

**CHELAN COUNTY
COMPREHENSIVE EMERGENCY MANAGEMENT PLAN
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Promulgation Document

Promulgation

Basic Plan

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** Were intentionally omitted to stay consistent with FEMA's plan development guidelines. FEMA plans to add these ESF in the future, however they have not been assigned under current plan guidance.

BASIC PLAN

I. INTRODUCTION

A. Mission

Coordinate and facilitate resources to minimize the impacts of disasters and emergencies on people, property, the environment and the economy of Chelan County. Through planning, coordination, education, training, and community awareness, we will prepare for; respond to; recover from; and mitigate the effects of a disaster for all who live, work or visit here.

B. Purpose

To establish responsibilities for agencies and organizations within Chelan County for preparation for, response to, recovery from, and to mitigate the effects of emergencies and disasters.

C. Scope

The Chelan County Comprehensive Emergency Management Plan is an all-hazard plan that is promulgated by the Chelan County Board of Commissioners and Mayors of the participating cities within the county and applies to all local, public and private entities and organizations participating and included in the plan. This plan is an all-hazards approach to emergency and disaster situations likely to occur in the county, as described in the Chelan County Hazard Identification and Vulnerability Analysis (HIVA), and provides the foundation for:

1. The establishment of an organization and responsibilities for efficient and effective use of government, private sector and volunteer resources.
2. An outline of local government responsibilities in emergency management activities as described under RCW 38.52 and other applicable laws.
3. An outline of other participants' responsibilities in emergency management activities as agreed upon by the participating agencies and organizations.

D. Organization

Chelan County Emergency Management Department functions under the direct supervision of the Chelan County Sheriff. The Sheriff is the Emergency Management Director, and he appoints an Assistant Director who manages the Emergency Management Office and EOC.

II. POLICIES

A. Authority

This plan was developed, promulgated, and is maintained pursuant to the following local, state, and federal agreements, statutes, and regulations.

1. An Inter-local Agreement between the County of Chelan, the Cities of Entiat, Cashmere, Leavenworth, Wenatchee and Chelan. The City of Wenatchee has their own CEMP.
2. Revised Code of Washington (RCW) 36.40.140-190 and 38.52.
3. Washington Administrative Code (WAC) 118.
4. Revised Code of Washington (RCW) 38.52 and 39.34
5. Revised Code of Washington (RCW) 52, Fire Protection Districts
6. Public Law 93-288, The Disaster Relief Act of 1974, as amended.
7. Public Law 96-342, Improved Civil Defense Act of 1980
8. Title III, Superfund Amendments and Re-authorization Act of 1986
9. The National Response Framework
10. Washington State Comprehensive Emergency Management Plan, June 2011.

B. Assignment of Responsibilities.

1. Legislative authority. County Commissioners and City Councils are responsible for:
 - a. Emergency Management: Ultimately responsible for the emergency management program and organization and to provide overall direction in the development of emergency mitigation, preparedness, response and recovery programs. Chelan County has appointed the Sheriff to head the Emergency Management Office and he in turn has appointed an Assistant Director. Cities within Chelan County have contracted with Chelan County for Emergency Management Services.
 - b. Proclamation of Emergency: Activation of the appropriate parts of this plan, and certain emergency powers, by proclamation of emergency. A proclamation of emergency must be made by the local legislative authority to request state or federal assistance.
 - c. Local government resources: Ensure that all available local government resources are utilized to the maximum extent possible.
 - d. Emergency expenditures: Authorize expenditure of funds necessary to combat the disaster, protect health and safety of persons and property, and provide assistance to disaster victims, as appropriate.
 - e. Prioritizing emergency resources: Policy level decisions involving the acquisition and distribution of food and water, supplies, equipment and other material when critical shortages exist or are anticipated.
 - f. Impressment of citizens: Command the services and equipment of private citizens as necessary in response to the disaster after proclamation by the governor.
2. Local government responsibilities. In carrying out the provisions of the emergency management program, the legislative authority of the political subdivisions of the state are responsible for utilizing the services, equipment, supplies and facilities of existing departments; and the

personnel of such departments are directed to cooperate with the emergency management organization upon request (RCW 38.52.110).

- a. Chair of Board of County Commissioners / City Mayors: Shall act as the single point of contact, for the legislative body of their jurisdiction, for emergency policy decisions.
 - b. Emergency Management Director. Responsible for establishing and maintaining emergency response coordination, including planning, training, development of incident management facilities, dissemination and implementation of plans.
 - c. Incident command agencies. These agencies have established day-to-day responsibility for specific services within a specific jurisdiction (fire districts and departments, law enforcement agencies, public works departments, etc.). They are also responsible for providing trained incident commanders and staff when required, responsible for management of the emergency response and recovery according to the plan and responsible for establishing direction and control facilities at the incident.
 - d. Participating agencies and organizations. Responsible for providing necessary staff in time of emergency, participating in training and exercises, providing representatives to incident management as a point of contact during emergencies, and committing agency workers, equipment and resources to the cooperative effort.
3. Fire Protection Districts. Fire Protection Districts have the provision of fire prevention, fire suppression, emergency medical and the protection of life and property in areas outside of cities and towns where a fire protection district has been formed. Fire Protection Districts 1 through 10 are formed in Chelan County.

C. Limitations

1. This Plan is not intended to deal with every potential scenario that may occur during times of emergency, but rather identify the organization, the processes and the responsibilities of the respective participants who may be involved. The possibility of local resources becoming overwhelmed is a reality, the participating jurisdictions can only make a reasonable effort to respond based on the situation(s), information and the resources available at the time of the disaster.
2. No guarantee of a perfect system is implied by this plan. Emergency situations are difficult, if not impossible to predict. The local emergency management system must be flexible and be able to function under a variety of unanticipated, complex and unique circumstances.
3. The disaster response, relief and recovery activities of the Emergency Management Organization may be limited by:
 - a. Inability of the general citizenry to function on their own for more than three days without additional water, food, shelter and medical supplies.
 - b. Lack of police, fire, emergency medical services and public works

response due to damage to facilities, equipment and shortages of personnel.

- c. The limited number of public safety responders in a jurisdiction.
- d. The shortage of trained response personnel and equipment needed to handle a disaster.
- e. The shortage of critical supplies.
- f. Damage to essential services and facilities, such as roads, rail, utilities and communication networks.
- g. Damage to emergency services communication networks.
- h. The availability of outside assistance and resources.

III. SITUATION

- A. Emergency or Disaster Conditions and Hazards. Chelan County is subject to a full range of natural, man-made and technological hazards with the potential to pose a serious threat to public safety and health, property and the environment. This all hazard plan is intended to help meet the needs of the impacted areas, whatever the nature and scope of the incident. The following hazards have been identified as having occurred or have the realistic potential to occur in the county, however this list may not be all inclusive of the hazards that may occur.

- ❖ Natural Disasters
- ❖ Technological / Man-made Disasters
- ❖ Wildland fire
- ❖ Hanford radiological incident
- ❖ River flood
- ❖ Umatilla Army Chemical Depot incident
- ❖ Drought
- ❖ Dam failure
- ❖ Earthquake
- ❖ Terrorism / Sabotage
- ❖ Tornado
- ❖ Hazardous materials incident
- ❖ Winter storm
- ❖ Utility outage
- ❖ Ice storm
- ❖ School incident
- ❖ Flash flooding
- ❖ Civil disturbance
- ❖ Thunderstorm
- ❖ Windstorm
- ❖ Volcano ash fall
- ❖ Urban conflagration
- ❖ Epidemic Disease

1. Specific hazards are detailed in the Chelan County Hazard Identification and Vulnerability Analysis (HIVA), which is published as a separate document.

2. Due to the topography of Chelan County and the geographical separation of some of the populated areas, response concepts must account for the potential of isolation in some areas. Available resources may be limited for a period of time and operational decisions need to reflect the needs of each community and also maintain countywide coordination in order to ensure effective and efficient resource management.
3. Emergencies or disasters could occur in the county at any time causing significant human suffering, injury and death, public and private property damage, environmental degradation, loss of essential services, economic hardships to businesses, families, and individuals and disruption of governmental entities.

B. Planning Assumptions

1. Local government officials recognize their responsibilities with regard to public safety and accept them in the implementation of this plan. Coordination exists between emergency response organizations on a daily basis. This interaction is based on the frequent and routine practice of day-to-day responses.
2. Demand on emergency response agencies becomes much greater in times of crisis, and the prioritization of response to an emergency becomes critical. In addition, the resource of many of the supporting public and private organizations, that normally do not interact except in a crisis, need to be mobilized on a cooperative basis.
3. Citizens, businesses, government agencies, and industries will utilize their own resources and should provide for themselves during the first three days of an emergency or disaster.
4. Nothing in this plan is intended to diminish the emergency preparedness responsibilities of each participating jurisdiction. Their first priority is to the needs of the citizens within its jurisdiction; and each jurisdiction maintains their right to attend to their own circumstances before committing resources to cooperative disaster response. Participation in the mutual aid agreements is entirely voluntary. Nothing in this plan is intended to diminish the emergency preparedness responsibilities of individual citizens. Circumstances during disasters may not allow immediate response to meet all the needs of the public. Every individual should be prepared and able to provide for themselves during the first three days of an emergency or disaster. A free market economy and existing distribution systems should be maintained as the primary means for continuing operations of the economic and private sector systems. Normal business procedures may require modification to provide essential resources and services.
5. In situations not specifically addressed in this plan, responding agencies will have to improvise and carry out their responsibilities to the best of their abilities under the circumstances.
6. When a disaster occurs, or one is imminent, the chief elected official of the

impacted jurisdiction will direct that the County Emergency Operations Center (EOC) be activated. In most cases this will be on the recommendation of the emergency management assistant director.

7. In a major event the resources within the county will be overwhelmed and outside assistance will need to be requested. Such requests will be made through the County EOC to the SEOC (WA State Emergency Operations Center).
8. There are four phases in emergency management activities. While there may be some overlap, generally all activities will be considered to be part of one of the four phases. The phases are mitigation, preparedness, response, and recovery. These are all defined in Appendix One, Definitions.

IV. CONCEPT OF OPERATIONS

A. General

1. The responsibility for leadership and operations during emergency situations is vested in the executive heads of government.
2. The EMD Director is responsible to the executive heads of government for carrying out the program for emergency management for the county.
3. Emergency Management in Chelan County is conducted under the universally accepted four emergency management phases of mitigation, preparedness, response and recovery. Mitigation and preparedness are a constant and continuous process.
4. This Comprehensive Emergency Management Plan reflects the roles and responsibilities of agencies and jurisdictions within the county for emergency management operations.
5. Heads of departments, augmented by trained reserves and volunteers, perform emergency functions as stated in this plan.
6. Departments will retain their identity and autonomy during disaster operations. When agencies assist each other, personnel will remain under the supervision of their own agency. They will receive mission assignments from the using agency.
7. Departments not having an assigned emergency mission will carry out such duties as may be directed by the executive heads of government.
8. The county plan will make provisions for those actions necessary to minimize injuries and damage and expedite recovery from the effects of a disaster. Priority throughout the emergency period will be the preservation of life and protection of property.

B. Emergency Management Concepts

1. The initial response to or the imminent threat of an emergency will generally be conducted under the basic guidelines of the responding agencies' procedures and the Emergency Support Functions (ESF) contained in this plan. The Incident Commander should:
 - a. Assume command of local resources.

- b. Take action to protect lives, property and the environment.
 2. If the situation exceeds or threatens to exceed the initial response, the Incident Commander will activate additional response capabilities through established procedures, mutual aid or interlocal operational agreements.
 3. Chelan County EM will support the Incident Commander and activate the necessary functions of the Emergency Management Organization.
 - a. Activate and staff Emergency Operations Center as appropriate.
 - b. Establish liaison with other organizations and entities as necessary.
 - c. Implement appropriate elements and functions of the plan.
 4. In the event the magnitude and complexity of the incident overwhelm or exhaust local capabilities and resources, Chelan County EM will activate the EOC; alert and notify the appropriate staff and officials; and implement the Comprehensive Emergency Management Plan.
 - a. Obtain proclamation of emergency, if necessary, to activate emergency powers. Suspend normal non-essential activities, and divert local resources to augment disaster response and recovery.
 - b. Request support from Washington State Emergency Operations Center (SEOC).

They will evaluate local resource commitment and coordinate additional resource response.
 - c. In the event that the capabilities of state government are exceeded, the Governor may request federal disaster assistance. A disaster declaration by the President will be necessary in order to release certain federal aid.
 - d. Identify and mobilize available local, state and federal resources to restore the community to its pre-disaster state to the fullest extent possible.
 5. Once the county's Emergency Operations Center (EOC) has been opened, all operations are to be coordinated with or reported to the EOC.
- C. Direction and Control
 1. Incident Command System. The Incident Command System (ICS) is the basis for all direction, control and coordination of emergency response and recovery efforts conducted under this plan. The authority of the Incident Commander is limited to those powers specifically granted by statute, legislative authority or derived from the plan. Emergency response and supporting agencies and organizations agree to carry out their objectives in support of the incident command structure to the fullest extent possible.
 2. Incident Command Agency. Designation of the incident command agency, and assumption of incident coordination, will follow statutory responsibilities when applicable. Designation of the Incident Commander is made by the legislative authority of the jurisdiction and is based on the following criteria:
 - a. Specific or implied authority or responsibility within the applicable

- jurisdiction, or as otherwise identified in this plan.
 - b. Assumption of responsibility by the official agency.
 - 3. Operational direction and control of emergency management response and recovery activities will be conducted on-site by an Incident Commander. Requests for assistance will be made through normal channels until an EOC has become operational, at which time requests for assistance and resources should be directed to the EOC.
 - 4. Procedures for direction and control are in Appendix 1 of this plan.
- D. Emergency Operations Facilities
- 1. The Chelan County Emergency Operations Center is located at 408 N. Western, Wenatchee. (Corner of Fifth and Western)
 - 2. If the EOC is unable to operate from its primary facility an alternate will be designated based on the situation. The primary alternate is Chelan County Fire District 3 (Leavenworth), Chelan County Fire District 7 (Chelan) or Wenatchee Police Department.
- E. Mitigation Activities
- 1. The Chelan County Emergency Management Department will prepare and maintain a Natural Hazard Mitigation Plan, coordinate with other agencies for management of specific mitigation projects, provide public information on mitigation and coordinate with Washington Emergency Management Division on mitigation issues.
 - 2. All agencies and jurisdictions will develop and implement a plan to reduce or alleviate the loss of life, property, economy, and the environment from natural and human caused hazards.
 - 3. Basic mitigation considerations include:
 - a. Removal or elimination of the hazard.
 - b. Reduce or limit the amount or size of the hazard
 - c. Segregate the hazard from that which is to be protected.
 - d. Establish hazard warning and communication procedures.
 - e. Conduct training and education, coordinate exercises, and plan maintenance.
- F. Preparedness Activities
- 1. Chelan County Emergency Management (EM) will develop and maintain the Comprehensive Emergency Management Plan and the Hazard Identification / Vulnerability Analysis (HIVA). EM will also establish and maintain a training and exercise program; emergency resource inventories; public education program; warning and emergency public information program; a functional Emergency Operations Center (EOC); an emergency/disaster communications capability; and assist in establishing mutual aid agreements and interlocal operating agreements.
 - 2. Local agencies and organizations should develop and implement procedures to carry out their responsibilities as outlined in the plan. Lines of authority should be identified and documents for the continuity of

government should be protected. Individuals with responsibilities during assessment and mitigation, preparedness, response, and recovery phases should be identified and aware of their emergency responsibilities.

