

MONTANA STATE PARKS INCIDENT MANAGEMENT PLAN TEMPLATE

Background and Objectives

Parks and designated recreational areas administered by the Parks Division are subject to a variety of emergencies that pose a threat to public and employee health and safety and/or may cause damage or destruction to department or public property.

Well-planned, professional responses to emergencies can help minimize the loss of human life and/or damage to property. The primary objective of this policy is to protect human life while the secondary objective is to protect public and department property and natural and cultural resources.

Adherence to this policy will help ensure a professional response to all life or property threatening emergencies occurring on parks and recreational sites administered by the Parks Division. This policy requires effective and proactive emergency operations planning and preparedness for each individual park or recreation area and ensures that appropriate jurisdictions for various emergencies are properly recognized and activated.

This policy further ensures that park employees are trained and familiar with the contents of emergency operations plan in their respective workplaces.

Authority and Jurisdiction

The statutory authority to manage incidents in Montana State Parks is provided through 23-1-121 MCA, which empowers Park Rangers to protect park users, keep the peace, supervise public use; and maintain public order in all units of the state parks system. This authority includes enforcement of State Park public use regulations promulgated in the Administrative Rules of Montana.

It is imperative that Park managers address other specific or overlapping authorities and jurisdictions affecting incident management. County Sheriffs have explicit authority and jurisdiction to manage search and rescue incidents in the State of Montana. Neighboring land management agencies such as the U.S. Forest Service, Bureau of Land Management, and National Park Service also have specific authorities and jurisdictions pertinent to public safety and resource protection.

Responsibilities

Planning and preparedness for emergency operations is the responsibility of individual Park or Site Managers. Park specific emergency operations plans shall be developed by Park Managers in consultation with local County Sheriff's Departments and reviewed and approved by the Regional Park Manager.

Individual Park Managers are responsible for training their staff properly to ensure they understand the contents of their park's emergency operations plan. Individual employees are responsible to know and properly execute their park's emergency operations plan in a time of need.

Primary responsibility for emergency response will fall upon the agency with legal jurisdiction for the specific type of emergency. In most cases, this will be the County Sheriff, who bears primary jurisdiction and responsibility for law enforcement, search and rescue, and natural disaster response in the State of Montana. Primary jurisdiction for structural and wildland fire may vary, and should be articulated in an emergency operations plan.

Guidelines & Policies

Incident Management

Introduction
Plan Objectives
Chain of Command
Incident Priorities
Incident Reporting
Incident Command System

Employee Training & Certifications

Skills Inventory

Emergency Supplies & Equipment

Equipment Inventory

Medical Emergencies

Employee Training
Emergency Medical Equipment & Supplies
First Aid Protocol
AED Protocol
Medivac Helispots
Resource Contacts

Motor Vehicle Accidents

Jurisdiction
Motor Vehicle Accident Reporting

- State Vehicles
- Private Vehicles

Resource Contacts

Hazardous Material Incidents

Hazardous Material Storage & Security
Hazardous Material Spill Response

Resource Contacts

Public Health Emergencies

Public Health & Sanitation Precautions

Hantavirus

Plague

West Nile Virus

Rabies

Waterborne Diseases

Other

Incident Response Protocol

Resource Contacts

Criminal Activity

Jurisdiction

Crime Prevention

Employee Security & Welfare

Park Closure & Evacuation Procedures

Crime Scene Protection

Hostage Situations

Terrorism Threats

Resource Contacts

Fatalities

Jurisdiction

On Scene Protocol

Resource Contacts

Lost or Missing Persons

Managing the Lost Person Incident

Resource Contacts

Rescue Operations

Rescue Pre-planning

Rescue Response

Resource Contacts

Structural Fire

Fire Prevention

Structural Fire Suppression

Park Closure & Evacuation Procedures

Resource Contacts

Wildland Fire

Fire Prevention

Wildland Fire Suppression

Park Closure & Evacuation Procedures
Resource Contacts

Natural Disasters

Possible Scenarios {delete categories that are not applicable}

- Flood
- Earthquake
- Wind Storm/Tornado
- Snow Storm
- Hail Storm
- Electrical Storm
- Avalanche
- Landslide/Rockslide

Disaster Preparedness

Disaster Response

Park Closure & Evacuation Procedures

Resource Contacts

Dangerous Wildlife

Incident Response

Wildlife Management Actions {delete categories that are not applicable}

- Bears (if applicable)
- Mountain Lions (if applicable)
- Snakes
- Rodents
- Wildlife Disease
- Other Wildlife

Closures and Postings

Resource Contacts

Aircraft Accidents

Incident Response

Incident Investigation

Resource Contacts

Closures and Evacuations

Public Use Closure

Evacuation Plans

Resource Contacts

Incident Investigation & Reporting

Incident Investigation

Incident Reporting

- Format
- Witness Statements

- Victim Statements
- Photographs
- Sketches
- Report Routing
- Report Archives

Incident Critiques

Critique Protocol
Critique Documentation
Resource Contacts

Critical Incident Stress Management

Counseling
Resource Contacts

Victim and Witness Assistance

Assistance Options
Resource Contacts

TORT Liability

Montana State TORT Law
Exposure to Liability
Reporting Protocol
Resource Contacts

Public Information and News Media Relations

Information Disclosure
Incident Report Archives
Media Contacts

APPENDICES

- A Jurisdictional Compendium & Emergency Phone Listing**
- B Satellite Phone Use Protocol (Smith River only)**
- C Radio Use Protocol**
- D Emergency Foreign Language Bank**
- E Personnel Skills Inventory**
- F Emergency Equipment Inventory**

Approved by:

Effective Date: