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PURPOSE

The purpose of this plan is to guide operating personnel in cases of major and prolonged outages affecting significant numbers of consumers; to outline duties of each employee during such an emergency, and to aid the restoration of services as quickly and safely as possible. Major or prolonged outages may be caused by ice, high winds, thunderstorms, snowstorms, floods, lightning, tornadoes, equipment failure, and vandalism. These outages require the call-out of a considerable number of employees; to assess extent of damages, to handle customer calls and complaints, to organize and restore service and to formulate a plan to repair all damages to lines and equipment.

It will be the Cooperative's goal to restore service as quickly as possible while providing for the safety of employees, customers and the public. If, in the judgement of the President and CEO and the Manager of Operations, Assistant Manager of Operations or their designees, the situation requires more than the normally available Cooperative personnel, additional assistance may be requested from outside contractors. If additional assistance is needed, the Chief Executive Officer, Manager of Operations or Assistant Manager of Operations may request additional crews from the Kentucky Association of Electric Cooperatives hereinafter referred to as KAEC, East Kentucky Power Cooperative hereinafter known as EKPC or other sources.

Department supervisors will make sure all personnel are familiar with this plan and understand their responsibility in emergency situations, so the plan may be implemented quickly with a minimum of delay and confusion.

This plan will be reviewed annually by the President and CEO, Manager of Operations and Assistant Manager of Operations with input from department supervisors and revised plans submitted to the Kentucky Public Service Commission.

A copy of the Emergency Response Plan and any revisions will be given to all supervisory personnel, maintenance leadmen and a copy will be kept on file with the Executive Assistant.

EMERGENCY OPERATIONS CENTER

The Engineering complex will be considered the Emergency Operations Center (EOC). This area is equipped with an automatic generating station sufficient to power our radios and lighting if the rest of the building is out of power.

Phone: 606-474-5136
800-562-3532

Fax: 606-474-5862
606-474-2130

PERSONNEL

It will be the responsibility of each employee not on duty to report either by telephone or in person to the EOC for instructions, whenever, in his/her opinion, an emergency has arisen. If the emergency occurs during working hours, all crews and employees with radios and cell phones will maintain contact with dispatchers for instructions. All employees will report to their department supervisor for assignment. There is a current roster of all employees and telephone numbers on page 12. He/she should call the CEO, his/her immediate supervisor or the cell phone of any supervisor until contact is made. If an employee cannot make contact, he/she should report to the EOC for further instructions.

EMERGENCY OPERATIONS CONTROL TEAM

A control team will be formed for the purpose of carrying out all jobs necessary to meet emergencies and restore service. The control team will consist of the CEO and Staff. The CEO or his/her designee will have the authority to declare an emergency, call a meeting of the EOC Control Team and place the Emergency Response Plan into operation. Telephone numbers of the control team are listed on page 7.

EMERGENCY OPERATIONS CONTROL TEAM (cont.)

The control team will be responsible for coordinating with other agencies to solicit or provide support as needed. A roster of KAEC operations, EKPC operations, community leaders, service agencies and police departments have been included in this plan on pages 4 and 16.

REPORTING OF CRISIS AND ACCIDENTS – PSC & OSHA

The Public Service Commission regulation **807 KAR 5:006, Section 27**, requires each utility to notify the commission of any utility related accident which results in serious injury or under other specified circumstances. Notice of reportable accidents must be provided to the commission **within two (2) hours of discovery by the utility. THIS MUST BE DONE BY TELEPHONE; VOICEMAIL IS NOT SUFFICIENT. The Kentucky Public Service Commission has developed a system to allow electric utility outages to be reported by secure internet connection, with telephone notification used as a backup. The PSC prefers the online notification to other forms of notice for outages, <https://psc.ky.gov/security/account/login.aspx>. User identification is 1800_ors and the password is p4muf2f***. A summary written report on all reportable accidents shall be submitted to and received by the Commission within seven (7) calendar days of the date of the accident.

Section 27 – Reporting of Accidents, Property Damage or Loss of Service:

1. **Within two (2) hours following discovery** each utility, other than a natural gas utility, shall notify the commission by using the **online notification system first and by telephone as a backup** (see # below) of any utility related accident which results in:
 - a) Death, shock or burn requiring medical treatment at a hospital or similar medical facility, or any accident requiring in-patient overnight hospitalization; **must report by phone – cannot leave message – must talk to someone – telephone numbers are on page 4.**
 - b) Actual or potential property damage of twenty-five thousand dollars (\$25,000) or more;
 - c) Loss of service for four (4) or more hours to ten (10%) percent or five hundred (500) or more of the utility's customers whichever is less.

Go to website www.psc.ky.gov, then click on utility information, outage reporting and then you must log in and click on secure information. Enter user name and password. When finished you click on submit incident (top of screen on the left). Then select whether it is an update of previous incident or a new incident. **(DURING MAJOR OUTAGES THIS NEEDS TO BE DONE ONCE A DAY.)**

The dispatcher will be responsible for notifying management of accidents and crisis situations. All incidents, regardless of whether the occurrence was attributed to the Cooperative or member side of the electric meter, must be reported. The President and CEO, Manager of Marketing & Member Services or the Executive Assistant will notify the PSC as required.

2. A summary written report shall be submitted by the utility to the Commission within seven (7) calendar days of the utility related accidents. The Emergency Operations Control Team will be responsible for filing this report with PSC telephonically to 502-782-7905 or via electronic mail to PSC.Electric.Notice@ky.gov.

Kentucky Public Service Commission

Phone: **502-782-7905**

502-564-3940

Fax: 502-564-3460

The President and CEO or his/her designee will be responsible for reporting this information in a timely manner. The Manager of Technical Services or the Outage Management Team will assist the President and CEO in making sure this information is submitted as requested by the PSC.

IF HOSPITALIZED OVERNIGHT, YOU MUST ALSO CALL OSHA-KY 502-782-7905.

PROCEDURE FOR SECURING ASSISTANCE FROM OUTSIDE CREWS

The Emergency Operation Control Team, under direction of the President and CEO, Manager of Operations and Assistant Manager of Operations will determine to what extent contract crews, other than GRECC's, will be required.

The Operations Secretary will keep an accurate record of the time and date each new crew is called and arrives at the designated location. A list of available contractors is listed on page 8 as a source of supplemental maintenance personnel and equipment. A list of Cooperatives and their available equipment and personnel will be provided by KAEC Safety Directors.

The Operations Secretary will require a list of names of all personnel from each assisting contractor or Cooperative, along with cell phone numbers and job classifications for each individual.

The Manager of Finance and Accounting will obtain a current list of labor and equipment rates from each assisting Cooperative or Contractor. Assisting Cooperatives from Kentucky will be covered by the reciprocal agreement on file with the Kentucky Association of Electric Cooperatives. Rates for labor and equipment must be obtained before invoices are paid. Grayson's current Work Plan Contractor shall be paid under the terms and conditions of the existing contract. The Manager of Finance & Accounting or his/her designee will be responsible for making sure that contracts and rate schedules are requested and received for payment purposes. A certificate of insurance shall be required from any outside Contractor.

PROCEDURE FOR SECURING ASSISTANCE FROM KAEC & EKPC

Kentucky Association of Electric Cooperatives

Phone: 800-357-5232
502-451-2430
Fax: 502-459-3209

[REDACTED]

[REDACTED]

[REDACTED]

United Utility Supply Company (UUS)

Phone: 502-459-4011 or 800-366-4887
Fax: 502-815-6380

[REDACTED]

[REDACTED]

The Kentucky Association of Electric Cooperative and East Kentucky Power will assist in providing equipment and personnel to restore service to disaster affected areas.

The Cooperative will survey the extent of the damage areas and determine, insofar as possible, the personnel and equipment needed.

RESPONSIBILITIES

PROCEDURE FOR SECURING ASSISTANCE FROM KAEC & EKPC (cont.)

- a) Damage assessment **Kyle, Mike M. and Carol Ann**
- b) Number and type of crews needed **Kyle, Mike M. and Carol Ann**
- c) Weather and conditions **Kyle, Mike M. and Brian**
- d) Where the crews should report **As assigned**
- e) To whom the crews should report **As assigned**
- f) It will be the responsibility of the Cooperative requesting aid to make arrangements for overnight lodging **Kim and Caitlin**
- g) Meals **Kim**
- h) Estimate how long crews will be needed **Kyle, Mike M. and Carol Ann**
- i) Type and amount of equipment required **Kyle, Mike M. and Carol Ann**
- j) Credit card limits – established **Sherry B. and Bradley**
- k) Credit with various agencies **Sherry B. and Bradley**
- l) Hotels, restaurants, gas stations **Joanie, Sherry B. and Caitlin**
- m) Contracts with additional crews **Bradley**
- n) Drop sites for materials **Kyle, Mike M. and Roger**
- o) Materials and supplies **Caitlin, and as directed by Kyle, Mike M. and assisted by Carol Ann**

DISPATCHERS

Sufficient record will be kept at all times by the Outage Management Team so that Cooperative personnel can determine the jobs to be completed and the jobs that have been completed. Office support personnel will work under the direction of the Manager of Marketing & Member Services or Manager of Accounting & Human Resources. The Technical Services Supervisor and the Outage Management Team will be responsible for a periodic summary of outage reports and for any instances that require immediate action. Cooperative personnel shall refrain from contacting field personnel. The direction of all field work should come directly from the Emergency Management Team or designated staff.

The Outage Management Team will be responsible for information summaries to be given to all telephone operators and dispatchers at the start of each operating day and periodically throughout the day. A summary report will be made at the end of each work day for staff use.

If the contract dispatchers (CRC) are required to supplement the efforts of the Cooperative, such as during rest periods or when the volume of work warrants their participation, the Cooperative will provide a detailed list of all personnel assisting with the restoration, their location and their method of contact. The Cooperative will also provide a list of areas that can expect restoration within the next 24 hours. Dispatches shall record any new outage reports they receive while on duty and report them to staff when the office resumes operations. In an emergency situation, dispatchers shall contact Staff for further directions.

The Manager of Marketing & Member Services and Manager of Accounting & Human Resources will schedule personnel to answer telephone lines and provide information to members during outages. The Manager of Marketing & Member Services and Manager of Accounting & Human Resources will log outage reports and relay information back to the Manager of Operations and the Assistant Manager of Operations. Should the emergency extend over a long period of time, the Manager of Marketing & Member Services and the Manager of Accounting & Human Resources will establish a work plan to allow for employee breaks, rest periods and assign telephone operators in shifts (non-union employees). Union personnel shall abide by the rules set forth in the union contract.

OUTSIDE CREWS

As stated on page 4: the decision to use outside crews and contractors, and the number required will be made by the Manager of Operations, Assistant Manager of Operations and the President and CEO. The Manager of Finance & Accounting will keep a detailed log on outside crews along with a copy of their rates and equipment charges which shall be secured by **Bradley**

OUTSIDE CREWS (cont.)

