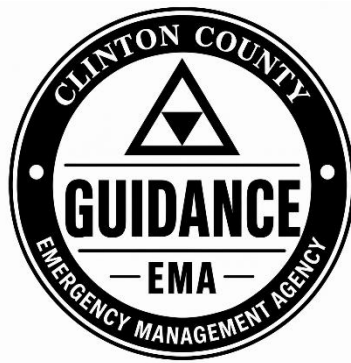




CLINTON COUNTY EMERGENCY MANAGEMENT AGENCY (EMA) GUIDANCE DOCUMENT

Clinton County NGO Field Ops Guide

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Prepared by: **Clinton County Emergency Management Agency**

Purpose: This document is intended to support coordination between Clinton County Emergency Management Agency and nongovernmental organization (NGO) disaster partners operating within Clinton County, Ohio. This document is **UNRESTRICTED** and may be shared with partner organizations supporting preparedness, response, recovery, or disaster relief activities.

Coordination Note: This document provides operational guidance and local coordination considerations for NGO's operating within Clinton County during emergencies or disasters. It does not replace organizational policies, legal authorities, mutual aid agreements, or Incident Command authority.

ORGANIZATIONAL OFFICER BRIEFING

10.02. Clinton County NGO Field Ops Guide

Clinton County EMA Guidance Document

What This Document Is

The Clinton County NGO Field Ops Guide provides nongovernmental organizations, volunteer agencies, and disaster support partners with a practical overview of local operating conditions, coordination expectations, and field realities within Clinton County, Ohio. This document is intended to support preparedness, response, short-term recovery, and disaster relief operations by improving coordination, reducing operational friction, supporting responder safety, and helping outside organizations integrate more effectively with local agencies during emergencies and disasters.

Operational Realities

Clinton County operates within a rural emergency management environment that relies heavily on volunteer fire, EMS, and disaster support personnel. During larger emergencies or prolonged incidents, staffing, logistics, communications, sheltering, and sustainment resources may become strained quickly, particularly during multi-jurisdiction operations. Outside organizations may arrive before local coordination structures or Emergency Operations Center activities have fully expanded or stabilized. This guidance is intended to help incoming organizations better understand the local operating environment, improve coordination, and reduce operational friction during stressful conditions.

Coordination Expectations

- Coordinate arrival and operational intentions with Clinton County EMA when possible.
- Maintain organizational accountability and supervision of personnel.
- Be prepared for evolving mission assignments during the first operational periods.
- Coordinate public messaging and social media activity with local authorities when appropriate.
- Maintain self-sustainment capability during initial deployment periods.

Coordination and Situational Awareness

This document supports coordination and operational understanding between Clinton County EMA and nongovernmental organizations operating during emergencies or disasters. It does not replace Incident Command authority, organizational policies, mutual aid agreements, or existing legal authorities. This guidance does not establish tactical procedures, guarantee mission assignments, authorize restricted access, or ensure the availability of county resources, communications, fuel, lodging, or logistical support. Organizations remain responsible for the supervision, accountability, safety, sustainment, credentialing, and conduct of their personnel and volunteers.

Final Coordination Message

Clinton County Emergency Management Agency values the support provided by nongovernmental and volunteer organizations during emergencies and disasters. Effective coordination, realistic expectations, and clear communication help reduce operational friction and improve support to impacted communities.

RECORD OF CHANGES

This section documents significant revisions, updates, and modifications made to this document to support version control, operational continuity, and historical reference. Minor formatting, spelling, or administrative corrections that do not affect operational content may not be individually tracked.

Changes are recorded in chronological order and should include the date of revision, affected section(s), a brief summary of the update, and the individual or agency responsible for the change.

This document should be reviewed periodically and updated as operational requirements, authorities, procedures, or organizational structures change.

Version	Date	Section(s) Updated	Summary of Changes	Updated By
1.0	15 May 2026	Draft document	Consolidation of multiple products into a central guide	T. Breckel, EMA
1.1	27 May 2026	Appendix creation	Created IAP style forms for NGO use	T. Breckel, EMA

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Clinton County Emergency Management Agency recognizes and appreciates the important role nongovernmental organizations, volunteer agencies, faith-based groups, and disaster support partners play during emergencies, disasters, and recovery operations. Many organizations responding to disasters provide essential support to individuals, families, responders, and communities during some of the most difficult situations they may ever experience.

Thank you for the work you do and for the time, resources, personnel, and support you provide to those in need within Clinton County. Your willingness to assist communities during challenging conditions helps strengthen local resilience, support recovery efforts, and improve the overall ability of communities to endure and recover from disasters. Effective coordination, professionalism, flexibility, and mutual respect between organizations remain important to successful disaster operations and community recovery.

***Sincerely,
Your Friends & Family at Clinton Co. EMA***

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NGO FIELD OPS GUIDE

1. Purpose

The purpose of the Clinton County NGO Field Ops Guide is to provide nongovernmental organizations, volunteer agencies, faith-based groups, disaster relief partners, and outside support organizations with practical operational guidance for conducting activities within Clinton County, Ohio, during emergencies, disasters, and recovery operations. This document is intended to improve coordination between local agencies and outside organizations by providing an overview of local operating conditions, coordination expectations, resource realities, and field operational considerations that may affect disaster operations within the county. The guidance contained within this document is designed to support safer, more effective, and more coordinated disaster operations while reducing operational friction, duplication of effort, communication gaps, and avoidable strain on local response systems during stressful or resource-limited conditions.

2. Scope

This guidance document applies to nongovernmental organizations, volunteer agencies, faith-based organizations, disaster relief groups, community support organizations, and other outside partners operating within Clinton County, Ohio, during preparedness activities, emergency response operations, short-term recovery efforts, or disaster-related support missions. This document is intended to support coordination and operational understanding across a wide range of incidents, including severe weather events, flooding, long-duration power outages, hazardous materials incidents, mass

care operations, debris management activities, and other emergencies that may require assistance from outside organizations or volunteer personnel. This guidance is advisory in nature and is intended to complement, not replace, existing organizational procedures, training programs, mutual aid agreements, or Incident Command System structures already utilized by responding agencies and support organizations.

3. Planning Assumptions

The following planning assumptions are intended to help nongovernmental organizations and disaster support partners better understand operational realities that may affect disaster operations within Clinton County:

General Operating Environment

- Clinton County operates within a rural emergency management environment with dispersed populations, agricultural areas, small municipalities, and limited redundancy across some infrastructure systems.
- Local response operations rely heavily on volunteer fire, EMS, and disaster support personnel.
- Large-scale incidents or prolonged operations may quickly strain staffing, logistics, communications, sheltering capacity, and sustainment resources.
- Outside organizations may arrive before local coordination structures or Emergency Operations Center (EOC) activities have fully expanded.

Incident Coordination & Operations

- Operational information during the initial operational periods may be incomplete, delayed, or rapidly changing.
- Mission assignments, operational priorities, and coordination structures may evolve as incident conditions change.
- Multi-jurisdiction incidents may require scalable coordination between local agencies, state partners, nongovernmental organizations, and volunteer groups.
- Public demand for assistance may increase significantly during prolonged incidents or multi-lifeline disruptions.

Transportation & Infrastructure

- Severe weather, flooding, debris, infrastructure damage, or utility failures may affect transportation routes, communications systems, fuel availability, and access to impacted areas.
- Rural roadways, gravel roads, narrow bridges, farm traffic, and soft shoulders may complicate movement of personnel, trailers, or support vehicles.
- Rail corridors, agricultural facilities, industrial sites, and hazardous materials transportation routes present additional operational hazards within the county.

Medical & Healthcare Considerations

- Clinton County does not currently contain a designated trauma care facility.
- Wilmington is generally the nearest hospital destination for most locations within the county during routine emergency medical operations.

- Major incidents producing multiple serious injuries may require patient movement to regional healthcare facilities outside Clinton County.
- Prolonged incidents or severe weather conditions may affect EMS ground transport times, air ambulance operations, hospital surge capacity, or patient movement operations.

Sustainment & Resource Limitations

- Organizations operating within Clinton County should anticipate the need for self-sustainment during initial deployment periods.
- Food, water, fuel, lodging, communications equipment, medical support, sanitation, and operational support equipment may be limited during expanding incidents or long-duration operations.
- Organizations should avoid assumptions that county agencies or impacted communities will be able to provide sustainment resources during initial deployment periods.

4. Operational Environment & Coordination Reality

Clinton County is a predominantly rural county located in southwest Ohio between the Cincinnati, Dayton, and Columbus regions. The county includes a mixture of small municipalities, townships, agricultural areas, industrial sites, transportation corridors, and dispersed rural populations. Emergency response operations within the county rely heavily on volunteer fire departments, volunteer EMS personnel, local public safety agencies, county departments, and support from nongovernmental and volunteer organizations during larger incidents or prolonged operations.

Organizations operating within Clinton County during emergencies or disasters are encouraged to maintain coordination with Clinton County Emergency Management Agency whenever practical, particularly during expanding incidents, multi-agency operations, or prolonged recovery activities. Incoming organizations should maintain accountability and supervision of their personnel, communicate operational intentions and capabilities clearly, and remain flexible as mission assignments or operational priorities evolve during incident operations. Organizations should also anticipate that local coordination structures, Emergency Operations Center (EOC) activities, and resource management processes may scale progressively as incidents expand in complexity or duration.

During large-scale incidents, severe weather events, or prolonged operations, local staffing, logistics, communications, sheltering capacity, fuel availability, and sustainment resources may become strained quickly, particularly during multi-jurisdiction operations or long-duration events affecting multiple community lifelines simultaneously. Organizations operating within Clinton County should anticipate the need for self-sustainment during initial deployment periods, including food, water, fuel, lodging, communications, medical support, sanitation, and operational support equipment necessary to sustain personnel in the field without placing additional strain on impacted communities or local response systems.

Outside organizations may arrive before coordination structures or EOC activities have fully expanded, and operational information during the initial operational periods may be incomplete, delayed, or rapidly changing. Early communication, realistic expectations, [known needs, shortages and projected needs, help](#) operational flexibility, and coordination with local agencies and partner organizations help reduce avoidable coordination challenges and improve the overall effectiveness of response and recovery operations within Clinton County.

5. Rural Operating Considerations

Organizations operating within Clinton County should recognize that disaster operations may occur within a rural operating environment where local customs, private property expectations, agricultural operations, and dispersed population patterns can influence field activities and community interactions. Respect for private property, professionalism during public interactions, and clear communication with residents remain important throughout emergency response and recovery operations.

Personnel approaching residences or private property should utilize established walkways, sidewalks, driveways, or primary entrances whenever practical and should observe posted signs or homeowner instructions regarding gates, animals, doorbells, or property access. Personnel should avoid entering private property, yards, fenced areas, barns, outbuildings, or agricultural structures without permission from the property owner or occupant whenever practical. If contact with a resident occurs near a roadway, driveway, or property entrance, personnel should generally remain near the public right-of-way unless invited onto the property by the resident or occupant.

Organizations operating within Clinton County should also recognize that many residents value privacy, independence, self-reliance, and strong personal property rights. Residents may begin self-recovery or debris cleanup activities quickly following disasters, sometimes before formal assistance operations are established. Agricultural operations may continue during emergency conditions, and farm owners may prioritize livestock, crops, equipment, or agricultural infrastructure during disaster situations.

Seasonal and environmental hazards may also affect field operations within Clinton County. These hazards may include damaged agricultural structures containing chemicals, fertilizers, fuels, or pesticides; rail corridors carrying hazardous materials; wildlife hazards; unsecured debris fields; mud or soft access routes; downed fencing; and severe weather conditions that change rapidly during outdoor operations. Following crop harvest periods, coyotes and other wildlife may move closer to residential areas after losing field cover and food sources. Personnel should remain aware of surroundings during field operations, particularly during nighttime or low-visibility conditions.

Organizations should also recognize that some communities or operational areas may experience elevated risks involving theft, drug activity, or opportunistic property crime during disaster operations. Unsecured staging areas, trailers, generators, fuel supplies, tools, communications equipment, and donated resources may become vulnerable to theft if left unattended. Organizations are encouraged to maintain accountability and security of personnel, vehicles, and operational equipment throughout deployment activities.

Organizations should also recognize that Clinton County maintains a visible homeless and transient population that may include individuals living in campers, vehicles, wooded areas, abandoned structures, or utilizing local shelters and temporary housing resources. During disaster operations, personnel may unexpectedly encounter occupied campsites, individuals sheltering in wooded areas thought to be vacant, or occupants inside abandoned or damaged structures. Reactions during these encounters may vary significantly. Some individuals may avoid contact, some may approach personnel out of curiosity or to request assistance, while others may display unpredictable or aggressive behavior, particularly if suffering from mental health challenges, substance misuse issues, or fear of displacement. Personnel should

exercise professionalism, awareness, and caution during these encounters and should avoid escalating confrontations or entering unsecured structures unnecessarily.

Organizations conducting field operations within Clinton County are encouraged to incorporate worksite-specific information into daily safety briefings and operational planning activities. Personnel should know the exact address, roadway, township, or location where operations are occurring before beginning work activities. During emergency situations requiring 911 notification, dispatchers will immediately request the location of the emergency in order to route calls to the appropriate Public Safety Answering Point (PSAP) and dispatch the correct emergency response agencies. Clinton County utilizes two primary PSAPs that dispatch different jurisdictions and response agencies within the county.

Organizations should also anticipate the potential for power outages, communications disruptions, or degraded electronic payment systems during disaster operations. Personnel are encouraged to obtain sufficient cash prior to entering operational areas, as debit card systems, credit card processing, mobile payment applications, or ATM access may become unavailable during infrastructure disruptions. Fuel availability may also be limited in some communities, particularly in rural areas where local gas stations may not exist or may be operating without power generation capability. Organizations should plan fuel usage, vehicle refueling operations, and sustainment routes accordingly during deployment activities.

6. Communications & Infrastructure Considerations

Organizations operating within Clinton County should recognize that communications systems, internet access, cellular networks, and utility infrastructure may become degraded, overloaded, or unavailable during emergencies or disasters. Severe weather, power outages, infrastructure damage, or high public demand may affect normal communications capability across portions of the county, particularly during large-scale incidents or prolonged operations affecting multiple community lifelines simultaneously.

Organizations should avoid relying solely on internet-based applications, electronic mapping systems, cellular data services, or cloud-based communications platforms during field operations. Backup communications methods, printed contact information, paper maps, operational contact rosters, and redundant charging capability are strongly encouraged during deployments. Paper county highway maps may also be available through Clinton County EMA during activations or disaster operations. Rural operating areas within Clinton County may experience inconsistent cellular coverage, particularly in low-lying terrain, remote agricultural areas, or during periods of infrastructure disruption.

Organizations should also recognize that fuel systems, ATM access, retail purchasing systems, and electronic payment processing may be affected during long-duration power outages or communications disruptions. Personnel are encouraged to maintain contingency plans for degraded communications and limited infrastructure support during disaster operations.

7. Safety and Operational Environment

Organizations operating within Clinton County should recognize that disaster operations may occur in hazardous, unstable, and rapidly changing environments where safety risks can evolve quickly during both response and recovery activities. Common operational hazards within the county may include severe weather, lightning, flooding, damaged structures, debris

fields, downed utility lines, agricultural hazards, transportation incidents, hazardous materials releases, extreme heat or cold, limited nighttime visibility, and heavy vehicle traffic associated with response and recovery operations. Rural operating conditions may also involve narrow roadways, soft shoulders, gravel or farm access roads, limited lighting, and longer emergency response times in remote areas. Organizations remain responsible for the safety, accountability, supervision, and operational conduct of their personnel and volunteers at all times. Personnel should operate within the training, qualifications, and capabilities of their organization and should avoid self-deployment into hazardous areas, restricted zones, or active incident scenes without appropriate coordination or authorization.

