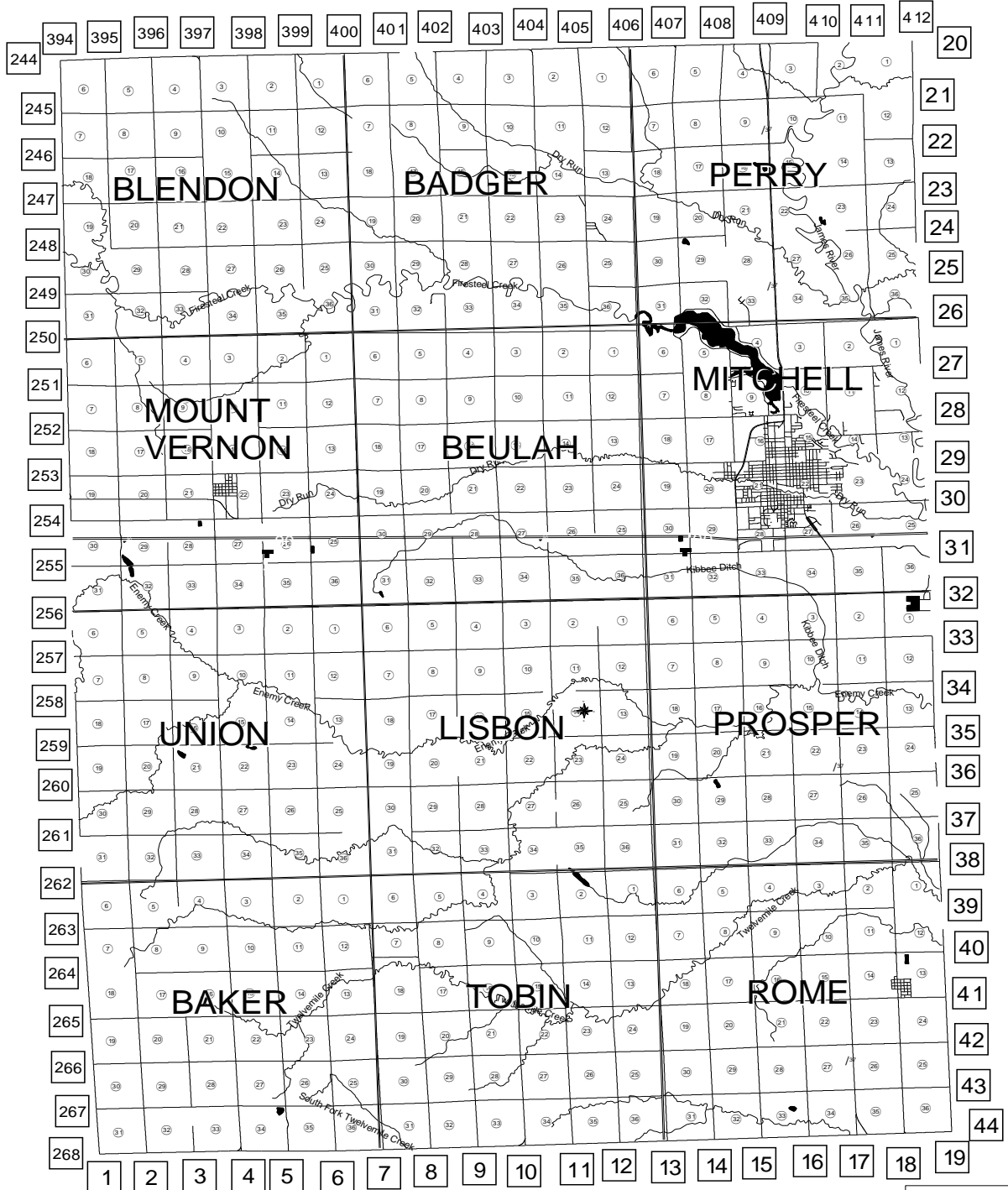
**Vulnerability Assessment:** Evaluation of elements in the community that are subject to damage should a hazard occur; includes gathering information on the extent of the vulnerable zone, conditions that influence the zone, size, and type of the population within the zone, private and public property that might be damaged, and the environment that might be affected.

**Warning:** Alerting government, agencies and organizations with emergency support function responsibilities, and the public regarding the threat of extraordinary danger (e.g., tornado warning, hurricane warning, severe storm warning) and that such occurrence has been sighted or observed specifying related effects that may occur due to this hazard.

**Warning Point:** A facility that receives warnings and other emergency information over NAWAS and relays this information in accordance with state and local EOPs.

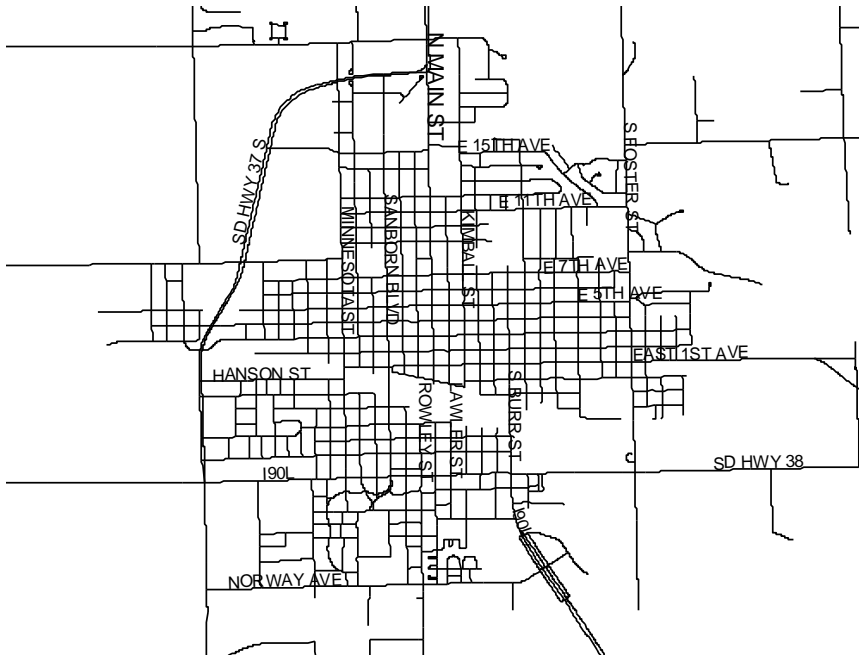
**Watch:** Indications by the National Weather Service that, in a defined area, conditions are possible or favorable for the specific types of severe weather (e.g., flashflood watch, severe thunderstorm watch, or Tornado watch.)

# DAVISON COUNTY, SD



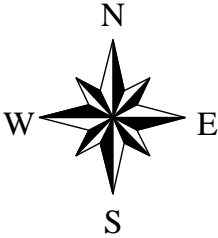
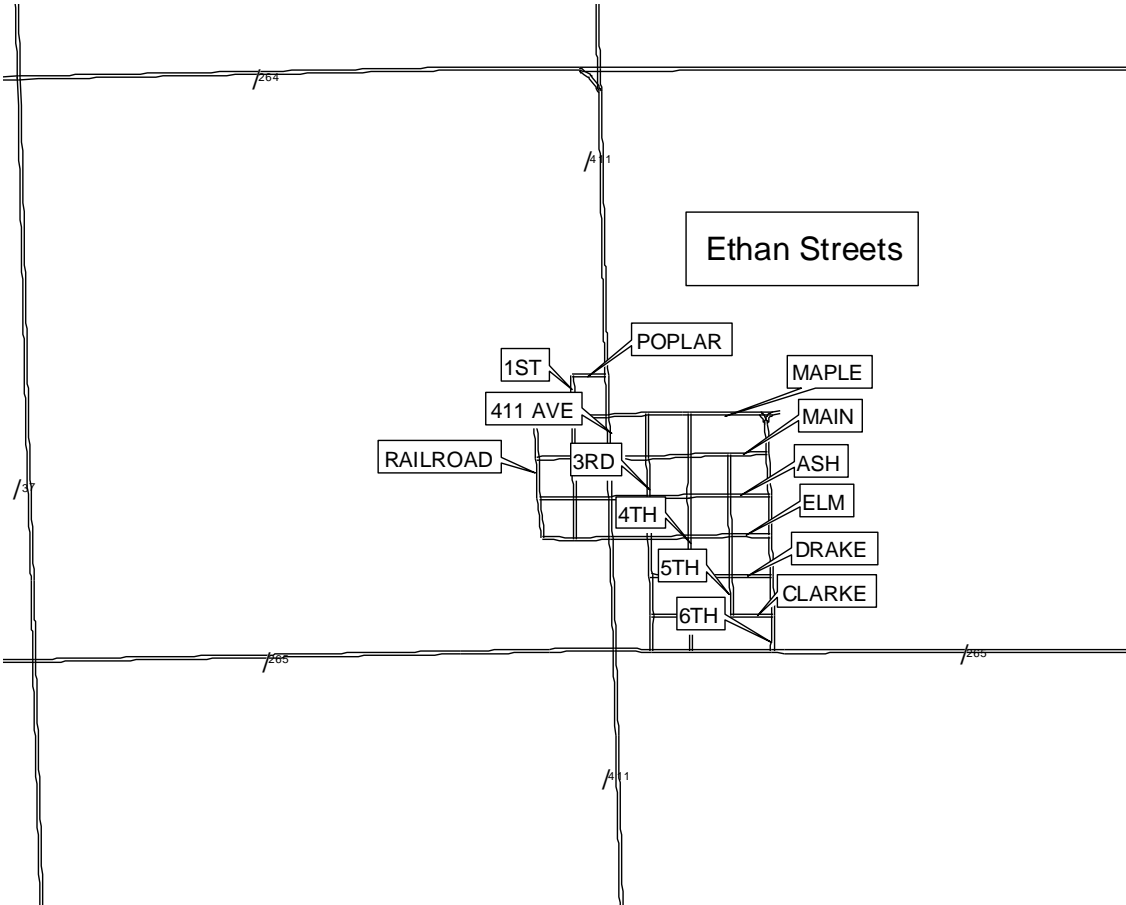
Map Created by  
Davison County Office of Emergency Management  
August 7th, 2001

# City of Mitchell

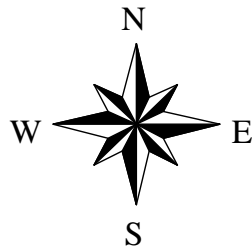
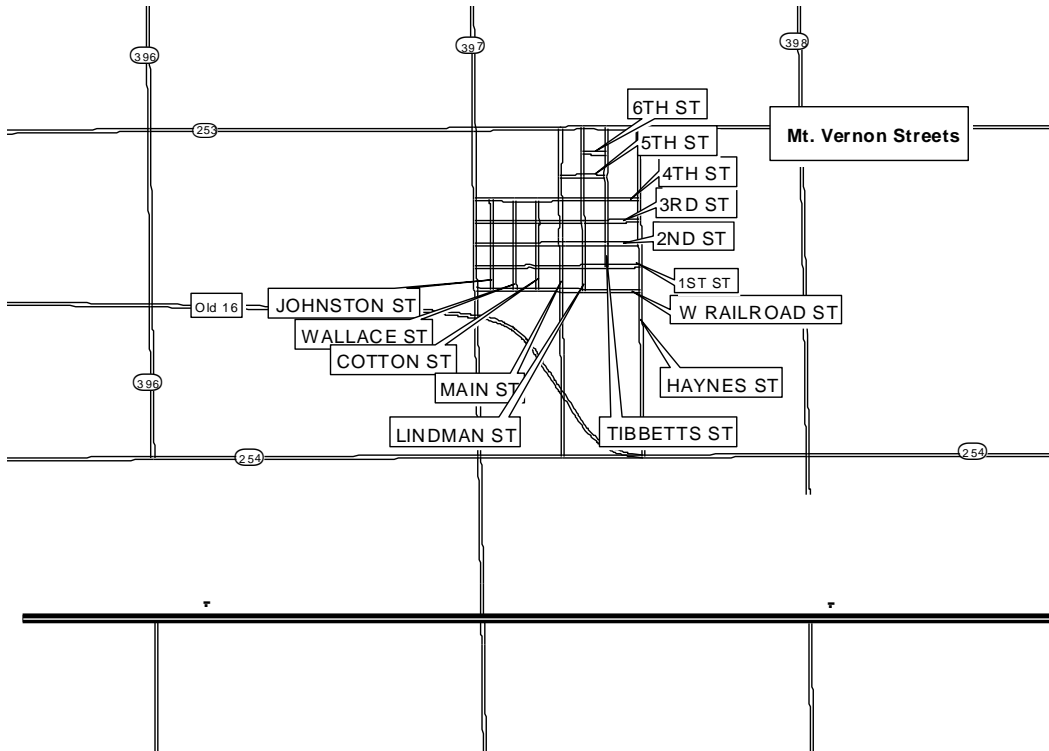




# Ethan Streets



# Mt. Vernon Streets





## **Davison County Civil Disturbance Plan**

### **Coordinating Entities:**

Davison County/  
Mitchell City Police Department

### **Cooperating Entities:**

Davison County Emergency Management  
Mitchell County Emergency Medical Services  
Mitchell Fire Department  
Mt. Vernon Fire Department  
Ethan Fire Department  
Davison County Highway Department  
Mitchell City Public Works Department  
Mitchell City Sanitation Department  
Davison County State's Attorney  
Utilities Companies  
Other County/City Response Organizations

### **State Support Entities:**

South Dakota Bureau of Information and Telecommunications (BIT) – State Radio Communications (SRC)  
South Dakota Civil Air Patrol (CAP)  
South Dakota Department of Corrections (DOC)  
South Dakota Department of Health (DOH)  
South Dakota Department of Public Safety (DPS) – Highway Patrol (HP)  
South Dakota Department of Public Safety (DPS) – Homeland Security (HLS)  
South Dakota Department of Public Safety (DPS) – Office of Emergency Management (OEM)  
South Dakota Department of Social Services (DSS)  
South Dakota Department of Transportation (DOT)  
South Dakota Department of Tribal Relations (DTR)  
South Dakota Office of the Attorney General - Division of Criminal Investigation (DCI)  
Other State Agencies per LEOP

### **Supporting Documents and Systems:**

Potential appendices to this Annex include:

- A county map showing areas of concern (potential protest locations, critical infrastructure, highly trafficked intersections, etc.).
- Internal operating procedures for local EOC.

## **PURPOSE**

The Civil Disturbance Annex integrates local public safety and security capabilities and resources to support the full range of incident management activities prior to, during, and/or after a major incident involving civil disturbance.

## **SITUATION**

The First Amendment to the United States Constitution prohibits interfering with the right to peaceably assemble or prohibit the petitioning for a governmental redress of grievances. The First Amendment thereby guarantees the right to for people to come together and collectively express, promote, pursue, and defend their ideas. On occasion, these assemblies go beyond a peaceable gathering and protest to civil disturbance where public safety becomes a concern. In legal terms, civil unrest or civil disturbance means acts of violence and disorder detrimental to the public law and order. It includes acts such as riots, acts of violence, insurrections, unlawful obstructions or assemblages. It also includes all domestic conditions requiring or likely to require the use of federal armed forces. The term “civil disorder” is defined by 18 USCS § 232 as any public disturbance involving acts of violence by assemblages of three or more persons, which causes an immediate danger of or results in damage or injury to the property or person of any other individual.

Civil disturbance events typically evolve from a group of people protesting against major sociopolitical issues, though they may also evolve from major sporting events, concerts, block parties, abortion clinics, or political conventions. Protestors may lash out in a violent way against authority, property, or people. Riots may ensue involving vandalism and the destruction of property with targets varied between public and private properties. Civil disturbance events may quickly overwhelm local response capabilities and require mutual aid resources to assist as well as state and federal assets.

## **ASSUMPTIONS**

- The Civil Disturbance Annex is generally activated in situations requiring extensive assistance to provide public safety and security where local government resources are overwhelmed or inadequate, or in pre-incident or post-incident situations requiring protective solutions or capabilities unique to state agencies.
- Local governments have primary responsibility for public safety and security and are typically the first line of response support in these functional areas.
- In most incidents, local jurisdictions have primary authority and responsibility for law enforcement activities, utilizing the National Incident Management System’s (NIMS) Incident Command System (ICS) on-scene. In larger-scale incidents, additional resources should first be obtained through the activation of mutual aid agreements with neighboring localities and/or state authorities with incident operations managed through a Unified Command structure.
- State resources supplement county or tribal resources, as appropriate, when requested or required. The resources are integrated into local incident management using NIMS principles and protocols.
- The Civil Disturbance Annex coordinates the implementation of local authorities that are appropriate for the situation and may provide protection, security resources, safety and security planning assistance,

safety and security technology support, and other safety and security technical assistance to support incident operations consistent with local agency authorities and resource availability.

- The Emergency Management Assistance Compact (EMAC) may be utilized to request additional resource support after both a local and state emergency have been declared.
- The Civil Disturbance Annex does not usurp or override the policies or mutual aid agreements of any local or tribal jurisdiction or government. Law enforcement activities and criminal investigations are conducted in accordance with existing statutes.

### **CONCEPT OF OPERATIONS**

When the Civil Disturbance Annex is activated, coordination is carried out at the Davison County Emergency Operations Center. Decisions are made at the lowest level, with only those issues requiring negotiation or additional resources being referred to the next higher management level. Requests for resources flow upward. The primary determination of resource needs is made by operational elements within the local incident management team.

### **Planning Considerations**

#### ESF #1 – Transportation:

- Identify potential locations where groups may try to stop traffic.
- Determine alternate routes for detours, to include emergency traffic.
- Identify key routes for EMS, transportation of goods, etc. that require priority for clearance.
- Identify “choke points” to restrict or shut off traffic if such actions are justified to ensure public safety.
- Determine who has jurisdiction on all roads in the county and discuss any potential issues with response or authority.
- Determine the need for acquiring a temporary flight restriction through the Federal Aviation Administration if protest is in an open area.
- Determine what traffic control resources may be needed such as barricades, road closed signs, portable traffic signals, etc.
- Determine air asset needs (i.e. Civil Air Patrol, Highway Patrol, drone surveillance, etc.).
- Consider contracting with Civil Air Patrol for air asset use.
- Consider communicating with the South Dakota Department of Transportation for technical assistance regarding traffic control issues.
- Identify potential equipment needs for clearing debris from roadways, etc.
- Identify and review signage and right-of-way laws.
- Consider notification of railroads if protesters are encroaching on railways or railroad facilities.

#### ESF #2 – Communications:

- Determine areas of coverage around protest sites, staging areas, command post, etc.
- Identify sites for optimal radio coverage for base camps (consider topography).
- Survey existing communication capabilities.

- Consider use of ham radio operators.
- Work with private companies to determine priority communication restoration.
- Determine need for additional communications equipment, i.e. repeaters, radios, etc. through mutual aid or other sources.
- Identify unpublished landlines and know how to order additional lines or change numbers quickly.
- Consider obtaining additional Government Emergency Telecommunications Service (GETS) cards for personnel. GETS is a companion service for priority calling offered by the U.S. Department of Homeland Security (DHS) Office of Emergency Communications (OEC).
- Consider obtaining Wireless Priority Service (WPS) access through wireless providers. WPS is intended to be used in an emergency or crisis situation when the wireless network is congested and the probability of completing a normal call is reduced.
- Determine how field operations will communicate with the local EOC.
- Determine how local communications can support an operation with mutual aid resources.
- Determine how to handle a scenario where 911 lines are overloaded for an extended period of time.
- Identify how protest camps will be notified of inclement weather or fire danger.
- Determine the capabilities and coverage of local cellular providers.
- Develop a communications plan. South Dakota State Radio Communication (SRC) has data available for use in building a local communications plan.
- Consider use of the Integrated Public Alert and Warning System (IPAWS) for alerting the public. Contact the State Duty Officer to request access.

ESF #3 – Public Works & Engineering:

- Develop or revisit existing mutual aid agreements between city and county departments (including outside cities and counties) to identify a mechanism for sharing resources for situations such as sanitation, clearing roads, moving debris, traffic control, etc.
- Determine procedure for shutting off water and electrical service to illegal encampments.
- Determine procedure for emergency inspection of compromised bridges, culverts, etc. resulting from protester-caused damage.
- Review notification procedures for immediate repairs to critical infrastructure.
- Consider potential impacts to high-consequence infrastructure such as dams, levees, berms, airports, wastewater treatment plants, etc.
- Consider parking issues as a result of an influx of traffic.

ESF #4 – Firefighting:

- Develop or revisit existing mutual aid agreements between city and county fire departments (including outside cities and counties) to identify a mechanism for sharing resources for fire suppression activities.
- Review processes/procedures for responding to calls where imminent danger exists (i.e. protesters still on scene).
- Review procedures for requesting fire investigators from the State Fire Marshal's Office.

- Determine availability and permissibility of fire resources for non-suppression activities (i.e. using fire department chainsaws to clear roadways, etc.).
- Consider removing names, insignias, and other identifiable information on uniforms/gear.

ESF #5 – Emergency Management:

- Determine trigger points for activating this Civil Disturbance Annex.
- Determine location of local EOC. Consider locating in another county or combining into a regional EOC.
- Determine appropriate local EOC staffing levels and ensure coverage for multiple operational periods (potentially for multiple months).
- Consider the need for (and request, if necessary) OEM regional coordinator support.
- Review and understand applicable laws and regulations. Consult with legal counsel if necessary.
- Provide OEM Duty Officer (or SEOC Point of Contact, if SEOC is activated) with periodic situational awareness updates.
- Initiate credentialing to ensure the incident details are captured in their entirety. Consider the following:
  - Complete **pre-credentialing** of first responders, as needed. Personnel entry forms can be found on the CRMCS website.
  - Determine where **Rapid TAG** printers can be acquired if additional printers are needed and develop MOUs.
  - Determine who will be tasked with the setup and use of the **Rapid TAG** system. Consider the potential for an incident that lasts multiple operational periods.
  - Determine additional training needs. Contact SDOEM if needed.
  - Develop procedures to verify personnel's qualifications prior to issuing a Rapid TAG.
  - Determine who will be receiving Rapid TAG badges. Per policy, the following badge colors have been designated:
    - **Orange – Residents**
    - **Yellow – Volunteers**
    - **Green – Media**
    - **White – Elected officials/Other/Non-credentialed first responders**
  - Identify how many check-in/out locations will be needed. If more than one location will be used with multiple Rapid TAG printers, it is imperative that both incidents be named exactly the same on each system.
- Designate a local contact to coordinate EMAC requests to OEM.
- Identify the commanding agency at the local level.
- Consider the need for declaring a local disaster in order to receive state resource assistance and/or state financial assistance if the county has exceeded spending two mills of its assessed property value in the previous 12 months. Consider having a draft disaster declaration developed for later use.



- Review the Disaster Response/Recovery Inventory (DRRI) forms to determine availability of facilities for various needs (i.e. Joint Information Center, Tactical Operations Center, staging area, check-in/credentialing site, etc.).
- Review local laws regarding the legal permitting process and regulations for group gatherings/protests.
- Consider how these operations will be paid for in the local budgetary process (loans, etc.).
- Forecast anticipated resource needs for future operational periods.
- Determine need for additional technical expertise/contractors (i.e. media strategists, marketing specialists, GIS support, etc.).
- Review existing ordinances/policies regarding camps on private land and consider drafting additional ordinances/policies as needed to include burn bans, no camping rules, curfews, zoning, etc.
- Review or develop procedures for granting public assembly permits.
- Review or establish continuity of operations/continuity of government plans.
- Evaluate cybersecurity and determine if U.S. Department of Homeland Security cyber-evaluation is necessary. Request assistance/evaluation through SDOEM.
- Consider potential for standard mutual aid to be unavailable due to political concerns.
- Consider other stakeholders (i.e. college administration, tribal leaders, etc.) in the planning process.

ESF #6 – Mass Care, Housing, & Human Services:

- Determine facilities and personnel for preparation of/serving meals to responders.
- Consider sources for feeding and sheltering operations. Due to their mission scope, American Red Cross assistance may not be available for civil disturbance incidents.
- Consider availability of facilities based on time of year (i.e. may not be able to use school gymnasiums during the school year, etc.).
- Identify contracts for canteen services and prolonged housing for responders.
- Consider the need for staging areas or points of distribution.
- Consider child welfare issues at protest camps.
- Identify other resources, such as critical incident stress management teams for responder health and safety (nearest team, time to activate, etc.).
- Consider transport time to specialized medical facilities (i.e. burn centers, major trauma centers, etc.).
- Determine how to support a field responder rehab center (i.e. having a tent outside of the incident area for responders to rest, obtain food and water, etc.).

ESF #7 – Resource Support:

- Designate a single contact for resource ordering. When requesting resources from the State, remember to ask for a need to be filled, not a specific resource.
- Review mutual aid agreements between agencies/jurisdictions to ensure civil disturbance incidents are included as an eligible response and are current.
- Consider potential for standard mutual aid agreements with non-governmental organizations and industrial partners to be unavailable due to political concerns.

- Determine who will be responsible for tracking and reviewing mutual aid costs and negotiating pay for multiple operational periods.
- Determine which non-governmental organizations and industrial partnerships (such as churches, voluntary agencies, faith-based organizations, and private businesses/industries) are receptive to holding a seat in the local EOC. Ensure contact information for all organizations is current.
- Review equipment database in the credentialing system to identify available resources across the state.
- Consider establishing a staging area and tracking system for resources arriving on-scene.
- Determine process for prioritizing resources if multiple incident sites exist in the county.

ESF #8 – Public Health & Medical Services:

- Determine how medical patients will be transported and tracked in a mass casualty event.
- Determine priority for transport/treatment of medical patients.
- Determine the need for additional stockpiles of medical supplies due to large influx of temporary population.
- Consider potential for prevention of/response to disease outbreaks.
- Develop or revisit protocols for triage of patients, both in the field and in a hospital setting.
- Review processes/procedures for responding to calls where imminent danger exists (i.e. protesters still on scene). Consider requiring law enforcement escorts for medical personnel.
- Consider removing names, insignias, and other identifiable information on uniforms/gear.
- Consider staffing extra security at hospital entrances.

ESF #9 – Search and Rescue:

- Determine resource shortfalls for search and rescue activities.
- Develop or revisit existing mutual aid agreements between city and county fire/rescue departments (including outside cities and counties) to identify a mechanism for sharing resources for search and rescue activities.
- Develop a plan for responding to a search and rescue operation outside of the civil disturbance incident (i.e. law enforcement and firefighters are being used for traffic control/security at the protest site, but a search and rescue situation requires those personnel to be used; determine where additional personnel can be obtained or how personnel will be divided up between the two scenes).
- Determine process for legitimizing calls (consider calls that are potentially diversion techniques/hoaxes).

ESF #10 – Hazardous Materials:

- Determine potentially vulnerable facilities with hazardous materials (i.e. factories, storage facilities, etc.) and the need for extra surveillance/protection of these facilities.
- Identify mechanisms for emergency disposal of hazardous materials from protest sites, to include animal carcasses, human waste, burning tires, garbage, etc.
- Consider the need for requesting technical assistance from Task Force 1, the South Dakota Department of Environment and Natural Resources, and/or the South Dakota Department of Agriculture for hazardous materials issues.

- Determine the need for historic preservation technical assistance through the South Dakota State Historical Preservation Officer.

ESF #11 – Agriculture:

- Consider the need for educating landowners/livestock owners on protection of livestock and equipment (i.e. hosting town hall meetings, etc.).
- Monitor for spread of disease in livestock and animals.
- Determine process for handling animals left over in protest camps (dogs, cats, horses, etc.).
- Consider the need for requesting technical assistance from the South Dakota Department of Agriculture for agriculture concerns.

ESF #12 – Energy:

- Identify vulnerable pieces of critical energy infrastructure that could be impacted by a civil disturbance incident.
- Determine necessary protective measures for critical energy infrastructure (including government-run bases, incident command posts, etc.).
- Contact local energy providers to identify an emergency contact person and discuss how they are protecting their facilities and what plans they have in place.

ESF #13 – Public Safety & Security:

- Identify locations of jail facilities, transport time to jail facilities, who is responsible for transport, and necessary security for jail facilities.
- Depending on land ownership, are there potential trespass issues that may arise?
- Identify locations where extended camping may be permitted.
- Determine potential locations for command posts and/or forward operating bases.
- Account for potential of mass arrests that may overwhelm current jail facility capabilities.
- Ensure jail facilities have adequate waiting space for family members, etc. of prisoners being released and picked up.
- Identify any potential terrorist or gang activity or groups at the protest sites, and notify the South Dakota Fusion Center.
- Determine need for additional law enforcement support and technical assistance regarding public safety and security.
- Review/determine procedures for deputizing additional law enforcement officers.
- Determine procedures for housing additional law enforcement officers.
- Determine the need for additional personnel for traffic control, public safety patrol, looting protection, and riot control.
- Consider requesting mobile command vehicles through mutual aid, the South Dakota Highway Patrol or the South Dakota National Guard.
- Consider discussions with the State's Attorney regarding potential for legal issues and processing and prosecution changes for mass arrest situations.
- Review procedures for evidence/video to ensure integrity.

- Consider restricting access at courthouses and other public buildings to one entrance for ingress to reduce law enforcement monitoring requirements.
- Consider the potential for “alternative” patrol methods for law enforcement, to include ATVs, snowmobiles, horseback, etc.
- Consider removing names, insignias, and other identifiable information on uniforms/gear.
- Consider additional patrols and protections for off-duty law enforcement officers.
- Determine requirements for creating temporary holding cells (i.e. restrictions on materials, size, etc.).
- Determine how rule of law will be maintained in camps.
- Determine areas of county that may be designated as “safe havens” (Bureau of Land Management, U.S. Army Corps of Engineers, tribal, and private land) and procedures for responding to those areas.
- Identify critical transportation routes to keep open to ensure freedom of movement for emergency traffic.
- Review/develop procedures for cross-deputizing law enforcement from other jurisdictions.
- Determine how arrested individuals will be transported and tracked in a mass arrest event.

ESF #14 – Long-Term Recovery:

- Consider the potential long-term effects of cleanup and remediation of land on recovery efforts.
- Consider the potential long-term effects of court system overload.
- Consider the potential long-term effects of humanitarian efforts and relationship rebuilding.
- Consider the opportunities for mitigation.
- Consider the potential long-term effects of an increase of welfare recipients on recovery efforts.

ESF #15 – External Affairs:

- Develop media plan.
- Determine the location and staffing needs for a Joint Information Center.
- Identify a local Public Information Officer.
- Pre-identify and write templates for press releases.
- Establish protocols for posting to social media, the county website, etc. and determine what type of information will be shared and how often. Ensure all staff are aware of protocols.
- Identify policy group and how they will contribute to public information release.
- Discuss social media concerns and protocols with legal counsel, if needed.
- Review or develop social media policies.
- Review public websites and remove specific contact information for policy group members and government employees.
- Review voicemail greetings and ensure personal cell phone numbers are not listed.
- Arrange for regular updates to the media and local officials.
- Consider requesting the Department of Public Safety’s PIO assistance with supporting the primary entity in public information efforts.
- Determine process for handling mass public record information requests and/or mass phone calls to public offices (consider utilizing a private recording service, 211 Helpline, etc.).

- Determine process for verifying members of the media prior to issuing a RapidTAG.
- Consider receiving official verification from Twitter and other social media sites for government accounts.
- Establish staging areas for media.

## **RESPONSIBILITIES**

This section includes the coordinating and cooperating entities of the Civil Disturbance Annex and a list of potential duties. Depending on the characteristics of the incident, it is possible that all duties may not be required and/or additional duties may be assigned. When the State Emergency Operations Plan is activated for a civil disturbance incident, coordination of state resources is carried out at the State Emergency Operations Center (SEOC). All requests for state resources, including the South Dakota National Guard, should be made through existing resource request procedures.

This section should be built out locally through meetings with stakeholders and by discussing/considering the points listed above under each ESF. Stakeholders to include in local meetings include county/city law enforcement, emergency medical services, fire departments, highway department, industrial/business partners, public works department, sanitation department, state's attorney, street department, utilities, and other response organizations

### **Coordinating Entities:**

#### **County/City Law Enforcement**

- Determine responsibilities, expectations, and needs locally.

### **Cooperating Entities:**

#### **County Emergency Management**

- Determine responsibilities, expectations, and needs locally.

#### **County/City Emergency Medical Services**

- Determine responsibilities, expectations, and needs locally.

#### **County/City Fire Departments**

- Determine responsibilities, expectations, and needs locally.

#### **County Highway Department**

- Determine responsibilities, expectations, and needs locally.

#### **City Public Works Department**

- Determine responsibilities, expectations, and needs locally.

#### **County/City Sanitation Department**

- Determine responsibilities, expectations, and needs locally.

#### **County State's Attorney**

- Determine responsibilities, expectations, and needs locally.

**County/City Utilities**

- Determine responsibilities, expectations, and needs locally.

**Other County/City Response Organizations**

- Determine responsibilities, expectations, and needs locally.

**State Support Agencies**

- Refer to the LEOP for state agency responsibilities. The LEOP describes the relationships between local, tribal, state, federal, private, and volunteer response organizations and assigns responsibilities.

# Davison County Coroner's Mass Fatalities Operations Manual

A functional manual to provide guidance for responses to mass fatality incidents in Davison County, South Dakota.



## **Table of Contents**

### **Chapter 1**

#### **MASS FATALITY PLAN**

- Introduction
- Definition
- Goals
- Training and Exercise
- Direction and Control
- Responsibilities of the Davison County Coroner in Mass Fatality Incidents

### **Chapter 2**

#### **NOTIFICATION**

- Legal Responsibility to Notify Coroner
- Required Information for Notification of Coroner
- Coroner's Scene Assessment Upon Arrival
- Legal Responsibilities for Notification of Transportation Mass Disaster

### **Chapter 3**

#### **ACTIVATION**

- Responses Outside of Davison County
- Establish Scene Command
- Establish Command Post
- Morgue Operations Site
- Davison County Coroner Instructions to Law Enforcement, Fire Rescue and Emergency Medical Personnel at the Disaster Site
- Initial Rescue Procedures for First Responders
- HAZMAT Procedures for First Responders

### **Chapter 4**

#### **STAFFING**

- Team Approach
- ICS
- Identification of Responding Personnel
- Response and Recovery Teams
  - Evaluation Team
  - Search and Recovery Team(s)
  - Morgue Operations Team
  - Family Assistance Center Team
  - Victim Identification Center Team
- Staging Area for Scene Staff
- Staff Well-being



### Chapter 5

#### SAFETY

- Scene Assessment
- Personal Protective Equipment
- Reporting Injuries and Exposures

### Chapter 6

#### HAZMAT FOR MORGUE OPERATIONS

- Management of a Mass Disaster with Contaminated Human Remains
- Decontamination Process

### Chapter 7

#### SEARCH AND RECOVERY OF HUMAN REMAINS

- Human Remains Recovery Site Operations
  - Supplies and Equipment
    - Types of Supplies
    - Types of Equipment
- Responsibility of Personnel Searching for and Recovering Human Remains
- Searching for Human Remains
- Recovery of Human Remains
- PPE for Search and Recover Teams

### Chapter 8

#### DISASTER SITE RECEIVING AREA

- Establishing a Receiving Area for Human Remains
- Receiving Area Equipment
- Receiving Area Procedures
- Personal Effects of Decedents

### Chapter 9

#### STORAGE OF HUMAN REMAINS

- Human Remains Storage Area

### Chapter 10

#### TRANSPORTATION OF HUMAN REMAINS

- Transportation of Human Remains from Recovery Site to Morgue Operations
- Transportation of Contaminated Human Remains
- Transport Manifest Form

## Chapter 11

### MORGUE OPERATIONS SITE

- Morgue Operations
- Morgue Receiving Area
- Post Mortem Examination Area
- Dental Charting and Examination Area
- Evidence Storage Area
- Evidence Disposition
- Victim Identification Area
  - Victim Identification Process
  - Fragmented Remains
  - Positive ID of Victim by Coroner
  - Next of Kin Notification
  - Unidentified Remains
- Case File Generation Area

## Chapter 12

### COMMUNICATIONS (with Responders, Families, the Public and the Media)

- Communications Responsibilities
- Messaging Sequence
- Responder Briefings
- Family/Survivor Briefings
- Media/Public Briefings
- Public Messaging

## Chapter 13

### FAMILY ASSISTANCE CENTER

- Definition: Family Assistance Center (FAC)
- Definition: Family Member
- Family Assistance Center Operations
- Responsibilities of the Coroner Regarding Family Members
- Responsibilities of the Coroner Representative at the FAC
- Partner and Support Agencies Roles at the FAC

## Chapter 14

### VICTIM IDENTIFICATION CENTER

- Definition: Victim Identifications Center
- VIC Activities at the FAC
- Victim Identification Profile (VIP) form
- Guidelines for Family and/or Donor Reference Collection Kit Components
- Oral Swab Collections

**Chapter 15**

**MOBILE MORGUE**

- Mobile Morgue Capabilities
- Mobile Morgue Command and Staff
- Requesting Mobile Morgue Service
- Responsibilities of Requesting Agency
  - Staffing
  - Water Hookups
  - Drainage
  - Electricity
  - Generator
- Equipment Inventory
- Equipment Inventory of Mobile Morgue

**Chapter 16**

**REFERENCES**

1. *Mass Fatality Incidents: A Guide for Human Identification*
2. *Lessons Learned From 9/11: DNA Identification in Mass Fatality Incidents*
3. *Disaster Mortuary Operational Response Team*
4. *DMORT: Flight 93 Morgue Protocol*
5. *Capstone Document: Mass Fatality Management for Incidents Involving Weapons of Mass Destruction*
6. *The Medical Examiner/Coroner's Guide for Contaminated Deceased Body Management*

**Chapter 17**

**ANNEXES**

- 1 - ACCRONYMS LIST
- 2 - BLEACH DECONTAMINATION MIXTURES
- 3 - FUNERAL HOME LISTING
- 4 - FAMILY ASSISTANCE CENTER PLAN
- 5 - FORENSIC DENTIST LISTING
- 6 - MOBILE MORGUE INVENTORY
- 7 - RESPONSE AGENCY CONTACT LIST
- 8 - SPIRITUAL, CULTURAL AND RELIGIOUS CONSIDERATIONS
  - Burial preferences by religion/culture
  - Beliefs, funerals, mourning, burial rites and traditions by religion
    - Buddhist                      Christian
    - Catholic                      Jehovah's Witness
    - Jewish                          Hindu
    - Maori                          Muslim
    - Latter Day Saints          Seventh Day Adventist
    - Sikh                              Scientologist
- 9 - VICTIM IDENTIFICATION PROFILE FORM (VIP FORM)
- 10 - ICS FORMS

## Chapter 1

# MASS FATALITY PLAN

### **Introduction**

The Davison County Coroner's Mass Fatality Plan is designed to support operational direction during a mass fatality incident that is beyond the capability of the coroner's resources, by providing guidance to trained and qualified personnel, equipment and supplies as required to conduct a thorough investigation of the fatalities and identification of the deceased.

The Davison County Coroner's Office strives to be prepared at all times for the unfortunate event of a mass fatality incident which may or may not involve a weapon of mass destruction (biologic, chemical, or nuclear) in association with a terrorist event. Davison County Coroner's Office coordinates efforts with various local, state and federal agencies to be prepared for a mass fatality incident.

### **Definition**

A mass fatality is defined by the Davison County as:

- Any incident having the potential to result in fifteen (15) or more fatalities
- Any incident in which there are remains contaminated by chemical, biological, radiological, nuclear or explosive agents or materials
- Any incident or special circumstance requiring a multi-agency response to support coroner operations
- Any incident involving a protracted or complex remains recovery operation

### **Goals**

The Davison County Coroner's Mass Fatality plan has six primary goals to accomplish during a mass fatality response:

- Supporting the Davison County Emergency Operations Plan in managing a mass fatality incident
- Investigate, recover & process decedents in a dignified and respectful manner
- Accurately determine cause & manner of death
- Perform accurate & efficient identification of victims
- Exchange factual & timely information with local authorities, families and the public in a compassionate manner
- Provide for the rapid return of victims and personal effects to their legal next of kin if possible

### **Training and Exercise**

All death investigation staff should be familiar with the protocols herein. Davison County should develop and run a table-top exercise once a year. Any agency that may be assisting with a mass fatality response should also participate in exercises. The Coroner and/or Emergency Management may assist in the development and application of the table-top exercises.

### **Direction and Control**

In accordance with South Dakota law, the Coroner in the county of occurrence shall have jurisdiction over deaths which occur under any of the circumstances defined as a coroner's case.

In the event of a major emergency or disaster resulting in mass fatalities, all activities associated with the recovery and identification of the deceased will be in accordance with the policies and procedures of Davison County Coroner's office, State and County Emergency Management Agencies, local, state and federal law enforcement, Federal Emergency Management Agency and all other policies and procedures of agencies having jurisdiction over such incidents (Department of Justice, National Transportation Safety Board, etc.)

### **Responsibilities of the Davison County Coroner in Mass Fatality Incidents**

The Coroner is responsible for the direction and coordination of all services and functions within their jurisdiction to include the following:

- Report to the scene and Incident Command
- Ensure appropriate agencies have been notified and are present in the incident command post
- Gather information on the type of incident
- Gather information on the exact location of the site and fatalities
- Estimate the number of fatalities
- Determine the general condition of the remains
- Determine the best entry/exit routes to incident site
- Identify potential locations for staging a recovery response teams
- Determine if the number of fatalities is within or beyond the local capabilities
- If the incident is beyond local capabilities, additional resources will be requested through the Incident Command Post / Emergency Operations Center.
- Identify decedents and Issue Death Certification for all decedents

## Chapter 2

# NOTIFICATION

### **Legal Responsibility to Notify Coroner**

It is the responsibility of anyone who has knowledge that a situation exists which has resulted in mass fatalities to notify the Davison County Coroner and for the County Coroner or their designated agent to report to the scene in a timely manner. No person is to move a body or anything from a body until directed to do so by the Davison County Coroner.

### **Required Information for Notification of Coroner**

When notified of a mass fatality incident, the Coroner or their designated agent shall go to the scene in a timely manner. The following information regarding the notification shall be documented:

1. Name of person making notification
2. Title/agency
3. Date/time
4. Nature of incident
5. Location

### **Coroner's Scene Assessment Upon Arrival**

Upon arrival at the scene, the coroner will be required to gather the following information. If at all possible, on scene command should capture any information as it comes available to pass on to coroner when they arrive, to expedite the response.

1. Time of arrival
2. Exact location of incident, including GPS coordinates, if available
3. Exact nature of the incident
4. List of all agencies present at scene
5. Identify the on-scene commander for each governmental level represented
6. List of access routes, command post locations, survivor locations, press zone location, decontamination station location, traffic access control points, and responsibility for perimeter control and hot zone control
7. List of weather conditions to include temperature, humidity, precipitation conditions, wind direction and speed
8. Identify type of terrain or development
9. List of estimated survivors and fatalities
10. Identify the general condition of bodies and anticipated time before recovery begins

The Davison County Coroner should notify the regional morgue of the event and request activation this Mass Fatality Plan.

### **Legal Responsibilities for Notification of Transportation Incidents**

#### **Aviation Disasters:**

- In an aircraft incident if it is a legislative act (commercial airlines) as outlined by NTSB, NTSB should be contacted and their advice on handling the scene and decedents should be followed.

- For aviation disasters, it is recommended that you assign a Communications Liaison immediately who will be available to be on the phone with Federal Agencies during the initial response. This person will liaison between Incident Command and federal authorities by relaying information about the scene and response status as well as receiving guidance from federal authorities.

## **SD OEM Duty Officer 1-605-773-3231**

**The Duty Officer will make notification to NTSB and FAA**

**Please have the following information ready when contacting the Duty Officer:**

1. Name of person making notification
2. Title/agency
3. Date/time
4. Nature of incident
5. Location
6. Estimated number of casualties and fatalities
7. Any observed hazards for responders, (i.e. fuel spills, structural collapse)

## **Chapter 3**

### **ACTIVATION**

Activation of the Mass Fatalities Plan will be determined by the local incident commander. In the event there is a situation in which there are more human remains to be recovered than can be handled by local resources, the staff member taking the initial call should take down as much information as possible and immediately notify the State of South Dakota Office of Emergency Management Duty Officer 1-605-773-3231.

#### **Establish Scene Command**

Response and involvement in a mass fatality event will be an organized team approach following the National Incident Management System (NIMS) and using Incident Command System (ICS) structure.

- The first-arriving unit on the scene of the emergency shall establish command.
- The member establishing command will remain as Incident Commander until the incident has been terminated or until command has been transferred to a higher ranking officer (usually the responding chief officer).

#### **Establish Command Post**

- A Command Post shall be established at every emergency scene.
- A Command Post shall be established by the first arriving company officer.
- There shall be only one Command Post at an emergency incident with the exception of the Coroner's Command Post on mass fatality incidents.
- All other operational locations shall be known by their functions. (i.e. Search & Rescue)
- At all incidents, the Command Post shall be established a safe distance from the scene in respect to the type of incident encountered.
- UPWIND, UPHILL, and UPSTREAM.

#### **Morgue Operations Site**

A Morgue Operations Site will be established at the site as part of or in proximity to the incident commander's command post. A Communications Team Leader shall be assigned to coordinate all communications from this site to the regional laboratory, Incident Command and other agencies. The incident commander shall be notified as soon as possible of the following:

1. Immediate problems
2. Immediate requirements
3. Location of personnel and equipment staging areas
4. Information regarding all personnel at scene or in route to the scene.

The County Coroner, with the Incident Commander, is charged with the responsibility of establishing sites for the following:

1. Morgue Operations Site
2. Receiving Area
3. Disposition Area
4. Refrigerated units for storage of human remains
5. Staging area for morgue staff and morgue safety officer



## **Davison County Coroner's Instructions to Law Enforcement, Fire Rescue and Emergency Medical Personnel at the Disaster Site**

The rescue and emergency medical care of the injured shall be the first priority at a mass fatality scene. The locating and processing of fatalities shall be done only at such time and in such manner as to not interfere with rescue/care of the injured. All necessary measures shall be taken to mitigate existing dangers, such as fire, explosive ordnance, or chemical/biological hazards. The scene shall be secured as soon as possible to allow access only to authorized personnel. No body or article will be touched or moved unless required for the safety of life or preservation of human remains.

Unauthorized personnel shall be removed from within the scene. All non-essential personnel are to be recalled from inside the hot zone and sent to a staging area until further notified. Agency standard operating procedures shall dictate personnel assignments for each agency.

### **Initial Rescue Procedures for First Responders**

- Locate and identify any known casualties.
- Quickly remove all injured persons who can be assisted, administer medical treatment as per your training, and transport them to an appropriate medical facility.
- Upon discovering a victim who is beyond medical aid, minimize activities in the area so that evidence is preserved to the highest degree possible. Minimize foot traffic and equipment in proximity to the body.
- Do not remove or move a victim who is beyond medical assistance. The position and condition of the body can give the medical examiner crucial information. Exceptions to the "do not remove the body" practice may be necessary in cases such as imminent collapse or very dangerous conditions.
- Note any injuries to victims and statements made by victims. Make as many observations about victims as possible and communicate them to the investigator. Observation is especially important when victims are removed from the scene and the original body position may not be able to be determined. Your information about how the victim was found may be critical to the investigation
- Treat the body with respect. As you carry out necessary professional duties, do not lose sight of the dignity of each individual person. Respect should also be accorded to non-human animal remains.

### **HAZMAT Procedures for First Responders**

To request deployment of Regional HAZMAT teams, contact the

**SD OEM Duty Officer 1-605-773-3231**

**Please have the following information ready when contacting the Duty Officer:**

1. Name of person making notification
2. Title/agency
3. Date/time
4. Nature of incident
5. Location
6. Estimated number of casualties and fatalities
7. Any observed hazards for responders, (i.e. fuel spills, structural collapse)
8. If known, type of chemical or material involved

First Responders should have a basic knowledge of HAZMAT scene safety, including:

- An understanding of what hazardous materials are and the associated risks
- An understanding of potential outcomes when hazardous materials are present
- The ability to recognize the presence of hazardous materials

- An understanding of the first responder's role and use of the North American Emergency Response Guidebook
- The ability to recognize the need for additional resources and the knowledge of the procedures to make the appropriate notifications

### **General Guidance for First Responders**

#### Primary Actions

- When you arrive at the scene of an incident where there is known or suspected involvement of hazardous materials, STOP a safe distance from the scene. UPWIND, UPHILL, and UPSTREAM.
- Initiate the response sequence and **notify HAZMAT teams**
- Avoid "tunnel vision". Search for other hazards at the scene, such as fires, potential for explosions, downed power lines, or unstable debris.
- Protect yourself – PPE, fire suppression etc.

#### Secondary Actions

- Provide lifesaving treatment to victims
- Determine if there are homes, businesses or roadways that may be impacted by spillage, vapors or smoke plume. ***Isolate, evacuate and control entry.*** Notify necessary authorities of risk.
- Consider weather conditions. Factors, such as rain that can wash away spilled solid and liquid materials into storm drains, and nearby bodies of water, such as creeks and streams may create downstream exposures. Wind may move toxic fumes and plumes in the direction of populated areas. ***Isolate, evacuate and control entry.*** Notify necessary authorities of risk.

Once living victims have been removed, stop all action and wait for HAZMAT team instructions.

## Chapter 4

# STAFFING

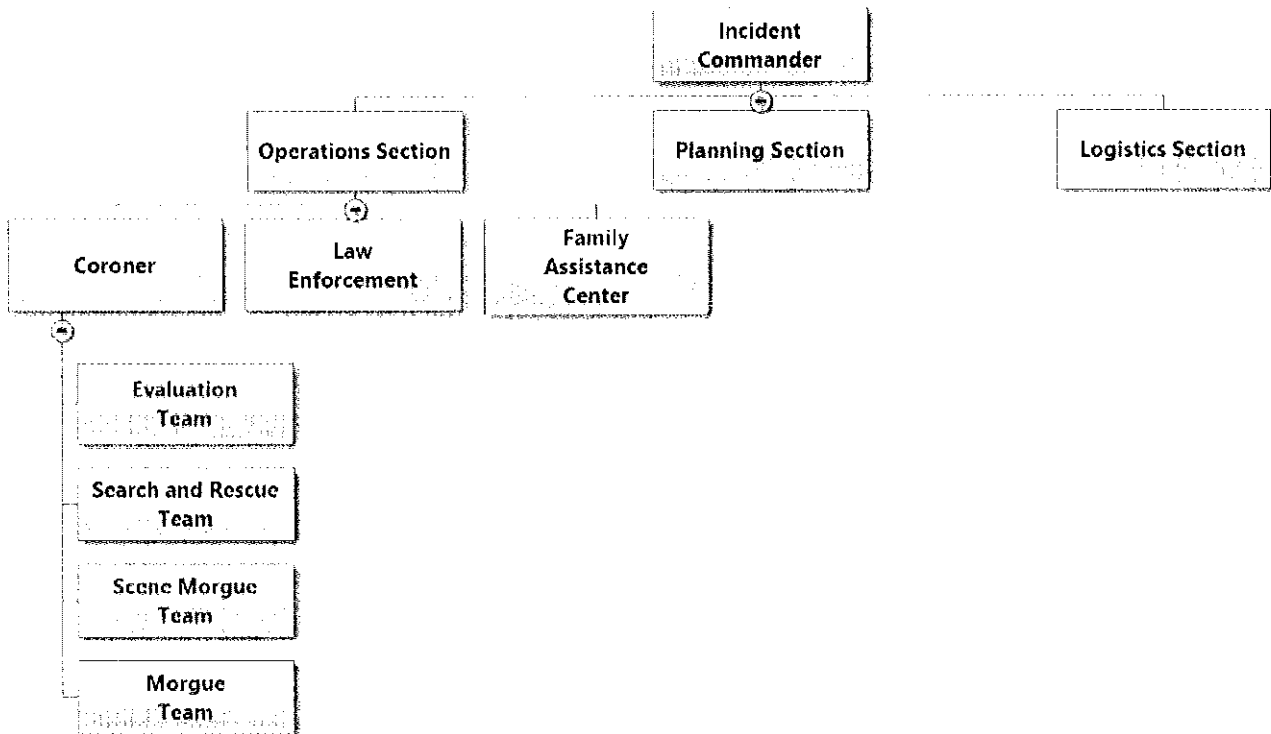
### **Team Approach**

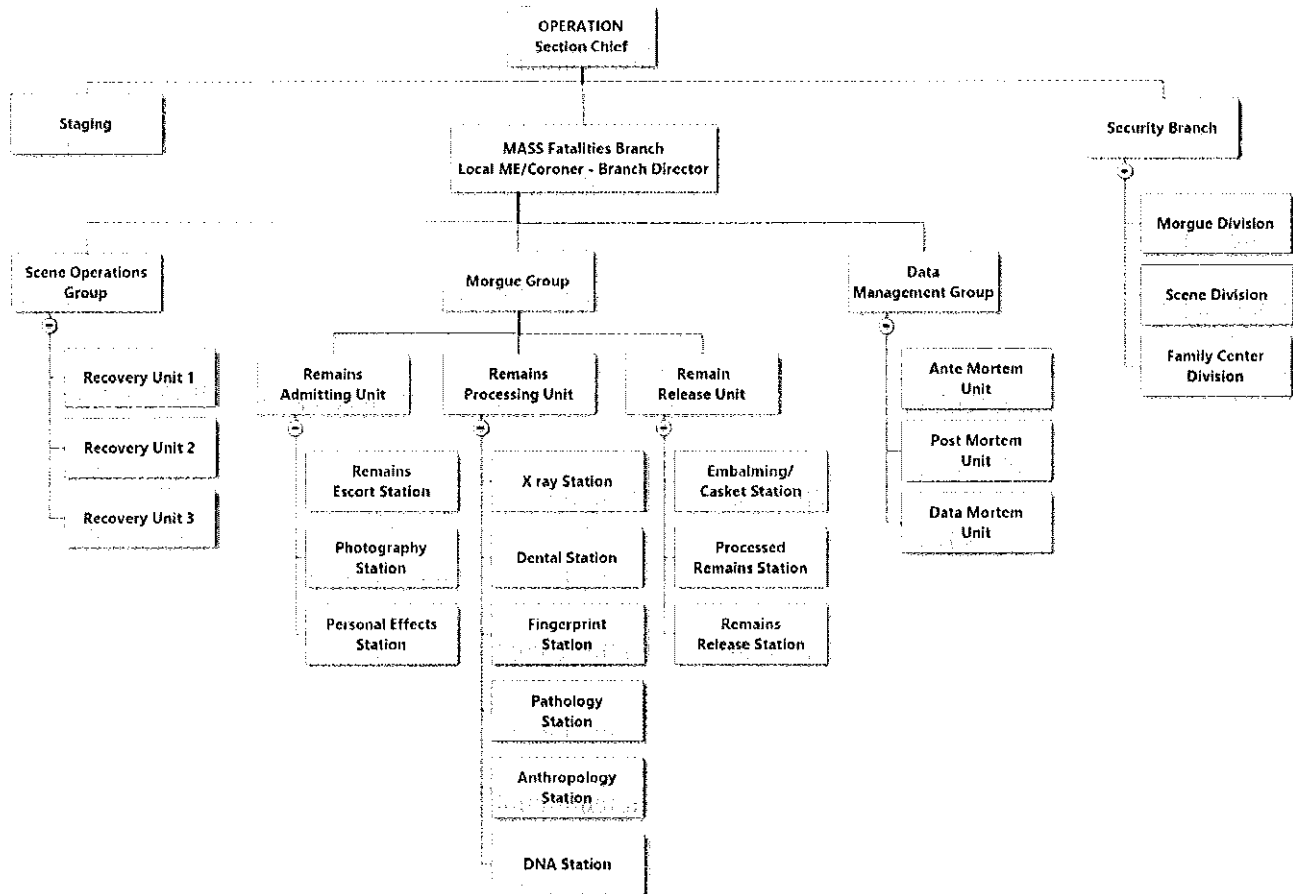
Response and involvement in a mass fatality event will be an organized team approach following the National Incident Management System (NIMS).

Multiple teams will be formed prior to, during and following a mass fatality incident. This is to prepare for, manage and improve response to current and future mass fatality incidents.

### **ICS**

The Davison County Coroner's response to a mass fatality will operate under an ICS command structure during the activation of the Plan.





### Identification of Responding Personnel

A strict personnel accountability system shall be utilized in order to assure the safety of all personnel. There shall be no free-lancing by any r and personnel shall take only those actions directed by the on-scene coroner. The morgue operations office shall establish a chronological log of all notifications, personnel arrivals and departures, advisories, requests for personnel, assistance, equipment, and scene activities.

All personnel responding to the staging area will be properly equipped with departmental identification, appropriate clothing, equipment, and safety gear.

### Response and Recovery Teams

#### Evaluation Team

An Evaluation Team should be established that will, at the initial notification of a mass fatality incident, respond to the location of the incident for initial assessment. The evaluation team should include at least one of the following: the Chief Medical Examiner, County Coroner and/or Forensic Investigator. After having conducted an initial scene evaluation, the Evaluation Team Leader or designee will provide a detailed account of what supplies, equipment and personnel are needed for successful handling of the event.

**Note:** The safety of the scene must be assessed, and clearance issued by the appropriate agency (i.e. HAZMAT) before the Evaluation Team enters.

### **Search and Recovery Team(s)**

The team(s) will be responsible for locating human remains, documenting their position and condition, and the recovery process. Each team will have members responsible for documentation, photography, tagging, and placement of the human remains into a body pouch. Depending on the nature and size of the incident, multiple teams may be established. The services of additional forensic personnel may also be required. The EOC will add staffing based on the needs of the incident and direction of the Coroner.

### **Morgue Operations Team**

The team will be responsible for documentation of the initial state of the human remains, collection of evidence and personal effects, and collection of fingerprints and DNA reference standards, determining the cause of death, and establishing the identity of the human remains. The team will consist of a Forensic Pathologist, Forensic Odontologist, Radiology Technicians, Anthropologist and/or other support staff as deemed necessary for identification purposes.

### **Family Assistance Center Team**

The Family Assistance Team will be staffed by the American Red Cross, the Sioux Falls Department of Health and other community partners such as members of the clergy, mental health professionals will be engaged with Family Assistance Teams to provide spiritual and emotional support to family members during this process. The County Coroner will be responsible for information released to the families during family briefings at the Family Assistance Center. Local ethnic leaders may be required for assistance in this data collection.

### **Victim Identification Center-Family Assistance Center Team**

The VIC FACT supports the Coroner and the local or federal law enforcement agency conducting missing persons reporting in the collection of antemortem data collection, including the collection of DNA reference samples. Working within the Family Assistance Center, the team interviews the next-of-kin, collects antemortem information, and transfers this information to the Victim Identification Center. If requested, the team will also provide information to the next-of-kin and assist the Coroner with death notifications.

### **Respite Area for Scene Staff**

This Staging Area will be established to provide scene staff with an area to rest and recover from the rigors of their duties. A safety officer for the incident will be stationed in this area and will be responsible for the health and welfare of scene staff. In the event the Red Cross is activated, they will provide assistance to this area.

### **Staff Well-being**

- Only Individuals who are trained and qualified should be allowed in response and recovery zones.
- Manage responder exposure to the scene.
  - Limit an individuals on-duty work hours to 12 hours per day, with frequent breaks.
  - Rotate staff from high-stress to lower-stress functions and from the scene to routine assignments, as practicable.
- Periodic checks should be made of all responders to ensure that they are comfortable with their duty assignment and that they are handling the situation. Any personnel who is exhibiting or experiencing emotional distress, or behavioral health issues, should be given another duty assignment outside of the response and recovery zones.
- Critical incident stress debriefings should be made available to all responding personnel during search, recovery and morgue operations. Critical incident stress debriefings will also be made available to all agencies and responders who have worked the incident.

## Chapter 5

### SAFETY

Safety is the priority for all responders and this must be the case for the full duration of the incident. While safety is everybody's responsibility, the Incident Command (IC) must complete an initial hazard assessment of the scene.

#### **Scene Assessment**

- During the initial scene assessment, the IC must identify and communicate the hazards on scene.
- Request additional resources for any hazards or risks that require a specialized response, ie (HAZMAT, Decontamination etc.)
- Where possible instruct crews to control these hazards before any rescue or recovery work can commence.
- Ensure adequate levels of protective equipment are available, and being used.
- Only after the scene has been assessed, hazards have been identified and communicated, can an approach to the affected area commence.

#### **Personal Protective Equipment (PPE)**

All individuals directly involved with human remains need protection from blood-borne pathogens and bodily fluids.

#### **PPE for working with Contaminated Human Remains:**

Initially, until the need for lesser protection is established, it must be assumed that the highest caliber of PPE needs to be worn in the Hot Zone. This should include:

- A full body suit that is resistant to chemicals and biological agents.
- Self-contained breathing units. Then, as indicated by identification of specific suspect agents and degree of exposure in the Warm and Cold Zones, cartridge respirators with HEPA and/or charcoal filtration or lesser forms of respiratory protection as indicated by the circumstances and the agent involved. Such phasing will be determined by the Incident Commander in consultation with appropriate experts.

In any case, even with low risk, the minimum protective equipment should include

- A full body suit that can be removed at the site
- Gloves, appropriate respirators (masks), and face shields or eye cover as dictated by the suspected agent.
- After decontamination is accomplished, routine personal protective equipment should suffice for most agents after an effective decontamination has taken place.

**Level A PPE** utilizes a self-contained breathing apparatus, a fully encapsulating chemical resistant suit, and inner chemical/biological resistant hand covers and boots or shoes.

**Level B PPE** utilizes a single or 2-piece chemical suit that need not be fully encapsulating, and also employs a self-contained breathing apparatus. This gear is similar to standard fire-fighting gear. It is doubtful that many medical examiner or coroner personnel will be trained in the use of Level A or B equipment, although offices with larger staffs may be able to accomplish this via specific in-house training or training through working with other groups such as HAZMAT or weapons of mass destruction (WMD) preparation.

**Level C PPE** utilizes a full-face air-purifying canister-equipped respirator, full body chemical-resistant suit, inner and outer chemical resistant gloves, and resistant boots/shoes. Level C includes not only the full-face air-purifying canister-equipped respirators but also powered air-purifying respirators (PAPRs). The PAPRs operate and deliver filtered air under positive pressure and the non-powered air purifying respirators (NAPRs) depend on the efforts of the wearer and operate under negative pressure. The filters used are variable and the correct filters are needed to filter particulate matter, chemicals, organic vapors, or gases.

**Level D PPE** utilizes simple over garments, preferably water-resistant, to provide a physical barrier to cover the skin and clothing. Most often, Level D PPE will be sufficient unless directed otherwise by HAZMAT or the Coroner.

Level D PPE

PPE	PROTECTS	HAZARD
Safety Glasses	eyes	Biohazard, bodily fluids, splashes
Head covering	head	Biohazard, bodily fluids, splashes
Rubber/Latex/Nitrile Gloves	hands	Biohazard, bodily fluids, splashes
Surgical mask	mouth/nose	Biohazard, bodily fluids, splashes
Impervious Coveralls/Aprons (Tyvek)	skin	Biohazard, bodily fluids, splashes
Impervious Footwear	feet	Biohazard, bodily fluids, splashes

Depending on the nature of the disaster and potential hazards associated with the condition and recovery of human remains, additional protective clothing may include:

Additional PPE for Level A, B and C

PPE	PROTECTS	HAZARD
Safety Glasses	eyes	chemical liquid splashes, dust
Hard Hat	head	falling material
Ear Protection	hearing	excessive noise
Rubber/Latex/Nitrile Gloves	hands	corrosives, toxic materials, biohazard contaminants
Heavy work gloves	hands	Puncture or skin breaking injuries
Respirator/PAPRS	lungs	toxic gases, vapors, fumes or dust
Impervious Coveralls/Aprons (Tyvek)	skin	toxic or corrosive materials, biohazard contaminants
Impervious Footwear	feet	corrosive, toxic materials, biohazard contaminants
Heavy Footwear	feet	Crushing, puncture or skin breaking injuries

**After use and before leaving a contaminated area, all soiled PPE should be safely removed and properly discarded as biohazard waste.**



**Injuries and Exposures**

Personnel are required to immediately report all injuries to their supervisor. Give prompt care to any wounds sustained during work with human remains, including immediate cleansing with soap and clean water. Workers should also be vaccinated against hepatitis B, and get a tetanus booster if indicated.

## Chapter 6

### HAZMAT FOR MORGUE OPERATIONS

#### **Management of a Mass Disaster with Contaminated Human Remains**

In the event of a terrorist attack or unintentional event with fatalities involving biological, chemical or radiological (CBRNE) agents, decontamination procedures may be required that can be complex and require the expertise of fully trained and qualified responders such as hazardous materials (HAZMAT) technicians. The Coroner will certainly be involved in the investigation and certification of such deaths because deaths resulting from intentional acts may be considered as homicides and those involving unintentional injury also fall under the coroner jurisdiction. Because of a lack of or inadequately trained coroner personnel, the Coroner and his/her staff may not be directly involved in decontamination or other pre-morgue procedures. However, the Coroner should at least be familiar with decontamination procedures because they may impact on evidence collection and/or the temporal sequence of death investigation conducted by the Coroner.

During such an event, the Coroner will reference “*The Medical Examiner and Coroner’s Guide for Contaminated Deceased Body Management*” publication for guidance on specific procedures for handling contaminated human remains. The publication was written specifically for the medical examiner or coroner who will be in charge of investigations of fatalities that result from terrorism or other events that result in contaminated remains. In some such cases, agents may be used that will require mitigation of environmental hazards and decontamination of human bodies. To that end, this *Guide* provides information and suggestions that may be useful in understanding the principles involved in decontamination procedures, recognizing that it may not be the medical examiner or coroner staff who actually conducts decontamination procedures.

#### **Decontamination Process**

A Hazardous Materials (HAZ-MAT) team should be consulted and will manage all decontamination procedures prior to examination of contaminated HR. **The HR should not be decontaminated prior to examination if the contaminate poses no significant risk to the examiners clad in Level D PPE.**

Decontamination consists of rinsing, washing, or immersing the body (or clothing or other items) to remove adherent substances and provide some bactericidal action. Basically, decontamination removes, neutralizes, or degrades the offending agent. Mild detergent/soap should be used to clean remains prior to decontamination- especially when chemical agents are involved-- because the soap may help dissolve or remove oily residues.

In almost all instances, a 1% to 2% bleach (hypochlorite) solution is more than adequate to remove, hydrolyze, or neutralize the offending agent. Household bleach solutions usually contain 5% hypochlorite. This strength of bleach may pose respiratory risks and poses other risks for living persons. For most decontamination procedures involving dead bodies, 5% household bleach diluted 1-part bleach to 3 parts water will be adequate in providing a final concentration of 1-2%.

The decontamination solution should be allowed to remain in contact with the body or object for a minimum of 5 minutes and preferably 15 minutes. The body or object should then be rinsed thoroughly with water.

If living persons need to be decontaminated, initial cleaning should be done with soap and water. If bleach solution is then used on a living person, its concentration should not exceed 0.5% hypochlorite, and lower concentrations can be effective.

Additional information about bleach mixtures for Decontamination can be found in the Resources Appendix of this plan.

## Chapter 7

# SEARCH AND RECOVERY OF HUMAN REMAINS

### **Human Remains Recovery Site Operations**

#### **Supplies and Equipment**

Prior to Search and Recovery Operations, the Evaluation Team will have determined what supplies and equipment are necessary for the search and recovery process of Human Remains (HR). These items may include but are not limited to the following:

#### Types of Supplies:

- Protective Clothing: gloves, boots, coats, hard hats, rain suits, and face masks (etc.) as dictated by the situation.
- Substantial number of body pouches
- Storage boxes
- Flags for marking locations
- Tyvek® tags
- Indelible markers
- Biohazard bags & boxes
- Forensic photography equipment
- Scene documentation forms and pens
- General office supplies

#### Types of Equipment:

- Refrigerated units
- Multi-use vehicles: ATV, boats or heavy equipment
- Gridding or Total Station Units
- Special computer systems
- Portable radiology equipment
- Portable restrooms
- Communication devices: radio, cell phones
- General office equipment

### **Responsibility of Personnel Searching for and Recovering Human Remains**

All personnel working at the disaster site should be given a briefing before entering the site. They should be informed of the current situation and given all the information that is known regarding the disaster area. They should be informed as to what they can and cannot do while at the site and alerted to any safety issues.

A responder identification procedure must be established for everyone entering the disaster site. Only authorized trained personnel should be allowed to enter the disaster site. A log of all personnel working at the disaster site should be maintained to include:

1. Name of worker
2. Agency they are with and their title
3. Their duty assignment for this disaster scene
4. The time the worker entered the disaster site and the time they departed.

All personnel who are working at the site should be issued proper personal protective equipment. Efforts must be made to ensure that all personnel fully understand their duty assignments and are knowledgeable in performing their assignments. The emergency operations center and incident command center will provide assistance with responder identification efforts and assist with scene preservation and specific incident response duties.

### **Searching for Human Remains (HR)**

The disaster site should be searched to locate HR, personal effects (PE), and other items as outlined by Incident Command. Flagging is the process of placing engineer flags next to the item. Different color flags may be used to indicate HR, PE or other items as outlined by Incident Command. Once located, all items should be flagged but **not** be touched or moved. The initial search will only include locating and flagging HR, PE and other items.

In the event that HR are in a stacked or layered fashion, (body on top of body) a flag for each possible human remain will be placed at the site. Flags should only be placed next to human remains and NEVER in or on human remains.

It must be remembered that in the initial search all the HR may not be found due to the amount of debris that may be present. Cadaver dogs may be helpful in locating additional HR following the initial search. Depending on the size of the incident and available team size, the search and recovery process may be combined and performed by the same team.

When there is a potential for contamination of the scene and Human Remains (HR) by hazardous materials, a Hazardous Materials (HAZMAT) team should be consulted and will manage all decontamination procedures. ***HAZMAT teams should be consulted anytime there is a known risk or concern for the safety of any and all responders.***

The HR should not be decontaminated prior to recovery if the contaminate poses no significant risk to the examiners clad in available protective clothing. Protective clothing may include gloves, boots, masks, coverall, hard hats, rain suits and respirators as dictated by the situation. (Similar to Level C or D PPE)

**SAFETY: All staff members exiting this area will be required to undergo any necessary decontamination as outlined by the HAZ-MAT Team. No one should leave this area for any purpose without undergoing the approved decontamination process**

### **Recovery of Human Remains (HR)**

The Coroner responding to the scene or his/her designee shall make the determination of when a HR or anything associated with the HR is to be moved at a disaster site.

When the Coroner has made the decision to recover a HR from the disaster site, the following protocol should be followed:

1. Document the location of the HR or PE using the GPS Systems, GPS units can be obtained from Emergency Services within the county. If the Sioux Falls DMORT team is requested, will have, and will operate the Total Station unit they have within their inventory. There unit(s) will assign consecutive unique identification numbers for each item. A two letter prefix will be added to indicate HR or PE. The unique identification number should be documented on the flag. The information generated by the Total Station unit should be used to generate a 2D map documenting the location of all flagged items.
2. Write the assigned HR number on a Tyvek® tag using an indelible marker and attach it to the HR. A metal tag can be used as an alternative to the Tyvek® tag. The attached tag should be photographed.

3. Photograph the HR precisely as it was found making sure that the marker indicating the HR number is visible in the photographs
  - a. The photographs should be from at least four sides. A facial identification photograph should be taken when feasible.
  - b. A ruler or an item of predetermined size should be included in all photographs.
  - c. Any visible identifying mark or personal item attached to the HR should be photographed as well.
  - d. The relationship to objects within the scene including unattached clothing or personal effects should be photographed.
4. Personal Effects (PE) **not** attached to the HR but next to the HR should be flagged and the relationship to the HR photographed, located using the Total Station, and documented. However, the item should **not** be collected with the HR.
  - a. PE should be collected separately and labeled using a unique number assigned by the Total Station.
  - b. PE should be collected in a non-plastic bag/container.
  - c. PE discovered once the HR has been removed should be documented and collected in the above fashion. The PE should not be collected with the HR.
  - d. Chain of custody form should be completed for each PE collected.
  - e. PE will become the property of the investigating law enforcement agency.
5. Place the HR in a body pouch and seal the pouch using a tamper evident seal. The HR number should be documented in a Tyvek<sup>®</sup> tag and attached to the pouch near the seal as well as written on the pouch using an indelible marker. Once the bag is sealed, the seal and HR number should be photographed.
  - a. Separate HR should **not** be combined in one pouch. Each HR should be placed in an individual pouch with an individual HR number.
6. The scene recovery form should be completed to include the following:
  - a. The HR number and location documented by the Total Station
  - b. Sex
  - c. Adult or child
  - d. List PE on and adjacent to the HR that may later assist with the I.D. of the HR
  - e. Is the HR complete or fragmented (if so, what type of body part and condition)
7. Place the body pouch on a litter for removal.
8. Remove the body pouch to the disaster site dispatching area and initiate the chain of custody for that HR.
9. Photograph the location where the body was removed from making sure that the flag showing the HR number is visible in the photograph. **Do not remove the flag** showing the HR number from the location from where the HR was found.
10. Ground material may need to be removed and sifted to recover HR fragments for identification. This will be determined by Incident Command.

#### **Personal Protective Equipment (PPE)**

All individuals directly involved with human remains need protection from blood-borne and aerosol-transmissible pathogens. In addition to the normal blood-borne pathogens, there may be occasions where other hazards, such as jet fuel, or other chemicals, are also present.

Depending on the nature of the disaster and potential hazards associated with the condition and recovery of human remains, protective clothing may include:

<b>PPE</b>	<b>PROTECTS</b>	<b>HAZARD</b>
Safety Glasses	eyes	chemical liquid splashes, dust
Hard Hat	head	falling material
Ear Protection	hearing	excessive noise
Rubber/Latex/Nitrile Gloves	hands	corrosives, toxic materials, biohazard contaminants
Heavy work gloves	hands	Puncture or skin breaking injuries
Respirator	lungs	toxic gases, vapors, fumes or dust
Impervious Coveralls/Aprons (Tyvek)	skin	toxic or corrosive materials, biohazard contaminants
Impervious Footwear	feet	corrosive, toxic materials, biohazard contaminants
Heavy Footwear	feet	Crushing, puncture or skin breaking injuries

Give prompt care to any wounds sustained during work with human remains, including immediate cleansing with soap and clean water. All injuries and exposures must be reported to your supervisor.

**After use and before leaving a contaminated area, all soiled PPE should be safely removed and properly discarded as biohazard waste.**

**SAFETY: All staff members exiting this area will be required to undergo any necessary decontamination as outlined by the HAZ-MAT Team. No one should leave this area for any purpose without undergoing the approved decontamination process.**

## Chapter 8

### DISASTER SITE RECEIVING AREA

#### **Establishing a Receiving Area**

A receiving area should be established at the disaster site where HR can be brought and retained until their transfer to the Morgue Operations Site. The holding area shall be isolated from view of the public and scene personnel. It should also be sheltered by a tent or building for protection from the elements. The staff in this area should wear gloves when handling any material entering the Receiving Area.

#### **Receiving Area Equipment**

Refrigerated unit(s) shall be requested through the county emergency management agency for either the Receiving Area and/or the Morgue Operations Site. The units should be all metal inside to allow for decontamination post event. The units should be maintained at  $37 \pm 2$  °F. Law Enforcement will maintain continuous security over the refrigerated unit(s).

The South Dakota Department of Health has a refrigerated unit (semi-trailer) designated for storage of decedents, pre-positioned in Pennington County. If the refrigerated unit is not available, the City of Sioux Falls Health Department maintains a MERC unit for the cooling of up to 24 decedents.

#### **Receiving Area Procedures**

The Receiving Area staff will maintain *Receiving Area Log for HR*, documenting all HR that are received from the recovery team and where they were released to. As each HR is added to the log, the paperwork and body pouch will be checked for matching unique HR numbers prior to final receipt. The chain of custody for each HR brought to the Receiving Area should be updated.

The HR taken into the Receiving Area will be placed in the refrigerated unit for holding until their release to the morgue.

#### **Personal Effects (PE) of Decedents at Receiving Area**

Unattached PE collected by the recovery team can also be brought and retained at the receiving area. The "Receiving Area Log for PE" will be maintained for those items. The PE will be housed in the same secured refrigerated unit as the HR, if space is available. If not, all PE must be secured in a locked area.



## **Chapter 9**

### **STORAGE OF HUMAN REMAINS**

#### **Human Remains Storage Area**

By pre-planning for resources, Davison County has identified the capabilities for storage of victims and remains. A mass fatality incident will undoubtedly overload the existing capacity; therefore, it will be necessary to sequentially:

- Utilize existing surge capacity (i.e., hospitals, county coroner, funeral homes, and other approved refrigerated assets, such as trucks).
- Request Public Health mortuary refrigerated trailers or the MERC System through mutual aid.

A permanent or semi-permanent structure near the incident site may also be used.

This storage structure:

- Must be a reliably refrigerated tent, container or building.
- Must maintain a consistent temperature of 35-38° F
- Should have shelves (no higher than waist high) to store human remains. Remains will not be stacked.
- Must be out of sight of family members and media.
- Should not be an ice rink or a building used regularly by the community.
- Must be locked and/or have ongoing security.

## **Chapter 10**

### **TRANSPORTATION OF HUMAN REMAINS**

#### **Transportation of Contaminated Human Remains from Recovery Site to Morgue Operations Site**

If morgue operations are established at the recovery site, transportation will be done by litter, out of sight of family and media. If morgue operations are at a different location, all transport vehicles shall proceed to the Morgue Operations Site under law enforcement escort. Transport should be by ambulance, funeral home transport vehicle (hearse) or another appropriate vehicle identified by the Coroner / EOC.

#### **Transportation of Contaminated Human Remains (HAZMAT)**

A HAZMAT team should be consulted and will manage all decontamination procedures prior to transportation of contaminated HR. The HR should ***not*** be decontaminated prior to transportation if the contaminate poses no significant risk to the examiners clad in available PPE or vehicles used for transportation.

#### **Transportation Manifest Form**

When HR and PE are released for transport to Morgue Operations, chain of custody forms on the HR and PE should be updated and a "Transportation Manifest" form should be completed.

## **Chapter 11**

### **MORGUE OPERATIONS**

Morgue Operations will be determined by the Coroner based on the scope and scale of the disaster. Morgue Operations may require the deployment of mobile assets including refrigerated storage and/or a mobile morgue to the scene. In other cases, decedents may be transported from the scene to the Davison County Coroner's morgue locations listed in the DCLEOP, Avera Hospital morgue, and local funeral homes. If the numbers exceed the local capabilities, the SD DMORT morgue will be requested.

The main objective of Morgue Operations is to determine the cause of death and identify victims. The use of highly skilled professionals for each of the morgue operational areas is important. Post mortem records will be completed for all HR as they are processed through each of the operational areas.

A HAZMAT team should be consulted and will manage all decontamination procedures prior to postmortem examination of contaminated HR. The HR should not be decontaminated prior to postmortem examination and evidence collection only if the contaminate poses no significant risk to the examiners clad in available protective clothing. Protective clothing should include gloves, aprons, shoes, shoe covers, masks, coveralls, headwear and respirators as dictated by the situation.

#### **Morgue Receiving Area**

The Morgue Receiving Area is responsible for the following duties:

1. When an HR transport unit arrives at the Morgue, the unit should be positioned as to allow adequate access to power/fuel supply and allow unexposed access to the pre-determined Morgue Receiving Area.
2. Once positioned, the units "Transportation Log" will be updated to include arrival date and time by staff manning this receiving area.
3. A "Receiving Area Log" will be used to document all HR received into the Morgue for examination.
4. As HR is removed from the unit for examination, they will enter the Receiving Area where their chain of custody forms will be updated.
5. The Receiving Area staff will ensure that the HR numbers and accompanying forms match.
6. A morgue reference (MR) number will be assigned when the HR is retrieved from the refrigerated unit and prior to the examination.
7. A file should be created for each HR and labeled with the corresponding MR number. This file will contain all the records that accompanied the HR and a postmortem examination packet. The postmortem packet will contain the following VIP/DMORT Postmortem forms:
  - a. "Recovered Clothing Description"
  - b. "Personal Effects"
  - c. "Physical Characteristics"
  - d. "Pathology Examination of Partial or Complete Remains"
  - e. "Fragmented Remains"
  - f. "Anthropology Examination"

- g. Diagrams
- h. Technician Worksheet
- i. Chain of Custody forms for evidence, clothing, personal effects

### **Postmortem Examination Area**

The Morgue will perform the following duties:

1. Photograph the body pouch seal prior to beginning the examination with a digital camera.
2. Break the seal and open the body pouch. The MR number and associated HR number should be affixed to the remains by standard means.
  - a. If a body pouch is unsealed and an attached HR fragment is discovered, that HR fragment will need to be separated and assigned a unique MR number.
3. Weigh and measure the HR. This information will be documented using the VIP Pathology Report "Physical Characteristics" form.
4. Full body (head to toe) digital radiographs should be taken and reviewed by the Medical Examiner.
5. Photograph the HR from all four sides, top, left, right and back prior to and after removing the clothing. A facial ID photo should also be taken.
  - a. The assigned MR number must be included in all photographs.
6. External examination - using the VIP Pathology Report "Physical Characteristics" form; document the external condition of the HR before and after removal of PE.
7. Using the VIP Pathology Report "Recovered Clothing Description", "Jewelry Recovered Description", and "Personal Effects" forms; document, remove, and package the PE associated with the HR.
8. All PE should be photographed prior to packaging.
9. All removed PE should be properly packaged in a paper bag following standard evidence handling procedures. A chain of custody form should be initiated.
  - a. Removed PE will be numbered by assigning a sub-letter to the MR number from which it was recovered (i.e. MR5b). The sub-letters should be sequentially assigned.
10. Collect and package all evidence removed from the HR. A chain of custody form should be initiated.
  - a. Collected evidence will be numbered by assigning a sub-letter to the MR number from which it was recovered (i.e. MR5b). The sub-letters should be sequentially assigned
11. Cases autopsied will be dependent upon the circumstances, the condition of the bodies and directives from the Coroner. The "VIP Pathology Examination of Partial or Complete Remains" form (2 pages) should be completed on all cases. A chain of custody form should be initiated for all items of evidence collected.
  - a. Fingerprints and blood stain card should be collected on all cases according to standard procedures.
  - b. Toxicology specimens including blood, urine and vitreous should be collected in appropriate containers and stored for possible analysis.
  - c. Specimens for infectious diseases and tissue for histology will be taken as needed.
  - d. If the HR is fragmented remains, then appropriate tissue for DNA identification will be taken.

12. Stations for Forensic Odontologist, Anthropologists, etc. will be established if needed.
13. Upon completion of the examination the HR should be placed in a body pouch labeled with the appropriate MR number, sealed and placed in refrigerated storage.
  - a. A "Post Examination Cooler Log" should be maintained on all HR stored in a particular area.

*The VIP forms are located in the Appendix section of this manual.*

### **Dental Charting and Examination Area**

The requested Forensic Odontologist should operate this station. The necessary equipment for detailed dental examinations is housed at each fixed morgue site or can be requested through the EOC. Nomad x-ray and Dexis Equipment are available for use by the Forensic Odontologist.

### **Evidence Storage Area**

The evidence storage area is a defined secured location where all evidence, clothing and personal effects removed from HR will be stored until released. After all initial scene and/or morgue processes have been completed any evidence, clothing or personal effects that are received in a transport unit should automatically be transferred to this area. All materials transferred to and from this area should be documented on the "Evidence Storage Area Log". Toxicology samples and tissue DNA samples should be stored in a secure cold storage area that is maintained at 37±2 °F. Chain of custody forms should be updated to reflect their transfer to the evidence storage area as directed by the coroner.

The evidence storage areas should be divided into sections for unidentified HR and identified decedents. As HR are identified as decedents/victims, their evidence should be transferred to the storage area for identified decedents. Additional refrigerated storage space may be made available for separate storage depending on the number of decedents and need.

### **Evidence Disposition:**

1. Fingerprints - release to DCI or FBI for identification comparison.
2. Blood stain card - release to DCI Forensic Biology or appropriate Federal Agency for identification comparison.
3. Toxicology - release to State Health Lab Toxicology or appropriate Federal Agency for analysis when appropriate.
4. Clothing/Personal effects - release to next of kin or appropriate State or Federal Agency.
  - a. Unattached clothing and personal effects will be managed by the Coroner or Primary Investigating Agency.
5. Other items - will be managed by the Coroner or Primary Investigating Agency.

### **Victim Identification Area**

#### **Victim Identification Process**

The process of victim identification in a mass fatality incident should be thorough, deliberate, and based on proven scientific methods. As a rule, personal effects removed from the remains are considered to be a presumptive method of identification used to suggest who the deceased may be. However, positive victim identification requires comparison of antemortem (before death) records and samples, such as dental and medical radiographs, with similar information collected from the remains. Exact matches of unique biological characteristics found in both the antemortem and postmortem records leads to a positive identification. Such methods include comparison of dental records and radiographs, comparison of fingerprints, comparison of bone structure in radiographs, comparison of healed fractures in radiographs, unique medical features (such as implants/prosthetics), and comparison of DNA.

### **Fragmented Human Remains**

In disasters involving fragmented remains, identification is followed by the process of re-associating remains. Re-association takes more time and is more complex than identification. Although a victim may be identified quickly using a single tooth, the ability to bring together the disassociated remains of victims relies primarily on DNA. DNA identification involves comparing DNA samples of the deceased to antemortem samples from relatives or a sample of DNA from the deceased obtained from clothing, a hairbrush, or a similar item containing skin or hair cells.

### **Positive ID of Victim by Coroner**

Upon completion of all examinations of HR, all associated paperwork and materials will be sent to the Victim Identification Center (VIC). The VIC staff will compare the above paperwork and materials to the paperwork and materials obtained from the reported missing individuals at the Family Assistance Center (FAC). Once a possible match has been made, the case will be presented to the Coroner who will confirm the positive identification. All associated paperwork will be forwarded to a Case File Generation Area where a case number will be assigned.

### **Next-of-Kin (NOK) Notification**

Once a positive identification has been made, the Coroner or a designee will notify the victim's legal NOK. At this point, the NOK decides on how and when the remains will be returned for burial/final disposition. Crisis support care and other support mechanisms should be available to the family during this process.

*NOK Guidance: U.S. Federal and State laws define who constitutes a family member for legal purposes. These legal definitions vary from State to State. Traditionally, family members included spouse, children, mother, father, brother, and sister. Terms such as stepparents, stepsiblings and life partners have become more common in recent years in defining some family environments.*

Generally, victims' remains are released on an individual basis, as they are identified; however, in some circumstance, remains are released at the end of the identification process, once all identifications have been made. This decision is made by the Coroner, and the NOK is informed of this process. Unified Command will be consulted during this process.

### **Unidentified Fragmented Human Remain**

Fragmented remains that are not identified as belonging to one of the missing persons via standard identification procedures will be deemed unidentifiable fragments. These fragments will collectively be called "common tissue". Family members of the identified decedents will be consulted on their wishes for final disposition of "common tissue".

### **Case File Generation Area**

Upon final identification of a HR as a Missing Person (MP), all paperwork associated with the decedent will be sent to this area for case file generation. A team of staff, Forensic Investigators and Pathology Technicians will be responsible for creating an electronic case file under the decedent's name and a paper case file to house all of the paperwork. The staff in this area will maintain a "Positive Identification Log" that lists all positive identifications and their corresponding HR, PE, MR and MP numbers along with the date of identification.

A standardized Coroner Log will be completed on all cases to serve as the background information for the incident.

The Coroner will follow routine protocol during their examinations.

## **Chapter 12**

### **COMMUNICATIONS**

**(with Responders, Families, the Public and the Media)**

In a Mass Fatality Incident, it is imperative that public information and messaging be timely, accurate, and regularly updated. Doing so will aid response and recovery efforts and bring a sense of security and understanding to the public. Failure to provide timely, accurate, and updated information can result in mixed and inaccurate messages, unreasonable expectations, and an angry constituency. More detailed information regarding incident communications is found in the Fatality Management Risk Communications Annex.

#### **Communication Responsibilities**

Communication typically causes the most challenges during incident response. It is essential for cohesive and efficient mass fatality management to appropriately control communication inflow and outflow. (I have just started this but will detail out some of what the agencies can talk about)

All contacts with the media should be coordinated between the Coroner, the Incident Commander and the Public Information Officer (PIO). No responding personnel at any site should provide any information to the media without approval by the Coroner and/or the Incident Command PIO.

No photographs or videotaping should be allowed by anyone other than those responding personnel assigned to this job duty by the Coroner or Incident Commander.

Respect the dignity of the decedents and the privacy of their families at all times.

See PIO for press release templates.

#### **Messaging Sequence**

It is imperative that critical information (i.e. details of the investigation, progress of recovery efforts, identification of victims, etc.) is shared in this order:

1. Fatality management responders
2. Victim family members and friends (i.e. FAC patrons) at briefings
3. General public and media

Families **must** receive information from responders **prior** to the media. This is essential to the success of the response.

#### **Responder Briefings**

##### **Family Briefings**

Private briefings for families and friends will be held on a regularly-scheduled basis to report on the progress of recovery efforts, identification of victims, the investigation, site visits and memorial services (if appropriate), return of personal effects, and a description of services available at the FAC. These briefings should commence within 24 hours of FAC operations activation. Briefings should be held even if there is no new information to report. Greater detail regarding family briefing procedures can be found in the Family Assistance Center Plan.



## **Media and Public Briefings**

### **Public Messaging**

Information will be reported to the general public that will not only give verified details as to what has taken place at an incident, but will also manage expectations as to how long the search and recovery effort will take and why. These messages should not undermine the response efforts of the county. Telephone numbers and website addresses will be disseminated for:

- A call center to report missing persons
- Family members and friends outside the area who wish to obtain information on recovery and identification effort, incident investigation, and other concerns
- Volunteer opportunities
- Donations management

## Chapter 13

### FAMILY ASSISTANCE CENTER

**\*\*A detailed Family Assistance Center Plan is located in Annex 4 of this plan.**

**Definition-Family Assistance Center (FAC):** The Family Assistance Center (FAC) is a multi-agency organization established to provide family member(s) of potential missing persons with a centralized location to gather and obtain officially released information. FAC personnel address the immediate emotional needs of victim families and friends and provide accurate and timely information in an appropriate setting and compassionate manner. This area is secure and protected from media and onlookers. For transportation fatalities, i.e., airline, train, bus; the carrier will establish the FAC. The state and county will be responsible for establishing and managing the FAC in non-transportation fatalities.

**Definition-Family Member:** "Family member" is defined in broad terms for the purpose of FAC access. Many individuals consider themselves to be the "family" of the victim, even though the law does not formally recognize the relationship. Keep in mind that the goal of the FAC is to support and provide assistance to those associated with the victim(s) impacted by the disaster. (Figure 10 family members per victim)

#### **Family Assistance Center Operations**

In the event of a disaster, a family assistance center (FAC) must be established quickly. The effective operation of a FAC depends on many organizations and individuals working together as a team, the establishment of a chain of command, and the selection of a site that is acceptable to all the individuals and agencies. Personnel from the Coroner's Office and law enforcement community will establish a comprehensive system for the collection of missing person and ante-mortem information that will facilitate the identification of living and deceased victims.

The family assistance center (FAC) may also address the basic physical needs of family members and friends of victims, including food, shelter, transportation, Internet access, telephone, child care, language translation, disaster mental health services, and emergency medical services if necessary. These important functions are handled by agencies other than the Coroner's Office. The Coroner or designee will be at all major family briefings.

#### **Responsibilities of the Coroner**

- Gathering of antemortem information – This information is recorded on the eight page Victim Identification Profile (VIP) form and on the DNA recovery document.
- Developing an official notification process
- Helping to provide information and services to families in the days following the incident

#### **Responsibility of the Coroner Representative at the Family Assistance Center**

- Reports to the Coroner
- Responsible for the Coroner's Responsibilities at the FAC
- Works closely with the Antemortem Unit to ensure all possible antemortem information is gathered and disseminated in a timely manner
- Responsible for ensuring that family notification occurs as soon as positive identification of remains is established

- Ensuring the privacy and security of families
- Communicates appropriate information to the Public Information Officer on a regular basis
- Consulting with family members on their wishes for final disposition of “common tissue”. *Common tissue is defined as unidentified body fragments.*

### **Partner and Support Agency Roles at the Family Assistance Center**

- Public Health Department
  - Gathering of antemortem information – This information is recorded on the eight-page VIP/ Next-of-Kin Interview form and on the DNA recovery document.
  - Developing an official notification process
  - Helping to provide information and services to families in the days following the incident
- American Red Cross
  - Mass Care Feeding and Sheltering
  - Disaster Mental Health
  - Basic Comfort and Care needs
  - Food and beverages
- Funeral Directors
  - Counseling
  - Collecting information for VIP form
  - Assist Families with final disposition arrangements
- Spiritual Care
  - Counseling
- Translators
  - Provide translation services to support communications between response and family member or survivors

**\*\*Information on spiritual, cultural and religious considerations for mass fatalities can be found in Annex 7 of this plan.**

## Chapter 14

### Victim Identification Center

**Definition-Victim Identification Center (VIC):** The VIC is a collective operation lead by the Coroner to carry out victim identification procedures and practices. The VIC will operate under the command of the Coroner. VIC staff may include Pathologists, Odontologists, Radiologists, Anthropologists, Finger Print experts and DNA experts and others as the circumstances of the incident dictate.

#### **VIC Family Assistance Center Team (VIC FACT)**

**Definition-Victim Identification Center –Family Assistance Center Team:** VIC FACT team members have a specific role in the identification process. They are strictly collecting information that will then be processed by the staff at the forensic VIC. The VIC FACT supports the Coroner and the local or federal law enforcement agency conducting missing persons reporting in the collection of antemortem data collection, including the collection of DNA reference samples. Working within the Family Assistance Center, the team interviews the next-of-kin, collects antemortem information, and transfers this information to the Victim Identification Center. If requested, the team will also provide information to the next-of-kin and assist the Coroner with death notifications.

#### **Victim Identification Profile (VIP) Form**

Information from families on potential missing persons (MP) will be obtained by a team of trained staff which may include a medical nurse, spiritual care representative, law enforcement representative, DMORT representative and or American Red Cross responder. Interviews will be conducted using the VIP form. Once completed, the information will be forwarded to the VIC at the Morgue Operations Site. Additionally, family members should be asked to provide contact information of the missing person's dentist and/or doctor where recent dental and medical records can be obtained.

**\*\*The VIP form can be found in Annex 9 of this plan.**

#### **Guidelines for Family and/or Donor Reference Collection Kit Components and Oral Swab Collection Instructions**

To obtain a properly collected and labeled DNA reference sample from a biological family member, it is preferable to use a tamper-evident, oral swab DNA collection kit. Some laboratories may prefer to have the swabs air-dry for 15 minutes to an hour prior to placing the oral swab in the provided DNA swab collection envelope. Although the process of air-drying the swabs is recommended, caution must be taken to ensure, the process of air-drying does not inadvertently lead to potential sample mix-ups if more than one person's DNA sample is collected at a time. The DNA laboratory may also want to incorporate some type of notification system alerting the DNA laboratory that the sample is on the way.

#### **Oral Swab Collections**

Oral swabs for DNA samples from the missing person's parents, siblings, and children should be obtained. The biological relationship between the missing person and the individual providing the reference sample **must** be documented. The families may also be asked to obtain materials that belong to the missing person which may contain their DNA for comparison. Those materials include:

- Toothbrushes
- Razors
- Extracted teeth
- Females - unlaundered panties and recent pap smear slides.

## **Chapter 15**

### **Minnehaha County Mobile Morgue**

#### **Mobile Morgue Capabilities**

The Mobile Morgue Unit is capable of being immediately deployed to an area where a significant number of casualties have taken place throughout the state or country in the wake of a natural disaster, terrorist event or pandemic situation. All tasks required for a complete postmortem autopsy and investigative testing can be performed in the self-contained Minnehaha County Mobile Morgue unit.

#### **Mobile Morgue Operations Command and Staff**

The mobile morgue will be operated and staffed by the Minnehaha County Coroner, Dr. Kenneth Snell, M.D. and assigned staff.

#### **Requesting Mobile Morgue Service**

To access the Minnehaha County Mobile Morgue and identified resources you must contact the Duty Officer at the SD Office of Emergency Management at 605-773-3231. The expenses for staffing and operating this unit will be billed to the requesting agency.

#### **Responsibilities of Requesting Agency**

##### **Staffing**

Staffing will be determined by the Minnehaha County Coroner.

##### **Water hookup**

City water hookups are required similar to a RV type of water connection.

##### **Drainage**

The unit has the ability to store a small amount of gray water. Drainage of the gray water can be directed to the city sanitary sewer system.

##### **Electricity**

Electricity will be provided by a shoreline attached to the unit from an existing power source or generator.

##### **Generator**

Electricity will be provided by a shoreline attached to the unit from a generator power source. A 5 kW generator would be appropriate.

##### **Expenses**

The expenses for staffing and operating this unit will be billed to the requesting agency.

#### **Equipment Inventory**

All inventory is tracked by the Minnieaha DMORT team – reference to inventory is in Annex 6.1.

## Chapter 16

### REFERENCES & RESOURCES

**1. Mass Fatality Incidents: A Guide for Human Identification**

<http://www.ojp.usdoj.gov/nij/pubs-sum/199758.htm>

Produced by the National Center for Forensic Science with the assistance of a group of experienced mass fatality forensic responders, this guide aids the medical examiner or coroner in preparing disaster plans with a focus on victim identification. First responders and others can use the guide to understand the death investigation process.

**2. Disaster Mortuary Operational Response Team**

[www.dmort.org](http://www.dmort.org)

The main page for the Disaster Mortuary Operational Response Team (DMORT), part of the Federal Emergency Management Agency, National Disaster Medical System.

**3. Capstone Document: Mass Fatality Management for Incidents Involving Weapons of Mass Destruction**

[http://www.ecbc.army.mil/hld/dl/MFM\\_Capstone\\_August\\_2005.pdf](http://www.ecbc.army.mil/hld/dl/MFM_Capstone_August_2005.pdf)

Guidance for medical examiners, coroner, and emergency managers for responding to a mass fatality situation following a WMD terrorist incident, mainly focusing on chemically and biologically contaminated remains. Includes information on developing incident-specific plans for managing catastrophic events. Although these guidelines are neither mandated nor required for State or local jurisdictions; they provide technical and operational guidelines for response planning. Prepared by the U.S. Army Research Development and Engineering Command Military Improved Response Program and DOJ Office of Justice Programs, Office for Domestic Preparedness (August 2005).

**4. The Medical Examiner/Coroner's Guide for Contaminated Deceased Body Management**

Randy Hanzlick, MD, Kurt Nolte, MD, Joyce deJong, DO and The National Association of Medical Examiners Biological and Chemical Terrorism Committee and Bioterrorism and Infectious Disease Committee

[http://thename.org/index.php?option=com\\_docman&task=doc\\_details&gid=13&Itemid=26](http://thename.org/index.php?option=com_docman&task=doc_details&gid=13&Itemid=26)

## **Chapter 17**

### **ANNEXES**

- 1 - ACCRONYMS LIST
- 2 - BLEACH DECONTAMINATION MIXTURES
- 3 - FUNERAL HOME LISTING
- 4 - FAMILY ASSISTANCE CENTER PLAN
- 5 - FORENSIC DENTIST LISTING
- 6 - MOBILE MORGUE INVENTORY
- 7 - RESPONSE AGENCY CONTACT LIST
- 8 - SPIRITUAL, CULTURAL AND RELIGIOUS CONSIDERATIONS
  - Burial preferences by religion/culture
  - Beliefs, funerals, mourning, burial rites and traditions by religion

Buddhist	Christian
Catholic	Jehovah's Witness
Jewish	Hindu
Maori	Muslim
Latter Day Saints	Seventh Day Adventist
Sikh	Scientologist
- 9 - VICTIM IDENTIFICATION PROFILE FORM (VIP FORM)
- 10 - ICS FORMS





## MASS FATALITY PLAN ACRONYMS

<b>Acronym</b>	<b>Definition</b>
ADFS	American Dental Forensic Services
ARC	American Red Cross
DCI	Division of Criminal Investigation
DMORT	Disaster Mortuary Operations Response Team
DNA	Deoxyribonucleic Acid
DOH	Department of Health
EOC	Emergency Operations Center
FAA	Federal Aviation Administration
FAC	Family Assistance Center
FACT	Family Assistance Center Team
FBI	Federal Bureau of Investigation
HAZMAT	Hazardous Materials
HR	Human Remains
IC	Incident Commander
ICP	Incident Command Post
ICS	Incident Command System
ID	Identification
ME	Medical Examiner
ME/C	Medical Examiner/Coroner
MP	Missing Person
MR	Morgue Reference
NIJ	National Institute of Justice
NIMS	National Incident Management System
NOK	Next of Kin
NTSB	National Transportation Safety Board
PD	Police Department
PE	Personal Effects
PPE	Personal Protection Equipment
SD OEM	South Dakota Office of Emergency Management
VIC	Victim Identification Center
VIP	Victim Identification Profile



## **BLEACH DECONTAMINATION MIXTURES**

### **SAFETY WARNING!**

Hypochlorite solutions are classified as irritant and corrosive. Appropriate precautions should be taken when using hypochlorite products: read labels carefully, adhering to cautionary warnings and following usage directions. Chlorine solutions **should never be mixed** or stored with cleaning products containing ammonia, ammonium chloride, or phosphoric acid. Combining these chemicals will result in the release of a chlorine gas, which can cause nausea, eye irritation, tearing, headache, and shortness of breath. These symptoms may last for several hours. If you are exposed to an unpleasantly strong odor following the mixing of a chlorine solution with a cleaning product, leave the room or area immediately until the fumes have cleared completely.

**Hypochlorite (Bleach):** Contact time: 10 minutes. A 10:1 bleach solution/Sodium Hypochlorite (also called 10% bleach solution) is made by adding nine parts water to one part laboratory bleach (sodium hypochlorite). Bleach solution is corrosive to stainless steel; therefore, thorough rinsing must follow its use in the biosafety cabinet. Do not autoclave bleach solutions. Note that household bleach is 5.25% Sodium Hypochlorite and can be used in a 10:1 solution, but has an expiration date of one day. To be an effective disinfectant for most non-HIV pathogens (HBV, HCV, etc.), the solution should be at least 0.5% but less than 2%.

**Chlorine and Chlorine Compounds:** Hypochlorites, the most widely used of the chlorine disinfectants, are available as liquid (e.g., sodium hypochlorite) or solid (e.g., calcium hypochlorite). The most prevalent chlorine products in the United States are aqueous solutions of 5.25%–6.15% sodium hypochlorite (see glossary), usually called household bleach. They have a broad spectrum of antimicrobial activity, do not leave toxic residues, are unaffected by water hardness, are inexpensive and fast acting<sup>328</sup>, remove dried or fixed organisms and biofilms from surfaces<sup>465</sup>, and have a low incidence of serious toxicity<sup>515-517</sup>. Sodium hypochlorite at the concentration used in household bleach (5.25-6.15%) can produce ocular irritation or oropharyngeal, esophageal, and gastric burns<sup>318, 518-522</sup>.

**To prepare disinfectant bleach solutions:**

Using **12.5% hypochlorite** (Top-Chlor) in a **1:10 dilution** (one part Top-Chlor and nine parts water) yields 12,500 ppm or a 1.25% hypochlorite solution, **for use within 30 days.**

- Using **12.5% hypochlorite** (Top-Chlor) in a **1:20 dilution** (one part Top-Chlor and nineteen parts water) yields 6,250 ppm or a 0.625% hypochlorite solution, **for use within 24 hours.**
- Using **5.25% hypochlorite** (Clorox) in a **1:5 dilution** (one part Clorox and four parts water) yields 10,500 ppm or a 1.05% hypochlorite solution, **for use within 30 days.**
- Using **5.25% hypochlorite** (Clorox) in a **1:10 dilution** (one part Clorox and nine parts water) yields 5,250 ppm or a 0.53% hypochlorite solution, **for use within 24 hours.**

**And from the World Health Organization:**

Two different dilutions of bleach which contains 0.5% chlorine concentration are used for disinfection.

- **1:10 bleach solution** To prepare 1:10 bleach solution add one volume of household bleach (e.g. 1 liter) to nine volumes of clean water (e.g. 9 liters).

This strong solution is used to disinfect:

- Excreta
- Bodies
- Spills of blood/body fluids
- Vehicles and tires

- **1:100 bleach solution** To prepare 1:100 bleach solution add one volume of 1:10 bleach solution (e.g. 1 liter) to nine volumes of clean water (e.g. 9 liters).

This solution is used to disinfect:

- Surfaces
- Medical equipment
- Bedding
- Reusable protective clothing before it is laundered

Also recommended for:

- Rinsing gloves between contact with different patients (if new gloves are not available)
- Rinsing gloves, aprons, boots before leaving a patient's room
- Disinfecting contaminated waste before disposal

**Note:** 1:100 bleach solution can also be prepared directly from household bleach by adding 1 volume of household bleach to 99 volumes of clean water (e.g. 100 ml of bleach to 9.9 liters of clean water) but making it up from 1:10 bleach solution is much easier!).

**Centers for Disease Control and Prevention**

**Additional information on Bleach Solutions can be found at**

[http://www.cdc.gov/hicpac/Disinfection\\_Sterilization/6\\_0disinfection.html](http://www.cdc.gov/hicpac/Disinfection_Sterilization/6_0disinfection.html)

**SOUTH DAKOTA LICENCED FUNERAL HOMES (as of 1/3/2013)**

Funeral Home	Address	City	State	Zip Code	Phone Number
Carlson Funeral Home & Crematory	1708 8th Ave. NE	Aberdeen	SD	57401	605-225-2281
Schriv'er's Memorial Mortuary-Crematory	414 5th Avenue NW.	Aberdeen	SD	57401	605-225-0691
Spitzer-Miller Funeral Home	1111 S. Main Street	Aberdeen	SD	57401	605-225-7025
Johnson-Henry Funeral Home, Inc.	305 East Ash	Arlington	SD	57212	605-983-5511
Koehn Bro. Funeral Home Inc.	821 Main St.	Armour	SD	57313	605-724-2370
Minnehaha Funeral Home - Baltic	180 St. Olaf Ave.	Baltic	SD	57003	605-529-5411
Funeral Home of the Northern Hills	715 National St.	Belle Fouche	SD	57717	605-892-3320
Kline Funeral Chapel	838 State St.	Belle Fouche	SD	57717	605-892-3964
Wass Home for Funerals, Inc.	301 North 3rd	Beresford	SD	57004	605-763-2232
Lien Funeral Home	3082 South 2nd Ave.	Bowdle	SD	57428	605-285-6909
Heartland Funeral Home	1801 West Frontier	Brandon	SD	57005	605-582-5822
Price Funeral Chapel, Inc.	754 5th St.	Britton	SD	57430	605-448-5162
Eidsness Funeral Home	1617 Orchard Dr.	Brookings	SD	57006	605-692-6384
Rude's Funeral Home, Inc.	105 West 8th St.	Brookings	SD	57006	605-692-6221
Clausen Funeral Home	226 East 8th St.	Burke	SD	57523	605-775-2625
Anderson & Sons Funeral Home	403 North Main St.	Canton	SD	57013	605-987-5229
Hickey Funeral Home	215 South Main St.	Chamberlain	SD	57325	605-734-5272
Arne-Weerts Funeral Home	200 North Utah St.	Clark	SD	57225	605-532-5959
Furness Funeral Home	402 North Commercial St.	Clark	SD	57225	605-532-5772
Houseman Funeral Home	505 3rd Street West	Clear Lake	SD	57226	605-874-2291
Minnehaha Funeral Home - Colton	205 East 4th St.	Colton	SD	57018	605-446-3246
McColley's Chapel of the Hills - Custer	234 North 6th St.	Custer	SD	57730	605-673-4422
Kahler Funeral Home	107 West 4th St.	Dell Rapids	SD	57022	605-428-3900
Minnehaha Funeral Home - Dell Rapids	104 East 4th St.	Dell Rapids	SD	57022	605-428-4200
Osthus Funeral Home, Inc.	208 3rd Street SW.	DeSmet	SD	57231	605-854-3581

DAVISON COUNTY CORONERS MASS FATALITIES  
ANNEX 3

Funeral Home	Address	City	State	Zip Code	Phone Number
Anderson-Siecke-Kober Funeral Home	802 East Washington St.	Elk Point	SD	57025	605-356-2633
Geise Funeral Chapel	310 Main	Estelline	SD	57234	605-873-2211
Carlsen Funeral Home - Eureka	702 8th Street, PO Box 275	Eureka	SD	57437	605-284-2284
Luce Funeral Home - Faulkton	814 St. John St.	Faulkton	SD	57438	605-598-4141
Skroch Funeral Chapel, Inc.	409 2nd Street E.	Flandreau	SD	57028	605-997-2431
Walter's Funeral Home	553 south Juniper St.	Freeman	SD	57029	605-925-4259
Minnehaha Funeral Home - Garretson	101 South Leslie Dr.	Garretson	SD	57030	605-394-3700
Luce Funeral Home - Gettysburg	502 East Commercial Ave.	Gettysburg	SD	57442	605-765-9637
Kotrba-Smith Funeral Home	101 Gerken St.	Gregory	SD	57533	605-835-9111
Paetznick-Garness Funeral Chapel	112 North 3rd St.	Groton	SD	57445	605-397-2341
Luze Funeral Home	306 South Iowa St.	Highmore	SD	57345	605-852-2432
McColley's Chapel of the Hills - Hot Springs	401 North Garden St.	Hot Springs	SD	57747	605-745-5172
Willoughby Funeral Home, Inc.	301 North Main St.	Howard	SD	57349	605-772-4681
Kuhler Funeral Home	1360 Dakota Avenue South	Huron	SD	57350	605-352-4234
Welter Funeral Home	267 3rd Street SE.	Huron	SD	57350	605-352-6721
Gramm Funeral Home	720 6th Street North	Ipswich	SD	57451	605-426-6941
Hansen Funeral Home, Inc.	121 Main St.	Irene	SD	57037	605-263-3343
Evanson-Jensen Funeral Home	501 7th Ave. West	Lemmon	SD	57638	605-374-3805
Dindot-Klusmann Funeral Home	408 South Main St.	Lennox	SD	57039	605-647-5163
Ellsworth Funeral Home, Inc.	321 North Egan Ave.	Madison	SD	57042	605-256-2221
Randall Funeral Home	604 North Highland Ave.	Madison	SD	57042	605-256-0871
Weiland Funeral Chapel	320 North Egan Ave.	Madison	SD	57042	605-256-2870
Emanuel-Patterson Funeral Home	312 South 4th St.	Milbank	SD	57252	605-432-4567
Mundwiler Funeral Home	1003 East 4th Ave.	Milbank	SD	57252	605-432-4545
Reck Funeral Home	313 East 1st Ave.	Miller	SD	57362	605-853-3127
Rooks Funeral Chapel	617 West 2nd Street	Mission	SD	57555	605-956-4242
Bitner Funeral Chapel	805 West Havens	Mitchell	SD	57301	605-996-2133
Will Funeral Chapel, Inc.	210 East Green Dr.	Mitchell	SD	57301	605-996-2326

DAVISON COUNTY CORONERS MASS FATALITIES  
ANNEX 3

Funeral Home	Address	City	State	Zip Code	Phone Number
Kesling Funeral Home	1201 West Grand Crossing	Mobridge	SD	57601	605-845-2200
Stout Family Funeral Home	519 7th Avenue East	Mobridge	SD	57601	605-845-7400
Hofmeister-Jones Funeral Home, Inc.	130 East 2nd St.	Parker	SD	57053	605-297-4402
Koehn Bro. Funeral Home Inc.	309 West Main St.	Parker	SD	57366	605-928-3241
Rush Funeral Home, Inc.	165 East Highway 14	Philip	SD	57567	605-859-2400
Fejgum Funeral Home	808 West Pleasant Dr.	Pierre	SD	57501	605-224-4902
Isburg Funeral Chapel	439 South Pierre St.	Pierre	SD	57501	605-224-8836
Sioux Funeral Home	370 Oglala Ave.	Pine Ridge	SD	57770	605-867-5454
Mount Funeral Home	520 Main St.	Platte	SD	57369	605-337-3857
Behrens-Wilson Funeral Home	632 St. Francis St.	Rapid City	SD	57701	605-343-0145
Edstrom & Rooks at Serenity Springs	3808 Sheridan Lake Rd.	Rapid City	SD	57702	605-718-3900
Kirk Funeral Home	1051 East Minnesota St.	Rapid City	SD	57709	605-343-4808
Osheim & Schmidt Funeral Home	2700 Jackson Blvd.	Rapid City	SD	57702	605-343-0077
Thelem Funeral Home, Inc.	101 East 7th Ave.	Redfield	SD	57469	605-472-2444
Eggers Funeral Home	2 West Main St.	Rosholt	SD	57260	605-537-4235
Kinzley Funeral Home, Inc.	500 North Main St.	Salem	SD	57058	605-425-2621
Goglin Funeral Home - Scotland	410 Poplar St.	Scotland	SD	57059	605-583-4418
Barnett-Lewis Funeral Home	901 South Minnesota Ave.	Sioux Falls	SD	57105	605-336-0707
Chapel Hill Funeral Home, Inc.	901 South Minnesota Ave.	Sioux Falls	SD	57104	605-335-2286
Dakota Embalming & Transport Service, Inc.	4800 South Minnesota	Sioux Falls	SD	57109	605-271-1946
George Boom Funeral Home	3408 East 10th St.	Sioux Falls	SD	57103	605-336-1454
Heritage Funeral Home	4800 South Minnesota	Sioux Falls	SD	57108	605-334-9640
Miller Funeral Home	507 South Main Ave.	Sioux Falls	SD	57104	605-336-2640
Cahill Funeral Chapel, Inc.	516 Cherry Street	Sisseton	SD	57262	605-698-7411
Fidler-Isburg Funeral Chapel	450 7th St.	Spearfish	SD	57783	605-642-2633
Rembold Funeral Home	308 East Commercial Ave.	St. Lawrence	SD	57373	605-853-2250
BH Funeral Home and Cremation Service	1440 Junction Ave.	Sturgis	SD	57785	605-347-2522
Kinkade Funeral Chapel	1235 Junction Ave.	Sturgis	SD	57785	605-347-3336

DAVISON COUNTY CORONERS MASS FATALITIES  
ANNEX 3

FINAL 9-25-18

PAGE 4 of 4

Funeral Home	Address	City	State	Zip Code	Phone Number
Goglin Funeral Home - Tripp	301 South Dobson St.	Tripp	SD	57376	605-935-6892
Goglin Funeral Home - Tyndall	1806 Laurel St.	Tyndall	SD	57066	605-589-3472
Hansen Funeral Home, Inc.	1120 East Main St.	Vermillion	SD	57069	605-624-2829
Iverson-Siecke-Kober Funeral Home	402 East Main St.	Vermillion	SD	57069	605-624-4466
Fraternal Burial Association	212 North Main	Viborg	SD	57070	605-362-5415
Crosby-Jaeger Funeral Home, Inc.	124 East Highway 50	Wagner	SD	57380	605-384-3781
Crawford Funeral Chapel, Inc.	1311 4th St. NE	Watertown	SD	57201	605-882-1516
Wight, Comes, Sogn Funeral Chapel	1111 4th Street NE	Watertown	SD	57201	605-886-5876
Coester Funeral Home	510 West Highway 12	Webster	SD	57274	605-345-3711
Fiksdal Funeral Service, Inc.	122 West 5th Ave.	Webster	SD	57274	605-345-3122
Basham Funeral Service - Wessington Springs	102 South Barrett	Wessington Springs	SD	57382	605-539-9774
Mason Funeral Home	625 West 3rd St.	Winner	SD	57580	605-842-0727
Basham Funeral Service - Woonsocket	209 South Dumont Ave.	Woonsocket	SD	57385	605-796-4465
Opsahl - Kostel Funeral Home	601 West 21st St.	Yankton	SD	57078	605-665-9679
Wintz-Ray Funeral Home & Cremation Serv., Inc.	2901 Douglas Ave.	Yankton	SD	57078	605-665-3644



# Family Assistance Center Plan

Guidance on providing assistance to victims and family members who are dealing with reunification or loss of a loved one due to a large scale emergency.



## **Background**

In wake of an incident that has resulted in mass casualties, it is important to have a plan in place to assist individuals seeking information, manage the expected surge of donations /volunteers, and media inquiries. It is critical that the community be prepared to handle this type of sensitive situation with caution and care. The plan should support the transition to a state managed Family Assistance Center (FAC), if necessary, and be seamless and efficient. Providing assistance to victims and family members that are dealing with reunification or loss of a loved one can be challenging. In order to provide the best assistance, partnership and collaboration from a variety of government and non-government organizations will occur. The National Incident Management System (NIMS) and the Incident Command System (ICS) are incorporated into this FAC plan in order to facilitate the expected communication with various levels of government.

## **Coordinating Agency**

Davison County Corner Office

Davison County Emergency Operations Center – Unified Command

## **Support Agencies and/or Affiliated Organizations**

Davison County Emergency Management

Davison County Coroner's Office

Davison Funeral Directors Association

South Dakota Funeral Directors Association

South Dakota Health Department

Avera Queen of Peace

Mitchell Ministerial Association

Davison County Sheriff's Office

Mitchell Department of Public Safety

Mt. Vernon Fire Department

Ethan Fire Department

South Dakota Highway Patrol

South Dakota Office of Emergency Management

Red Cross

Salvation Army

Dakota Counseling Institute

## **Purpose**

The Family Assistance Center (FAC) provides a centralized location where a seamless service delivery system built on multi-agency coordination will result in the effective dissemination of information and assistance to all impacted families. A FAC is the management and organizational framework to handle the victims dealing with an incident of mass casualties. The FAC offers counseling and information on the current situation in a safe and secure location.

## **Scope**

This plan pertains to an incident that causes mass casualties and/or missing individuals within a locality. It will be activated in the event of multiple actual or perceived deaths. The plan will be used in conjunction with the City of Sioux Falls and/or Minnehaha County Emergency Operations Plans to develop procedures to establish and manage a FAC and to transition to a state managed FAC, if one is authorized.

Functions of Family Assistance Center:

- Provide assistance to individuals dealing with the loss of life and subsequent destruction to the community
- Manage requests for sensitive information in such a way that does not hinder the purpose of having a FAC
- Ensure accurate information is being received in a timely and consistent manner and is only provided by qualified individuals who will control the information flow outside of the FAC
- Assist in meeting the mental, emotional, and physical needs of those individuals that have been affected by the incident.
- Facilitate information sharing between hospitals to expedite reunification of loved ones
- Collect ante mortem data on the missing or known deceased
- Protect families and loved ones from the media and curiosity seekers.

In addition to the event necessitating FAC services, normal day-to-day public resources may be affected by the incident, thus limiting local authorities' ability to adequately support the response without outside support. When the incident grows outside of the locality's capabilities/resources it is important to request outside assistance via mutual aid agreement or memorandums of understanding. Additional resources may be requested via the Davison County Emergency Operations Center (EOC).

**Assumptions**

- The ratio of family members seeking assistance from the FAC to victims is estimated to be 10 to 1. Based on this ratio, if five casualties occur due to a human caused or natural disaster, an estimated 50 family members and victims could seek FAC services or information.
- The locality will notify the Davison County EOC of the establishment of a FAC
- The command structure for the FAC will follow the NIMS/ICS structure
- FAC operations will require outside assistance and it is essential that all volunteers be credentialed to work the FAC
- FAC requirements may differ depending on type of incident.
- Family members who reside outside of the impacted area might travel to the incident site and may require accommodation; family members who choose to not travel to the site might need some of the same services offered to the family members at the scene.

## **Authorities**

- South Dakota Codified Law 44-48; Emergency Management
- The Robert T. Stafford Disaster Relief and Emergency Assistance Act, Public Law 93-288, as amended
- Aviation Disaster Family Assistance Act of 1996, Public Law 104-264, as amended
- Foreign Air Carrier Family Support Act of 1997, Public Law 105-148, as amended
- U.S. Code, Title 10, Armed Forces, various
- Family Assistance Plan Act of 1906

## **Concept of Operations**

### **Organization**

Over the duration of the incident, the FAC will be modified both operationally and structurally/physically. The demands on the FAC will change as the response effort moves through its different stages. At the beginning of the response, there will be a surge of requests, calls, and clients to the FAC. The ability to accommodate this surge will require an analysis of the incident and the anticipated needs of the affected public. Once these needs have been identified, the appropriate FAC organizational structure can be determined and adequate staffing, facilities, and other resources can be acquired, and operations implemented.

### **General**

The FAC should be established to provide families with accurate and timely information, and the best way to do so is in the form of Family Briefings. These briefings can occur on a scheduled basis determined by the locality. Ensure that the families are receiving information periodically to prevent anger and frustration towards the response and recovery efforts.

### **Functions of the FAC**

- Collection of missing person reports and subsequent collection of ante mortem data, if necessary.
- Coordination with hospitals, shelters, and incident operations to identify missing persons
- Ensure availability of appropriate crisis counseling and spiritual support. Determine the needs of the families and victims and modify FAC operations to provide necessary services
- Maintain security from media and other individuals not requiring the services of the FAC

### **Preparedness Activities**

- Site Selection, pre-identified site(s) that could serve as FAC. Usually a hotel or government facility is best suited for this operation. Establish agreements with site to prevent an alternate use of the site during an incident. (see tab 1)
- Determine appropriate equipment and supplies to include IT equipment, desks, and telephones. (see tab 2)

### **Activation of FAC**

A FAC will be established under a variety of mass-casualty situations. FAC operations should be activated as early into the event as possible. Preliminary services can be offered that include providing accurate information, meeting basic health and spiritual needs, and ensuring a safe place to gather. Once the incident commander or the operations section chief has determined the need for a FAC, consultation with other local support agencies will occur to determine:

- Type of incident
- Severity of the incident
- Number of casualties
- Mobilization of resources
- Capabilities of the locality to include outside agreements and private business support

**NOTE:** In the event of an aviation accident, the National Transportation Safety Board will deploy to support on-scene coordination efforts, but will require local capabilities such as law enforcement for security and local medical examiner for victim identification to support their effort.

### **Management Structure**

The FAC should be operated under the Incident Command System with the appointment of a FAC Director to serve as primary authority and decision maker to FAC operations. In addition to a FAC director, consider the appointment of Public Information Officer to conduct media briefings and ensure rumor control for the incident. Other important positions to consider when developing a staffing plan are liaison officer and safety officer.

#### *FAC Director*

- Oversees and manages of all FAC operations
- Ensures that all needs are being met inside the FAC to include those individuals providing the services
- Serves as the liaison to Emergency Operations Center and the Incident Commander
- Reports any significant issues to operations chief at the EOC

#### *Public Information Officer (PIO)*

- Coordinate with the FAC director to ensure that information is suitable to be shared with the media
- Serve as the spokesperson for the FAC and will conduct media briefings away from the site
- Responsible for rumor control and any media inquiries.

#### *Liaison Officer*

- Serve as point of contact in the FAC for agencies that are not present but are assisting in FAC operations
- Serves as point of contact for agencies interested in serving in the FAC

#### *Safety Officer*

- Advises FAC director on operational health and safety
- Ensures ongoing assessment of the environment to continue to operate a safe and secure FAC

## Services

The jurisdiction will ultimately determine what services to provide based on the circumstances of event and local capabilities.

### Primary Services

- **FAC Security**  
Provide safe secure environment from media and curiosity seekers. The FAC should be separate from the scene but close enough to provide site visits after the recovery effort has ceased. The media briefings should be held at a separate location from the FAC to ensure that families leaving the FAC will not have to share elevators or parking lots with media or the general population. Provide credentialing to all persons entering the FAC.
- **Reception Center**  
Welcome and greeting of FAC clients with initial registration of their contact information, other family or next of kin (NOK) information, and preliminary gathering of information of the missing or deceased loved one. During this time, an overview of services to be provided is given and an assessment of current behavioral health or first aid needs is taken. In addition, the reception center will serve as a security checkpoint for those individuals who may be trying to gain access to the FAC with intentions other than reuniting with loves ones.
- **Family Briefings**  
Briefings should be conducted on a regular schedule even if no new information needs to be reported. These briefings become essential to developing a relationship with the families at the FAC. Ensure that accurate and timely information is disseminated
- **Crisis Counseling/Spiritual Care**  
Assist family members, FAC staff, and volunteers in understanding and managing the full range of grief reactions. Provide interdenominational pastoral counseling and spiritual care for people of all faiths, who request it, and to serve on death notification teams. Ensure that individuals providing counseling services are not part of the affected population, as they may not be able to provide the best quality to care for the families. (see tab 3)
- **Victim Advocates**  
Provided to families to assist them in understanding the processes and agencies they will likely encounter and receive assistance from, and to address the needs of each specific family. Advocates will help families with their knowledge of the criminal justice system and in the process of the Office of Chief Medical Examiner to include victim recovery, identification, and return of remains. These advocates will support families who may need to transport the descendant across state lines or to another country.
- **Death Notification**  
Is the formal notification that a positive identification has been made on the NOK or loved one to the surviving victims and family members? The process of death notifications is highly sensitive and should be handled by individuals with experience in these areas.

- **Site Visits**  
Site visits may be requested by the group or individual seeking answers to the incident or closure. It is important to provide visits to those requesting but to do so in a coordinated manner. Ensure the families and victims not view the site during evidence recovery or search and rescue operations. Also, ensure safety from the media and outside sources during the site visit.

Secondary Services include but not limited to:

- Child Care
- Adult Care (to be separate from the child care area)
- Assistance with death related paperwork (Funeral Services, dealing with life insurance, obtaining death certificates)
- Financial assistance (if the deceased was the head of household family may have difficulty paying bills)
- Assistance with basic needs (clothing, food, toiletries)

### **Safety and Security**

The family members, victims and worker's safety and security will be a priority at the FAC. A badging process will be conducted for all persons entering the FAC. The jurisdiction must ensure that those working in the FAC have the proper clearance to be present and working with a sensitive population.

### **Demobilization**

Planning for demobilization should begin upon activation. Demobilization can be done by scaling back services as they are no longer needed. For example, having a staff of ante mortem interviewers can be scaled back and demobilized once all interviews have been conducted and data collected. Consider having one person capable of collecting ante mortem data on staff for the duration of the recovery process; often families will remember information that they may have forgotten during the interview. When considering closing the FAC ensure families are given local resources that can be helpful in their community such as victim advocates and behavioral health professionals.

Factors to consider when determining the closure of the FAC:

- Number of families or loved ones visiting the FAC each day
- Number of victims that remain unidentified
- Need for daily briefings (rapidly changing information)

Before deciding FAC operations will cease, the FAC director will ensure that all needs can and will be met outside of the FAC. Make sure that all persons coming to the FAC have been provided the appropriate resources to continue the process once operations have completed.

### **Plan Maintenance and Exercising**

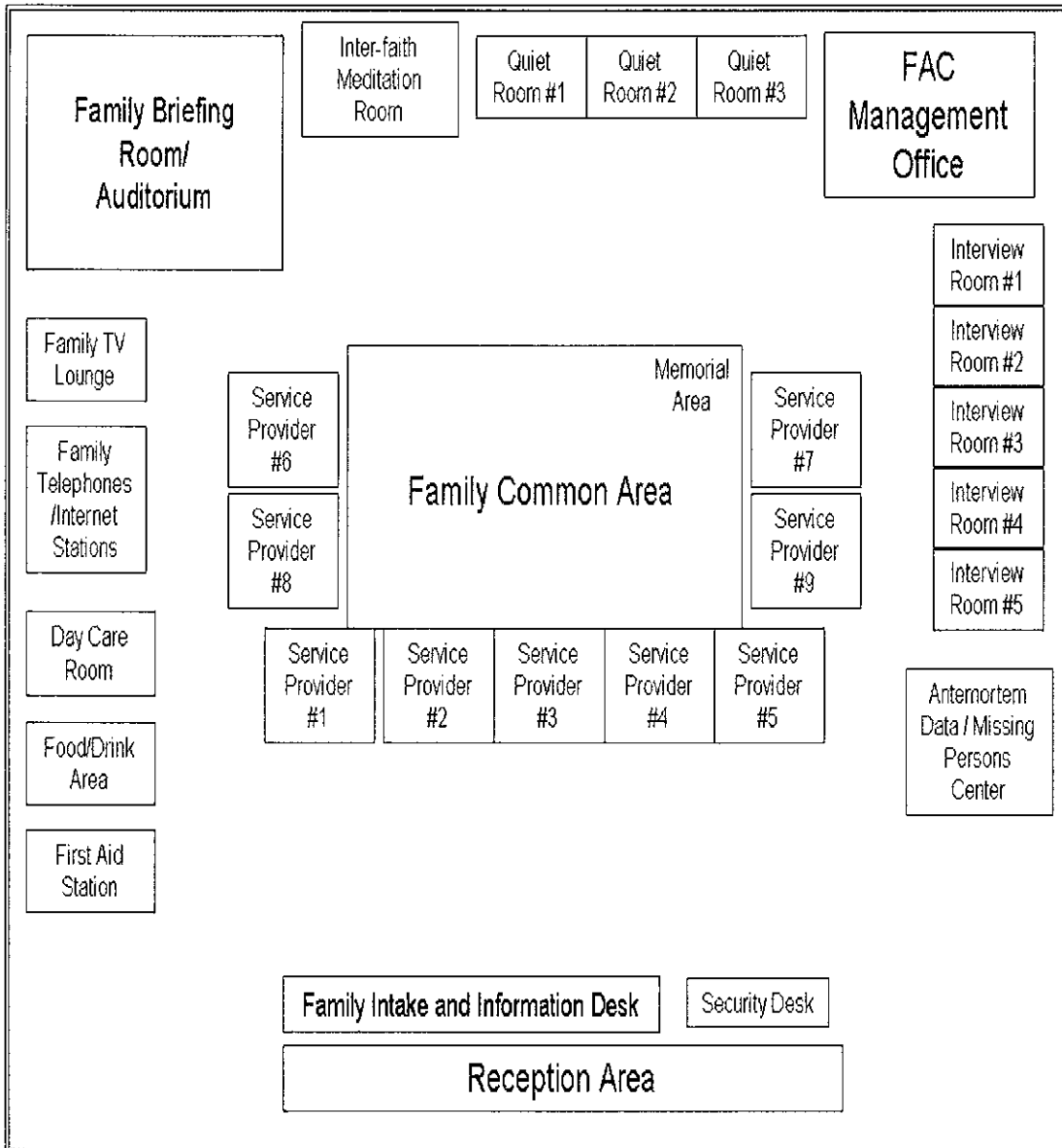
This plan should be reviewed and updated annually to be consistent with the adoption and promulgation of the jurisdiction's Emergency Operations Plan. In addition, when the plan is exercised or activated the lessons learned should be incorporated and appropriate changes be made to this plan.



**Tab 1: Suggested Sites/Floor plans for a Family Assistance Center for the Davison County**

- Ramada Inn  
1525 W Havens Ave  
Mitchell, SD 57301  
(605) 996-6501
- Days Inn  
1506 South Burr  
Mitchell, SD 57301  
(605) 299-2859
- Comfort Inn  
2020 Highland Way  
Mitchell, SD 57301  
(605) 990-2400
- First United Methodist Church  
310 N Rowley St  
Mitchell, SD 57301  
(605) 996-7721
- Holy Spirit Catholic Church  
1401 W Cedar Ave  
Mitchell, SD 57301  
(605) 996-7424
- First Lutheran Church  
411 N Duff St  
Mitchell, SD 57301  
(605) 996-7706
- Wesleyan Church  
601 N Sanborn Blvd  
Mitchell, SD 57301  
(605) 996-8172

### Facility Floor Plan



## **Tab 2: Suggested Equipment and Potential Supplies**

### **Identification and Accountability**

- Badging system (Badge maker, reader; ID cards; camera)
- Parking Passes

### **Communications**

- Cell phones and chargers
- Land-line telephones
- Local phone directories
- TV/DVD combination systems
- Cable and phone lines
- Portable radios (walkie-talkies)
- NOAA radio

### **Productivity**

- Computers (Laptops and desktops)
- Keyboards, mice, cables, and other peripheral computer equipment
- Fax machine
- Copier/printer

### **Office Supplies**

- Writing utensils (pens, pencils, paper, markers, etc.)
- Clipboards
- Bulletin boards
- Log books
- Steno pads
- Partitions
- Storage containers (boxes, plastic bins, etc.)
- Furniture (chairs, couches, and desks)
- Files and file holders
- Staplers and tape

### **Comfort Items**

- Linens (pillows, blankets, etc.)
- Cots
- Kleenex
- Snacks, beverages, and meal passes
- Child care items (toys, cribs, diapers)

### **Other Items**

- Batteries (AA, AAA, C, and D)
- Flashlights
- Waste receptacles (trash cans and trash bags)
- Pertinent instructions and directives (programs)

### Tab 3: Crisis Counseling and Spiritual Care Contact Information

#### COUNCIL OF MENTAL HEALTH CENTERS, INC.

Terrance L. Dosch, Executive Director  
P.O. Box 532  
2520 East Franklin Street  
Pierre, South Dakota 57501-0532  
Phone: (605) 224-0123 (Voice & FAX)  
E-Mail: [tladosch@dakota2k.net](mailto:tladosch@dakota2k.net)  
Web: [www.sdmentalhealth.org](http://www.sdmentalhealth.org)

AGENCY	ADDRESS	PHONE
<b>Northeastern Mental Health Center</b>  Director: Joseph Manuel MIS Coordinator: Laura Boone Business Manager: Lisa German	628 Circle Drive Aberdeen, SD 57401 e-mail: <a href="mailto:jmanuel@nemhc.org">jmanuel@nemhc.org</a> web: <a href="http://www.nemhc.org">www.nemhc.org</a>	225-1010 (Work) 225-1017 (FAX)
<b>East Central Behavioral Health</b>  Director: Mike Forgy Office Manager: Lona Groos Computer Support: Lona Groos	211 Fourth Street Brookings, SD 57006 e-mail: <a href="mailto:mforgy@gmail.com">mforgy@gmail.com</a>	697-2850 (Director's Work) 697-2853 (O.M.'s Work) 697-2874 (FAX)
<b>Community Counseling Services</b>  Director: Shawn Nills Business Manager: Melissa Hofer Computer Support: Greg Kludt	357 Kansas, S.E. Huron, SD 57350 e-mail: <a href="mailto:snills@ccs-sd.org">snills@ccs-sd.org</a> web: <a href="http://www.ccs-sd.org">www.ccs-sd.org</a>	352-8596 (Work) 352-7001 (FAX)
<b>Three Rivers Mental Health and Chemical Dependency Center</b>  Director: Susan Sandgren Business Manager: Carla Sackmann Computer Support: Susan Sandgren	Box 447 11 East 4 <sup>th</sup> Street Lemmon, SD 57638 e-mail: <a href="mailto:threerivers@sdplains.com">threerivers@sdplains.com</a>	374-3862 (Work) 374-3864 (FAX)
<b>Dakota Counseling Institute</b>  Director: Michelle Carpenter Business Manager: Vacant Computer Support: Janette Huber	910 West Havens Mitchell, SD 57301 e-mail: <a href="mailto:m.carpenter@dakotacounseling.net">m.carpenter@dakotacounseling.net</a> web: <a href="http://www.dakotacounseling.com">www.dakotacounseling.com</a>	996-9686 (Work) 996-1624 (FAX)

DAVISON COUNTY CORONERS MASS FATALITIES  
ANNEX 4

FINAL 9-25-18

PAGE 13 of 36

AGENCY	ADDRESS	PHONE
<p><b>Capital Area Counseling Service</b>  Director: Dennis Pfrimmer Business Manager: Loretta Jochim Computer Support: Leonard Chick</p>	<p>P.O. Box 148 803 East Dakota Avenue** Pierre, SD 57501 e-mail: <a href="mailto:dpfrimmer@cacsnet.org">dpfrimmer@cacsnet.org</a> web: <a href="http://www.cacsnet.org">www.cacsnet.org</a> ** Use P.O. Box for routine mailing purposes so correspondence does not have to go through St. Mary's Hospital mail room.</p>	<p>224-5811 (Work) 224-6921 (FAX)</p>
<p><b>Behavior Management Systems</b>  Director: Alan Solano Finance Director: Linda Reidt-Kilber Computer Support: Jeff Healy</p>	<p>350 Elk Street Rapid City, SD 57701 e-mail: <a href="mailto:asolano@behaviormanagement.org">asolano@behaviormanagement.org</a> web: <a href="http://www.behaviormanagement.org">www.behaviormanagement.org</a></p>	<p>343-7262 (Director's Work) 343-4716 Ext. 241 (F.D.'s Work) 343-4716 Ext. 243 (Computer Support) 343-7293 (FAX)</p>
<p><b>Southeastern Behavioral HealthCare</b> Director: Kris Graham Finance Manager: Joe Schultz</p>	<p>2000 S. Summit Ave. Sioux Falls, SD 57105 e-mail: <a href="mailto:krisg@southeasternbh.org">krisg@southeasternbh.org</a> web: <a href="http://www.southeasternbh.org">www.southeasternbh.org</a></p>	<p>336-0510 (Director's Work) 336-0510 (B.D.'s Work) 338-5099 (Director's FAX) 336-3779 (B.D.'s FAX) 336-0510 (Computer Support)</p>
<p><b>Human Service Agency</b> Director: Chuck Sherman COO: Kari Johnston CFO: Judy Resel Computer Support: Patty Engels</p>	<p>P.O. Box 1030 123 19<sup>th</sup> Street, NE Watertown, SD 57201-6030 e-mail: <a href="mailto:chucks@humanserviceagency.org">chucks@humanserviceagency.org</a> web: <a href="http://www.humanserviceagency.org">www.humanserviceagency.org</a></p>	<p>886-0123 (Work) 886-5447 (FAX)</p>
<p><b>Southern Plains Behavioral Health Services</b> Director: Donna Brown Business Manager: Phyllis Meiners Computer Support: Phyllis Meiners</p>	<p>500 East 9<sup>th</sup> Street Winner, SD 57580-2604 e-mail: <a href="mailto:spbhsdbrown@gwtc.net">spbhsdbrown@gwtc.net</a> web: <a href="http://www.gwtc.net/~spbhs/">www.gwtc.net/~spbhs/</a></p>	<p>842-1465 (Work) 842-2366 (FAX)</p>
<p><b>Lewis &amp; Clark Behavioral Health Services</b> Director: Tom Stanage Business Manager: Glen Mechtenberg Computer Support: Brenda Hoxeng</p>	<p>1028 Walnut Yankton, SD 57078 e-mail: <a href="mailto:Thomas.Stanage@lcbhs.net">Thomas.Stanage@lcbhs.net</a></p>	<p>665-4606 (Work) 665-4673 (FAX)</p>

## Statewide CISM Teams

1.

**Aberdeen Team: Aberdeen**

Brian Koens, Team President                      626-7100 work  
Brown County Sheriff's Office                      216-1221 home  
22 Court St, Ste. #1                                      715-5823 cell  
Aberdeen, SD 57401

Rochele Moser, Team Coordinator                      626-7122 work                      [krmoser@hotmail.com](mailto:krmoser@hotmail.com)  
Brown County Emergency Management                      228-5227 home  
25 Market St., Ste. #4                                      715-5831 cell  
Aberdeen, SD 57401

Sherwood Schrenk                                      229-1500 work                      [woody.schrenk@lsssd.org](mailto:woody.schrenk@lsssd.org)  
Clinical Supervisor  
Lutheran Social Services  
110 6<sup>th</sup> Ave SE, Suite 200  
Aberdeen, SD 57401

Amy Munsen    225-2920  
Aberdeen, SD 57401

2. **Avera Health Crisis Team: Sioux Falls**

Mary Wolf, Clinical Director                      322-4031 work                      [Mary.wolf@avera.org](mailto:Mary.wolf@avera.org)  
Avera McKennan                                      362-0281 home  
2412 So. Cliff Ave.                                      940-3868 cell  
Sioux Falls, SD 57105

Lynne Hagen, Coordinator                              322-7860 work                      [Lynne.hagen@avera.org](mailto:Lynne.hagen@avera.org)  
Avera McKennan                                      334-6405 home  
1325 So Cliff Ave                                      360-4617 cell  
Sioux Falls, SD 57105

3. **Brookings Team**

Theresa Plut    [Theresa.plut@ecbh.org](mailto:Theresa.plut@ecbh.org)

4. **Central SD CISM Team: Pierre**

Dodie Noordermeer, Team Coordinator                      224-3182 work                      [Dolores.Noordermeer@Avera.org](mailto:Dolores.Noordermeer@Avera.org)  
Avera St. Mary's Hospital  
801 East Sioux  
Pierre, SD 57501

5. **James Valley CISM Team: Mitchell**

Charlie Larson, Team Coordinator                      995-8400 work                      [clarson.cityofmitchell@midconetw](mailto:clarson.cityofmitchell@midconetw)  
201 West 1<sup>st</sup>    [ork.com](http://ork.com)  
Mitchell, SD 57301

Jeff Bathke, Team Coordinator  
200 East 4<sup>th</sup> Ave  
Mitchell, SD 57301

995-8640 work

[jeffb@davisoncounty.org](mailto:jeffb@davisoncounty.org)

Team Activation via Mitchell  
Dispatch:

995-8400

6. **Katharsis: Rapid City**

Jane Koball, Team Coordinator  
515 9<sup>th</sup> St., Rm 321  
Rapid City, SD 57701

342-6331 work  
390-3006 cell

[Jane.koball@usdoj.gov](mailto:Jane.koball@usdoj.gov)

7. **Lake Area CISM Team: Madison**

Shawn Nills, Clinical Director  
Community Counseling Services  
914 NE 3<sup>rd</sup> Street  
Madison, SD 57042

256-9656 work  
256-4351 home

[Shnills@ccs-sd.org](mailto:Shnills@ccs-sd.org)

8. **Missouri Valley CISM Team: Yankton**

Julia Hussein, Team Coordinator  
Yankton Police Department  
PO Box 176  
410 Walnut St., Suite 102  
Yankton, SD 57078

668-5210 work  
660-5328 cell

[jhussein@cityofyankton.org](mailto:jhussein@cityofyankton.org)

Virgil Brasel, Team President

668-5210 work

Jeff Johnson

668-5210 work

9. **Sioux Empire CISM Network: Sioux Falls**

Bill Pattison, CISM Board President  
1100 Southeastern Ave  
Sioux Falls, SD 57103

334-9202 home  
359-6640 cell

Lori Johansen, Request Coordinator  
Rural Metro Medical Services

336-6711 work  
757-6070 home  
360-0406 cell

10. **Watertown Area CISM Team: Watertown**

Dr. Chuck Sherman, Clinical Director  
Human Service Agency  
P.O. Box 1030  
Watertown, SD 57201-6030

886-0123 work  
882-0955 home

[chucks@humanserviceagency.org](mailto:chucks@humanserviceagency.org)

Dr. Bob Packard  
Human Service Agency  
P.O. Box 1030  
Watertown, SD 57201-6030

886-0123 work  
882-2075 home

Kari Johnston  
 Human Service Agency  
 P.O. Box 1030  
 Watertown, SD 57201-6030

886-0123 work  
 884-1352 home

## Chemical Dependency Resource List

### DAY TREATMENT PROGRAMS

A Day Treatment Program is a non-residential program providing individuals with a minimum of 20 regularly scheduled treatment hours per week in a clearly defined, structured intensive treatment program. Individuals enrolled in the program are provided housing within a supportive environment that is peer-based.

#### Aberdeen

Avera St. Luke's  
 Worthmore Treatment Center  
 Nadric Addiction Services  
 1400 15<sup>th</sup> Ave NW  
 Aberdeen, SD 57401

#### WORTHMORE

605-622-5800  
 800-952-2250

#### NADRIC

605-622-5960  
 877-362-3742

#### Belle Fourche

Addiction Family Resources  
 608 5<sup>th</sup> Avenue  
 Belle Fourche, SD 57717

605-892-3039

#### Martin

Addiction Recovery Center  
 204 Main Street, PO Box 845  
 Martin, SD 57551

605-685-6710

#### Rapid City

City/County Alcohol/Drug Programs  
 725 N. LaCrosse St, STE 300  
 Rapid City, SD 57701

605-394-6128

#### Yankton

Human Services Center  
 PO Box 7600  
 Yankton, SD 57078

605-668-3138  
 605-668-3315



## **ADOLESCENTS**

### **Rapid City**

Wellspring's Soaring Eagle Treatment Center

117 Knollwood

PO Box 1087

Rapid City, SD 57701

605-718-4870

### **Sioux Falls**

Volunteers of America

Dakotas Heisler Adolescent/New Start

1309 West 51<sup>st</sup> Street

PO Box 89306

Sioux Falls, SD 57109

605-334-1414

800-365-8336

### **Winner**

Main Gate Counseling

202 South Main Street

Winner, SD 57580

605-842-0312

## **DETOX PROGRAMS**

The clinically-managed detoxification program is a short-term residential program providing for the supervised withdrawal from alcohol or drugs of persons without known serious physical or immediate psychiatric complications.

The program furnishes temporary care, information, motivational counseling, evaluation, and referral and provides for the entry into the continuum of treatment of services.

### **Canton**

Keystone Treatment Center

1010 East 2<sup>nd</sup> Street

PO Box 159`

Canton, SD 57013

605-987-2751

800-992-1921

### **Mitchell**

Dakota Counseling Institute

901 South Miller

Mitchell, SD 57301

605-995-8180

### **Rapid City**

City/County Alcohol and Drug Friendship House

211 West Boulevard North

Rapid City, SD 57701

605-716-2865

**Sioux Falls**

Minnehaha County Detox Center  
500 North Minnesota Avenue  
Sioux Falls, SD 57104

605-367-5297

**Watertown**

Human Service Agency  
123 19<sup>th</sup> Street NE  
PO Box 1030  
Watertown, SD 57201

605-886-0123  
800-444-3989

**EARLY INTERVENTION**

A facility that provides Early Intervention and Outpatient Services is a non-residential facility providing direct supportive client contact, indirect or collateral client contact, community information and liaison services.

The program also provides formally planned counseling services to those harmfully affected by alcohol or drugs and who have been determined not to be in need of or accepting of structured outpatient or residential services.

**Aberdeen**

Avera St. Luke's (Adults/Adolescents)  
Worthmore Treatment Center  
Nadric Addiction Services  
1400 15<sup>th</sup> Ave NW  
Aberdeen, SD 57401

Worthmore  
605-622-5800  
800-952-2250  
Nadric  
605-622-5960  
877-362-3742

**Belle Fourche**

Addiction Family Resources (Adults)  
608 5<sup>th</sup> Avenue  
Belle Fourche, SD 57717

605-892-3039

**Brookings**

East Central MH/CD Center (Adults/Adolescents)  
211 Fourth Street  
Brookings, SD 57006

605-697-2850

**Canton**

Keystone Treatment Center (Adults/Adolescents)  
1010 East 2<sup>nd</sup> Street  
PO Box 159  
Canton, SD 57013

605-987-2751  
800-992-1921

**Custer**

STAR Academy for Youth  
12279 Brady Drive  
Custer, SD 57730

(West Campus) 605-673-2521  
(East Campus) 605-255-4835

**Eagle Butte**

Three Rivers MH/CD Center (Adults/Adolescents)  
11 East 4<sup>th</sup> Street, PO Box 447  
Lemmon, SD 57638

605-374-3862

**Faith**

Three Rivers MH/CD Center (Adults/Adolescents)  
11 East 4<sup>th</sup> Street, PO Box 447  
Lemmon, SD 57638

605-374-3862

**Flandreau**

Community Counseling (Adults/Adolescents)  
914 NE Third Street  
Madison, SD 57402

605-256-9656

**Hot Springs**

Southern Hills Alcohol & Drug (Adults/Adolescents)  
626 Jennings Avenue, STE 2  
Hot Springs, SD 57747

605-745-6300

**Howard**

Community Counseling (Adults/Adolescents)  
914 NE Third Street  
Madison, SD 57402

605-256-9656

**Huron**

Community Counseling (Adults/Adolescents)  
357 Kansas SE  
Huron, SD 57350

605-352-8596

**Lake Andes**

Lewis and Clark Behavioral Health (Adults/Adolescents)  
1028 Walnut Street  
Yankton, SD 57078

605-665-4606

800-765-3382

**Lemmon**

Three Rivers MH/CD Center (Adults/Adolescents)  
11 East 4<sup>th</sup> Street, PO Box 447  
Lemmon, SD 57638

605-374-3862

**Madison**

Community Counseling (Adults/Adolescents)  
914 NE Third Street  
Madison, SD 57402

605-256-9656

**Martin**

Martin Addiction Recovery Center (Adults/Adolescents)  
204 Main Street  
PO Box 845  
Martin, SD 57551

605-685-6710

**McLaughlin**

Three Rivers MH/CD Center (Adults/Adolescents)  
11 East 4<sup>th</sup> Street, PO Box 447  
Lemmon, SD 57638

605-374-3862

**Mitchell**

Dakota Counseling Institute (Adults/Adolescents)  
901 South Miller  
Mitchell, SD 57301

605-995-8180

**Mobridge**

Three Rivers MH/CD Center (Adults/Adolescents)  
11 East 4<sup>th</sup> Street, PO Box 447  
Lemmon, SD 57638

605-374-3862

**Pierre**

Capital Area Counseling Services (Adults/Adolescents)  
800 East Dakota Avenue  
PO Box 148  
Pierre, SD 57501

605-224-5811

SD Urban Indian Health (Adults/Adolescents)  
1714 Abbey Road  
Pierre, SD 57501

605-224-8841

**Rapid City**

City/County Alcohol/Drug Programs (Adults)  
725 North LaCrosse St, STE 300  
Rapid City, SD 57701

605-394-6128

Lifeways, Inc. (Adolescents)  
1010 Ninth Street, STE 2  
Rapid City, SD 57701

605-716-6555

Wellspring's Soaring Eagle Treatment Center (Adolescents)  
117 Knollwood, PO Box 1087  
Rapid City, SD 57701 605-718-4870

Youth and Family Services (Adults/Adolescents)  
202 East Adams Street  
PO Box 2813 605-342-4195  
Rapid City, SD 57709 605-342-4303

**Redfield**  
South Dakota Developmental Center  
17267 3<sup>rd</sup> Street West  
Redfield, SD 57469 605-472-4487

**Sioux Falls**  
Bartels Counseling Services  
3101 West 41<sup>st</sup> Street, STE 203  
Sioux Falls, SD 57105 605-310-0032

Carroll Institute (Adults/Adolescents)  
310 South 1<sup>st</sup> Avenue  
Sioux Falls, SD 57104 605-336-2556

Dakota Drug and Alcohol Prevention (Adolescents)  
822 East 41<sup>st</sup> Street, STE 235  
Sioux Falls, SD 57105 605-331-5724

First Step Counseling  
4320 S. Louise Avenue, STE 200  
Sioux Falls, SD 57106 605-361-1505

South Dakota State Penitentiary (Adults)  
1600 North Drive, PO Box 5911 605-367-5799  
Sioux Falls, SD 57117 605-367-7685

South Dakota Urban Indian Health (Adults/Adolescents)  
320 South 3<sup>rd</sup> Avenue, STE B  
Sioux Falls, SD 57104 605-339-0420

**Volunteers of America Dakotas (Adults/Adolescents)**

Heisler Adolescent/New Start

1309 West 51<sup>st</sup> Street

PO Box 89306

Sioux Falls, SD 57109

605-334-1414

800-365-8336

**Keystone Outpatient Services (Adults/Adolescents)**

7511 South Louise Avenue

Sioux Falls, SD 57104

605-335-1820

888-450-7844

**Spearfish**

Northern Hills Alcohol Drug (Adults/Adolescents)

144 East Michigan

Spearfish, SD 57783

605-642-7093

**Springfield**

Mike Durfee State Prison (Adults)

1412 Wood Street

Springfield, SD 57062

605-369-4420

**Springfield Academy**

709 6<sup>th</sup> Street, PO Box 485

Springfield, SD 57062

605-369-2585

**Sturgis**

Northern Hills Alcohol & Drug (Adults/Adolescents)

1010 Ball Park Road, STE 1

PO Box 277

Sturgis, SD 57785

605-347-3003

**Vermillion**

USD Alcohol and Drug Abuse Studies Dept. (Adults)

Office Wing Julian Hall 304

414 East Clark Street

Vermillion, SD 57069

605-677-5386

**Watertown**

Human Service Agency (Adults/Adolescents)

123 19<sup>th</sup> Street NE

PO Box 1030

Watertown, SD 57201

605-886-0123

800-444-3989

**Winner**

Main Gate Counseling (Adults/Adolescents)  
202 South Main Street  
Winner, SD 57580

605-842-0312

**Yankton**

Lewis and Clark Behavioral Health (Adults/Adolescents)  
1028 Walnut Street  
Yankton, SD 57078

605-665-4606  
800-765-3382

Yankton Trusty Unit (Adults)  
Adult Male Substance Abuse Program  
1000 West 31<sup>st</sup> Street  
PO Box 9108  
Yankton, SD 57078

605-369-4420

**INTENSIVE INPATIENT SERVICES**

A medically-monitored intensive inpatient program provides structured treatment for alcohol and drug abuse to individuals who require close supervision due to the severity of their chemical addiction.

A residential program provides intensive informational and counseling services to a client during their course of treatment.

**Agency Village**

Dakotah Pride Treatment Center (Adults)  
388 Dakota Avenue  
Sisseton, SD 57262

605-698-3917  
605-742-3114

**Black Hawk**

Black Hills Recovery Center (Adults)  
7205 Timberline Rd  
Black Hawk, SD 57718

605-787-9200

**Canton**

Keystone Treatment Center (Pregnant Females/Adults/Adolescents)  
1010 East 2<sup>nd</sup> Street, PO Box 159  
Canton, SD 57013

605-987-2751  
800-992-1921

**Huron**

Our Home, Inc. Rediscovery (Adolescents)  
40354 210<sup>th</sup> Street  
Huron, SD 57350

605-353-1025

**Mobridge**

Aberdeen Area Youth Regional Treatment Center (Adolescents)  
 12451 Highway 1806, PO Box 680  
 Mobridge, SD 57601 605-845-7181

**Rapid City**

Behavior Management Systems  
 (Pregnant Adult Females/Women with dependent children)  
 350 Elk Street 605-343-7262  
 Rapid City, SD 57701 800-299-6023

Wellsprings, Inc. (Adolescents)

1205 East St. James Street  
 PO Box 1087  
 Rapid City, SD 57709 605-342-0345

**Sioux Falls**

Volunteers of America Dakotas (Adolescents)  
 1309 West 51<sup>st</sup> Street, PO Box 89306 605-334-1414  
 Sioux Falls, SD 57109 800-365-8336

Volunteers of America

Heisler Adolescent/New Start (Pregnant Adult Females)  
 1309 West 51<sup>st</sup> Street, PO Box 89306 605-344-1414  
 Sioux Falls, SD 57109 800-365-8336

**Yankton**

Human Services Center (Adults)  
 Gateway, PO Box 7600  
 Yankton, SD 57078 605-668-3138

Human Services Center (Adolescents)

Steps Beyond, PO Box 7600  
 Yankton, SD 57078 605-668-3315

**INTENSIVE OUTPATIENT TREATMENT**

An intensive outpatient treatment program provides individuals a clearly defined, structured, intensive treatment program on a scheduled basis with a minimum of 9 hours of regularly scheduled treatment services per week. The program shall provide intensive informational counseling services to a client during their course of treatment.

Listed below are the accredited facilities that the Division approves to provide intensive outpatient treatment services. Accredited facilities are separated by adolescent services and adult services.



