



# Ohio WARN Workshop

How to Use Ohio WARN

October 16, 2018



# Who Can Join OHWARN

- Full Membership
  - All Public or Private Water or Waste Water Utilities
- Non-Utility Membership
  - All State Regulatory Agencies
  - State and County Emergency Management Agencies
  - Professional Organizations; AWWA, OWEA, ORWA

# 95 Member Utilities 10-8-18

Aqua Ohio, Inc.	City of Pataskala	Preble County
Brown County EMA	City of Perrysburg	Rural Lorain County Water Authority
Buckeye Lake, Village of	City of Piqua Utilities	Southwest Regional Water District
Butler County	City of Portsmouth	Swancreek Water District
City of Akron	City of Ravenna	Trumbull County Sanitary Engineers
City of Athens	City of Steubenville	Village of Anna
City of Avon Lake	City of Stow	Village of Arcanum
City of Campbell	City of Struthers	Village of Archbold
City of Cincinnati - Greater Cincinnati Water Works	City Of Sylvania	Village of Attica
City of Cincinnati - Metropolitan Sewer District	City of Toledo, eapartment of Public Utilites	Village of Bowerston
City of Circleville Department of Public Utilities	City of Troy, Ohio	Village of Chagrin Falls
City of Cleveland	City of Wadsworth	Village of Delta
City of Columbus	City of Warren	Village of Fayette
City of Dayton	City of Wooster	Village of Green Springs
City of Delphos	Clark Co EMA	Village of Hebron
City of Elyria Water	Clark County Utilities	Village of Jackson Center
City of Fairborn	Defiance County	Village of Jewett
City of Fremont	Earnhart Hill Regional Water & Sewer District	Village of Leetonia
City of Fremont	Eastern Ohio Regional Wastewater Authority	Village of Lodi
City of Gallipolis	Fulton County Public Utilities	Village of Loudonville
City of Hamilton	Greene County Sanitary Engineering Department	Village of McComb
City of Hudson	LAWRENCE WATER CORPORATION	Village of Middleport
City of Huron	Lucas County Sanitary Engineer	Village of New Paris
City of Logan	Mahoning Valley Sanitary District	Village of Orwell
City of Martins Ferry	Mendon Utility Department	Village of Ottawa
City of Medina	Miami County	Village of Sebring
City of Middletown	Monroeville Water&Wastewater	Village of Wellington
City of Napoleon	Montgomery County Enviromental Services	Village of Whitehouse
City of New Carlisle	Noble County Water Authority	VILLAGE OF YELLOW SPRINGS
City of Newark	Northeast Ohio Regional Sewer District	Warren Community Water and Sewer Association Inc.
City of North Royalton	Northwestern Water and Sewer District	West Farmington Water
City of Painesville	Oak Harbor Public Works	



# 35 Registered Agencies 10-8-18

Arcadis	Medina County Emergency Management Agency
Ashtabula County EMA	Ohio AWWA Section Chair
Brown County EMA	Ohio EMA Northwest Region
Butler County Emergency Management Agency	Ohio Emergency Management Agency
Clark Co EMA	Ohio EPA
Cuyahoga County Office of Emergency Management	Ohio EPA DDAGW
Darke Co Emergency Management	Ohio EPA SEDO
Defiance County EMA	Paulding County EMA
DHS	Preble Co. EMA
Fairfield County Emergency Management	Putnam County EMA
Gallia County EMA	Sandusky County EMA/911
Greene County EMA	Tuscarawas County HS & EMA
Guernsey County EMA	Union Co. EMA
Hancock County EMA	Van Wert County EMA
Holmes County EMA	Warren County Emergency Management
Knox County Emergency Management Agency	Wayne County Emergency Management Agency
Logan County EMA	Wood County Emergency Management Agency
Marion County HS & EMA	

# How Do Utilities Join OHWARN

- **Two Step Process**
  - Legal Entity signs the Mutual Aid Agreement
    - Sends executed agreement to Contact Person
  - Registers Utility on the Web Site