8. Public Information and Social Media Considerations

Public information, media engagement, and social media activity during emergencies or disasters can significantly influence public perception, operational coordination, volunteer convergence, and community trust. Organizations operating within Clinton County are encouraged to coordinate public messaging and media activity with Clinton County Emergency Management Agency or local authorities whenever practical to support consistent and accurate public information during incidents. Organizations should avoid releasing unverified operational information, casualty figures, damage estimates, or incident details that may conflict with official reporting or create confusion within impacted communities. Personnel and volunteers should exercise professionalism and discretion when posting photographs, videos, or operational updates on social media platforms during disaster operations. Respect for privacy, dignity, and community trust remains important during emergency response and recovery activities.

Organizations should avoid posting identifiable images of impacted residences, private property, disaster survivors, or personal belongings on social media platforms without the expressed permission of the property owner or affected individuals whenever practical. Respect for privacy, dignity, and community trust remains important throughout disaster response and recovery operations.

9. Donations and Volunteer Coordination Considerations

Large-scale emergencies and disasters frequently generate spontaneous volunteer activity and unsolicited donations from individuals, organizations, and surrounding communities attempting to assist impacted areas. While these efforts are often well-intentioned, uncoordinated volunteer activity or unmanaged donations can create significant operational challenges, including traffic congestion, accountability concerns, duplication of effort, supply management issues, and additional strain on local response systems. Organizations operating within Clinton County are encouraged to coordinate volunteer activities, donations distribution efforts, supply staging locations, and public donation campaigns with Clinton County Emergency Management Agency or established coordination partners whenever practical. Organizations should avoid establishing independent donation sites, volunteer reception areas, or public resource distribution operations without appropriate coordination, particularly during expanding incidents or multi-agency operations. Effective coordination between organizations, local agencies, and community partners helps reduce operational friction, improve accountability, and support more efficient assistance to impacted residents and communities.

10. Transition to Recovery Operations

As emergency response activities begin transitioning into short-term and long-term recovery operations, operational priorities, coordination requirements, and resource needs may change significantly. Organizations operating within Clinton County should anticipate that recovery operations may involve debris management, donations coordination, unmet needs assistance, housing support, volunteer management, infrastructure restoration, and community recovery activities extending well beyond the initial response phase. Recovery operations may also place sustained demands on local personnel, volunteer organizations, and community support systems over extended periods of time. Organizations are encouraged to maintain coordination with Clinton County Emergency Management Agency and local partners as operational activities transition from immediate life safety operations toward community stabilization and recovery support. Clear communication, realistic sustainment planning, documentation of operational activities, and continued coordination between organizations can help reduce duplication of effort and improve support to impacted residents and communities throughout the recovery process.

11. Local Reference Information

Clinton County Emergency Management Agency serves as the primary county-level coordination agency for emergency management activities within Clinton County, Ohio. Organizations operating within the county during emergencies or disasters are encouraged to maintain current contact information for Clinton County EMA and to monitor official county communication channels for situational updates, public information, weather conditions, operational guidance, and coordination notices during incidents. Local operating conditions within the county may change rapidly during severe weather events, transportation disruptions, utility failures, or other large-scale incidents affecting infrastructure and public safety operations. Organizations should maintain awareness of local weather conditions, transportation impacts, operational restrictions, and community support needs throughout deployment operations. Current contact information, operational resources, public information updates, and additional preparedness guidance may be obtained through official Clinton County EMA communication channels and partner coordination systems as available during incidents.

Appendices:

- Appendix A – NGO Daily Report
- Appendix B – Daily Safety Briefing
- Appendix C – Field Ops Safety & Sustainment Checklist
- Appendix D – NGO Emergency Plan
- Appendix E – Clinton County Reference Maps
- Appendix F – Disaster Partner Coordination Directory

Appendix A – NGO Daily Report

Purpose

The NGO Daily Report is intended to help nongovernmental organizations, volunteer agencies, faith-based groups, and disaster support partners document daily operational activities occurring within Clinton County during emergencies, disasters, and recovery operations. This report supports operational coordination, situational awareness, resource tracking, volunteer activity documentation, unmet needs identification, and potential In-Kind contribution documentation associated with disaster operations. Organizations may utilize their own reporting formats if preferred; however, this format is provided to support simplified operational reporting and coordination between disaster partners and Clinton County Emergency Management Agency. Online version at <https://www.cc-ema.org/ngodaily>

1. Organizational Information		
Organizational Name		Check if Last Day of Operations ☐
Team Leader / Primary Contact		
Contact Phone Number	Contact Email Address	
Date of Operation	Start Time	End Time
Number of Personnel Operating Today		Number of Vehicles

2. Operational Area	
Primary Work Area / Community	
Worksite Addresses 1: 7: 2: 8: 3: 9: 4: 10: 5: 11: 6: 12:	

3. Mission Activities Completed

(Check all that apply)

- | | |
|--|---|
| ☐ Wellness Checks | ☐ Spiritual Care |
| ☐ Debris Removal | ☐ Animal Support |
| ☐ Chainsaw Operations | ☐ Responder Support |
| ☐ Muck-Out / Cleanup | ☐ Volunteer Coordination |
| ☐ Feeding Operations | |
| ☐ Water Distribution | ☐ Other: _____ |
| ☐ Commodity Distribution | ☐ Other: _____ |
| ☐ Shelter Support | ☐ Other: _____ |
| ☐ Donations Management | |
| ☐ Transportation Support | |
| ☐ Damage Assessment Support | |

4. Operational Summary

Briefly describe activities completed during this operational period:

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5. Estimated Assistance Provided			
Activity	Quantity	Activity	Quantity
Meals Served		Households Assisted	
Bottled Water Distributed		Volunteers Utilized	
Loads of Debris Removed		(Volunteers x Hours Each + Total Man Hours)	
Cleanup Site Completed		Volunteer Hours Worked	
Other Commodities Distributed:		Other Commodities Distributed:	
		Other Commodities Distributed:	

6. Equipment Utilized
List major equipment or resources utilized during operations today:

7. Safety Issues or Operational Concerns
List any safety issues, access problems, communications issues, security concerns, weather impacts, or operational difficulties encountered:

8. Unmet Needs Observed

List community needs, resource shortages, vulnerable populations, infrastructure concerns, or assistance requests observed during operations:

9. Planned Operations for Next Operational Period

Describe planned activities, expected operational areas, or anticipated support needs for the next operational period:

10. Additional Notes

Report Submitted by:

Name

Title

Organization

Date / Time Submitted

Appendix B – Daily Safety Briefing

Purpose

This appendix is intended to provide organizations with a practical operational safety briefing template that may be used to support daily field operations within Clinton County. Organizations may adapt this briefing to fit their operational needs or utilize this format if their organization does not presently maintain a daily operational safety briefing process. The purpose of this briefing is to improve personnel safety, operational awareness, accountability, and preparedness while operating within a rural disaster environment where conditions may change rapidly throughout the operational period.

1. Organizational Information		
Organizational Name		
Team Leader / Primary Contact		
Date of Operation	Start Time	End Time
Primary Work Area	Worksite Address	
Number of Personnel Assigned	Number of Vehicles Assigned	
2. Emergency Communications		
Emergency Contact Number 9 1 1	Closest Crossroads	
Primary Access Route		
Cell Coverage Concerns? ☐ YES ☐ NO	Radio Communications Available? ☐ YES ☐ NO	Emergency Meeting Location
Accountability / Check-In Method		

Emergency Reminder

Personnel should know the exact address or location where operations are occurring before beginning work activities. During emergencies requiring 911 notification, dispatchers will immediately request the location of the emergency in order to route calls to the appropriate Public Safety Answering Point (PSAP) and dispatch the correct emergency response agencies.

3. Weather Conditions & Environmental Hazards	
(Check all that apply) ☐ Heat ☐ Cold ☐ Thunderstorms ☐ Lightning ☐ High Winds ☐ Flooding ☐ Ice / Snow ☐ Mud / Soft Terrain ☐ Reduced Visibility ☐ Air Quality Concerns ☐ Other:	Weather / Environmental Notes
Weather Resources SPC Outlooks (SW Ohio) IDSS Forecast Points ILN (Prob/Timing) NWS Wx Brief	

4. Operational Hazards	
(Check all that apply) ☐ Downed Power Lines ☐ Damaged Structures ☐ Sharp Debris ☐ Chainsaw Operations ☐ Heavy Equipment ☐ Fuel Hazards ☐ Agricultural Chemicals ☐ Rail Corridor Nearby ☐ Traffic Hazards ☐ Unstable Trees ☐ Standing Water ☐ Slip / Trip Hazards ☐ Confined Areas ☐ Other:	Hazard Notes

5. Rural & Community Considerations		
(Check all that apply) ☐ Livestock Nearby ☐ Farm Equipment Traffic ☐ Dogs / Animals on Property ☐ Wildlife Concerns ☐ Occupied Abandoned Structures Possible ☐ Homeless / Transient Encounters Possible ☐ Security / Theft Concerns ☐ Limited Fuel Availability ☐ Limited Cell Service ☐ Other:		

Community Interaction Reminder

Respect for private property and professionalism during public interactions remain important during disaster operations. Utilize established walkways or primary entrances whenever practical and avoid entering private property or structures without permission from the property owner or occupant whenever possible.

6. Personnel Readiness											
(Check all that apply)											
Attendance Completed	☐ YES	☐ NO	Hydration Supplies Avail	☐ YES	☐ NO	Fuel Levels Checked	☐ YES	☐ NO			
PPE Available / Worn	☐ YES	☐ NO	Food / Meals Avail	☐ YES	☐ NO	Vehicle Insp Completed	☐ YES	☐ NO			
			First Aid Avail	☐ YES	☐ NO	Charging/Power Avail	☐ YES	☐ NO			

7. Medical & Emergency Information

Closest Emergency Room:

- ☐ TriHealth Clinton Regional Hospital (610 W. Main Street, Wilmington)
- ☐ (Opening Soon) Kettering Health (1500 Rombach Ave, Wilmington)
- ☐ Miami Valley Hospital Jamestown (4940 Cottonville Rd, Jamestown)
- ☐ Highland District Hospital (1275 N. High St, Hillsboro)
- ☐ Mercy Health Mt Orab (154 Health Partners Circle, Mt Orab)
- ☐ Bethesda Arrow Springs Medical Center (100 Arrow Springs Blvd, Lebanon)
- ☐ Miami Valley Hospital South (2400 Miami Valley Dr, Centerville)

Closest Urgent Care:

- ☐ Greater Tomorrow Health Urgent Care Clinic, 2107 Rombach Ave, Wilmington, (937) 383-1040
- ☐ CareFirst Urgent Care, 2845 Progress Way, Wilmington
- ☐ Premier Urgent Care, 2845 Progress Way, Wilmington, (937) 366-1082

Closest Fire / EMS District:

- ☐ District 1 (Wilmington)
- ☐ District 2 (Sabina)
- ☐ District 3 (Clarksville)
- ☐ District 4 (Midland)
- ☐ District 5 (Chester Twp / NW Clinton Co.)
- ☐ District 6 (New Vienna)
- ☐ District 7 (Martinsville)
- ☐ District 8 (Blanchester)
- ☐ District 9 (Port William)

Closest Law Enforcement:

- ☐ Clinton Co. Sheriff (937-382-1611)
- ☐ Blanchester Police Dept (937-783-4702 Ext. 15)
- ☐ Sabina Police Dept (937-584-2441)
- ☐ Wilmington Police Dept (937-382-3833)

Closest Veterinarian:

- ☐ Country View Pet Hospital, 6574 OH-73, Wilmington, (937) 382-7387
- ☐ Orchard Veterinary Care, 45 Orchard Rd, Wilmington, OH 45177
- ☐ Clinton Animal Care, 960 W. Locust St, Wilmington, (937) 383-3843
- ☐ Wilmington Animal Clinic, 1103 Rombach Ave, Wilmington, (937) 382-7765
- ☐ Seven Hills Pet Clinic, 10460 OH-28, Blanchester, (937) 625-4224
- ☐ Fayette Veterinary Hospital, 201 North Ave, Lynchburg, (937) 634-2136
- ☐ Lebanon Animal Hospital, 3938 Wilmington Rd, Lebanon, (513) 932-3952

8. End-of-Shift Expectations

(Check all that apply)

- | | |
|---|--|
| ☐ Personnel Accountability Completed | ☐ Operational Issues Reported |
| ☐ Equip Accountability Completed | ☐ Unmet Needs Reported |
| ☐ Fuel Status Reported | ☐ NGO Daily Report Completed |
| ☐ Safety Issues Reported | ☐ Injuries / Near Misses Reported |

9. Additional Safety Notes	10. Briefing Conducted By
	Name:
	Organization:
	Title / Position:
	Date / Time Briefed

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Appendix C – Field Ops Safety & Sustainment Checklist

Purpose

This appendix is intended to provide nongovernmental organizations, volunteer agencies, and disaster support partners with a practical checklist to assist with deployment readiness, field sustainment, personnel safety, and operational continuity while operating within Clinton County during emergencies, disasters, or recovery operations. Rural disaster operations may involve extended operational periods, limited resupply capability, infrastructure disruptions, severe weather, communications limitations, fuel shortages, and rapidly changing field conditions. This checklist is intended to help organizations identify common sustainment, safety, logistical, and operational considerations prior to deployment or field operations.

Organizations may adapt this checklist to fit their operational needs, mission assignments, staffing levels, equipment requirements, or organizational procedures.

1. Personnel Readiness		
ITEM	STATUS	NOTE
☐ Personnel accountability roster completed	☐ YES ☐ NO	
☐ Emergency contact information available	☐ YES ☐ NO	
☐ Personnel medically fit for operations	☐ YES ☐ NO	
☐ Required certifications or qualifications verified	☐ YES ☐ NO	
☐ Personnel briefed on operational area	☐ YES ☐ NO	
☐ Personnel briefed on weather conditions	☐ YES ☐ NO	
☐ Personnel briefed on known hazards	☐ YES ☐ NO	
☐ Daily Safety Briefing completed	☐ YES ☐ NO	
☐ Worksite addresses distributed to personnel	☐ YES ☐ NO	
☐ Personnel aware of emergency procedures	☐ YES ☐ NO	

2. Food, Water, & Personal Sustainment		
ITEM	STATUS	NOTE
☐ Drinking water available	☐ YES ☐ NO	
☐ Electrolyte replacement drinks available	☐ YES ☐ NO	
☐ Meals or ration support available	☐ YES ☐ NO	
☐ Snacks / quick-energy food available	☐ YES ☐ NO	
☐ Weather-appropriate clothing available	☐ YES ☐ NO	
☐ Rain gear available	☐ YES ☐ NO	

2. Food, Water, & Personal Sustainment		
☐ Cold weather gear available (if needed)	☐ YES	☐ NO
☐ Extra socks / footwear available	☐ YES	☐ NO
☐ Sunscreen / insect repellent available	☐ YES	☐ NO
☐ Personal hygiene supplies available	☐ YES	☐ NO
☐ Sleeping arrangements identified	☐ YES	☐ NO
☐ Rest plan established for personnel	☐ YES	☐ NO

3. Safety Equipment & PPE		
ITEM	STATUS	NOTE
☐ Work gloves available	☐ YES ☐ NO	
☐ Safety glasses / eye protection available	☐ YES ☐ NO	
☐ Hearing protection available	☐ YES ☐ NO	
☐ Hard hats / helmets available	☐ YES ☐ NO	
☐ High-visibility clothing available	☐ YES ☐ NO	
☐ Respiratory protection available (if needed)	☐ YES ☐ NO	
☐ First aid kit available	☐ YES ☐ NO	
☐ Flashlights / headlamps available	☐ YES ☐ NO	
☐ Traffic cones / scene markers available	☐ YES ☐ NO	
☐ Fire extinguisher available	☐ YES ☐ NO	
☐ Hand sanitizer / disinfecting supplies available	☐ YES ☐ NO	

Fuel Planning Reminder

Not all communities within Clinton County maintain local fueling stations. Organizations should plan fuel usage and refueling operations accordingly, particularly during power outages, severe weather events, or long-duration incidents.