Cherry. These records will include name, supervisor, date and time of arrival and departure, work assignment area and place of lodging. The Manager of Operations and Assistant Manager of Operations will assure outside crews are escorted to work sites and provided required materials for repairs. The Cooperative will provide lodging for outside crews while they are assisting during a crisis. A list of lodging facilities is included in this plan on page 18. A list of available contractors is included on page 8.

ORGANIZATION OF CREWS

It will be the responsibility of the Manager of Operations, Assistant Manager of Operations or the President and CEO to organize all work crews and make work assignments. All crews will report to dispatch when work assignments are completed for additional instructions.

Each outside crew will be assigned to a crew leader or “bird dog”, who will make sure the crew reaches their assigned destination and has all necessary material and equipment. Each day the crew leader will be given a work order and staking sheet for each crew and job and will be responsible for basic descriptions of the work performed and directions to the location of the work. All work shall be dated and the length of time required for each job shall be recorded. The Operations Secretary will prepare packets to be given to the “bird dogs” that will include work orders, staking sheets and phone numbers for emergency personnel. The “bird dog” shall collect these completed forms and turn them in to the Manager of Operations or Assistant Manager of Operations as soon as reasonably possible. A form will also be provided to document the restoration of downed lines. Engineering will follow up with a detailed staking sheet.

EMPLOYEE MORALE AND WELFARE

It is important both physically and mentally for working personnel to have meal breaks. Every effort will be made to assure that company personnel, contractor(s) and outside crew(s) who are working are fed a meal at regular meal times. The food for these personnel will depend on the extent of the emergency conditions. The crew leader will assure that personnel are fed and afforded regular meal breaks. He/she will assign available personnel to deliver food and beverages to work areas. Restaurants and food stores will be designated which will allow working Grayson RECC personnel and contractors to charge food and beverages to the Cooperative. Employees will sign the back of receipts for meals with the name of the crew leader and employees. A roster of restaurants and food stores are listed on page 19. **Kim and Caitlin**

LENGTH OF WORKING HOURS

The Manager of Operations, Assistant Manager of Operations and the President and CEO will determine the length of time an employee should work without a rest period, in accordance with the union contract. All employees working in the field and dispatched after a designated rest period shall report back to the dispatcher for additional assignments. OSHA requires a 16 hour work period and 8 hours off.

FUEL POINTS AND VEHICLE SERVICE

Fuel cards will be used by Cooperative personnel for fueling vehicles and equipment. Employees will charge for fuel and reconcile the fuel statement each month. In the event the vehicle requires tire repair or wrecker service, the employee will notify our mechanic to make arrangements. Service station numbers are listed on page 20.

Cooperative will not pay for fuel for assisting contractors.

CRISIS COMMUNICATIONS

During crisis situations, it is important to keep consumers and our employees family members informed of the status of the crisis and to respond to requests from media sources. One individual will be responsible for coordinating the flow of prompt, accurate information to the news media during an emergency. The President and CEO or the Manager of Marketing & Member Services will be the crisis spokesperson. The Outage Management Team will be responsible for providing accurate, current information about the crisis to the President and CEO, who must remain accessible to the media.

The President and CEO will take the initiative in contacting and informing the news media about the emergency. He/she will keep a current list of names and telephone numbers to contact and will decide which should be contacted. A list is provided in this plan on page 20.

The President and CEO will control the information given to consumers, family members and the media. No other employee except the President and CEO or his/her designee is authorized to disseminate any information concerning the Cooperative or the crisis situation to the general public or media. All inquiries concerning the crisis will be referred to the President and CEO.

The President and CEO will make himself/herself available at all times to respond to requests from the media or meet demands during crisis situations. He/She will be available by telephone and inform the dispatcher if he/she is not available for extended periods. In the event of a crisis situation or impending situation, the President and CEO will report immediately to the Emergency Operations Center (Engineering Complex) and begin preparations for coordinating responses.

EMERGENCY OPERATIONS CONTROL TEAM

[REDACTED]	[REDACTED]	[REDACTED]
[REDACTED]	[REDACTED]	[REDACTED]
[REDACTED]	[REDACTED]	[REDACTED]
[REDACTED]	[REDACTED]	[REDACTED]
[REDACTED]	[REDACTED]	[REDACTED]
[REDACTED]	[REDACTED]	[REDACTED]
[REDACTED]	[REDACTED]	[REDACTED]
[REDACTED]	[REDACTED]	[REDACTED]
[REDACTED]	[REDACTED]	[REDACTED]
[REDACTED]	[REDACTED]	[REDACTED]

East Kentucky Power

24-hour dispatchers
Control Room

800-262-7464
859-745-9300

EMERGENCY OPERATIONS CONTROL TEAM (cont.)

American Electric Power

800-572-1113

PIKE ELECTRIC

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

-----, Crew Foreman

W.A. KENDALL

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

SMITH TREE COMPANY

[REDACTED]

[REDACTED]

JOHN SPARKS DOZER/BACKHOE SERVICES

[REDACTED]

ADAM WELLS – DOZER/EXCAVATOR

[REDACTED]

MIKE WOMACK – DOZER

[REDACTED]

B&B - John Patterson

[REDACTED]

OUTSIDE ELECTRICAL CONTRACTORS

5 Star Electric LLC

New River

Asplundh Tree Expert Company

[REDACTED] [REDACTED] [REDACTED]

OUTSIDE ELECTRICAL CONTRACTORS (cont.)