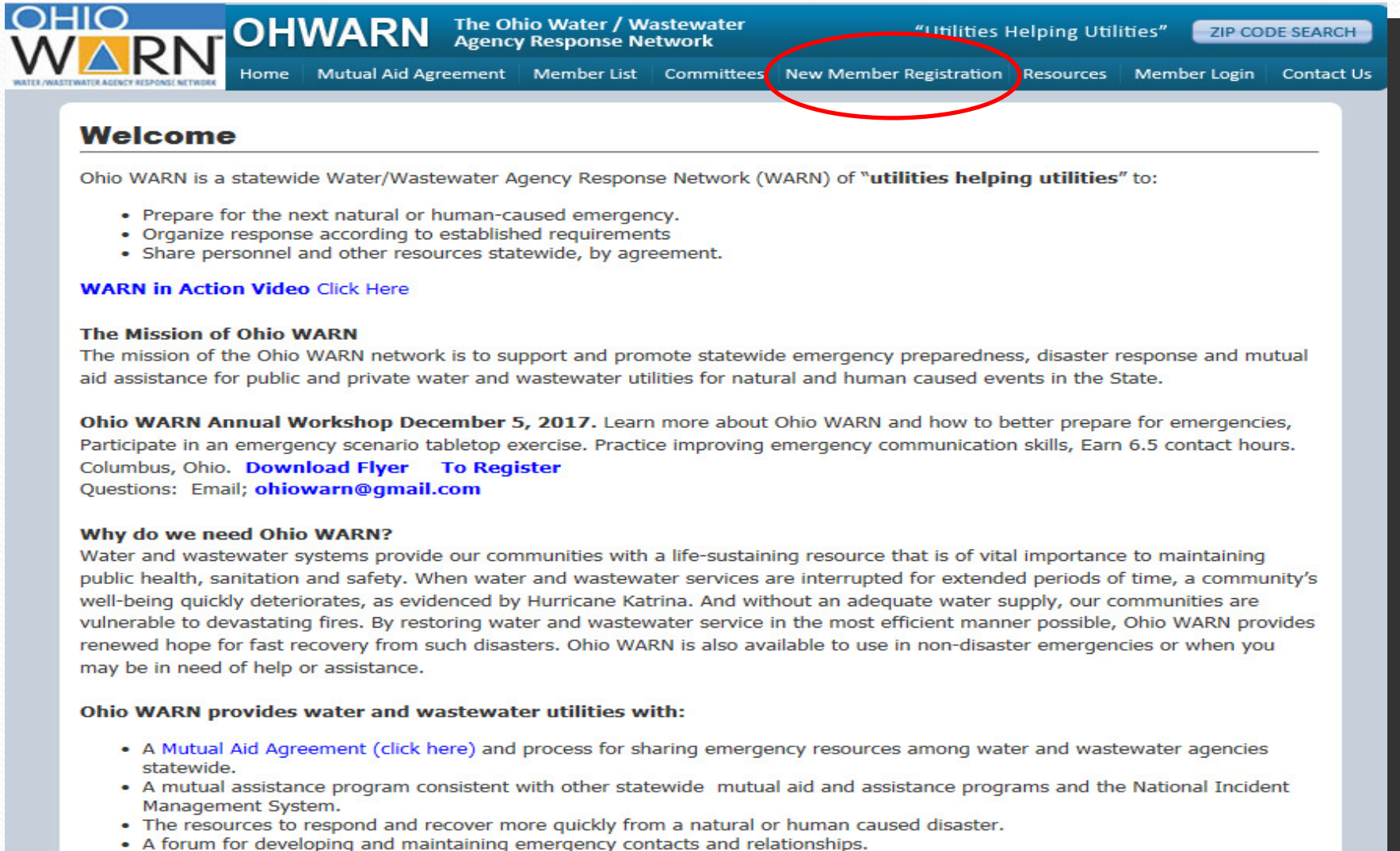




# Non-Utility Membership

- **Non-Utility Agencies or Organizations**
  - Do not sign the Mutual Aid Agreement
  - They only need to register on the web site

# So How Do You Register?



The screenshot shows the Ohio WARN website. The header includes the logo, the text 'OHWARN The Ohio Water / Wastewater Agency Response Network', the tagline '“Utilities Helping Utilities”', a 'ZIP CODE SEARCH' button, and a navigation menu. The 'New Member Registration' link is circled in red. The main content area has a 'Welcome' section, a list of goals, a video link, a mission statement, an announcement for a 2017 workshop, a 'Why do we need Ohio WARN?' section, and a list of services provided.

**OHIO WARN** The Ohio Water / Wastewater Agency Response Network  
“Utilities Helping Utilities” ZIP CODE SEARCH

Home Mutual Aid Agreement Member List Committees **New Member Registration** Resources Member Login Contact Us

## Welcome

Ohio WARN is a statewide Water/Wastewater Agency Response Network (WARN) of “**utilities helping utilities**” to:

- Prepare for the next natural or human-caused emergency.
- Organize response according to established requirements
- Share personnel and other resources statewide, by agreement.

**WARN in Action Video** [Click Here](#)

### The Mission of Ohio WARN

The mission of the Ohio WARN network is to support and promote statewide emergency preparedness, disaster response and mutual aid assistance for public and private water and wastewater utilities for natural and human caused events in the State.

**Ohio WARN Annual Workshop December 5, 2017.** Learn more about Ohio WARN and how to better prepare for emergencies, Participate in an emergency scenario tabletop exercise. Practice improving emergency communication skills, Earn 6.5 contact hours. Columbus, Ohio. [Download Flyer](#) [To Register](#)  
Questions: Email; [ohiowarn@gmail.com](mailto:ohiowarn@gmail.com)

### Why do we need Ohio WARN?

Water and wastewater systems provide our communities with a life-sustaining resource that is of vital importance to maintaining public health, sanitation and safety. When water and wastewater services are interrupted for extended periods of time, a community’s well-being quickly deteriorates, as evidenced by Hurricane Katrina. And without an adequate water supply, our communities are vulnerable to devastating fires. By restoring water and wastewater service in the most efficient manner possible, Ohio WARN provides renewed hope for fast recovery from such disasters. Ohio WARN is also available to use in non-disaster emergencies or when you may be in need of help or assistance.

### Ohio WARN provides water and wastewater utilities with:

- A [Mutual Aid Agreement \(click here\)](#) and process for sharing emergency resources among water and wastewater agencies statewide.
- A mutual assistance program consistent with other statewide mutual aid and assistance programs and the National Incident Management System.
- The resources to respond and recover more quickly from a natural or human caused disaster.
- A forum for developing and maintaining emergency contacts and relationships.

# Registration



**OHWARN**

The Ohio Water / Wastewater  
Agency Response Network

"Utilities Helping Utilities"

ZIP CODE SEARCH

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## New Member Registration

Utility Type is a required field.

To become a utility member of OHWARN, utilities must execute an OHWARN Agreement. Use the form below to register as a new member of the OHWARN network. Registration allows you to receive the latest information from OHWARN, however, it is not a legal commitment to provide services to other utilities.

After you have filled out this form, you will receive a confirmation email which will direct you to verify your address by clicking on the link provided. The OHWARN administrator will then "approve" your membership application and you will be sent an email to remind you to finalize your registration by completing your entire utility profile.

\* = required field

### Utility Profile

Utility Name\*

Utility Type\*  ▼

Public Water System Number

Wastewater Permit Number

Ohio Region/District\*  ▼

Water Connections

Sewer Connections

Population Served

### Utility Phone and Address

General Phone\* (  )  ext:

24 Emergency Phone\* (  )  ext:

Address Line 1\*

### Authorized Official

First Name\*

Last Name\*

Title

Phone\* (  )  ext:

Alt. Phone (  )  ext:

Email\*

Desired Password\*

Confirm Password\*



# Registration Pending



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## Thank You

Your application has been received. Thank you for your interest in OHWARN.

For more information, contact OHWARN at [OhioWARN@gmail.com](mailto:OhioWARN@gmail.com)



# What Happens Next?

- If the new registration is for a Utility.
  - Registration is compared to received executed agreements.
    - If agreement has been received - registration approved.
    - If no agreement no action taken.
- If the new registration is for a Non Utility Agency
  - Research to verify identity of individual / organization.
  - Approve Registration.