4. Vehicle & Fuel Readiness		
ITEM	STATUS	NOTE
☐ Vehicles inspected prior to deployment	☐ YES ☐ NO	
☐ Fuel tanks topped off	☐ YES ☐ NO	
☐ Spare fuel available (if authorized)	☐ YES ☐ NO	
☐ Tire condition checked	☐ YES ☐ NO	
☐ Vehicle lighting operational	☐ YES ☐ NO	

4. Vehicle & Fuel Readiness		
☐ Vehicle fluids checked	☐ YES	☐ NO
☐ Maps / navigation support available	☐ YES	☐ NO
☐ Vehicle charging capability available	☐ YES	☐ NO
☐ Jumper cables / recovery gear available	☐ YES	☐ NO
☐ Refueling locations identified	☐ YES	☐ NO

Communications Reminder

Power outages, cellular disruptions, overloaded networks, or internet outages may affect electronic communications and payment systems during disaster operations. Organizations should plan accordingly and avoid relying solely on electronic systems.

5. Communications & Technology		
ITEM	STATUS	NOTE
☐ Cell phones charged	☐ YES ☐ NO	
☐ Portable battery packs available	☐ YES ☐ NO	
☐ Vehicle chargers available	☐ YES ☐ NO	
☐ Radios programmed / operational	☐ YES ☐ NO	
☐ Contact lists available	☐ YES ☐ NO	
☐ Worksite addresses documented	☐ YES ☐ NO	
☐ Paper maps available	☐ YES ☐ NO	
☐ Internet access capability available	☐ YES ☐ NO	
☐ Alternate communications plan established	☐ YES ☐ NO	

6. Operational Safety Considerations	
Check all that apply: ☐ Severe Weather Possible ☐ Heat Stress Concerns ☐ Cold Exposure Concerns ☐ Flooding Possible ☐ Mud / Soft Terrain ☐ Damaged Structures ☐ Downed Power Lines ☐ Sharp Debris ☐ Agricultural Chemical Hazards	☐ Rail Corridor Nearby ☐ Heavy Equipment Nearby ☐ Chainsaw Operations Planned ☐ Wildlife Activity Reported ☐ Homeless / Transient Encounters Possible ☐ Security / Theft Concerns Present ☐ Traffic Hazards Present ☐ Limited Lighting Conditions Expected ☐ Other: _____

7. K9 / Service Animal Considerations (If Applicable)		
ITEM	STATUS	NOTE
☐ Food available	☐ YES ☐ NO	
☐ Water available	☐ YES ☐ NO	
☐ Leash / harness available	☐ YES ☐ NO	
☐ Medical supplies available	☐ YES ☐ NO	
☐ Heat mitigation measures available	☐ YES ☐ NO	
☐ Waste disposal supplies available	☐ YES ☐ NO	
☐ Vaccination / identification information available	☐ YES ☐ NO	
☐ Rest area identified	☐ YES ☐ NO	

Purchasing Reminder

Power outages or communications disruptions may affect credit card systems, ATM availability, or electronic payment processing during disaster operations. Personnel are encouraged to carry sufficient cash for operational needs during deployments.

8. Cash & Purchasing Considerations		
ITEM	STATUS	NOTE
☐ Cash available for fuel / purchases	☐ YES ☐ NO	
☐ Receipts collection process established	☐ YES ☐ NO	
☐ Purchase authority clarified	☐ YES ☐ NO	
☐ Expense tracking process established	☐ YES ☐ NO	

9. End-of-Shift Considerations		
ITEM	STATUS	NOTE
☐ Personnel accountability completed	☐ YES ☐ NO	
☐ Equipment accountability completed	☐ YES ☐ NO	
☐ Vehicle fuel status checked	☐ YES ☐ NO	
☐ Injuries / near misses reported	☐ YES ☐ NO	
☐ NGO Daily Report completed	☐ YES ☐ NO	
☐ Safety concerns documented	☐ YES ☐ NO	
☐ Unmet needs documented (and reported)	☐ YES ☐ NO	
☐ Next operational period planned	☐ YES ☐ NO	

Appendix D — NGO Emergency Plan

Purpose

This appendix is intended to provide nongovernmental organizations, volunteer agencies, faith-based groups, and disaster support partners with a simplified emergency planning tool for field operations occurring within Clinton County, Ohio. This appendix is adapted from concepts commonly found within the Incident Command System (ICS) Medical Plan (ICS 206) and is intended to provide organizations with practical emergency information in non-technical language that can be easily utilized during disaster operations.

The purpose of this appendix is to improve personnel safety, emergency preparedness, communications, accountability, and emergency medical coordination during field operations. Organizations may adapt this appendix to fit their operational needs or integrate the information into their own organizational emergency planning processes.

NGO EMERGENCY PLAN

1. Operational Information					
Organization Name					
Team / Group Name					
Team Leader / Supervisor					
Primary Contact Number					
Date of Operations		Time Start		Time End	
Primary Worksite Name					
Worksite Address					
Closest Crossroads					
GPS Coordinates	Latitude		Longitude		

Emergency Communications Reminder

Personnel should know the exact worksite address before beginning field operations. During emergencies requiring 911 notification, dispatchers will immediately request the location of the emergency in order to route calls to the appropriate Public Safety Answering Point (PSAP) and dispatch the correct emergency response agencies.

2. Emergency Communications	
Information Item	Entry
Emergency Number	911
Cell Coverage Concerns Present	☐ YES ☐ NO
Radio Communications Available	☐ YES ☐ NO
Emergency Meeting Location	
Primary Accountability Method	
Backup Communications Plan	

3. Local Emergency Response Agencies		
Information Item	Agency Name	Phone Number
Fire District		
EMS District		
Law Enforcement Agency		
Emergency Management Contact	Clinton County EMA	Thomas Breckel (w) 937-382-6673 (c) 937-768-4359

Hospital Planning Reminder

Clinton County does not currently contain a designated trauma care facility. Major injuries or serious medical emergencies may require transport to regional healthcare facilities outside Clinton County depending on the nature of the emergency and available EMS resources.

4. Closest Hospitals				
Name	Address	Phone Number	Approx. Drive Time	Trauma Center?
Primary Hospital				☐ YES ☐ NO
Secondary Hospital				☐ YES ☐ NO
Tertiary Hospital				☐ YES ☐ NO

5. Medical Emergency Procedures

In the Event of a Medical Emergency:

- ☐ Call 911 immediately
- ☐ Provide exact worksite address and closest crossroads
- ☐ Assign personnel to meet responding EMS crews
- ☐ Maintain accountability of all personnel
- ☐ Secure equipment and operational hazards if safe to do so
- ☐ Notify organizational leadership
- ☐ Notify Clinton County EMA if operational impacts occur
- ☐ Document incident information for organizational records

6. Worksite Safety Hazards

(Check all that apply)

- ☐ Downed Power Lines
- ☐ Damaged Structures
- ☐ Flooding
- ☐ Severe Weather
- ☐ Mud / Soft Terrain
- ☐ Agricultural Chemicals
- ☐ Fuel Hazards

- ☐ Rail Corridor Nearby
- ☐ Heavy Equipment Operations
- ☐ Traffic Hazards
- ☐ Wildlife Concerns
- ☐ Limited Lighting Conditions
- ☐ Homeless / Transient Encounters Possible
- ☐ Security / Theft Concerns
- ☐ Other: _____

7. Medical Resources Available On Site

Resource	Available
☐ First Aid Kit	☐ YES ☐ NO
☐ AED	☐ YES ☐ NO
☐ Trained First Aid Personnel	☐ YES ☐ NO
☐ Narcan Available	☐ YES ☐ NO
☐ Cooling / Heat Relief Supplies	☐ YES ☐ NO
☐ Drinking Water Available	☐ YES ☐ NO
☐ Emergency Lighting Available	☐ YES ☐ NO

8. Transportation & Evacuation Planning

Information Item	Entry
☐ Primary Vehicle Access Route	
☐ Alternate Access Route	
☐ Staging Area Location	
☐ Evacuation Meeting Area	
☐ Helicopter Landing Area Available (Approx. 100' x 100' clear area with no overhead hazards)	☐ YES ☐ NO
☐ Landing Area Notes	

9. Special Emergency Considerations	10. Prepared By
List any known operational concerns, medical issues, access limitations, communications concerns, weather threats, special hazards, or operational considerations affecting this worksite:	Name:
	Organization:
	Title / Position:
	Date / Time Briefed

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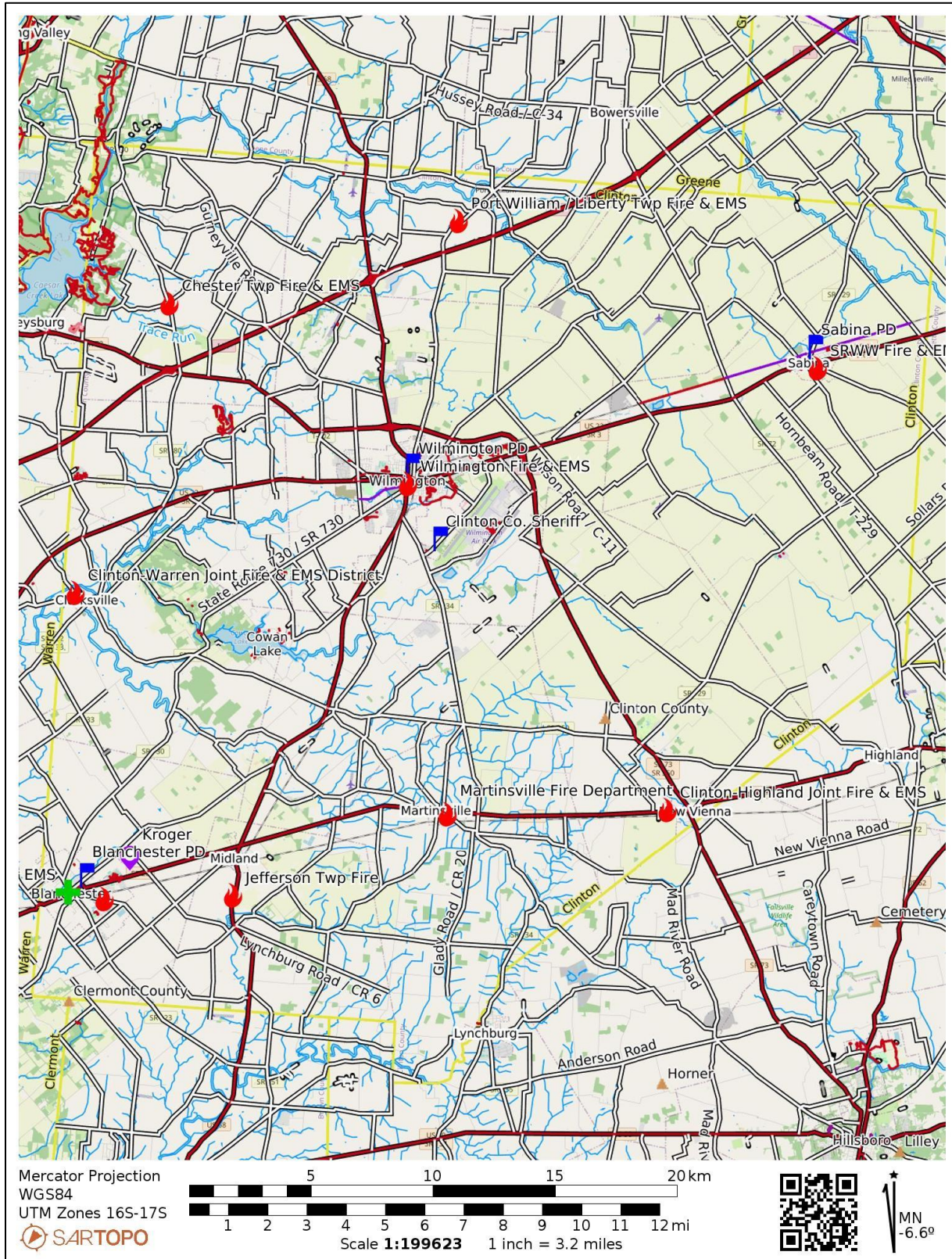
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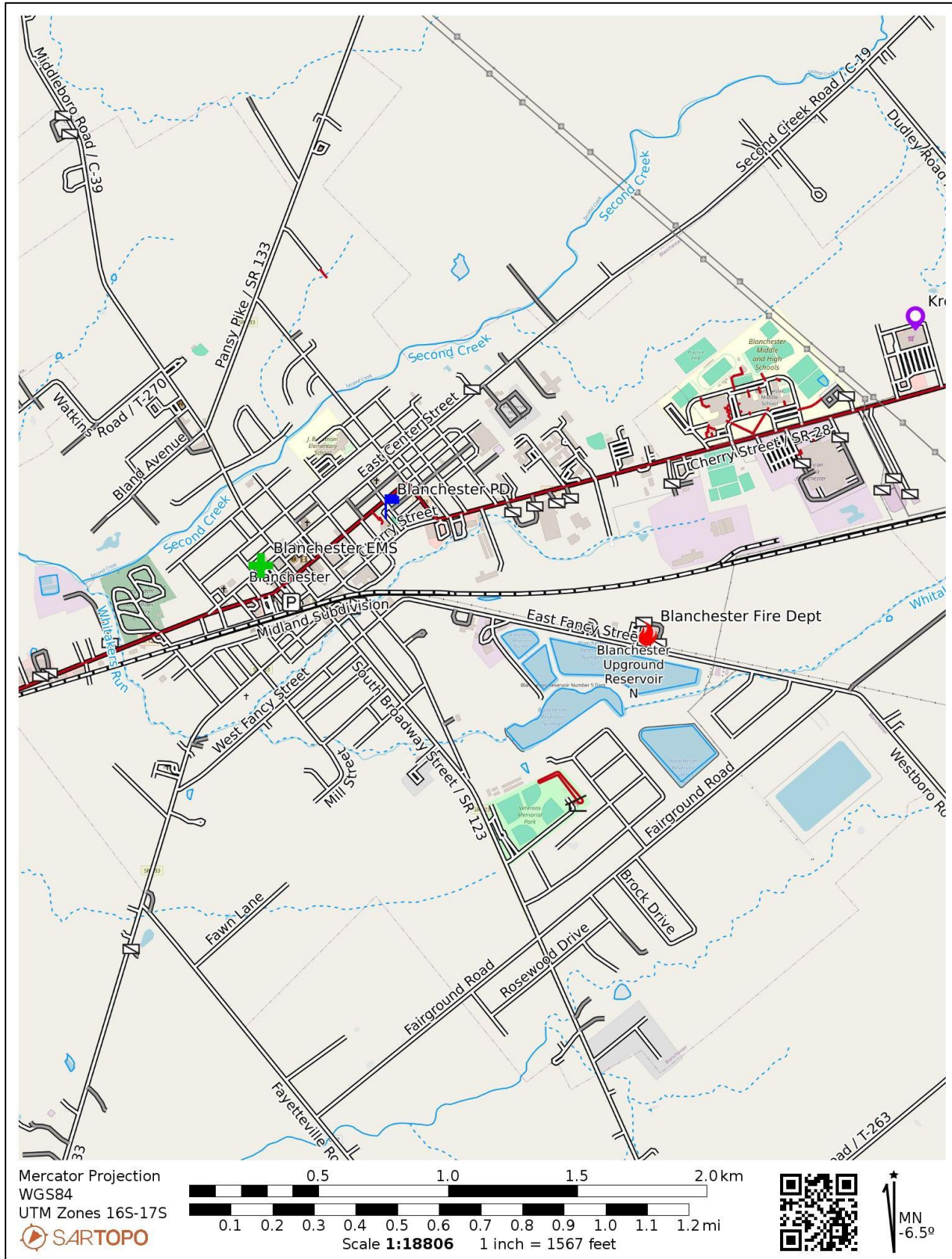
Appendix E – Clinton County Reference Maps

- Tab A: Clinton County
- Tab B: Blanchester
- Tab C: Blanchester (East)
- Tab D: Blanchester (West)
- Tab E: Clarksville
- Tab F: Cuba
- Tab G: Kingman
- Tab H: Lees Creek
- Tab I: Lumberton
- Tab J: Martinsville
- Tab K: Midland
- Tab L: New Antioch
- Tab M: New Vienna
- Tab N: Port William
- Tab O: Sabina
- Tab P: Sabina (East)
- Tab Q: Sabina (West)
- Tab R: Westboro
- Tab S: Wilmington
- Tab T: Wilmington (NW)
- Tab U: Wilmington (NE)
- Tab V: Wilmington (SE)
- Tab W: Wilmington (SW)
- Tab X: Wilmington (Rombach Ave)
- Tab Y: Wilmington (Downtown)

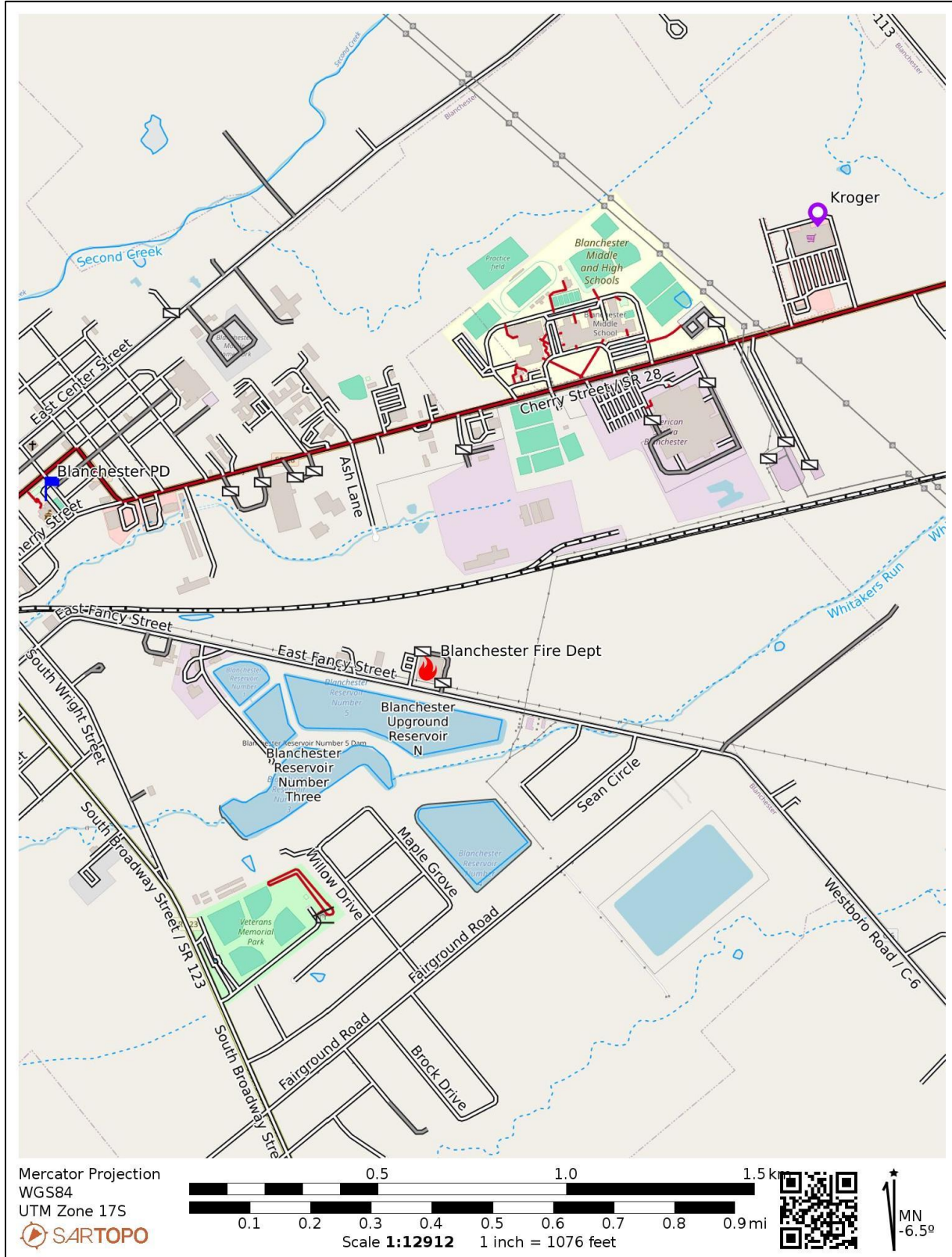
Tab A: Clinton County



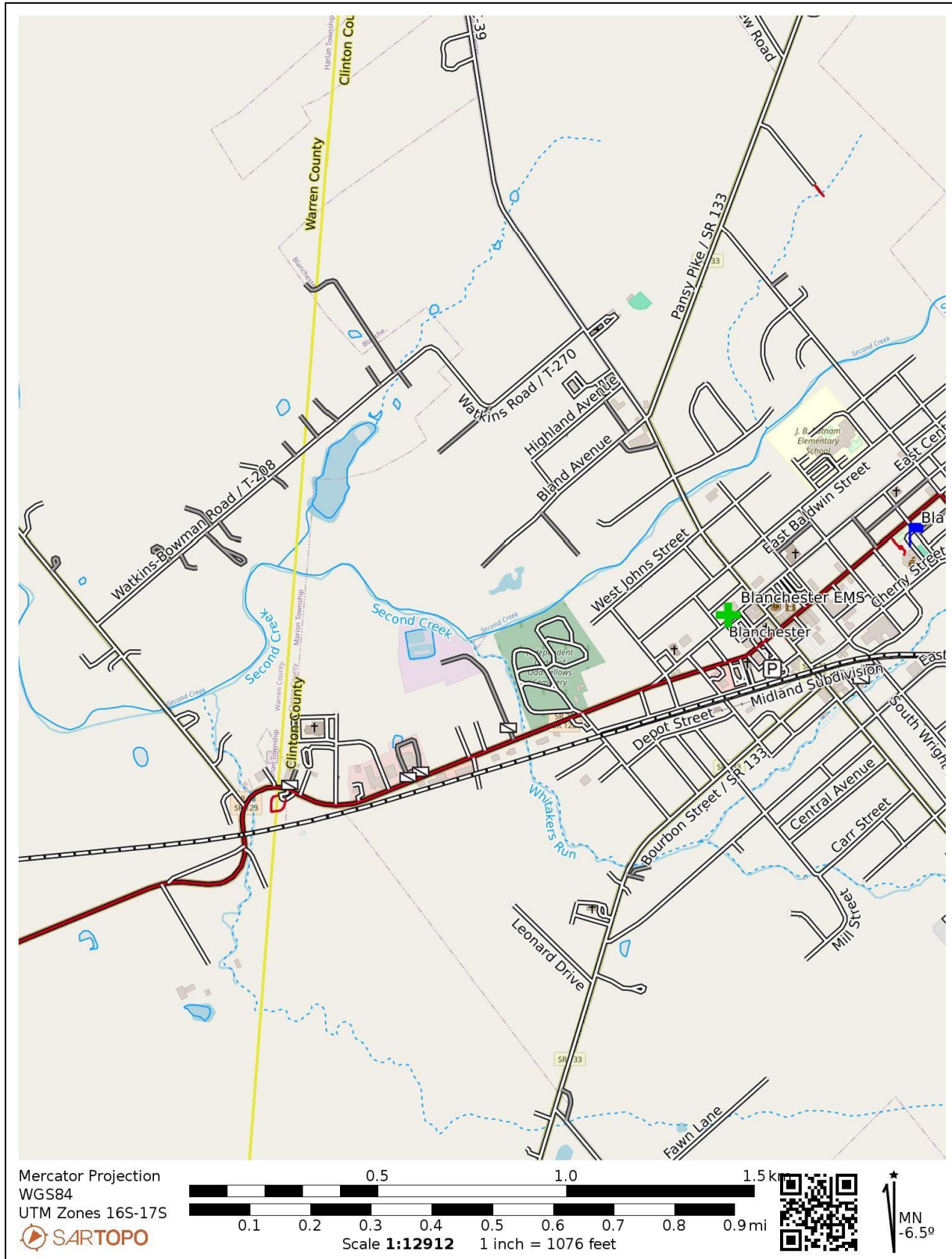
Tab B: Blanchester



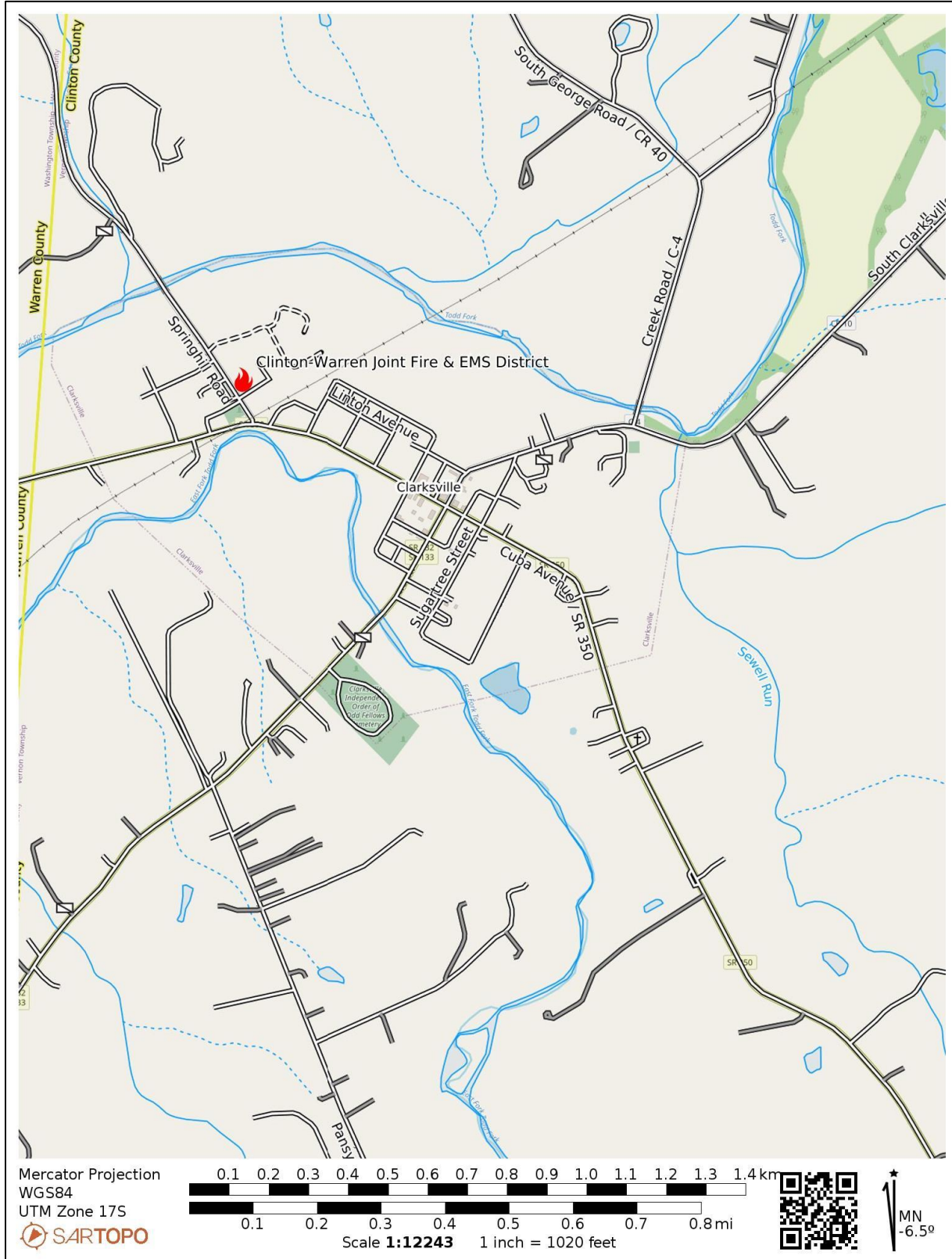
Tab C: Blanchester (East)



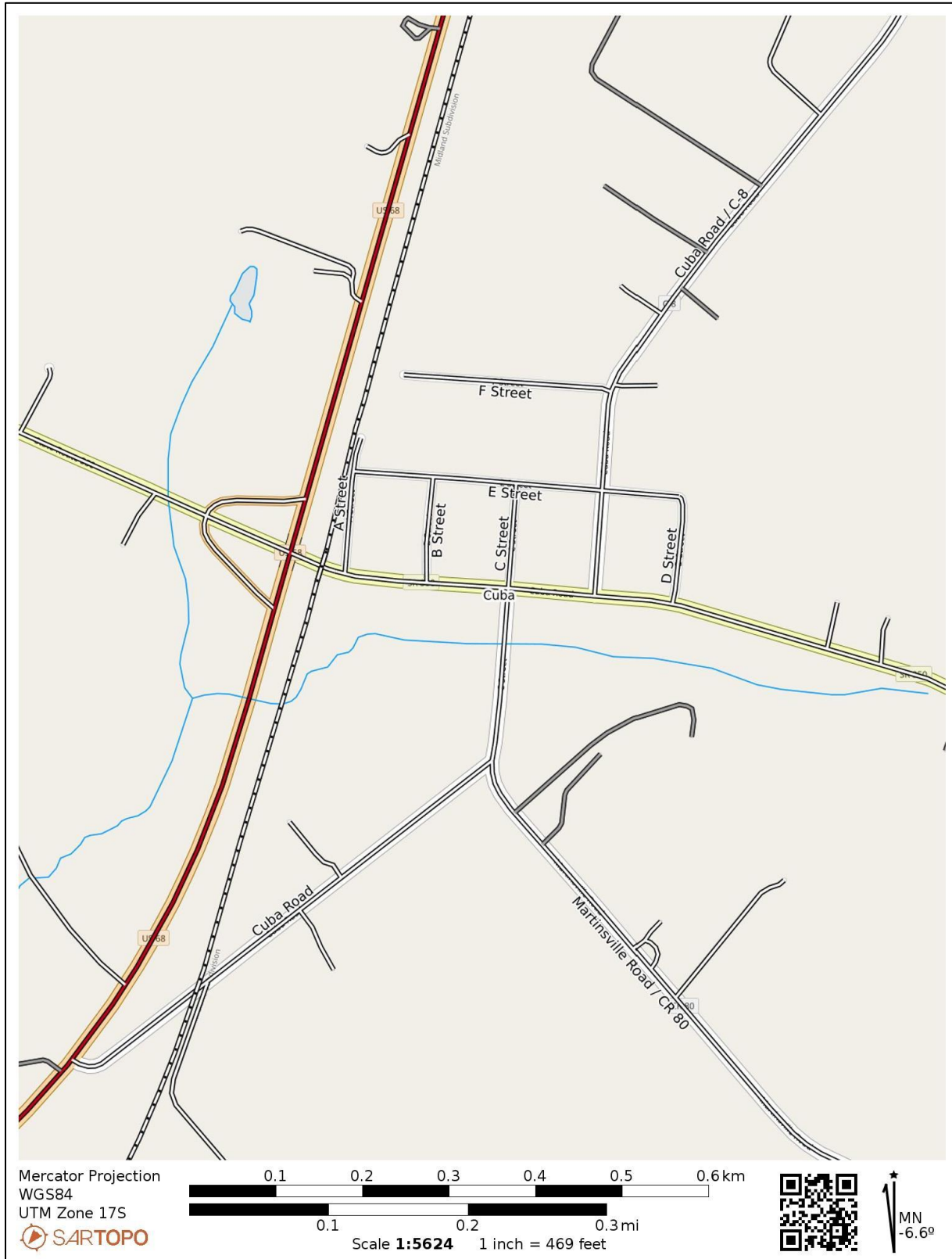
Tab D: Blanchester (West)