[REDACTED] [REDACTED]

LOSS OF COMMERCIAL TELEPHONE LAND LINE COMMUNICATIONS

In the event Windstream/AT&T communications lines fail to deliver service to our headquarters building, we will communicate as follows:

- A. Dispatch to field personnel:
 - 1) Utilize cell phones, if that does not work, then use the radio system.
- B. Employees to office:
Employees will be instructed to:
 - 1) Attempt to contact the office via 2-way radio (if applicable). If such attempt fails,
 - a. Meet at the headquarters building.
 - b. Call a supervisor.
- C. Communicate with East Kentucky Power:
The office and field personnel will use the 2-way radio system to contact EKPC's dispatchers. East Kentucky will initiate any communication of pertinent information utilizing the 2-way radio system.
 - 1) Utilize cell phones: Call Barry Warner's cell phone – 859-749-0182.
- D. Communication with Media:
Grayson Rural Electric will communicate through radio stations that provide coverage to the affected area. Information will be hand delivered if phone communications are severed.

EMERGENCY RESPONSE PLAN – OFFICE

Fire Alarm

- 1. Remain calm.
- 2. Immediately alert co-workers. Pull the fire alarm if not already activated.
- 3. Evacuate the building and meet at the top of the circle drive. Take all members/visitors with you. Supervisors should account for all employees in their department.
- 4. Remain at the assembly until further instructions are received.

In the Event of a Bomb Threat

- 1. Remain calm.
- 2. Keep the caller on the lines as long as you can. Note the caller ID number.
- 3. Get as much information as you can. Ask questions like: When will the bomb explode? Where is the bomb right now? What kind of bomb is it? What does it look like? Why did you place the bomb?
- 4. Document the date and time of call.
- 5. Make a note of exact words or phrases that may be helpful.
- 6. Note any background music or sounds such as motors running, people talking, children playing.
- 7. Listen for identifiable speech patterns such as accent, lisp, stuttering or slurred speech.
- 8. CALL 911.
- 9. EVACUATE THE BUILDING. DO NOT RE-ENTER THE BUILDING.

Face to Face/Violent Confrontations

- 1. Remain calm. Do not argue with the antagonist. If the person asks for money, give it to them.
- 2. Note any defining features such as height, hair color, clothing, etc.

EMERGENCY RESPONSE PLAN – OFFICE (cont.)

- 3. As soon as they leave the building, LOCK THE DOOR AND CALL 911 OR USE THE SILENT ALARM LOCATED UNDER THE FRONT COUNTER.
- 4. Write down what you remember about the antagonist.
- 5. Under no circumstances should you put yourself at risk unnecessarily.

Tornado

A “watch” means a tornado is possible in our area. A tornado “warning” means a tornado has been sighted or detected on radar. If a WARNING occurs:

- 1. Go to the basement or an inside hallway.
- 2. Stay away from windows.
- 3. Avoid wide-span roofed areas.
- 4. Get under a sturdy piece of furniture if possible.
- 5. Use arms to protect neck and head.

Earthquake

- 1. Drop, cover and get under sturdy furniture.
- 2. Seek cover by leaning or kneeling against an interior wall and cover head and neck with arms.
- 3. Avoid windows, hanging objects, mirrors and tall furniture.

ROSTER OF COOPERATIVE EMPLOYEES, HOME TELEPHONE NUMBERS, CELL NUMBERS, AND PAGER NUMBERS

	<u>Home Phone</u>	<u>Personal Cell</u>	<u>Company Cell</u>	<u>Pager #</u>
[REDACTED]	[REDACTED]	[REDACTED]		
[REDACTED]	[REDACTED]	[REDACTED]		
[REDACTED]	[REDACTED]	[REDACTED]		
[REDACTED]	[REDACTED]	[REDACTED]		
[REDACTED]	[REDACTED]	[REDACTED]		
[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	
[REDACTED]	[REDACTED]	[REDACTED]		

ROSTER OF COOPERATIVE EMPLOYEES, HOME TELEPHONE NUMBERS, CELL NUMBERS, AND PAGER NUMBERS (cont.)

	<u>Home Phone</u>	<u>Personal Cell</u>	<u>Company Cell</u>	<u>Pager #</u>
[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]
[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]
[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]
[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]
[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]
[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]
[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]
[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]

**GRAYSON R.E.C.C
STANDBY INFORMATION SHEET**

<u>SERVICEMAN</u>	<u>PHONE NUMBER</u>	<u>AREA DURING WORK HOURS</u>
[REDACTED]	[REDACTED]	All Lewis County and Part of Greenup County South to KY Route 2, Route 2 North of Sandy Bridge including West side of Sandy, Alcorn, Whetstone, all the camps, River Park and W Hollow, Route 784 Schultz Road, Little Lost Creek & 3308 Old Schultz Road
[REDACTED]	[REDACTED]	Carter County, South of I-64 All West of Everman's Creek. Everman's Creek, RT 1947 to Tater Knob, Airport Rd, Deer Creek, Olive Hill & Carter City, RT 7 South of Grayson and Cooper Ridge in Lewis County

**GRAYSON R.E.C.C
STANDBY INFORMATION SHEET (cont.)**

[REDACTED]
[REDACTED]

Junction of RT 2 & 7 to the Sandy Bridge and RT 2 to Gesling, RT 784 Three Prong, RT 784 Big Lost Creek, Laurel Creek, RT 207 at Argillite, all of Route 2 and North State Highway 7 at Grayson

[REDACTED]
[REDACTED]

All of Rowan County. Elliott County-RT 173 & RT 504, Stark, All of Brown Ridge towards Concord

[REDACTED]
[REDACTED]

All of Lawrence County, South of Elliott County towards Blaine and Morgan County. Newcombe to Lawrence County line. Mills Branch, Hurricane & Wallow Hole. RT 201 & RT 32, Blaine's Trace, Little Fork, Sandy Hook to Blaine.