# Members' Site



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Agency Response Network

"Utilities Helping Utilities"

ZIP CODE SEARCH

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[Emergency Assistance](#)

[Member Utilities](#)

[Member Forum](#)

[Logout](#)

## OHWARN Members' Site

### Current Events

**Steering Committee Schedule for 2017:  
All Members invited.**

**April 3, June 5,**

**August 7, October 2, December 4.**

**Meetings held at;  
Columbus Utility Complex  
930 Dublin Rd.  
Columbus, Ohio @ 10:30 am**

[Download #1 OH WARN: What Can It Do For You?](#)


[Download #2 OH WARN Operational Plan](#)

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View and edit your personal information and the utilities you're associated with.
- [Member Utilities](#)  
View all OHWARN member utilities and ways to contact them.
- [Emergency Assistance](#)  
View, add, and respond to assistance requests from members.

For more information, contact OHWARN at [info@ohwarn.org](mailto:info@ohwarn.org)



# Initial Profile Page

**OHWARN** The Ohio Water / Wastewater Agency Response Network

"Utilities Helping Utilities" [ZIP CODE SEARCH](#)

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**Utility Details**  [Edit Full Utility System Profile](#)**Phone Numbers**  Add new**Addresses**  Add new**Contacts**  Add new

# Adding a Location



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## Update Address

"); } } ?>

**Label :**

**Address 1 :**

**Address 2 :**

**Address 3 :**

**City :**

**State :**  ▼

**Zip :**

**County :**  ▼

# Partial Profile Update



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## My Profile

### Utility Details

[Edit Full Utility System Profile](#)

Utility Name	ABC Water	Service Connections	30000
Utility Type	Both	Population Served	80000
Region	Southwest		

### Phone Numbers Add new

Office: (937) 555-5555



### Addresses Add new

Main Street  
Anywhere, OH 99999  
County: Miami



**Water Plant**  
Water Lane  
Anywhere , OH 99999  
County: Miami



### Contacts Add new

Big Dog  
Director of Utilities  
(937) 555-5555  
Alt: ()  
[bigdog@anywhere.com](mailto:bigdog@anywhere.com)





# Contact Page



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## Add Contact

**First Name :**

John

**Last Name :**

Doe

**Title :**

Water Plant Manager

**Email :**

**Phone:** ( 937 ) 555-5555

ext:

**Alt Phone:** ( ) ext:

**Password :**

••••••••



**Type :**

Alternate



Enter Contact

Clear Form

# Finished Utility Profile



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## My Profile

### Utility Details




[Edit Full Utility System Profile](#)

Utility Name	ABC Water	Service Connections	30000
Utility Type	Both	Population Served	80000
Region	Southwest		

### Phone Numbers Add new

Office: (937) 555-5555  	24/7 Emergency Dispatch : (937) 555-5555  	Mayor's Office: (937) 555-5555  
--	--	--


### Addresses Add new

Main Street	<b>Water Plant</b>
Anywhere, OH 99999	Water Lane
County: Miami	Anywhere , OH 99999
 	 

### Contacts Add new

Big Dog	John Doe	Jane Doe
Director of Utilities	Water Plant Manager	WRRF Manager
(937) 555-5555	(937) 555-5555	(937) 555-5555
Alt: ()	Alt: ()	Alt: ()
<a href="mailto:bigdog@anywhere.com">bigdog@anywhere.com</a>	<a href="#">gret</a>	<a href="#">dreg</a>
 	 	 