**Aberdeen**

Avera St. Luke's  
 Worthmore Treatment Center  
 Nadric Addiction Services  
 1400 15<sup>th</sup> Ave NW  
 Aberdeen, SD 57401

**WORTHMORE**

605-622-5800  
 800-952-2250

**NADRIC**

605-622-5960  
 877-362-3742

**Agency Village**

Dakotah Pride Treatment Center (Adults)  
 388 Dakota Avenue  
 Sisseton, SD 57262

605-698-3917  
 605-742-3114

**Brookings**

East Central MH/CD Center (Adults/Adolescents)  
 211 Fourth Street  
 Brookings, SD 57006

605-697-2850

**Canton**

Keystone Treatment Center (Adults/Adolescents)  
 1010 East 2<sup>nd</sup> Street  
 PO Box 159  
 Canton, SD 57013

605-987-2751  
 800-992-1921

**Chamberlain**

Outreach (Adults/Adolescents)  
 200 Paul Gust Road, STE 101  
 Chamberlain, SD 57325

605-734-5290

**Custer**

STAR Academy for Youth  
 12279 Brady Drive  
 Custer, SD 57730

605-673-2521 (West Campus)  
 605-255-4835 (East Campus)

**Eagle Butte**

Three Rivers MH/CD Center (Adults/Adolescents)  
 11 East 4<sup>th</sup> Street, PO Box 447  
 Lemmon, SD 57638

605-374-3862

**Faith**

Three Rivers MH/CD Center (Adults/Adolescents)  
 11 East 4<sup>th</sup> Street, PO Box 447  
 Lemmon, SD 57638

605-374-3862

**Hot Springs**

Southern Hills Alcohol & Drug (Adults/Adolescents)  
 626 Jennings Avenue, STE 2  
 Hot Springs, SD 57747

605-745-6300

**Huron**

Community Counseling (Adults/Adolescents)  
 357 Kansas SE  
 Huron, SD 57350

605-352-8596

**Lake Andes**

Lewis and Clark Behavioral Health (Adults/Adolescents)  
 1028 Walnut Street  
 Yankton, SD 57078

605-665-4606  
 800-765-3382

**Lemmon**

Three Rivers MH/CD Center (Adults/Adolescents)  
 11 East 4<sup>th</sup> Street, PO Box 447  
 Lemmon, SD 57638

605-374-3862

**Madison**

Community Counseling (Adults/Adolescents)  
 914 NE Third Street  
 Madison, SD 57402

605-256-9656

**Martin**

Martin Addiction Recovery Center (Adults/Adolescents)  
 204 Main Street  
 PO Box 845  
 Martin, SD 57551

605-685-6710

**McLaughlin**

Three Rivers MH/CD Center (Adults/Adolescents)  
 11 East 4<sup>th</sup> Street, PO Box 447  
 Lemmon, SD 57638

605-374-3862

**Milbank**

Human Service Agency (Adults/Adolescents)  
 123 19<sup>th</sup> Street NE  
 PO Box 1030  
 Watertown, SD 57201

605-886-0123  
 800-444-3989

**Mitchell**

Dakota Counseling Institute (Adults/Adolescents)  
901 South Miller  
Mitchell, SD 57301

605-995-8180

Choices Recovery Services (Adults)  
728 North Kimball Street  
Mitchell, SD 57301

605-996-1647

**Mobridge**

Three Rivers MH/CD Center (Adults/Adolescents)  
11 East 4<sup>th</sup> Street, PO Box 447  
Lemmon, SD 57638

605-374-3862

**Pierre**

Capital Area Counseling Services (Adults/Adolescents)  
800 East Dakota Avenue  
PO Box 148  
Pierre, SD 57501

605-224-5811

SD Urban Indian Health (Adults/Adolescents)  
1714 Abbey Road  
Pierre, SD 57501

605-224-8841

**Rapid City**

City/County Alcohol/Drug Programs (Adults)  
725 North LaCrosse St, STE 300  
Rapid City, SD 57701

605-394-6128

ROADS, Inc. (Adults)  
520 Kansas City Street, STE 210  
Rapid City, SD 57701

605-348-8026

605-399-2536

Wellspring's Soaring Eagle Treatment Center (Adolescents)  
117 Knollwood, PO Box 1087  
Rapid City, SD 57701

605-718-4870

**Redfield**

South Dakota Developmental Center  
17267 3<sup>rd</sup> Street West  
Redfield, SD 57469

605-472-4487

**Sioux Falls**

Avera McKennan Behavioral Health  
2412 S. Cliff Avenue  
Sioux Falls, SD 57105

605-322-4079

Bartels Counseling Services  
3101 West 41<sup>st</sup> Street, STE 203  
Sioux Falls, SD 57105

605-310-0032

Carroll Institute (Adults/Adolescents)  
310 South 1<sup>st</sup> Avenue  
Sioux Falls, SD 57104

605-336-2556

Counseling Resources (Adults)  
707 East 41<sup>st</sup> Street, STE 222  
Sioux Falls, SD 57105

605-331-2419

First Step Counseling  
4320 S. Louise Avenue, STE 200  
Sioux Falls, SD 57106

605-361-1505

South Dakota State Penitentiary (Adults)  
1600 North Drive, PO Box 5911  
Sioux Falls, SD 57117

605-367-5799

605-367-7685

South Dakota Urban Indian Health (Adults/Adolescents)  
320 South 3<sup>rd</sup> Avenue, STE B  
Sioux Falls, SD 57104

605-339-0420

Volunteers of America Dakotas (Adults/Adolescents)  
Heisler Adolescent/New Start  
1309 West 51<sup>st</sup> Street  
PO Box 89306  
Sioux Falls, SD 57109

605-334-1414

800-365-8336

Keystone Outpatient Services (Adults/Adolescents)  
7511 South Louise Avenue  
Sioux Falls, SD 57104

605-335-1820

888-450-7844

**Sisseton**

Human Service Agency (Title 19) (Adults)  
123 19<sup>th</sup> Street NE  
PO Box 1030  
Watertown, SD 57201

605-886-0123

800-444-3989

**Springfield**

Mike Durfee State Prison (Adults)

1412 Wood Street

Springfield, SD 57062

605-369-4420

Youth Services International (Adolescents)

Springfield Academy

709 6<sup>th</sup> Street, PO Box 485

Springfield, SD 57062

605-369-2585

**Sturgis**

Northern Hills Alcohol &amp; Drug (Adults/Adolescents)

1010 Ball Park Road, STE 1

PO Box 277

Sturgis, SD 57785

605-347-3003

**Vermillion**

USD Alcohol and Drug Abuse Studies Dept. (Adults)

Office Wing Julian Hall 304

414 East Clark Street

Vermillion, SD 57069

605-677-5777

**Watertown**

Human Service Agency (Adults/Adolescents)

123 19<sup>th</sup> Street NE

PO Box 1030

Watertown, SD 57201

605-886-0123

800-444-3989

**Winner**

Main Gate Counseling (Adults/Adolescents)

202 South Main Street

Winner, SD 57580

605-842-0312

**Yankton**

Lewis and Clark Behavioral Health (Adults/Adolescents)

1028 Walnut Street

Yankton, SD 57078

605-665-4606

800-765-3382

Yankton Trusty Unit (Adults)

Adult Male Substance Abuse Program

1000 West 31<sup>st</sup> Street

PO Box 9108

Yankton, SD 57078

605-369-4420

## ATTACHMENT #5

### List of Other Pertinent Resources

#### Psychological First Aid

Contact: Gerard Jacobs, PhD  
Professor  
Psychology, College of Arts and Sciences  
Director Mental Health Institute  
USD South Dakota Union 101  
Phone: 605-677-6579  
Email: [Gerard.Jacobs@usd.edu](mailto:Gerard.Jacobs@usd.edu)

#### American Red Cross

Eastern South Dakota Sioux Empire Chapter 808 West Ave N Sioux Falls, SD 57140 605-336-2448	Western South Dakota Black Hills Chapter 1221 N Maple Ave Rapid City, SD 57701 605-342-4010
---	---

#### Green Cross

Contact: Dan Casey  
Director UMTTI  
11959 77<sup>th</sup> St  
Clear Lake, MN 55319  
320-743-3639 (work)  
320-282-2436 (mobile)

International Critical Incident Stress Foundation <http://www.ICISF.org>

## ATTACHMENT #6

### Web Sites of Federal Agencies and Programs with Roles in Responding to the Psychological Consequences of Terrorism

Centers for Disease Control and Prevention:	<a href="http://www.cdc.gov">http://www.cdc.gov</a>
Centers for Disease Control and Prevention Emergency Preparedness and Response	<a href="http://www.bt.cdc.gov/masscasualties/">www.bt.cdc.gov/masscasualties/</a>
Center for Mental Health Services Disaster Mental Health	<a href="http://mentalhealth.samhsa.gov/cmhs/EmergencyServices/default.asp">http://mentalhealth.samhsa.gov/cmhs/EmergencyServices/default.asp</a>
Department of Defense:	<a href="http://www.dod.gov">http://www.dod.gov</a>
Department of Education:	<a href="http://www.ed.gov">http://www.ed.gov</a>
Department of Homeland Security:	<a href="http://www.whitehouse.gov/deptofhomeland">http://www.whitehouse.gov/deptofhomeland</a>
Department of Justice:	<a href="http://www.usdoj.gov">http://www.usdoj.gov</a>
Department of Veterans Affairs:	<a href="http://www.va.gov">http://www.va.gov</a>
Federal Emergency Management Agency:	<a href="http://www.fema.gov">http://www.fema.gov</a>
Federal Response Plan:	<a href="http://www.fema.gov/rrr/frp">http://www.fema.gov/rrr/frp</a>
National Child Traumatic Stress Network:	<a href="http://www.nctsnet.org/index.htm">http://www.nctsnet.org/index.htm</a>
National Institute of Mental Health:	<a href="http://www.nimh.nih.gov">http://www.nimh.nih.gov</a>
National Transportation Safety Board:	<a href="http://www.nts.gov">http://www.nts.gov</a>
Office of Emergency Preparedness:	<a href="http://www.ndms.dhhs.gov">http://www.ndms.dhhs.gov</a>
Office for Victims of Crime:	<a href="http://www.ojp.usdoj.gov/ovc">http://www.ojp.usdoj.gov/ovc</a>
Substance Abuse and mental Health Services Administration:	<a href="http://www.samhsa.gov">http://www.samhsa.gov</a>

**Tab 4: South Dakota Licensed Funeral Homes (as of 1/3/2013)**

Funeral Home	Address	City	State	Zip Code	Phone Number
Carlson Funeral Home & Crematory	1708 8th Ave. NE	Aberdeen	SD	57401	605-225-2281
Schriver's Memorial Mortuary-Crematory	414 5th Avenue NW.	Aberdeen	SD	57401	605-225-0691
Spitzer-Miller Funeral Home	1111 S. Main Street	Aberdeen	SD	57401	605-225-7025
Johnson-Henry Funeral Home, Inc.	305 East Ash	Arlington	SD	57212	605-983-5511
Koehn Bro. Funeral Home Inc.	821 Main St.	Armour	SD	57313	605-724-2370
Minnehaha Funeral Home - Baltic	180 St. Olaf Ave.	Baltic	SD	57003	605-529-5411
Funeral Home of the Northern Hills	715 National St.	Belle Fouche	SD	57717	605-892-3320
Kline Funeral Chapel	838 State St.	Belle Fouche	SD	57717	605-892-3964
Wass Home for Funerals, Inc.	301 North 3rd	Beresford	SD	57004	605-763-2232
Lien Funeral Home	3082 South 2nd Ave.	Bowdle	SD	57428	605-285-6909
Heartland Funeral Home	1801 West Frontier	Brandon	SD	57005	605-582-5822
Price Funeral Chapel, Inc.	754 5th St.	Britton	SD	57430	605-448-5162
Eidsness Funeral Home	1617 Orchard Dr.	Brookings	SD	57006	605-692-6384
Rude's Funeral Home, Inc.	105 West 8th St.	Brookings	SD	57006	605-692-6221
Clausen Funeral Home	226 East 8th St.	Burke	SD	57523	605-775-2625
Anderson & Sons Funeral Home	403 North Main St.	Canton	SD	57013	605-987-5229
Hickey Funeral Home	215 South Main St.	Chamberlain	SD	57325	605-734-5272
Arne-Weerts Funeral Home	200 North Utah St.	Clark	SD	57225	605-532-5959
Furness Funeral Home	402 North Commercial St.	Clark	SD	57225	605-532-5772
Houseman Funeral Home	505 3rd Street West	Clear Lake	SD	57226	605-874-2291
Minnehaha Funeral Home - Colton	205 East 4th St.	Colton	SD	57018	605-446-3246
McColley's Chapel of the Hills - Custer	234 North 6th St.	Custer	SD	57730	605-673-4422
Kahler Funeral Home	107 West 4th St.	Dell Rapids	SD	57022	605-428-3900
Minnehaha Funeral Home - Dell Rapids	104 East 4th St.	Dell Rapids	SD	57022	605-428-4200
Osthus Funeral Home, Inc.	208 3rd Street SW.	DeSmet	SD	57231	605-854-3581



DAVISON COUNTY CORONERS MASS FATALITIES  
ANNEX 4

FINAL 9-25-18

PAGE 33 of 36

Funeral Home	Address	City	State	Zip Code	Phone Number
Anderson-Siecke-Kober Funeral Home	802 East Washington St.	Elk Point	SD	57025	605-356-2633
Geise Funeral Chapel	310 Main	Estelline	SD	57234	605-873-2211
Carlsen Funeral Home - Eureka	702 8th Street, PO Box 275	Eureka	SD	57437	605-284-2284
Luce Funeral Home - Faulkton	814 St. John St.	Faulkton	SD	57438	605-598-4141
Skroch Funeral Chapel, Inc.	409 2nd Street E.	Flandreau	SD	57028	605-997-2431
Walter's Funeral Home	553 south Juniper St.	Freeman	SD	57029	605-925-4259
Minnehaha Funeral Home - Garretson	101 South Leslie Dr.	Garretson	SD	57030	605-394-3700
Luce Funeral Home - Gettysburg	502 East Commercial Ave.	Gettysburg	SD	57442	605-765-9637
Kotrba-Smith Funeral Home	101 Gerken St.	Gregory	SD	57533	605-835-9111
Patznick-Garness Funeral Chapel	112 North 3rd St.	Groton	SD	57445	605-397-2341
Luze Funeral Home	306 South Iowa St.	Highmore	SD	57345	605-852-2432
McColley's Chapel of the Hills - Hot Springs	401 North Garden St.	Hot Springs	SD	57747	605-745-5172
Willoughby Funeral Home, Inc.	301 North Main St.	Howard	SD	57349	605-772-4681
Kuhler Funeral Home	1360 Dakota Avenue South	Huron	SD	57350	605-352-4234
Welter Funeral Home	267 3rd Street SE.	Huron	SD	57350	605-352-6721
Gramm Funeral Home	720 6th Street North	Ipswich	SD	57451	605-426-6941
Hansen Funeral Home, Inc.	121 Main St.	Irene	SD	57037	605-263-3343
Evanson-Jensen Funeral Home	501 7th Ave. West	Lemmon	SD	57638	605-374-3805
Dindot-Klusmann Funeral Home	408 South Main St.	Lennox	SD	57039	605-647-5163
Ellsworth Funeral Home, Inc.	321 North Egan Ave.	Madison	SD	57042	605-256-2221
Randall Funeral Home	604 North Highland Ave.	Madison	SD	57042	605-256-0871
Weiland Funeral Chapel	320 North Egan Ave.	Madison	SD	57042	605-256-2870
Emanuel-Patterson Funeral Home	312 South 4th St.	Milbank	SD	57252	605-432-4567
Mundwiler Funeral Home	1003 East 4th Ave.	Milbank	SD	57252	605-432-4545
Reck Funeral Home	313 East 1st Ave.	Miller	SD	57362	605-853-3127
Rooks Funeral Chapel	617 West 2nd Street	Mission	SD	57555	605-956-4242
Bittner Funeral Chapel	805 West Havens	Mitchell	SD	57301	605-996-2133
Will Funeral Chapel, Inc.	210 East Green Dr.	Mitchell	SD	57301	605-996-2326

DAVISON COUNTY CORONERS MASS FATALITIES

ANNEX 4

Funeral Home	Address	City	State	Zip Code	Phone Number
Kesling Funeral Home	1201 West Grand Crossing	Mobridge	SD	57601	605-845-2200
Sout Family Funeral Home	519 7th Avenue East	Mobridge	SD	57601	605-845-7400
Hofmeister-Jones Funeral Home, Inc.	130 East 2nd St.	Parker	SD	57053	605-297-4402
Koehn Bro. Funeral Home Inc.	309 West Main St.	Parker	SD	57366	605-928-3241
Rush Funeral Home, Inc.	165 East Highway 14	Philip	SD	57567	605-859-2400
Feigum Funeral Home	808 West Pleasant Dr.	Pierre	SD	57501	605-224-4902
Isburg Funeral Chapel	439 South Pierre St.	Pierre	SD	57501	605-224-8836
Sioux Funeral Home	370 Oglala Ave.	Pine Ridge	SD	57770	605-867-5454
Mount Funeral Home	520 Main St.	Platte	SD	57369	605-337-3857
Behrens-Wilson Funeral Home	632 St. Francis St.	Rapid City	SD	57701	605-343-0145
Edstrom & Rooks at Serenity Springs	3808 Sheridan Lake Rd.	Rapid City	SD	57702	605-718-3900
Kirk Funeral Home	1051 East Minnesota St.	Rapid City	SD	57709	605-343-4808
Osheim & Schmidt Funeral Home	2700 Jackson Blvd.	Rapid City	SD	57702	605-343-0077
Thelen Funeral Home, Inc.	101 East 7th Ave.	Redfield	SD	57469	605-472-2444
Eggers Funeral Home	2 West Main St.	Rosholt	SD	57260	605-537-4235
Kinzley Funeral Home, Inc.	500 North Main St.	Salem	SD	57058	605-425-2621
Goglin Funeral Home - Scotland	410 Poplar St.	Scotland	SD	57059	605-583-4418
Barnett-Lewis Funeral Home	901 South Minnesota Ave.	Sioux Falls	SD	57105	605-336-0707
Chapel Hill Funeral Home, Inc.	901 South Minnesota Ave.	Sioux Falls	SD	57104	605-335-2286
Dakota Embalming & Transport Service, Inc.	4800 South Minnesota	Sioux Falls	SD	57109	605-271-1946
George Boom Funeral Home	3408 East 10th St.	Sioux Falls	SD	57103	605-336-1454
Heritage Funeral Home	4800 South Minnesota	Sioux Falls	SD	57108	605-334-9640
Miller Funeral Home	507 South Main Ave.	Sioux Falls	SD	57104	605-336-2640
Cahill Funeral Chapel, Inc.	516 Cherry Street	Sisseton	SD	57262	605-698-7411
Fidler-Isburg Funeral Chapel	450 7th St.	Spearfish	SD	57783	605-642-2633
Rembold Funeral Home	308 East Commercial Ave.	St. Lawrence	SD	57373	605-853-2250
BH Funeral Home and Cremation Service	1440 Junction Ave.	Sturgis	SD	57785	605-347-2522
Kinkade Funeral Chapel	1235 Junction Ave.	Sturgis	SD	57785	605-347-3336

DAVISON COUNTY CORONERS MASS FATALITIES  
ANNEX 4

FINAL 9-25-18

PAGE 35 of 36

Funeral Home	Address	City	State	Zip Code	Phone Number
Goglin Funeral Home - Tripp	301 South Dobson St.	Tripp	SD	57376	605-935-6892
Goglin Funeral Home - Tyndall	1806 Laurel St.	Tyndall	SD	57066	605-589-3472
Hansen Funeral Home, Inc.	1120 East Main St.	Vermillion	SD	57069	605-624-2829
Iverson-Stecke-Kober Funeral Home	402 East Main St.	Vermillion	SD	57069	605-624-4466
Fraternal Burial Association	212 North Main	Viborg	SD	57070	605-362-5415
Crosby-Jaeger Funeral Home, Inc.	124 East Highway 50	Wagner	SD	57380	605-384-3781
Crawford Funeral Chapel, Inc.	1311 4th St. NE	Watertown	SD	57201	605-882-1516
Wight, Comes, Sogn Funeral Chapel	1111 4th Street NE	Watertown	SD	57201	605-886-5876
Coester Funeral Home	510 West Highway 12	Webster	SD	57274	605-345-3711
Fiksdal Funeral Service, Inc.	122 West 5th Ave.	Webster	SD	57274	605-345-3122
Basham Funeral Service - Wessington Springs	102 South Barrett	Wessington Springs	SD	57382	605-539-9774
Mason Funeral Home	625 West 3rd St.	Winner	SD	57580	605-842-0727
Basham Funeral Service - Woonsocket	209 South Dumont Ave.	Woonsocket	SD	57385	605-796-4465
Opsahl - Kostel Funeral Home	601 West 21st St.	Yankton	SD	57078	605-665-9679
Wintz-Ray Funeral Home & Cremation Serv., Inc.	2901 Douglas Ave.	Yankton	SD	57078	605-665-3644

This page left blank intentionally.

## **SOUTH DAKOTA FORENSIC DENTISTS (as of 2013)**

**Current listings of Forensic Dentists can be found on the SD State Dental Association.**

[http://www.sddental.org/SDDA\\_Committees.htm](http://www.sddental.org/SDDA_Committees.htm)

### **2013 FORENSIC DENTAL TEAM**

Dr. Tim Kappenman, Team Leader, Southern District

Dr. Gerald Elpert, Southern District

Dr. John Wingfield, Southern District

Dr. Matt Dailey, Southern District

Dr. Robin Hattervig, Southern District

Dr. Chelsey Rennemans, Southern District

Dr. Jesse Fast, Southern District

Dr. Mark Nielsen, Southern District

Dr. Lance Griese, Southern District

Dr. Bernie Schuurmans, Southern District

Dr. Nolan Carson, Southern District

Dr. Murray Thompson, Southern District

Dr. Robert Reitz, Southeastern District

Dr. Thomas Kassube, Southeastern District

Dr. Scott Munsinger, Southeastern District

Dr. Leslie Heinemann, Southeastern District

Dr. Randy Houska, Southeastern District

Dr. Denis Miller, Southeastern District

Dr. Mark Bierschbach, Northern District

Dr. Colin Palmquist, Northern District

Dr. Marc McClellan, Northern District

Dr. James E Anderson, Northern District

Dr. Joseph Rigg, Northern District

Dr. Ross Schulte, Northern District

Dr. Dan Harvey, Northern District

Dr. Tom Kaiser, Northern District

Dr. Scott Van Dam, Black Hills District

Dr. Jay Crossland, Black Hills District

Dr. Don Leonard, Black Hills District

Dr. Erik Swanson, Black Hills District

Dr. Paul Rezich, Black Hills District

Dr. Michael Krump, Black Hills District

Ms. Pat Dicus, CDA

Ms. Jolene Dyce, CDA

Ms. Mary Flier, CDA

Ms. Renae Hagemann, CDA

Ms. Kathy Heither, CDA

Ms. Ann Brunick, RDH



DAVISON COUNTY CORONERS MASS FATALITIES  
ANNEX 6

FINAL 9-25-18

PAGE 1 of 3

## MOBILE MORGUE INVENTORY

Item	Quantity		
Stainless steel folding embalming table w/ drain & adjustable surface, Ferno model 102 – Crescent – 53-102	3		
Wheeled litter carrier - Rapid Rescue Products - BSC-20 (for back boards)	2		
Autopsy saw – Mopec – BD040	1		
Autopsy saw blade, extra – Mopec – BD101	1		
Mortuary bucket, 13 qt – Kelco	5		
Headrest – Crescent – 54-020	2		
Cloth cutting scissors – Crescent – 54-C-204	4		
Mayo straight scissors, 6 1/2” – Mopec – AA020	4		
Dissection forceps, 6” 1x2 teeth – Mopec – AB012	2		
Dissection forceps, 6” 3x4 teeth – Mopec – AB023	2		
Scalpel handle #22 blade – Crescent 54-C-400	6		
Scalpel blades #22 – Crescent 54-C-401 (100)	2		
Scalpel blade disposal box with blade remover	2		
Disposal autopsy – organ knife (box of 10) – Mopec – AH027	1		
Dura strippers – Mopec – AG001	2		
Skull breaker – Mopec – AH004	2		
Postmortem hammer - Mopec - AH005	2		
Double curved postmortem needles, 4 3/4” – Crescent – 54-B-3002 (dozen)	1		
Postmortem waxed polyester thread – Crescent – 50-001	1		
10 gallon biohazard bags – Crescent – 58-117 (200)	1		
45 gallon biohazard bags – Crescent – 58-119 (100)	2		
Gloves – 4mil nitrile – disposable	-		
a. Small – Crescent – 52-094 (100)	5		
b. Medium - Crescent – 52-094 (100)	7		
c. Large - Crescent – 52-094 (100)	7		
Blue film gown – Kimberly Clark NovaPlus - 69316 (dozen)	10		
Yellow isolation gown – Medline – NON27239YXL (50)	2		
Shoe covers - Uline - S-10482 (50)	6		
Boot covers – Crescent – 52-231 (20)	5		
Face mask – pink with blue foam - Kimberly Clark NovaPlus – 47107 (400)	1		
OTG safety glasses - Uline - S-17940	12		
Face shields – Cardinal health (50)	1		
Hair nets – Uline S-10480 (100)	1		
10 ml sterile syringes – Owens & Minor (100)	1		
16 gauge sterile needles – Fisher – 14-817-104 (100)	1		

DAVISON COUNTY CORONERS MASS FATALITIES

ANNEX 6

FINAL 9-25-18

PAGE 2 of 3

Blood cards (1 box) – Fisher – 09-923-351 (100)	1		
White tape			
Disinfectant, CaviCide – Crescent – 58-105 (gallon)	4		
Spray bottle	2		
Portable eyewash station - 2 bottle - Uline - H1174	1		
Clip boards – Office Depot (2)	4		
Pens – Office Depot (12)	3		
Writing pads – Office Depot (dozen)	1		
Permanent markers – Office Depot (5)	2		
Letter envelops #10 – Office Depot (500)	1		
10x13” tyvek envelop – Uline - S-5153 (100)	1		
Copy paper	2		
12' metal tape measure	2		
6” ruler white – Evident – 5087W (10)	2		
1” evidence tape 165’ – yellow/black – Evident – 4007	2		
Tyvek white blank tag – Evident – 8029 (100)	1		
Brown paper bags, 4x2x8 - Uline - S-9750 (250)	1		
Brown paper bags, 6x3x11 - Uline - S-6912 (250)	1		
Plastic security bag, 9x12” – Evident – 5507 (100)	1		
Cable tie 8” – Home Depot (1000)	1		
Husky 5ft 1720 LED work light with tripod – Home Depot – WL1720LT-H	3		
500 lumen flashlight – Home Depot	4		
batteries - C type (8 pack)	3		
batteries - AA type (36 pack)	1		
50’ foot extension cord – Home Depot	3		
4 outlet circuit breaker box – Home Depot	3		
12 gal flip top tote – Home Depot – 211512	6		
42 gal contractor trash bag – Home Depot (50)	2		
32 gal trash can Rubbermaid - Home Depot	2		
5' aluminum folding ladder - Home Depot	1		
3 shelf service cart - Home Depot	1		
Broom & dust pan - Home Dept	2		
Foaming hand soap dispenser - Uline -H3415	2		
Foaming hand soap - Uline - S-18234 (2 per case)	2		
Multi-fold towels - Uline - S-13735 (4,000 per case)	1		
Counter top folded towel dispenser	2		
Rags in box - Home Depot (200 per box)	2		
#8 Twine 500' - Home Depot	1		



DAVISON COUNTY CORONERS MASS FATALITIES  
ANNEX 6

FINAL 9-25-18

PAGE 3 of 3

Tarp 20x30' - Home Depot	1		
Tarp 12x16' - Home Depot	1		
6' plastic folding table - Home Depot	2		
plastic folding chair - Uline - H-3015	8		
Water hose 75' - Home Depot	2		
Water hose shut off valve - Home Depot	2		
First aid kit, 25 people - Uline - H-1293	1		
Great Neck home tool kit, 205 piece - Home Depot	1		



## RESPONSE AGENCY CONTACT LIST

<p><b>Davison County Emergency Management</b></p> <p>Director: Jeff Bathke Deputy Director: Mark Jenniges</p>	<p>200 E 4<sup>th</sup> Ave Mitchell, SD 57301</p> <p>e-mail: <a href="mailto:jeffb@davisoncounty.org">jeffb@davisoncounty.org</a> e-mail: <a href="mailto:markj@davisoncounty.org">markj@davisoncounty.org</a></p>	<p>995-8640 (Work) 995-8642 (FAX) 999-2863 (Jeff Cell) 630-6848 (Mark Cell)</p>
<p><b>County Coroner-Bittner Funeral Home</b></p> <p>Coroner: George Bittner</p>	<p>805 West Havens Ave Mitchell, SD 57301</p> <p>e-mail:</p>	<p>996-2133 (Work) 996-1753 (FAX)</p>
<p><b>Will Funeral Chapel</b></p> <p>Director: Terry Reitveld</p>	<p>210 East Green Drive Mitchell, SD 57301</p> <p>e-mail: <a href="mailto:wfc@sdfuneral.com">wfc@sdfuneral.com</a></p>	<p>996-236 (Work) (FAX)</p>
<p><b>Avera Queen of Peace</b></p> <p>Contact:</p>	<p>525 N Foster St Mitchell, SD 57301</p> <p>e-mail: <a href="mailto:threerivers@sdplains.com">threerivers@sdplains.com</a></p>	<p>995-2000 (Work) (FAX)</p>
<p><b>Davison County Sheriff's Office</b></p> <p>Sheriff: Steve Brink Chief Deputy: Steve Harr</p>	<p>1015 S Miller Ave Mitchell, SD 57301</p> <p>e-mail: <a href="mailto:steve.brink@davisoncountysheriff.com">steve.brink@davisoncountysheriff.com</a> e-mail:</p>	<p>995-8630 (Work) 995-8643 (FAX) 770-9622 (Steve Cell)</p>
<p><b>Mitchell Department of Public Safety</b></p> <p>Chief: Lyndon Overweg Assistant Police Chief: Mike Koster Assistant Fire Chief: Paul Morris</p>	<p>201 W 1<sup>st</sup> Ave Mitchell, SD 57301</p> <p>e-mail: <a href="mailto:lyndon@mitchelldps.com">lyndon@mitchelldps.com</a></p>	<p>911 (Emergency) 995-8400 (Work) 995-8486 (FAX)</p>
<p><b>Mt. Vernon Fire Department</b></p> <p>Chief: Dave Kluth Assistant Fire Chief: Mike Kluth</p>	<p>115 S Main St Mt. Vernon, SD 57363</p> <p>e-mail:</p>	<p>236-5586 (Work) (FAX)</p>
<p><b>Ethan Fire Department</b></p> <p>Chief: Dan Pollreisz Assistant Fire Chief: Chad McGuire</p>	<p>41169 264<sup>th</sup> St Ethan, SD 57334</p> <p>e-mail:</p>	<p>227-4400 (Work) (FAX)</p>
<p><b>South Dakota Highway Patrol</b></p> <p>Chief:</p>	<p>5316 West 60<sup>th</sup> Street North Sioux Falls, SD 57107</p> <p>e-mail:</p>	<p>367-5700 (Work) 367-5705 (FAX)</p>
<p><b>South Dakota Office of Emergency Management</b></p> <p>Duty Officer</p>	<p>118 West Capital Ave Pierre, SD 57501</p> <p>e-mail:</p>	<p>773-3231 (Work) (FAX)</p>
<p><b>Red Cross</b></p> <p>Contact: Heather Allemang</p>	<p>808 West Ave N Sioux Falls, SD 57104</p> <p>e-mail: <a href="mailto:heather.allemang@redcross.org">heather.allemang@redcross.org</a></p>	<p>605-381-9503(Work) (FAX)</p>

<p><b>Salvation Army</b> Contact:</p>	<p>Mitchell, SD 57301 e-mail:</p>	<p>(Work) (FAX)</p>
<p><b>Dakota Counseling Institute</b> Director: Michelle Carpenter Business Manager: Vacant Computer Support: Janette Huber</p>	<p>910 West Havens Mitchell, SD 57301 e-mail: <a href="mailto:m.carpenter@dakotacounseling.net">m.carpenter@dakotacounseling.net</a> web: <a href="http://www.dakotacounseling.com">www.dakotacounseling.com</a></p>	<p>996-9686 (Work) 996-1624 (FAX)</p>

# **FINAL DISPOSITION PREFERENCE BY** **CULTURE/RELIGION**

## **CULTURAL AND RELIGIOUS GROUPS**

<b>BUDDHIST</b>	<b>2</b>
<b>CATHOLIC</b>	<b>3</b>
<b>CHRISTIAN</b>	<b>4</b>
<b>CHURCH OF JESUS CHRIST OF LATTER-DAY SAINTS (MORMON)</b>	<b>5</b>
<b>GREEK ORTHODOX</b>	<b>6</b>
<b>HINDU</b>	<b>7</b>
<b>JEHOVAH'S WITNESS</b>	<b>8</b>
<b>JEWISH</b>	<b>9</b>
<b>MAORI</b>	<b>10</b>
<b>MUSLIM (ISLAMIC)</b>	<b>11</b>
<b>SCIENTOLOGIST</b>	<b>12</b>
<b>SEVENTH DAY ADVENTIST</b>	<b>13</b>
<b>SIKH</b>	<b>14</b>
<b>TABLE</b>	<b>15</b>
<b>BIBLIOGRAPHY</b>	<b>16</b>

## **BUDDHIST**

### **BELIEFS**

Buddhists believe in rebirth and that when they die they will be reborn again. The goal is to escape the cycle of death and rebirth and attain nirvana or a state of perfect peace. There are lots of different types of Buddhism and many different ways of dealing with death.

### **PREPARING**

The dying person may ask a monk or nun in their particular Buddhist tradition to help them make the transition from life to death as peaceful as possible. Buddhists believe that a person's state of mind as they die is very important, so they can find a happy state of rebirth when they pass away. Before and at the moment of death and for a period after death, the monk, nun or spiritual friends may chant from the Buddhist scriptures.

### **AT THE TIME**

Buddhists believe the spirit leaves the body immediately but may linger in an in between state near the body. In this case it is important the body is treated with respect so that the spirit can continue its journey to a happy state. The time it is believed to take for the spirit to be reborn can vary depending on the type of Buddhism practiced.

### **FUNERAL**

Because there are so many different types of Buddhist funeral traditions vary. Funerals will usually consist of a simple service held at the crematorium chapel. The coffin may be surrounded by objects significant to the person who has died. Monks may come with the family to the funeral and scriptures may be chanted.

### **BURIAL**

The person may either be cremated or buried depending on their tradition. There may be speeches and chants on the impermanence of life.

### **AFTER**

The grave may be visited by friends and family in remembrance of the person who has passed away. The importance of the gravesite will depend on the particular Buddhist tradition. Buddhists believe that it is just the physical body that lies in the grave because the person's spirit has been reborn. Buddhists will often do things to wish for the happiness of the deceased person. For example, in Southeast Asia people give offerings to the monks in memory of the dead person.

## **CATHOLIC**

### **BELIEFS**

Catholics believe that there is an afterlife and that once a person dies they will see God face to face. If a person has committed a grave offence and has not repented at the time of death then that person would not enter into the full glory of heaven.

### **PREPARING**

The sick and the elderly can receive the Sacrament of the Anointing of the Sick on a regular basis if they wish to. If they can't get to church on their own, they will be taken there by other members of the church.

### **AT THE TIME**

When a person is close to death the family or friends ask a priest to come and pray with the sick person and the Sacrament of the Anointing of the Sick is administered. This includes anointing with Holy Oils and the reception of the Sacraments of Reconciliation and Holy Communion. After the person has passed away the priest comforts the family and helps them prepare the funeral arrangements.

### **FUNERAL**

The Catholic funeral rite is called the Order of Christian Funerals. Family and friends pray for the soul of the deceased person and ask God to receive their soul into his eternal glory. The Vigil of the Deceased (a prayer service) is held the night before the funeral. On the day of the funeral a Requiem Mass for the deceased person is celebrated. This includes scripture, prayers and hymns. Family and friends are invited to take part in the service.

### **BURIAL**

At the grave or place where the body has been entombed the Rite of Committal is celebrated. Family members and friends along with the priest pray once again for the deceased person as they commit the body or cremated remains to the final resting-place. The gravesite is also blessed.

### **AFTER**

Over the next year family members and friends often have Mass celebrated for the peace of the soul of the deceased person. On special occasions such as the deceased's birthday, Christmas or anniversary of the death, family and friends will often visit the grave. Flowers or other objects to remember the deceased are sometimes placed on the grave as a sign of respect.

## **CHRISTIAN**

### **BELIEFS**

Christians trust they will go to heaven to be with God once they have died and so in some respects a funeral is a time of joy, although also sadness, as the person will be missed by friends and loved ones.

### **PREPARING**

The church minister may come and visit the person and their family to discuss any concerns and to help the person to prepare for their death. Depending on the form of Christianity (i.e. Anglican, Presbyterian etc.) and the particular church, there may be slightly different customs that will be followed.

### **AT THE TIME**

The church minister will offer any comfort or assistance the family needs to help them cope with the death and to organize the funeral. Friends will often send their sympathies in the form of cards and/or flowers to the deceased's family.

### **FUNERAL**

A Christian may be either buried or cremated, depending on their preference. The ceremony will typically be held at the deceased person's church and conducted by the minister, but it could also be held at a funeral home. The ceremony may involve hymns, readings and prayer by both the minister and the deceased's family and friends. The casket may be present in the room during the ceremony and carried out at the end by pallbearers – usually members of the deceased's immediate family. There is often the opportunity for people to view the deceased and to say their last goodbyes before the deceased is buried.

### **BURIAL**

If the deceased has been cremated the ashes may be scattered. Otherwise, the ashes or body will be buried in a cemetery and marked with a gravestone to remember the deceased.

### **AFTER**

On special occasions such as the deceased's birthday, Christmas or anniversary of the death, family and friends may come and visit the grave. Often, flowers or other objects to remember the deceased will be placed on the grave as a sign of respect.



## **CHURCH OF JESUS CHRIST OF LATTER-DAY SAINTS (MORMON)**

### **BELIEFS**

Church of Jesus Christ Latter Day Saints (or Mormons as they are also known) believe that at death the body and the spirit separate. The spirit goes to the spirit world before being reunited with the body. The judgment will then occur and after that the person will live in Heaven with God.

### **PREPARING**

The ward bishop and members of the church will offer support to the person who is dying and their family.

### **AT THE TIME**

The ward bishop will go to the deceased's home and offer assistance to the family in making arrangements for the funeral.

### **FUNERAL**

Funeral services are generally conducted by the bishop in a ward chapel or in a mortuary. Although people mourn the loss of a loved one, the funeral service is viewed as a celebration of the life of the deceased. The service will consist of a eulogy, doctrinal messages, music and prayer. The funeral is designed to bring peace and solace, as church members believe families may be reunited in the life hereafter. Mourners often send flowers to the family to show their support.

### **BURIAL**

Church members who have received temple ordinances are buried in their temple clothing. The grave is dedicated as a place of peace and remembrance for the family. Cremation is generally discouraged.

### **AFTER**

The gravesite is considered to be a sacred place for the family to visit and place floral remembrances.

## **GREEK ORTHODOX**

### **BELIEFS**

Followers of the Greek Orthodox religion believe in eternal life. Thus, the church strongly emphasizes a positive outcome in death — that the deceased is alive with God. While death is the separation of the soul (the spiritual dimension of each person) from the body (the physical dimension), the physical body will be reunited with the soul at the Last Judgment.

### **PREPARING**

The Orthodox religion is practiced today much as it was practiced hundreds of years ago, and is highly ritualistic and symbolic. The coffin is taken home on the way to the funeral service, so that the deceased can visit their home for the last time. Wailing usually takes place at the home. If an Orthodox priest is unavailable to administer the last anointing, it is sometimes acceptable for a Catholic priest to do so. The patient's family would need to be consulted about this.

### **AT THE TIME**

After death, the priest says the first prayer and a candle is lit. This is repeated for 40 days, because it is believed that the soul roams on earth for 40 days, as did Christ. The lighting of the candle is symbolic in asking God for forgiveness on behalf of the deceased.

### **FUNERAL**

At the church, every person lights a candle as they enter, in memory of the deceased. The coffin is usually open and an icon placed on the body or the coffin. At the end of the service, everyone pays respect to the deceased and the icon, by passing the coffin. At the cemetery, the last funeral prayer is said and the body is buried facing east, because when Christ was born the guiding star was in the East. The family has supplied a small bottle of wine mixed with oil and some wheat or bread, to the priest at the church. When the last prayer is finished, the priest pours the wine and oil mixture over the lowered coffin, making the sign of the cross three times, symbolizing the Holy Trinity and sustenance for the departing soul. The priest sprinkles earth into the grave, followed by family and friends.

### **BURIAL**

In the Orthodox religion, cremation is not permitted because it is believed that we are made from earth and that we shall return to the earth.

### **AFTER**

Masses are conducted as memorials, at 3 days, 9 days, 40 days, 6 months, 12 months and 3 years. After each mass, food is eaten in honor of the deceased's soul.

## **HINDU**

### **BELIEFS**

Hinduism embraces a pantheon of gods and goddesses, with individual Hindus worshipping one or more of these. Hindus believe in reincarnation. When a person dies their soul merely moves from one body to the next on its path to reach Nirvana (Heaven). So, while it is a sad time when someone dies, it is also a time of celebration.

### **PREPARING**

Family and a priest may come to pray with the dying person, sing holy songs and read holy texts. The priest may perform last rites. Other rituals can include the tying of a thread around the neck and wrist of the dying patient, the sprinkling of Ganges water, or the placing of a leaf from the sacred basil bush on the tongue.

### **AT THE TIME**

Family will pray around the body soon after death. People try to avoid touching the body as it is considered unclean. Sacred threads and other religious objects should not be removed.

### **FUNERAL**

The deceased will be bathed and dressed in white traditional Indian clothing. If a woman dies before her husband she will be dressed in red. The procession might pass by places that were important to the deceased. Prayers are said at the entrance to the crematorium. The body is decorated with sandalwood and flowers. Someone will read from the scriptures. The head mourner is usually a male or the eldest son and he will pray for the body's soul.

### **BURIAL**

Hindus are cremated as they believe burning the body releases the spirit. The flames represent Brahma (the creator).

### **AFTER**

A priest will purify the family's home with spices and incense. A mourning period begins during which friends and relatives can visit the family and offer their sympathies. After the funeral mourners must wash and change their clothing before entering the house.

One year later Shradh occurs. This is either a one-off event or may become an annual event. Shradh is when food is given to the poor in memory of the deceased. Shradh lasts one month and a priest will say prayers for the deceased; during this time the family will not buy any new clothes or go to any parties.

## **JEHOVAH'S WITNESS**

### **BELIEFS**

Jehovah's Witnesses believe that when they die they go into a kind of sleep until God resurrects them from the dead. Those who gain entrance to heaven will live with God but the vast majority of mankind will be resurrected to a restored paradise on earth.

### **PREPARING**

The church elders will visit the person, pray with them and share scripture to bring the person comfort.

### **AT THE TIME**

No rituals are performed at time of death but an elder will give comfort to friends and family of the deceased.

### **FUNERAL**

The funeral is usually held at the Kingdom Hall that the deceased attended or at the funeral home. The body may either be cremated or buried depending on the wishes of the deceased. Mourners will usually wear dignified clothing in muted colors out of respect for the deceased. A church elder runs the service with a sermon, prayers and singing.

### **BURIAL**

A committal service may take place at the graveside if this is the wish of the family. It would include prayers and scripture, which will once again be led by the church elder.

### **AFTER**

Mourners gather at the family's house so friends and relatives can offer their sympathies. Flowers and cards are usually sent. Family and friends may come and visit the grave in the coming years to remember the deceased.

## **JEWISH**

### **BELIEFS**

Beliefs may vary depending on whether the Jewish person is Orthodox, Reform or Conservative. Jews believe that when they die they will go to Heaven to be with God. This next world is called Olam HaEmet or 'the world of truth'. Death is seen as a part of life and a part of God's plan.

### **PREPARING**

Family and friends will gather. A rabbi may be called to offer comfort and to pray for the person who is dying. It is a basic tenet of Judaism that a dying person should not be left alone. The reading of Psalm 23 and the reciting of the Shema prayer may be desired.

### **AT THE TIME**

The person's eyes are closed, the body is covered and laid on the floor and candles are lit. The body is never left alone. Eating and drinking are not allowed near the body as a sign of respect. In Jewish law, being around a dead body causes uncleanness so often the washing of the body and preparations for burial will be carried out by a special group of volunteers from the Jewish community. This is considered a holy act.

### **FUNERAL**

Jews may not be cremated or embalmed. In Israel a coffin might not always be used but outside of Israel a coffin is almost always used. The body is wrapped in a white shroud. Mourners have the opportunity to express anguish. Tears are seen as a sign of sadness and show that the mourner is confronting death. Mourners also tear their clothing as an expression of grief.

### **BURIAL**

The burial takes place as soon as possible following the death. Pallbearers will carry the casket to the grave. A family member will throw a handful of earth in the casket with the body. This is to put the body in close contact with the earth. Jewish law says each grave must have a tombstone to remember the deceased.

### **AFTER**

A candle is lit after returning from the cemetery to mark seven days of mourning called Shivah. This is when people can offer sympathies to the mourners. A meal is prepared by friends to help the mourners regain their strength. Each year the anniversary of the death is commemorated according to the Hebrew calendar. This day is observed as a solemn day of remembrance.

## **MAORI**

### **BELIEFS**

Traditional Maori believe that the spirit continues to exist after death and that the deceased will always be a part of the marae (traditional meeting place). Once someone has died they will go to the spirit world.

### **PREPARING**

It is important for Maori to see the person before they die if possible so friends and family will visit the person to pray and provide support.

### **AT THE TIME**

Depending on the tribal group there may be slightly different customs followed when someone dies. The ceremony of tuku will be carried out to free the spirit from the body. The body will be prepared for example the deceased's hair may be traditionally oiled, combed and decorated with feathers. The person will be dressed in fine clothes, perhaps traditional Maori garments if that is their wish. The body will not be left alone at any time until it is buried. It will be taken to the marae so that people can pay their respects. A karanga is performed welcoming the spirit and the body onto the marae. Family and friends (whanau) share their grief openly and loudly.

### **FUNERAL**

The night before the burial whanau gather to sing songs to remember the dead. At the funeral speeches are given and a eulogy by a close family member. After the funeral mourners wash their hands and share food. After the meal a karakia (invocation) is held, storytelling about the deceased and singing. A group of Maori remains at the marae to remove the tapu (sanctity) from where the body lay.

### **BURIAL**

The body is usually buried rather than cremated so it can be returned to Papatuanuku (mother earth). There will be a short karakia and members of the immediate family will be present.

### **AFTER**

Once the burial has taken place the family is welcomed back onto the marae and everybody gathers for a big feast. The family's house is then blessed to make sure the spirit of the deceased does not linger in it. Close relatives may stay longer to help the immediate family get over their loss. Maori believe the dead should be remembered and respected so the family will regularly visit the grave.

## **MUSLIM (ISLAMIC)**

### **BELIEFS**

There are two types of Muslims – Shi'ite and Sunni, so beliefs and customs may be slightly different for each. Muslims believe that the soul continues to exist after death. During life a person can shape their soul for better or worse depending on how they live their life. Muslims believe there will be a day of judgment by Allah (God). Until then, the deceased remain in their graves but on judgment day they will either go to Heaven or Hell. Muslims accept death as God's will.

### **PREPARING**

Muslims should be prepared for death at any time, which is partly why daily prayers are so important. A dying person may wish to die facing Mecca, the Muslim holy city. Family members and elders recite the Muslim scripture called the Koran and pray for the person. If there is no family, any Muslim can do this. Grief counselling is often not well accepted and may be considered an intrusion of privacy.

### **AT THE TIME**

The eyes of the deceased will be closed and the body is laid out with their arms across their chest and head facing Mecca. The body will be washed by family or friends. It will be wrapped in a white shroud and prayers will be said. Contact between the body and non-Muslims is discouraged. If a non-Muslim needs to touch the body, gloves should be worn. Male staff should handle male patients, female with female patients.

### **FUNERAL**

The body will be buried within 24 hours as Muslims believe the soul leaves the body at the moment of death. The funeral will take place either at the graveside and involve prayer and readings from the Koran.

### **BURIAL**

No women are allowed to go into the graveyard. Before burial a prayer will be recited. Mourners are forbidden from excessive demonstrations of grief. The body will not be cremated as this is not permitted in Islam. The deceased will be buried with their face turned to the right facing Mecca. A coffin is usually not used but a chamber dug into the grave and sealed with wooden boards so no earth touches the body. The grave will usually be simple without any fancy decoration.

### **AFTER**

Three days of mourning follows where visitors are received and a special meal to remember the departed may be held. Mourners avoid decorative jewelry and clothing. Male family members go to visit the grave daily or weekly for 40 days. There will also be prayer gatherings at the home for 40 days. After one year there will be a large prayer gathering of family and friends. After that, male family and friends visit the grave and everyone remembers the deceased in prayers.

## **SCIENTOLOGIST**

### **BELIEFS**

Scientists believe that humans are immortal spiritual beings called thetans who live several lives. Each thetan has a body and a mind, which exists from lifetime to lifetime. When a person dies they simply move into a new life.

### **PREPARING**

The Scientology minister may visit the person who is dying and the family providing guidance and assistance at this point in their lives. After the person has passed away the minister will offer comfort to the family and help them to organize the funeral if required.

### **AT THE TIME**

There are no particular protocols after the person has died – it is up to the family and the wishes of the deceased.

### **FUNERAL**

The funeral service will be taken by the Scientology minister who will ask the mourners to remember that the deceased has simply moved into a new life and to wish them well. The minister will speak directly to the thetan acknowledging it for its contributions in this life, releasing it from any obligations and freeing it to move on to its new life. There will probably be a eulogy and reading from the Scientology scripture. It is up to family what else they want to include. The congregation is encouraged to say goodbye to the person.

### **BURIAL**

A scientologist will usually be cremated but may also be buried. If the family goes to the gravesite some words will be said by the graveside.

### **AFTER**

Usually families will receive mourners at their home after the funeral. Mourners may give their sympathies with flowers or cards. The deceased will be remembered on special occasions and flowers placed on the graveside.



## **SEVENTH DAY ADVENTIST**

### **BELIEFS**

Seventh Day Adventists believe that death is an unconscious sleep. When Christ returns to the earth he will awaken all those who believe in him and they will all go to be with God in heaven.

### **PREPARING**

For a Seventh Day Adventist death is not something to be afraid of but is part of God's plan. The church minister or lay group leader may come and offer support to the person who is dying as well as their family.

### **AT THE TIME**

Friends may visit and offer sympathies to the family. The church minister or lay group leader may offer assistance in helping with preparations for the funeral.

### **FUNERAL**

The funeral will usually take place within a week. Friends may be able to view the deceased if that is what the family wishes. The service will usually take place at the church, a chapel or crematorium and include music, singing, scripture readings, a sermon and prayers.

### **BURIAL**

Seventh Day Adventists can be buried or cremated. There will be a committal ceremony at the graveside or crematorium. The minister or lay group leader will pray and read scripture as they commit the body to the earth.

### **AFTER**

Friends may visit the family to offer help and offer words of comfort. They may also send flowers or food to the house.

## **SIKH**

### **BELIEFS**

Sikhs believe in reincarnation but also that if a person lives their life according to God's plan then they can end the cycle of rebirth in this life. They believe in an afterlife where the soul meets God

### **PREPARING**

Friends and relations will be with the dying person and recite from the Sukhnam Sahib or the Guru Granth Sahib.

### **AT THE TIME**

After passing away the deceased will be washed and dressed in clean clothes. If the deceased has fulfilled the Sikh baptismal ritual then the five symbols of Sikh membership will also be placed in the coffin. Non-Sikhs may attend the body at death.

### **FUNERAL**

Friends and family drive in procession to the crematorium which takes place as soon as is possible. Death is not seen as a sad occasion but an act of God and so it is forbidden to cry. There may be an opportunity to view the deceased. Hymns may be sung, prayers and the poem Sohila recited.

### **BURIAL**

Cremation is the norm although Sikhs and only small children and babies will be buried. A male family member will switch the cremation oven on. The ashes will be spread in running water and are traditionally sent to India.

### **AFTER**

Afterwards the mourners will come to the temple for more hymns and readings as well as the distribution of parsad, a kind of bread/pudding, which is a symbol of God's blessing. For days after the death, Guru Granth Sahib will be read or sung regularly in order to ease the sorrows of the family. After ten days another ceremony, the Bhog, is held to formally end the mourning period.