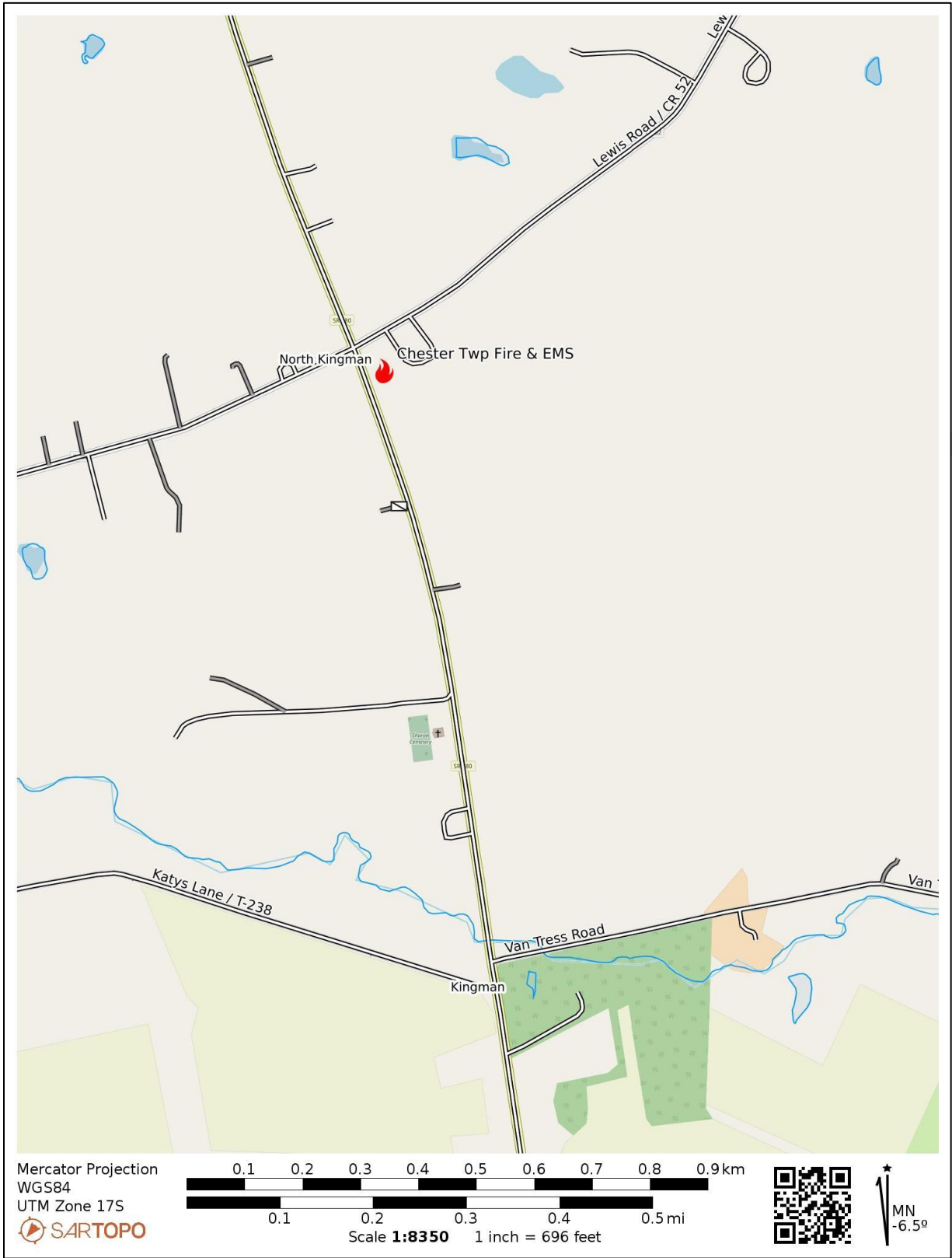
Tab E: Clarksville



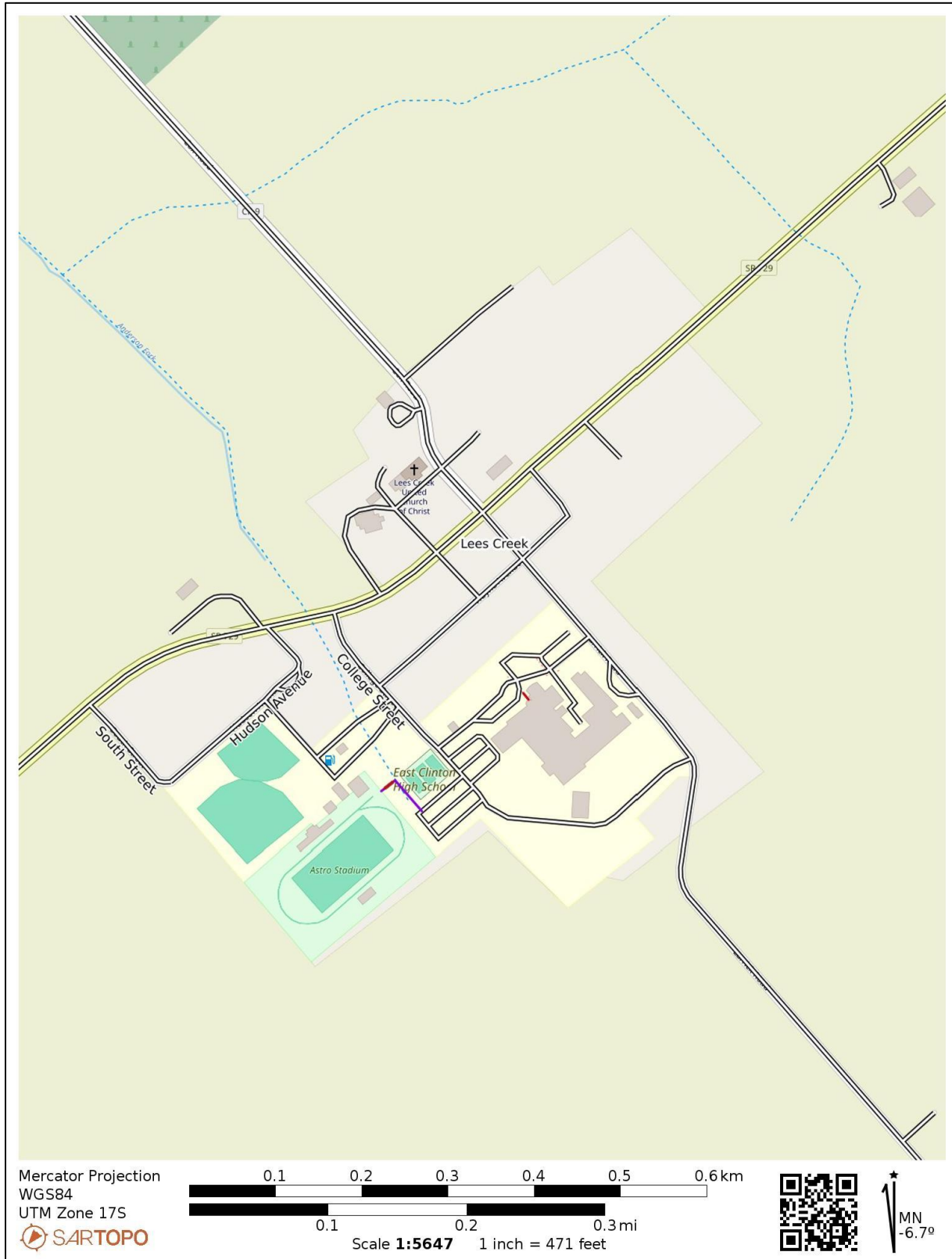
Tab F: Cuba



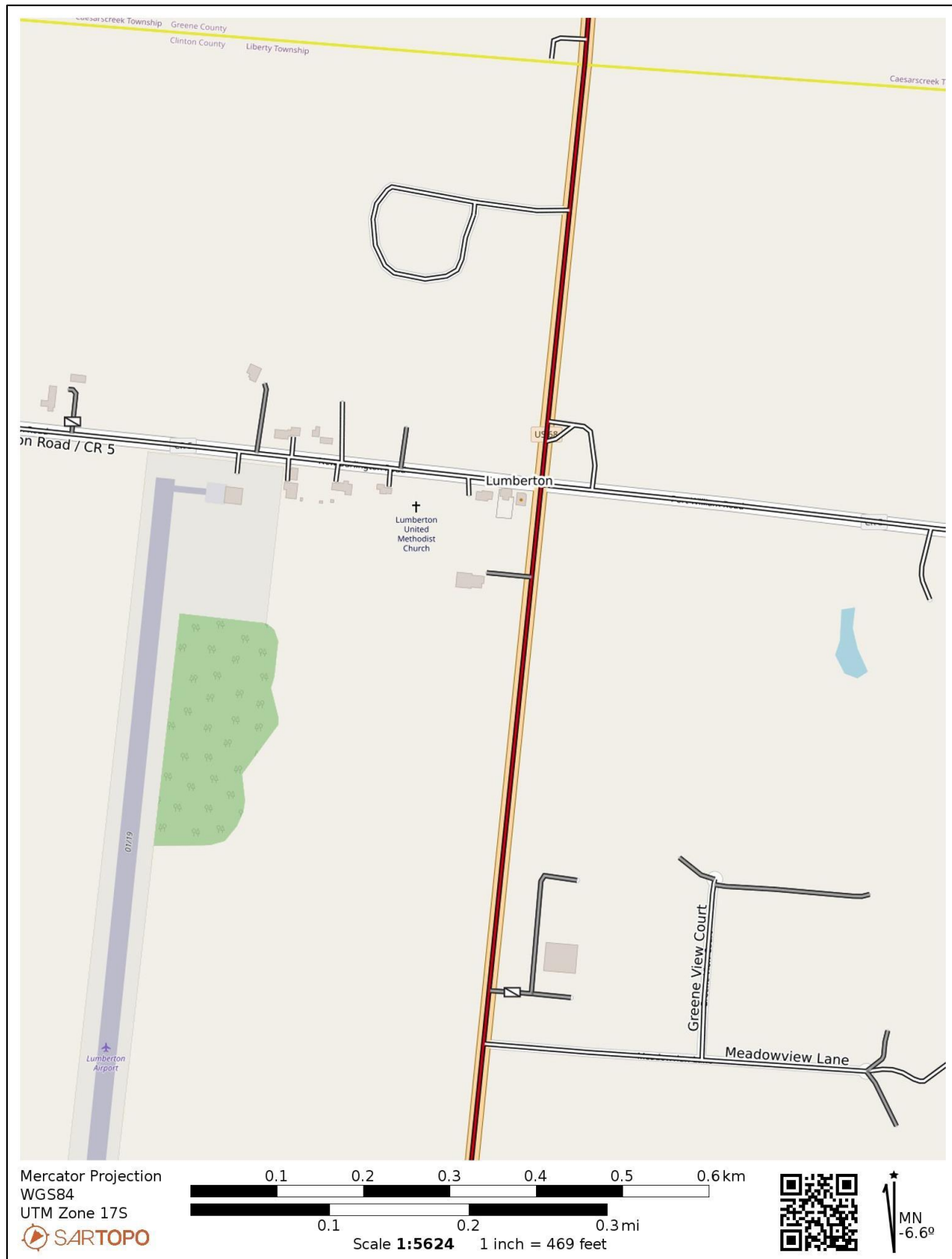
Tab G: Kingman



Tab H: Lees Creek



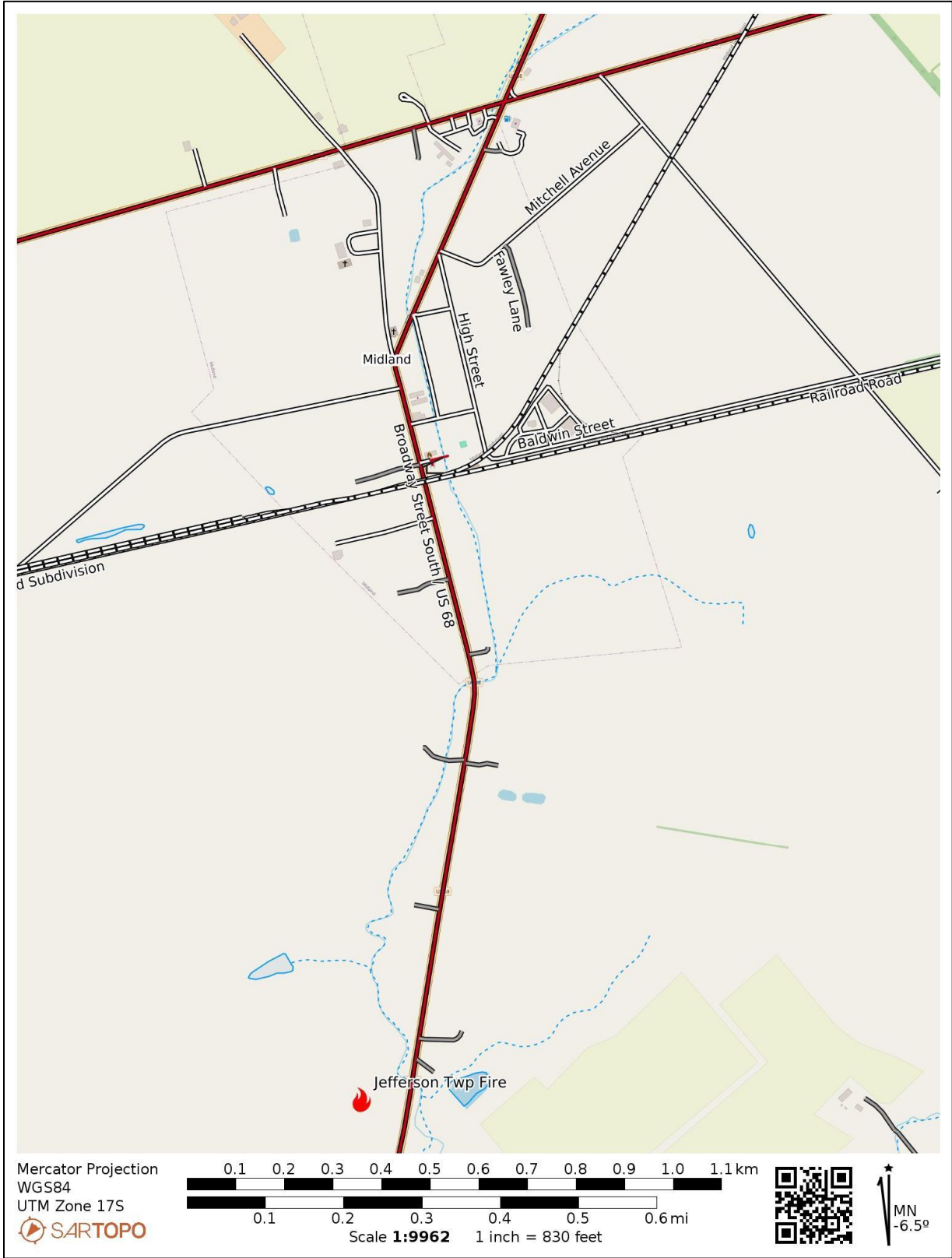
Tab I: Lumberton



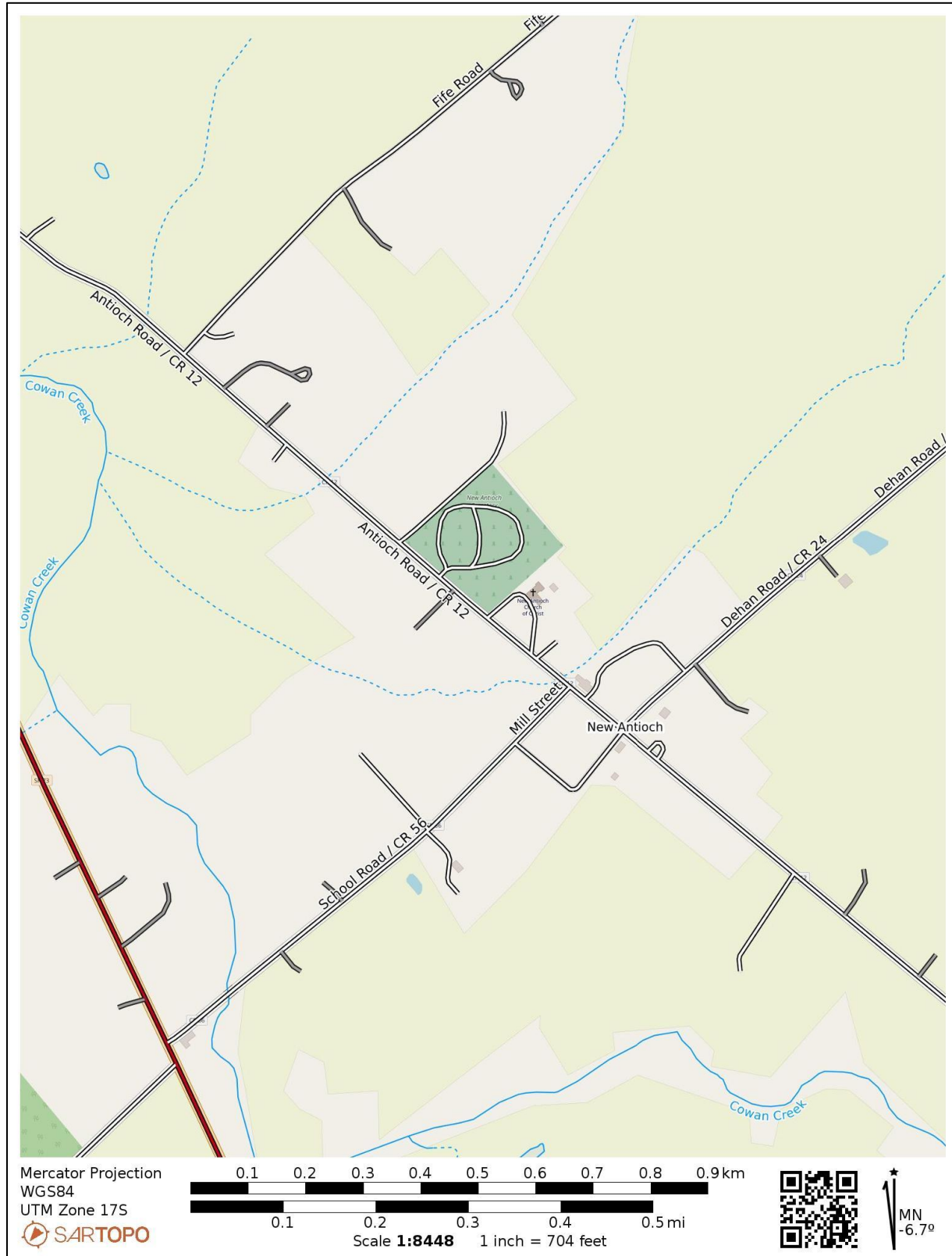