# Member Utilities

		<b>OHWARN</b> The Ohio Water / Wastewater Agency Response Network		"Utilities Helping Utilities"		ZIP CODE SEARCH
Home	My Profile	Emergency Assistance	Member Utilities	Member Forum	Logout	
<h2>Member Utilities</h2>						
All OHWARN member utilities, including utilities who have applied for membership but are not full members (MAA is pending / unsigned).						
Member Name	Member Type	County	Region	Phone		
ABC Water	Both	Miami	Southwest	937-	555-	5555
Aqua Ohio, Inc.	Water	Mahoning	Northeast	330-	7268151	
Ashtabula County EMA	Non-Utility	Ashtabula	Northeast	440-	5769148	
Brown County EMA	Non-Utility	Brown	Southwest	937-	378-	5100
Buckeye Lake, Village of	Water	Licking	Southeast	740-	928-	7100
Butler County	Both	Butler	Southwest	513-	887-	3686
Butler County Emergency Management Agency	Non-Utility	Butler	Southwest	513-	785-	5810
City of Akron	Both	Summit	Northeast	330-	678-	0077
City of Akron	Both	Summit	Northeast	330-	375-	2270
City of Avon Lake	Both	Lorain	Northeast	440-	933-	



# Member Utilities



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## OHWARN Members' Site

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**Columbus, Ohio @ 10:30 am**

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# Member Utilities



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## Zip Code Search

Search by City/State

Ohio ▼

OR

Search by Zip Code

Distance (Miles)

 ▼

### [Montgomery County Enviromental Services](#)

1850 Spaulding Rd  
Kettering, OH 45432  
815 822-5511  
10.2388 miles

### [Warren County Emergency Management](#)

500 Justice Drive  
Lebanon, OH 45036  
513 695-1313  
21.8892 miles

### [Clark Co EMA](#)

3130 E Main St  
Suite 1E  
Springfield, OH 45505  
937 521-2176  
18.1103 miles

### [VILLAGE OF YELLOW SPRINGS](#)


100 DAYTON ST.  
YELLOW SPRINGS, OH 45387

# WARN Emergency Operation

- Utility with need sends blast e-mail from web site.
  - Or Calls District Coordinator for assistance.
- Utilities with available resources respond per e-mail.
- In a larger event these responses would be coordinated with the appropriate local or state EOC or EMAC.
  - Should scale of event warrant WARN may have presence in EOC
- WARN is designed to work in parallel with Emergency operations coordinating with local or state EMA's as situations dictate.



# Requesting Emergency Assistance

**OHWARN** The Ohio Water / Wastewater  
Agency Response Network

"Utilities Helping Utilities"

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# Requesting Emergency Assistance



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## Active Notices

You may choose to opt out of email notices for 10 days. After 10 days, you will begin receiving notices again.

**Status:** You are currently receiving notices.

[Opt Out Now](#)

[Add a New Request](#)

Display: ☒ Active Notices ☐ Closed Notices ☐ All Notices

Submitted	Post	Utility	County	Region
Nov 06 2017, 11:26 AM	<a href="#">NON-EMERGENCY - Information Only</a>	<a href="#">Ohio RCAP</a>	<a href="#">Sandusky</a>	<a href="#">Northwest</a>
Sep 12 2017, 11:52 AM	<a href="#">Hurricane Irma Update: Pending Request</a>	<a href="#">City of Columbus</a>	<a href="#">Franklin</a>	<a href="#">Southeast</a>
Sep 12 2017, 8:41 AM	<a href="#">NON-EMERGENCY - Information Only</a>	<a href="#">Ohio RCAP</a>	<a href="#">Sandusky</a>	<a href="#">Northwest</a>
Sep 05 2017, 3:31 PM	<a href="#">Hurricane Harvey Update</a>	<a href="#">City of Columbus</a>	<a href="#">Franklin</a>	<a href="#">Southeast</a>
Sep 01 2017, 2:55 PM	<a href="#">Hurricane Harvey Pending Request</a>	<a href="#">City of Columbus</a>	<a href="#">Franklin</a>	<a href="#">Southeast</a>
Sep 01 2017, 2:52 PM	<a href="#">Hurri</a>	<a href="#">City of Columbus</a>	<a href="#">Franklin</a>	<a href="#">Southeast</a>
Aug 31 2017, 7:30 AM	<a href="#">Hurricane Harvey Update</a>	<a href="#">City of Columbus</a>	<a href="#">Franklin</a>	<a href="#">Southeast</a>
Jul 27 2017, 3:39 PM	<a href="#">Logan, OH Update</a>	<a href="#">City of Columbus</a>	<a href="#">Franklin</a>	<a href="#">Southeast</a>
Jul 27 2017, 6:46 AM	<a href="#">Request for Assistance Logan, OH</a>	<a href="#">City of Columbus</a>	<a href="#">Franklin</a>	<a href="#">Southeast</a>
May 18 2017, 12:26 PM	<a href="#">Request for Update to Contacts</a>	<a href="#">Greene County Sanitary Engineering Department</a>	<a href="#">Greene</a>	<a href="#">Southwest</a>
Mar 28 2017, 12:01 PM	<a href="#">NON-EMERGENCY</a>	<a href="#">Ohio RCAP</a>	<a href="#">Sandusky</a>	<a href="#">Northwest</a>
Mar 27 2017, 8:44 PM	<a href="#">NON-EMERGENCY</a>	<a href="#">Ohio RCAP</a>	<a href="#">Sandusky</a>	<a href="#">Northwest</a>
Feb 01 2017, 10:41 AM	<a href="#">Trash Pump Needed ASAP</a>	<a href="#">Ohio RCAP</a>	<a href="#">Sandusky</a>	<a href="#">Northwest</a>