<b>Culture/Religion</b>	<b>Preference</b>
Afghanistan / Islam	Rapid Burial
Amish / Mennonites	No Restrictions
Arab Cultures / Islam	Rapid Burial
Buddhist	No Restrictions
Chinese / Hindu	Cremation or Burial
Christian Scientist	No Restrictions (prefer cremation)
Cuban / Roman Catholic	Burial
Eastern Orthodox	Burial
Filipino / Roman Catholic	Burial
Guatemalan / Roman Catholic	Burial
Hispanic/Latino (other) / Roman Catholic	Burial (Generally)
Indian / Hindu	Cremation (usually within 24 hours)
Japanese / Buddhist	No Restrictions
Jewish	Rapid Burial/No Cremation
Korean	Burial
Latter Day Saints	Burial
Mexican / Roman Catholic	Burial
Native American	Burial
Pakistani	Rapid Burial, no coffin
Polynesian	Burial
Puerto Rican / Roman Catholic	Burial
Rastafarian	Do not believe in burial. Ask preference.
Sri Lanka / Buddhist	No Restrictions

**BIBLIOGRAPHY**

1. Customs and Religious Protocols – Different cultural beliefs at time of death. Website resource at <http://www.amemorytree.co.nz/customs.php>

2. Multicultural Palliative Care Guidelines, Palliative Care Australia (A. Taylor & M. Box), 1999.

Available for download at

<http://www.palliativecare.org.au/Portals/46/Multicultural%20palliative%20care%20guidelines.pdf>

3. Aboriginal Cultural Awareness Benchbook (Chapter 2), AIJA, 2002.

Available for download at <http://www.aija.org.au/online/ICABenchbook.htm>.

4. Parkes CM, Laungani P, Young B (1997) Death and Bereavement Across Cultures, London, Routledge.

5. Babacan H, Obst P (1998) Death, Dying and Religion, Brisbane, Queensland, Ethnic Communities Council of Queensland.

6. Guide to the Needs of Muslims in the Community, Adelaide, South Australia, Muslim Women's Association of South Australia.

7. Haffejee F, (1993) The Muslim Patient, Melbourne, Victoria, Islamic Council of Victoria.

8. Palliative Care for Culturally & Linguistically Diverse Communities, Migrant Information Centre East Melbourne, 2009.

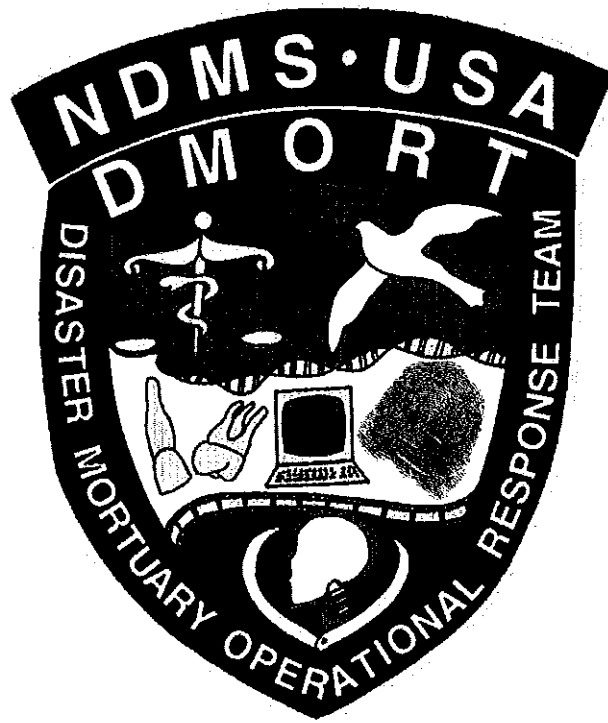
Available for download at <http://www.miccastmelb.com.au/culturalresources.htm>

# VIP INTERVIEW FORMS

*DMORT Family Assistance Team*

*Antemortem Interview Forms*

**- For official use only -**





# VIP Personal Information

RM # \_\_\_\_\_

Name \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_  
 Last Suffix First Middle Sex If Female/Maiden Name Age

MM/DD/YYYY \_\_\_\_\_  
 DOB Race Social Security # / Other Birth City State/Country Birth Hospital

Address \_\_\_\_\_ Apt # \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

County \_\_\_\_\_ Country USA Inside City Limits \_\_\_\_\_ Religious Preference \_\_\_\_\_

Education: level completed. Elem/Second (0-12): \_\_\_\_\_ College \_\_\_\_\_ Degree Earned: \_\_\_\_\_

Alias 1 \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_ Alias 2 \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_  
 Last First Middle Last First Middle

Phone (H) \_\_\_\_\_ Phone (W) \_\_\_\_\_ Phone (Cell) \_\_\_\_\_

Marital Status  Married  Never Married  Widowed  Divorced  Separated  Unknown Wedding Date MM/DD/YYYY \_\_\_\_\_

Spouse \_\_\_\_\_  Living  Deceased  Unknown  
 Last Suffix Maiden/birth Name First Middle

Father \_\_\_\_\_  Living  Deceased  Unknown  
 Last Suffix Maiden/birth Name First Middle

Mother \_\_\_\_\_  Living  Deceased  Unknown  
 Last Maiden/birth Name First Middle

Legal Next Of Kin \_\_\_\_\_ Home \_\_\_\_\_  
 Last First Middle Work \_\_\_\_\_

Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_ On Site/Cell Phone \_\_\_\_\_

Relationship:  Wife  Husband  Father  Mother  Brother  Sister  Son  Daughter  Uncle  Aunt  Other:

Permanent Contact \_\_\_\_\_ Please place name and contact info here. Other: \_\_\_\_\_

**Informant**

\_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_  
 Last Suffix First Middle

Address \_\_\_\_\_ Zip \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_

Home Phone \_\_\_\_\_ Work Phone \_\_\_\_\_ Cell Phone \_\_\_\_\_ email \_\_\_\_\_

Date of Initial Contact \_\_\_\_\_ Type of Initial Contact \_\_\_\_\_

- Relationship
- Wife
  - Husband
  - Father
  - Mother
  - Brother
  - Sister
  - Son
  - Daughter
  - Uncle
  - Aunt
  - Cousin
  - Employer
  - Friend
  - Other

**Contacts**

\_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_  
 Last Suffix First Middle

Address \_\_\_\_\_ Zip \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_

Home Phone \_\_\_\_\_ Work Phone \_\_\_\_\_ Cell Phone \_\_\_\_\_ email \_\_\_\_\_

Date of Initial Contact \_\_\_\_\_ Type of Initial Contact \_\_\_\_\_

- Relationship
- Wife
  - Husband
  - Father
  - Mother
  - Brother
  - Sister
  - Son
  - Daughter
  - Uncle
  - Aunt
  - Cousin
  - Employer
  - Friend
  - Other



# VIP Physical Description

RM # \_\_\_\_\_

Name: Last / Suffix / First / Initial / Age / DOB / Sex / Race

Height Inches: \_\_\_\_\_ / Height cm \_\_\_\_\_ Approx. Weight (Pounds): \_\_\_\_\_ / Weight Kilos \_\_\_\_\_

**H** Hair Color  Auburn  Brown  Gray  Salt & Pepper  Other \_\_\_\_\_  
 Blonde  Black  Red  White Please place other here

**a** Hair Length  Bald  Short < 3"  Male Patern Baldness: \_\_\_\_\_  
 Shaved  Medium  Long Description \_\_\_\_\_

**i** Hair Accessory  Extensions  Hair Piece  Hair Transplant  Wig  N/A

**r** Hair Description  Curly  Wavy  Straight  N/A  Other: \_\_\_\_\_

**n** Facial Hair Type  Clean Shaven  Beard & Moustache  Goatee  Sideburns  N/A  
 Moustache  Beard  Stubble  Lower Lip

**f** Facial Hair Color  Blonde  Black  Red  White Facial Hair Notes: \_\_\_\_\_  
 Brown  Gray  Salt & Pepper  NA

**E** Eye Color  Blue  Brown  Green  Hazel  Gray  Black  Other: \_\_\_\_\_

**y** Optical Color/Descrip: \_\_\_\_\_

**e** Optical Lens  Contacts  Glasses  Implants  None Desc. \_\_\_\_\_

**s** Eye Status  Both Intact  Missing R  Missing L  Glass R  Glass L  Cataract

**N** Fingernail Type  Natural  Artificial  Unknown Length  Extremely Long  Long  Medium  Short

**a** Fingernail Color \_\_\_\_\_ Description \_\_\_\_\_

**i** Characteristics  Bitten  Decorated  Misshapen  Yellowed/Fungus  N/A

**l** Toenail Color \_\_\_\_\_ Toenail description \_\_\_\_\_

**s** Characteristics  Decorated  Misshapen  Yellowed/Fungus  N/A

Body Piercing(s)?  Yes  No Photos?  Yes  No Photo Location \_\_\_\_\_

#	Location	Side	Quantity	Description (include evidence of old piercings)	Photo
1					
2					
3					

Tattoo(s)  Yes  No Photos?  Yes  No Photo Location \_\_\_\_\_

#	Location	Side	Tattoo Description
1			
2			
3			
4			



# VIP Medical History

Page 3 of 8

Morgue Reference No. \_\_\_\_\_

RM # \_\_\_\_\_

Name: \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_  
 Last                      Suffix                      First                      Middle                      Age                      DOB                      Sex                      Race

**Dentist**  Dental  Impacted  Unknown  None  
 Address: \_\_\_\_\_ Last \_\_\_\_\_ First \_\_\_\_\_ Zip \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_  
 Phone 1: \_\_\_\_\_ Phone 2: \_\_\_\_\_  
 See Dental Section For Additional Dental Information  
 Additional Dental Information/2nd Dentist: \_\_\_\_\_  
**Dental Records Received**  
 Yes  No  
 Dental Work  
 Dentures  
 Both  
 Braces  
 Partials  
 Tooth Jewelry

**PHYSICIAN**  
 Physician: \_\_\_\_\_ Last \_\_\_\_\_ First \_\_\_\_\_  
 Address: \_\_\_\_\_  
 Zip: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_  
 Phone 1: \_\_\_\_\_ Phone 2: \_\_\_\_\_  
 Email: \_\_\_\_\_  
 Practice Name: \_\_\_\_\_  
 Physician Type: \_\_\_\_\_  
 Reason Seen: \_\_\_\_\_  
 Records Requested  Yes  No  
 Records Obtained  Yes  No

**PHYSICIAN**  
 Physician: \_\_\_\_\_ Last \_\_\_\_\_ First \_\_\_\_\_  
 Address: \_\_\_\_\_  
 Zip: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_  
 Phone 1: \_\_\_\_\_ Phone 2: \_\_\_\_\_  
 Email: \_\_\_\_\_  
 Practice Name: \_\_\_\_\_  
 Physician Type: \_\_\_\_\_  
 Reason Seen: \_\_\_\_\_  
 Records Requested  Yes  No  
 Records Obtained  Yes  No

**Medical Radiographs?**  Yes  No  Unknown  
**Medical Radiographs Location:** \_\_\_\_\_  
**Potential Type of Radiographs - and dates taken if known:**  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

**Old Fractures:** Description: \_\_\_\_\_  
 Yes  No

**Objects in Body:**  Pacemaker  Bullets  Implants  Needles  Shrapnel  Other \_\_\_\_\_

**Surgery:**  Gall Bladder  Tracheotomy  Caesarean  Reconstructive  Other \_\_\_\_\_  
 Appendectomy  Laparotomy  Mastectomy  Open heart

**Diabetic?**  Yes  No  Unknown      **If Female / pregnancy in the past 12 months ?**  Yes  No  Unknown

**Unique Characteristics**      **Description of: Scars, Operations, birthmarks, burns, missing organs, amputations, other special characteristics :**  
 Yes  No  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

**Prosthetic Location/Description**  
**Prosthetic(s)** \_\_\_\_\_  
 Yes  No







# VIP Jewelry

Page 5 of 8

Morgue Reference No. \_\_\_\_\_

RM # \_\_\_\_\_

Name \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_

Last                      Suffix                      First                      Initial                      Age                      DOB                      Sex                      Race

**WATCH:**

#	Type/ Make	Band Material Watch Face Color	Description	Photo Available	
				Inscription	
1				Yes	No
2				Yes	No

**JEWELRY:**

#	Jewelry/Type Style	Material Color/ Size / Where Worn/ Frequently Worn?	Description	Photo Available	
				Inscription	
1		Yes No		Yes	No
2		Yes No		Yes	No
3		Yes No		Yes	No
4		Yes No		Yes	No
5		Yes No		Yes	No
6		Yes No		Yes	No
7		Yes No		Yes	No

Other Commonly Carried Personal Effects \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

Cell Phone  Yes  No  Unknown Cell Phone Type: \_\_\_\_\_ Service Provider: \_\_\_\_\_  
 Cell Phone Number \_\_\_\_\_ Cell Phone Description \_\_\_\_\_





# VIP Family

Page 7 of 8

Morgue Reference No. \_\_\_\_\_

RM #

Name											
Last	Suffix	First	Initial	Age	DOB	Sex	Race				

**Potential Living Biological Donors**  
 All BIOLOGICAL Relatives of Missing Individual  
 Such as: Mother/Father/Spouse/Sister/Brother/Children/Uncle/Aunt/Cousin

Add New Donor

Last Name	First Name	Middle Name	Email	DOB	Sex	
Relationship	Address	Zip	City	State	Phone 1	Phone 2
Last Name	First Name	Middle Name	Email	DOB	Sex	
Relationship	Address	Zip	City	State	Phone 1	Phone 2
Last Name	First Name	Middle Name	Email	DOB	Sex	
Relationship	Address	Zip	City	State	Phone 1	Phone 2
Last Name	First Name	Middle Name	Email	DOB	Sex	
Relationship	Address	Zip	City	State	Phone 1	Phone 2
Last Name	First Name	Middle Name	Email	DOB	Sex	
Relationship	Address	Zip	City	State	Phone 1	Phone 2
Last Name	First Name	Middle Name	Email	DOB	Sex	
Relationship	Address	Zip	City	State	Phone 1	Phone 2
Last Name	First Name	Middle Name	Email	DOB	Sex	
Relationship	Address	Zip	City	State	Phone 1	Phone 2
Last Name	First Name	Middle Name	Email	DOB	Sex	
Relationship	Address	Zip	City	State	Phone 1	Phone 2

### Primary donor for Nuclear DNA Analysis

An "appropriate family member" for **nuclear DNA Analysis** is someone that is biologically related to and only one generation removed from the deceased. The following are the family members who are appropriate donors to provide reference specimens, and in the order of preference (family members highlighted in bold print are the most desirable):

1. Natural (Biological) **Mother and Father**, AND 2. **Spouse** and Natural (Biological) **Children**, AND
3. A Natural (Biological) Mother or Father and victim's biological children, OR
4. Multiple Full Siblings of the Victim (i.e., children from the same Mother and Father)



VIP Interviewer Information

Morgue Reference No. \_\_\_\_\_

RM # \_\_\_\_\_

Deceased Name \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_  
Last Suffix First Middle

Interview Location \_\_\_\_\_ Date \_\_\_\_\_ Time \_\_\_\_\_  
(MM/DD/YYYY)

Interviewer Info:

Interviewer Name \_\_\_\_\_  
Full Name

Interviewing Organization \_\_\_\_\_

Interviewer Home Information

Address: \_\_\_\_\_

Home phone: \_\_\_\_\_

Cell Phone: \_\_\_\_\_

Work Phone: \_\_\_\_\_

Interviewer Onsite Information

Interviewer Onsite address: \_\_\_\_\_  
Location Name and Street, City, State and Room #

Interviewer Onsite phone: \_\_\_\_\_

Interviewer Onsite cell: \_\_\_\_\_

Reviewer Info

Reviewer Name: \_\_\_\_\_

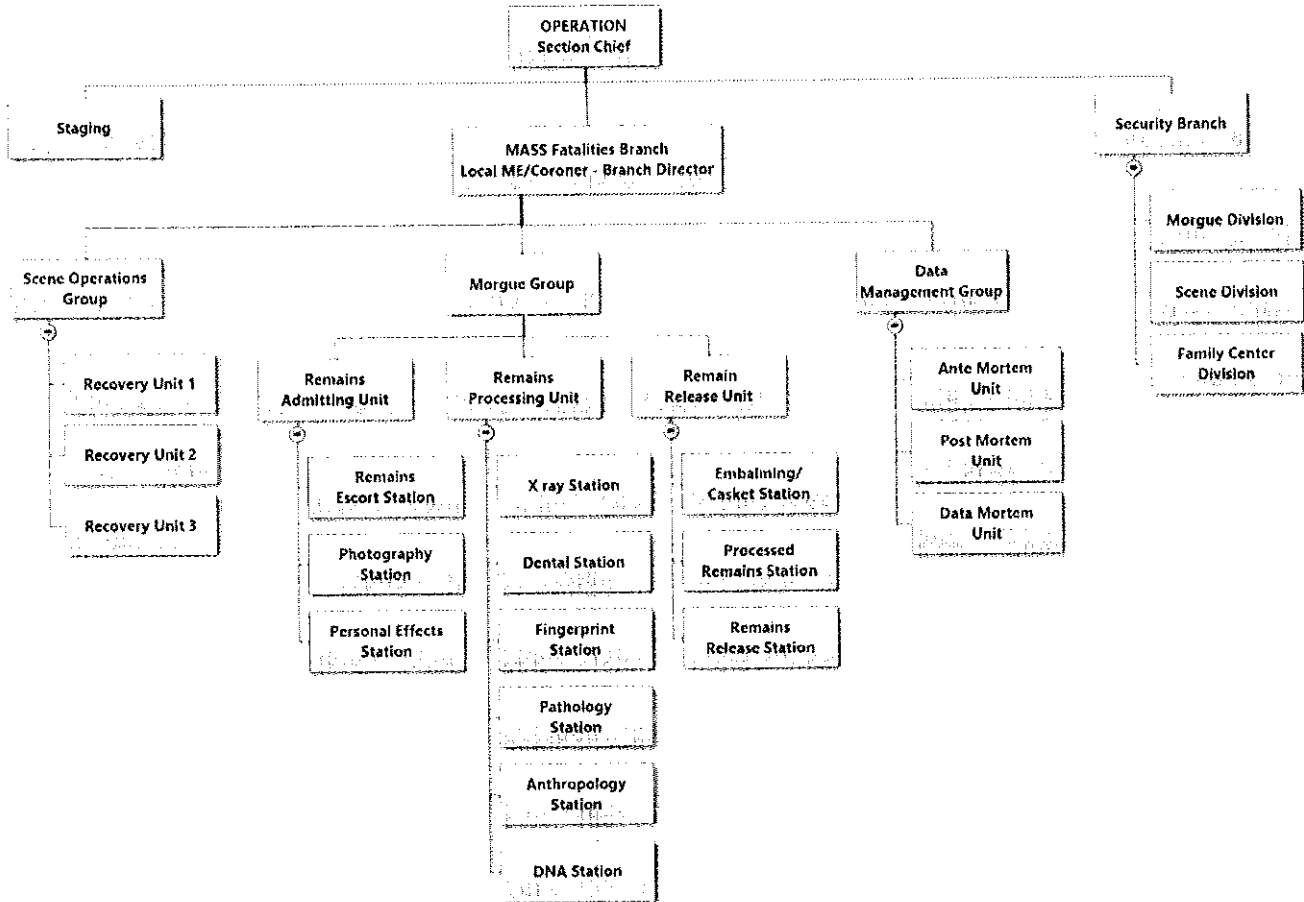
Reviewer Signature: \_\_\_\_\_

Reviewing agency: \_\_\_\_\_



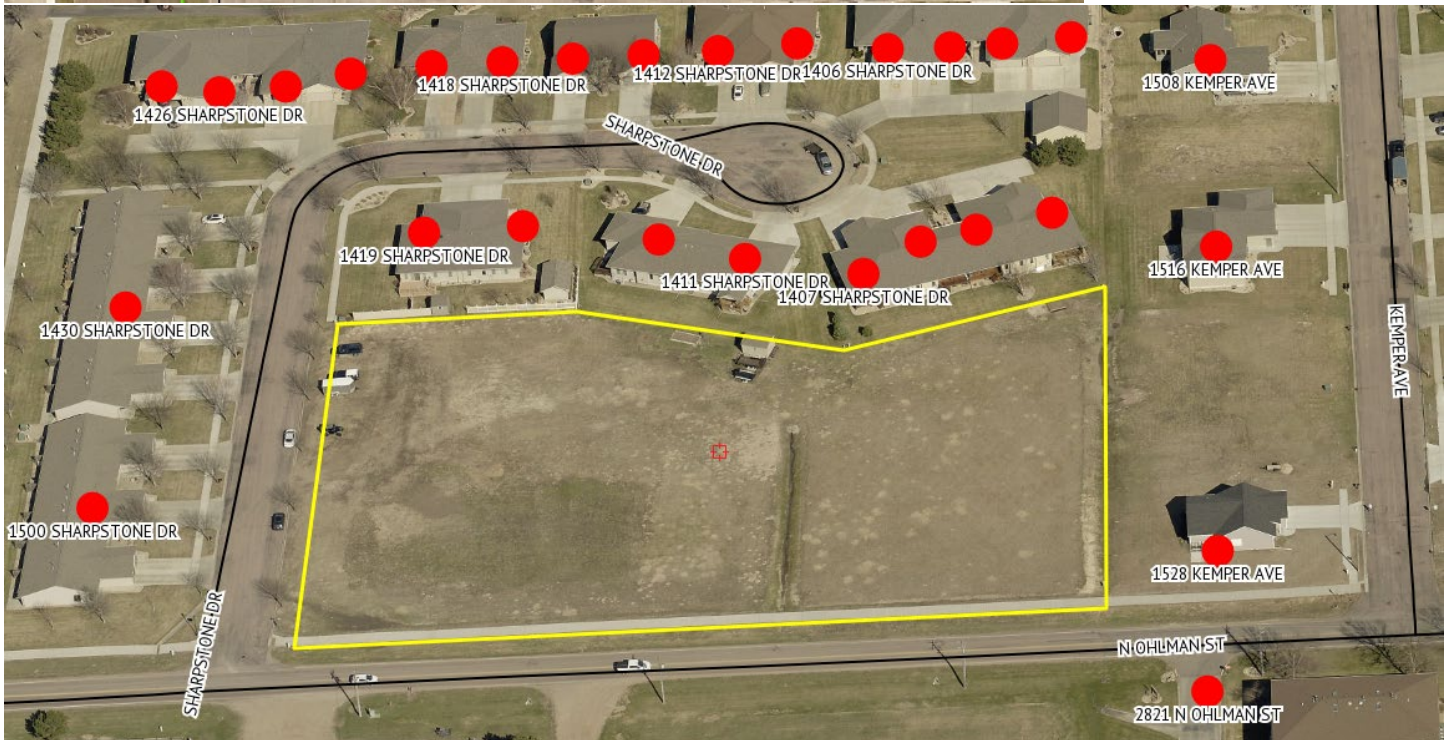
# ICS

The Davison County Coroners Mass Fatalities plan will operate und an ICS command structure during the activation of the plan.





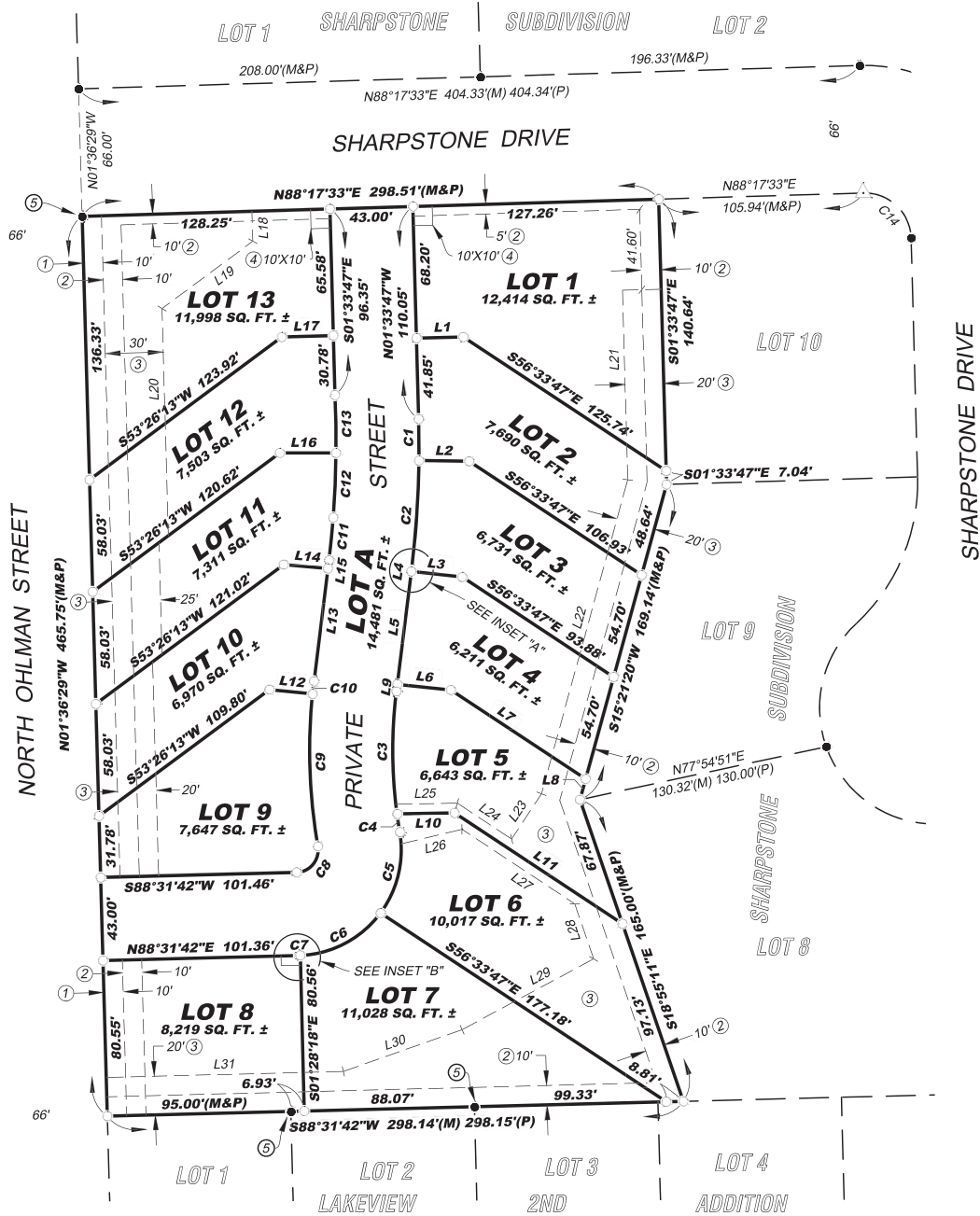




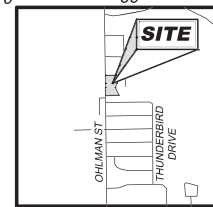
# SURVEY PLAT

OF

LOTS 1 THROUGH 13 AND LOT A OF SHARPSTONE DEUCE ADDITION, IN THE W1/2 OF THE S1/2 OF THE SW1/4 OF THE NW1/4 OF SECTION 9, TOWNSHIP 103 NORTH, RANGE 60 WEST OF THE 5TH P.M., CITY OF MITCHELL, DAVISON COUNTY, SOUTH DAKOTA



SCALE: 1 INCH = 60 FEET



VICINITY MAP  
NO SCALE

### LEGEND

- IRON MONUMENT FOUND  
KLM "5801" UNLESS NOTED
- IRON MONUMENT SET  
5/8" x 18" REBAR W/CAP  
"SDRLS KLM 5801"
- △ CALCULATED CORNER
- (M) MEASURED DISTANCE
- (P) PLATTED DISTANCE
- ① BIKE TRAIL EASEMENT
- ② UTILITY EASEMENT
- ③ DRAINAGE EASEMENT
- ④ SIDEWALK EASEMENT
- ⑤ FOUND PJR "6702"

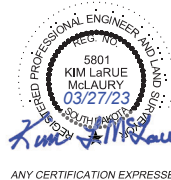


### SURVEYORS NOTES:

1. THIS SURVEY WAS PERFORMED WITHOUT THE BENEFIT OF A COMPLETE TITLE REPORT AND DOES NOT PURPORT TO SHOW EASEMENTS OF RECORD, IF ANY.
2. BASIS OF BEARING: BEARINGS ARE BASED ON GRID NORTH (WGS84 DATUM) OBTAINED BY DIRECT OBSERVATION USING SURVEY GRADE GPS EQUIPMENT. DISTANCES ARE GROUND IN U.S. SURVEY FEET.

### BUILDING RESTRICTIONS:

1. FRONT YARD: FIFTEEN FEET (15')
2. REAR YARD: TWENTY-FIVE FEET (25')
3. SIDE YARD: THREE FEET (3')
4. SIDE YARD ON A CORNER LOT: FIFTEEN FEET (15')
5. LOT COVERAGE SHALL BE NO MORE THAN 75%



ANY CERTIFICATION EXPRESSED OR IMPLIED HEREIN APPLIES ONLY TO THE INDIVIDUAL(S), ASSOCIATION(S), AGENCY(S), AND/OR CORPORATION(S) EXPLICITLY LISTED. ANY CERTIFICATION EXPRESSED OR IMPLIED IS INVALID WITHOUT THE SIGNATURE AND ORIGINAL SEAL OF "KIM LARUE McLAURY, STATE OF SOUTH DAKOTA, REGISTERED PROFESSIONAL LAND SURVEYOR, NUMBER 5801".



110 N. 1ST STREET  
P.O. BOX 916  
PARKSTON, SD 57366  
(605) 928-7676

PAGE:	1 OF 4
SCALE:	1" = 60'
PROJECT NO.:	22220403
DRAWN BY:	JPK 03/24/23
SURVEY CREW:	JPG 06/13/22

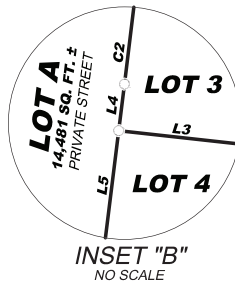
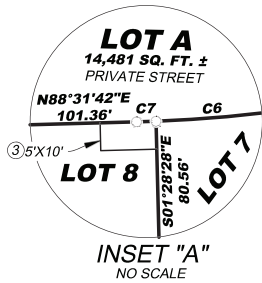
# SURVEY PLAT

OF

**LOTS 1 THROUGH 13 AND LOT A OF SHARPSTONE DEUCE ADDITION, IN THE W1/2 OF THE S1/2 OF THE SW1/4 OF THE NW1/4 OF SECTION 9, TOWNSHIP 103 NORTH, RANGE 60 WEST OF THE 5TH P.M., CITY OF MITCHELL, DAVISON COUNTY, SOUTH DAKOTA**

CURVE TABLE					
NAME	DELTA	RADIUS	ARC LENGTH	CHORD DIRECTION	CHORD LENGTH
C1	2°21'15"	522.00'	21.45'	N00°23'10"W	21.45'
C2	6°15'58"	522.00'	57.09'	N03°55'27"E	57.06'
C3	14°40'21"	248.00'	63.51'	N00°16'44"W	63.34'
C4	2°12'56"	248.00'	9.59'	N08°43'23"W	9.59'
C5	46°29'57"	54.50'	44.23'	N13°25'08"E	43.03'
C6	51°03'06"	54.50'	48.56'	N62°11'39"E	46.97'
C7	0°48'29"	54.50'	0.77'	N88°07'27"E	0.77'
C8	98°21'32"	11.50'	19.74'	S39°20'56"W	17.41'
C9	15°35'08"	291.00'	79.16'	S02°02'17"E	78.91'
C10	1°18'09"	291.00'	6.62'	S06°24'22"W	6.62'
C11	2°39'20"	479.00'	22.20'	S05°43'46"W	22.20'
C12	3°42'20"	518.17'	33.51'	S02°26'10"W	33.51'
C13	3°18'41"	518.17'	29.95'	S01°04'21"E	29.94'
C14	90°08'40"	24.00'(M&P)	37.76'(M&P)	S46°38'07"E	33.98'

LINE TABLE		
NAME	LENGTH	DIRECTION
L1	24.25'	N88°26'13"E
L2	25.97'	S89°12'32"E
L3	26.49'	S83°42'31"E
L4	0.47'	N07°03'02"E
L5	58.84'	N07°03'26"E
L6	27.85'	S83°55'41"E
L7	83.55'	S56°33'47"E
L8	11.10'	S15°21'20"W
L9	3.74'	N07°03'26"E
L10	29.74'	N88°58'18"E
L11	104.14'	S56°33'47"E
L12	22.47'	N84°14'43"W
L13	58.77'	S07°03'26"W
L14	23.02'	S84°53'04"E
L15	4.28'	S07°03'26"W
L16	29.05'	N90°00'00"E
L17	26.63'	S88°26'13"W
L18	15.49'	S01°42'27"E
L19	58.50'	S53°26'13"W
L20	117.54'	S01°36'29"E
L21	98.08'	S01°33'47"E
L22	168.49'	S15°21'20"W
L23	28.03'	S33°26'13"W
L24	33.66'	N56°33'47"W
L25	31.82'	S88°58'18"W
L26	32.28'	N76°38'47"E
L27	69.98'	S56°33'47"E
L28	30.09'	S18°55'11"E
L29	77.26'	S61°42'44"W
L30	65.20'	S70°38'14"W
L31	122.69'	S88°31'42"W



5801  
 KIM LaRUE  
 McLAURY  
 03/27/23  
 REGISTERED PROFESSIONAL ENGINEER AND LAND SURVEYOR  
 STATE OF SOUTH DAKOTA  
*Kim J. McLauray*

ANY CERTIFICATION EXPRESSED OR IMPLIED HEREIN APPLIES ONLY TO THE INDIVIDUAL(S), ASSOCIATION(S), AGENCY(S), AND/OR CORPORATION(S) EXPLICITLY LISTED. ANY CERTIFICATION EXPRESSED OR IMPLIED IS INVALID WITHOUT THE SIGNATURE AND ORIGINAL SEAL OF "KIM LaRUE McLAURY, STATE OF SOUTH DAKOTA, REGISTERED PROFESSIONAL LAND SURVEYOR, NUMBER 5801."



110 N. 1ST STREET  
 P.O. BOX 916  
 PARKSTON, SD 57366  
 (605) 928-7676

PAGE:	2 OF 4
SCALE:	1" = 60'
PROJECT NO.:	22220403
DRAWN BY:	JPK 03/24/23
SURVEY CREW:	JPG 06/13/22

# SURVEY PLAT

OF

**LOTS 1 THROUGH 13 AND LOT A OF SHARPSTONE DEUCE ADDITION, IN THE W1/2 OF THE S1/2 OF THE SW1/4 OF THE NW1/4 OF SECTION 9, TOWNSHIP 103 NORTH, RANGE 60 WEST OF THE 5TH P.M., CITY OF MITCHELL, DAVISON COUNTY, SOUTH DAKOTA**

**SURVEYOR'S CERTIFICATE:**

TO: SHARPSTONE DEUCE, LLC

I, KIM LaRUE McLAURY, REGISTERED PROFESSIONAL LAND SURVEYOR IN THE STATE OF SOUTH DAKOTA, DO HEREBY CERTIFY THAT AT THE DIRECTION OF THE OWNER, I DID, ON OR BEFORE JUNE 13, 2022, SURVEY LOT 11 OF SHARPSTONE SUBDIVISION, IN THE W1/2 OF THE S1/2 OF THE SW1/4 OF THE NW1/4 OF SECTION 9, TOWNSHIP 103 NORTH, RANGE 60 WEST OF THE 5TH P.M., CITY OF MITCHELL, DAVISON COUNTY, SOUTH DAKOTA, AND SUBDIVIDED THE SAME AS SHOWN ON THE ATTACHED PLAT. THAT PORTION SHALL HEREAFTER BE KNOWN AND DESCRIBED AS "LOTS 1 THROUGH 13 AND LOT A OF SHARPSTONE DEUCE ADDITION, IN THE W1/2 OF THE S1/2 OF THE SW1/4 OF THE NW1/4 OF SECTION 9, TOWNSHIP 103 NORTH, RANGE 60 WEST OF THE 5TH P.M., CITY OF MITCHELL, DAVISON COUNTY, SOUTH DAKOTA".

DATED THIS 27th DAY OF March, 2023.

*Kim L. McLaury*  
REGISTERED LAND SURVEYOR - KIM L. McLAURY, R.L.S SD-5801

ANY CERTIFICATION EXPRESSED OR IMPLIED HEREIN APPLIES ONLY TO THE INDIVIDUAL(S), ASSOCIATION(S), AGENCY(S), AND/OR CORPORATION(S) EXPLICITLY LISTED. ANY CERTIFICATION EXPRESSED OR IMPLIED IS INVALID WITHOUT THE SIGNATURE AND ORIGINAL SEAL OF "KIM LaRUE McLAURY, STATE OF SOUTH DAKOTA, REGISTERED PROFESSIONAL LAND SURVEYOR, NUMBER 5801".



**OWNER'S CERTIFICATE:**

I, THE UNDERSIGNED, DO HEREBY CERTIFY THAT SHARPSTONE DEUCE, LLC, IS THE OWNER OF ALL LAND INCLUDED IN THE ABOVE PLAT AND THAT SAID PLAT HAS BEEN MADE AT MY REQUEST AND IN ACCORDANCE WITH MY INSTRUCTIONS FOR THE PURPOSES OF LOCATING, MONUMENTING AND PLATTING, AND THAT THE DEVELOPMENT OF THIS LAND SHALL CONFORM TO ALL EXISTING APPLICABLE ZONING, SUBDIVISION, EROSION AND SEDIMENT CONTROL REGULATIONS.

I HEREBY DEDICATE TO THE CITY OF MITCHELL, EASEMENTS FOR PUBLIC UTILITY PURPOSES TOGETHER WITH THE RIGHT OF INGRESS AND EGRESS OF SERVICE AND EMERGENCY VEHICLES OVER LOT A.

I HEREBY RETAIN LOT A AS A PRIVATE STREET FOR PRIVATE USE FOR THE SOLE BENEFIT OF OURSELVES, OUR SUCCESSORS, ASSIGNS AND LOT OWNERS WITHIN THIS PLAT.

IT IS FURTHER PROVIDED THAT ANY STREETS, ROADS, ALLEYS, DRAINAGE, UTILITY AND/OR OTHER EASEMENTS SHOWN ON THIS PLAT ARE HEREBY, OR HAVE BEEN PREVIOUSLY DEDICATED FOR THE PURPOSES INDICATED HEREON.

PURSUANT TO SDCL 11.3.20, 11.3.20.1 AND 11.3.20.3, THE APPROVAL AND FILING OF THIS PLAT VACATES "LOT 11 OF SHARPSTONE SUBDIVISION, IN THE W1/2 OF THE S1/2 OF THE SW1/4 OF THE NW1/4 OF SECTION 9, TOWNSHIP 103 NORTH, RANGE 60 WEST OF THE 5TH P.M., CITY OF MITCHELL, DAVISON COUNTY SOUTH DAKOTA", AS PLATTED IN BOOK 17, PAGE 38, IN THE DAVISON COUNTY REGISTER OF DEEDS OFFICE.

CALEB KOERNER, MANAGING MEMBER \_\_\_\_\_ DATE \_\_\_\_\_  
SHARPSTONE DEUCE, LLC

**ACKNOWLEDGMENT OF OWNER:**

STATE OF \_\_\_\_\_ COUNTY OF \_\_\_\_\_

ON THIS DAY OF \_\_\_\_\_, 20\_\_\_\_, BEFORE ME,

\_\_\_\_\_, THE UNDERSIGNED OFFICER,

PERSONALLY APPEARED CALEB KOERNER, WHO ACKNOWLEDGED HIMSELF TO BE MANAGING MEMBER OF SHARPSTONE DEUCE, LLC, AND THAT HE AS MANAGING MEMBER, BEING AUTHORIZED TO DO SO, EXECUTED THE FOREGOING INSTRUMENT FOR THE PURPOSES THEREIN CONTAINED.

IN WITNESS WHEREOF I HERETO SET MY HAND AND OFFICIAL SEAL.

NOTARY PUBLIC \_\_\_\_\_

MY COMMISSION EXPIRES \_\_\_\_\_

**RESOLUTION OF CITY PLANNING COMMISSION:**

WHEREAS, THE PLAT OF LOTS 1 THROUGH 13 AND LOT A OF SHARPSTONE DEUCE ADDITION, IN THE W1/2 OF THE S1/2 OF THE SW1/4 OF THE NW1/4 OF SECTION 9, TOWNSHIP 103 NORTH, RANGE 60 WEST OF THE 5TH P.M., CITY OF MITCHELL, DAVISON COUNTY, SOUTH DAKOTA, PREPARED BY KIM LaRUE McLAURY, DULY LICENSED LAND SURVEYOR IN AND FOR THE STATE OF SOUTH DAKOTA, HERETOFORE FILED IN THE OFFICE OF THE CITY FINANCE OFFICER OF MITCHELL, SOUTH DAKOTA, HAS BEEN SUBMITTED TO THE CITY PLANNING COMMISSION OF THE SAID CITY OF MITCHELL, SOUTH DAKOTA; AND

WHEREAS, THE CITY PLANNING COMMISSION, IN REGULAR MEETING ASSEMBLED, HAD DULY CONSIDERED SAID PLAT AND FINDS AS A FACT THAT SAID PLAT IS IN CONFORMITY AND DOES NOT CONFLICT WITH THE MASTER PLAN FOR THE CITY OF MITCHELL, SOUTH DAKOTA, HERETOFORE ADOPTED BY THIS COMMISSION;

NOW THEREFORE, BE IT RESOLVED BY THE CITY PLANNING COMMISSION OF MITCHELL, SOUTH DAKOTA, THAT THE PLAT OF LOTS 1 THROUGH 13 AND LOT A OF SHARPSTONE DEUCE ADDITION, IN THE W1/2 OF THE S1/2 OF THE SW1/4 OF THE NW1/4 OF SECTION 9, TOWNSHIP 103 NORTH, RANGE 60 WEST OF THE 5TH P.M., CITY OF MITCHELL, DAVISON COUNTY, SOUTH DAKOTA, PREPARED BY KIM LaRUE McLAURY, A LAND SURVEYOR, BE AND THE SAME IS HEREBY APPROVED AND ITS ADOPTION BY THE CITY COUNCIL OF THE CITY OF MITCHELL, SOUTH DAKOTA, IS HEREBY RECOMMENDED.

THE UNDERSIGNED HEREBY CERTIFIES THAT THE FOREGOING RESOLUTION WAS PASSED BY THE CITY PLANNING COMMISSION OF MITCHELL, SOUTH DAKOTA, AT A MEETING THEREOF HELD

ON THE \_\_\_\_\_ DAY OF \_\_\_\_\_, 20\_\_\_\_.

\_\_\_\_\_  
CHAIRPERSON/VICE-CHAIRPERSON  
MITCHELL CITY PLANNING COMMISSION

**RESOLUTION OF CITY COUNCIL:**

WHEREAS, IT APPEARS THAT THE CITY PLANNING COMMISSION OF THE CITY OF MITCHELL, SOUTH DAKOTA, DID DULY CONSIDER AND DID RECOMMEND THE APPROVAL AND ADOPTION OF THE HERINAFTER DESCRIBED PLAT, AT ITS MEETING HELD ON THE \_\_\_\_\_ DAY OF \_\_\_\_\_, 20\_\_\_\_, AND

WHEREAS, IT APPEARS FROM AN EXAMINATION OF THE PLAT OF LOTS 1 THROUGH 13 AND LOT A OF SHARPSTONE DEUCE ADDITION, IN THE W1/2 OF THE S1/2 OF THE SW1/4 OF THE NW1/4 OF SECTION 9, TOWNSHIP 103 NORTH, RANGE 60 WEST OF THE 5TH P.M., CITY OF MITCHELL, DAVISON COUNTY, SOUTH DAKOTA, AS PREPARED BY KIM LaRUE McLAURY, A DULY LICENSED LAND SURVEYOR IN AND FOR THE STATE OF SOUTH DAKOTA, THAT SAID PLAT IS IN ACCORDANCE WITH THE SYSTEM OF STREETS AND ALLEYS SET FORTH IN THE MASTER PLAN ADOPTED BY THE CITY PLANNING COMMISSION OF THE CITY OF MITCHELL, SOUTH DAKOTA, AND THAT SUCH PLAT HAS BEEN PREPARED ACCORDING TO LAW;

THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF MITCHELL, SOUTH DAKOTA, THAT THE PLAT OF LOTS 1 THROUGH 13 AND LOT A OF SHARPSTONE DEUCE ADDITION, IN THE W1/2 OF THE S1/2 OF THE SW1/4 OF SECTION 9, TOWNSHIP 103 NORTH, RANGE 60 WEST OF THE 5TH P.M., CITY OF MITCHELL, DAVISON COUNTY, SOUTH DAKOTA, PREPARED BY KIM LaRUE McLAURY, BE AND THE SAME IS HEREBY APPROVED AND THE DESCRIPTION SET FORTH THEREIN AND THE ACCOMPANYING SURVEYOR'S CERTIFICATE SHALL PREVAIL.

THE UNDERSIGNED HEREBY CERTIFIES THAT THE FOREGOING WAS PASSED BY THE CITY OF MITCHELL, SOUTH DAKOTA, AT A MEETING HELD

ON THE \_\_\_\_\_ DAY OF \_\_\_\_\_, 20\_\_\_\_.

\_\_\_\_\_  
FINANCE OFFICER/DEPUTY FINANCE OFFICER  
CITY OF MITCHELL



P.O. BOX 916  
110 N. FIRST STREET  
PARKSTON, SD 57366  
(605) 928-7676

PAGE:	3 OF 4
SCALE:	NONE
PROJECT NO.:	22220403
DRAWN BY:	JPK 03/24/23
SURVEY CREW:	JPG 06/13/22

# SURVEY PLAT

OF

**LOTS 1 THROUGH 13 AND LOT A OF SHARPSTONE DEUCE ADDITION, IN THE W1/2 OF THE S1/2 OF THE SW1/4 OF THE NW1/4 OF SECTION 9, TOWNSHIP 103 NORTH, RANGE 60 WEST OF THE 5TH P.M., CITY OF MITCHELL, DAVISON COUNTY, SOUTH DAKOTA**

**CERTIFICATE OF COUNTY TREASURER:**

STATE OF SOUTH DAKOTA - COUNTY OF DAVISON

I, THE UNDERSIGNED, COUNTY TREASURER OF DAVISON COUNTY, SOUTH DAKOTA, DO HEREBY CERTIFY THAT ALL TAXES WHICH ARE LIENS UPON ANY LAND INCLUDED IN THE ABOVE PLAT, AS SHOWN BY THE RECORDS OF MY OFFICE, HAVE BEEN PAID IN FULL.

DATED THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 20\_\_.

\_\_\_\_\_  
DIRECTOR/DEPUTY TREASURER  
DAVISON COUNTY, SOUTH DAKOTA

**CERTIFICATE OF DIRECTOR OF EQUALIZATION:**

STATE OF SOUTH DAKOTA - COUNTY OF DAVISON

I, THE UNDERSIGNED, DIRECTOR OF EQUALIZATION OF DAVISON COUNTY, SOUTH DAKOTA, DO HEREBY CERTIFY THAT I HAVE RECEIVED A COPY OF THE ABOVE PLAT AND SAID PLAT HAS BEEN FILED AT MY OFFICE.

DATED THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 20\_\_.

\_\_\_\_\_  
DIRECTOR/DEPUTY DIRECTOR OF EQUALIZATION  
DAVISON COUNTY, SOUTH DAKOTA

**CERTIFICATE OF REGISTER OF DEEDS:**

STATE OF SOUTH DAKOTA - COUNTY OF DAVISON

FILED FOR RECORD THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 20\_\_.

AT \_\_\_\_\_ O'CLOCK \_\_\_\_ M., AND RECORDED IN BOOK \_\_\_\_\_ OF PLATS

ON PAGE \_\_\_\_\_ THEREIN.

\_\_\_\_\_  
DIRECTOR/DEPUTY REGISTER OF DEEDS  
DAVISON COUNTY, SOUTH DAKOTA



P.O. BOX 916  
110 N. FIRST STREET  
PARKSTON, SD 57366  
(605) 928-7676

PAGE:	4 OF 4
SCALE:	NONE
PROJECT NO.:	22220403
DRAWN BY:	JPK 03/24/23
SURVEY CREW:	JPG 06/13/22



Davison County Emergency Management  
200 E. 4<sup>th</sup> Ave.  
Mitchell, SD 57301-2631  
Phone (605) 995-8640  
Fax (605) 995-8642

LEPC Minutes  
June 14, 2023 @ 10:30 A.M.

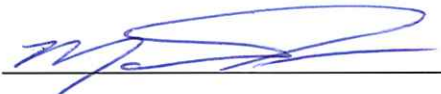
Chairperson: Marius Laursen    Vice Chairperson: Steve Harr    Secretary: Jeff Bathke

Call in Number is 1-866-990-6338. The Conference ID is 12705.

1. Welcome-Sign In.
2. Approval of the Agenda.
  - a. Motion by Mark, 2<sup>nd</sup> by Mike to approve the agenda. Motion carried.
3. Approval of the previous minutes.
  - a. Motion by Michelle, 2<sup>nd</sup> by Mark to approve the previous minutes. Motion carried.
4. Status:
  - a. The Davison County LEPC receives grant funds from the state, which are used to pay for air cards in the EM and Search and Rescue vehicles.
    - i. Amount of 2023 grant: \$2,026.96 (in addition to \$298.44 in carry over funds)
    - ii. Expended: \$729.44
    - iii. Remaining: \$1,733.82
  - b. Motion by Mark, 2<sup>nd</sup> by Mike to approve the financial status. Motion carried.
5. Public Input - None
6. Remediation/HAZMAT Issues
  - a. 2002.092 Geotechnical Borings 2023 at Performance Pets: Plans to add a 150' x 210' addition to existing facility. GeoTek was onsite performing soil borings and encountered organic vapors (petroleum orders) in the soil samples collected below 7' in test borings #1 and #3. DANR believes the contaminated soil came from an old boiler used at Dakota Pork Industries. Contaminated soil that is excavated must be kept separate from clean soil and properly disposed at a permitted municipal solid waste landfill. Should the soil be stockpiled on site prior to disposal, must be placed on and covered by an impermeable material. A permit will be required for dewatering.
7. Administrative and SLA Requirement
  - a. Yearly:
    - i. NIMS (due July 1)
    - ii. Municipal Contacts (due July 1)
    - iii. Third Quarter Report (due July 31)
    - iv. Complete 1 Educational Course (Karen 1-14-23).
    - v. CRMCS Update of equipment/personnel.
8. Current Road Closures
  - a. 245<sup>th</sup> in NE Davison County on the James River is closed, but water is not over the road.
  - b. Rowley Street by the interstate will be closed for two months.
9. Upcoming Road Closures:
  - a. 2023 County-Rehab a bridge just north of the Gary Busmuss farm, between 249<sup>th</sup> and 250<sup>th</sup>. (delayed)
  - b. 2024 State-HW 37 from Bypass/Main Street to airport road reconstruction-Traffic will be maintained to allow both directions.
  - c. 2024 State-HW 38 Alexandria Intersection to Spencer Quarry-Shoulder Widening/grading project-Traffic will have flaggers.
  - d. Future-City-Canal Bridge – Scheduled to be closed in 3 to 4 years. Will remove from upcoming road closures.
  - e. City will start chip sealing in July on all cracked/sealed roads.