[REDACTED]
[REDACTED]

Jacobs, Mocabee Creek, North Elliott County, Bruin, Newfoundland, North & South Ruin, City of Sandy Hook to Horton Flats, Laurel Johnson Road-RT 504 to just before Limestone Road

GRAYSON R.E.C.C. DIRECTORS/EMPLOYEES HOME TELEPHONE NUMBERS

<u>Alternates</u>	<u>Home</u>	<u>Cell</u>	<u>Classification</u>
[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]
[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]

GRAYSON R.E.C.C. DIRECTORS/EMPLOYEES HOME TELEPHONE NUMBERS

<u>Alternates</u>	<u>Home</u>	<u>Cell</u>	<u>Classification</u>
[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]
[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]
[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]

[Redacted]

GRAYSON R.E.C.C. DIRECTORS/EMPLOYEES HOME TELEPHONE NUMBERS (cont.)

[Redacted]

President and CEO

[Redacted]

Supervisors/Staff

[Redacted]

Cooperative Response Center

Direct Line to Dispatch 877-254-7461

Directors

Home

Cell

Work

[Redacted]

Attorney

[Redacted]

COOPERATIVE RADIO NUMBERS

[Redacted]

COOPERATIVE RADIO NUMBERS (cont.)

█	██████████	█	
█	██████████	█	██████████
█	██████████	█	
█	██████████	█	██████████
█	██████████	█	██████████
█	██████████	█	
█	██████████	█	██████████
█	██████████	█	██████████
█	██████████	█	██████████
█	██████████	█	
█	██████████	█	
█	██████████	█	
█	██████████	█	
█	██████████	█	
█	██████████	█	

DISASTER & EMERGENCY SERVICES & COUNTY OFFICIALS

CARTER COUNTY

DES	Roger Dunfee 315 W 2 nd Street Grayson, KY 41143	██████████ 606-474-5444 (o)
City of Grayson Emergency	Joanne Dunfee	██████████
DOT-State Highway Maintenance Garage	Johnny Rice	606-474-5424 (o)
Carter County Road Department	Jeff Kiser	606-474-5022
KY Army National Guard	SGT Travis Rudd	606-286-2795
***Note: State has to assign call out duties.		
Judge Executive	Mike Malone	606-474-5366 (o)
Grayson Mayor	George Steele	606-474-6651 (o)
Olive Hill Mayor	Jerry Callihan	██████████ 606-286-0585
School Superintendent	Ronnie Dotson	606-474-6696
24 Hour Warning Point: Carter Co. Communication Ctr. /Ambulance		606-474-5753
City Police		911
Sheriff's Department	Jeff May	606-474-5616
Grayson Police Department	Kevin McDavid	606-474-4308 (o)
		606-474-6222 (dispatch)
Olive Hill City Police Department	Bobby Hall	606-286-2551 (o)
Grayson Fire Department	Chief Greg Felty	606-474-5444
Olive Hill Fire Department	Chief Wes Gillum	606-286-2211

Hitchins Volunteer Fire Department		606-474-4058
Grahn Volunteer Fire Department	Chief Lonnie Sturgill	606-286-4225
Carter County 911		606-474-5753

DISASTER & EMERGENCY SERVICES & COUNTY OFFICIALS (cont.)

ELLIOTT COUNTY

DES	Robin Thornsberry – Office P.O. Box 361 Sandy Hook, KY 41171	606-738-6011 (o)
Garage	Carl Fannin	606-738-5335
Judge Executive	Myron Lewis	606-738-5826
Mayor	Robbie Adkins	606-738-6489
Superintendent	C. Thomas Potter, II	606-738-8002
24 Hour Warning Point:	Elliott County Ambulance Service	606-738-6000
Sheriff’s Department	Ray Craft	606-738-5422
Sandy Hook Fire Department		606-738-6000
Isonville Fire Department		606-738-6930
504 Fire Department		606-738-6800
Elloitt County 911		606-738-6000

GREENUP COUNTY

DES	Dennis Bass 424 Perry Street Greenup, KY 41144	606-473-5644 (o)
Judge Executive	Robert W. Carpenter	606-473-6440
Mayor	Lundie Meadows	606-473-7331
24 Hour Warning Point: Ambulance		606-473-1411
Sheriff’s Department	Matt Smith	606-473-7037
Oldtown Volunteer Fire Department		606-473-7811
Lloyd Volunteer Fire Department		606-473-5511
Load Volunteer Fire Department		606-473-2056

GREENUP COUNTY (cont.)

South Shore Volunteer Fire Department		606-932-3222
Little Sandy Volunteer Fire Department		606-473-3723
Oldtown & Lloyd VFD’s are dispatched through the KY State Police at Ashland		800-222-5555
Greenup County 911		606-473-1411

LAWRENCE COUNTY

DES	Michael Woods P.O. Box 566 Louisa, KY	606-638-0334 (o)
911 Director	Tim Ellis	606-638-4851 (o)
Highway Department	Jimmy Queen or Todd Moran	606-673-3882 (o)
Garage	Michael Compton	606-826-2958

Judge Executive	John Osborne	606-638-4102
Mayor	Harold Slone	606-638-4038
		606-624-7784

DISASTER & EMERGENCY SERVICES & COUNTY OFFICIALS (cont.)

LAWRENCE COUNTY (cont.)