# Requesting Emergency Assistance



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## Emergency Assistance Notice

\* = required field

**Title\***

Brief description of need, e.g. *Your Utility needs generators*

**Message\***

More details about this notice, e.g. *Four lift stations without power; need 4 50kw generators.*


Enter Notice

Clear Form



# Requesting Emergency Assistance

e.php?notice\_id=87 OHWARN Members' Site

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## Emergency Assistance Notice

[Respond to this notice](#)

**Trash Pump Needed ASAP - Ohio RCAP** (Sandusky County, Region 2)  
Posted by [Tom Fishbaugh](#) on Feb 01 2017, 10:41 AM

The Village of Rio Grande in Gallia County has an issue with a broken down sewer and is need of a 4 inch trash pump to pump around. If you can respond or provide information of pump nearby to loan or rent, please contact Danny Farrell at 740.645.6271. Ohio WARN contact person is Sarah Moore 614.743.0546

[List all active notices](#)

For more information, contact OHWARN at [info@ohwarn.org](mailto:info@ohwarn.org)



# Who will see the request?

- All Member Utilities
- All Registered County EMA offices
- OEPA
  - Division of Drinking and Ground Water
- State EMA office
- Department of Homeland Security – Ohio
- All other registered organizations



# Case Study

August 7<sup>th</sup> 2:57 PM

Good afternoon Randy,

The City of Cleveland Division of Water is in urgent need of two 24" Victaulics couplings. We have contacted Victaulic but have been informed it will take about a week before we can get them. We have had a failure on a 24" main coming out of one of our treatment plants that is affecting our entire First High pressure district.. We have implemented a workaround feed to temporarily supply the area but are not certain how well this will work – reverse flow, different pressures, etc.

Can the WARN network be contacted to see if anyone has two of these: 24" Victaulic cplg style 44 with E gasket, plated bolts and shop primer coated Part number C240044PE0. If someone does, we would need to talk with them on further details, as well as make arrangement to pick them up. They would get the new ones as soon as received. Please feel free to contact me with any questions. I can be reached at the below number until 4:30 pm, and at 216-??? anytime. You can also reach Kim Thompson, our Chief of Distribution at 216-348-7277 or by cell at 216-???-?????. I have copied him as well as our WARN representative, Payton Hall.

Thank you for your assistance

Melinda L. Raimann  
Administrative Manager  
Distribution & Maintenance  
Cleveland Division of Water  
216-664-2444 x 5638  
216-348-7292 (fax)  
[melinda\\_raimann@clevelandwater.com](mailto:melinda_raimann@clevelandwater.com)



# Response

- August 7<sup>th</sup>
  - 3:13 PM Copy of Request for assistance sent to all OHWARN members
- August 8<sup>th</sup>
  - 8:22 AM inquired if any assistance had been received, only offer of gaskets.
  - 9:32 AM Forwarded request to Indiana, Michigan, Pennsylvania, Kentucky, Illinois, and Kevin Morley.
  - 9:42 AM Kevin Morley forwarded to all WARNS in Regions 1-7

# Response Cont'd

- August 9<sup>th</sup>
  - 3:01 PM notified by City of Cleveland that parts had been located at a Hanson Pipe facility in Canada and were on a plane to them.
  - 3:12 PM All WARNS notified that request had been met.
  - 3:17 PM Kevin Morley also sent request to close all open requests for assistance on this matter.