10. Jeff Bathke-P&Z/Drainage/EM Director – absent
11. Karen Wegleitner-P&Z/Drainage/EM Deputy
  - a. Jeff responded to a house fire on E 4<sup>th</sup> Street.
  - b. Bill Middendorp was unable to attend but asked to share the Salvation Army is in need of individuals willing to be trained for emergency disaster service team here in Mitchell. Local training is provided through the Salvation Army and is relevant to both local and national disaster incidents. Bill will get contact information for new officers prior to their arrival.
12. Becky Pitz-POET – absent
13. Dan Pollreisz/Shannon Sandoval–MFD
  - a. New ambulance
  - b. Responded to two house fires with no injuries. Used Board Up to secure building after fire.
14. Mike Koster/Dean Knippling–MPD
  - a. Rodeo or no rodeo, they keep changing their minds. Working through possible upcoming issues.
  - b. Have three new officers and are fully staffed.
  - c. Will have active shooter training with City/County staff.
15. Marius Laursen -Avera
  - a. Two Way installed P25.
  - b. Still seeing covid but rolled back public help.
  - c. The covid vaccine is not mandated.
16. Petar Mirkovic-Health – absent
17. Michelle Carpenter/Roswitha Konz-Health
  - a. Mental health still continues to be a concern and having discussions with her colleagues.
18. Ruth Ragels-SD Family Assistance Center for Military Service Members – absent
19. Dawn Niehoff-MPD Dispatch – absent
20. Steve Harr/Tim Reitzel-Sheriff's Office – absent
21. Micheal Peterson-Highway Patrol – absent
22. Randy Pratt-Amateur Radio Operators
  - a. No additional comments.
23. Bob Everson-Mayor – absent
24. Stephanie Ellwein-City Administrator – absent
25. Denny Kiner-Commissioner – absent
26. Susan Kiepke-Auditor – absent
27. Dave Beintema-Elected Official
  - a. No additional comments.
28. Joe Schroeder/Mark Jenniges-Environmental City of Mitchell
  - a. Traffic division position open.
29. Gene Deinert-Environmental City of Mt. Vernon – absent
30. Dave Duba-Environmental City of Ethan – absent
31. Robert Reuland-Red Cross – absent
32. John Sieverding-Education-Public – absent
33. Vacant-MTI – absent
34. Adam Frerichs-Regional Emergency Management Coordinator – absent
35. Dan Muck-Community Member – absent
36. Andrew Miller-CHS – absent
37. CPT Bill & CPT Deb Middendorp-Salvation Army – absent
38. Jackie Horton-CASA – absent
39. Andy Mentele-S.A.R. – absent
40. Rusty Weinberg-HWY Dept. – absent
41. Brandon Wingert (Hanson County)/Skyler Kehn (Aurora County)-Emergency Management
  - a. Hosting AWR 148: Crisis Management for School-Based Incidents.

- b. A gas station fire in Stickney 2 months ago.
- 42. Jenna Auch-County Health Nurse Office – absent
- 43. Adam Kjerstad-Pastor – absent
- 44. Dave Kluth (Mt. Vernon) / Gregg Thibodeau (Ethan)-Fire – absent
- 45. JP Skelly-Media – absent
- 46. Comments from the Committee
- 47. Next meeting is scheduled for July 12, 2023 @ 10:30 A.M.
- 48. Adjourn the Meeting.
  - a. Motion by Mike, 2<sup>nd</sup> by Skyler to adjourn the meeting. Motion carried.

Chairman Signature:  \_\_\_\_\_

Date: 07/11/2023





**DEPARTMENT of AGRICULTURE  
and NATURAL RESOURCES**

JOE FOSS BUILDING  
523 E CAPITOL AVE  
PIERRE SD 57501-3182  
danr.sd.gov

May 19, 2023

Damian Peters  
Performance Pet Products  
915 E. Havens Avenue  
Mitchell, SD 57301

**Subject:** Management of contaminated soil associated with previously identified contaminated site at 915 East Havens Avenue, Mitchell, SD. Department of Agriculture and Natural Resources File #2002.092.

Dear Mr. Peters,

The Department of Agriculture and Natural Resources (DANR) assigned Closure status to the above referenced site on December 12, 2022, involving petroleum contamination from historical sources, likely an old boiler used at Dakota Pork Industries. In this case remaining contamination existed onsite; however, the impacted soil was below grade, and there were no nearby receptors.

DANR staff have reviewed the information provided by GeoTek Engineering and Testing Services and MBW Construction. GeoTek reported that hydrocarbon odors were detected at approximately seven feet below grade, in two geotechnical borings. Please provide the department copies of the analytical data from the two impacted boring soil samples.

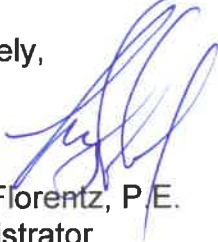
Due to the fact that this contamination appears to be associated with a previously identified release and based upon the proposed construction plans, it is not anticipated there will be a receptor pathway to in-situ contamination. For this reason, DANR will not require additional assessment or cleanup at this time.

However, petroleum contaminated soil and/or water may be generated during site preparation work. An environmental consultant licensed to perform petroleum assessment and remediation work in South Dakota must be retained to direct and oversee the management of petroleum contaminated media. Contaminated soil that is excavated must be kept separate from clean soil and properly disposed at a permitted municipal solid waste landfill. Should contaminated soil be stockpiled on site prior to disposal, it must be placed on and covered by an impermeable material. If dewatering

is necessary, a permit may be required. Contact the DANR Water Quality Program at 605.773.3351. Additional requirements will apply if the water is contaminated with petroleum hydrocarbons.

Thank you for providing this information to DANR for review. If you have further questions or concerns about this site, please contact Jaclyn McGuire at (605) 773-3296.

Sincerely,



Terry Florentz, P.E.  
Administrator  
Inspection, Compliance, and Remediation Program

cc Jeff Bathke, Davison County Emergency Management  
Dan Hanson, GeoTek Engineering and Testing Services  
John McVey, PRCF  
Kyle Doerr, DANR Water Quality Program  
Curtis Boschult, MBW Construction  
Troy Bryant, Farmers Union, 220 Ponderosa Rd, Redwood Falls, MN 56283



05/15/2023

Trish Kindt  
Scientist Manager  
State of South Dakota  
523 East Capitol Ave  
Pierre, SD 57501

RE : Performance Pet Products – Geotech Drilling Discovery  
915 E Havens Ave  
Mitchell, SD 57301

Dear Mrs. Kindt,

On Thursday, May 11<sup>th</sup>, 2023, our geotechnical service provider (GeoTek) was onsite performing soil borings and encountered organic vapors (petroleum odors) in the soil samples collected below 7' in test borings #1 and #3. Please see the below exhibit #1 indicating the boring locations.

Dan Hanson with GeoTek out of Sioux Falls, SD notified us this morning, May 15<sup>th</sup>, 2023 via email indicating the concern, and advising that MBW reach out to the State of South Dakota. Dan provided us with your contact information. GeoTek has also indicated that additional boring log information should be available for distribution sometime tomorrow, May 16<sup>th</sup>, 2023. MBW will provide those logs to the State of South Dakota in an expedited manner.

MBW has provided an overlay of the new addition over the boring locations made (exhibit #2). MBW has been hired to furnish and install a 150' x 210' addition to the existing facility. The project is planned to be installed on foundations just below the frost depth, approximately 42"-48".

Please let us know the next step moving forward. MBW is dedicated to doing what is right and is willing to do what it takes to ensure this opportunity is taken care of properly and in accordance with State of South Dakota regulations.

Sincerely,

MBW CONSTRUCTION, LLC

A handwritten signature in black ink, appearing to read 'Curt Boschult', is written over a light blue horizontal line.

Curtis Boschult  
Estimator  
O: 605.242.2500 EXT 2330  
C: 402.922.2607  
[CBoschult@mbwce.com](mailto:CBoschult@mbwce.com)

EXHIBIT #1

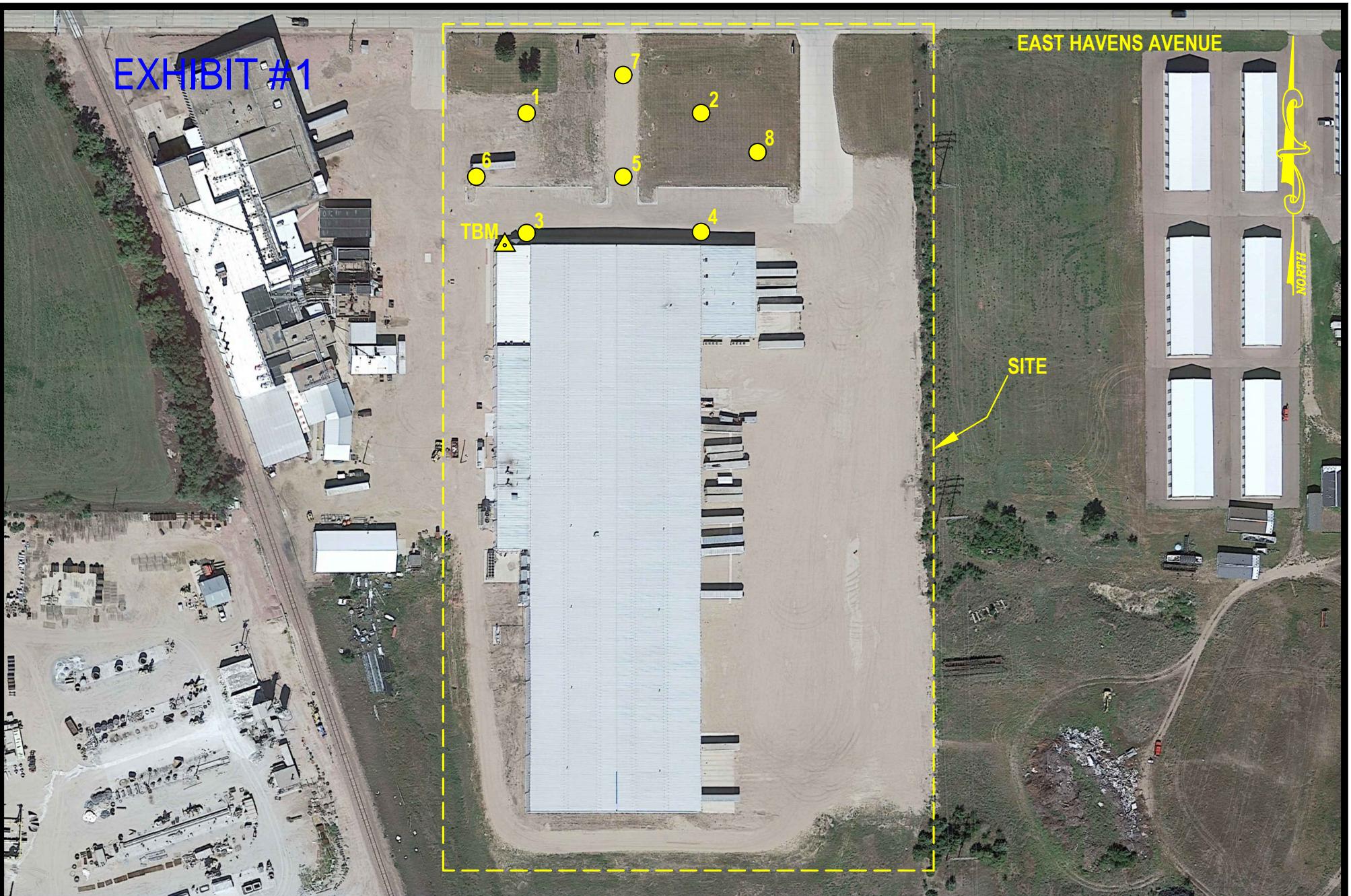


FIGURE 2  
TEST BORING LOCATION MAP  
PROPOSED ADDITION -  
PERFORMANCE PETS PRODUCTS  
915 EAST HAVENS AVENUE  
MITCHELL, SD  
ACAD/GEOTEK/DAN/23-0579

PROJECT#: 23-0579  
DRAWN BY: PRH



**GEOTEK ENGINEERING & TESTING SERVICES, INC.**  
909 East 50th Street North  
Sioux Falls, South Dakota 57104  
605-335-5512 Fax 605-335-0773

EXHIBIT #2

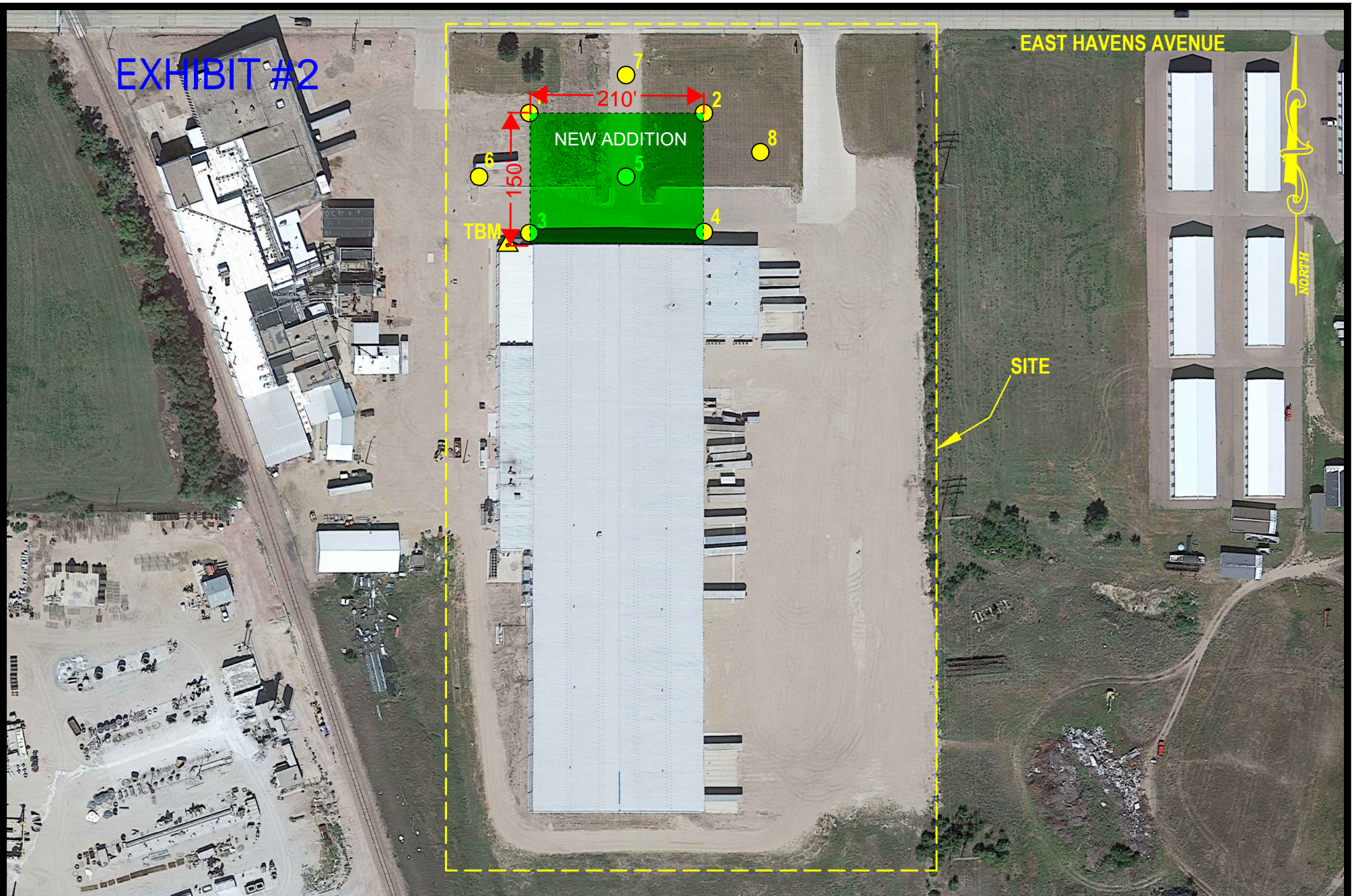


FIGURE 2  
TEST BORING LOCATION MAP  
PROPOSED ADDITION -  
PERFORMANCE PETS PRODUCTS  
915 EAST HAVENS AVENUE  
MITCHELL, SD  
ACAD/GEOTEK/DAN/23-0579

PROJECT#: 23-0579  
DRAWN BY: PRH

**GEOTEK**  
ENGINEERING &  
TESTING SERVICES, INC.  
909 East 50th Street North  
Sioux Falls, South Dakota 57104  
605-335-5512 Fax 605-335-0773



**GEOTEK ENGINEERING & TESTING SERVICES, INC.**  
 909 E 50th St N  
 SIOUX FALLS, SD 57104  
 (605) 335-5512 Fax (605) 335-0773  
 info@geotekeng.com

**PRELIMINARY**  
**ENVIRONMENTAL SOIL BORING LOG /**  
**WELL CONSTRUCTION INFORMATION**

GEOTEK # <b>23-0579</b>		BORING / WELL NO. <b>1 (1 of 1)</b>			Well Construction Details	
PROJECT <b>Proposed Addition - Performance Pet Products, Lot 7, Block 2, Brandon 90 Plaza Addition, 915 E. Havens Avenue, Mitch</b>						
DEPTH in FEET	DESCRIPTION OF MATERIAL	GEOLOGIC ORIGIN	PID / FID	WL	SAMPLE	
					NO.	TYPE
	SURFACE ELEVATION <u>96.3 ft</u> ↓					
2	<b>FILL, MOSTLY SANDY LEAN CLAY:</b> a little gravel, brown and dark brown, moist to wet, 10" of gravel at the surface	FILL			1	HSA
	<b>LEAN CLAY WITH SAND:</b> a little gravel, brown, moist, stiff to very stiff, petroleum odor below 7' (CL)	GLACIAL TILL			2	SPT
				▼	3	SPT
					4	SPT
					5	SPT
					6	SPT
					7	SPT
16	Bottom of borehole at 16 feet.					
WATER LEVEL MEASUREMENTS				START	5-11-23 COMPLETE 5-11-23 12:08 pm	
DATE	TIME	DEPTH BELOW		WATER ELEVATION	METHOD 3.25" ID Hollow Stem Auger	
		SURFACE	TOR / TOC			
5-11-23	12:08 pm	7.0	--	89.3		
5-11-23	3:28 pm	5.0	--	▼ 91.3		
--	--	--	--	--		
--	--	--	--	--	CREW CHIEF Mike Wagner	

ENVIRONMENTAL WELL LOG 23-0579.GPJ GEOTEKENG.GDT 5/16/23



**GEOTEK ENGINEERING & TESTING SERVICES, INC.**  
 909 E 50th St N  
 SIOUX FALLS, SD 57104  
 (605) 335-5512 Fax (605) 335-0773  
 info@geotekeng.com

**PRELIMINARY**  
**ENVIRONMENTAL SOIL BORING LOG /**  
**WELL CONSTRUCTION INFORMATION**

GEOTEK # <b>23-0579</b>		BORING / WELL NO. <b>2 (1 of 1)</b>		Well Construction Details		
PROJECT <b>Proposed Addition - Performance Pet Products, Lot 7, Block 2, Brandon 90 Plaza Addition, 915 E. Havens Avenue, Mitch</b>						
DEPTH in FEET	DESCRIPTION OF MATERIAL	GEOLOGIC ORIGIN	PID / FID	WL	SAMPLE	
					NO.	TYPE
	SURFACE ELEVATION <u>95.6 ft</u> ↓					
1	<b>FILL, MOSTLY LEAN CLAY:</b> very dark brown, moist	FILL			1	HSA
	<b>FILL, MOSTLY LEAN CLAY WITH SAND:</b> a little gravel, brown and dark brown, moist, firm	FILL			2	SPT
3½	<b>LEAN CLAY WITH SAND:</b> a little gravel, mottled brown and gray, moist, stiff, (CL)	GLACIAL TILL			3	SPT
				▼	4	SPT
9½	<b>SANDY LEAN CLAY:</b> a trace of gravel, brown, moist, stiff to very stiff, (CL)	GLACIAL TILL			5	SPT
					6	SPT
					7	SPT
16	Bottom of borehole at 16 feet.					
WATER LEVEL MEASUREMENTS				START <u>5-11-23</u>	COMPLETE <u>5-11-23 10:07 am</u>	
DATE	TIME	DEPTH BELOW		WATER ELEVATION	METHOD 3.25" ID Hollow Stem Auger	
		SURFACE	TOR / TOC			
5-11-23	10:07 am	13.0	--	82.6		
5-11-23	2:14 pm	7.0	--	▼ 88.6		
--	--	--	--	--		
--	--	--	--	--	CREW CHIEF Mike Wagner	

ENVIRONMENTAL WELL LOG 23-0579.GPJ GEOTEKENG.GDT 5/16/23



**GEOTEK ENGINEERING & TESTING SERVICES, INC.**  
 909 E 50th St N  
 SIOUX FALLS, SD 57104  
 (605) 335-5512 Fax (605) 335-0773  
 info@geotekeng.com

**PRELIMINARY**  
**ENVIRONMENTAL SOIL BORING LOG /**  
**WELL CONSTRUCTION INFORMATION**

GEOTEK # <u>23-0579</u>		BORING / WELL NO. <u>3 (1 of 1)</u>		Well Construction Details		
PROJECT <u>Proposed Addition - Performance Pet Products, Lot 7, Block 2, Brandon 90 Plaza Addition, 915 E. Havens Avenue, Mitchell</u>						
DEPTH in FEET	DESCRIPTION OF MATERIAL	GEOLOGIC ORIGIN	PID / FID	WL	SAMPLE	
					NO.	TYPE
	SURFACE ELEVATION <u>98.4 ft</u> <b>FILL, MOSTLY SANDY LEAN CLAY:</b> a little gravel, brown and dark brown, moist, stiff, 12" of gravel at the surface	FILL			1	HSA
					2	SPT
5	<b>LEAN CLAY WITH SAND:</b> a little gravel, mottled brown and gray, moist, stiff, petroleum odor below 7' (CL)	GLACIAL TILL			3	SPT
					4	SPT
9½	<b>SANDY LEAN CLAY:</b> a trace of gravel, brown, moist to wet, very stiff, petroleum odor (CL)	GLACIAL TILL			5	SPT
					6	SPT
14½	<b>LEAN CLAY WITH SAND:</b> a little gravel, brown, moist, very stiff, (CL)	GLACIAL TILL		▼	7	SPT
16	Bottom of borehole at 16 feet.					
WATER LEVEL MEASUREMENTS				START <u>5-11-23</u>	COMPLETE <u>5-11-23 1:06 pm</u>	
DATE	TIME	DEPTH BELOW		WATER ELEVATION	METHOD	
		SURFACE	TOR / TOC			
5-11-23	1:06 pm	14.0	--	▼ 84.4	3.25" ID Hollow Stem Auger	
--	--	--	--	--		
--	--	--	--	--		
--	--	--	--	--		
				CREW CHIEF	Mike Wagner	

ENVIRONMENTAL WELL LOG 23-0579.GPJ GEOTEKENG.GDT 5/16/23





**GEOTEK ENGINEERING & TESTING SERVICES, INC.**  
 909 E 50th St N  
 SIOUX FALLS, SD 57104  
 (605) 335-5512 Fax (605) 335-0773  
 info@geotekeng.com

**PRELIMINARY**  
**ENVIRONMENTAL SOIL BORING LOG /**  
**WELL CONSTRUCTION INFORMATION**

GEOTEK # <u>23-0579</u>		BORING / WELL NO. <u>4 (1 of 1)</u>		Well Construction Details		
PROJECT <u>Proposed Addition - Performance Pet Products, Lot 7, Block 2, Brandon 90 Plaza Addition, 915 E. Havens Avenue, Mitchell</u>						
DEPTH in FEET	DESCRIPTION OF MATERIAL	GEOLOGIC ORIGIN	PID / FID	WL	SAMPLE	
					NO.	TYPE
	↓ SURFACE ELEVATION <u>97.8 ft</u>					
2	<b>FILL, MOSTLY LEAN CLAY:</b> very dark brown, moist, 8" of gravel at the surface	FILL			1	HSA
4	<b>FILL, MOSTLY SAND:</b> a little gravel, fine to medium grained, brown, moist, medium dense	FILL			2	SPT
4½	<b>LEAN CLAY WITH SAND:</b> a little gravel, mottled brown and gray, moist, stiff to very stiff, (CL)	GLACIAL TILL			3	SPT
					4	SPT
				▼	5	SPT
					6	SPT
					7	SPT
16	Bottom of borehole at 16 feet.					
WATER LEVEL MEASUREMENTS				START <u>5-11-23</u>	COMPLETE <u>5-11-23 2:00 pm</u>	
DATE	TIME	DEPTH BELOW		WATER ELEVATION	METHOD	
		SURFACE	TOR / TOC			
5-11-23	2:04 pm	10.0	--	▼ 87.8	3.25" ID Hollow Stem Auger	
--	--	--	--	--		
--	--	--	--	--		
--	--	--	--	--		
				CREW CHIEF <u>Mike Wagner</u>		

ENVIRONMENTAL WELL LOG 23-0579.GPJ GEOTEKENG.GDT 5/16/23



**GEOTEK ENGINEERING & TESTING SERVICES, INC.**  
 909 E 50th St N  
 SIOUX FALLS, SD 57104  
 (605) 335-5512 Fax (605) 335-0773  
 info@geotekeng.com

**PRELIMINARY  
 ENVIRONMENTAL SOIL BORING LOG /  
 WELL CONSTRUCTION INFORMATION**

GEOTEK # <u>23-0579</u>		BORING / WELL NO. <u>5 (1 of 1)</u>			Well Construction Details	
PROJECT <u>Proposed Addition - Performance Pet Products, Lot 7, Block 2, Brandon 90 Plaza Addition, 915 E. Havens Avenue, Mitchell</u>						
DEPTH in FEET	DESCRIPTION OF MATERIAL	GEOLOGIC ORIGIN	PID / FID	WL	SAMPLE	
					NO.	TYPE
	SURFACE ELEVATION <u>97.3 ft</u> <b>FILL, MOSTLY SANDY LEAN CLAY:</b> a little gravel, brown and dark brown, moist, 8" of gravel at the surface	FILL			1	HSA
					2	SPT
5	<b>LEAN CLAY WITH SAND:</b> a little gravel, mottled brown and gray, moist, stiff to very stiff, (CL)	GLACIAL TILL			3	SPT
					4	SPT
					5	SPT
					6	SPT
					7	SPT
16	Bottom of borehole at 16 feet.					
WATER LEVEL MEASUREMENTS				START <u>5-11-23</u>	COMPLETE <u>5-11-23 10:43 am</u>	
DATE	TIME	DEPTH BELOW		WATER ELEVATION	METHOD 3.25" ID Hollow Stem Auger	
		SURFACE	TOR / TOC			
5-11-23	10:43 am	NONE	--	--		
--	--	--	--	--		
--	--	--	--	--		
--	--	--	--	--	CREW CHIEF <u>Mike Wagner</u>	

ENVIRONMENTAL WELL LOG 23-0579.GPJ GEOTEKENG.GDT 5/16/23



**GEOTEK ENGINEERING & TESTING SERVICES, INC.**  
 909 E 50th St N  
 SIOUX FALLS, SD 57104  
 (605) 335-5512 Fax (605) 335-0773  
 info@geotekeng.com

**PRELIMINARY  
 ENVIRONMENTAL SOIL BORING LOG /  
 WELL CONSTRUCTION INFORMATION**

GEOTEK # <b>23-0579</b>		BORING / WELL NO. <b>6 (1 of 1)</b>			Well Construction Details	
PROJECT <b>Proposed Addition - Performance Pet Products, Lot 7, Block 2, Brandon 90 Plaza Addition, 915 E. Havens Avenue, Mitchell</b>						
DEPTH in FEET	DESCRIPTION OF MATERIAL	GEOLOGIC ORIGIN	PID / FID	WL	SAMPLE	
					NO.	TYPE
	↓ SURFACE ELEVATION <u>98.3 ft</u>					
2	<b>FILL, MOSTLY SANDY LEAN CLAY:</b> a little gravel, brown and dark brown, moist, 8" of gravel at the surface	FILL			1	SPT
	<b>SANDY LEAN CLAY:</b> black, moist, firm, (CL)	BURIED TOPSOIL			2	SPT
4½	<b>SANDY LEAN CLAY:</b> very dark brown, moist, firm, (CL)	FINE ALLUVIUM			3	SPT
6	Bottom of borehole at 6 feet.					
WATER LEVEL MEASUREMENTS				START <u>5-11-23</u>	COMPLETE <u>5-11-23 3:17 pm</u>	
DATE	TIME	DEPTH BELOW		WATER ELEVATION	METHOD	
		SURFACE	TOR / TOC			
5-11-23	3:17 pm	NONE	--	--	3.25" ID Hollow Stem Auger	
--	--	--	--	--		
--	--	--	--	--		
--	--	--	--	--		
				CREW CHIEF	Mike Wagner	

ENVIRONMENTAL WELL LOG 23-0579.GPJ GEOTEKENG.GDT 5/16/23



**GEOTEK ENGINEERING & TESTING SERVICES, INC.**  
 909 E 50th St N  
 SIOUX FALLS, SD 57104  
 (605) 335-5512 Fax (605) 335-0773  
 info@geotekeng.com

**PRELIMINARY  
 ENVIRONMENTAL SOIL BORING LOG /  
 WELL CONSTRUCTION INFORMATION**

GEOTEK # <b>23-0579</b>				BORING / WELL NO. <b>7 (1 of 1)</b>			Well Construction Details	
PROJECT <b>Proposed Addition - Performance Pet Products, Lot 7, Block 2, Brandon 90 Plaza Addition, 915 E. Havens Avenue, Mitch</b>								
DEPTH in FEET	DESCRIPTION OF MATERIAL		GEOLOGIC ORIGIN	PID / FID	WL	SAMPLE		
						NO.	TYPE	
	SURFACE ELEVATION <u>95.7 ft</u>							
	<b>FILL, MOSTLY SANDY LEAN CLAY:</b> a little gravel, brown and dark brown, moist, stiff, 8" of gravel at the surface		FILL			1	SPT	
						2	SPT	
5	<b>LEAN CLAY WITH SAND:</b> a little gravel, mottled brown and gray, moist, stiff, (CL)		GLACIAL TILL			3	SPT	
6	Bottom of borehole at 6 feet.							
WATER LEVEL MEASUREMENTS					START <u>5-11-23</u>	COMPLETE <u>5-11-23 2:55 pm</u>		
DATE	TIME	DEPTH BELOW		WATER ELEVATION	METHOD			
		SURFACE	TOR / TOC					
5-11-23	2:55 pm	NONE	--	--	3.25" ID Hollow Stem Auger			
--	--	--	--	--				
--	--	--	--	--				
--	--	--	--	--				
					CREW CHIEF <u>Mike Wagner</u>			

ENVIRONMENTAL WELL LOG 23-0579.GPJ GEOTEKENG.GDT 5/16/23



**GEOTEK ENGINEERING & TESTING SERVICES, INC.**  
 909 E 50th St N  
 SIOUX FALLS, SD 57104  
 (605) 335-5512 Fax (605) 335-0773  
 info@geotekeng.com

**PRELIMINARY**  
**ENVIRONMENTAL SOIL BORING LOG /**  
**WELL CONSTRUCTION INFORMATION**

GEOTEK # <b>23-0579</b>		BORING / WELL NO. <b>8 (1 of 1)</b>			Well Construction Details	
PROJECT <b>Proposed Addition - Performance Pet Products, Lot 7, Block 2, Brandon 90 Plaza Addition, 915 E. Havens Avenue, Mitch</b>						
DEPTH in FEET	DESCRIPTION OF MATERIAL	GEOLOGIC ORIGIN	PID / FID	WL	SAMPLE	
					NO.	TYPE
	SURFACE ELEVATION <u>96.8 ft</u> <b>FILL, MOSTLY SANDY LEAN CLAY:</b> a little gravel, brown and dark brown, moist, less than 4" of topsoil fill at the surface	FILL			1	SPT
					2	SPT
					3	SPT
6	Bottom of borehole at 6 feet.					
WATER LEVEL MEASUREMENTS				START <u>5-11-23</u>	COMPLETE <u>5-11-23 2:34 pm</u>	
DATE	TIME	DEPTH BELOW		WATER ELEVATION	METHOD	
		SURFACE	TOR / TOC			
5-11-23	2:34 pm	NONE	--	--	3.25" ID Hollow Stem Auger	
--	--	--	--	--		
--	--	--	--	--		
--	--	--	--	--		
				CREW CHIEF	Mike Wagner	

ENVIRONMENTAL WELL LOG 23-0579.GPJ GEOTEKENG.GDT 5/16/23



**GEOTEK ENGINEERING  
& TESTING SERVICES, INC.**

909 East 50<sup>th</sup> Street North  
Sioux Falls, South Dakota 57104  
Phone 605-335-5512 Fax 605-335-0773

May 25, 2023

MBW Construction & Engineers  
PO Box 1128 – 116 Gateway Drive  
North Sioux City, SD 57049

Attn: Tyler Manker, PE

Subj: Contamination Encountered During Geotechnical Exploration  
Proposed Addition  
Performance Pet Products  
915 E. Havens Avenue  
Mitchell, SD  
GeoTek #23-0579  
DANR File No. 2002.092

Dear Mr. Manker,

This letter is pursuant to the recent geotechnical test borings completed for construction of the proposed addition at the referenced site (see Figure 1). Organic vapors (petroleum like) were detected while drilling and collecting samples below a depth of 7 feet at test boring locations 1 and 3 (see Figure 2 for boring locations).

Samples collected from below a depth of 7 feet, at test boring locations 1 and 3 were placed in 16 oz. jars and covered with aluminum foil in the field and returned to our office. The samples were then scanned with a photoionization detector (PID) meter for organic vapors as an indication of organic (petroleum) contamination. The PID data is provided on the attached logs.

In addition, one soil sample from borings 1 and 3 were submitted to a chemistry laboratory for benzene, toluene, ethylbenzene, xylene (BTEX), naphthalene and total petroleum hydrocarbons (TPH) as gasoline and TPH as diesel (fuel oil) analysis. The laboratory data is provided on the attached laboratory report.

A review of the data indicates elevated levels of diesel (fuel oil) compounds were detected in the samples. Both samples exceed the South Dakota Department of Agricultural and Natural Resources (DANR) Tier 1 Trigger Level of 500 ppm TPH.

We understand that the petroleum odors noted in the borings have been reported to the South Dakota DANR. A copy of the DANR letter following review of the provided information is attached.

We recommend that the requirements outline in the DANR letter be followed.

GeoTek Engineering & Testing Services Inc. appreciates the opportunity of providing our services on this project. Please contact our office if you have any questions or if we can be of further service.

Respectfully submitted,

*Daniel R Hanson*

Daniel R. Hanson, PE  
Senior Project Engineer  
PE/CPRR #4829

Cc: DENR, Pierre, Attn: Jaclyn McGuire



FIGURE 1  
SITE LOCATION MAP  
PROPOSED ADDITION -  
PERFORMANCE PETS PRODUCTS  
915 EAST HAVENS AVENUE  
MITCHELL, SD  
ACAD/GEOTEK/DAN/23-0579

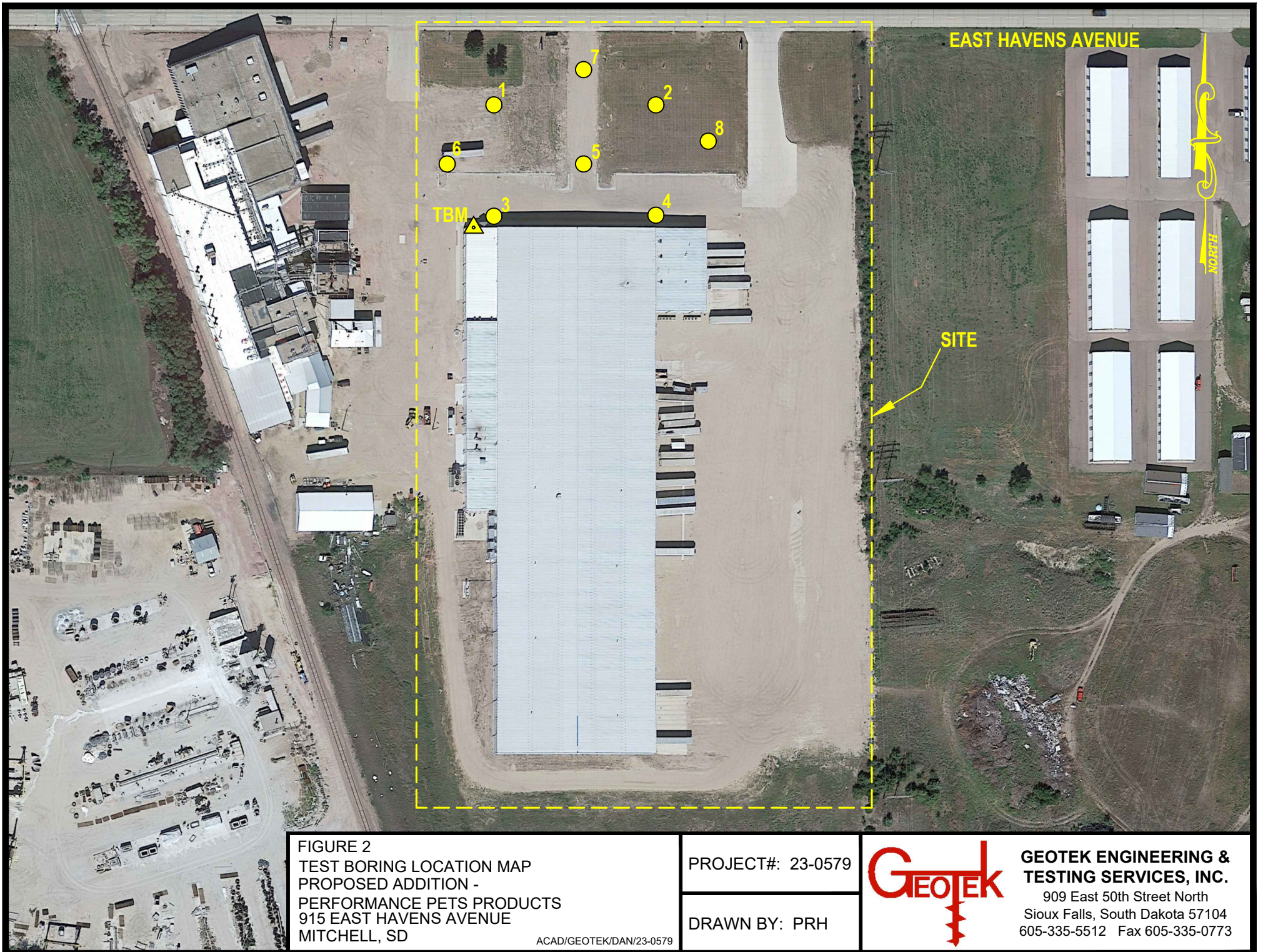
PROJECT#: 23-0579

DRAWN BY: PRH



**GEOTEK ENGINEERING & TESTING SERVICES, INC.**  
909 East 50th Street North  
Sioux Falls, South Dakota 57104  
605-335-5512 Fax 605-335-0773





**FIGURE 2**  
 TEST BORING LOCATION MAP  
 PROPOSED ADDITION -  
 PERFORMANCE PETS PRODUCTS  
 915 EAST HAVENS AVENUE  
 MITCHELL, SD  
 ACAD/GEOTEK/DAN/23-0579

PROJECT#: 23-0579

DRAWN BY: PRH



**GEOTEK ENGINEERING &  
 TESTING SERVICES, INC.**  
 909 East 50th Street North  
 Sioux Falls, South Dakota 57104  
 605-335-5512 Fax 605-335-0773



**GEOTEK ENGINEERING & TESTING SERVICES, INC.**  
 909 E 50th St N  
 SIOUX FALLS, SD 57104  
 (605) 335-5512 Fax (605) 335-0773  
 info@geotekeng.com

**ENVIRONMENTAL SOIL BORING LOG / WELL CONSTRUCTION INFORMATION**

GEOTEK # <b>23-0579</b>		BORING / WELL NO. <b>1 (1 of 1)</b>		Well Construction Details		
PROJECT <b>Proposed Addition - Performance Pet Products, Lot 7, Block 2, Brandon 90 Plaza Addition, 915 E. Havens Avenue, Mitchell</b>						
DEPTH in FEET	DESCRIPTION OF MATERIAL	GEOLOGIC ORIGIN	PID / FID	WL	SAMPLE	
					NO.	TYPE
	↓ SURFACE ELEVATION <u>96.3 ft</u>					
2	<b>FILL, MOSTLY SANDY LEAN CLAY:</b> a little gravel, brown and dark brown, moist to wet, 10" of gravel at the surface	FILL			1	HSA
	<b>LEAN CLAY WITH SAND:</b> a little gravel, brown, moist, stiff, (CL)	GLACIAL TILL			2	SPT
4½	<b>SILTY SAND:</b> a trace of gravel, brown, moist to waterbearing, dense, petroleum odor below 7' (SM)	GLACIAL TILL		▼	3	SPT
			65		4	SPT
			+200		5	SPT
12	<b>LEAN CLAY WITH SAND:</b> a little gravel, brown, moist, stiff to very stiff, petroleum odor (CL)	GLACIAL TILL	95		6	SPT
			3		7	SPT
16	Bottom of borehole at 16 feet.					
WATER LEVEL MEASUREMENTS			START <u>5-11-23</u> COMPLETE <u>5-11-23 12:08 pm</u>			
DATE	TIME	DEPTH BELOW		WATER ELEVATION	METHOD	
		SURFACE	TOR / TOC			
5-11-23	12:08 pm	7.0	--	89.3	3.25" ID Hollow Stem Auger	
5-11-23	3:28 pm	5.0	--	▼ 91.3		
--	--	--	--	--		
--	--	--	--	--	CREW CHIEF <u>Mike Wagner</u>	

ENVIRONMENTAL WELL LOG 23-0579.GPJ GEOTEKENG.GDT 5/25/23



**GEOTEK ENGINEERING & TESTING SERVICES, INC.**  
 909 E 50th St N  
 SIOUX FALLS, SD 57104  
 (605) 335-5512 Fax (605) 335-0773  
 info@geotekeng.com

**ENVIRONMENTAL SOIL BORING LOG / WELL CONSTRUCTION INFORMATION**

GEOTEK # <u>23-0579</u>		BORING / WELL NO. <u>3 (1 of 1)</u>		Well Construction Details		
PROJECT <u>Proposed Addition - Performance Pet Products, Lot 7, Block 2, Brandon 90 Plaza Addition, 915 E. Havens Avenue, Mitchell</u>						
DEPTH in FEET	DESCRIPTION OF MATERIAL	GEOLOGIC ORIGIN	PID / FID	WL	SAMPLE	
					NO.	TYPE
	SURFACE ELEVATION <u>98.4 ft</u> <b>FILL, MOSTLY SILTY SAND:</b> a little gravel, fine to medium grained, brown and dark brown, moist, 12" of gravel at the surface	FILL			1	HSA
					2	SPT
5	<b>LEAN CLAY WITH SAND:</b> a little gravel, mottled brown and gray, moist, stiff, petroleum odor below 7' (CL)	GLACIAL TILL			3	SPT
			120		4	SPT
9½	<b>SANDY LEAN CLAY:</b> a trace of gravel, brown, moist to wet, very stiff, petroleum odor (CL)	GLACIAL TILL			5	SPT
			148		6	SPT
			32		7	SPT
14½	<b>LEAN CLAY WITH SAND:</b> a little gravel, brown, moist, very stiff, (CL)	GLACIAL TILL				
16	Bottom of borehole at 16 feet.		22			
WATER LEVEL MEASUREMENTS			START <u>5-11-23</u>	COMPLETE <u>5-11-23 1:06 pm</u>		
DATE	TIME	DEPTH BELOW		WATER ELEVATION	METHOD	
		SURFACE	TOR / TOC		3.25" ID Hollow Stem Auger	
5-11-23	1:06 pm	14.0	--	▼ 84.4		
--	--	--	--	--		
--	--	--	--	--		
--	--	--	--	--	CREW CHIEF <u>Mike Wagner</u>	

ENVIRONMENTAL WELL LOG 23-0579.GPJ GEOTEKENG.GDT 5/25/23



# ANALYTICAL REPORT

## PREPARED FOR

Attn: Dan Hanson  
GeoTek Engineering & Testing Services  
909 E. 50th Street  
Sioux Falls, South Dakota 57104

Generated 5/24/2023 3:24:10 PM

## JOB DESCRIPTION

Pet Performance  
SDG NUMBER 23-0579

## JOB NUMBER

310-256010-1

# Eurofins Cedar Falls

## Job Notes

This report may not be reproduced except in full, and with written approval from the laboratory. The results relate only to the samples tested. For questions please contact the Project Manager at the e-mail address or telephone number listed on this page.

The test results in this report relate only to the samples as received by the laboratory and will meet all requirements of the methodology, with any exceptions noted. This report shall not be reproduced except in full, without the express written approval of the laboratory. All questions should be directed to the Eurofins Environment Testing North Central, LLC Project Manager.

## Authorization



Generated  
5/24/2023 3:24:10 PM

Authorized for release by  
Conner Calhoun, Project Management Assistant I  
[Conner.Calhoun@et.eurofinsus.com](mailto:Conner.Calhoun@et.eurofinsus.com)  
(319)277-2401



# Table of Contents

Cover Page . . . . .	1
Table of Contents . . . . .	3
Case Narrative . . . . .	4
Sample Summary . . . . .	5
Detection Summary . . . . .	6
Client Sample Results . . . . .	7
Definitions . . . . .	9
Surrogate Summary . . . . .	10
QC Sample Results . . . . .	11
QC Association . . . . .	12
Chronicle . . . . .	13
Certification Summary . . . . .	14
Method Summary . . . . .	15
Chain of Custody . . . . .	16
Receipt Checklists . . . . .	18

# Case Narrative

Client: GeoTek Engineering & Testing Services  
Project/Site: Pet Performance

Job ID: 310-256010-1  
SDG: 23-0579

---

**Job ID: 310-256010-1**

---

**Laboratory: Eurofins Cedar Falls**

---

**Narrative**

**Job Narrative  
310-256010-1**

**Receipt**

The samples were received on 5/17/2023 9:30 AM. Unless otherwise noted below, the samples arrived in good condition, and, where required, properly preserved and on ice. The temperature of the cooler at receipt time was 3.0°C

**Hydrocarbons**

Method OA1: The following samples were diluted due to the nature of their sample matrix: SB1 (9.5-11) (310-256010-1) and SB3 (9.5-11) (310-256010-2). Elevated reporting limits (RLs) are provided.

No additional analytical or quality issues were noted, other than those described above or in the Definitions/ Glossary page.

**Diesel Range Organics**

No additional analytical or quality issues were noted, other than those described above or in the Definitions/ Glossary page.



# Sample Summary

Client: GeoTek Engineering & Testing Services  
Project/Site: Pet Performance

Job ID: 310-256010-1  
SDG: 23-0579

---

Lab Sample ID	Client Sample ID	Matrix	Collected	Received
310-256010-1	SB1 (9.5-11)	Solid	05/15/23 00:00	05/17/23 09:30
310-256010-2	SB3 (9.5-11)	Solid	05/15/23 00:00	05/17/23 09:30

1

2

3

4

5

6

7

8

9

10

11

12

13

14

15



# Detection Summary

Client: GeoTek Engineering & Testing Services  
Project/Site: Pet Performance

Job ID: 310-256010-1  
SDG: 23-0579

## Client Sample ID: SB1 (9.5-11)

Lab Sample ID: 310-256010-1

Analyte	Result	Qualifier	RL	MDL	Unit	Dil Fac	D	Method	Prep Type
Diesel	3250		97.1		mg/Kg	10		OA-2	Total/NA
Naphthalene	24.3		9.71		mg/Kg	10		OA-2	Total/NA

## Client Sample ID: SB3 (9.5-11)

Lab Sample ID: 310-256010-2

Analyte	Result	Qualifier	RL	MDL	Unit	Dil Fac	D	Method	Prep Type
Ethylbenzene	3.30		0.466		mg/Kg	5		OA-1 (GC)	Total/NA
Xylenes, Total	7.18		1.40		mg/Kg	5		OA-1 (GC)	Total/NA
Diesel	4240		97.8		mg/Kg	10		OA-2	Total/NA
Naphthalene	21.2		9.78		mg/Kg	10		OA-2	Total/NA

This Detection Summary does not include radiochemical test results.