Superintendent	Robbie Fletcher	606-638-9671
24 Hour Warning Point	Louisa Police Department/Ambulance	606-638-4058
Sheriff's Department	Garrett Roberts	606-638-4368
Webbville Volunteer Fire Department		606-652-9911
Blaine Volunteer Fire Department		606-652-9111
Lawrence County 911		606-638-4851

LEWIS COUNTY

DES	Mike Sparks or Carl Chaney 514 2 nd Street Vanceburg, KY 41179	606-796-3464 (o) [REDACTED]
Judge Executive	Anthony Todd Ruckel	606-796-2722
Mayor	Chris McGlone	606-796-6003
24 Hour Warning Point/Ambulance		606-796-0982
		606-796-3182
Sheriff's Department	Johnny Bivens	606-796-2912
Vanceburg Volunteer Fire Department		606-796-2335
Lewis County 911		606-796-0982

ROWAN COUNTY

DES	Danny Blevins, EM Director or Ronnie Day, Asst. EM Director Morehead, KY	606-784-4333 (o)
DOT – State Highway Maintenance Garage		606-784-8565
Garage	Steve Kelsey	606-784-4492
Judge Executive	Harry T Clark	606-784-5151
Mayor	Jim Tom Trent	606-784-8505
Superintendent	Marvin Moore	606-784-8928

ROWAN COUNTY (cont.)

Dept. of Military Affairs: Division DES		606-784-5830
24 Hour Warning Point: Morehead City Police/Ambulance		606-784-7511
Sheriff's Department	Matt Sparks	606-784-1323
City Fire Department		606-783-1138
Rowan County 911		606-784-7511(EXT0)

ALL AREAS

Kentucky State Police	800-222-5555 or 606-928-6421
KSP/Morehead Post	606-784-4127
KSP/Ashland Post	606-928-6421

Poison Control Center 800-722-5725
 National Response Center 800-424-8802
 (REPORT TOXIC CHEMICAL & OIL SPILLS)

AREA MOTELS

GRAYSON

Quality Inn 606-474-0000
 Econo Lodge 606-474-7854
 Super 8 Motel 606-474-8812

ROWAN COUNTY

Holiday Inn 606-784-5796
 Super 8 Motel 606-784-8882
 Red Roof Inn 606-784-2220
 Hampton Inn 606-780-0601
 Days Inn 606-783-1484

OLIVE HILL

Carter Caves State Park 606-286-4411
 Carroll's Inn 606-286-4141

Sandy Hook

Little Sandy Lodge 606-738-5515

AREA RESTAURANTS

GRAYSON

Arby's	606-474-2340	Papa John's Pizza	606-474-7272
China House Restaurant	606-475-9199	McDonald's	606-474-8222
Dairy Queen	606-474-8262	Pizza Hut	606-474-6462
Giovanni's Pizza	606-474-7878	Subway Sandwiches	606-474-7696
Huddle House	606-475-9800	Taco Bell	606-474-0121
KY Fried Chicken	606-474-5482	Tres Hermanos Nunez	606-474-6631
Little Caesar's	606-474-8800	Wendy's	606-474-8890
Hogs Trough	606-474-7675	1947 Café	606-475-1504
Tudor's	606-474-0358		
Long John Silver's	606-474-6300		
Melini Cuzina	606-475-1521		

OLIVE HILL

Dairy Queen 606-286-5260
 McDonald's 606-286-0203
 Kiser's Restaurant, Carter City 606-474-6788
 Subway 606-286-0003
 Tyler's Pizza 606-286-4583
 Buffalo Market 606-474-6402
 Walker's Grill 606-286-5931
 Tres Hermonos 606-286-0030

SANDY HOOK

Frosty Freeze 606-738-5736
 Giovanni's 606-738-5153
 Penny Mart 606-738-6976
 HWY 7 & Route 32 T's Quik Stop 606-738-9710
 McDonalds 606-738-6700
 Subway 606-738-9151

MOREHEAD

Arby's 606-783-1009

GREENUP

Wolfe' Grocery 606-473-5030

Dairy Queen	606-784-0064	G &M Grocery	606-473-5027
Fazoli's Italian	606-784-2063	Tackett's Grocery	606-473-5167

MOREHEAD (cont.)

Hardee's	606-784-1311
Kentucky Fried Chicken	606-784-6636
Johnson's Grocery	606-784-4426
Lee's Famous Recipe Chicken	606-784-3314
Long John Silver's	606-784-6605
McDonald's	606-784-6211
Papa John's Pizza	606-784-3551
Pasquale's Pizza	606-784-9111
Pizza Hut	606-784-8654
Ponderosa	606-783-1959
Cracker Barrel	606-784-2545
Johnson's Grocery	606-784-4426

GREENUP (cont.)

