



PRESTON COUNTY

Office of Emergency Management

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MASS GATHERING REQUIREMENTS

In the event of a public function with attendance of over 5,000 people, the event coordinator shall supply the following supplies and services:

- Two (2) EMS transport units inspected to WVOEMS standards for attendance up to 10,000 people. One (1) additional transport unit must be provided for each additional 10,000 people (example 10,000 people = 2 units, 20,000 people = 3 units, 30,000 people = 4 units etc...). One (1) EMS transport unit must be staffed at an ALS unit (Current WV Certified EMT-Paramedic or EMT-Intermediate crewmember with practice rights).
- At least one triage area must be operational during the entirety of the event with a minimum staffing of two current WV Certified EMT-Basic, EMT-Intermediate, or EMT-Paramedic personnel for attendance up to 10,000 people. One (1) additional WV Certified EMT-Basic, EMT-Intermediate, or EMT-Paramedic must be added to the triage staffing for each additional 10,000 people attending (example 10,000 people = 2 personnel, 20,000 people = 3 personnel, 30,000 people = 4 personnel etc...).
- Contracts must be made between the event coordinator and regional Emergency Medical Service (EMS) agencies for additional transport services/medical provider care in cases that a mass casualty event occurs.
- Contracts must be made between the event coordinator and a fire department agency recognized by the West Virginia Fire Commission - Office of the State Fire Marshal to provide minimum staffing for a fire department response unit pursuant to the standards set forth by the West Virginia Fire Commission - Office of the State Fire Marshal. This contract shall serve for the contracted fire department to be on standby and readily available to respond in emergencies such as but not limited to hazardous materials incidents, landing zone setup, and rescue calls for service.
- Maps displaying all pre-determined landing zones (with GPS coordinates), all first aid stations on event grounds, all detour routes, all emergency access/egress routes, and all automated external defibrillator (AED) sites.
- Communication equipment needed for direct communication between emergency command and event staffing.

- In the event that actual attendance at a public function shall exceed the estimate used for determining the required equipment, supplies, and personnel, it shall be the responsibility of the event holder to provide any and all extra supplies and personnel required to manage the incident.
- A coordination meeting shall be held no later than thirty (30) days prior to the start of the event and shall include representatives from the Preston County Office of Emergency Management, Preston County Sheriff Department, the Preston County fire department/emergency medical service agency responsible for the service area of the event, any additional contract agencies as assigned from above, and any additional persons as felt necessary by the Preston County Commission.