G. Response Activities

1. Chelan County Emergency Management, upon notification of an actual emergency or disaster will evaluate the situation, alert the appropriate local response and support resources as established in local procedures; activate the EOC at the appropriate level; activate warning and emergency public information systems; coordinate and manage resource requests; coordinate the situation analysis and damage assessment; prepare an emergency declaration; and coordinate local actions with Washington State Emergency Operations Center (SEOC) and other State and Federal agencies as necessary.
2. Local agencies and organizations should:
 - a. Establish response strategies and actions to save lives, reduce injury, minimize property and resource damage, and protect the environment.
 - b. Follow established response procedures for:
 - (1) Processing emergency call information.
 - (2) Activation and implementation of their plans.
 - (3) Mobilization or demobilization of services.
 - (4) Establishing an Incident Command System and organization.
 - c. Maintain on-scene procedures for:
 - (1) Control of access to the area affected by the disaster.
 - (2) Identification of personnel engaged in incident activities.
 - (3) Accountability of personnel engaged in the incident.
 - d. Document all emergency response activities and actions.

H. Recovery Activities

1. The Chelan County Emergency Management Department will coordinate disaster recovery and restoration efforts to include collection, evaluation, compilation, and forwarding of reports and damage assistance requests, restoration of essential services, State, Federal and other disaster assistance programs, identify potential future mitigation measures, and conduct reviews and critiques of emergency plans and procedures.
2. Local agencies and organizations should address the following issues:
 - a. Organization and staffing for continuity of government.
 - b. Essential records recovery and restoration.
 - c. Restoration of utility and other essential services.
 - d. Record keeping and documentation of disaster related expenditures.
 - e. Debris and waste removal and disposal.
 - f. Inspection and evaluation of facilities.

- g. Internal review of plans, procedures and emergency related activities.

V. RESPONSIBILITIES

- A. Purpose
To identify agency and other participating organization responsibilities within the Chelan County Emergency Management Organization.
- B. Agency and Organization Responsibilities. General responsibilities for agencies and other participating organizations are listed below. Detailed and additional responsibilities for each support function are found in each ESF.
 - 1. Chelan County Board of County Commissioners.
 - a. Proclaim local proclamation of emergency as prescribed in Chapter 36.40.180 Revised Code of Washington.
 - b. Establish emergency policies for the county during an emergency or disaster.
 - c. Provide liaison to mayors, other county commissioners or to the Governor in emergency or disaster related matters.
 - d. Request state assistance from either the Governor or other appropriate state agencies.
 - e. Issue, amend, or rescind necessary orders, rules and regulations to carry out emergency management operations.
 - 2. City Mayors and Councils
 - a. Proclaim local proclamation of emergency as prescribed in Chapter 35.33.081 revised Code of Washington.
 - b. Establish emergency policies for their respective municipality during an emergency or disaster.
 - c. Provide liaison to other mayors, the Board of County Commissioners or to the Governor in emergency or disaster related matters.
 - d. Issue, amend, or rescind the necessary orders, rules and regulations to carry out emergency management operations.
 - 3. Chelan County Sheriff's Office Emergency Management
 - a. Maintain and coordinate the local emergency management organization, to include staffing for normal activities, and for emergencies and disasters.
 - b. Prepare, maintain, and promulgate the Comprehensive Emergency Management Plan and program. Advise and assist local agencies in the development of their emergency or disaster procedures and programs.
 - c. Establish an Emergency Operations Center (EOC), a place for officials to provide support to an Incident Commander or assume area command of an incident or incidents.
 - d. Prepare local proclamation of emergency for the Board of County Commissioners or Mayors.

- e. Provide for the registration of emergency workers.
- f. Obtain a state mission number for emergencies and training events in accordance with RCW 38.52.180.
- g. Coordinate emergency and disaster information and resource assistance requests with Washington State Emergency Operations Center (SEOC).
- h. Coordinate damage assessment efforts.
- 4. Fire Services (including fire protection districts)
 - a. Incident Command.
 - b. Fire prevention and suppression.
 - c. Staff EOC.
 - d. Emergency medical response support.
 - e. Hazardous Materials response support.
 - f. Decontamination Trailer operation/support
 - g. Evacuation support.
 - h. Light search and rescue, assist with heavy rescue.
 - i. Damage assessment.
 - j. Warning support.
 - k. Emergency personnel and equipment resource.
 - l. Any other life-threatening emergency (floods, chemical releases, etc.)
- 5. Law Enforcement
 - a. Incident Command.
 - b. Maintain law and order and enforce emergency rules and regulations.
 - c. Traffic and crowd control.
 - d. Staff EOC.
 - e. Evacuation.
 - f. Security.
 - g. Hazardous Materials response support.
 - h. Search and Rescue.
 - i. Coroner function support.
 - j. Damage assessment support.
 - k. Warning support.
- 6. Emergency Medical Services
 - a. Provide emergency medical services.
 - b. Mass casualty response, triage management.
 - c. Staff EOC.
 - d. Medical resource coordination.
 - e. Casualty transportation.
- 7. RiverCom Communications
 - a. RiverCom is designated as the primary communications center for Chelan County. It maintains 24-hour emergency alerting and communications capability for receiving, coordinating and disseminating emergency information.

- b. Operate and maintain communications functions and assure interoperability with the EOC.
 - c. Operate and maintain the County Emergency Services Communications System and coordinate the interface with other existing local communications systems.
 - d. 24 hour point of contact for warning information for Chelan County.
 - e. Establish and maintain liaison with Chelan County Emergency Management/EOC to assure compatible and coordinated emergency communications capabilities and operations.
 - f. Provide appropriate and timely information and situation status to the EOC.
 - g. Control their own communications systems during emergencies or disasters.
 - h. Develop and maintain SOPs to accomplish their tasks.
 - i. Ensure that all personnel within the agency are trained in emergency communications operations and procedures.
8. HAZMAT
- a. Chelan County Fire Agencies respond to HAZMAT incidents throughout Chelan County and function within their training. The Washington State Patrol is the Incident Command agency throughout the county for HAZMAT incidents.
 - b. Coordinate hazardous materials incidents and rescue operations.
 - c. Coordinate the mobilization and transportation of all HAZMAT resources.
 - d. Develops, tests and maintains SOPs for responding to hazardous materials incidents in coordination with this plan.
 - e. Acquire mutual aid resources, as necessary.
 - f. Trains personnel to identify potential hazardous materials incidents through the use of the North American Emergency Response Guidebook and other training offered through the Washington State Patrol, fire service training and EMS seminars.
 - g. Train all personnel to understand and use the Incident Command System.
 - h. Participate in the Unified Command System when more than one responder discipline agency responds to the HAZMAT incident.
 - i. Requests support and assistance from Chelan County EOC or emergency management staff
9. LINK Transit
- a. Transportation.
 - b. Staff EOC if needed.
10. Agriculturist/Extension Agent
- a. Coordinate resources and information for farm and livestock activities.
 - b. Staff EOC if needed.

11. American Red Cross
 - a. Coordination of mass care functions with area's other human needs organizations.
 - b. Coordinate and provide emergency shelters and feeding according to established mass care / shelter plans.
 - c. Assist with residential damage assessment.
 - d. Staff EOC if needed.
12. Public Works Departments
 - a. Incident Command.
 - b. Organize a Public Works Response Center to coordinate public works actions.
 - c. Engineering services.
 - d. Transportation coordination.
 - e. Staff EOC.
 - f. Damage assessment.
 - g. Emergency debris clearance from roadways and other infrastructures.
 - h. Restoration of essential services and facilities.
 - i. Traffic control support.
 - j. Fuel and maintenance for emergency vehicles.
 - k. Hazardous materials response support.
 - l. Flood control support.
 - m. Heavy rescue support.
 - n. Provide heavy equipment resources.
13. Public Information Officer (PIO)
 - a. Serve as the coordination point for all public information, media relations and internal information sources for the EOC.
 - b. Ensure that the public within the affected area receives complete, accurate, and consistent information about life safety procedures, public health advisories, relief and assistance programs and other vital information.
 - c. Maintain a positive relationship with media representatives.
 - d. Develop the format for press conferences, in conjunction with the EOC Manager.
 - e. Coordinate media releases with Information Officers representing other affected emergency response agencies.
 - f. Ensure that Public Information is available for the public to access helpful information and advice. Provide the call takers with timely and accurate messaging sheets so that they offer only confirmed and approved information.
 - g. Serve as the coordination point for all media releases for the EOC.
 - h. Designate spokesperson(s) for the incident in consultation with the EOC Management Section.
 - i. Undertake initial media assessment and contact (i.e. determine who is still operational).
 - j. Oversee news conferences and Media Briefings.

- k. Maintain a positive relationship with the media representatives, monitoring all broadcasts and written articles for accuracy.
 - l. Liaise with EOC Management, Operations, Planning, Logistics and Finance and Administration sections.
- 14. Public Health
 - a. Non-emergency medical and health care.
 - b. Provide medical surveillance.
 - c. Identification of health hazards, including hazardous materials incidents.
 - d. Food, water and sanitation systems inspection.
 - e. Immunization and disease control.
 - f. Staff EOC.
- 15. Human Services, usually handled by the American Red Cross
 - a. Mental trauma.
 - b. Coordinate volunteers.
- 16. Chelan County Coroner
 - a. Mortuary services.
 - b. Mass casualty support.
 - c. Staff EOC if needed.
- 17. Auditor
 - a. Support county emergency resource program.
 - b. Emergency fiscal procedures.
 - c. Staff EOC if needed.
- 18. Prosecuting Attorney
 - a. Legal affairs.
 - b. Provides emergency legal advice to county agencies.
 - c. Staff EOC if needed.
 - d. Reviews agreements, contracts, and other emergency or disaster related documents.
- 19. Treasurer
 - a. Emergency fiscal procedures support.
 - b. Staff EOC if needed.
- 20. Assessor
 - a. Damage assessment support.
 - b. Recovery assistance.
 - c. Staff EOC if needed.
- 21. Community Development
 - a. Participate as a member of the Preliminary Damage Assessment (PDA) Team to determine the extent of damages resulting from the disaster/emergency situation.
 - b. Participate as a member of the Damage Survey Report (DSR) Team to prepare DSRs.
 - c. Participation in collecting and updating the status of damage within Chelan County and to evaluate its impact on the County.
- 22. Technology Services
 - a. Information and communication services.

- b. Staff EOC if needed.
- 23. Local Hospitals and Clinics
 - a. Establish and maintain liaison with the Chelan Douglas Health District, EMS Director, Coroner and other support agencies.
 - b. Establish and maintain liaison with Chelan County EM/EOC, to assure compatible and coordinated emergency communications capabilities.
 - c. Control their own communications systems during emergencies or disasters.
 - d. Develop and maintain SOPs to accomplish their tasks.
 - e. Where possible, make patient beds available to those individuals requiring hospital care.
 - f. Where possible, make home health care programs, nurses and medical staff available to victims of the emergency or disaster.
 - g. Where possible make specialized services such as X-ray, laboratory and pharmacy available to walk-in victims of an emergency or disaster.
- 24. Critical Incident Stress Management (CISM) Team
 - a. Provides on-scene psychological assessment of first responder personnel during major incidents and those of long duration.
 - b. Provides guidance in managing incident stress experienced by first responders and mitigates long-term psychological trauma.
- 25. County Veterinary Coordinator
 - a. Coordination of local resources in response to pet, farm and wild animal care needs before, during and after a significant emergency.
 - b. Assessment of animal needs.
 - c. Overall management of animal care services.
 - d. Coordinate the identification of local facilities and resources available for animal concerns.
 - e. Coordination of animal care volunteers.
- 26. Wenatchee Valley Humane Society
 - a. Coordination of local resources in response to pet, farm and wild animal care needs before, during and after a significant emergency.
 - b. Assessment of animal needs.
 - c. Coordinate the identification of local facilities and resources available for animal concerns.
 - d. Provide support personnel and expertise for inspections, control, decontamination, and animal depopulation actions as capable.
 - e. Coordinate with the Chelan County Veterinarian, Extension Agent and the American Red Cross in developing a plan to transport animals to animal care facilities when owners are evacuated to shelters.
 - f. Assist with animal movements and animal welfare issues at the local level.
 - g. Establish a foster/adoption procedure in the event that lost animals cannot be reclaimed by their owners in a reasonable period of time.

- Legal agreements must be written to protect the rights of the original animal owner(s). Ascertain that such procedures are in accordance with applicable city/county/state laws.
- h. Provide pertinent Humane Society impact information to the Chelan County EOC PIO.
27. Amateur Radio Operators
- a. Develop and maintain back-up EOC emergency communications capability.
 - b. Coordinate with local amateur radio operators, who will establish a secondary communications network to support communications needs between shelters, Red Cross operations and others, as appropriate according to Chelan County Emergency Management.
 - c. Provide radio operators in areas where other communications might not be available.
 - d. Periodically test and exercise the communications.
 - e. Maintain an inventory of existing radio frequencies and other communications resources available for local emergencies.
 - f. Maintain liaison with other agencies to insure upgraded communications capabilities are compatible with countywide communications systems.
28. Public Broadcasting / Emergency Alert System (EAS) / NOAA
- a. Broadcast of official emergency information from local EOC officials to the public via local commercial broadcast outlets, i.e. radio, television and newspaper.
 - b. Provide other related emergency information to the public.
29. Community Volunteers (volunteers may come from Chelan County Volunteer Services, Wenatchee VIPS, CERT Groups, etc.) – The designated volunteer coordinator will:
- a. Organize and direct volunteers during the time of the emergency/disaster.
 - b. The individual volunteer groups will provide or coordinate for continuing training for volunteers.
 - c. Staff EOC, if needed.
30. Energy Utility Providers
- a. Establish and maintain emergency procedures.
 - b. Coordinate emergency actions and activities with Chelan County EM/EOC and be prepared to provide a liaison to Chelan County EOC when requested.
 - c. Assist with development, coordination and support of energy and utility conservation policies and programs; and establishing priority systems for the curtailment or reduction of services, restoration of services, and provisions for emergency services.
 - d. Provide public utilities and engineering support for restoration of water and wastewater and disposal of garbage and debris.
 - e. Cooperate with voluntary requests for conservation and control measures.

- f. Work and coordinate with Chelan County EM/EOC and SEOC to establish necessary priorities and control measures, as required.
- 31. All departments, agencies, and participating organizations. All local government agencies and organizations have emergency management responsibilities. These responsibilities are included in the four phases of emergency management categories. Activities that may be undertaken include, but are not limited to:
 - a. Prepare and maintain a safe work place. Conduct hazard surveys and eliminate or mitigate hazards. Review workplaces and take action to mitigate the effects of disasters.
 - b. Prepare a plan to provide essential government services during a disaster. Include establishing essential government services at another location should current facilities be unusable.
 - c. Identify key personnel to staff organization during emergency situations.
 - d. Develop and maintain a chain of command and authority to ensure continued operations in the event key personnel are not available.
 - e. All departments, agencies, and participating organizations will assign personnel to be responsible for documentation of disaster activities and costs and to utilize effective administrative methods to keep accurate detailed records distinguishing incident operational activities and expenditures from day to day activities and expenditures. See Appendix Five – Administration for more details.

ANNEX 1 - DIRECTION AND CONTROL

INTRODUCTION

- A. Purpose.
This appendix provides for the effective direction, control, and coordination of emergency management activities, during emergency or disaster operations and to ensure the continued operation of local government during and after emergencies and disasters.

POLICIES

- A. If an emergency or disaster is beyond the normal capabilities of local government, a local proclamation of emergency is made by the legislative head of the involved governments in accordance with RCW 36.40.180 for counties and RCW 35.33.081 for cities. This proclamation is usually prepared by Chelan County Emergency Management, and is approved and signed by the legislative heads of government as an ordinance or resolution. This proclamation is a prerequisite for state and federal assistance.
- B. The elected executive officials, department heads and other key officials may operate from the Emergency Operations Center or an alternative Command Post during emergency or disaster situations. Information regarding the situation will be coordinated at the Emergency Operations Center and the elected and/or senior government officials will make the policy decisions.
- C. All emergency operations in Chelan County will be conducted utilizing the accepted concepts and principals of the Incident Command System to assure functional and cooperative management of emergency operations.
- D. Chelan County Emergency Management coordinates local capabilities and resources needed to alleviate or lessen the impact of a disaster or emergency. When the situation is determined to be beyond the capabilities of local government, Chelan County Emergency Management also provides the necessary liaison for state and federal assistance.

SITUATION

- A. Authority
The authority for the Direction and Control concepts and procedures as outlined in the Plan is derived from RCW 38.52 and other applicable state statutes and regulations.

CONCEPT OF OPERATIONS

- A. Legislative Authority.
 - 1. Board of County Commissioners.
 - a. The legislative authority of Chelan County is responsible for policy actions or decisions during an emergency or disaster within Chelan County.
 - b. In the event a majority of the Board is not available, the remaining one Commissioner may make decisions dealing with an occurring emergency or disaster.
 - 2. Mayors / City Councils.
 - a. The legislative authority of each city is responsible for policy actions or decisions during an emergency or disaster, within the scope of their powers.
 - b. In the event a majority of the City Council is not available, the remaining Council may make decisions dealing with an occurring emergency or disaster.
- B. Designation of Successors. Succession will occur if there is no available elected executives to make policy decisions. Upon the availability of any elected executive official, succession to non-elected personnel will cease.
 - 1. County Government.
 - a. If the entire Board of Commissioners is not available, then this authority is assumed in this order.
 - (1) Sheriff
 - (2) Director of Public Works
 - (3) Assessor
 - (4) Auditor
 - b. In the event no elected officials are available, emergency authority will fall to the Senior Sheriff's Office Commander.
 - 2. City Government. If the entire elected legislative authority body is unavailable, this authority is assumed by the available department heads, with the City Administrator acting as chair of this body.
- C. Emergency Management responsibilities of successors acting as the legislative authority.
 - 1. Shall abide by any and all procedures pre-determined by the elected executive officials for their particular political subdivision.
 - 2. Shall make only those decisions necessary to support the emergency or disaster operations.
 - 3. Shall commit funds to the emergency/disaster operations as provided in the Revised Code of Washington.

INCIDENT COMMAND SYSTEM (ICS)

- A. WAC 296-305-05001 Emergency fireground operations -- Structural. The fire

- department shall establish an incident command system (ICS) with written guidelines applying to all members involved in emergency operations.
- B. WAC 296-824-50010. Labor and Industries. Employers must implement and maintain an incident command system (ICS). They must make sure a single individual, acting as the incident commander (IC), is in charge of the site-specific incident command system (ICS) and acts within their designated role and training level.
- C. Incident Command System (ICS). All emergency operations in Chelan County will be conducted utilizing the accepted concepts and principals of the Incident Command System. The following outline generally describes the Chelan County Emergency Management system operational concept for direction and control during emergencies and disasters.
1. Level 1 Response – Day to day emergencies.
 - a. Command – Senior officer or Incident Commander (IC) is in charge of the incident.
 - b. Coordination – IC will coordinate all incident activities and operations.
 - c. Direction and Control – Will utilize department procedures for regular response.
 2. Level 2 Response – Usually multiple agency, jurisdiction or situation-based incidents that are of the magnitude to be potential major emergencies.
 - a. Command – Incident Commander or Unified Command will manage the incident and establish an Incident Command Organization meeting the demands of the incident.
 - b. Coordination – The Incident Command General Staff, with necessary liaisons or agency representatives, will coordinate incident activities and operations on scene and with Chelan County EM/EOC.
 - c. Direction and Control – The Incident Commander will receive direction and control from the appropriate legislative authority of the jurisdiction, if necessary, and other agency administrators as appropriate. This may be direct to the Incident Commander or through the Chelan County EOC if activated.
 3. Level 3 Response – Major emergency or disaster.
 - a. Command – Each Incident Commander or Unified Command, if implemented, will manage the incident(s) and establish an Incident Command Organization meeting the demands of the incident(s). The magnitude and scope of the situation may require multiple Incident Command Organizations to be established.
 4. For hazardous material incidents in Chelan County, the Washington State Patrol assumes Incident Command for all county jurisdictions. (RCW 70.136.030)
 - a. Coordination – Each Incident Command Organization, with necessary liaisons or agency representatives, will coordinate

- individual incident activities and operations; and coordinate their operation with Emergency Management through the Chelan County EOC. During this level of response, resource management and the establishment of priorities is essential.
- b. Direction and Control – The Incident Commander will receive direction and control from the appropriate legislative authority of the jurisdiction and other agency administrators through the Chelan County EOC. Emergency actions will need to be coordinated and prioritized countywide.
5. If during an incident, fire mobilization is declared and if a Mobilization Incident Commander (MIC) is assigned to the incident, incident command may pass from the local incident commander to the MIC or Unified Command may be established. When this occurs, **a formal written delegation of authority is required.**
- D. Emergency Operations Center (EOC)
1. EOC Activation. The following local government officials have the authority to activate the Emergency Operations Center:
 - a. Director of Emergency Management (Sheriff), or designee
 - b. County Commissioners.
 - c. Mayors.
 - d. City Managers.
 - e. Incident Commanders, through the Director of Emergency Management.
 2. The primary EOC for Chelan County is located at 408 N. Western, Wenatchee (Fifth and Western). Any public agency's facilities and equipment may be called upon and utilized during a declared emergency.
 3. The organization of the EOC and procedures for operations is established and published in a Standard Operational Procedures (SOP). Details on organization, operation and supervision are contained in the EOC SOP.
 4. EOC Personnel and Staffing
 - a. The need for EOC staff will expand and contract during the various phases of the disaster, with the largest commitment of personnel usually required during the response phase.
 - b. During a major emergency or disaster, it may become necessary to support the EOC with personnel from varying departments. All Directors, Supervisors, Chiefs and other heads of departments, agencies and local political subdivisions should provide personnel to support the EOC.
 - c. Persons assigned EOC duties must be prepared to respond during emergencies.
 5. Equipment
 - a. VHF radios – The representatives from respective response agencies must bring hand-held radios to the EOC for communication with their agency.
 - b. Comprehensive Emergency Management Net (CEMNET) Radio.

The Washington SEOC Department (EMD) operates a statewide, very high frequency (VHF) low-band radio system, as the primary backup communication link between the SEOC and local EOCs throughout the state.

- c. Amateur radios - The EOC has amateur radio capability.
 - d. The EOC has telephones (VoIP) to be used in the event the center is opened. The incoming number is (509) 667-6598. Incoming calls are automatically forwarded to two other lines should the primary number be busy. There are four outgoing telephone lines, one of which may be used as an incoming line dedicated to an incident commander.
 - e. The EOC has desktop and laptop computers available. A wireless access point has been installed. Staff members may bring additional laptop computers to the EOC.
 - f. A back up emergency generator powers a portion of the facility.
 - g. The Emergency Alert System (EAS) is located at RiverCom and can be activated by RiverCom personnel.
6. Coordination
- a. The use and allocation of resources available in the County to support an emergency operation need to be coordinated through the EOC.
 - b. Requests for State, Federal, and other out of county resources must be made through the EOC. The exception is in a fire mobilization – fire mobe follows their own chain of resource requests.
- E. Continuity of Government
- 1. Each political subdivision shall adopt rules and regulations providing for appointment of temporary interim successors to the elected and appointed offices of the political subdivisions. (RCW 42.14.070)
 - 2. Executive heads of all departments and agencies of the county and cities should designate alternates to assure continuity of leadership and operation in the event they (the executive heads) are not available during the time of an emergency. An alternate operations office should also be designated in the event the normal office is unusable. The successors are to be made aware of their emergency responsibilities and receive appropriate training.
 - 3. All departments, agencies, and commissions shall identify essential records and take actions to protect those records during a disaster or emergency operation.

RESPONSIBILITIES

- A. General. Operations of the emergency management organization within Chelan County are established by the Inter-local Agreement between the County of Chelan and the Cities of Cashmere, Leavenworth, Entiat, Wenatchee and Chelan.
- B. Chelan County Sheriff's Office Emergency Management
 - 1. Chelan County EM has the overall responsibility for the emergency preparedness of the county and its political subdivisions, to include:
 - a. Designate a primary EOC and provide for its operational readiness.
 - b. Ensure that the County's Comprehensive Emergency Management Plan (CEMP) is maintained.
 - c. Chelan County EM has the responsibility of collecting all damage assessment estimates, making appropriate claims to the State and Federal Governments, and monitoring any grants or other assistance received by the County.
 - 2. The chief elected official of each jurisdiction is responsible for the emergency preparedness of their jurisdiction.
- C. County and City Public Works (PW) Organizations
 - 1. Each jurisdiction needs to establish an SOP for their organization's use in time of an emergency operation to include a continuity of command.
 - 2. Organize a Public Works Response Center to coordinate public works actions.
 - 3. If an emergency operation is impacting their jurisdiction they must assign a representative to the EOC.
- D. County Assessor and Building Inspectors
 - 1. These personnel will normally become involved in the later stages of the response phase or at the beginning of the recovery phase with the mission of determining the extent and cost of the damage.
 - 2. The building inspectors may be part of damage assessment teams, which will be organized by the EOC and assigned to specific areas.
- E. Volunteer Groups
 - 1. Organizations such as the American Red Cross and Salvation Army may be called upon to assist with feeding and sheltering victims.
 - 2. Groups such as radio operators and search and rescue may be called upon to assist by participating on disaster assessment teams.
 - 3. Community Emergency Response Team (CERT) members and volunteers from Chelan County Volunteer Services or Wenatchee VIPS may be called upon to assist in disaster response and recovery activities.

TAB A TO ANNEX 1 - DIRECTION AND CONTROL

Chelan County Emergency Operations Center

Public Information Officer
Amateur Radio
Red Cross
Salvation Army
Volunteer Organizations (CERT, local churches, etc.)
Humane Society
Utilities (power, water, sewer, telephone, gas)
Liaison Officer
Fire
Law Enforcement
EMS
Public Health
Operations Officer
Recovery Officer
Volunteer Coordinator
WSU Extension Agent
Damage Assessment Recorder
Receptionist
Messenger
Documentation Leader
Planning Officer
Transportation Coordinator
ArcView Specialist
Logistics/Public Works Officer
Financial Specialist
Finance Officer
EOC Manager
Legal Officer
Policy & Decision Group

TAB B to ANNEX 1 - - Levels of Emergency Operations Center (EOC) Activation**LEVEL 1 - - Informational Level.**

This level is used when there is an emergency or potential emergency situation somewhere in the State, Region or County, that has the potential to impact any part of Chelan County, either directly or indirectly. The purpose of this activation is to keep track of events and monitor resources in case it escalates to a point where it may impact Chelan County. Generally, this level will require the Emergency Director and perhaps one other person in the EOC maintaining frequent contact with the PIO and other staff as needed.

LEVEL 2 - - Support Level.

If it appears that Chelan County may be requested to provide assistance to another county, provide sheltering for evacuees, there is an emergency event that is expected to last several hours or more, there is an emergency situation involving multiple agencies and/or jurisdictions, or there are multiple emergencies/events occurring simultaneously, this level of activation would be appropriate. All appropriate EOC Staff will be asked to report to the EOC for a briefing, and then only those needed for the particular situation would remain. Others would remain in a Stand-by Status.

LEVEL 3 - - Limited Operational Level.

When part of Chelan County is directly impacted, or will likely be significantly impacted by an emergency situation, this level would be appropriate. At this level, designated EOC Staff or their representatives will need to be in the EOC, or on call, until the emergency situation is downgraded. Emergencies involving multiple agencies or jurisdictions, events affecting the infrastructure of the area or County, events requiring a high degree of coordination and technical expertise, or events that will likely take many hours or days to resolve are examples of situations that may require a level 3.

LEVEL 4 - - Full Operational Level

When more than one area or jurisdiction within Chelan County is being significantly impacted, and coordination with the State EOC and/or adjacent counties is required, this level would be appropriate. Full staffing of the EOC will be required on a 24-hour basis. This is the highest level of EOC activation.

Stand-by Status (or On Call) means that a person is to remain in contact by phone, at home or at work, until the emergency situation is over or they are asked to report to the EOC. If the person on Stand-by is unavailable for a period of time, that person is responsible to advise the EOC who their replacement will be.

Staffing the EOC means either the department head or an alternate authorized by the department head that can represent them and make decisions for deployment of department resources.

TAB C to APPENDIX 1 - - DIRECTION and CONTROL
Authority References for Emergency Situations**Type of Action Authorities:**

Emergency expenditures for RCW 35.33.081 and cities under 300,000 RCW 35.33.101

Emergency expenditures for RCW 36.40.180 and counties RCW 36.40.190

Contract for construction work RCW 38.52.390

Use emergency service workers RCW 38.52.010(5) and RCW 38.52.310 and
WAC 118-04

Use of public facilities RCW 38.52.110(1)

Impressment of citizenry RCW 38.52.110(2)

In emergency situation the requirements for environmental reviews and permits may be
waived or orally approved per the following statutes and regulations:

State Environmental Policy Act RCW 43.21C.110 (Environmental Review)

Hydraulics Act (Permits) RCW 77.55.100

Shorelines Management Act (Permits) WAC 173-26

RCW 90.58.140

Flood Control Zones by State (Permits) RCW 86.16

ANNEX 2 - EMERGENCY PUBLIC INFORMATION

INTRODUCTION

- A. Purpose
The purpose of this appendix is to provide guidelines for an efficient and coordinated continuous flow of timely information and instruction to the public using all available communications media prior to, during, and immediately following an emergency or disaster.
- B. Scope
Emergency public information actions before, during and following any emergency will be determined by the severity of the emergency or potential emergency. A significant Emergency Public Information response could involve personnel from all jurisdictions, organizations, and agencies within the county.

