

POLICY TITLE: Emergency plan-back up power source

POLICY NUMBER: 9000

This policy is intended to address and identify specific needs for electrical power sources and the possible application, maintenance, care, and usage of such resources.

9000.1 The Newberry Community Services District, known as “District” should have the following power source available if the need arises. The needs primarily are result of or due to an emergency event that affects the community from natural, manmade acts or actions.

9000.1.1 The source of power is generally provided through commercial means. This policy is intended to supplement or temporarily replace commercial power provided to district facilities, structures, or designated meeting locations during such incidents.

9002 Incidents or events

Incidents or events are not limited to natural disasters or any other threats to the community at large. Public events and other gatherings may fall into the ‘usage’ of the depicted power supply items suggested in this policy.

9002.1 Emergency operation center / Local Government meeting point

During an incident where the local governing body, (district) may need to be established and activated, alternate power source the support that operation may be necessary. This situation could be present because of an incident that has or is taking place or unrelated to the event that is taking or taken place.

9002.2 Local emergency event/incidents

Since any event in the community has the potential to create a ”localized” emergency , supplementary power may play a roll in supporting the community needs or local governing body operations.

9002.3 Area or regional events/incidents

Events or incidents will occur that have an effect not only the district, but the local, region, county, or state as a whole. Depending on the event, the degree and severity of the impact to the district will be determined after the event has been identified and taken place. Outside services, support, emergency assistance, and utility support may be not readily provided, or not available for an extended period of time.

90003

Kinds of events that may be experienced.

- a) Earthquake – localized or regionalized
- b) High wind event – localized
- c) Flooding- localized or specific
- d) Wildland fire- area to localized
- e) Weather event(lightining stroms, tornado, hail, snow, rain) – area to localized
- f) Man made incident (solar battery burn, train derailment, semi truck accident, aircraft crash, etc) – area -local

9004 Resource capability.

The district should look at adequate power resources to include portable and fixed generation equipment.

9004.1 Portable generator

Portable generator is an option to facilitate district locations with sufficient power to sustain minimal power needs to support administrative and communication services. Size & type would be dependent upon the the location, power demand and if environmental services are to be supplied with portable power resources.

9004.2 Fixed facility generator equipment

Fix generation power is costly but is an option. Best served for facilities or locations that would be a stable and viable structure that would not normally be in the pathway of westerly winds (for air born hazards), exposure to highway or rail systems.

9005 Maintenance and repair

All equipment requires a basic level of maintenance and occasional repair. In order to accomlishe this the type of equipment and maintenance requirements suggested or required by manufacturer (usually for warranty clause) is best practice to implement.

9005.1 Minimum Maintenance procedures for either portable or fixed generation equipment.

- a. Startup and operate for a minimum of 30 minutes monthly.
- b. Carefully disconnect location commercial power by circuit breaker “turn off” or cross over switch.
- c. Provide power load to location from generator.
- d. Reverse process to establish commercial power supply, normal operations.

9005.2 Periodic maintenance requirements

- a. Change engine oil by suggested manufacture guidelines and time frames
- b. Oil filter per manufacture guidelines.
- c. Air Filter change as required or manufacture guidelines.
- d. General visual inspection for leaks, worn parts/wires/ covers, ets.
- e. Inspect weather cover (if outside mounted-stored).
- f. Change fuel if 1 tank is not refueled or used in 1 year

Even though this is first draft of this type policy, many changes, additions, and modifications will be needed. This will ultimately be added and included in the district community emergency-disaster policy. This plan will outline and provide guidance for EOC activation, local emergency plans, declaration of local emergency situations, and more.