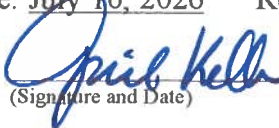


St. Charles Council on Aging, Inc.

COMPREHENSIVE EMERGENCY MANAGEMENT PLAN (CEMP)

Effective Date: July 16, 2026 Revision: May 8, 2026 Supersedes: April 18, 2024

Approved by:  July 16, 2026
(Signature and Date)

April Keller, Executive Director
(Print Name and Title)

Primary Agencies:

Office of Emergency Preparedness
Fire Department/Emergency Rescue
Police Department

Support Agencies:

Department of Transportation & Development
Parish Law Enforcement
Parish Environmental Protection

1.0 INTRODUCTION

The authority for implementing this Comprehensive Emergency Management Plan (CEMP) resides with the St. Charles Council on Aging, Inc. as provided in the Louisiana Department of Transportation and Development (LADOTD) "Transit Bus Safety Standard ("Standard"). This Plan has been developed in cooperation with the LADOTD, Office of Public Transportation. The CEMP identifies the activities to be implemented at the request of the local Office of Emergency Preparedness (OEP), consistent with the Parish Emergency Management Plan.

1.1 Purpose

To provide for the coordination of transportation resources and the identification of emergency transportation routes for the movement of people and materials.

1.2 Scope

- 1.2.1 Transportation resources may be obtained from public agencies, the private sector, and through volunteer resources. State and Federal resources may be available on a short-term basis. These resources shall be requested through the OEP.
- 1.2.2 It is the policy of the St. Charles Council on Aging, Inc. that Parish & State Departments with transportation resources and support operations are responsible for restoring transportation systems under their control. Priorities shall be determined by the OEP.

2.0 POLICIES

It is the policy of the St. Charles Council on Aging, Inc. to assist in verifying the integrity of transportation routes within its service area and report any discrepancies to the OEP. The provision and coordination of transportation assistance will be prioritized by the OEP. Transportation services will be coordinated by the OEP in conjunction with Parish and State agencies.

3.0 SERVICE CONDITIONS

3.1 Emergency/Disaster Conditions and Hazards

Refer to the St. Charles Council on Aging, Inc. Vulnerability Analysis.

3.2 Planning Assumptions

It is most likely that damage to the transportation infrastructure will occur in the event of a significant disaster. The type and degree of damage will determine the effectiveness and efficiency of the response and recovery efforts. Initial response may be difficult to coordinate, but it will improve with the gradual clearing of access routes. The demand on the transportation system for response and recovery activities will most likely exceed the capabilities of the Parish, thus requiring assistance from the State.

4.0 CONCEPT OF OPERATIONS

4.2 General

The St. Charles Council on Aging, Inc. will, within its own resources, provide for the coordination of transportation resources and the identification of emergency transportation routes for the movement of people and materials.

4.2 Organization

The OEP shall determine transportation priorities within the Parish and coordinate those priorities with the St. Charles Council on Aging, Inc. The magnitude of the event will determine the need for Parish and State transportation assistance.

4.3 Procedures

Procedures are outlined in the Parish Comprehensive Emergency Management Plans.

5.0 St. Charles Council on Aging, Inc. RESPONSIBILITIES

5.1 Emergency Response Activities

The lead agency (determined in cooperation with OEP) for the movement of people in the Parish is the St. Charles Council on Aging, Inc. A St. Charles Council on Aging, Inc. representative may act as the Transportation Coordinator for the movement of people in emergency operations.

The St. Charles Council on Aging, Inc. may provide a representative to the OEP, as necessary, for the coordination of transportation activities. The St. Charles Council on Aging, Inc. shall, subject to the conditions of the disaster and availability of operators and equipment, support emergency operations with buses, vans, or other transportation vehicles at its disposal, upon request of the OEP.

The St. Charles Council on Aging, Inc. will respond to requests from the OEP to implement specific activities, including:

- Instituting Emergency Response Capabilities Audit
- Bomb Threat Procedures
- Developing/Expanding Emergency Telephone Directory
- Criminal Activity Report
- Emergency Action Plan
- Emergency Shutdown Procedures

5.2 Training and Exercises

Training will be conducted as required by and coordinated with the OEP.

5.3 Modification and Update

The St. Charles Council on Aging, Inc. will revise this CEMP to reflect new practices, policies, and procedures received from the OEP. Revisions will be filed with DOTD.

6.0 RESOURCE REQUIREMENTS

Refer to the OEP Comprehensive Emergency Management Plan and Emergency Information System (EIS).