POLICIES

- A. Authorities (See Basic Plan)
- B. Assignment of Responsibilities
 - 1. An Emergency Public Information Officer and alternate are appointed by the Emergency Management Director or his designee.
 - 2. Each response agency must appoint and train a spokesperson who will act as the Incident Commander's PIO at the scene.
 - 3. Each of the cities within Chelan County should also have persons designated and trained as primary and alternate PIOs who could work in the EOC during the time of a declared emergency.

SITUATION

- A. Emergency/Disaster Conditions and Hazards
 - 1. A natural or technological emergency or disaster could occur at anytime within the County.
- B. Assumptions
 - 1. An event has occurred, or has been forecast as imminent, which places people and property in danger. Technologically caused events and some natural events, such as earthquakes, generally do not provide any advance warning. However, other natural disasters, such as winter storms and flooding, can generally be predicted which may allow some time for preparedness actions.
 - 2. The event requires response and/or actions by the public in order to eliminate or reduce their exposure to the danger of the event.

CONCEPT OF OPERATIONS

A. General

1. The county and cities are responsible for providing their citizens with information on impending or existing emergencies, to include immediate protective action they should take, such as sheltering or evacuation.
2. All county agencies and jurisdictions are responsible for providing the PIO with appropriate information about the incident, and actions needed to save lives and protect property.

B. Information Support Structure

1. During a declared emergency, the PIO will work out of the County Emergency Operations Center (EOC). However, media briefings will be conducted at a designated location, away from the EOC.
2. The SEOC will normally be activated anytime a county within the state has a declared emergency. Therefore, their PIO needs to be kept informed of the situation and of any assistance that might be needed.
3. The state will coordinate with federal agencies to keep them informed of the situation, and of any assistance that might be needed from them.
4. Incident commanders may appoint a PIO and spokesperson at the incident scene. If no PIO is appointed, the IC acts as spokesperson. Close coordination between the PIO at the scene and the PIO in the EOC is necessary.
5. If an outside agency, such as FEMA, the U.S. Forest Service, an airline, etc., was to set up a public information office in Chelan County because of a major event, the County PIO would coordinate with that agency in order to help avoid conflicts in information that is being released.

C. Notification

1. Appropriate county agencies will be notified when an emergency or disaster has occurred that requires a PIO response, and be asked to keep the PIO or the EOC informed of the situation in their area of responsibility.

D. Emergency Management Activities

1. All agencies in all jurisdictions are responsible to:
 - a. Identify and train personnel to implement the public information responsibilities outlined in this appendix.
 - b. Prepare and coordinate public information resource material that might be needed by their agency during an emergency.
 - c. Participate in programs to educate the public about hazards caused by emergencies or disasters, and actions people may be asked to take to protect themselves, their property, and the environment.
 - d. Advise county agencies and jurisdictions of emergency management PIO training that is available.

- E. When the Emergency Operations Center (EOC) has been activated, the Public Information Officer (PIO), or their designee, coordinates the preparation and release of news regarding the emergency situation. It is important that all news releases and status reports be coordinated with the PIO to reduce the possibilities of conflicting information.
- F. When the EOC is activated, either the PIO or Duty Officer may designate a Media Monitor. The Media Monitor will monitor and verify the information being sent out by the media as to content and timeliness, and report this information to the PIO.
- G. A Joint Information Center (JIC) may be activated, if the situation warrants. The JIC will be located at an off-site location. Volunteers will staff telephones and coordinate media activities under the supervision of the PIO.

RESPONSIBILITIES

- A. The Director, Emergency Management (EM)
 - 1. The Emergency Management Director or his designee is responsible for appointing a PIO and ensuring that the person is trained and qualified.
 - 2. The EOC Manager and/or Incident Commander will approve all news releases prior to release. The Commissioners are to remind all County Departments of the necessity of clearing any releases to the media or public through the PIO in order to help prevent conflicting information and to assist with "rumor control". Mayors are to remind all of their City Departments of the necessity of clearing any releases to the media or public through the PIO in order to help prevent conflicting information and to assist with rumor control.
 - 3. Assists in providing the PIO with technical advice and assistance, and recommends training for that person.
 - 4. Assist the PIO in selecting alternates to serve in the EOC.
 - 5. Assists the PIO in creating checklists that may be used for all phases of the emergencies (Mitigation, Preparedness, Response, and Recovery) for which the county is vulnerable. Maintain the checklist in the EOC SOP, which is published separately.
 - 6. Maintain a media contact list, which includes addresses, phones, e-mail, and FAX numbers. Maintain this list in the EOC SOP.
- B. The Public Information Officer (PIO)
 - 1. The PIO is responsible for the preparation and release of news regarding the emergency situation. This includes material prepared on the spot, as well as the use of pre-scripted material. Pre-scripted information should be prepared for all types of hazards, which may occur in the county.
 - 2. Obtain approval from the Incident Commander, County Commissioners, or the EOC Manager, prior to issuance of a news release.

3. Get the news releases to the local media. This may be done by using faxes, phone, E-mail, scheduling and conducting briefings, or using messengers. Local media is to include the newspapers, radio stations, and TV that serve the area being impacted by the emergency or disaster. Outside media will be provided information at scheduled briefings.
 4. Plan, schedule, and coordinate briefings or news conferences for the media. Small briefings, situation reports, etc. may take place in the PIO's office. Prearranged briefings will be conducted at a site separate from the EOC.
 5. Coordinate with the State PIO, and provide the SEOC with copies of news releases issued.
 6. If a Federal Disaster Recovery Assistance Center (DRAC) is established in the county, the PIO will continue to coordinate the release of news throughout the recovery phase.
 7. Provide information concerning individual and public assistance when available. Normally, media representatives will be provided this type of information at scheduled briefings.
- D. The American Red Cross will be the agency responsible for sheltering and registering displaced persons. The Red Cross may also be coordinating volunteers who wish to assist in the response and/or the recovery efforts. The PIO needs to maintain contact with the Red Cross and coordinate information to the public about the services that are being provided.
- E. All County and City Agencies and Departments are to notify the PIO of any requests for information from any of the media, and of any material or reports they provide to the media. The purpose of this requirement is not to limit the media's access to information but to keep the PIO fully informed and assist in the efforts of "rumor control".
- F. If an evacuation of part or all of the county becomes necessary, the PIO, as with any emergency, has the primary role in disseminating instructions to the public. Special situations dealing with evacuation are found in ESF 15.

ANNEX 3 – ADMINISTRATION

INTRODUCTION

- A. The purpose of this appendix is to provide guidance to jurisdictions, agencies, and organizations on administrative matters necessary to support emergency or disaster operations.

CONCEPT OF OPERATIONS

- A. Jurisdictions and organizations with emergency management responsibilities are required to establish, maintain, and protect vital records under a record retention program as defined in RCW 40.10.010. Records include, but are not limited to, files of directives and forms.
- B. All county, city, and town services and facilities can be utilized during a declared disaster or emergency. (RCW 38.52.110)
- C. Immediate reports of damage losses, and requests for assistance, must to be sent, or called in, to Emergency Management (EM) or the Emergency Operations Center (EOC) in order for the County Commissioners to have a basis for declaring an emergency. The county needs to forward damage reports to the SEOC in order for the Governor to have a basis for declaring a state of emergency. The state needs to declare an emergency before requests for federal assistance and a Presidential Declaration can be made. **In other words, requests for assistance must start at the lowest level and work their way up. If there is a delay in requesting assistance there could also be a delay in receiving any outside assistance that might be available.**
- D. An Emergency Worker is defined in RCW 38.52.010(4) and rules and regulations concerning workers are established by RCW 38.52.310. Chapter 118.04 of the WAC covers the Emergency Worker Program in detail. It is expected that many persons will volunteer as emergency workers. Their advance registration will reduce the administration required during an actual event.
- E. Liability coverage
1. The SEOC will assign an Incident Number to a local jurisdiction any time they declare a disaster. If the state declares a state of emergency, or a disaster, then all counties that are impacted may be included under the same number. This number will be used through the response and recovery phases of the incident. When an Incident Number has been obtained there is some coverage for injuries and loss of equipment of registered “Emergency Workers”.
 2. Equipment and vehicles should only be used by trained, qualified personnel. Personal property not relevant to the mission will not be considered for compensation coverage.

- F. Replacement, repair, and restoration of damaged facilities may require environmental review or a permit prior to final project approval for state and/or federal funding. Statutes and regulations that apply include, but are not limited to the following:
1. Chapter 75.20 RCW, Construction Projects in State Waters.
 2. Chapter 76.09 RCW, Forest Practices.
 3. Chapter 86.16 RCW, Flood Plain Management.
 4. Chapter 173.14 WAC, Permits for Substantial Developments on Shorelines of the State.
 5. Chapter 197.11 WAC, State Environmental Policy Act.
 6. Chapter 75.20.100-160 RCW, Hydraulic Permit.
- G. In instances where emergency work is performed to protect life and property, requirements for environmental review and permits may be exempted by the agency with jurisdiction. Details can be found in the same statutes and regulations listed in Paragraph F above.
- H. Many structures, archaeological sites, or properties of historical significance are protected by law. Non-time critical missions and recovery actions affecting such protected areas will be coordinated with the Department of Community, Trade and Economic Development, Office of Archaeology and Historic Preservation.
- I. The state's program of non-discrimination in disaster assistance will be carried out in accordance with Title 44 CFR, Section 205.16. This program will encompass all state and local jurisdiction actions to the Federal/State Agreement.
1. Federal financial assistance to the state and local political jurisdictions will be conditional on full compliance with Title 44 CFR, Part 205.
 2. All personnel carrying out federal major disaster or emergency assistance functions, including the distribution of supplies, the processing of applications, and other relief and assistance activities, shall perform their work in an equitable and impartial manner, without discrimination on the grounds of race, religion, sex, color, age, economic status, or national origin.
 3. As a condition of participation in the distribution of assistance or supplies under PL 93-288, government bodies and other organizations shall provide a written assurance of their intent to comply with regulations relating to nondiscrimination promulgated by the President or the Administrator of FEMA and shall comply with such other regulations applicable to activities within an area affected by a major disaster or emergency as the administration of FEMA deems necessary for the effective coordination of relief efforts.
 4. The provisions of Title 44 CFR, Section 205.16 concerning nondiscrimination in disaster assistance are included in this document by reference.
 5. The provisions of Chapter 49.60 RCW, "Discrimination - Human Rights

Commission,” shall be included in this document by reference.

EMERGENCY FINANCIAL MANAGEMENT OPERATIONS

- A. Emergency expenditures are not normally integrated into the budgeting process. However, events may occur requiring substantial and necessary unanticipated obligations and expenditures. Local jurisdictions enter into contracts and incur obligations and expenditures to combat disasters, protect the health and safety of persons and property, and provide emergency assistance to victims under provisions of RCW 38.52.070(2). The following statutes also apply:
 - 1. Cities under 300,000 population - Chapter 35.33 RCW.
 - 2. Optional Municipal Code - Chapter 35A RCW.
 - 3. Counties - Chapter 36.40 RCW.
- B. Records will be kept in such a manner as to separately identify event related expenditures and obligations from general programs and activities of the jurisdiction, agency, or organization. Records are necessary:
 - 1. To document requests for assistance.
 - 2. For reimbursement under approved applications pertaining to declared emergencies or major disasters.
 - 3. For audit reports. Records need to include:
 - a. Work that is performed by force account. (Local Agency)
 - (1) Appropriate extracts from payrolls, with any cross-reference needed to locate original documents.
 - (2) A schedule of equipment used on the job.
 - (3) Invoices, warrants, and checks issued and paid for materials and supplies used on the job.
 - b. There are two types of contract work:
 - (1) Time and material contracts. This type needs a schedule of equipment, labor rates, and material prices.
 - (2) Small works or advertised contracts. This type requires plan specification, engineer estimate, bid tabulations, possibly proof of advertisement, concurrence from FEMA in award, certified payrolls, and ledger of payments to contractor.
- C. Disaster-related expenditures and obligations may be reimbursed under a number of federal and state programs. Reimbursement of approved costs for work performed in the restoration of certain public facilities may be authorized by the federal government after a major disaster declaration by the President of the United States under the statutory authority of certain federal agencies.
- D. Audits of state and local jurisdiction emergency expenditures will be conducted in the course of normal audits of state and local governments. Audits of projects approved for funding with federal disaster assistance funds are necessary to determine the eligibility of the costs claimed by the applicant.

PLAN CHANGES, MAINTENANCE, AND REVIEW PROCESS

- A. Proposed changes to this plan will be accepted at anytime, especially after a major emergency, disaster, exercise or anytime a key element changes. Local agency and organization actions support the overall emergency management function in the County. The operating procedures of those agencies and organizations, when coordinated and integrated into the CEMP form the backbone of the operational concept of the Emergency Management Organization.
- B. As revisions, updates, and changes are adopted, Emergency Management will make the necessary changes in the Plan. Plan changes will be published either using an entire new publication, by subsection, or by publishing only those pages that have changes. The changes are to be recorded on the Record of Revisions form. Emergency Management will maintain the record of changes for the Plan.
- C. The normal review period will be every four years. It is the intent to conduct a formal review of 25 percent of the plan each year and publish the appropriate changes annually. It is also the intent to review and update supporting documents and attachments to the Plan if they contain personnel phone numbers and other like information, on and annual basis. It is the responsibility of the EM Assistant Director to schedule and coordinate the reviews and to publish any changes that may be necessary. The Plan and procedures will also be reviewed after any Emergency Management exercises and actual occurrences that implement portions of the plan. Changes resulting from exercise or actual occurrences should be accomplished at the earliest opportunity.
- D. Changes to the Appendices and Emergency Support Functions (ESFs) will be coordinated with the agencies and organization impacted by the particular Appendix or ESF.
- E. The Basic Plan, and any changes to it, will be coordinated by Chelan County Emergency Management.

APPENDIX ONE

DEFINITIONS

Agency: A division of government with a specific function offering a particular kind of assistance. In ICS, agencies are defined either as jurisdictional (having statutory responsibility for incident management) or as assisting or cooperating (providing resources or other assistance).

Agency Representative: A person assigned by a primary, assisting, or cooperating Federal, State, local, or tribal government agency or private entity that has been delegated authority to make decisions affecting that agency's or organization's participation in incident management activities following appropriate consultation with the leadership of that agency.

ALOHA: Aerial Location of Hazardous Atmospheres – Computer program developed by the National Oceanographic Atmospheric Administration (NOAA) for modeling plumes of chemical releases.

Amateur Radio Emergency Services (ARES): A group of licensed amateur radio operators who have voluntarily registered their services and formed an organized pool of operators to provide reliable primary or secondary communications links for governmental agencies and/or non-profit organizations when needed.

Area Command (Unified Area Command): An organization established

- (1) to oversee the management of multiple incidents that are each being handled by an ICS organization or
- (2) to oversee the management of large or multiple incidents to which several Incident Management Teams have been assigned.