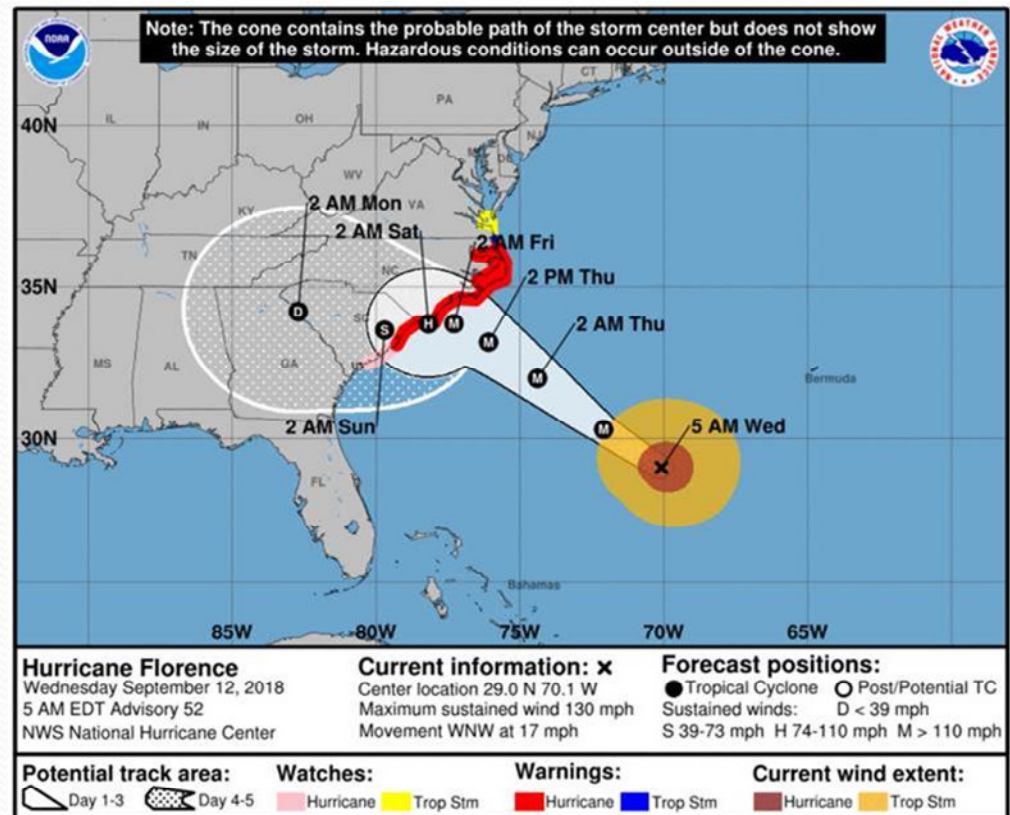


**From:** Kevin Morley  
**Sent:** Wednesday, September 12, 2018 10:28 AM  
**Subject:** WARN R2, R3 & R4 - Hurricane Florence Update 9/12/18

#### FEMA Update

- As of 5:00 a.m. EDT September 12, Florence is a category 4 hurricane with the potential to strengthen throughout the day. Florence is currently moving towards the west-northwest nearing 17 mph, with continued movement toward the west-northwest and northwest through early Thursday. Florence is expected to slow down and weaken considerably by late Thursday into Friday, but is still described as an extremely dangerous major hurricane. Hurricane-force winds extend outward up to 60 miles from the center and tropical-stormforce winds extend outward up to 175 miles, on set early Thursday.