Eurofins Cedar Falls

# Client Sample Results

Client: GeoTek Engineering & Testing Services  
 Project/Site: Pet Performance

Job ID: 310-256010-1  
 SDG: 23-0579

**Client Sample ID: SB1 (9.5-11)**

**Lab Sample ID: 310-256010-1**

Date Collected: 05/15/23 00:00

Matrix: Solid

Date Received: 05/17/23 09:30

**Method: Iowa DNR OA-1 (GC) - Volatile Petroleum Hydrocarbons (GC)**

Analyte	Result	Qualifier	RL	MDL	Unit	D	Prepared	Analyzed	Dil Fac
Benzene	<0.485		0.485		mg/Kg		05/19/23 17:22	05/20/23 09:50	5
Toluene	<0.485		0.485		mg/Kg		05/19/23 17:22	05/20/23 09:50	5
Ethylbenzene	<0.485		0.485		mg/Kg		05/19/23 17:22	05/20/23 09:50	5
Xylenes, Total	<1.45		1.45		mg/Kg		05/19/23 17:22	05/20/23 09:50	5
<b>Surrogate</b>	<b>%Recovery</b>	<b>Qualifier</b>	<b>Limits</b>				<b>Prepared</b>	<b>Analyzed</b>	<b>Dil Fac</b>
4-Bromofluorobenzene (Surr)	123		56 - 150				05/19/23 17:22	05/20/23 09:50	5

**Method: Iowa DNR OA-2 - Iowa - Extractable Petroleum Hydrocarbons (GC)**

Analyte	Result	Qualifier	RL	MDL	Unit	D	Prepared	Analyzed	Dil Fac
Gasoline	<9.71		9.71		mg/Kg		05/18/23 09:00	05/22/23 21:28	1
<b>Diesel</b>	<b>3250</b>		97.1		mg/Kg		05/18/23 09:00	05/23/23 20:08	10
Waste Oil	<9.71		9.71		mg/Kg		05/18/23 09:00	05/22/23 21:28	1
<b>Naphthalene</b>	<b>24.3</b>		9.71		mg/Kg		05/18/23 09:00	05/23/23 20:08	10
<b>Surrogate</b>	<b>%Recovery</b>	<b>Qualifier</b>	<b>Limits</b>				<b>Prepared</b>	<b>Analyzed</b>	<b>Dil Fac</b>
n-Octacosane	115		12 - 126				05/18/23 09:00	05/22/23 21:28	1

# Client Sample Results

Client: GeoTek Engineering & Testing Services  
 Project/Site: Pet Performance

Job ID: 310-256010-1  
 SDG: 23-0579

**Client Sample ID: SB3 (9.5-11)**

**Lab Sample ID: 310-256010-2**

Date Collected: 05/15/23 00:00

Matrix: Solid

Date Received: 05/17/23 09:30

**Method: Iowa DNR OA-1 (GC) - Volatile Petroleum Hydrocarbons (GC)**

Analyte	Result	Qualifier	RL	MDL	Unit	D	Prepared	Analyzed	Dil Fac
Benzene	<0.466		0.466		mg/Kg		05/19/23 17:22	05/20/23 10:16	5
Toluene	<0.466		0.466		mg/Kg		05/19/23 17:22	05/20/23 10:16	5
<b>Ethylbenzene</b>	<b>3.30</b>		0.466		mg/Kg		05/19/23 17:22	05/20/23 10:16	5
<b>Xylenes, Total</b>	<b>7.18</b>		1.40		mg/Kg		05/19/23 17:22	05/20/23 10:16	5
<b>Surrogate</b>	<b>%Recovery</b>	<b>Qualifier</b>	<b>Limits</b>				<b>Prepared</b>	<b>Analyzed</b>	<b>Dil Fac</b>
4-Bromofluorobenzene (Surr)	105		56 - 150				05/19/23 17:22	05/20/23 10:16	5

**Method: Iowa DNR OA-2 - Iowa - Extractable Petroleum Hydrocarbons (GC)**

Analyte	Result	Qualifier	RL	MDL	Unit	D	Prepared	Analyzed	Dil Fac
Gasoline	<9.78		9.78		mg/Kg		05/18/23 09:00	05/22/23 21:43	1
<b>Diesel</b>	<b>4240</b>		97.8		mg/Kg		05/18/23 09:00	05/23/23 20:23	10
Waste Oil	<9.78		9.78		mg/Kg		05/18/23 09:00	05/22/23 21:43	1
<b>Naphthalene</b>	<b>21.2</b>		9.78		mg/Kg		05/18/23 09:00	05/23/23 20:23	10
<b>Surrogate</b>	<b>%Recovery</b>	<b>Qualifier</b>	<b>Limits</b>				<b>Prepared</b>	<b>Analyzed</b>	<b>Dil Fac</b>
n-Octacosane	116		12 - 126				05/18/23 09:00	05/22/23 21:43	1

## Definitions/Glossary

Client: GeoTek Engineering & Testing Services  
Project/Site: Pet Performance

Job ID: 310-256010-1  
SDG: 23-0579

### Glossary

Abbreviation	These commonly used abbreviations may or may not be present in this report.
▫	Listed under the "D" column to designate that the result is reported on a dry weight basis
%R	Percent Recovery
CFL	Contains Free Liquid
CFU	Colony Forming Unit
CNF	Contains No Free Liquid
DER	Duplicate Error Ratio (normalized absolute difference)
Dil Fac	Dilution Factor
DL	Detection Limit (DoD/DOE)
DL, RA, RE, IN	Indicates a Dilution, Re-analysis, Re-extraction, or additional Initial metals/anion analysis of the sample
DLC	Decision Level Concentration (Radiochemistry)
EDL	Estimated Detection Limit (Dioxin)
LOD	Limit of Detection (DoD/DOE)
LOQ	Limit of Quantitation (DoD/DOE)
MCL	EPA recommended "Maximum Contaminant Level"
MDA	Minimum Detectable Activity (Radiochemistry)
MDC	Minimum Detectable Concentration (Radiochemistry)
MDL	Method Detection Limit
ML	Minimum Level (Dioxin)
MPN	Most Probable Number
MQL	Method Quantitation Limit
NC	Not Calculated
ND	Not Detected at the reporting limit (or MDL or EDL if shown)
NEG	Negative / Absent
POS	Positive / Present
PQL	Practical Quantitation Limit
PRES	Presumptive
QC	Quality Control
RER	Relative Error Ratio (Radiochemistry)
RL	Reporting Limit or Requested Limit (Radiochemistry)
RPD	Relative Percent Difference, a measure of the relative difference between two points
TEF	Toxicity Equivalent Factor (Dioxin)
TEQ	Toxicity Equivalent Quotient (Dioxin)
TNTC	Too Numerous To Count

# Surrogate Summary

Client: GeoTek Engineering & Testing Services  
Project/Site: Pet Performance

Job ID: 310-256010-1  
SDG: 23-0579

## Method: OA-1 (GC) - Volatile Petroleum Hydrocarbons (GC)

Matrix: Solid

Prep Type: Total/NA

### Percent Surrogate Recovery (Acceptance Limits)

Lab Sample ID	Client Sample ID	BFB (56-150)
310-256010-1	SB1 (9.5-11)	123
310-256010-2	SB3 (9.5-11)	105
LCS 310-388125/2-A	Lab Control Sample	97
MB 310-388125/1-A	Method Blank	109

#### Surrogate Legend

BFB = 4-Bromofluorobenzene (Surr)

## Method: OA-2 - Iowa - Extractable Petroleum Hydrocarbons (GC)

Matrix: Solid

Prep Type: Total/NA

### Percent Surrogate Recovery (Acceptance Limits)

Lab Sample ID	Client Sample ID	OTCN (12-126)
310-256010-1	SB1 (9.5-11)	115
310-256010-2	SB3 (9.5-11)	116
LCS 310-387906/2-A	Lab Control Sample	111
MB 310-387906/1-A	Method Blank	103

#### Surrogate Legend

OTCN = n-Octacosane

# QC Sample Results

Client: GeoTek Engineering & Testing Services  
 Project/Site: Pet Performance

Job ID: 310-256010-1  
 SDG: 23-0579

## Method: OA-1 (GC) - Volatile Petroleum Hydrocarbons (GC)

**Lab Sample ID: MB 310-388125/1-A**  
**Matrix: Solid**  
**Analysis Batch: 388143**

**Client Sample ID: Method Blank**  
**Prep Type: Total/NA**  
**Prep Batch: 388125**

Analyte	MB MB		RL	MDL	Unit	D	Prepared	Analyzed	Dil Fac
	Result	Qualifier							
Benzene	<0.0997		0.0997		mg/Kg		05/19/23 17:22	05/20/23 08:33	1
Toluene	<0.0997		0.0997		mg/Kg		05/19/23 17:22	05/20/23 08:33	1
Ethylbenzene	<0.0997		0.0997		mg/Kg		05/19/23 17:22	05/20/23 08:33	1
Xylenes, Total	<0.299		0.299		mg/Kg		05/19/23 17:22	05/20/23 08:33	1
MB MB									
Surrogate	%Recovery	Qualifier	Limits			Prepared	Analyzed	Dil Fac	
4-Bromofluorobenzene (Surr)	109		56 - 150			05/19/23 17:22	05/20/23 08:33	1	

**Lab Sample ID: LCS 310-388125/2-A**  
**Matrix: Solid**  
**Analysis Batch: 388143**

**Client Sample ID: Lab Control Sample**  
**Prep Type: Total/NA**  
**Prep Batch: 388125**

Analyte	Spike Added	LCS LCS		Unit	D	%Rec	%Rec Limits	
		Result	Qualifier				Limits	Limits
Benzene	1.99	2.016		mg/Kg		102	76 - 130	
Toluene	1.99	1.968		mg/Kg		99	78 - 129	
Ethylbenzene	1.99	2.038		mg/Kg		103	77 - 128	
Xylenes, Total	5.96	6.075		mg/Kg		102	78 - 131	
LCS LCS								
Surrogate	%Recovery	Qualifier	Limits					
4-Bromofluorobenzene (Surr)	97		56 - 150					

## Method: OA-2 - Iowa - Extractable Petroleum Hydrocarbons (GC)

**Lab Sample ID: MB 310-387906/1-A**  
**Matrix: Solid**  
**Analysis Batch: 388170**

**Client Sample ID: Method Blank**  
**Prep Type: Total/NA**  
**Prep Batch: 387906**

Analyte	MB MB		RL	MDL	Unit	D	Prepared	Analyzed	Dil Fac
	Result	Qualifier							
Gasoline	<9.72		9.72		mg/Kg		05/18/23 09:00	05/22/23 17:44	1
Diesel	<9.72		9.72		mg/Kg		05/18/23 09:00	05/22/23 17:44	1
Waste Oil	<9.72		9.72		mg/Kg		05/18/23 09:00	05/22/23 17:44	1
Naphthalene	<0.972		0.972		mg/Kg		05/18/23 09:00	05/22/23 17:44	1
MB MB									
Surrogate	%Recovery	Qualifier	Limits			Prepared	Analyzed	Dil Fac	
n-Octacosane	103		12 - 126			05/18/23 09:00	05/22/23 17:44	1	

**Lab Sample ID: LCS 310-387906/2-A**  
**Matrix: Solid**  
**Analysis Batch: 388170**

**Client Sample ID: Lab Control Sample**  
**Prep Type: Total/NA**  
**Prep Batch: 387906**

Analyte	Spike Added	LCS LCS		Unit	D	%Rec	%Rec Limits	
		Result	Qualifier				Limits	Limits
Diesel	130	123.2		mg/Kg		95	34 - 120	
LCS LCS								
Surrogate	%Recovery	Qualifier	Limits					
n-Octacosane	111		12 - 126					

# QC Association Summary

Client: GeoTek Engineering & Testing Services  
 Project/Site: Pet Performance

Job ID: 310-256010-1  
 SDG: 23-0579

## GC VOA

### Prep Batch: 388125

Lab Sample ID	Client Sample ID	Prep Type	Matrix	Method	Prep Batch
310-256010-1	SB1 (9.5-11)	Total/NA	Solid	5035	
310-256010-2	SB3 (9.5-11)	Total/NA	Solid	5035	
MB 310-388125/1-A	Method Blank	Total/NA	Solid	5035	
LCS 310-388125/2-A	Lab Control Sample	Total/NA	Solid	5035	

### Analysis Batch: 388143

Lab Sample ID	Client Sample ID	Prep Type	Matrix	Method	Prep Batch
310-256010-1	SB1 (9.5-11)	Total/NA	Solid	OA-1 (GC)	388125
310-256010-2	SB3 (9.5-11)	Total/NA	Solid	OA-1 (GC)	388125
MB 310-388125/1-A	Method Blank	Total/NA	Solid	OA-1 (GC)	388125
LCS 310-388125/2-A	Lab Control Sample	Total/NA	Solid	OA-1 (GC)	388125

## GC Semi VOA

### Prep Batch: 387906

Lab Sample ID	Client Sample ID	Prep Type	Matrix	Method	Prep Batch
310-256010-1	SB1 (9.5-11)	Total/NA	Solid	3546	
310-256010-2	SB3 (9.5-11)	Total/NA	Solid	3546	
MB 310-387906/1-A	Method Blank	Total/NA	Solid	3546	
LCS 310-387906/2-A	Lab Control Sample	Total/NA	Solid	3546	

### Analysis Batch: 388170

Lab Sample ID	Client Sample ID	Prep Type	Matrix	Method	Prep Batch
310-256010-1	SB1 (9.5-11)	Total/NA	Solid	OA-2	387906
310-256010-2	SB3 (9.5-11)	Total/NA	Solid	OA-2	387906
MB 310-387906/1-A	Method Blank	Total/NA	Solid	OA-2	387906
LCS 310-387906/2-A	Lab Control Sample	Total/NA	Solid	OA-2	387906

### Analysis Batch: 388330

Lab Sample ID	Client Sample ID	Prep Type	Matrix	Method	Prep Batch
310-256010-1	SB1 (9.5-11)	Total/NA	Solid	OA-2	387906
310-256010-2	SB3 (9.5-11)	Total/NA	Solid	OA-2	387906

# Lab Chronicle

Client: GeoTek Engineering & Testing Services  
 Project/Site: Pet Performance

Job ID: 310-256010-1  
 SDG: 23-0579

**Client Sample ID: SB1 (9.5-11)**

**Lab Sample ID: 310-256010-1**

**Date Collected: 05/15/23 00:00**

**Matrix: Solid**

**Date Received: 05/17/23 09:30**

Prep Type	Batch Type	Batch Method	Run	Dilution Factor	Batch Number	Batch Analyst	Lab	Prepared or Analyzed
Total/NA	Prep	5035			388125	ZB9H	EET CF	05/19/23 17:22
Total/NA	Analysis	OA-1 (GC)		5	388143	ZB9H	EET CF	05/20/23 09:50
Total/NA	Prep	3546			387906	GW4G	EET CF	05/18/23 09:00
Total/NA	Analysis	OA-2		1	388170	D2YP	EET CF	05/22/23 21:28
Total/NA	Prep	3546			387906	GW4G	EET CF	05/18/23 09:00
Total/NA	Analysis	OA-2		10	388330	C3AA	EET CF	05/23/23 20:08

**Client Sample ID: SB3 (9.5-11)**

**Lab Sample ID: 310-256010-2**

**Date Collected: 05/15/23 00:00**

**Matrix: Solid**

**Date Received: 05/17/23 09:30**

Prep Type	Batch Type	Batch Method	Run	Dilution Factor	Batch Number	Batch Analyst	Lab	Prepared or Analyzed
Total/NA	Prep	5035			388125	ZB9H	EET CF	05/19/23 17:22
Total/NA	Analysis	OA-1 (GC)		5	388143	ZB9H	EET CF	05/20/23 10:16
Total/NA	Prep	3546			387906	GW4G	EET CF	05/18/23 09:00
Total/NA	Analysis	OA-2		1	388170	D2YP	EET CF	05/22/23 21:43
Total/NA	Prep	3546			387906	GW4G	EET CF	05/18/23 09:00
Total/NA	Analysis	OA-2		10	388330	C3AA	EET CF	05/23/23 20:23

**Laboratory References:**

EET CF = Eurofins Cedar Falls, 3019 Venture Way, Cedar Falls, IA 50613, TEL (319)277-2401



# Accreditation/Certification Summary

Client: GeoTek Engineering & Testing Services  
Project/Site: Pet Performance

Job ID: 310-256010-1  
SDG: 23-0579

## Laboratory: Eurofins Cedar Falls

All accreditations/certifications held by this laboratory are listed. Not all accreditations/certifications are applicable to this report.

Authority	Program	Identification Number	Expiration Date
Colorado	Petroleum Storage Tank Program	IA100001 (OR)	09-29-23
Georgia	State	IA100001 (OR)	09-29-23
Illinois	NELAP	200024	11-29-23
Iowa	State	007	12-01-23
Kansas	NELAP	E-10341	01-31-24
Minnesota	NELAP	019-999-319	12-31-23
Minnesota (Petrofund)	State	3349	01-18-24
North Dakota	State	R-186	09-29-23
Oregon	NELAP	IA100001	09-29-23

- 1
- 2
- 3
- 4
- 5
- 6
- 7
- 8
- 9
- 10
- 11
- 12
- 13
- 14
- 15

# Method Summary

Client: GeoTek Engineering & Testing Services  
Project/Site: Pet Performance

Job ID: 310-256010-1  
SDG: 23-0579

Method	Method Description	Protocol	Laboratory
OA-1 (GC)	Volatile Petroleum Hydrocarbons (GC)	Iowa DNR	EET CF
OA-2	Iowa - Extractable Petroleum Hydrocarbons (GC)	Iowa DNR	EET CF
3546	Microwave Extraction	SW846	EET CF
5035	Purge and Trap for Methanol Extractions	SW846	EET CF

**Protocol References:**

Iowa DNR = Iowa Department of Natural Resources

SW846 = "Test Methods For Evaluating Solid Waste, Physical/Chemical Methods", Third Edition, November 1986 And Its Updates.

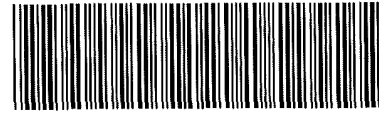
**Laboratory References:**

EET CF = Eurofins Cedar Falls, 3019 Venture Way, Cedar Falls, IA 50613, TEL (319)277-2401





Environment Testing  
America



310-256010 Chain of Custody

**Cooler/Sample Receipt and Temperature Log Form**

<b>Client Information</b>			
Client: <u>Geotech</u>			
City/State:	CITY	STATE	Project:
		<u>SD</u>	
<b>Receipt Information</b>			
Date/Time Received:	DATE	TIME	Received By:
	<u>5/17/20</u>	<u>0930</u>	<u>SO</u>
Delivery Type: <input type="checkbox"/> UPS <input checked="" type="checkbox"/> FedEx <input type="checkbox"/> FedEx Ground <input type="checkbox"/> US Mail <input type="checkbox"/> Spee-Dee <input type="checkbox"/> Lab Courier <input type="checkbox"/> Lab Field Services <input type="checkbox"/> Client Drop-off <input type="checkbox"/> Other: _____			
<b>Condition of Cooler/Containers</b>			
Sample(s) received in Cooler?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	If yes: Cooler ID: _____	
Multiple Coolers?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	If yes: Cooler # ____ of ____	
Cooler Custody Seals Present?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	If yes: Cooler custody seals intact? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
Sample Custody Seals Present?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	If yes: Sample custody seals intact? <input type="checkbox"/> Yes <input type="checkbox"/> No	
Trip Blank Present?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	If yes: Which VOA samples are in cooler? ↓	
<b>Temperature Record</b>			
Coolant: <input checked="" type="checkbox"/> Wet ice <input type="checkbox"/> Blue ice <input type="checkbox"/> Dry ice <input type="checkbox"/> Other: _____ <input type="checkbox"/> NONE			
Thermometer ID: <u>P</u>		Correction Factor (°C): <u>10.2</u>	
* Temp Blank Temperature - If no temp blank, or temp blank temperature above criteria, proceed to Sample Container Temperature			
Uncorrected Temp (°C): <u>28</u>		Corrected Temp (°C): <u>3.0</u>	
<b>Sample Container Temperature</b>			
Container(s) used:	CONTAINER 1	CONTAINER 2	
Uncorrected Temp (°C):			
Corrected Temp (°C):			
<b>Exceptions Noted</b>			
1) If temperature exceeds criteria, was sample(s) received same day of sampling? <input type="checkbox"/> Yes <input type="checkbox"/> No a) If yes: Is there evidence that the chilling process began? <input type="checkbox"/> Yes <input type="checkbox"/> No			
2) If temperature is <0°C, are there obvious signs that the integrity of sample containers is compromised? (e.g., bulging septa, broken/cracked bottles, frozen solid?) <input type="checkbox"/> Yes <input type="checkbox"/> No			
NOTE: If yes, contact PM before proceeding. If no, proceed with login			
<b>Additional Comments</b>			



Cedar Falls, IA 50613  
phone 319.277.2401 fax 319.277.2425

Eurofins Environment Testing America

Regulatory Program:  DW  NPDES  RCRA  Other

<b>Client Contact</b> GeoTek Engineering & Testing Services Inc. 909 East 50th Street North Sioux Falls, SD 57104 605-335-5512 Project Name: <u>PIST PARABOLICE</u> Site: <u>PO# 23-0579</u>		<b>Project Manager:</b> <u>JAY ROUTHEN</u> Tel/Fax: <u>605-335-5512</u> Analysis Turnaround Time <input type="checkbox"/> CALENDAR DAYS <input checked="" type="checkbox"/> WORKING DAYS TAT if different from below <input type="checkbox"/> 2 weeks <input type="checkbox"/> 1 week <input type="checkbox"/> 2 days <input type="checkbox"/> 1 day		<b>Site Contact:</b> Lab Contact: <u>Conner Calhoun</u> Perform MS/MSD (Y/N) <u>BTX/041</u> Filtered Sample (Y/N) <u>N</u>		Date: <u>5-16-23</u> Carrier: <u>Fed Ex</u> COC No. <u>1</u> of <u>    </u> COCs	
<b>Sample Identification</b> <u>S31 (9/12-11)</u> <u>S33 (9/12-11)</u>		Sample Date: <u>    </u> Sample Time: <u>    </u> Sample Type (c-Comp, G-Grab): <u>    </u> # of Matrix Cont.: <u>    </u>		Date: <u>    </u> Carrier: <u>    </u> COC No. <u>    </u> of <u>    </u> COCs		Sample Specific Notes:	
Preservation Used: 1= Ice, 2= HCl, 3= H2SO4, 4= HNO3, 5= NaOH, 6= Other		Possible Hazard Identification Are any samples from a listed EPA Hazardous Waste? Please List any EPA Waste Codes for the sample in the Comments Section if the lab is to dispose of the sample.		Date/Time: <u>5/17/23 0930</u>		Date/Time: <u>    </u>	
<input checked="" type="checkbox"/> Non-hazard <input type="checkbox"/> Flammable <input type="checkbox"/> Skin Irritant		<input type="checkbox"/> Return to Client <input checked="" type="checkbox"/> Disposal by Lab <input type="checkbox"/> Archive for <u>    </u> Months		Date/Time: <u>    </u>		Date/Time: <u>    </u>	
Special Instructions/QC Requirements & Comments		Cooler Temp. (°C) <u>    </u> Obs'd <u>    </u> Corr'd <u>    </u>		Date/Time: <u>    </u>		Date/Time: <u>    </u>	
Custody Seals Intact: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		Company: <u>GeoTek</u>		Date/Time: <u>    </u>		Date/Time: <u>    </u>	
Relinquished by: <u>[Signature]</u>		Company: <u>    </u>		Date/Time: <u>    </u>		Date/Time: <u>    </u>	
Relinquished by: <u>    </u>		Company: <u>    </u>		Date/Time: <u>    </u>		Date/Time: <u>    </u>	



## Login Sample Receipt Checklist

Client: GeoTek Engineering & Testing Services

Job Number: 310-256010-1

SDG Number: 23-0579

**Login Number: 256010**

**List Number: 1**

**Creator: Tucker, Sarah L**

**List Source: Eurofins Cedar Falls**

Question	Answer	Comment
Radioactivity wasn't checked or is <= background as measured by a survey meter.	N/A	
The cooler's custody seal, if present, is intact.	True	
Sample custody seals, if present, are intact.	N/A	
The cooler or samples do not appear to have been compromised or tampered with.	True	
Samples were received on ice.	True	
Cooler Temperature is acceptable.	True	
Cooler Temperature is recorded.	True	
COC is present.	True	
COC is filled out in ink and legible.	True	
COC is filled out with all pertinent information.	False	No sample date and/or time on COC, logged in per container labels.
Is the Field Sampler's name present on COC?	True	
There are no discrepancies between the containers received and the COC.	True	
Samples are received within Holding Time (excluding tests with immediate HTs)	True	
Sample containers have legible labels.	True	
Containers are not broken or leaking.	True	
Sample collection date/times are provided.	True	
Appropriate sample containers are used.	True	
Sample bottles are completely filled.	True	
Sample Preservation Verified.	True	
There is sufficient vol. for all requested analyses, incl. any requested MS/MSDs	True	
Containers requiring zero headspace have no headspace or bubble is <6mm (1/4").	True	
Multiphasic samples are not present.	True	
Samples do not require splitting or compositing.	True	
Residual Chlorine Checked.	N/A	





**DEPARTMENT of AGRICULTURE  
and NATURAL RESOURCES**

JOE FOSS BUILDING  
523 E CAPITOL AVE  
PIERRE SD 57501-3182  
danr.sd.gov

May 19, 2023

Damian Peters  
Performance Pet Products  
915 E. Havens Avenue  
Mitchell, SD 57301

**Subject:** Management of contaminated soil associated with previously identified contaminated site at 915 East Havens Avenue, Mitchell, SD. Department of Agriculture and Natural Resources File #2002.092.

Dear Mr. Peters,

The Department of Agriculture and Natural Resources (DANR) assigned Closure status to the above referenced site on December 12, 2022, involving petroleum contamination from historical sources, likely an old boiler used at Dakota Pork Industries. In this case remaining contamination existed onsite; however, the impacted soil was below grade, and there were no nearby receptors.

DANR staff have reviewed the information provided by GeoTek Engineering and Testing Services and MBW Construction. GeoTek reported that hydrocarbon odors were detected at approximately seven feet below grade, in two geotechnical borings. Please provide the department copies of the analytical data from the two impacted boring soil samples.

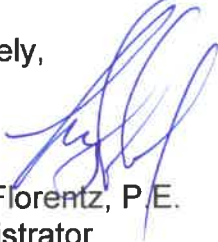
Due to the fact that this contamination appears to be associated with a previously identified release and based upon the proposed construction plans, it is not anticipated there will be a receptor pathway to in-situ contamination. For this reason, DANR will not require additional assessment or cleanup at this time.

However, petroleum contaminated soil and/or water may be generated during site preparation work. An environmental consultant licensed to perform petroleum assessment and remediation work in South Dakota must be retained to direct and oversee the management of petroleum contaminated media. Contaminated soil that is excavated must be kept separate from clean soil and properly disposed at a permitted municipal solid waste landfill. Should contaminated soil be stockpiled on site prior to disposal, it must be placed on and covered by an impermeable material. If dewatering

is necessary, a permit may be required. Contact the DANR Water Quality Program at 605.773.3351. Additional requirements will apply if the water is contaminated with petroleum hydrocarbons.

Thank you for providing this information to DANR for review. If you have further questions or concerns about this site, please contact Jaclyn McGuire at (605) 773-3296.

Sincerely,



Terry Florentz, P.E.  
Administrator  
Inspection, Compliance, and Remediation Program

cc Jeff Bathke, Davison County Emergency Management  
Dan Hanson, GeoTek Engineering and Testing Services  
John McVey, PRCF  
Kyle Doerr, DANR Water Quality Program  
Curtis Boschult, MBW Construction  
Troy Bryant, Farmers Union, 220 Ponderosa Rd, Redwood Falls, MN 56283



Davison County Emergency Management  
200 E. 4<sup>th</sup> Ave.  
Mitchell, SD 57301-2631  
Phone (605) 995-8640  
Fax (605) 995-8642

LEPC Minutes  
July 12, 2023 @ 10:30 A.M.

Chairperson: Marius Laursen Vice Chairperson: Steve Harr Secretary: Jeff Bathke

Call in Number is 1-866-990-6338. The Conference ID is 12705.

1. Welcome-Sign In.
2. Approval of the Agenda.
  - a. Motion by Mike, 2<sup>nd</sup> by Randy to approve the agenda. Motion carried.
3. Approval of the previous minutes.
  - a. Motion by Skyler, 2<sup>nd</sup> by Mark to approve the previous minutes. Motion carried.
4. Status:
  - a. The Davison County LEPC receives grant funds from the state, which are used to pay for air cards in the Search and Rescue vehicles.
    - i. Amount of 2023 grant: \$2,026.96 (in addition to \$298.44 in carry over funds)
    - ii. Expended: \$877.32
    - iii. Remaining: \$1,585.94
  - b. Motion by Becky, 2<sup>nd</sup> by Michelle to approve the financial status. Motion carried.
5. Public Input-None
6. Remediation/HAZMAT Issues
  - a. 2023.081 Cubbys Storm Drain Spill on June 30, 2023-See attached report
7. Administrative and SLA Requirement
  - a. Yearly:
    - i. NIMS submitted June 30, 2023
    - ii. Municipal Contacts submitted June 30, 2023
    - iii. Third Quarter Report (due July 31)
    - iv. Complete 1 Educational Course (Karen 1-14-23 and Jeff July 11, 2023).
    - v. CRMCS Update of equipment/personnel. Completed June 22, 2023
8. Current Road Closures
  - a. None
9. Upcoming Road Closures:
  - a. 2023 County-Rehab a bridge just north of the Gary Busmuss farm, between 249<sup>th</sup> and 250<sup>th</sup>. (delayed)
  - b. 2024 State-HW 37 from Bypass/Main Street to airport road reconstruction-Traffic will be maintained to allow both directions.
  - c. 2024 State-HW 38 Alexandria Intersection to Spencer Quarry-Shoulder Widening/grading project-Traffic will have flaggers.
10. Jeff Bathke-P&Z/Drainage/EM Director
  - a. Region 6 will host an IMAT Exercise, which will count for our yearly Exercise. The date is TBD.
  - b. The State Office of Emergency Management is hosting an ICS 402 Incident Command System Overview for Senior Officials Virtual Training Course on July 24<sup>th</sup> from 8:30-Noon, which will provide a basic understanding of how the Incident Command System works. Registration is @ <https://sdoem.eventsmart.com/>.
11. Karen Wegleitner-P&Z/Drainage/EM Deputy
  - a. No additional comments.
12. Becky Pitz/Kacee Ehler-POET
  - a. Kacee introduced herself as the new EHS Specialist.



13. Dan Pollreisz/Shannon Sandoval–MFD
  - a. State EMS will be on July 28<sup>th</sup>.
  - b. Dan and Marius are working on a patient diversion plan, in the event Avera is not able to accept patients.
14. Mike Koster/Dean Knippling–MPD
  - a. The PD is preparing for several events; the Rodeo Parade this Saturday, the Rodeo in August, DakotaFest, and the Pre-Sturgis Party.
  - b. Mike will be looking for funding to purchase a new drug dog as the previous one has passed away after a brief illness.
  - c. Active Shooter training went well, with several city and county employees attending.
15. Marius Laursen -Avera
  - a. Avera will man a first aid tent at DakotaFest again this year.
16. Petar Mirkovic-Health-Absent
17. Michelle Carpenter/Roswitha Konz-Health
  - a. No additional comments.
18. Ruth Ragels-SD Family Assistance Center for Military Service Members-Absent
19. Dawn Niehoff-MPD Dispatch-Absent
20. Steve Harr/Tim Reitzel-Sheriff's Office-Absent
21. Micheal Peterson-Highway Patrol
  - a. The SDHP is halfway through the summer and preparing for Sturgis traffic and Labor Day Weekend.
  - b. The SDHP is hiring if anyone is interested.
22. Randy Pratt-Amateur Radio Operators
  - a. No additional comments.
23. Bob Everson-Mayor-Absent
24. Stephanie Ellwein-City Administrator-Absent
25. Denny Kiner-Commissioner-Absent
26. Susan Kiepke-Auditor-Absent
27. Dave Beintema-Elected Official-Absent
28. Joe Schroeder/Mark Jenniges-Environmental City of Mitchell
  - a. Chip Sealing is being completed in the city.
  - b. A First Aid/CPR Training will be held in August.
29. Gene Deinert-Environmental City of Mt. Vernon-Absent
30. Dave Duba-Environmental City of Ethan-Absent
31. Robert Reuland-Red Cross
  - a. Robert introduced himself. He has been with Red Cross for three years.
  - b. Red Cross has several people on deployments at this time.
  - c. There is a new number to call when requesting Red Cross, which will speed up the response time. The number is for Dispatch/FD/PD/EM only and will not be published to the general public.
32. John Sieverding-Education-Public-Absent
33. Vacant-Education-MTI-Absent
34. Adam Frerichs-Regional Emergency Management Coordinator-Absent
35. Dan Muck-Community Member-Absent
36. Andrew Miller-CHS-Absent
37. LT Rodney & LT Amber Morin-Salvation Army
  - a. Rodney introduced himself and is excited to assist those in the area.
  - b. The Salvation Army is in need of volunteers for the Emergency Disaster Services Program.
38. Jackie Horton-CASA-Absent
39. Andy Mentele-S.A.R.-Absent
40. Rusty Weinberg-HWY Dept.-Absent
41. Brandon Wingert (Hanson County)/Skyler Kehn (Aurora County)-Emergency Management

a. Skyler is hosting a School Incident Training on August 1<sup>st</sup>. Information has been sent out to the local schools.

42. Jenna Auch-County Health Nurse Office-Absent

43. Adam Kjerstad-Pastor-Absent

44. Dave Kluth (Mt. Vernon) / Gregg Thibodeau (Ethan)-Fire-Absent

45. JP Skelly-Media-Absent

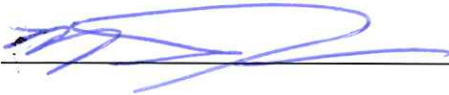
46. Comments from the Committee

47. Next meeting is scheduled for August 9, 2023 @ 10:30 A.M.

48. Adjourn the Meeting.

a. Motion by Mike, 2<sup>nd</sup> by Becky to adjourn the meeting. Motion carried.

Chairman Signature:



Date:

08/09/2023



**DEPARTMENT of AGRICULTURE  
and NATURAL RESOURCES**

JOE FOSS BUILDING  
523 E CAPITOL AVE  
PIERRE SD 57501-3182  
danr.sd.gov

Kayla Bitterman  
Cubby's Convenience Store  
1000 South Burr Street  
Mitchell, SD 57301

June 30, 2023

Subject: Department of Agriculture and Natural Resources File Number – 2023.081.  
DEF release at Cubby's #401, Tank Facility ID 08-00043, 1000 South Burr  
Street, Mitchell, SD.

Dear Ms. Bitterman:

The Department of Agriculture and Natural Resources (DANR) is contacting you regarding the above referenced matter. A copy of the initial spill report form is enclosed. Based upon the information provided, approximately 130 gallons of diesel exhaust fluid (DEF) were released due to a loose hose clamp. Of the 130 gallons released, an estimated 10 gallons entered a nearby storm drain. The procedures for performing cleanup work in response to releases such as this, were developed to prevent pollution of the state's water resources. It is understood that Petro Repair Pros applied Floor Dry to contain the release and protected the storm drain from further contamination. In this case, DANR requires the following work be performed (some of this work may have already been completed):

- Pump out the affected catchment basin and properly dispose of the contaminated fluid. With permission from the City of Mitchell, contaminated fluid may be taken to the wastewater treatment facility;
- Spent absorbents must be scraped up and properly disposed at a permitted municipal solid waste landfill;
- Provide this office photos of cleanup work and landfill receipts;
- By July 30, 2023, please complete and return the enclosed Written Contamination Incident Follow Up Report form (this is a standard form so you can skip the questions that do not apply to your situation).

Jackie McGuire will be the project manager for this case. She will review the information provided and will contact you if further remedial action is necessary. If you have any questions or need information, please do not hesitate to contact Jackie. Thank you for your cooperation in this matter.

Sincerely,

*Trish Kindt*

Trish Kindt  
Inspection, Compliance, and Remediation Program  
Phone: (605) 773-3296

cc: Jeff Bathke, Davison County Emergency Manager  
Jon Vermeulen, City of Mitchell Wastewater Superintendent



Davison County Emergency Management  
200 E. 4<sup>th</sup> Ave.  
Mitchell, SD 57301-2631  
Phone (605) 995-8640

LEPC Minutes  
August 9, 2023 @ 10:30 A.M.

Chairperson: Marius Laursen    Vice Chairperson: Steve Harr    Secretary: Jeff Bathke

Call in Number is 1-866-990-6338. The Conference ID is 12705.

1. Welcome-Sign In.
2. Approval of the Agenda.
  - a. Motion by Mark, 2<sup>nd</sup> by Michelle to approve the agenda. Motion carried.
3. Approval of the previous minutes.
  - a. Motion by Dave, 2<sup>nd</sup> by Shannon to approve the previous minutes. Motion carried.
4. Status:
  - a. The Davison County LEPC receives grant funds from the state, which are used to pay for air cards in the Search and Rescue vehicles.
    - i. Amount of 2023 grant: \$2,026.96 (in addition to \$298.44 in carry over funds)
    - ii. Expended: \$1,025.20
    - iii. Remaining: \$1,438.06
  - b. Motion by Mark, 2<sup>nd</sup> by Marius to approve the financial status. Motion carried.
5. Public Input
  - a. None
6. Remediation/HAZMAT Issues
  - a. None
7. Administrative and SLA Requirement
  - a. Yearly:
    - i. 3<sup>rd</sup> Quarter Report submitted July 31.
    - ii. 4<sup>th</sup> Quarter Report due September 30.
8. Current Road Closures
  - a. Due to replacement of the bridge, 404<sup>th</sup> Avenue between 248<sup>th</sup> and 250<sup>th</sup> will be closed till November/December. Please plan accordingly for Emergency Response. FYI-249<sup>th</sup> does not have access.
9. Upcoming Road Closures:
  - a. 2024 State-HW 37 from Bypass/Main Street to airport road reconstruction-Traffic will be maintained to allow both directions.
  - b. 2024 State-HW 38 Alexandria Intersection to Spencer Quarry-Shoulder Widening/grading project-Traffic will have flaggers.
10. Jeff Bathke-P&Z/Drainage/EM Director
  - a. No additional comments.
11. Karen Wegleitner-P&Z/Drainage/EM Deputy
  - a. No additional comments.
12. Becky Pitz/Kacee Ehler-POET-Absent
13. Dan Pollreisz/Shannon Sandoval-MFD
  - a. Dan recently met with Marius and Dr. Rockwell to discuss the Mass Casualty Plan with Avera.
  - b. DakotaFest will be August 15-17. Dan/Shannon will be sure the approach from I-90 for EMS is ready.
14. Mike Koster/Dean Knippling-MPD-Absent
15. Marius Laursen -Avera
  - a. Marius and Dr. Rockwell from Avera recently met with Fire Chief Pollreisz to discuss the Mass Casualty Plan.

16. Petar Mirkovic-Health-Absent
17. Michelle Carpenter/Roswitha Konz-Health
  - a. No additional comments.
18. Ruth Ragels-SD Family Assistance Center for Military Service Members-Absent
19. Dawn Niehoff-MPD Dispatch-Absent
20. Steve Harr/Tim Reitzel-Sheriff's Office-Absent
21. Micheal Peterson-Highway Patrol-Absent
22. Randy Pratt-Amateur Radio Operators-Absent
23. Bob Everson-Mayor-Absent
24. Stephanie Ellwein-City Administrator-Absent
25. Denny Kiner-Commissioner-Absent
26. Susan Kiepke-Auditor
  - a. No additional comments.
27. Dave Beintema-Elected Official
  - a. No additional comments.
28. Joe Schroeder/Mark Jenniges-Environmental City of Mitchell
  - a. No additional comments.
29. Ryan Stahl-Environmental City of Mt. Vernon-Absent
30. Dave Duba-Environmental City of Ethan-Absent
31. Robert Reuland-Red Cross-Absent
32. John Sieverding-Education-Public-Absent
33. Vacant-Education-MTI
34. Adam Frerichs-Regional Emergency Management Coordinator
  - a. Adam explained the DOT will be hosting winter preparedness meetings, by DOT Region. The National Weather Service will also be in attendance.
  - b. The 2024 exercise will be an IMAT (Incident Management Assistance Team) Exercise for 2.5 days in the Spring, hosted by Davison County.
35. Dan Muck-Community Member-Absent
36. Andrew Miller-CHS-Absent
37. LT Rod & LT Amber Morin-Salvation Army-Absent
38. Jackie Horton-CASA-Absent
39. Andy Mentele-S.A.R.-Absent
40. Rusty Weinberg-HWY Dept.-Absent
41. Brandon Wingert (Hanson County)/Skyler Kehn (Aurora County)-Emergency Management-Absent
42. Jenna Auch-County Health Nurse Office-Absent
43. Adam Kjerstad-Pastor-Absent
44. Dave Kluth (Mt. Vernon) / Gregg Thibodeau (Ethan)-Fire-Absent
45. JP Skelly-Media-Absent
46. Comments from the Committee
47. Next meeting is scheduled for October 11, 2023 @ 10:30 A.M. Due to the EM Conference, we will not have the LEPC meeting in September.
48. Adjourn the Meeting.
  - a. Motion by Karen, 2<sup>nd</sup> by Shannon to adjourn the meeting. Motion carried.

Chairman Signature: \_\_\_\_\_



Date: 10/11/2023

Due to replacement of the bridge, 404<sup>th</sup> Avenue between 248<sup>th</sup> and 250<sup>th</sup> will be closed till November/December. Please plan accordingly for Emergency Response. FYI-249<sup>th</sup> does not have access.





Davison County Emergency Management  
200 E. 4<sup>th</sup> Ave.  
Mitchell, SD 57301-2631  
Phone (605) 995-8640

LEPC Minutes  
October 11, 2023 @ 10:30 A.M.

Chairperson: Marius Laursen    Vice Chairperson: Steve Harr    Secretary: Jeff Bathke

Call in Number is 1-866-990-6338. The Conference ID is 12705.

1. Welcome-Sign In.
2. Approval of the Agenda.
  - a. Motion by Susan, 2<sup>nd</sup> by Mike to approve the agenda. Motion carried.
3. Approval of the previous minutes.
  - a. Motion by Mark, 2<sup>nd</sup> by Steve to approve the previous minutes. Motion carried.
4. Status:
  - a. The Davison County LEPC receives grant funds from the state, which are used to pay for air cards in the EM and Search and Rescue vehicles.
    - i. Amount of 2023 grant: \$2,026.96 (in addition to \$298.44 in carry over funds)
    - ii. Expended: \$1,320.96
    - iii. Remaining: \$1,142.30
  - b. Motion by Mark, 2<sup>nd</sup> by Mike to approve the financial status. Motion carried.
5. Public Input-None
6. Remediation/HAZMAT Issues
  - a. Performance Pets-(reported in June 2023 minutes) contaminated soil found. Will monitor disposal.
7. Administrative and SLA Requirement
  - a. Yearly:
    - i. 4<sup>th</sup> Quarter Report due October 30.
8. Current Road Closures
  - a. Due to replacement of the bridge, 404<sup>th</sup> Avenue between 248<sup>th</sup> and 250<sup>th</sup> will be closed till November/December. Please plan accordingly for Emergency Response. FYI-249<sup>th</sup> does not have access.
9. Upcoming Road Closures:
  - a. 2024 State-HW 37 from Bypass/Main Street to airport road reconstruction-Traffic will be maintained to allow both directions.
  - b. 2024 State-HW 38 Alexandria Intersection to Spencer Quarry-Shoulder Widening/grading project-Traffic will have flaggers.
10. Jeff Bathke-P&Z/Drainage/EM Director
  - a. Jeff & Karen attended the Annual EM Conference. A Radio Communication Plan will be discussed with Dispatch, PD, FD, Sheriff, and EM.
  - b. Counties will now be able to add road closure information to 511. We will need to determine the process and who will be tasked with entering the information.
  - c. A new side by side with backboard, and a trailer has been purchased with 100% Homeland Security Funds. This will be added to the Search and Rescue Fleet and is identical to the current side by side, backboard, and trailer.
  - d. Search and Rescue has declared many items surplus, which are currently on Purple Wave, closing October 17<sup>th</sup>, to include the Snowcat, generators, the decontamination trailer, and radios. Davison County also has many items on this auction.
11. Karen Wegleitner-P&Z/Drainage/EM Deputy
  - a. POD will be October 17<sup>th</sup> from 3-7 PM. Influenza vaccines are available for 6 months-64 years of age.

12. Becky Pitz-POET
  - a. Harvest is in full swing.
13. Dan Pollreis/Shannon Sandoval-MFD-Absent
14. Mike Koster/Dean Knippling-MPD
  - a. The PD is still working through issues converting to digital radios.
  - b. A Radio Communication Plan will be discussed with Dispatch, PD, FD, Sheriff, and EM. Inter-Agency channel can be used in the event of an emergency.
  - c. Mike/Dean are wrapping up the Active Shooter Trainings.
  - d. The PD and County Officials will be discussing the procedures for assisting transients.
15. Marius Laursen -Avera
  - a. Avera remains busy, with 1-2 COVID hospitalizations daily.
  - b. Marius recommends getting the influenza vaccine and COVID booster.
  - c. The SD Healthcare Coalition will host an exercise on October 19, 2023, where they will simulate evacuating the hospital.
  - d. A groundbreaking ceremony for the Avera Housing Project was held this morning.
16. Petar Mirkovic-Health-Absent
17. Michelle Carpenter/Roswitha Konz-Health
  - a. Michelle is working with Avera and the Sheriff to create a location for behavioral health beds, for non-violent patients. Location TBD.
18. Ruth Ragels-SD Family Assistance Center for Military Service Members-Absent
19. Dawn Niehoff-MPD Dispatch-Absent
20. Steve Harr/Tim Reitzel-Sheriff's Office
  - a. With harvest season, the Sheriff's office has seen an increase in combine fires. They also responded to a car accident/fire.
21. Micheal Peterson-Highway Patrol
  - a. The HP is preparing for winter and dealing with traffic/road closures.
22. Randy Pratt-Amateur Radio Operators-Absent
23. Bob Everson-Mayor-Absent
24. Stephanie Ellwein-City Administrator-Absent
25. Denny Kiner-Commissioner-Absent
26. Susan Kiepke-Auditor
  - a. Susan is preparing for the 2024 Election. She will work with the Sheriff's Office on safety procedures.
27. Dave Beintema-Elected Official-Absent
28. Joe Schroeder/Mark Jenniges-Environmental City of Mitchell
  - a. Mark informed the group Rowley St. has been paved and is open to traffic.
  - b. Spruce St. at HWY 37 will be closed this week to replace the rail crossing in preparation for adding a turning lane.
29. Ryan Stahl-Environmental City of Mt. Vernon-Absent
30. Dave Duba-Environmental City of Ethan-Absent
31. Robert Reuland-Red Cross-Absent
32. John Sieverding-Education-Public-Absent
33. Vacant-Education-MTI-Absent
34. Adam Frerichs-Regional Emergency Management Coordinator-Absent
35. Dan Muck-Community Member-Absent
36. Andrew Miller-CHS-Absent
37. LT Rod & LT Amber Morin-Salvation Army-Absent
38. Jackie Horton-CASA-Absent
39. Andy Mentele-S.A.R.-Absent
40. Rusty Weinberg-HWY Dept.-Absent



- 41. Brandon Wingert (Hanson County)/Skyler Kehn (Aurora County)-Emergency Management-Absent
- 42. Jenna Auch-County Health Nurse Office-Absent
- 43. Adam Kjerstad-Pastor-Absent
- 44. Dave Kluth (Mt. Vernon) / Gregg Thibodeau (Ethan)-Fire-Absent
- 45. JP Skelly-Media-Absent
- 46. Comments from the Committee
- 47. Next meeting is scheduled for November 8, 2023 @ 10:30 A.M.
- 48. Adjourn the Meeting.
  - a. Motion by Mike, 2<sup>nd</sup> by Mark to adjourn the meeting. Motion carried.

Chairman Signature:  \_\_\_\_\_

Date: 11/08/2023



Davison County Emergency Management  
200 E. 4<sup>th</sup> Ave.  
Mitchell, SD 57301-2631  
Phone (605) 995-8640

LEPC Minutes  
November 8, 2023 @ 10:30 A.M.

Chairperson: Marius Laursen    Vice Chairperson: Steve Harr    Secretary: Jeff Bathke

Call in Number is 1-866-990-6338. The Conference ID is 08809.

1. Welcome-Sign In.
2. Approval of the Agenda.
  - a. Motion by Mark, 2<sup>nd</sup> by Steve to approve the agenda. Motion carried.
3. Approval of the previous minutes.
  - a. Motion by Michell, 2<sup>nd</sup> by Mark to approve the previous minutes. Motion carried.
4. Status:
  - a. The Davison County LEPC receives grant funds from the state, which are used to pay for air cards in the EM and Search and Rescue vehicles.
    - i. Amount of 2023 grant: \$2,026.96 (in addition to \$298.44 in carry over funds)
    - ii. Expended: \$1,468.84
    - iii. Remaining: \$856.54
    - iv. FY24 Grant was submitted, pending approval, with estimated \$560.78 carryover.
  - b. Motion by Mark, 2<sup>nd</sup> by Randy to approve the financial status. Motion carried.
5. Public Input-None
6. Remediation/HAZMAT Issues
  - a. The BNSF High-Hazard Flammable Trains (FAST Act) Report was presented to the committee. As this is a semi-confidential report, it will not be placed on the website, but will be available for review in the Emergency Management Office.
7. Administrative and SLA Requirement
  - i. 4<sup>th</sup> Quarter Report submitted on October 30.
8. Current Road Closures
  - a. Due to replacement of the bridge, 404<sup>th</sup> Avenue between 248<sup>th</sup> and 250<sup>th</sup> will be closed till November/December. Please plan accordingly for Emergency Response. FYI-249<sup>th</sup> does not have access.
9. Upcoming Road Closures:
  - a. 2024 State-HW 37 from Bypass/Main Street to airport road reconstruction-Traffic will be maintained to allow both directions.
  - b. 2024 State-HW 38 Alexandria Intersection to Spencer Quarry-Shoulder Widening/grading project-Traffic will have flaggers.
10. Jeff Bathke-P&Z/Drainage/EM Director
  - a. EM/SAR has received a new tracked side by side to add to the current one. A trailer will be coming in soon. It will be equipped with a skid, side chair, backboard, and transport litter.
11. Karen Wegleitner-P&Z/Drainage/EM Deputy
  - a. POD Report
    - i. 439 (Corn Palace)
    - ii. 73 (MTC)
    - iii. 99 (DWU)

iv. 611 Total

12. Becky Pitz/Kacee Ehler-POET
  - a. No additional comments.
13. Dan Pollreisz/Shannon Sandoval-MFD-Absent
14. Mike Koster/Dean Knippling-MPD
  - a. There are traffic concerns with the turkey giveaway on November 18<sup>th</sup>.
15. Marius Laursen -Avera
  - a. The road work near Avera has been completed. The broken gas line blew gas into the ER, which was aired out and NWE fixed the line.
  - b. A tabletop exercise was held at Avera. Areas to improve were noted.
  - c. There have been a few COVID admittances, but nothing high.
16. Petar Mirkovic-Health-Absent
17. Michelle Carpenter/Roswitha Konz-Health
  - a. Dakota Counseling will be announcing a new Crisis Program soon, which will assist those who would normally be taken to jail as that is their only option.
18. Ruth Ragels-SD Family Assistance Center for Military Service Members-Absent
19. Dawn Niehoff-MPD Dispatch-Absent
20. Steve Harr/Tim Reitzel-Sheriff's Office
  - a. Mt. Vernon will be having a Parade of Lights in December.
21. Micheal Peterson-Highway Patrol-Absent
22. Randy Pratt-Amateur Radio Operators
  - a. Randy asked if we had a plan to prevent or react to a cyber-attack. The PD, Emergency Management, and Avera conduct a threat level annually.
  - b. Randy asked about communications, with the PD being digital and others being analog.
23. Bob Everson-Mayor-Absent
24. Stephanie Ellwein-City Administrator-Absent
25. Denny Kiner-Commissioner-Absent
26. Susan Kiepke-Auditor-Absent
27. Dave Beintema-Elected Official-Absent
28. Joe Schroeder/Mark Jenniges-Environmental City of Mitchell
  - a. No additional comments.
29. Ryan Stahl-Environmental City of Mt. Vernon-Absent
30. Dave Duba-Environmental City of Ethan-Absent
31. Robert Reuland-Red Cross-Absent
32. John Sieverding-Education-Public-Absent
33. Vacant-Education-MTI
34. Adam Frerichs-Regional Emergency Management Coordinator-Absent
35. Dan Muck-Community Member-Absent
36. Andrew Miller-CHS-Absent
37. LT Rod & LT Amber Morin-Salvation Army-Absent
38. Jackie Horton-CASA-Absent
39. Andy Mentele-S.A.R. -Absent
40. Rusty Weinberg-HWY Dept.-Absent
41. Brandon Wingert (Hanson County)/Skyler Kehn (Aurora County)-Emergency Management-Absent
42. Jenna Auch-County Health Nurse Office-Absent
43. Adam Kjerstad-Pastor-Absent

44. Dave Kluth (Mt. Vernon) / Gregg Thibodeau (Ethan)-Fire-Absent

45. JP Skelly-Media-Absent

46. Comments from the Committee

47. Next meeting is scheduled for December 13, 2023 @ 10:30 A.M.

48. Adjourn the Meeting.

a. Motion by Mark, 2<sup>nd</sup> by Randy to adjourn the meeting. Motion carried.

Chairman Signature:  \_\_\_\_\_

Date: 12/13/2023



Patrick M. Brady CIH, CSP  
General Director, Hazardous  
Materials Safety

BNSF Railway Company  
2500 Lou Menk Drive  
AOB -3  
Fort Worth, TX 76131  
817-352-3652  
[Patrick.Brady@bnsf.com](mailto:Patrick.Brady@bnsf.com)

October 4, 2023

RECEIVED

OCT 13 2023

INSPECTION, COMPLIANCE  
AND REMEDIATION

Ms. Trish Kindt  
DENR-SERC  
523 East Capitol Avenue  
Pierre, SD 57501

**Re: Department of Transportation's Hazardous Materials: Oil Spill Response Plans and Information Sharing for High-Hazard Flammable Trains (FAST Act) final rule, 84 Fed. Reg. 6910 (February 28, 2019)**

Dear Ms. Kindt:

Pursuant to the above referenced regulation, railroads are required to provide to State Emergency Response Commissions (SERC) and Tribal Emergency Response Commissions with High Hazard Flammable Train (HHFT) reports for areas where HHFTs are operated. An HHFT is defined as a train transporting 35 cars in total, or 20 cars consecutively, that contain covered flammable liquids, notably crude oil and ethanol. Additionally, carriers are required to provide "reports when there is a material change in the volume (+/- 25%) of those trains."

The attached report, which is compliant with this regulation, provides:

1. A reasonable estimate of the number of HHFTs that the railroad expects to operate each week, through each county within the State or through each tribal jurisdiction;
2. The potential routes over which the HHFTs will operate;
3. A description of the hazardous materials being transported and applicable emergency response information;
4. An HHFT point of contact;
5. Description of relevant Oil Spill Response Plan Response Zone and contact information for the carrier's Qualified Individual (QI).

BE ADVISED, this report is provided pursuant to 49 CFR § 174.312, administered by the United States Department of Transportation (DOT). This regulation requires railroads to provide certain information about high-hazard flammable trains (HHFTs) to emergency response authorities. Receiving agencies "shall further distribute the information to the



appropriate local authorities at their request.” 49 CFR § 174.312(a). In the Fixing America’s Surface Transportation (FAST) Act of 2015, Congress acknowledged the need to prevent the release of this information to unauthorized persons. Thus, 49 CFR § 174.312(c)(3) provides an avenue for railroads to indicate that the data reported is “security sensitive or proprietary and exempt from public disclosure.”

The data provided in this report is security-sensitive. This determination is based on documented activities and aspirations of foreign terrorist groups and domestic extremists as well as threat assessments, analyses, and bulletins produced by federal government law enforcement and security agencies, notably the Federal Bureau of Investigation (FBI), multiple components of the Department of Homeland Security (DHS), including the Transportation Security Administration (TSA), and the interagency National Counterterrorism Center (NCTC). Further distribution should be limited to those with a need to know. Publication will exacerbate risks to security and public safety.

In the event that you are asked to disclose or provide this information via an open records or other request to which your or another agency believes this information is responsive, BNSF requires that you immediately notify me at 817-352-3652 or by email [Patrick.Brady@bnsf.com](mailto:Patrick.Brady@bnsf.com) so that BNSF can determine whether legal or other action to prevent disclosure is appropriate.

Finally, if you would like future reports to be sent to you electronically or if there is a State or Tribal agent or agency which is more appropriate to receive this report please email me with that contact information.

Sincerely,

A handwritten signature in black ink that reads "P. M. Brady". The signature is written in a cursive style with a horizontal line at the end.