Area Command works directly with Incident Commanders. Area Command becomes Unified Area Command when incidents are multi-jurisdictional. Area Command has the responsibility to set overall strategy and priorities, allocate critical resources according to priorities, ensure that incidents are properly managed, and ensure that objectives are met and strategies followed. Area Command may be established at an emergency operations center facility or at some location other than an incident command post.

Assessment: The evaluation and interpretation of measurements and other information to provide a basis for decision-making.

Assignments: Tasks given to resources to perform within a given operational period, based upon tactical objectives in the IAP.

Assistant: Title for subordinates of principal Command Staff positions. The title indicates a level of technical capability, qualifications, and responsibility subordinate to the primary positions. Assistants may also be assigned to unit leaders.

Assisting Agency: An agency or organization providing personnel, services, or other resources to the agency with direct responsibility for incident management. See also Supporting Agency.

Available Resources: Resources assigned to an incident, checked in, and available for a mission assignment, normally located in a Staging Area.

Awareness: The continual process of collecting, analyzing, and disseminating intelligence, information, and knowledge to allow organizations and individuals to anticipate requirements and to react effectively.

Branch: The organizational level having functional or geographical responsibility for major aspects of incident operations. A branch is organizationally situated between the section and the division or group in the Operations Section, and between the section and units in the Logistics Section. Branches are identified by the use of Roman numerals or by functional area.

CAMEO: Computer-Aided Management of Emergency Operations - Computer program developed by the National Oceanographic Atmospheric Administration (NOAA) to assist in the management of hazardous materials incidents. Included Response Information Data Sheets (RIDS) which gives information on chemical properties, health hazards, fire hazards, first aid and proper protective equipment.

Care Center: A public or private facility that is pre-designated and managed by the American Red Cross during an emergency, where evacuated or displaced persons are housed and fed.

Catastrophe: An event, expected or unexpected, in which a community, because of the severity of the event, is unable to use its resources; or the need for resources has greatly exceeded availability; and the social or economic structure of the community has been disrupted; and the fulfillment of the community's essential functions are prevented, and the community is incapable of responding to or recovering from the effects of the event without massive and prolonged outside help.

Chain of Command: A series of command, control, executive, or management positions in hierarchical order of authority.

Check-In: The process through which resources first report to an incident. Check-in locations include the incident command post, Resources Unit, incident base, camps, staging areas, or directly on the site.

Chemical Stockpile Emergency Preparedness Program (CSEPP): This plan deals with the event of an accident involving chemical weapons stored and being disposed of at Umatilla Depot in Oregon.

Chief: The ICS title for individuals responsible for management of functional sections: Operations, Planning, Logistics, Finance/Administration, and Intelligence (if established as a separate section).

Code of Federal Regulations (CFR): The code contains Presidential executive orders and regulations based on those orders, federal laws, and other federal regulations.

Columbia Generating Station (CGS): Nuclear power plant formerly called WNP-2 operated by Energy Northwest near the Hanford Site

Command: The act of directing, ordering, or controlling by virtue of explicit statutory, regulatory, or delegated authority.

Command Post: A designated and visible location where the Incident Commander and/or command staff perform their functions. A stationary and identifiable area is needed so that representatives of coordinating agencies and emergency responders can find the Incident Commander.

Command Staff: In an incident management organization, the Command Staff consists of the Incident Command and the special staff positions of Public Information Officer, Safety Officer, Liaison Officer, and other positions as required, who report directly to the Incident Commander. They may have an assistant or assistants, as needed.

Common Operating Picture: A broad view of the overall situation as reflected by situation reports, aerial photography, and other information or intelligence.

Common Program Control Station (CPCS): A broadcasting station in a local operational area, which has special communications links with appropriate authorities (e.g. National Weather Service, and local jurisdiction Emergency Operations Centers). Provides common emergency program for its operational area.

Communications Unit: An organizational unit in the Logistics Section responsible for providing communication services at an incident or an EOC. A Communications Unit may also be a facility (e.g., a trailer or mobile van) used to support an Incident Communications Center.

Comprehensive Emergency Management Network (CEMNET): A dedicated 2-way Very High Frequency (VHF) low-band radio system, which provides direction and control capability for state and local jurisdictions for administrative use during an emergency or disaster. This is an emergency management net belonging to and managed by the Washington State Military Department, Emergency Management Division.

Comprehensive Emergency Management: see Emergency Management.

Consequence Management: Per the National Strategy for Homeland Security, July 2002, and Homeland Security Presidential Directive/HSPD-5, with regard to domestic incidents, the United States Government treats crisis management and consequence management as a single integrated function (referred to as “domestic incident management”) rather than as two separate functions. Previous definitions of crisis management are not used in the NIMS.

Cooperating Agency: An agency supplying assistance other than direct operational or support functions or resources to the incident management effort.

Coordinate: To advance systematically an analysis and exchange of information among principals who have or may have a need to know certain information to carry out specific incident management responsibilities.

Crisis Management: Per the National Strategy for Homeland Security, July 2002, and Homeland Security Presidential Directive/HSPD-5, with regard to domestic incidents, the United States Government treats crisis management and consequence management as a single integrated function (referred to as “domestic incident management”) rather than as two separate functions. Previous definitions of crisis management are not used in the NIMS.

Damage Survey Reports (DSRs): A description of the disaster damage caused to property of a state or local government and estimated repair costs based upon Federal Emergency Management Agency (FEMA) eligibility criteria. Damage Survey Reports establish the basis of an eligible claim for a financial grant under the FEMA Public Assistance Program.

Damage Survey Report (DSR) Teams: Teams composed of federal, state and local jurisdiction experts, typically architects or engineers, who conduct detailed on-site inspections of disaster damage caused to property of state or local jurisdictions. The team determines costs and categories of repair work needed for damages offered. The results are used in the preparation of DSRs, which are used in conjunction with a Presidential Disaster Declaration.

Decontamination: The removal or covering of radioactive or toxic chemical contamination from a structure, area, object, or person to reduce the radiation or toxic hazard.

Department of Natural Resources (DNR) Emergency Coordination Center:

The site where DNRs Emergency Management Teams accomplish the duties assigned in their emergency plan. Their primary office is in Olympia.

Deputy: A fully qualified individual who, in the absence of a superior, could be delegated the authority to manage a functional operation or perform a specific task. In some cases, a Deputy could act as relief for a superior and therefore must be fully qualified in the position. Deputies can be assigned to the Incident Commander, General Staff, and Branch Directors.

Direct Effects: The effect classified as “direct” includes flash, blast, thermal radiation, electromagnetic pulse, and initial nuclear radiation.

Disaster Application Center (DAC): A temporary facility where, under one roof, representatives of federal agencies, local and state governments, and voluntary relief organizations can process applications from individuals, families, and businesses.

Disaster: An event, expected or unexpected, in which a community’s available, pertinent resources are expended; or the need for resources exceeds availability; and in which a community undergoes severe danger; incurring losses so that the social or economic structure of the community is disrupted; and the fulfillment of some or all of the community’s essential functions are prevented.

Dispatch: The ordered movement of a resource or resources to an assigned operational mission or an administrative move from one location to another.

Division: The partition of an incident into geographical areas of operation. Divisions are established when the number of resources exceeds the manageable span of control of the Operations Chief. A division is located within the ICS organization between the branch and resources in the Operations Section.

Domestic Terrorism: Domestic terrorism involves groups or individuals who are based and operate entirely within the United States and Puerto Rico without foreign direction and whose acts are directed at elements of the U.S. Government or population.

Emergency: An event or set of circumstances which: (1) demands immediate action to preserve public health, protect life, protect public property, or to provide relief to any stricken community overtaken by such occurrences or (2) reaches such a dimension or degree of destructiveness as to warrant the Governor proclaiming a state of emergency pursuant to RCW 43.06.010.

Emergency Alert System (EAS): Established to enable the President, federal, state, and local jurisdiction authorities to disseminate emergency information to

the public via the commercial broadcast system. Composed of amplitude modulation (AM), frequency modulation (FM), television broadcasters, and the cable industry. Formerly known as the Emergency Broadcast System (EBS).

Emergency Coordination Center (ECC): Used to distinguish from EOC. In Chelan County the ECC designation may be used for the Health District's EOC or a hospital's EOC.

Emergency Information System (EIS): An emergency planning and response software program that facilitates emergency management operations. The current software standard for the Washington State Military Department, Emergency Management Division.

Emergency Management: The preparation for and the carrying out of all emergency functions, other than functions for which the military forces are primarily responsible, to mitigate, prepare for, respond to and recover from emergencies and disasters, and to aid victims suffering from injury or damage, resulting from disasters caused by all hazards, whether natural or technological, and to provide support for search and rescue operations for persons and property in distress.

Emergency Medical Services (EMS): A complex health care system that provides immediate, on-scene patient care to those suffering sudden illness and injury.

Emergency Medical Technician (EMT): A member of a pre-hospital emergency medical system who is trained to provide basic life support. EMTs are certified by the state. They have continuing education requirements and must be recertified every three years.

Emergency Operations Center (EOC): The physical location at which the coordination of information and resources to support domestic incident management activities normally takes place. An EOC may be a temporary facility or may be located in a more central or permanently established facility, perhaps at a higher level of organization within a jurisdiction. EOCs may be organized by major functional disciplines (e.g., fire, law enforcement, and medical services), by jurisdiction (e.g., Federal, State, regional, county, city, tribal), or some combination thereof.

Emergency Operations Plan: The plan that each jurisdiction has and maintains for responding to appropriate hazards.

Emergency Public Information: Information that is disseminated primarily in anticipation of an emergency or during an emergency. In addition to providing situational information to the public, it also frequently provides directive actions required to be taken by the general public.

Emergency Response Provider: Per the Homeland Security Act of 2002, the term includes Federal, State, Tribal, and local emergency public safety, law enforcement, emergency response, emergency medical (including hospital emergency facilities), and related personnel, agencies, and authorities. Also known as Emergency Responder.

Emergency Worker: Any person who is registered with and holds an identification card issued by, the local emergency management director for the purpose of engaging in authorized emergency management activities. It is also

an employee of the State of Washington or any political subdivision thereof who is called upon to perform emergency management activities.

Energy Northwest: A public corporation that operates a nuclear power plant on the Hanford Site in the vicinity of Richland, WA.

Evacuation: Organized, phased, and supervised withdrawal, dispersal, or removal of civilians from dangerous or potentially dangerous areas, and their reception and care in safe areas.

Event: A planned, non-emergency activity. ICS can be used as the management system for a wide range of events, e.g., parades, concerts, or sporting events.

Evidence Search: An unscheduled, non-emergency training activity utilizing emergency worker skills to look for evidentiary materials resulting from criminal activity.

Explosive Ordnance Disposal: The detection, identification, field evaluation, rendering-safe, and/or disposal of explosive ordnance which has become hazardous by damage or deterioration when the disposal of such explosive ordnance is beyond the capabilities of personnel assigned to routine disposal.

Federal: Of or pertaining to the Federal Government of the United States of America.

Federal Coordinating Officer (FCO): The individual appointed by the Federal Emergency Management Agency Director (by delegation of authority from the President) to coordinate assistance in a federally-declared disaster.

Federal Emergency Management Agency (FEMA): This agency was created in 1979 to provide a single point of accountability for all federal activities related to disaster mitigation and emergency preparedness, response, and recovery. FEMA manages the President's Disaster Relief Fund and coordinates the disaster assistance activities of all federal agencies in the event of a Presidential Disaster Declaration.

Finance/Administration: Monitors costs related to the incident. Provides accounting, procurement, time recording, cost analyses, and overall fiscal guidance.

Fire Services Defense Regions: There are nine regions in the state that are coordinated by the state through their Washington State Regional Fire Services Resource Mobilization Procedures.

First Responder: Police, fire, and emergency medical personnel who first arrive on the scene of an incident and take action to save lives, protect property, and meet basic human needs. First responders may include Federal, State, or local responders.

Food Access Control Point (FACP): An access control point established along the food control boundary to ensure that food control measures are maintained. (Synonymous with Food Control Point).

Force Account: The work on a grant or loan project performed more efficiently and economically by using labor, materials, or equipment of a public body or governmental entity.

Full-Scale Exercise: An activity intended to evaluate the operational capabilities of emergency management systems in an interactive manner over a substantial period of time. It involves the testing of a major portion of the emergency plan

and organizations in a highly stressful environment. It includes the mobilization of personnel and resources to demonstrate coordination and response capabilities. The Emergency Operations Center is activated and field command posts may be established. A full-scale exercise is always formally evaluated.

Function: Function refers to the five major activities in ICS: Command, Operations, Planning, Logistics, and Finance/Administration. The term function is also used when describing the activity involved (e.g. the planning function). A sixth function, Intelligence, may be established to meet incident management needs.

Functional Area: A major grouping of the functions and tasks that agencies perform in carrying out awareness, prevention, preparedness, response, and recovery activities.

Functional Exercise: An activity designed to test or evaluate the capability of individual or multiple emergency management functions. It is more complex than a tabletop exercise in that activities are usually under time constraints and are followed by an evaluation or critique. It usually takes place in some type of coordination or operating center. The use of outside resources is often simulated.

General Staff: A group of incident management personnel organized according to function and reporting to the Incident Commander. The General Staff normally consists of the Operations Section Chief, Planning Section Chief, Logistics Section Chief, and Finance/Administration Section Chief.

Governor's Authorized Representative (GAR): An individual authorized by the Governor to sign amendments to the Federal-State Agreement and to verify the grant applications from the state and local jurisdictions.

Group: Established to divide the incident management structure into functional areas of operation. Groups are composed of resources assembled to perform a special function not necessarily within a single geographic division. Groups, when activated, are located between branches and resources in the Operations Section. (See Division.)

Hanford Site: A 560 square mile complex, located north of the City of Richland, Washington, which is under the direction of the U.S. Department of Energy (USDOE).

Hazard: Something that is potentially dangerous or harmful, often the root cause of an unwanted outcome.

Hazardous Materials (HAZMAT): Any substance or combination of substances which, because of quantity, concentration, physical, chemical, or infectious characteristics, may cause and/or pose a substantial present or potential hazard to people, property, or the environment. Some are classified as EXTREMELY HAZARDOUS MATERIALS which are a specific list, prepared by the Environmental Protection Agency, and are a hazard in very small amounts.

Homeland Security Presidential Directive-5 (HSPD-5): A Presidential directive issued on February 28, 2003 and intended to enhance the ability of the United States to manage domestic incidents by establishing a single, comprehensive national incident management system.

Incident: An occurrence or event, natural or human-caused, which requires an emergency response to protect life or property. Incidents can, for example,

include major disasters, emergencies, terrorist attacks, terrorist threats, wildland and urban fires, floods, hazardous materials spills, nuclear accidents, aircraft accidents, earthquakes, hurricanes, tornadoes, tropical storms, war-related disasters, public health and medical emergencies, and other occurrences requiring an emergency response.

Incident Action Plan (IAP): An oral or written plan containing general objectives reflecting the overall strategy for managing an incident. It may include the identification of operational resources and assignments. It may also include attachments that provide direction and important information for management of the incident during one or more operational periods.