# National Updates





# Response Tools on the Website

**Ohio Water/Wastewater  
Agency Response Network  
(OH WARN) Operational Plan**

# Writing a Request: 5Ws

- **Who:** 24/7 Phone #
- **What:** Mission request
- **When:** Length of time, est. demob date
- **Where:** Address (facility or staging area)
- **Why:** Situation, justification
- **How:** Logistics (road closures, team support)

Use with  
neighboring  
Member  
Utility

Send  
Emergency  
Assistance  
Request on  
Website

Access to  
state &  
federal  
resources

# Request Form: Part I

- Requesting **Member** Utility fills out the boxes
- Mission request: specific vs. broad
- Internal approval to send, signature
- Send to utilities offering assistance, request Part II
- Selecting assistance
  - Cost
  - Distance
  - Time
  - Expertise & resources

Practice  
Time!



# Assist Form: Part II

- Assisting **Member** Utility estimation of costs
  - Team selection: personalities, commitment, expertise
  - Back-fill OT
- Approval Signature
- Waiting game, Part III
- Providing assistance
  - Activation & prep (equipment, parts)
  - Logistics (gas, hotel, food)
    - Self-sufficient
  - Paperwork - parts, equip use, receipts, timesheets



# Approval Form: Part III

- Filled out by requesting utility
- Official acceptance of assistance
- Details finalized
- Phone coordination, updates, ETA
- Field contacts
- Paperwork
- Final logistics

Talk  
Details



# Mobilization & Deployment

- Activation
- Checklist
  - Go Bag
  - Coms – mult. service
  - Paperwork
- Funding
- Route, ETA
- Support Logistics
- Check-In
- Home support
  - Daily check-in
  - Resources
  - Mission assignment change
  - Early demob, extension, injuries
- Maintenance issues
  - Spare tire, fuel, parts
- Reimbursement



# Reimbursement & Forms

- Follow up with estimate updates
- Send updated forms
- Mission changes/additions
- Daily checks on staff, support
- ETA on demob
- Final invoice
- Track until issue/receive check



# OH WARN District Coordinator

- Can provide assistance with mission coordination & forms
- Can assist remotely or on-site
- Involvement based on request
  - Paperwork
  - Multiple requests & offers
  - Advisement
  - Access to Steering Team
- Regional coordination, access to state & federal resources
- Damage Assessment & Recovery



# OH WARN

## Water and Wastewater Response Network



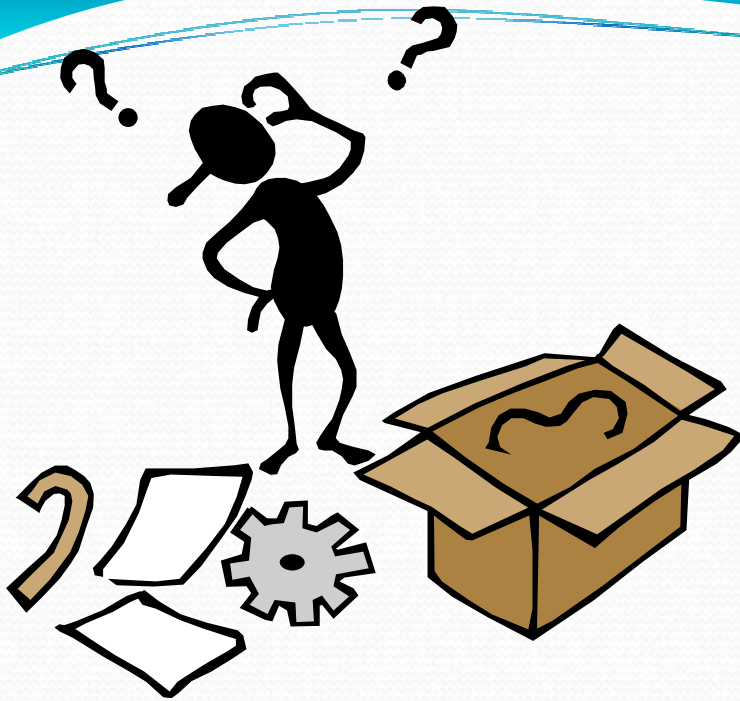
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The Ohio Water / Wastewater  
Agency Response Network

"Utilities Helping Utilities"





# Questions



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