Tab J: Martinsville



Tab K: Midland



Tab L: New Antioch



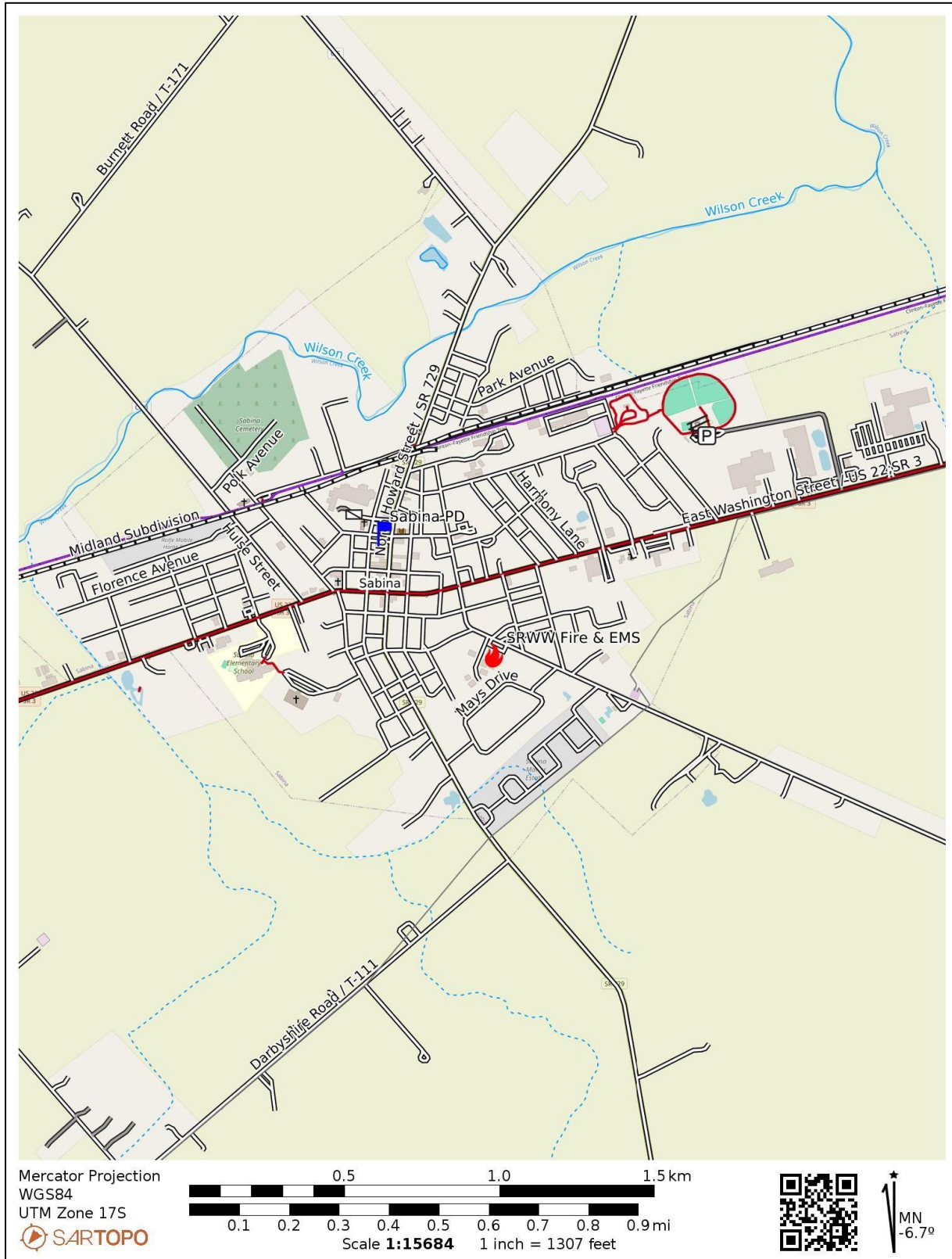
Tab M: New Vienna



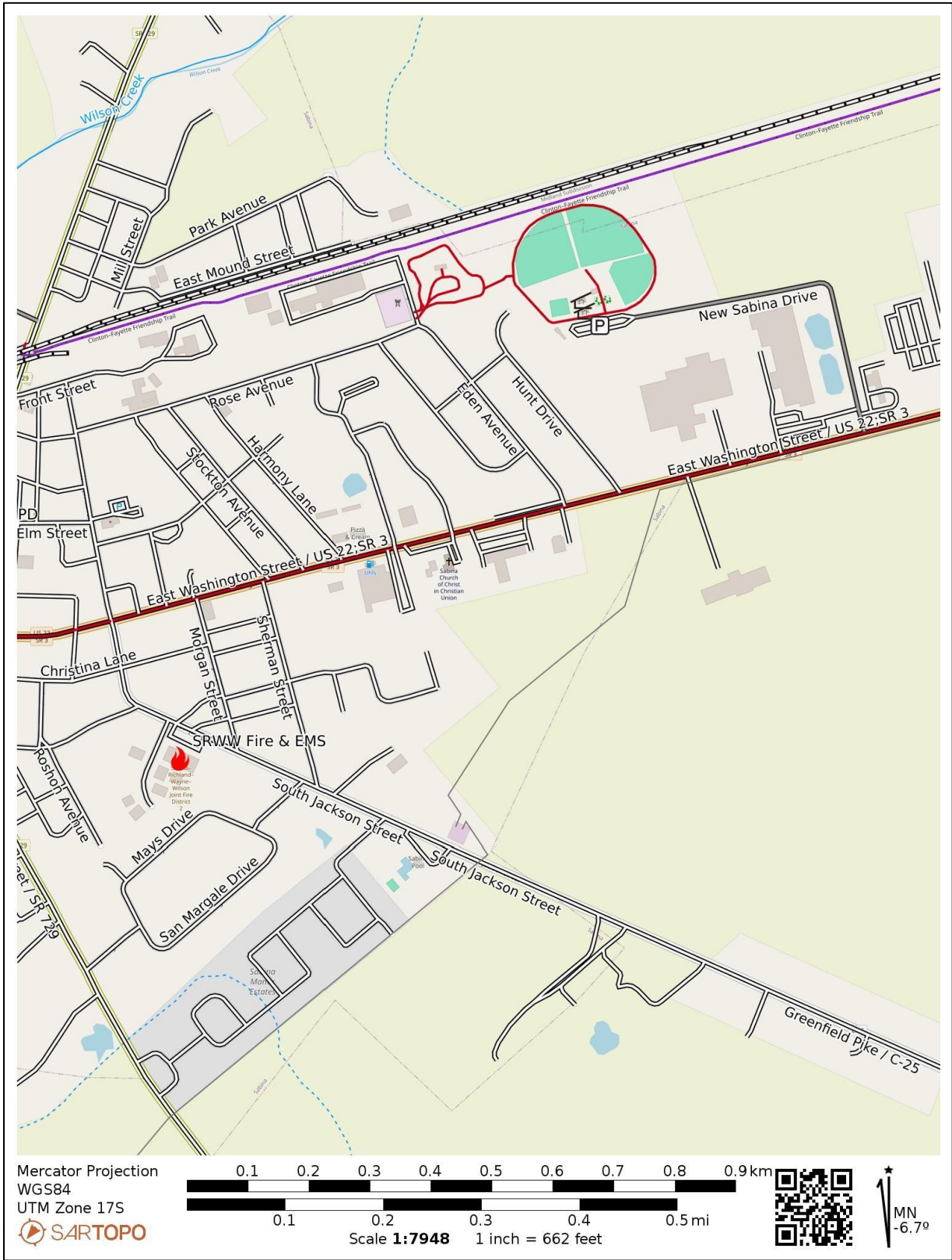
Tab N: Port William



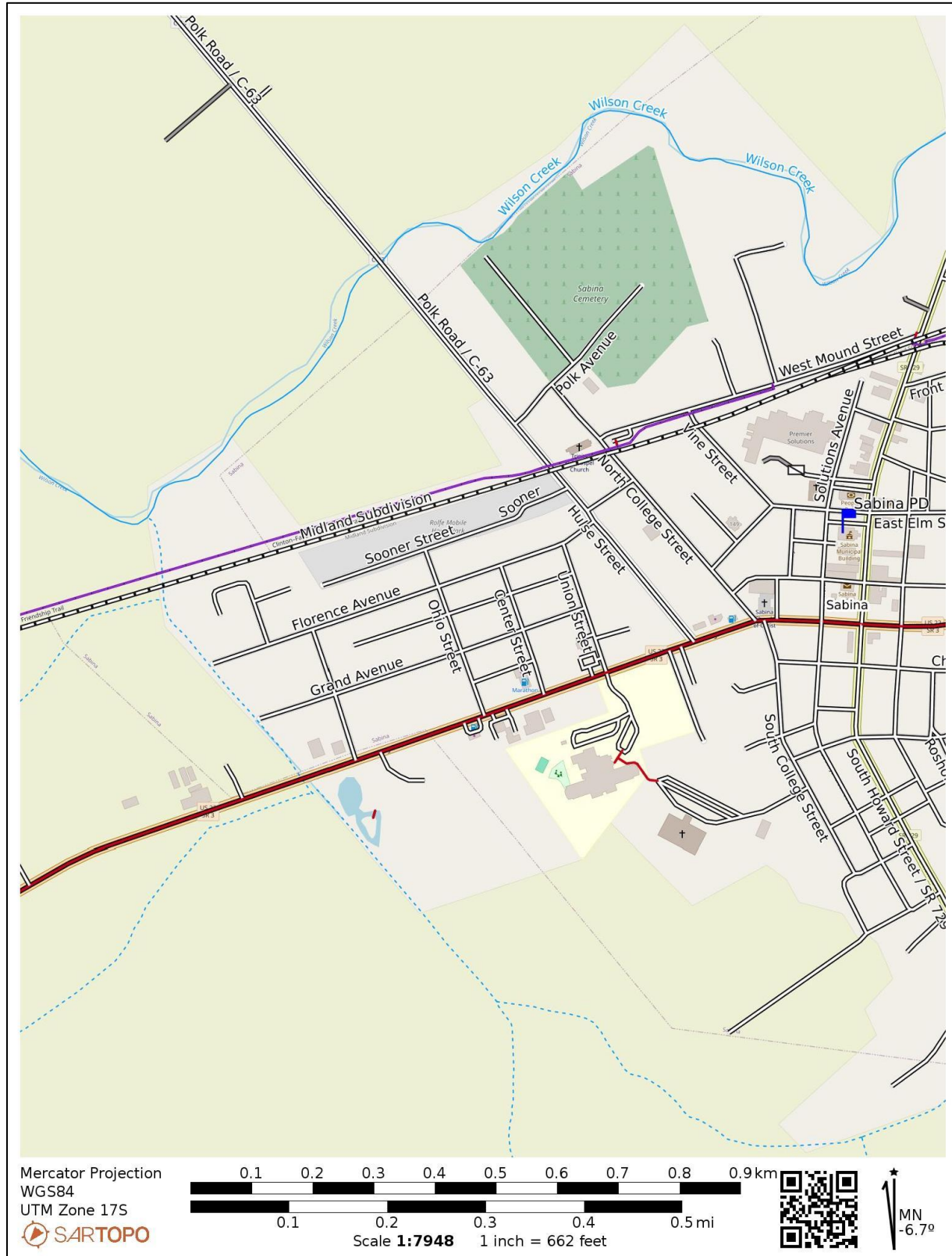
Tab Q: Sabina



Tab P: Sabina (East)