Incident Command Post (ICP): The field location at which the primary tactical-level, on-scene incident command functions are performed. The ICP may be co-located with the incident base or other incident facilities.

Incident Command System (ICS): A standardized on-scene emergency management construct specifically designed to provide for the adoption of an integrated organizational structure that reflects the complexity and demands of single or multiple incidents, without being hindered by jurisdictional boundaries. ICS is the combination of facilities, equipment, personnel, procedures, and communications operating within a common organizational structure, designed to aid in the management of resources during incidents. It is used for all kinds of emergencies and is applicable to small as well as large and complex incidents. ICS is used by various jurisdictions and functional agencies, both public and private, to organize field-level incident management operations.

Incident Commander (IC): The individual responsible for all incident activities (within the confines of his/her authority), including the development of strategies and tactics and the ordering and the release of resources. The IC has overall authority and responsibility for conducting incident operations and is responsible for the management of all incident operations at the incident site.

Incident Management Team (IMT): The Incident Commander, and appropriate Command and General Staff personnel assigned to an incident.

Incident Objectives: Statements of guidance and direction necessary for the selection of appropriate strategy(s), and the tactical direction of resources. Incident objectives are based on realistic expectations of what can be accomplished when all allocated resources have been effectively deployed. Incident objectives must be achievable and measurable, yet flexible enough to allow for strategic and tactical alternatives.

Individual Assistance (IA): Supplementary federal assistance available under the Stafford Act to individuals, families, and businesses: which includes disaster housing assistance, unemployment assistance, grants, loans, legal services, crisis counseling, tax relief, and other services or relief programs. (Also see Family Grant Program below.)

Information Officer: A member of the Command Staff responsible for interfacing with the public and media or with other agencies requiring information directly from the incident. There is only one Information Officer per incident. The Information Officer may have assistants.

Ingestion Exposure Pathway: When human beings are exposed to radioactive or hazardous materials from a facility through consumption of water and foodstuffs, including dairy products. Emergency planning and protective actions are designed, in part, to eliminate or reduce to the minimum exposures due to ingestion of contaminated materials in the area surrounding a facility.

An area, fifty miles in radius, around a nuclear plant is known as the Ingestion Planning Zone (IPZ).

Initial Action: The actions taken by those responders that are the first to arrive at an incident.

Initial Response: Resources initially committed to an incident.

Intelligence Officer: The intelligence officer is responsible for managing internal information, intelligence, and operational security requirements supporting incident management activities. These may include information security and operational security activities, as well as the complex task of ensuring that sensitive information of all types (e.g., classified information, law enforcement sensitive information, proprietary information, or export-controlled information) is handled in a way that not only safeguards the information, but also ensures that it gets to those who need access to it to perform their missions effectively and safely.

Interface Area: The area where residences are built in proximity to the flammable fuels naturally found in wild land areas, such as forests, prairies, hillsides, and valleys.

Interface Fire: A fire that threatens or burns the interface area affecting both wild lands and homes. Sometimes referred as INTERMIX FIRE.

International Terrorism: International terrorism is the unlawful use of force or violence committed by a group or individual, who has some connection to a foreign power or whose activities transcend national boundaries, against persons or property to intimidate or coerce government, civilian population or any segment thereof, in furtherance of political or social objectives.

Joint Field Office (JFO): The JFO is a temporary Federal facility established locally to coordinate operational Federal assistance activities to the affected jurisdiction (s) during an incident, ranging from accidents and natural disaster to actual or potential attacks, that are catastrophic in nature and national in their scope of consequences. The JFO is a multi-agency center that provides a central point of coordination for Federal, State, local, tribal, nongovernmental, and private-sector organizations with primary responsibility for threat response and incident support and coordination. The JFO enables the effective and efficient coordination of Federal incident-related prevention, preparedness, response, and recovery actions. The JFO accommodates all entities (or their designated representatives) essential to incident management, information-sharing, and the delivery of disaster assistance and other support.

Joint Information Center (JIC): A facility established to coordinate all incident-related public information activities. It is the central point of contact for all news media at the scene of the incident. Public information officials from all participating agencies should unite at the JIC.

Joint Information System (JIS): A component of command and incident management under NIMS, which provides a formalized structure—the Joint Information Center (JIC)—that integrates incident information and public affairs into a cohesive organization designed to provide consistent, coordinated, timely information during crisis or incident operations. The mission of the JIS is to provide a structure and system for developing and delivering coordinated interagency messages; developing, recommending, and executing public information plans and strategies on behalf of the command structure; advising the command structure concerning public affairs issues that could impact a response effort; and controlling rumors and inaccurate information that could undermine public confidence.

Jurisdiction: A range or sphere of authority. Public agencies have jurisdiction at an incident related to their legal responsibilities and authority. Jurisdictional authority at an incident can be political or geographical (e.g., city, county, tribal, State, or Federal boundary lines) or functional (e.g., law enforcement, public health).

Law Enforcement Radio Network (LERN): A statewide law enforcement mutual aid frequency controlled by the Washington State Police Chiefs Association and Washington State Patrol.

Liaison: A form of communication for establishing and maintaining mutual understanding and cooperation.

Liaison Officer: A member of the Command Staff responsible for coordinating with representatives from cooperating and assisting agencies.

LINK: Area's local public transportation (buses) system for Chelan and Douglas Counties.

Local Emergency Management Agency Comprehensive Emergency

Management: The emergency management or services organization of a political subdivision of the state established in accordance with RCW 38.52.070.

Local Emergency Planning Committee (LEPC): The planning body designated by the Superfund Amendments and Reauthorization Act (SARA), Title III legislation as the planning body for preparing local hazardous materials plans. (Also, see Title III.)

Local Government: A county, municipality, city, town, township, local public authority, school district, special district, intrastate district, council of governments (regardless of whether the council of governments is incorporated as a nonprofit corporation under State law), regional or interstate government entity, or agency or instrumentality of a local government; an Indian tribe or authorized tribal organization, or in Alaska a Native village or Alaska Regional Native Corporation; a rural community, unincorporated town or village, or other public entity. See Section 2 (10), Homeland Security Act of 2002, Pub. L. 107-296, 116 Stat. 2135 (2002).

Logistics Section: The section responsible for providing facilities, services, and material support for the incident.

Logistics: Providing resources and other services to support incident management.

Major Disaster: As defined under the Robert T. Stafford Disaster Relief and Emergency Assistance Act (42 U.S.C. 5122), a major disaster is any natural catastrophe (including any hurricane, tornado, storm, high water, wind-driven water, tidal wave, tsunami, earthquake, volcanic eruption, landslide, mudslide, snowstorm, or drought), or, regardless of cause, any fire, flood, or explosion, in any part of the United States, which in the determination of the President causes damage of sufficient severity and magnitude to warrant major disaster assistance under this act to supplement the efforts and available resources of states, tribes, local governments, and disaster relief organizations in alleviating the damage, loss, hardship, or suffering caused thereby.

Management by Objective: A management approach that involves a four-step process for achieving the incident goal. The Management by Objectives approach includes the following: establishing overarching objectives; developing and issuing assignments, plans, procedures, and protocols; establishing specific measurable objectives for various incident management functional activities and directing efforts to fulfill them, in support of defined strategic objectives; and documenting results to measure performance and facilitate corrective action.

Mission: A distinct assignment of personnel and equipment to achieve a set of tasks related to an incident, emergency, disaster, catastrophe, or search and rescue operations that occurs under the direction and control of an authorized official.

Mitigation: The activities designed to reduce or eliminate risks to persons or property or to lessen the actual or potential effects or consequences of an incident. Mitigation measures may be implemented prior to, during, or after an incident. Mitigation measures are often informed by lessons learned from prior incidents. Mitigation involves ongoing actions to reduce exposure to, probability of, or potential loss from hazards. Mitigation measures include, but are not limited to building codes, disaster insurance, floodplain buyouts, and analysis of hazard-related data to determine where it is safe to build or locate temporary facilities, land use management, hazard analysis, land acquisition, monitoring and inspection, public education, research, relocation, risk mapping, safety codes, statutes and ordinances, tax incentives and disincentives, equipment or computer tie downs, and stocking emergency supplies. Mitigation can include efforts to educate governments, businesses, and the public on measures they can take to reduce loss and injury.

Mobilization: The process and procedures used by all organizations—Federal, State, local, and tribal—for activating, assembling, and transporting all resources that have been requested to respond to or support an incident.

Modular: The NIMS is designed so that some or all of its components can be tailored to fit the specific requirements of a situation.

Multi-agency Coordination Entity: A multi-agency coordination entity functions within the broader multi-agency coordination system. It may establish the priorities among incidents and associated resource allocations; de-conflict agency policies; and provide strategic guidance and direction in support of domestic incident management activities.

Multi-agency Coordination Systems: Multi-agency Coordination Systems provide the architecture to support coordination for incident prioritization, critical resource allocation, communications systems integration, and information coordination. The components of Multiagency Coordination Systems include facilities, equipment, emergency operation centers (EOCs), specific multi-agency coordination entities, personnel, procedures, and communications. These systems assist agencies and organizations to fully integrate the subsystems of the NIMS.

Multi-jurisdictional Incident: An incident requiring action from multiple agencies that each have jurisdiction to manage certain aspects of an incident. In ICS, these incidents will be managed under Unified Command.

Mutual-Aid Agreement: Written agreement between agencies and/or jurisdictions that they will assist one another on request, by furnishing personnel, equipment, and/or expertise in a specified manner.

National: Of a nationwide character, including the Federal, State, local, and tribal aspects of governance and polity.

National Disaster Medical System: A cooperative, asset-sharing partnership between the Department of Health and Human Services, the Department of Veterans Affairs, the Department of Homeland Security, and the Department of Defense. NDMS provides resources for meeting the continuity of care and mental health services requirements of the Emergency Support Function 8 in the Federal Response Plan.

National Incident Management System: A system mandated by Homeland Security Presidential Directive 5 (HSPD-5) that provides a consistent nationwide approach for Federal, State, local, and tribal governments; the private-sector, and nongovernmental organizations to work effectively and efficiently together to prepare for, respond to, and recover from domestic incidents, regardless of cause, size, or complexity. To provide for interoperability and compatibility among Federal, State, local, and tribal capabilities, the NIMS includes a core set of concepts, principles, and terminology. HSPD-5 identifies these as the ICS; multiagency coordination systems; training; identification and management of resources (including systems for classifying types of resources); qualification and certification; and the collection, tracking, and reporting of incident information and incident resources.

National Response Plan: A plan mandated by HSPD-5 that integrates Federal Government domestic prevention, preparedness, response, and recovery plans into one all-discipline, all hazards plan.

National Warning System (NAWAS): The federal portion of the Civil Defense Warning System, used for the dissemination of warnings and other emergency information from the Federal Emergency Management Agency's National or Regional Warning Centers to Warning Points in each state. Also used by the State Warning Points to disseminate information to local Primary Warning Points. Provides warning information to state and local jurisdictions concerning severe weather, earthquake, flooding, and other activities that affect public safety.

Nongovernmental Organization: An entity with an association that is based on interests of its members, individuals, or institutions and that is not created by a

government, but may work cooperatively with government. Such organizations serve a public purpose, not a private benefit. Examples of NGOs include faith-based charity organizations and the American Red Cross.

Northwest Area Contingency Plan (NWACP): The NWACP is a joint agreement between the U.S. Coast Guard, U.S. Environmental Protection Agency (EPA), and the states of Oregon, Idaho and Washington.

On-Scene Command and Coordination Radio (OSCCR): A frequency used by “on-scene” emergency responders of different agencies for command and coordination of an incident or emergency, according to a joint Military Department, Emergency Management Division and Association of Police Communication Officers (APCO) agreement.

Operational: The level between tactical and strategic that merges the on-scene concerns with the overall strategic objectives of incident management.

Operational Period: The time scheduled for executing a given set of operation actions, as specified in the Incident Action Plan. Operational periods can be of various lengths, although usually not over 24 hours.

Operations Section: The section responsible for all tactical incident operations. In ICS, it normally includes subordinate branches, divisions, and/or groups.

Paramedic: An EMT who has received extensive training in advanced life support, including intravenous therapy, pharmacology, cardiac monitoring and defibrillation, advanced airway maintenance, including intubation and other advanced assessment and treatment skills. Paramedics have a continuing education requirement and must be recertified every three years.

Personnel Accountability: The ability to account for the location and welfare of personnel. It is accomplished when supervisors ensure that ICS principles and processes are functional and personnel are working within these guidelines.

Planning Meeting: A meeting held as needed prior to and throughout the duration of an incident to select specific strategies and tactics for incident control operations and for service and support planning. For larger incidents, the planning meeting is a major element in the development of the Incident Action Plan (IAP).

Planning Section: Responsible for the collection, evaluation, and dissemination of operational information related to the incident, and for the preparation and documentation of the IAP. This section also maintains information on the current and forecasted situation and on the status of resources assigned to the incident.

Preliminary Damage Assessment (PDA): The joint local, state, and federal analysis of damage that has occurred during a disaster and which may result in a Presidential declaration of disaster. The PDA is documented through surveys, photographs, and other written information.

Preparedness: The range of deliberate, critical tasks and activities necessary to build, sustain, and improve the operational capability to prevent, protect against, respond to, and recover from domestic incidents. Preparedness is a continuous process. Preparedness involves efforts at all levels of government and between government and private-sector and nongovernmental organizations to identify threats, determine vulnerabilities, and identify required resources. Within the NIMS, preparedness is operationally focused on establishing guidelines,

protocols, and standards for planning, training and exercises, personnel qualification and certification, equipment certification, and publication management.

Preparedness organizations: Preparedness organizations are the range of non-emergency forums for interagency coordination. Preparedness organizations can include all agencies with a role in incident management, whether its prevention, preparedness, response, or recovery oriented. They represent a wide variety of committees, planning groups, and other organizations who meet to ensure the proper level of planning, training, equipping and other preparedness requirements within a jurisdiction or area.

Presidential Declaration: Formal declaration by the President that an emergency or major disaster exists, based upon the request for such a declaration by the Governor and with the verification of FEMA preliminary damage assessments.

Prevention: Actions to avoid an incident, to intervene to stop an incident from occurring, or to mitigate an incident's effects. Prevention involves actions to protect lives and property. It involves applying intelligence and other information to a range of activities that may include such countermeasures as deterrence operations; heightened inspections; improved surveillance and security operations; investigations to determine the full nature and source of the threat; public health and agricultural surveillance and testing processes; immunizations, isolation, or quarantine; and as appropriate specific law enforcement operations aimed at deterring, preempting, interdicting, or disrupting illegal activity, and apprehending potential perpetrators and bringing them to justice. Prevention also includes measures designed to mitigate damage by reducing or eliminating risks to persons or property or to lessen the potential effects or consequences of an incident.

Private Sector: Organizations and entities that are not part of any governmental structure. It includes for-profit and not-for-profit, and formal and informal structures, including commerce and industry, non-governmental organizations (NGO), and private voluntary organizations (PVO).

Processes: Systems of operations that incorporate standardized procedures, methodologies, and functions necessary to provide resources effectively and efficiently. These include resource typing, resource ordering and tracking, and coordination.

