

# 2018 Port of Baltimore Emergency Preparedness Plans

## Plan Review and Gap Analysis

Maryland Port Administration

DOCUMENT REVIEW



### CORE COMPETENCIES

- Plan Integration
- Best Practices
- Gap Analysis
- Preparedness Planning

### PROJECT SUMMARY

Vision Planning & Consulting was selected by the Safety, Environment, and Risk Management (SERM) Office of the Maryland Port Administration (MPA) to conduct a gap analysis for the Port of Baltimore. The goals of the study were to identify gaps, inconsistencies, and areas for improvement across the Ports natural hazard preparedness plans and to ensure that they meet Federal requirements and incorporate best practices for implementing efficient preparedness activities for emergencies.

### PROJECT DETAILS

Vision Planning and Consulting (VPC) conducted a review of eight (8) Emergency Preparedness Plans/Procedures (EPP) and the three (3) Natural Hazard Specific Plans/Procedures (HSP) for the Port of Baltimore (POB). All plans were revised between 2014 and 2018.

The plan review included identification of chapters, components, and key features for each of the EPP and HSP's, and any inconsistencies. A matrix was developed to present the gaps and demonstrate how sections are interrelated and to help standardize the plan development and update process in the future.

Additionally, each Plan was reviewed in light of Maryland Department of Transportation – MPA Annex technical assistance document developed by the Homeland Security Preparedness Technical Assistance Program. The Annex provides guidance on those requirements or actions that are deemed

necessary to manage and coordinate emergency operations both efficiently and effectively.

VPC researched emergency plans from ports around the United States, as well as abroad, to glean best practices that would be of most use to SERM, the Port of Baltimore, and the MPA, in the planning for, and management of, hazard events.

Recommendations were developed to provide consistency and continuity between all Port and SERM plans and procedures, and with state and federal requirements.

Recommendations included: developing and utilizing checklists for before, during, and after an event for essential personnel; including evacuation plans and muster points for personnel for each hazard type; and developing and distributing training and exercise schedules for regular, annual, and special or ad hoc trainings.