Waggoner's Grocery	606-473-0005
McDonalds	606-473-5660
Wendy's	606-473-5051

LAWRENCE COUNTY

Martha:	
Ralph's Market	606-652-4686
Community Self Service	606-652-3208

Blaine:	
Kimper's Country Market	606-652-4352
	606-939-4858 (c)

MEDIA CONTACTS

<u>TV/RADIO STATIONS</u>	<u>PHONE NUMBER</u>	<u>FAX NUMBER</u>
WGOH/WUGO – Grayson	606-474-5144	606-474-7777
WSAZ TV – Huntington	304-697-4780	304-690-3065
WKEE – Huntington	304-525-7788	304-525-6281
WLGC – Greenup	606-920-9565	606-920-9523
WIRO – Ironton	740-532-1922	
WKOT – Meads	606-928-3778	
WTCR – Huntington	304-525-7788	304-525-6281
WMOR – Morehead (Paul Lyons)	606-784-4141	606-743-9557
WLKS: Kick 102.9– West Liberty	606-743-1029	606-743-9557
WPAY – Portsmouth		
WMKY – Morehead	606-783-2001	606-783-2335
ULTRAVISION – Morehead	800-571-7515	606-783-1873
WKKS – Vanceburg	606-796-3031	606-796-6186
WNXT & WZZZ	740-353-1161	740-353-8080
RV-7 & 10 WO7BY	606-784-7515	606-783-1874- best way to receive message facebook.com/tv10morehead.com
WIVY		606-674-6700

NEWSPAPERS

The Morehead News	606-784-4116
Ashland Daily Independent	606-326-2600
Greenup County News Times	606-473-9851
Lexington Herald Leader	859-231-3100
Licking Valley Courier	606-743-3551
Grayson Journal Enquirer	606-474-5101
The Big Sandy News	606-638-4581
Elliott County News	606-743-3551
Olive Hill Times	606-286-4201
Lewis County Herald	606-796-2331
Eastern KY Voice	606-474-8098

SERVICE STATIONS

GRAYSON, KY

Clarks Pump & Shop	606-474-0072
	606-474-5411
First Class Travel Center – Citgo	606-475-3742
Interstate Exxon	606-475-9977
Kitchen’s Service & Towing	606-474-6995
Luv’s Travel Stop	606-474-6009
Speedway Super America	606-474-4419
Super Quik	606-474-5142

SANDY HOOK, KY

Penny Mart	606-738-6986
Robo’s BP	606-738-4915
HWY 7 & RT 32 T’s Quik Stop	606-738-9710

Greenup, KY

G & M Grocery	606-473-5027
RT 7 Quick Stop	606-473-3805

Martha, KY

Ralph’s Market	606-652-4686
Community Self Service	606-652-3208

Blaine, KY

Kimper’s Country Market	606-652-4352
	606-939-4858

Carter City, KY

Buffalo Market	606-474-6402
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Rowan County

Johnson’s	606-784-4426
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AREA HOSPITALS

Cabell Huntington Hospital – Huntington, WV	304-526-2000
Kings Daughter’s Medical Center – Ashland, KY	606-408-4000
Our Lady of Bellefonte Hospital – Ashland, KY	606-833-3333
Our Lady of Bellefonte Hospital Primary Care, Grayson, KY	606-474-0669
King’s Daughter’s Family Care Center, Grayson, KY	606-474-7892
Gupta Family LMT Partnership, Grayson, KY	606-474-2200
ST Claire Medical Center – Morehead, KY	606-784-3771
ST Mary’s Hospital – Barboursville, WV	304-526-1234
Kings Daughter’s Family Care Sandy Hook, Ky	606-738-9339
St Claire Family Medicine Sandy Hook, Ky	606-738-5155

**GRAYSON RURAL ELECTRIC COOPERATIVE CORPORATION
ADMINISTRATIVE POLICIES AND PROCEDURES
ENERGY EMERGENCY CURTAILMENT PLAN**

INTRODUCTION:

In Administrative Case Number 353, the Kentucky Public Service Commission (“Commission”) ordered all electric utilities under its jurisdiction to establish energy curtailment procedures to be used in the event that customer demand appears likely to exceed the utilities available supply of energy.

PURPOSE:

The purpose of this plan is to provide guidelines for reducing the use of electric energy on Grayson Rural Electric Cooperative (“Grayson”) distribution system in the event of energy deficiencies due to coal shortages, capacity deficits, mechanical failures and other emergency situations.

PRIORITY LEVELS:

See Appendix A for details of priority levels.

IMPLEMENTATION:

The provisions of this plan will be implemented only when a state of emergency or disaster has been declared by the appropriate authority. This plan will be carried out to the extent not prohibited by contractual commitments or by order of the regulatory authorities having jurisdiction. The mandatory energy curtailment provisions of this plan will be implemented only upon the order of the Governor of the Commonwealth of Kentucky or other duly constituted authority. In the event of any such order, Grayson will assume no liability as to the consequences of complying with said order in regard to life, health or property.

PROCEDURES:

In the event of a potential electric energy deficiency, East Kentucky Power, Inc. (“EKPC”) shall issue a Load Reduction Alert. After Grayson has received said alert, the following steps will be carried out to the extent not prohibited by contractual commitments or by order of the regulatory authorities having jurisdiction. When the curtailment level is met, no further action will be required unless the load curtailment level is updated or additional loads are experienced.

- A. Steps to be initiated upon receipt of an EKPC Load Reduction Alert.
 - 1. Decide the extent of the emergency and estimate the amount of curtailment required.
 - 2. Curtail the use of energy in all of Grayson’s facilities
 - 3. Through use of news media and direct customer contact, appeal to all customers to voluntarily reduce their use of electric energy as much as possible. In all cases, endeavor to reduce the nonessential use of electricity (Priority Level IV) by at least 25%.
 - 4. If deemed a feasible and viable measure at the time, utilize voltage reduction as a means of reducing energy requirements
- B. Steps to be initiated if curtailment levels are not met via the preceding steps.
 - 1. Through use of the news media and direct customer contact, advise all customers of the forthcoming program. Establish an effective means of answering specific customer inquiries concerning the impact of the program on the availability of electric energy.
 - 2. Implement the mandatory curtailment of electric energy use to all customer as indicated below:
 - a) Priority Level IV – 100% - Nonessential
 - b) Priority Level III – 50% - Large Powers
 - c) Priority Level II – 25% - Residential

d) Priority Level I – Essential Health and Safety

- See appendix A for details of priority level.