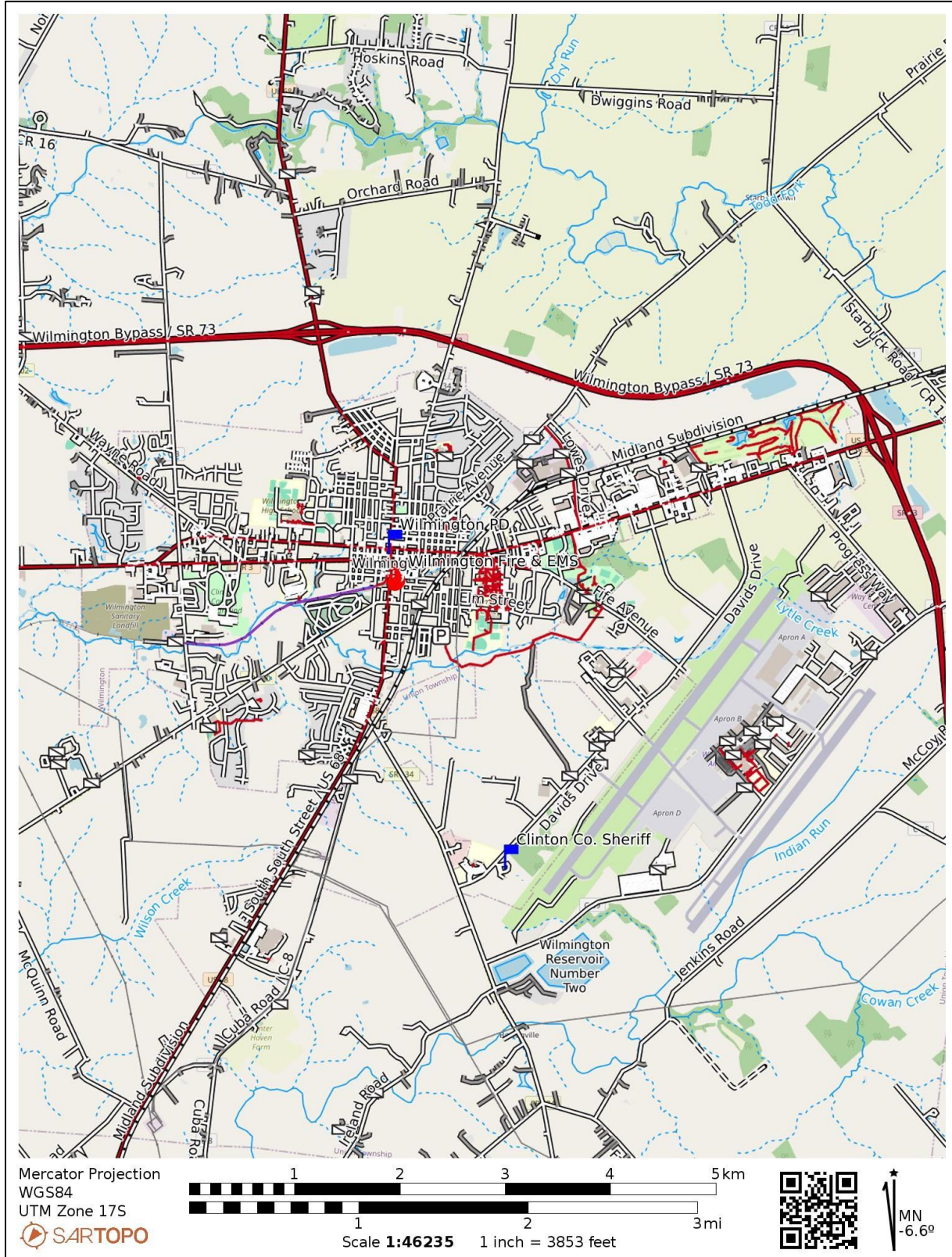
Tab Q: Sabina (West)



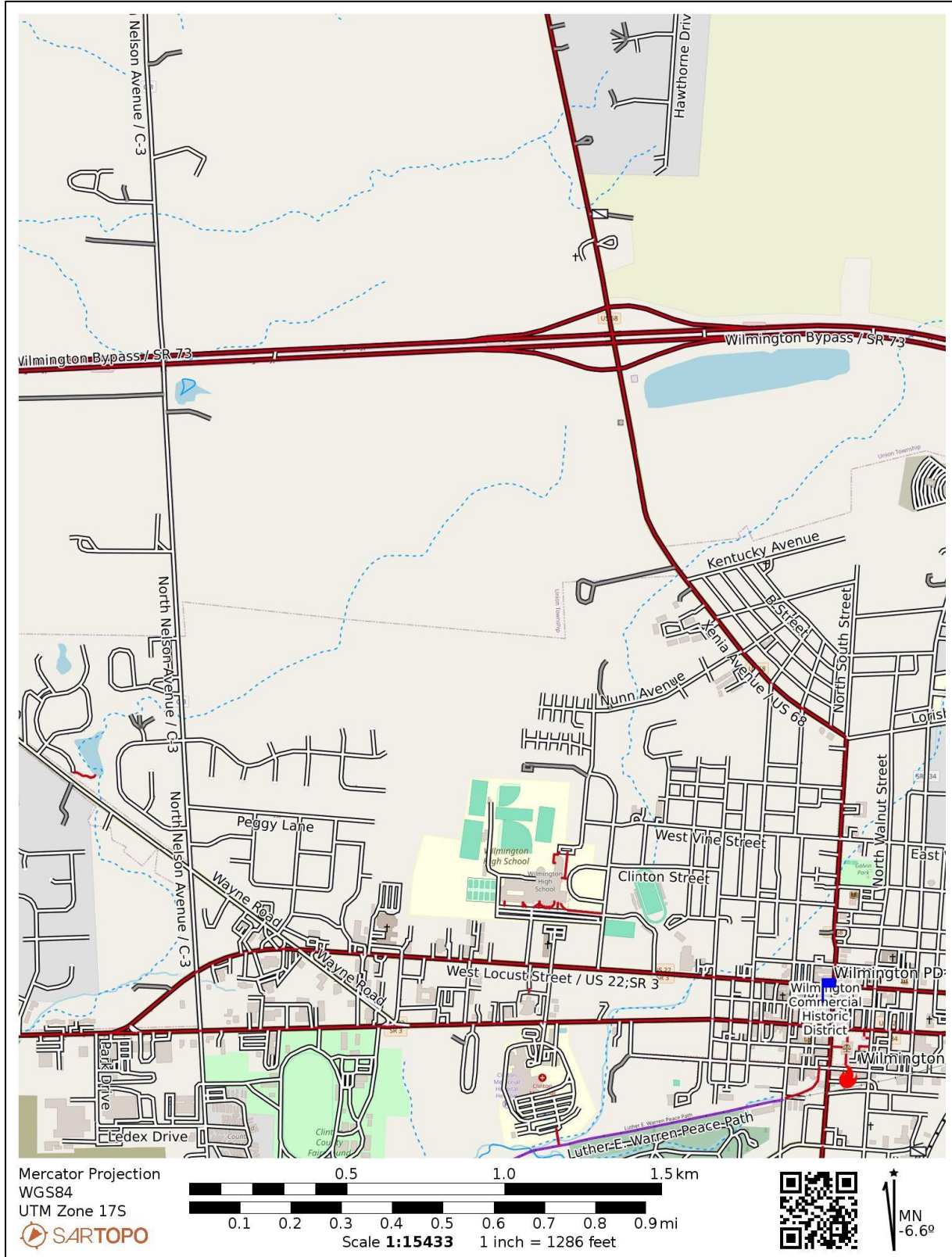
Tab R: Westboro



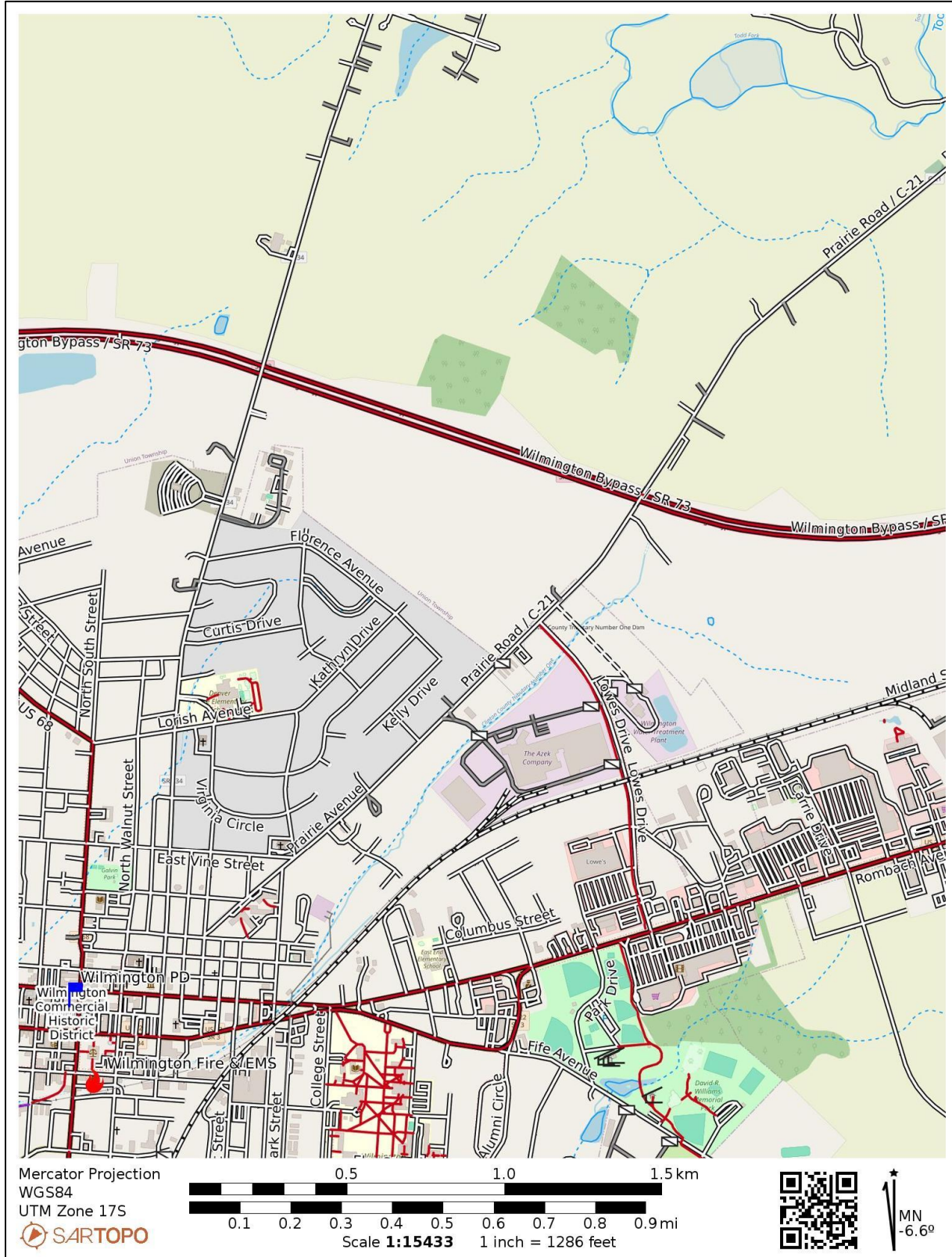
Tab S: Wilmington



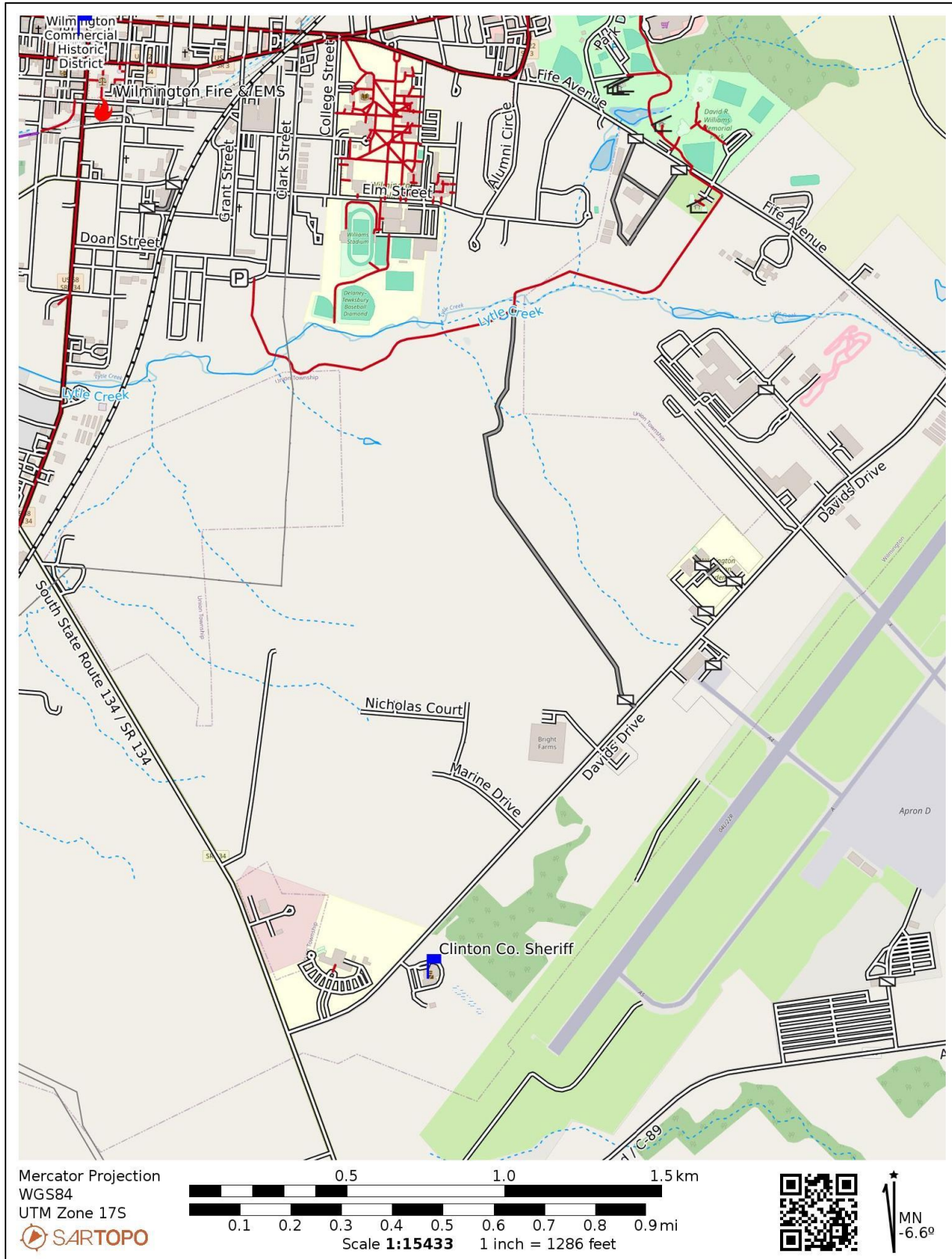
Tab T: Wilmington (NW)