Protective Action Decision (PAD): An action or measure taken by public officials to prevent or minimize radiological or chemical exposure to people and foodstuffs. Normally a PAD is based on a PAR.

Protective Action Recommendation (PAR): A recommendation based on technical scientific data for public officials to use in forming a decision to prevent or minimize the contamination of people and foodstuffs.

Public Assistance (PA): Supplementary federal assistance provided under the Stafford Act to state and local jurisdictions, special purpose districts, Native Americans, or eligible private, nonprofit organizations.

Public Information Officer: A member of the Command Staff responsible for preparing and coordinating the dissemination of public information in cooperation with other responding Federal, State, tribal, and local agencies.

Publications Management: The publications management subsystem includes materials development, publications control, publications suppliers, and distribution. The development and distribution of NIMS materials is managed through this subsystem. Consistent documentation is critical to success, because it ensures that all responders are familiar and comfortable with the documentation used in a particular incident, regardless of the location or the responding agencies involved.

Qualification and Certification: This subsystem provides recommended qualification and certification standards for emergency responder and incident management personnel. It also allows the development of minimum standards for resources expected to have an interstate application. Standards typically include training, currency, experience, and physical and medical fitness.

Radio Amateur Civil Emergency Services (RACES): A group of licensed amateur radio operators who support state and local jurisdiction during federally declared emergencies or disasters.

Radiological Monitor (RM): An individual trained to measure, record, and report radiation exposure and exposure rates, and to provide limited field guidance on radiation hazards.

Radiological Response Team (RRT): A community-based radiological defense cadre consisting of members from the community emergency services, vital facilities, and essential services. This cadre, trained and exercised on an on-going basis, forms a baseline radiological defense capability which can be used for surge training and to assist in the rapid build up of community radiological defense capability during an increased readiness period. The RRT may be used to respond to peacetime radiological accidents such as transportation and nuclear power plant accidents.

Reception Area: This refers to a location separate from staging areas, where resources report in for processing and out-processing. Reception areas provide accountability, security, situational awareness briefings, safety awareness, distribution of Incident Action Plans (IAPs), supplies and equipment, feeding, and bed down.

Recovery: The development, coordination, and execution of service- and site-restoration plans; the reconstitution of government operations and services; individual, private- sector, nongovernmental, and public-assistance programs to provide housing and to promote restoration; long-term care and treatment of affected persons; additional measures for social, political, environmental, and economic restoration; evaluation of the incident to identify lessons learned; post incident reporting; and development of initiatives to mitigate the effects of future incidents. The immediate objective of this activity is to return vital life support systems to minimum operating standards. The overall objective is to return all activities to normal or improved levels. Recovery measures include, but are not limited to, crisis counseling, damage assessment, debris clearance, decontamination, disaster application centers, disaster insurance payments,

disaster loans and grants, disaster unemployment assistance, public information, reassessment of emergency plans, reconstruction, temporary housing, and full-scale business resumption.

Recovery Plan: A plan developed by a State, local, or tribal jurisdiction with assistance from responding Federal agencies to restore the affected area.

Resource Management: Efficient incident management requires a system for identifying available resources at all jurisdictional levels to enable timely and unimpeded access to resources needed to prepare for, respond to, or recover from an incident. Resource management under the NIMS includes mutual-aid agreements; the use of special Federal, State, local, and tribal teams; and resource mobilization protocols.

Resources: Personnel and major items of equipment, supplies, and facilities available or potentially available for assignment to incident operations and for which status is maintained. Resources are described by kind and type and may be used in operational support or supervisory capacities at an incident or at an EOC.

Resources Unit: Functional unit within the Planning Section responsible for recording the status of resources committed to the incident. This unit also evaluates resources currently committed to the incident, the effects additional responding resources will have on the incident, and anticipated resource needs.

Response: Action taken immediately before, during, or directly after an emergency occurs, to save lives, minimize damage to property and the environment, and enhance the effectiveness of recovery. Response includes immediate actions to save lives, protect property, and meet basic human needs. Response also includes the execution of emergency operations plans as well as mitigation activities designed to limit the loss of life, personal injury, property damage, and other unfavorable outcomes. As indicated by the situation, response activities include, but are not limited to, emergency plan activation, emergency alert system activation, emergency instructions to the public, emergency medical assistance, staffing the emergency operations center, public official alerting, reception and care, shelter and evacuation, search and rescue, resource mobilization, and warning systems activation. Response activities also include applying intelligence and other information to lessen the effects or consequences of an incident; increased security operations; continuing investigations into nature and source of the threat; on-going public health and agricultural surveillance and testing processes; immunizations, isolation, or quarantine; and specific law enforcement operations aimed at preempting, interdicting, or disrupting illegal activity, and apprehending actual perpetrators and bringing them to justice.

Revised Code of Washington (RCW): The Revised Code of Washington (RCW) is the compilation of all permanent laws now in force in Washington State. It is a collection of Session Laws (enacted by the Legislature, and signed by the Governor, or enacted via the initiative process), arranged by topic, with amendments added and repealed laws removed. It does not include temporary laws such as appropriations acts. The official version of the RCW is published by the Washington State Statute Law Committee and the Code Reviser.

Risk Management Program (RMP): The Risk Management Program (RMP) Rule, Section 112 Clean Air Act Amendments is a statute in place to identify hazards in industry and minimize the consequences of a HAZMAT release. There are three component pieces to the RMP: the hazard assessment, a prevention program, and a response program.

RiverCom: Communications Center for Chelan and Douglas Counties. All law enforcement, fire and medical dispatch is handled by RiverCom for both counties. RiverCom is located on the upper floor of the Wenatchee Police Department Building.

Robert T. Stafford Disaster Relief and Emergency Assistance Act (Public Law 93-288, as amended by Public Law 100-707): The act that authorizes the greatest single source of federal disaster assistance. It authorizes coordination of the activities of federal, state, and volunteer agencies operating under their own authorities in providing disaster assistance, provision of direct federal assistance as necessary, and provision of financial grants to state and local jurisdictions as well as a separate program of financial grants to individuals and families. This act is commonly referred to as the Stafford Act.

Safety Officer: A member of the Command Staff responsible for monitoring and assessing safety hazards or unsafe situations and for developing measures for ensuring personnel safety.

SARA – See Title III

Search and Rescue (SAR): The act of searching for, rescuing, or recovering by means of ground, marine, or air activity any person who becomes lost, injured, or is killed while outdoors or as a result of a natural or human-caused event, including instances of searching for downed aircraft when ground personnel are used. The terms Disaster, Urban, Wildland, or Air are often used in front of SAR to describe the SAR mission.

Section: The organizational level having responsibility for a major functional area of incident management, (e.g. Operations, Planning, Logistics, Finance / Administration, and Intelligence, if established). The section is organizationally situated between the branch and the Incident Command.

SEOC - State Emergency Operations Center: The State Emergency Operation Center serves as the focal point for state responses to emergencies and disasters. These emergencies or disasters are the result of natural, technological or human-caused hazards.

Span of Control: The number of individuals a supervisor is responsible for, usually expressed as the ratio of supervisors to individuals. (Under the NIMS, an appropriate span of control is between 1:3 and 1:7.)

Staging: An identifiable area near the incident where incoming resources can safely group in preparation for assignment. The Staging Officer will make a written list of resources (equipment and number and type of personnel) and times they arrived and deployed. This helps provide safety of responders and efficiency of response, as it prevents traffic flow and access problems at the incident site, and directs the proper resources to the proper locations. The staging area and Staging Officer also take a large load off of the Incident Commander. By having incoming units report in to staging, the IC is not having to handle all that radio

traffic, and is free to concentrate on size-up, development of plans and strategy, and other critical issues.

Standard Operating Procedure (SOP): These are the procedures established by individual agencies for the operations of their specific agency when encountering specific situations.

State: When capitalized, refers to any State of the United States, the District of Columbia, the Commonwealth of Puerto Rico, the Virgin Islands, Guam, American Samoa, the Commonwealth of the Northern Mariana Islands, and any possession of the United States. See Section 2 (14), Homeland Security Act of 2002, Pub. L. 107-296, 116 Stat. 2135 (2002).

State Coordinating Officer (SCO): The individual appointed by the Governor to act in cooperation with the Federal Coordinating Officer (FCO) to administer disaster recovery efforts. The SCO may also function as the Disaster Recovery Manager.

State Fire Defense Committee: A committee of the Fire Protection Policy Board which develops the Washington State Fire Services Resource Mobilization Procedures, develops planning guidance for the Fire Services Mobilization Regions, promotes standardization of fire communications, develops alerting and dispatching procedures, maintains a listing of regional firefighting resources, and provides guidance for the approval of reimbursement requests.

Strategic: Strategic elements of incident management are characterized by continuous long term, high-level planning by senior level organizations. They involve the adoption of long-range goals and objectives; the setting of priorities; the establishment of budgets and other fiscal decisions; policy development; and the application of measures of performance or effectiveness.

Strategy: The general direction selected to accomplish incident objectives set by the IC.

Strike Team: A set number of resources of the same kind and type that have an established minimum number of personnel.

Supporting Technologies: Any technology that may be used to support the NIMS is included in this subsystem. These technologies include orthophoto mapping, remote automatic weather stations, infrared technology, and communications, among various others.

Tabletop Exercise: An activity in which officials and key staff or others with emergency responsibilities are gathered together informally to discuss simulated emergency situations. It is designed to elicit constructive discussion by the participants without time constraints. Participants evaluate plans and procedures and resolve questions of coordination and assignment of responsibilities in a non-threatening format under minimum stress.

Tactical: Tactical elements of incident management are characterized by the execution of specific actions or plans in response to an actual incident or, prior to an incident, the implementation of individual or small unit activities, such as training or exercises. Unified Command and the Incident Command System have traditionally been considered a tactical organizational structure.

Task Force: Any combination of resources assembled to support a specific mission or operational need. All resource elements within a Task Force must have common communications and a designated leader.

Technical Assistance: Support provided to State, local, and tribal jurisdictions when they have the resources but lack the complete knowledge and skills needed to perform a required activity (such as mobile-home park design and hazardous material assessments).

Terrorism: Under the Homeland Security Act of 2002, terrorism is defined as activity that involves an act dangerous to human life or potentially destructive of critical infrastructure or key resources and is a violation of the criminal laws of the United States or of any state or other subdivision of the United States in which it occurs and is intended to intimidate or coerce the civilian population or influence a government or affect the conduct of a government by mass destruction, assassination, or kidnapping. See Section 2 (15), Homeland Security Act of 2002, Pub. L. 107-296, 116 Stat. 2135 (2002).

Terrorist Incident: A terrorist incident is a violent act or an act dangerous to human life, in violation of the criminal laws of the United States, to intimidate or coerce a government, the civilian population, or any segment thereof, in furtherance of political or social objectives.

Threat: An indication of possible violence, harm, or danger.

Tier II Reports: Tier II emergency and Hazardous Chemical Inventory Report is filed by facilities with identified hazardous materials held in an amount equal to or greater than set quantity thresholds determined by SARA Title III or the Emergency Planning and Community Right-To-Know-Act. Copies of these reports are filed with local Emergency Management Department (EMD), the local fire department and the Department of Ecology (DOE).

Title III: Public Law 99-499, Superfund Amendment and Reauthorization Act (SARA) of 1986, Title III, Emergency Planning Community Right-to-Know Act, requires the establishment of state and local planning organizations, State Emergency Response Commission (SERC), a subcommittee of the Emergency Management Council, and Local Emergency Planning Committees (LEPCs), to conduct emergency planning for hazardous materials incidents. It requires (1) site-specific planning for extremely hazardous substances, (2) participation in the planning process by facilities storing or using hazardous substances, and (3) notifications to the commission or committee of releases of specified hazardous substances. It also provides for mechanisms to provide information on hazardous chemicals and emergency plans for hazardous chemical events to the public.

Tools: Those instruments and capabilities that allow for the professional performance of tasks, such as information systems, agreements, doctrine, capabilities, and legislative authorities.

Tribal: Any Indian tribe, band, nation, or other organized group or community, including any Alaskan Native Village as defined in or established pursuant to the Alaskan Native Claims Settlement Act (85 stat. 688) [43 U.S.C.A. and 1601 et seq.], that is recognized as eligible for the special programs and services provided by the United States to Indians because of their status as Indians.

Type: A classification of resources in the ICS that refers to capability. Type 1 is generally considered to be more capable than Types 2, 3, or 4, respectively, because of size; power; capacity; or, in the case of incident management teams, experience and qualifications.

Umatilla Depot Activity (UMDA): Also referred to as Umatilla Army Depot or Umatilla Chemical Depot. The Depot was established in 1942 for storing conventional Army ammunition, bombs, artillery shells, and land mines. Later it became one of eight sites used for also storing unitary and binary chemical weapons and agents. The chemicals are now scheduled for destruction. See Chemical Stockpile Emergency Preparedness Program.

Unified Command (UC): An application of ICS used when there is more than one agency with incident jurisdiction or when incidents cross political jurisdictions. The need for unified command can arise at many emergency incidents, as incidents have no regard for jurisdictional boundaries. All involved agencies contribute to the process of determining overall goals and objectives, joint planning for tactical activities, conducting integrated tactical operations, and maximizing the use of all assigned resources.

Unit: The organizational element having functional responsibility for a specific incident planning, logistics, or finance/administration activity.

United States Code (USC): The official version of the federal statutory code.

Unity of Command: The concept by which each person within an organization reports to one and only one designated person. The purpose of unity of command is to ensure unity of effort under one responsible commander for every objective.

Unprotected Lands: Lands that are not protected by any fire suppression agency. There may be private property that does not have fire protection from rural fire districts, but does have protection from the Department of Natural Resources. However, this protection is for wild land and forest fires and not for protection of structures.

Urban Fire: Fire that is primarily within the boundaries or limits of a city or town.

Volunteer: For purposes of the NIMS, a volunteer is any individual accepted to perform services by the lead agency, which has authority to accept volunteer services, when the individual performs services without promise, expectation, or receipt of compensation for services performed. See, e.g., 16 U.S.C. 742f(c) and 29 CFR 553.101.

Washington Administrative Code (WAC): An interpretation of statutes written by a government agency or board. WACs help clarify the terms that are found in related statutes (see Revised Code of Washington – RCW). WACs are legally binding and are filed by chapter with the Code Reviser.

Washington Nuclear Power Plant 2 (WNP2): See Energy Northwest or Columbia Generating System.

Washington State Emergency Information Center (WEIC): State level emergency public information may be established, provided to media and public, and managed through the WEIC, which is a part of the State EOC.

Wildland: An area in which development is essentially non-existent except for roads, railroads, power lines, and similar transportation facilities. Used in place of

WILDERNESS, which frequently refers to specifically designated federal lands intended to remain in their natural state to the greatest extent possible.

Windshield Survey: This is a quick, cursory evaluation usually accomplished by driving through the areas (hence the term “windshield survey”).