**GRAYSON RURAL ELECTRIC COOPERATIVE CORPORATION
ADMINISTRATIVE POLICIES AND PROCEDURES
ENERGY EMERGENCY CURTAILMENT PLAN (cont.)**

- C. Steps to be initiated if curtailment levels are not met via the preceding steps.
 - 1. Through use of the news media and direct customer contact, advise all customers of the forthcoming program.
 - 2. Implement the mandatory curtailment of electric energy use to all priority levels (including Priority Level I) at a minimum service level that is not greater than that required for protection of human life and safety, protection of physical plant facilities, and employee’s security.
- D. Steps to be initiated if curtailment levels are not met via the preceding steps.
 - 1. Through use of the news media and direct customer contact, advise all customers of the forthcoming program.
 - 2. Implement procedures for the interruption of selected distribution circuits on a rotational basis, while minimizing, to the extent practical, interruptions to Priority Level.

ENFORCEMENT:

Will make every reasonable effort to ensure that customers comply with the curtailment provisions of this plan. If a customer fails to comply, said customer would be given a verbal and written warning to curtail their use of electric energy within 24 hours or face the possibility that their electric service may be disconnected. If said customer fails to comply after being given such notice, the customer’s electric service will be disconnected for the duration of the state of emergency or disaster.

TERMINATION OF CURTAILMENT:

The curtailment provisions of this plan shall be terminated upon cancellation of the EKPC Load Reduction Alert.

Responsibility:	Manager of Operations
Approved by:	<u><i>Carol Hall Fraley</i></u> Carol Hall Fraley, President and CEO
Date Adopted:	June 20, 1995
Date Revised:	February 26, 1999 May 1, 2006 July 21, 2016 January 28-29, 2019

APPENDIX A - PRIORITY LEVELS

For the purpose of this plan, the following priority levels have been established:

LEVEL 1 – ESSENTIAL HEALTH AND SAFETY

Essential health and safety users given special consideration in this plan shall, insofar as the situation permits, include the following types of use and such other uses which may be subsequently identified:

- A. “Elderly Retirement Homes”, which shall be limited to institutions providing medical care to patients.
- B. “Life Support Equipment”, which shall be limited to kidney machines, respirators, and similar equipment used to sustain the life of a person.
- C. “Police Stations and Government Detention Institutions”, which shall be limited to essential uses required for police activities and the operation of facilities used for the detention of persons. These uses shall include essential street, highway and signal lighting systems.
- D. “Fire Stations”, which shall be limited to facilities housing mobile firefighting apparatus.
- E. “Communications Services”, which shall be limited to essential uses required for telephone, telegraph, television, radio, and newspaper operations.
- F. “Water and Sewage Services”, which shall be limited to essential used required for the supply of water to a community, flood pumping and sewage disposal.
- G. “Transportation and Defense Related Services”, shall be limited to essential uses required for the operation, guidance control and navigation of air, rail and mass transit systems including those uses essential to the national defense and operation of state and local emergency services.
- H. “Other Energy Source Services”, which shall be limited to essential uses required for the production, transportation, transmission and distribution, for fuel, of natural or manufactured gas, coal, oil or gasoline.
- I. “Perishable Food and Medicine”, which shall be limited to refrigeration for the storage and preservation of perishable food or medicine, when that use is substantially all of the customer’s load.

Although these types of uses will be given special consideration implementing the load curtailment provisions of this plan, these customers are encouraged to install emergency generation equipment if continuity of service is essential. In the event a customer is supplied from two or more utility sources, only one source will be given special consideration. Individuals on the priority list will not be given special consideration other than notification. If an individual on the priority list contacts the Cooperative for help, the Emergency Management team in that county will be contacted for assistance.

LEVEL 2 – RESIDENTIAL USES:

This level includes energy uses for all purposes by Grayson’s customers receiving service under its residential rate schedules with the exception of those uses classified as Level 1 or Level 4 as defined by this plan.

LEVEL 3 – COMMERCIAL AND INDUSTRIAL USES:

This level includes energy use for all purposes by Grayson’s customers receiving service under its commercial and industrial rate schedules. This group is exclusive of any customer who might also be classified in Level 1 or 4.

LEVEL 4 – NONESSENTIAL USES:

This level includes the following types of uses, as well as similar uses, which may be subsequently identifies:

- A. Outdoor flood and advertising lighting, except for the minimum level to protect life and property, and single illuminated sign identifying commercial facilities when operating after dark.
- B. General interior lighting levels greater than minimum functional levels.
- C. Show window and display lighting.
- D. Parking lot lighting above the minimum functional levels.

APPENDIX A - PRIORITY LEVELS (cont.)

- E. Energy use greater than that necessary to maintain a temperature of not less than 78 degrees during the operation of cooling equipment and not more than 65 degrees during the operation of heating equipment.
- F. Elevator and escalator use in excess of the minimum required for lighting.
- G. Energy use greater than that which is the minimum required for lighting, heating or cooling of commercial or industrial for maintenance cleaning or business related activities during non-business hours.

CERTIFICATE OF SERVICE

A copy of this revised plan has been sent to the following:

Grayson Rural Electric Cooperative Corporation Staff
Kentucky Public Service Commission
Cooperative Legal Counsel
Kentucky Association of Electric Cooperatives
East Kentucky Power Cooperative

Kim Bush

Kim Bush, Executive Assistant

September 11, 2019

Date

Updated: January 29, 2019