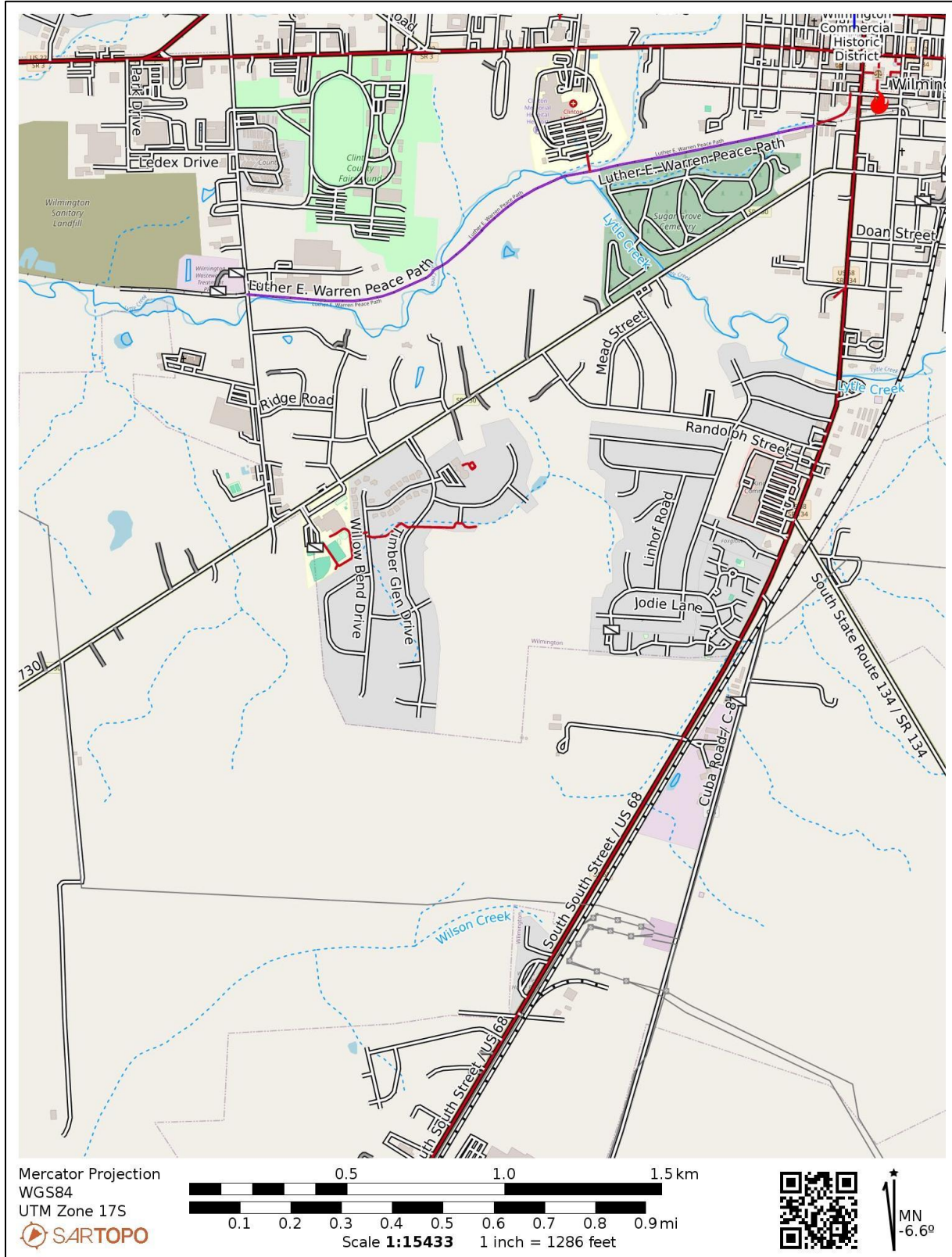
Tab U: Wilmington (NE)



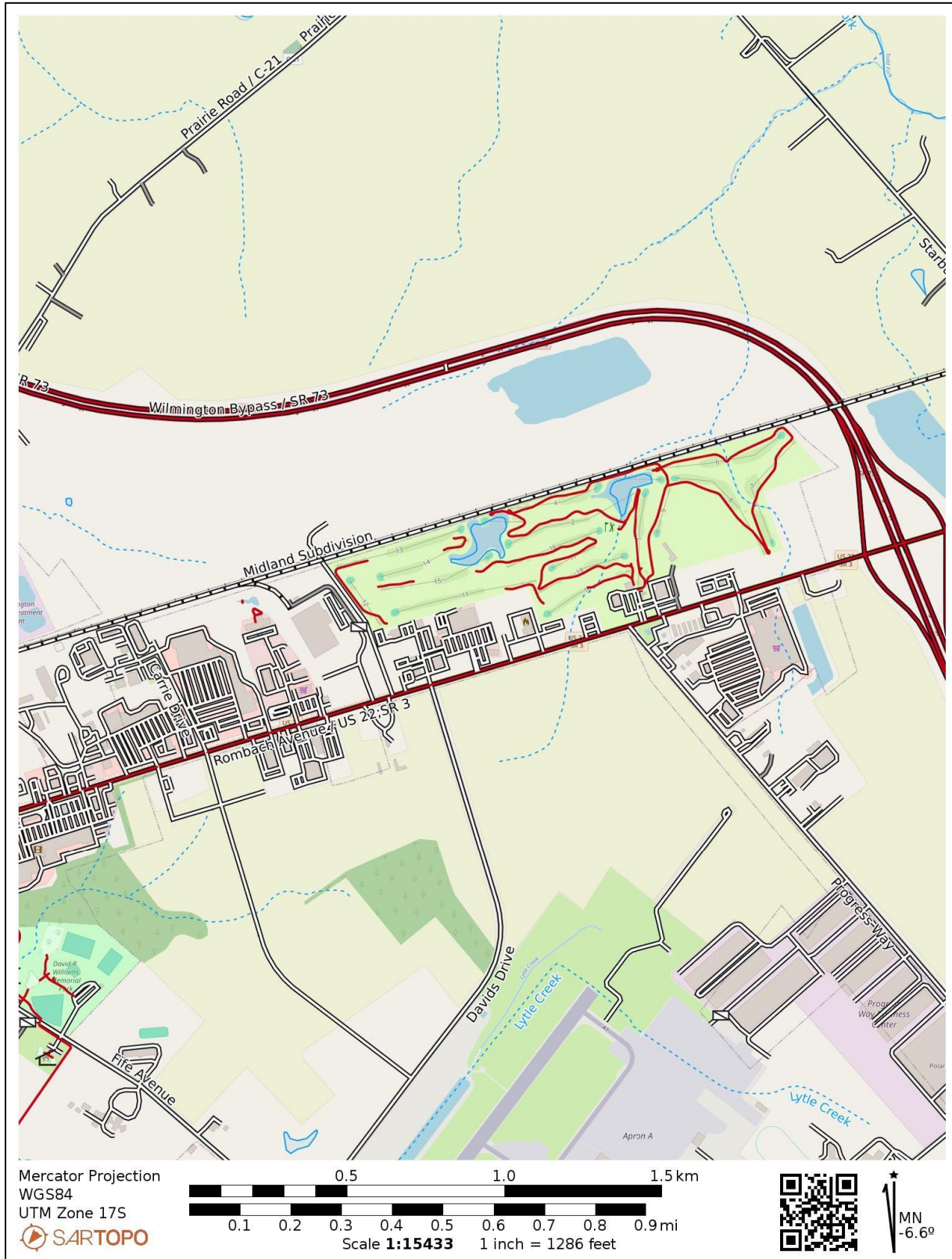
Tab V: Wilmington (SE)



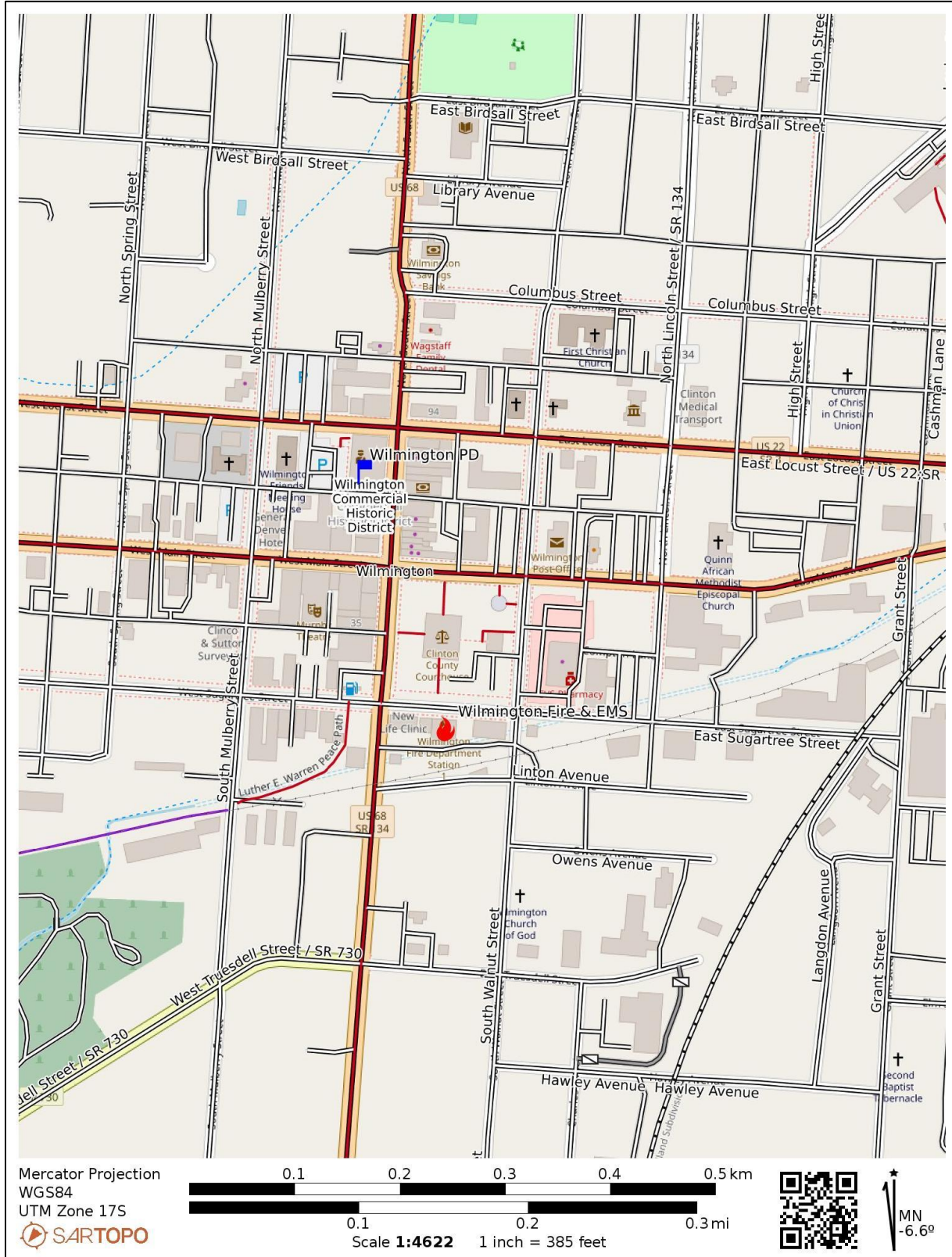
Tab W: Wilmington (SW)



Tab X: Wilmington (Rombach Ave)



Tab Y: Wilmington (Downtown)



Appendix F – Disaster Partner Coordination Directory

Organization	American Red Cross (Central & Southern Ohio Region)		
Mission	Humanitarian disaster relief organization providing emergency sheltering, mass care, feeding support, disaster health services, disaster mental health support, emergency supplies distribution, reunification assistance, preparedness education, and recovery support during emergencies and disasters. The American Red Cross operates volunteer-led disaster response teams throughout Ohio and frequently coordinates with emergency management agencies, VOAD partners, and community organizations during disaster response and recovery operations.		
Website	https://www.redcross.org/local/ohio/central-and-southern-ohio.html		
Point of Contact	Sansia Francis	Title	Disaster Program Specialist
Email	sansia.francis@redcross.org		

Organization	American Regulators Disaster Relief		
Mission	Volunteer-led disaster response organization providing search and rescue support, debris removal, disaster recovery assistance, volunteer coordination, and community support operations during emergencies and disasters. The organization also supports preparedness training, emergency communications, and interagency coordination activities during disaster response and recovery operations.		
Website	https://www.americanregulators.com/		
Point of Contact	Mark Foutz	Title	Board President
Email	BoardPresident@americanregulators.com		

Organization	BOX-14 Responder Support Unit		
Mission	Volunteer responder support organization providing food, hydration, rest support, logistical assistance, and operational sustainment services for first responders and disaster personnel during emergencies, disasters, training exercises, and prolonged incidents. BOX-14 supports fire, EMS, law enforcement, emergency management, and partner agencies by helping sustain operational personnel during field operations and extended emergency response activities.		
Website	https://www.facebook.com/Unit.BOX14/		
Point of Contact	Neil Rhonemus	Title	President
Email	nrhonemus@gmail.com		

Organization	Clinton County Amateur Radio W860		
Mission	Local amateur radio organization supporting emergency communications, public service communications, severe weather reporting, disaster communications support, and auxiliary communications capabilities during emergencies, public events, and community operations within Clinton County. CCARA members assist emergency management and public safety partners by providing redundant communications support when traditional communications systems become disrupted or overloaded.		
Website	https://ccara.net/		
Point of Contact	Mark Atwell	Title	President
Email	matwell50@yahoo.com		

Organization	CODE3S		
Mission	Volunteer disaster response and search-and-rescue organization providing missing person search operations, disaster response support, drone operations, K-9 search teams, water rescue, incident command support, mapping support, and community emergency response assistance during emergencies and disasters. Code 3 Search and Rescue supports law enforcement, fire, EMS, emergency management agencies, families, and communities during search, rescue, and disaster operations throughout the region.		
Website	https://code3searchandrescue.org/		
Point of Contact	Jeff Ross	Title	Chief
Email	jeff@code3searchandrescue.org		

Organization	Ethos Search Ops		
Mission	Volunteer search and rescue organization providing strategic and tactical search operations support, ground search teams, K-9 resources, drone operations, rope rescue support, disaster response assistance, and search management services for law enforcement, fire, EMA, and other agencies having jurisdiction. ETHOS operates as a no-cost volunteer resource and emphasizes professional standards, credentialing, interoperability, and integration within NIMS and Incident Command operations during search, rescue, and disaster incidents.		
Website	https://www.ethossearchoperations.org/		
Point of Contact	Jennifer Stokes	Title	Executive Director
Email	contact@ethossearchoperations.org		

Organization	Masters of Disaster (MOD)		
Mission	Faith-based volunteer disaster response organization providing debris removal, chainsaw operations, roof tarping, flood remediation, cleanup assistance, repair and rebuilding support, and emotional/spiritual care services for disaster survivors. MOD primarily operates within the Greater Cincinnati region but also deploys to disaster areas throughout the United States as needed.		
Website	https://mod-usa.org/		
Point of Contact	Darin Kroger	Title	Executive Director
Email	darin@mod-usa.org		

Organization	Ohio LandSAR		
Mission	Volunteer-based search and rescue organization providing wilderness and rural search operations, disaster response support, special needs assistance, evidence searches, and community emergency support during incidents and disasters. Ohio LandSAR supports law enforcement, emergency management, and public safety agencies with trained volunteer personnel experienced in land navigation, search operations, disaster response, and field operations throughout Ohio.		
Website	https://www.ohiolandsar.com/		
Point of Contact	John Adams	Title	Chief
Email	chief@ohiolandsar.com		

Organization	Samaritan's Purse		
Mission	Faith-based disaster relief organization providing volunteer disaster response teams, debris removal, chainsaw operations, flood cleanup, temporary roof tarping, home repair assistance, donations support, and humanitarian aid during emergencies and disasters. Samaritan's Purse deploys trained staff and volunteers throughout the United States and internationally to support disaster survivors and community recovery operations.		
Website	https://www.samaritanspurse.org/		
Point of Contact	Jaime Keoshain	Title	
Email			

Organization	Southern Baptist Disaster Relief		
Mission	Faith-based disaster response network providing mass feeding operations, chainsaw and debris removal, flood recovery, cleanup assistance, shower and laundry support, communications support, chaplaincy services, and volunteer disaster response coordination during emergencies and disasters. Southern Baptist Disaster Relief operates through trained volunteer teams coordinated by state Baptist conventions and frequently supports large-scale disaster operations across the United States in coordination with emergency management, the American Red Cross, and other disaster partners.		
Website	https://scbo.org/dr		
Point of Contact	Dale Patterson	Title	Coordinator
Email	locobbb@aol.com		

Organization	Team Rubicon		
Mission	Veteran-led disaster response organization that deploys trained volunteers to support debris removal, chainsaw operations, flood cleanup, damage assessment, spontaneous volunteer management, route clearance, and community recovery operations during disasters and crises. Team Rubicon also supports preparedness, mitigation, and long-term recovery efforts while leveraging the skills and experience of military veterans and civilian volunteers during emergency operations.		
Website	https://teamrubiconusa.org/		
Point of Contact	Nicolle Barrow	Title	Coordinator
Email	nicolle.barrow@teamrubiconusa.org		