Patrick Brady  
General Director  
Hazardous Materials Safety  
BNSF Railway

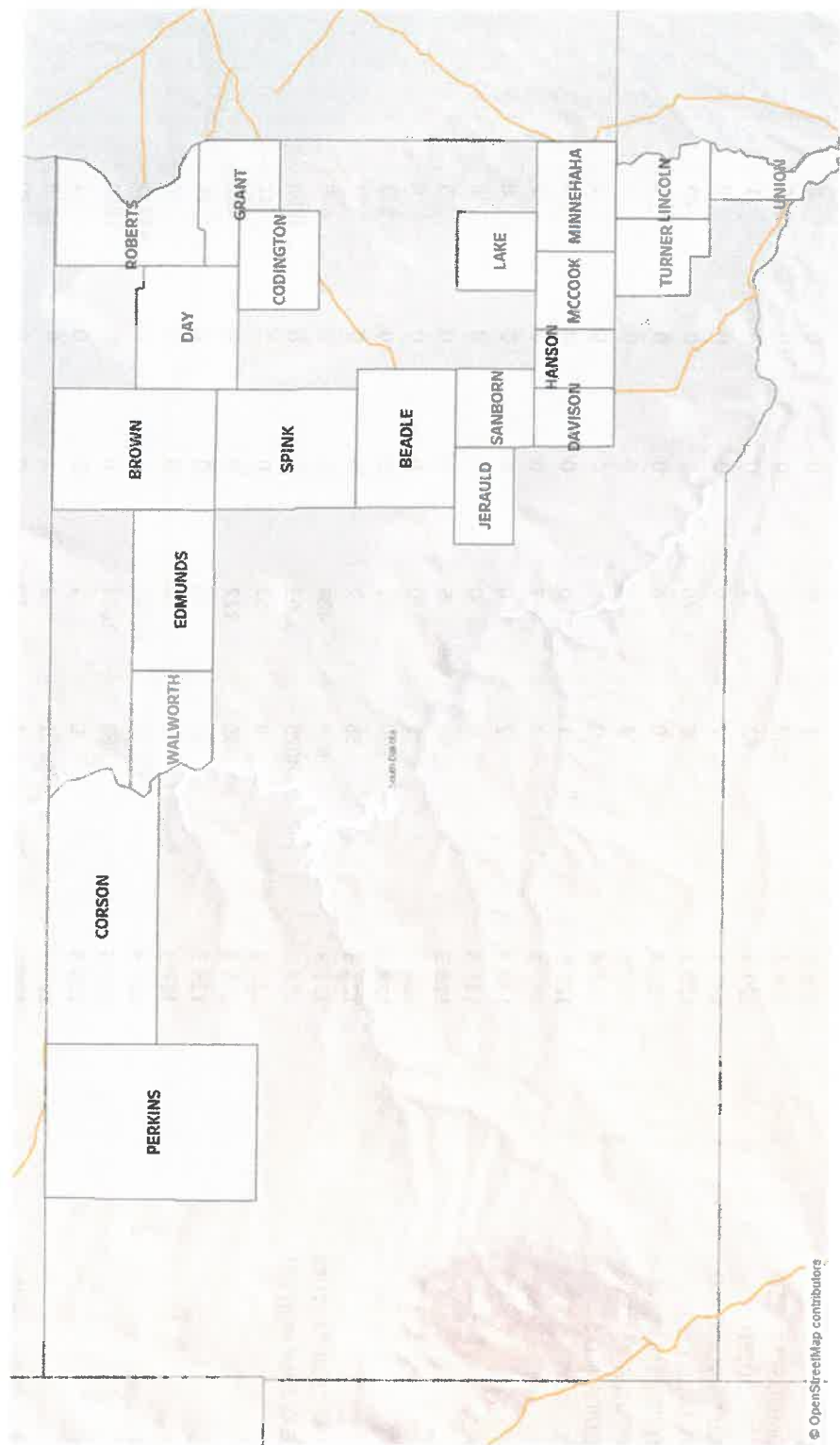
Enclosure

cc: Jeff Briggs, Gen Dir Homeland Security, BNSF

The information in this report is security sensitive and/or proprietary and exempt from public disclosure

# HHFT Train Transport in South Dakota by County

County	Crude	Ethanol	Other
BEADLE	0	0-2	0-2
BROWN	0	1-3	1-7
CODINGTON	0	0-2	0-1
CORSON	0	0-2	0-3
DAVISON	0	0-2	0-2
DAY	0	0-2	0-6
EDMUNDS	0	0-3	0-3
GRANT	0	1-4	0-6
HANSON	0	0-2	0
JERALD	0	0-2	0-2
LAKE	0	0-2	0-1
LINCOLN	0	0-3	0-1
MCCOOK	0	0-2	0
MINNEHAHA	0	1-5	0-4
PERKINS	0	0-2	0-3
ROBERTS	0	0-2	0-6
SANBORN	0	0-2	0-2
SPINK	0	0-2	0-2
TURNER	0	0-3	0-1
UNION	0	0	0-2
WALWORTH	0	0-2	0-3



© OpenStreetMap contributors

Warning: This report is provided pursuant to 49 CFR § 124.312, administered by the United States Department of Transportation (DOT). This regulation requires railroads to provide certain information about high-hazard flammable trains (HHFTs) to emergency response authorities. Receiving agencies "may" further distribute the information to the appropriate local authorities at their request. 49 CFR § 124.312(c)(2) provides an avenue for railroads to indicate that the data reported is "security sensitive or proprietary and exempt from public disclosure." The data provided in this report is based on documented facilities and operations of foreign railroad groups and domestic railroads as well as those assessments, analyses, and forecasts produced by federal government law enforcement and security agencies, namely the Federal Bureau of Investigation (FBI), multiple components of the Department of Homeland Security (DHS), including the Transportation Security Administration (TSA), and the emergency National Counterterrorism Center (NCTC). Further distribution should be limited to those with or need to know. Publication will exacerbate risks to security and public safety.



\* Forecasted range is based on historical weekly average ± 1 σ, all values are weekly averages unless otherwise stated

SOUTH DAKOTA

STCC	UN/NA ID Number	ProperShippingName	ERG	DOT		ResidueCar	LoadedCar	Residue		TotalLoaded
				HazClass	HazClass			Intermodal	Intermodal	
4810118	1993	WASTE FLAMMABLE LIQUIDS, N.O.S.	128 3			0	7	0	0	7
4810560	1993	WASTE FLAMMABLE LIQUIDS, N.O.S.	128 3			23	59	0	0	59
4813103	1993	WASTE COMBUSTIBLE LIQUID, N.O.S.	128 CL			0	1	0	0	1
4906333	1202	DIESEL FUEL	128 3			114	54	0	0	54
4906620	1280	PROPYLENE OXIDE	127 3			1	0	0	0	0
4907210	1089	ACETALDEHYDE	129 3			1	0	0	0	0
4907265	2055	STYRENE MONOMER, STABILIZED	128 3			102	155	0	0	155
4907270	1301	VINYL ACETATE, STABILIZED	129 3			82	1	0	0	1
4907419	1992	FLAMMABLE LIQUIDS, TOXIC, N.O.S.	131 3			2	0	0	0	0
4907428	3295	HYDROCARBONS, LIQUID, N.O.S.	128 3			8	26	0	0	26
4907431	1992	FLAMMABLE LIQUIDS, TOXIC, N.O.S.	131 3			0	4	0	0	4
4907439	3295	HYDROCARBONS, LIQUID, N.O.S.	128 3			4	5	0	0	5
4907871	1993	FLAMMABLE LIQUIDS, N.O.S.	128 3			0	1	0	0	1
4907882	1224	KETONES, LIQUID, N.O.S.	127 3			1	0	0	0	0
4908105	1090	ACETONE	127 3			4	7	0	0	7
4908110	1114	BENZENE	130 3			2	0	0	0	0
4908125	1131	CARBON DISULFIDE	131 3			6	0	0	0	0
4908175	1203	GASOLINE	128 3			98	5	0	0	5
4908176	1203	GASOLINE	128 3			8	0	0	0	0
4908177	1203	GASOLINE	128 3			199	132	0	0	132
4908178	1203	GASOLINE	128 3			36	7	0	0	7
4908179	3475	ETHANOL AND GASOLINE MIXTURE	127 3			673	408	0	0	408
4908180	3475	ETHANOL AND GASOLINE MIXTURE	127 3			4029	3063	0	0	3063
4908182	2370	1-HEXENE	128 3			3	12	0	0	12
4908188	1262	OCTANES	128 3			335	122	0	0	122
4908255	1265	PENTANES	128 3			10	16	0	0	16
4909104	1987	ALCOHOLS, N.O.S.	127 3			2	0	0	0	0
4909152	1987	ALCOHOLS, N.O.S.	127 3			37733	33741	0	0	33741
4909159	1170	ETHANOL	127 3			962	1064	0	0	1064
4909190	1206	HEPTANES	128 3			0	1	0	0	1
4909205	1219	ISOPROPANOL	129 3			1	3	0	0	3
4909215	1863	FUEL, AVIATION, TURBINE ENGINE	128			1	30	0	0	30
4909230	1230	METHANOL	131 3			345	103	0	0	103
4909249	2057	TRIPROPYLENE	128 3			5	0	0	0	0
4909305	1294	TOLUENE	130 3			56	1	0	0	1
4909348	1307	XYLENES	130 3			2	4	0	0	4
4909351	1307	XYLENES	130 3			1	0	0	0	0
4909382	1268	PETROLEUM DISTILLATES, N.O.S.	128 3			4	2	0	0	2
4909396	1307	XYLENES	130 3			2	2	0	0	2
4909401	1170	ETHANOL	127 3			2	0	0	0	0





**POTENTIAL HAZARDS**

**FIRE OR EXPLOSION:**

- **HIGHLY FLAMMABLE:** Will be easily ignited by heat, sparks or flames.
- **CAUTION:** Ethanol (UN1170) can burn with an invisible flame. Use an alternate method of detection (thermal camera, broom handle, etc.)
- Vapors may form explosive mixtures with air.
- Vapors may travel to source of ignition and flash back.
- Most vapors are heavier than air. They will spread along the ground and collect in low or confined areas (sewers, basements, tanks, etc.).
- Vapor explosion hazard indoors, outdoors or in sewers.
- Those substances designated with a (P) may polymerize explosively when heated or involved in a fire.
- Runoff to sewer may create fire or explosion hazard.
- Containers may explode when heated.
- Many liquids will float on water.

**HEALTH:**

- Inhalation or contact with material may irritate or burn skin and eyes.
- Fire may produce irritating, corrosive and/or toxic gases.
- Vapors may cause dizziness or asphyxiation.
- Runoff from fire control or dilution water may cause environmental contamination.

**PUBLIC SAFETY**

- **CALL 911. Then call emergency response telephone number on shipping paper.** If shipping paper not available or no answer, refer to appropriate telephone number listed on the inside back cover.
- Keep unauthorized personnel away.
- Stay upwind, uphill and/or upstream.
- Ventilate closed spaces before entering, but only if properly trained and equipped.

**PROTECTIVE CLOTHING:**

- Wear positive pressure self-contained breathing apparatus (SCBA).
- Structural firefighters' protective clothing provides thermal protection but only limited chemical protection.

**EVACUATION:**

- **Immediate precautionary measure**
- Isolate spill or leak area for at least 50 meters (150 feet) in all directions.

**Large Spill**

- Consider initial downwind evacuation for at least 300 meters (1000 feet).

**Fire**

- If tank, rail car or tank truck is involved in a fire, ISOLATE for 800 meters (1/2 mile) in all directions; also, consider initial evacuation for 800 meters (1/2 mile) in all directions.



In Canada, an Emergency Response Assistance Plan (ERAP) may be required for this product. Please consult the shipping paper and/or the ERAP Program Section (page 390).

**EMERGENCY RESPONSE**

**FIRE:**

**CAUTION:** The majority of these products have a very low flash point. Use of water spray when fighting fire may be inefficient.  
**CAUTION:** For fire involving UN1170, UN1987 or UN3475, alcohol-resistant foam should be used.  
**CAUTION:** Ethanol (UN1170) can burn with an invisible flame. Use an alternate method of detection (thermal camera, broom handle, etc.)

**Small Fire**

- Dry chemical, CO<sub>2</sub>, water spray or alcohol-resistant foam.

**Large Fire**

- Water spray, fog or alcohol-resistant foam.
- Avoid aiming straight or solid streams directly onto the product.
- If it can be done safely, move undamaged containers away from the area around the fire.

**Fire Involving Tanks or Car/Trailer Loads**

- Fight fire from maximum distance or use unmanned master stream devices or monitor nozzles.
- Cool containers with flooding quantities of water until well after fire is out.
- Withdraw immediately in case of rising sound from venting safety devices or discoloration of tank.
- ALWAYS stay away from tanks engulfed in fire.
- For massive fire, use unmanned master stream devices or monitor nozzles; if this is impossible, withdraw from area and let fire burn.

**SPILL OR LEAK:**

- **ELIMINATE:** all ignition sources (no smoking, flares, sparks or flames) from immediate area.
- All equipment used when handling the product must be grounded.
- Do not touch or walk through spilled material.
- Stop leak if you can do it without risk.
- Prevent entry into waterways, sewers, basements or confined areas.
- A vapor-suppressing foam may be used to reduce vapors.
- Absorb or cover with dry earth, sand or other non-combustible material and transfer to containers.
- Use clean, non-sparking tools to collect absorbed material.

**Large Spill**

- Dike far ahead of liquid spill for later disposal.
- Water spray may reduce vapor, but may not prevent ignition in closed spaces.

**FIRST AID:**

- Call 911 or emergency medical service.
- Ensure that medical personnel are aware of the material(s) involved and take precautions to protect themselves.
- Move victim to fresh air if it can be done safely.
- Give artificial respiration if victim is not breathing.
- Administer oxygen if breathing is difficult.
- Remove and isolate contaminated clothing and shoes.
- In case of contact with substance, immediately flush skin or eyes with running water for at least 20 minutes.
- Wash skin with soap and water.
- In case of burns, immediately cool affected skin for as long as possible with cold water. Do not remove clothing if adhering to skin.
- Keep victim calm and warm.

**POTENTIAL HAZARDS**

**FIRE OR EXPLOSION**

- **HIGHLY FLAMMABLE:** Will be easily ignited by heat, sparks or flames.
- Vapors may form explosive mixtures with air.
- Vapors may travel to source of ignition and flash back.
- Most vapors are heavier than air. They will spread along the ground and collect in low or confined areas (sewers, basements, tanks, etc.).
- Vapor explosion hazard indoors, outdoors or in sewers.
- Those substances designated with a (P) may polymerize explosively when heated or involved in a fire.
- Runoff to sewer may create fire or explosion hazard.
- Containers may explode when heated.
- Many liquids will float on water.
- Substance may be transported hot.
- For hybrid vehicles, GUIDE 147 (lithium ion batteries) or GUIDE 138 (sodium batteries) should also be consulted.
- If molten aluminum is involved, refer to **GUIDE 169**.

**HEALTH**

- CAUTION:** Petroleum crude oil (UN1267) may contain **TOXIC** hydrogen sulphide gas.
- Inhalation or contact with material may irritate or burn skin and eyes.
  - Fire may produce irritating, corrosive and/or toxic gases.
  - Vapors may cause dizziness or asphyxiation.
  - Runoff from fire control or dilution water may cause environmental contamination.

**PUBLIC SAFETY**

- **CALL 911. Then call emergency response telephone number on shipping paper.** If shipping paper not available or no answer, refer to appropriate telephone number listed on the inside back cover.
- Keep unauthorized personnel away.
- Stay upwind, uphill and/or upstream.
- Ventilate closed spaces before entering, but only if properly trained and equipped.

**PROTECTIVE CLOTHING**

- Wear positive pressure self-contained breathing apparatus (SCBA).
- Structural firefighters' protective clothing provides thermal protection but only limited chemical protection.

**EVACUATION**

- Immediate precautionary measure**
- Isolate spill or leak area for at least 50 meters (150 feet) in all directions.
- Large Spill**
- Consider initial downwind evacuation for at least 300 meters (1000 feet).

**Fire**

- If tank, rail car or tank truck is involved in a fire, ISOLATE for 800 meters (1/2 mile) in all directions; also, consider initial evacuation for 800 meters (1/2 mile) in all directions.



In Canada, an Emergency Response Assistance Plan (ERAP) may be required for this product. Please consult the shipping paper and/or the ERAP Program Section (page 390).

**EMERGENCY RESPONSE**

**FIRE**

**CAUTION:** The majority of these products have a very low flash point. Use of water spray when fighting fire may be inefficient.

**CAUTION:** For mixtures containing alcohol or polar solvent, alcohol-resistant foam may be more effective.

**Small Fire**

- Dry chemical, CO<sub>2</sub>, water spray or regular foam.

**Large Fire**

- Water spray, fog or regular foam.
- Avoid aiming straight or solid streams directly onto the product.
- If it can be done safely, move undamaged containers away from the area around the fire.

**Fire Involving Tanks or Car/Trailer Loads**

- Fight fire from maximum distance or use unmanned master stream devices or monitor nozzles.
- Cool containers with flooding quantities of water until well after fire is out.
- For petroleum crude oil, do not spray water directly into a breached tank car. This can lead to a dangerous boil over.
- Withdraw immediately in case of rising sound from venting safety devices or discoloration of tank.
- ALWAYS stay away from tanks engulfed in fire.
- For massive fire, use unmanned master stream devices or monitor nozzles; if this is impossible, withdraw from area and let fire burn.

**SPILL OR LEAK**

- **ELIMINATE** all ignition sources (no smoking, flares, sparks or flames) from immediate area.
  - All equipment used when handling the product must be grounded.
  - Do not touch or walk through spilled material.
  - Stop leak if you can do it without risk.
  - Prevent entry into waterways, sewers, basements or confined areas.
  - A vapor-suppressing foam may be used to reduce vapors.
  - Absorb or cover with dry earth, sand or other non-combustible material and transfer to containers.
  - Use clean, non-sparking tools to collect absorbed material.
- Large Spill**
- Dike far ahead of liquid spill for later disposal.
  - Water spray may reduce vapor, but may not prevent ignition in closed spaces.

**FIRST AID**

- Call 911 or emergency medical service.
- Ensure that medical personnel are aware of the material(s) involved and take precautions to protect themselves.
- Move victim to fresh air; if it can be done safely.
- Give artificial respiration if victim is not breathing.
- Administer oxygen if breathing is difficult.
- Remove and isolate contaminated clothing and shoes.
- In case of contact with substance, immediately flush skin or eyes with running water for at least 20 minutes.
- Wash skin with soap and water.
- In case of burns, immediately cool affected skin for as long as possible with cold water. Do not remove clothing if adhering to skin.
- Keep victim calm and warm.

POTENTIAL HAZARDS

**FIRE OR EXPLOSION**

- **HIGHLY FLAMMABLE:** Will be easily ignited by heat, sparks or flames.
- Vapors may form explosive mixtures with air.
- Vapors may travel to source of ignition and flash back.
- Most vapors are heavier than air. They will spread along the ground and collect in low or confined areas (sewers, basements, tanks, etc.).
- Vapor explosion hazard indoors, outdoors or in sewers.
- Those substances designated with a (P) may polymerize explosively when heated or involved in a fire.
- Runoff to sewer may create fire or explosion hazard.
- Containers may explode when heated.
- Many liquids will float on water.

**HEALTH**

- May cause toxic effects if inhaled or absorbed through skin.
- Inhalation or contact with material may irritate or burn skin and eyes.
- Fire will produce irritating, corrosive and/or toxic gases.
- Vapors may cause dizziness or asphyxiation.
- Runoff from fire control or dilution water may cause environmental contamination.

**PUBLIC SAFETY**

- **CALL 911. Then call emergency response telephone number on shipping paper.** If shipping paper not available or no answer, refer to appropriate telephone number listed on the inside back cover.
- Keep unauthorized personnel away.
- Stay upwind, uphill and/or upstream.
- Ventilate closed spaces before entering, but only if properly trained and equipped.

**PROTECTIVE CLOTHING**

- Wear positive pressure self-contained breathing apparatus (SCBA).
- Structural firefighters' protective clothing provides thermal protection but only limited chemical protection.

**EVACUATION**

**Immediate precautionary measure**

- Isolate spill or leak area for at least 50 meters (150 feet) in all directions.

**Large Spill**

- Consider initial downwind evacuation for at least 300 meters (1000 feet).

**Fire**

- If tank, rail car or tank truck is involved in a fire, ISOLATE for 800 meters (1/2 mile) in all directions; also, consider initial evacuation for 800 meters (1/2 mile) in all directions.



In Canada, an Emergency Response Assistance Plan (ERAP) may be required for this product. Please consult the shipping paper and/or the ERAP Program Section (page 390).

EMERGENCY RESPONSE

**FIRE**

**CAUTION:** The majority of these products have a very low flash point. Use of water spray when fighting fire may be inefficient.

**Small Fire**

- Dry chemical, CO<sub>2</sub>, water spray or alcohol-resistant foam.
- Do not use dry chemical extinguishers to control fires involving nitromethane (UN1261) or nitroethane (UN2842).

**Large Fire**

- Water spray, fog or alcohol-resistant foam.
- Avoid aiming straight or solid streams directly onto the product.
- If it can be done safely, move undamaged containers away from the area around the fire.

**Fire Involving Tanks or Car/Trailer Loads**

- Fight fire from maximum distance or use unmanned master stream devices or monitor nozzles.
- Cool containers with flooding quantities of water until well after fire is out.
- Withdraw immediately in case of rising sound from venting safety devices or discoloration of tank.
- ALWAYS stay away from tanks engulfed in fire.
- For massive fire, use unmanned master stream devices or monitor nozzles; if this is impossible, withdraw from area and let fire burn.

**SPILL OR LEAK**

- ELIMINATE all ignition sources (no smoking, flares, sparks or flames) from immediate area.
- All equipment used when handling the product must be grounded.
- Do not touch or walk through spilled material.
- Stop leak if you can do it without risk.
- Prevent entry into waterways, sewers, basements or confined areas.
- A vapor-suppressing foam may be used to reduce vapors.
- Absorb or cover with dry earth, sand or other non-combustible material and transfer to containers.
- Use clean, non-sparking tools to collect absorbed material.

**Large Spill**

- Dike far ahead of liquid spill for later disposal.
- Water spray may reduce vapor, but may not prevent ignition in closed spaces.

**FIRST AID**

- Call 911 or emergency medical service.
- Ensure that medical personnel are aware of the material(s) involved and take precautions to protect themselves.
- Move victim to fresh air if it can be done safely.
- Give artificial respiration if victim is not breathing.
- Administer oxygen if breathing is difficult.
- Remove and isolate contaminated clothing and shoes.
- In case of contact with substance, immediately flush skin or eyes with running water for at least 20 minutes.
- Wash skin with soap and water.
- In case of burns, immediately cool affected skin for as long as possible with cold water. Do not remove clothing if adhering to skin.
- Keep victim calm and warm.
- Effects of exposure (inhalation, ingestion or skin contact) to substance may be delayed.

**POTENTIAL HAZARDS**

**FIRE OR EXPLOSION**

- **HIGHLY FLAMMABLE:** Will be easily ignited by heat, sparks or flames.
- Vapors may form explosive mixtures with air.
- Vapors may travel to source of ignition and flash back.
- Most vapors are heavier than air. They will spread along the ground and collect in low or confined areas (sewers, basements, tanks, etc.).
- Vapor explosion hazard indoors, outdoors or in sewers.
- Those substances designated with a (P) may polymerize explosively when heated or involved in a fire.
- Runoff to sewer may create fire or explosion hazard.
- Containers may explode when heated.
- Many liquids will float on water.

**HEALTH**

- May cause toxic effects if inhaled or absorbed through skin.
- Inhalation or contact with material may irritate or burn skin and eyes.
- Fire will produce irritating, corrosive and/or toxic gases.
- Vapors may cause dizziness or asphyxiation.
- Runoff from fire control or dilution water may cause environmental contamination.

**PUBLIC SAFETY**

- **CALL 911. Then call emergency response telephone number on shipping paper.** If shipping paper not available or no answer, refer to appropriate telephone number listed on the inside back cover.
- Keep unauthorized personnel away.
- Stay upwind, uphill and/or upstream.
- Ventilate closed spaces before entering, but only if properly trained and equipped.

**PROTECTIVE CLOTHING**

- Wear positive pressure self-contained breathing apparatus (SCBA).
- Structural firefighters' protective clothing provides thermal protection but only limited chemical protection.

**EVACUATION**

- **Immediate precautionary measure**
- Isolate spill or leak area for at least 50 meters (150 feet) in all directions.
- **Large Spill**
- Consider initial downwind evacuation for at least 300 meters (1000 feet).

**Fire**

- If tank, rail car or tank truck is involved in a fire, ISOLATE for 800 meters (1/2 mile) in all directions; also, consider initial evacuation for 800 meters (1/2 mile) in all directions.

**EMERGENCY RESPONSE**

**FIRE**

**CAUTION:** The majority of these products have a very low flash point. Use of water spray when fighting fire may be inefficient.

**Small Fire**

- Dry chemical, CO<sub>2</sub>, water spray or regular foam.

**Large Fire**

- Water spray, fog or regular foam.
- Avoid aiming straight or solid streams directly onto the product.
- If it can be done safely, move undamaged containers away from the area around the fire.

**Fire Involving Tanks or Car/Trailer Loads**

- Fight fire from maximum distance or use unmanned master stream devices or monitor nozzles.
- Cool containers with flooding quantities of water until well after fire is out.
- Withdraw immediately in case of rising sound from venting safety devices or discoloration of tank.
- ALWAYS stay away from tanks engulfed in fire.
- For massive fire, use unmanned master stream devices or monitor nozzles; if this is impossible, withdraw from area and let fire burn.

**SPILL OR LEAK**

- **ELIMINATE** all ignition sources (no smoking, flares, sparks or flames) from immediate area.
- All equipment used when handling the product must be grounded.
- Do not touch or walk through spilled material.
- Stop leak if you can do it without risk.
- Prevent entry into waterways, sewers, basements or confined areas.
- A vapor-suppressing foam may be used to reduce vapors.
- Absorb or cover with dry earth, sand or other non-combustible material and transfer to containers.
- Use clean, non-sparking tools to collect absorbed material.

**Large Spill**

- Dike far ahead of liquid spill for later disposal.
- Water spray may reduce vapor, but may not prevent ignition in closed spaces.

**FIRST AID**

- Call 911 or emergency medical service.
- Ensure that medical personnel are aware of the material(s) involved and take precautions to protect themselves.
- Move victim to fresh air if it can be done safely.
- Give artificial respiration if victim is not breathing.
- Administer oxygen if breathing is difficult.
- Remove and isolate contaminated clothing and shoes.
- In case of contact with substance, immediately flush skin or eyes with running water for at least 20 minutes.
- Wash skin with soap and water.
- In case of burns, immediately cool affected skin for as long as possible with cold water. Do not remove clothing if adhering to skin.
- Keep victim calm and warm.
- Effects of exposure (inhalation, ingestion or skin contact) to substance may be delayed.

POTENTIAL HAZARDS

**HEALTH**

- **TOXIC:** may be fatal if inhaled, ingested or absorbed through skin.
- Inhalation or contact with some of these materials will irritate or burn skin and eyes.
- Fire will produce irritating, corrosive and/or toxic gases.
- Vapors may cause dizziness or asphyxiation.
- Runoff from fire control or dilution water may cause environmental contamination.

**FIRE OR EXPLOSION**

- **HIGHLY FLAMMABLE:** Will be easily ignited by heat, sparks or flames.
- CAUTION: Methanol (UN1230) will burn with an invisible flame. Use an alternate method of detection (thermal camera, broom handle, etc.)**
- Vapors may form explosive mixtures with air.
- Vapors may travel to source of ignition and flash back.
- Most vapors are heavier than air. They will spread along the ground and collect in low or confined areas (sewers, basements, tanks, etc.).
- Vapor explosion and poison hazard indoors, outdoors or in sewers.
- Those substances designated with a (P) may polymerize explosively when heated or involved in a fire.
- Runoff to sewer may create fire or explosion hazard.
- Containers may explode when heated.
- Many liquids will float on water.

**PUBLIC SAFETY**

- **CALL 911. Then call emergency response telephone number on shipping paper.** If shipping paper not available or no answer, refer to appropriate telephone number listed on the inside back cover.
- Keep unauthorized personnel away.
- Stay upwind, uphill and/or upstream.
- Ventilate closed spaces before entering, but only if properly trained and equipped.

**PROTECTIVE CLOTHING**

- Wear positive pressure self-contained breathing apparatus (SCBA).
- Wear chemical protective clothing that is specifically recommended by the manufacturer when there is **NO RISK OF FIRE**.
- Structural firefighters' protective clothing provides thermal protection but only limited chemical protection.

**EVACUATION**

**Immediate precautionary measure**  
Isolate spill or leak area for at least 50 meters (150 feet) in all directions.

**Spill**

- For highlighted materials: see Table 1 - Initial Isolation and Protective Action Distances.
- For non-highlighted materials: increase the immediate precautionary measure distance, in the downwind direction, as necessary.

**Fire**

- If tank, rail car or tank truck is involved in a fire, ISOLATE for 800 meters (1/2 mile) in all directions; also, consider initial evacuation for 800 meters (1/2 mile) in all directions.



In Canada, an Emergency Response Assistance Plan (ERAP) may be required for this product. Please consult the shipping paper and/or the ERAP Program Section (page 390).

EMERGENCY RESPONSE

**FIRE**

**CAUTION:** The majority of these products have a very low flash point. Use of water spray when fighting fire may be inefficient.

**CAUTION: Methanol (UN1230) will burn with an invisible flame. Use an alternate method of detection (thermal camera, broom handle, etc.)**

- Small Fire**
- Dry chemical, CO<sub>2</sub>, water spray or alcohol-resistant foam.

**Large Fire**

- Water spray, fog or alcohol-resistant foam.
- If it can be done safely, move undamaged containers away from the area around the fire.
- Dike runoff from fire control for later disposal.
- Avoid aiming straight or solid streams directly onto the product.

**Fire Involving Tanks or Car/Trailer Loads**

- Fight fire from maximum distance or use unmanned master stream devices or monitor nozzles.
- Cool containers with flooding quantities of water until well after fire is out.
- Withdraw immediately in case of rising sound from venting safety devices or discoloration of tank.
- ALWAYS stay away from tanks engulfed in fire.
- For massive fire, use unmanned master stream devices or monitor nozzles; if this is impossible, withdraw from area and let fire burn.

**SPILL OR LEAK**

- **ELIMINATE** all ignition sources (no smoking, flares, sparks or flames) from immediate area.
- All equipment used when handling the product must be grounded.
- Do not touch or walk through spilled material.
- Stop leak if you can do it without risk.
- Prevent entry into waterways, sewers, basements or confined areas.
- A vapor-suppressing foam may be used to reduce vapors.

**Small Spill**

- Absorb with earth, sand or other non-combustible material and transfer to containers for later disposal.
- Use clean, non-sparking tools to collect absorbed material.

**Large Spill**

- Dike far ahead of liquid spill for later disposal.
- Water spray may reduce vapor, but may not prevent ignition in closed spaces.

**FIRST AID**

- Call 911 or emergency medical service.
- Ensure that medical personnel are aware of the material(s) involved and take precautions to protect themselves.
  - Move victim to fresh air if it can be done safely.
- Give artificial respiration if victim is not breathing.
- **Do not perform mouth-to-mouth resuscitation if victim ingested or inhaled the substance; wash face and mouth before giving artificial respiration. Use a pocket mask equipped with a one-way valve or other proper respiratory medical device.**
- Administer oxygen if breathing is difficult.
- Remove and isolate contaminated clothing and shoes.
- In case of contact with substance, immediately flush skin or eyes with running water for at least 20 minutes.
- Wash skin with soap and water.
- In case of burns, immediately cool affected skin for as long as possible with cold water. Do not remove clothing if adhering to skin.
  - Keep victim calm and warm.
- Effects of exposure (inhalation, ingestion or skin contact) to substance may be delayed.

**POTENTIAL HAZARDS**

**FIRE OR EXPLOSION**

- Flammable/combustible material.
- May be ignited by heat, sparks or flames.
- Vapors may form explosive mixtures with air.
- Vapors may travel to source of ignition and flash back.
- Most vapors are heavier than air. They will spread along the ground and collect in low or confined areas (sewers, basements, tanks, etc.).
- Vapor explosion hazard indoors, outdoors or in sewers.
- Those substances designated with a (P) may polymerize explosively when heated or involved in a fire.
- Runoff to sewer may create fire or explosion hazard.
- Containers may explode when heated.
- Many liquids will float on water.

**HEALTH**

- May cause toxic effects if inhaled or ingested.
- Contact with substance may cause severe burns to skin and eyes.
- Fire will produce irritating, corrosive and/or toxic gases.
- Vapors may cause dizziness or asphyxiation.
- Runoff from fire control or dilution water may cause environmental contamination.

**PUBLIC SAFETY**

- **CALL 911.** Then call emergency response telephone number on shipping paper. If shipping paper not available or no answer, refer to appropriate telephone number listed on the inside back cover.
- Keep unauthorized personnel away.
- Stay upwind, uphill and/or upstream.
- Ventilate closed spaces before entering, but only if properly trained and equipped.

**PROTECTIVE CLOTHING**

- Wear positive pressure self-contained breathing apparatus (SCBA).
- Wear chemical protective clothing that is specifically recommended by the manufacturer when there is **NO RISK OF FIRE**.
- Structural firefighters' protective clothing provides thermal protection but only limited chemical protection.

**EVACUATION**

- **Immediate precautionary measure**
- Isolate spill or leak area for at least 50 meters (150 feet) in all directions.

**Spill**

- For highlighted materials: see Table 1 - Initial Isolation and Protective Action Distances.
- For non-highlighted materials: increase the immediate precautionary measure distance, in the downwind direction, as necessary.

**Fire**

- If tank, rail car or tank truck is involved in a fire, ISOLATE for 800 meters (1/2 mile) in all directions; also, consider initial evacuation for 800 meters (1/2 mile) in all directions.



In Canada, an Emergency Response Assistance Plan (ERAP) may be required for this product. Please consult the shipping paper and/or the ERAP Program Section (page 390).

**EMERGENCY RESPONSE**

**FIRE:**

- Some of these materials may react violently with water.
- **Small Fire**
- Dry chemical, CO<sub>2</sub>, water spray or alcohol-resistant foam.
- **Large Fire**
- Water spray, fog or alcohol-resistant foam.
- If it can be done safely, move undamaged containers away from the area around the fire.
- Dike runoff from fire control for later disposal.
- Do not get water inside containers.
- **Fire Involving Tanks or Car/Trailer Loads**
- Fight fire from maximum distance or use unmanned master stream devices or monitor nozzles.
- Cool containers with flooding quantities of water until well after fire is out.
- Withdraw immediately in case of rising sound from venting safety devices or discoloration of tank.
- ALWAYS stay away from tanks engulfed in fire.
- For massive fire, use unmanned master stream devices or monitor nozzles; if this is impossible, withdraw from area and let fire burn.

**SPILL OR LEAK**

- **ELIMINATE** all ignition sources (no smoking, flares, sparks or flames) from immediate area.
- All equipment used when handling the product must be grounded.
- Do not touch or walk through spilled material.
- Stop leak if you can do it without risk.
- Prevent entry into waterways, sewers, basements or confined areas.
- A vapor-suppressing foam may be used to reduce vapors.
- Absorb with earth, sand or other non-combustible material.
- For **hydrazine**, absorb with DRY sand or inert absorbent (vermiculite or absorbent pads).
- Use clean, non-sparking tools to collect absorbed material.
- **Large Spill**
- Dike far ahead of liquid spill for later disposal.
- Water spray may reduce vapor, but may not prevent ignition in closed spaces.

**FIRST AID**

- Call 911 or emergency medical service.
- Ensure that medical personnel are aware of the material(s) involved and take precautions to protect themselves.
- Move victim to fresh air; if it can be done safely.
- Give artificial respiration if victim is not breathing.
- **Do not perform mouth-to-mouth resuscitation if victim ingested or inhaled the substance; wash face and mouth before giving artificial respiration. Use a pocket mask equipped with a one-way valve or other proper respiratory medical device.**
- Administer oxygen if breathing is difficult.
- Remove and isolate contaminated clothing and shoes.
- In case of contact with substance, immediately flush skin or eyes with running water for at least 20 minutes.
- In case of burns, immediately cool affected skin for as long as possible with cold water. Do not remove clothing if adhering to skin.
- Keep victim calm and warm.
- Effects of exposure (inhalation, ingestion or skin contact) to substance may be delayed.

**POTENTIAL HAZARDS**

**FIRE OR EXPLOSION**

- **HIGHLY FLAMMABLE:** Will be easily ignited by heat, sparks or flames.
- Vapors form explosive mixtures with air: indoors, outdoors and sewers explosion hazards.
- Most vapors are heavier than air. They will spread along the ground and collect in low or confined areas (sewers, basements, tanks, etc.).
- Vapors may travel to source of ignition and flash back.
- Those substances designated with a (P) may polymerize explosively when heated or involved in a fire.
- Substance will react with water (some violently) releasing flammable, toxic or corrosive gases and runoff.
- Contact with metals may evolve flammable hydrogen gas.
- Containers may explode when heated or if contaminated with water.

**HEALTH**

- **TOXIC:** inhalation, ingestion or contact (skin, eyes) with vapors, dusts or substance may cause severe injury, burns or death.
- **Bromoacetates and chloroacetates are extremely irritating/lachrymators (cause eye irritation and flow of tears).**
- Reaction with water or moist air will release toxic, corrosive or flammable gases.
- Reaction with water may generate much heat that will increase the concentration of fumes in the air.
- Fire will produce irritating, corrosive and/or toxic gases.
- Runoff from fire control or dilution water may be corrosive and/or toxic and cause environmental contamination.

**PUBLIC SAFETY**

- **CALL 911. Then call emergency response telephone number on shipping paper, if shipping paper not available or no answer, refer to appropriate telephone number listed on the inside back cover.**
- Keep unauthorized personnel away.
- Stay upwind, uphill and/or upstream.
- Ventilate closed spaces before entering, but only if properly trained and equipped.

**PROTECTIVE CLOTHING**

- Wear positive pressure self-contained breathing apparatus (SCBA).
- Wear chemical protective clothing that is specifically recommended by the manufacturer **when there is NO RISK OF FIRE**.
- Structural firefighters' protective clothing provides thermal protection **but only limited chemical protection.**

**EVACUATION**

- **Immediate precautionary measure**
- Isolate spill or leak area in all directions for at least 50 meters (150 feet) for liquids and at least 25 meters (75 feet) for solids.

**Spill**

- For **highlighted materials**: see Table 1 - Initial Isolation and Protective Action Distances.
- For non-highlighted materials: increase the immediate precautionary measure distance, in the downwind direction, as necessary.

**Fire**

- If tank, rail car or tank truck is involved in a fire, ISOLATE for 800 meters (1/2 mile) in all directions; also, consider initial evacuation for 800 meters (1/2 mile) in all directions.



In Canada, an Emergency Response Assistance Plan (ERAP) may be required for this product. Please consult the shipping paper and/or the ERAP Program Section (page 390).

**EMERGENCY RESPONSE**

**FIRE**

- Note: Most foams will react with the material and release corrosive/toxic gases.
- **CAUTION: For Acetyl chloride (UN1717), use CO<sub>2</sub> or dry chemical only.**
- **Small Fire**
- CO<sub>2</sub>, dry chemical, dry sand, alcohol-resistant foam.
- **Large Fire**
- Water spray, fog or alcohol-resistant foam.
- **FOR CHLOROSILANES, DO NOT USE WATER;** use AFFF alcohol-resistant medium-expansion foam.
- If it can be done safely, move undamaged containers away from the area around the fire.
- Avoid aiming straight or solid streams directly onto the product.

**Fire Involving Tanks or Car/Trailer Loads**

- Fight fire from maximum distance or use unmanned master stream devices or monitor nozzles.
- Do not get water inside containers.
- Cool containers with flooding quantities of water until well after fire is out.
- Withdraw immediately in case of rising sound from venting safety devices or discoloration of tank.
- **ALWAYS** stay away from tanks engulfed in fire.

**SPILL OR LEAK**

- **ELIMINATE** all ignition sources (no smoking, flares, sparks or flames) from immediate area.
- All equipment used when handling the product must be grounded.
- Do not touch damaged containers or spilled material unless wearing appropriate protective clothing.
- Stop leak if you can do it without risk.
- A vapor-suppressing foam may be used to reduce vapors.
- **FOR CHLOROSILANES, use AFFF alcohol-resistant medium-expansion foam to reduce vapors.**
- **DO NOT GET WATER on spilled substance or inside containers.**
- Use water spray to reduce vapors or divert vapor cloud drift. Avoid allowing water runoff to contact spilled material.
- Prevent entry into waterways, sewers, basements or confined areas.

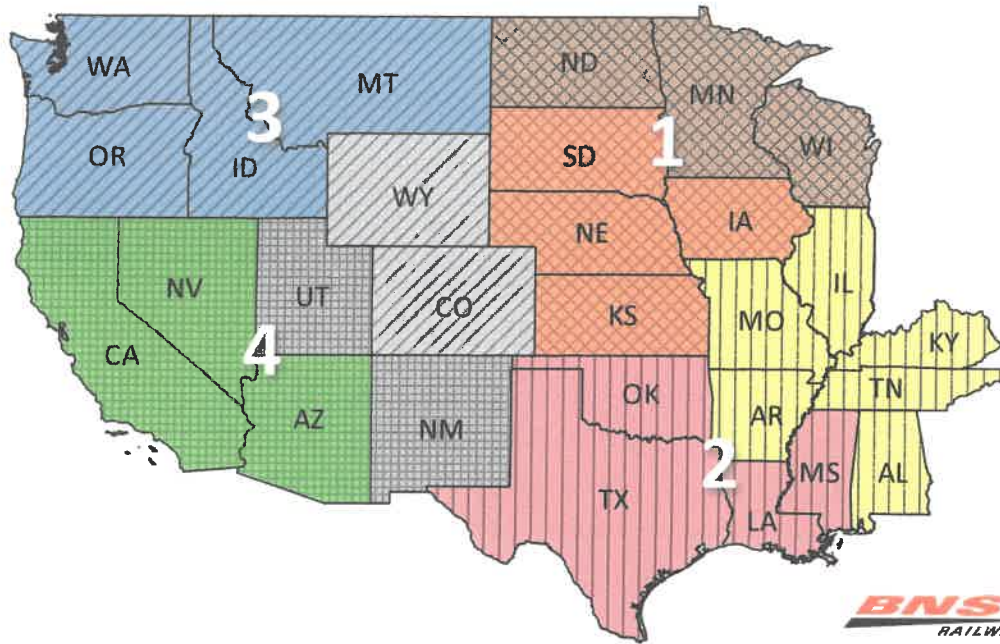
**Small Spill**

- Cover with DRY earth, DRY sand or other non-combustible material followed with plastic sheet to minimize spreading or contact with rain.
- Use clean, non-sparking tools to collect material and place it into loosely covered plastic containers for later disposal.

**FIRST AID**

- Call 911 or emergency medical service.
- Ensure that medical personnel are aware of the material(s) involved and take precautions to protect themselves.
- Move victim to fresh air if it can be done safely.
- Give artificial respiration if victim is not breathing.
- **Do not perform mouth-to-mouth resuscitation if victim ingested or inhaled the substance; wash face and mouth before giving artificial respiration. Use a pocket mask equipped with a one-way valve or other proper respiratory medical device.**
- Administer oxygen if breathing is difficult.
- Remove and isolate contaminated clothing and shoes.
- In case of contact with substance, immediately flush skin or eyes with running water for at least 20 minutes.
- For minor skin contact, avoid spreading material on unaffected skin.
- Keep victim calm and warm.
- Effects of exposure (inhalation, ingestion or skin contact) to substance may be delayed.



**BNSF HAZMAT REGION/QUALIFIED INDIVIDUAL MAP**

**Hazmat - System Wide**
**Patrick Brady**

General Director – Hazardous  
Materials Safety  
2500 Lou Menk Drive AOB-3  
Fort Worth, TX 76131  
Office: 817-352-3652  
Mobile: 817-821-1325  
patrick.brady@bnsf.com

**Nic Winslow**

Manager, Hazmat Planning  
2902 Montana Ave.  
Billings, MT 59101  
Office: 406-256-4063  
Mobile: 406-202-8051  
dominic.winslow@bnsf.com

**PHMSA Response  
Zones**

-  RZ 1
-  RZ 2
-  RZ 3
-  RZ 4

**Hazmat - West Region**
**Justin Piper**

Director-Hazardous Materials Safety  
5310 E. Trent Ave.  
Spokane, WA 99212  
Office: 360-418-6268  
Mobile: 360-553-8672  
justin.piper@bnsf.com

**James Farner- Hazmat Mgr.**

3770 E. 26<sup>th</sup> Street  
Vernon, CA 90058  
Office: 323-267-4103  
Mobile: 909-267-5167  
james.farner@bnsf.com

**Jeff Hankins-Hazmat Mgr.**

1624 1<sup>st</sup> St. NW  
Albuquerque, NM 87102  
Office: 505-767-6847  
Mobile: 505-218-3582  
jeffrey.hankins2@bnsf.com

**Hazmat – East Region**
**Clay Reid**

Director-Hazardous Materials Safety  
2500 Lou Menk Drive, AOB-3  
Fort Worth, TX 76131  
Office: 817-352-7228  
Mobile: 817-313-0592  
clay.reid@bnsf.com

**Derek Lampkin-Hazmat Mgr.**

4515 Kansas Ave.  
Kansas City, KS 66106  
Office: 913-551-4153  
Mobile: 612-760-1365  
derek.lampkin@bnsf.com

**Mike Sheehan-Hazmat Mgr.**

685 McClure Road  
Aurora, IL 60502  
Office: 630-692-6363  
Mobile: 509-430-6090  
michael.sheehan@bnsf.com

**Paul Hester-Hazmat Mgr.**

80 44<sup>th</sup> Avenue NE  
Minneapolis, MN 55421  
Office: 763-782-3350  
Mobile: 612-619-8641  
paul.hester@bnsf.com





Davison County Emergency Management  
200 E. 4<sup>th</sup> Ave.  
Mitchell, SD 57301-2631  
Phone (605) 995-8640

LEPC Minutes  
December 13, 2023 @ 10:30 A.M.

Chairperson: Marius Laursen    Vice Chairperson: Steve Harr    Secretary: Jeff Bathke

Call in Number is 1-866-990-6338. The Conference ID is 18809.

1. Welcome-Sign In.
2. Approval of the Agenda.
  - a. Motion by Mark, 2<sup>nd</sup> by Randy to approve the agenda. Motion carried.
3. Approval of the previous minutes.
  - a. Motion by Mark, 2<sup>nd</sup> by Dave to approve the previous minutes. Motion carried.
4. Status:
  - a. The Davison County LEPC receives grant funds from the state, which are used to pay for air cards in the Search and Rescue vehicles.
    - i. Amount of 2023 grant: \$2,026.96 (in addition to \$298.44 in carry over funds)
    - ii. Expended: \$1,616.74
    - iii. Remaining: \$708.64
    - iv. FY24 Grant was submitted and approved (amount TBD). Estimated \$560.76 carryover.
  - b. Motion by Mark, 2<sup>nd</sup> by Randy to approve the financial status. Motion carried.
5. Public Input-None
6. Remediation/HAZMAT Issues-None
7. Administrative and SLA Requirement
  - a. Yearly:
    - i. LCAR was completed on December 13, 2023.
    - ii. 1<sup>st</sup> Quarter Report due January 30, 2024.
8. Current Road Closures
  - a. Due to replacement of the bridge, 404<sup>th</sup> Avenue between 248<sup>th</sup> and 250<sup>th</sup> is still closed, anticipated to re-open in December 2023. Please plan accordingly for Emergency Response. FYI-249<sup>th</sup> does not have access.
9. Upcoming Road Closures:
  - a. 2024 State-HW 37 from Bypass/Main Street to airport road reconstruction-Traffic will be maintained to allow both directions.
  - b. 2024 State-HW 38 Alexandria Intersection to Spencer Quarry-Shoulder Widening/grading project-Traffic will have flaggers.
10. Jeff Bathke-P&Z/Drainage/EM Director
  - a. November 28-29, 2023, Davison County EM/SAR assisted DCI in a search. Several other agencies also assisted, including the Mitchell Dive Team.
  - b. May 14-16, 2024, Davison County will host an Incident Management Assistance Team (IMAT) training. Avera will also participate. Anyone who would like to participate in the training please let us know and we will plug you into a position. During an actual incident, if a team is called in for assistance, they provide guidance to each section.
  - c. Davison County EM/Search and Rescue were on the Perkins fire scene for several days, providing the MEOC, lights, generators, and security.
11. Karen Wegleitner-P&Z/Drainage/EM Deputy
  - a. No additional comments.
12. Becky Pitz/Kacee Ehler-POET
  - a. POET has given two tours recently, one for a local High School and one for Dusty Johnson.
13. Dan Pollreis/Shannon Sandoval-MFD
  - a. The MFD was on the Perkins fire scene for several days, now waiting for evidence results to be returned from the lab. Responding agencies were the Ethan Fire Department, Mt. Vernon Fire Department, Alexandria Fire Department, Davison County EM/Search and Rescue and the Salvation Army.
14. Mike Koster/Dean Knippling-MPD-Absent
15. Marius Laursen -Avera

- a. Avera is completing the end of the year policy reviews.
  - b. COVID cases remain steady.
16. Michelle Carpenter/Roswitha Konz-Health-Absent
  17. Steve Harr/Tim Reitzel-Sheriff's Office
    - a. The Sheriff's Office has responded to two fatal accidents in the last few weeks. There were no HAZMAT concerns.
  18. Micheal Peterson-Highway Patrol-Absent
  19. Joe Schroeder/Mark Jenniges-Environmental City of Mitchell
    - a. No additional comments.
  20. Randy Pratt-Amateur Radio Operators
    - a. No additional comments.
  21. Adam Frerichs-Regional Emergency Management Coordinator
    - a. It has been a calm year for the State Office of Emergency Management.
    - b. The National Weather Service predicted warmer temperatures and below average precipitation.
    - c. The Homeland Security Grant (HLSG) will be open Jan 1-Feb 15). The review meeting will be on March 14<sup>th</sup> in Brookings. June Snyder has retired. Kami Thompson is the HLSG contact until June's replacement is hired.
  22. LT Rod & LT Amber Morin-Salvation Army-Absent
  23. Brandon Wingert (Hanson County)/Skyler Kehn (Aurora County)-Emergency Management-Absent
  24. Susan Kiepke-Auditor-Absent
  25. Dave Beintema-Elected Official
    - a. No additional comments.
  26. Petar Mirkovic-Health-Absent
  27. Ruth Ragels-SD Family Assistance Center for Military Service Members-Absent
  28. Dawn Niehoff-MPD Dispatch-Absent
  29. Bob Everson-Mayor-Absent
  30. Stephanie Ellwein-City Administrator-Absent
  31. Denny Kiner-Commissioner
    - a. The Commission has been finalizing the 2024 County Budget.
  32. Ryan Stahl-Environmental City of Mt. Vernon-Absent
  33. Dave Duba-Environmental City of Ethan-Absent
  34. Robert Reuland-Red Cross-Absent
  35. John Sieverding-Education-Public-Absent
  36. Vacant-Education-MTI
  37. Dan Muck-Community Member-Absent
  38. Andrew Miller-CHS-Absent
  39. Jackie Horton-CASA-Absent
  40. Andy Mentele-S.A.R.-Absent
  41. Rusty Weinberg-HWY Dept.-Absent
  42. Jenna Auch-County Health Nurse Office-Absent
  43. Adam Kjerstad-Pastor-Absent
  44. Dave Kluth (Mt. Vernon) / Gregg Thibodeau (Ethan)-Fire-Absent
  45. JP Skelly-Media-Absent
  46. Comments from the Committee
  47. Next meeting is scheduled for January 10, 2023 @ 10:30 A.M.
  48. Adjourn the Meeting.
    - a. Motion by Mark, 2<sup>nd</sup> by Randy to adjourn the meeting. Motion carried.

Chairman Signature: \_\_\_\_\_



Date: \_\_\_\_\_