APPENDIX TWO ACRONYMS

AC Hydrogen Cyanide (a blood agent)
ACCESS A Central Computerized Enforcement Service System
AG Attorney General
ALS Advanced Life Support
AMBER Abducted Minor Broadcast Emergency Response
AMC Army Material Command (U.S. Army)
AMS Aerial Measuring System (DOE)
ANI American Nuclear Insurance
APCO Association of Police Communication Officers
APHIS Animal and Plant Health Inspection Service (USDA)
ARAC Atmospheric Release Advisory Capability (DOE)
ARC American Red Cross
ARC-BMC American Red Cross-Blue Mountain Chapter
ARES Amateur Radio Emergency Services
ARG Accident Response Group (DOE)
ARM Aerial Radiological Monitor
ATF Bureau of Alcohol, Tobacco and Firearms and Explosives
ATSDR Agency for Toxic Substance and Disease Registry (DHHS)
ATV All Terrain Vehicle
AVIC Area Veterinarian-In-Charge (USDA)
AVMA American Veterinary Medical Association
BDRP Biological Defense Research Program (U.S. Navy)
BLM Bureau of Land Management
B-Nice Biological, Nuclear, Incendiary, Chemical, Explosive
C/B-RRT Chemical Biological Rapid Response Team (U.S. Army)
CAMEO Computer Aided Management for Emergency Operations
CAP Civil Air Patrol
CBDCOM Chemical Biological Defense Command (U.S. Army)
CBIRF Chemical Biological Incident Response Force (U.S. Marine Corps)
CBRED Chemical, Biological, Radiological, Environmental Defense Response Teams (U.S. Navy)
CBRNE Chemical/Biological/Radiological/Nuclear/Explosives
CCFD Chelan County Fire District (Chelan County has 9 districts (1,3,4,5,6,7,8,9, 10). In addition, to the fire districts there is one city fire department (Cashmere).
CCSO Chelan County Sheriff's Office
CDC Center for Disease Control and Prevention (DHHS)
CEMNET Comprehensive Emergency Management Network
CEMP Comprehensive Emergency Management Plan
CERCLA Comprehensive Environmental Response Compensation and Liability Act of 1980
CERT Community Emergency Response Team

CFR Code of Federal Regulations
CG Phosgene (a choking agent)
CGS Columbia Generating Station
CIA Central Intelligence Agency
CIRG Critical Incident Response Group (FBI)
CISM Critical Incident Stress Management Team
CK Cyanogen Chloride (a blood agent)
CNA Certified Nurse Assistant
COBRA Chemical Ordnance Biological Radiological Agents
COG Continuity of Government
CONOPS Concept of Operations
COOP Continuity of Operations Plan
CP Command Post
CPCS Common Program Control Station
CPG Civil Preparedness Guide
CPR Cardio Pulmonary Resuscitation
CRESA Clark Regional Emergency Services Agency
CSD Chemical Support Division
CSEPP Chemical Stockpile Emergency Preparedness Program
CST Civilian Support Team
CTED Community Trade and Economic Development
CX Phosgene Oxime (a blister agent)
DAC Disaster Application Center
DCR Department of Commodity Redistribution
DEM Department of Emergency Management
DEST Domestic Emergency Support Team
DFO Disaster Field Office
DHHS Department of Health and Human Services
DHS Department of Homeland Security
DMAT Disaster Medical Assistance Team (DHHS)
DMORT Disaster Mortuary Operations Response Team (DHHS)
DNR Department of Natural Resources
DO Duty Officer
DOC Department Operations Center
DOD Department of Defense
DOE Department of Ecology
DOH Department of Health
DOI U.S. Department of Interior
DOJ Department of Justice
DOMS Department of Military Support
DOT Department of Transportation
DRAC Disaster Recovery Assistance Center
DRP Division of Radiation Protection, Washington State Dept. of Health
DSR Damage Survey Report
DWI Disaster Welfare Information
EAL Emergency Action Levels

EAS Emergency Alert System
ECC Emergency Coordination Center
ECL Emergency Classification Level
EFSEC Energy Facility Site Evaluation Council
EHTR Emergency Highway Traffic Regulation
EIS Emergency Information System (Software)
EIS Environmental Impact Statement
EM Chelan County Sheriff's Office Emergency Management
EMA Emergency Management Assistance (or Agency)
EMAC Emergency Management Advisory Council
EMAC Emergency Management Assistance Compact
EMC Emergency Management Council
EMD Emergency Management Department (Washington State)
EMEB Emergency Management Executive Board
EMI Emergency Management Institute
EMS Emergency Medical Service
EMT Emergency Medical Technician
ENW Energy Northwest
EOC Emergency Operations Center
EOD Explosive Ordnance Disposal
EOF Emergency Operation Facility
EOP Emergency Operations Plan
EPA Environmental Protection Agency
EPCRA Emergency Planning Community Right-to-Know Act
EPIO Emergency Public Information Officer
EPZ Emergency Planning Zone
ERAMS Environmental Radiation Ambient Monitoring System (EPA)
ERDEC Edgewood Research Development and Engineering Center
ERMO Emergency Resource Management Organization
ERO Emergency Response Organization
ERT Early Response Team (USDA)
ERT Emergency Response Team
ERT Environmental Response Team (EPA)
ERT Evidence Response Team (FBI)
ESCAB Emergency Services Communications Advisory Board
ESF Emergency Support Function
EWAC Emergency Worker/Assistance Centers
FAA Federal Aviation Administration
FACP Food Access Control Point
FAD Foreign Animal Disease
FADD Foreign Animal Disease Diagnostician
FADDL Foreign Animal Disease Diagnostic Laboratory
FBI Federal Bureau of Investigation
FCA Food Control Area
FCB Food Control Boundary
FCC Federal Communications Commission

FCC Federal Coordinating Center
FCO Federal Coordinating Officer
FCP Food Control Point
FD Fire Department
FDA Food and Drug Administration (DHHS)
FEMA Federal Emergency Management Agency
FFTF Fast Flux Test Facility
FFY Federal Fiscal Year
FIPS Federal Information Processing Standard
FIRE MOB Fire Mobilization Plan
FNF Fixed Nuclear Facility
FOG Field Operations Guide
FRERP Federal Radiological Emergency Response Plan
FRMAC Federal Radiological Monitoring and Assessment Center (DOE)
FRP Federal Response Plan
FY Fiscal Year
GA Tabun (a nerve agent)
GAR Governor's Authorized Representative
GB Sarin (a nerve agent)
GD Soman (a nerve agent)
GIS Geographic Information System
GNT Office of Grants and Training
GSA General Services Administration
H Impure Sulfur Mustard (a blister agent)
HAZMAT Hazardous Materials
HD Distilled Sulfur Mustard (a blister agent)
HEAR Hospital Emergency Alerting Radio
HIV/AIDS Human Immunodeficiency Virus/Acquired Immunodeficiency Syndrome
HIVA Hazard Identification Vulnerability Analysis
HMRU Hazardous Materials Response Unit (FBI)
HN Nitrogen Mustard (a blister agent)
HSAC Homeland Security Advisory Council
HSAS Homeland Security Advisory System
HSOC Homeland Security Operations Center
HSPB Homeland Security Protection Board
HSPD-5 Homeland Security Presidential Directive-5
HUD U.S. Department of Housing and Urban Development
I&Q Immunization and Quarantine
IA Individual Assistance
IAP Incident Action Plan
IC Incident Commander
ICE US Immigration and Customs Enforcement
ICP Incident Command Post
ICS Incident Command System
IIT Incident Investigation Team (Nuclear Regulatory Commission)

IMT Incident Management Team
INS Immigration and Naturalization Service
IPZ Ingestion Planning Zone
IS Independent Study
JFO Joint Field Office
JIC Joint Information Center
JIS Joint Information System
JOC Joint Operations Center
L Lewisite (a blister agent)
LEPC Local Emergency Planning Committee
LERN Law Enforcement Radio Network
LETS Law Enforcement Teletype System
LFA Lead Federal Agency
LNO Liaison Officer
LOCA Loss of Coolant Accident
MAC Multi-Agency Coordination
MCBAT Medical Chemical and Biological Advisory Teams (U.S. Army)
MCI Mass Casualty Incident
MEDCOM Army Medical Command (U.S. Army)
MEDNET Medical Emergency Delivery Network
MMST Metropolitan Medical Strike Team
MOA Memorandum of Agreement
MOU Memorandum of Understanding
MPD Medical Program Director
MSDS Material Safety Data Sheet
MSHA Mine Safety and Health Administration
MUDAC Meteorology and Unified Dose Assessment Center
NAWAS National Alert and Warning System
NBC Nuclear, Biological, Chemical
NCP National Oil and Hazardous Substances Pollution Contingency Plan
NCS National Communication System
NDMS National Disaster Medical System
NEMA National Emergency Management Association
NEPMU Navy Environmental and Preventive Medicine Units (U.S. Navy)
NEST Nuclear Emergency Search Team (DOE)
NETC National Emergency Training Center
NFA National Fireman's Association
NFA National Fire Academy
NGO Nongovernmental Organization
NIC NIMS Integration Center
NICC National Interagency Coordination Center
NIMS National Incident Management System
NIMCAST National Incident Management Capability Assessment Support Tool
NIMS National Incident Management System
NLEEC National Law Enforcement Emergency Channel
NMCC National Military Command Center

NMRI Naval Medical Research Institute (U.S. Navy)
NMRT National NBC Medical Response Team (DHHS)
NNRT National Nurse Response Team
NOAA National Oceanic and Atmospheric Administration
NPG National Preparedness Goal
NPRT National Pharmacy Response Team
NRC Nuclear Regulatory Commission
NRCC National Response Coordination Center
NRDA Natural Resource Damage Assessment
NRF National Response Framework
NTSB National Transportation Safety Board
NUREG Nuclear Regulatory Commission Regulation
NVRT National Veterinary Response Team (DHHS)
NWACP Northwest Area Contingency Plan
NWC Northwest Coordination Center
NWS National Weather Service
ODP Office for Domestic Preparedness
OJPDP Office of Justice Programs for Domestic Preparedness
ORO Offsite Response Organization
OSC On-Scene Commander
OSCCR On-Scene Command and Coordination Radio
PA Public Assistance
PAD Protective Action Decision
PAG Protective Action Guides
PAR Protective Action Recommendation
PDA Preliminary Damage Assessment
PDD Presidential Decision Directive
PH Public Health
PIO Public Information Officer
PL Public Law
PPE Personal Protective Equipment
PPQ Plant Protection Quarantine
PRER Peacetime Radiological Emergency Response
PSAP Public Safety Answering Point
PSCDG Primary State Core Decision Group (Washington State Department of Agriculture)
PUD Public Utility District
PVO Private Voluntary Organizations
R Roentgen
R&D Research and Development
RACES Radio Amateur Civil Emergency Services
RADCON Radiation Control
RADEF Radiological Defense
RAG Radiological Assessment Group
RAP Radiological Assistance Program (DOE)
RAT Radiological Assistance Team (DOE)

RCC Resource Coordination Center
RCRA Resource Conservation and Recovery Act of 1978
RCW Revised Code of Washington
RDO Radiological Defense Officer
REAC/TS Radiation Emergency Assistance Center/Training Site (DOE)
READEO Regional Emergency Animal Disease Eradication Organization (USDA)
REM Radiation Equivalent Man
REP Radiological Emergency Program
RERT Radiological Emergency Response Team (EPA)
RESTAT Resources Status
RI Radiological Instrument
RIDS Response Information Data Sheets
RM Radiological Monitor
RMP Risk Management Program
RN Registered Nurse
ROC Regional Operations Center
ROSS Resource Ordering and Status System
RRCC Regional Response Coordination Center
RRIS Rapid Response Information System (FEMA)
RRTF Recovery and Restoration Task Force (WA State)
RTAP Real Time Analytical Platform
RTF Response Task Force (DOD)
RX Reactor
SA Salvation Army
SAE Site Area Emergency
SAR Safety Analysis Report
SAR Search and Rescue
SARA Superfund Amendments and Reauthorization Act
SCO State Coordinating Officer
SDO Standards Development Organizations
SEB Staphylococcus Enterotoxin B (a toxin)
SEOC Washington State Emergency Operations Center
SEOO State Emergency Operations Officer
SERC State Emergency Response Commission
SIOC Strategic Information Operations Center
SITREP Situation Report
SMHSA Substance Abuse & Mental Health Services Administration (DHHS)
SNS Strategic National Stockpile
SO Safety Officer
SO Sheriff's Office
SOP Standard Operating Procedure
SSCDG Secondary State Core Decision Group (Washington State Department of Agriculture)
STD Sexually Transmitted Disease
SWMC Southwest Washington Medical Center

SWWHD Southwest Washington Health District
TB Tuberculosis
TC Transportation Coordinator
TCL Targeted Capabilities List
TCP Traffic Control Point
TEU Technical Escort Unit (U.S. Army)
UAC Unified Area Command
UC Unified Command
UDAC Unified Dose Assessment Center
UMDA Umatilla Depot Activity
UMS Uniform Map System
UPS Uninterrupted Power Supply
USAR Urban Search and Rescue
USC United States Code
USDA United States Department of Agriculture
USDOC United States Department of Commerce
USDOE United States Department of Energy
USDOERL United States Department of Energy - Richland
USEPA United States Environmental Protection Agency
USGS United States Geological Survey
USRT Urban Search and Rescue Team (U.S. Department of Homeland Security/FEMA)
VA Veterans Administration
VEE Venezuelan Equine Encephalitis (a viral agent)
VS Veterinary Services
VX A nerve agent
WAC Washington Administrative Code
WADDL Washington Animal Disease Diagnostic Laboratory
WADOE Washington State Department of Ecology
WAEMD State of Washington Military Department, Emergency Management Division
WAEOC Washington State Emergency Operations Center
WARM Washington Animal Response Management
WDFW Washington Department of Fish and Wildlife
WEIC Washington State Emergency Information Center
WIC Special Nutrition Program for Women, Infants and Children
WMD Weapons of Mass Destruction
WNG Washington National Guard
WNP2 Washington Nuclear Power Plant 2 (Columbia Generating Station)
WSDA Washington State Department of Agriculture
WSDOH Washington State Department of Health
WSDOT Washington State Department of Transportation
WSFSRMP Washington State Fire Services Resource Mobilization Plan
WSP Washington State Patrol
WSVMA Washington State Veterinary Medical Association

APPENDIX THREE

AUTHORITIES AND REFERENCES

INTRODUCTION

Purpose

- A. To provide guidance to County agencies, local jurisdictions, and organizations on administrative matters necessary to support operations during emergencies or disasters, and to preserve vital records. This Plan was developed and is maintained pursuant to, but not limited to the following statutes, regulations, and existing plan documents. Each Appendix and Emergency Support Function (ESF) in this plan may include additional references that pertain to that specific document.

CONCEPT OF OPERATIONS

- A. County agencies and local jurisdictions or organizations with emergency management responsibilities will establish, maintain, and protect vital records under a record retention program as defined in RCW 40.10.010. Department heads are responsible to ensure the preservation of vital records. Methods to preserve vital records include, but are not limited to:
 - 1. Computer backups, kept off-site.
 - 2. Fire proof file cabinets/vaults.
- B. Reports are required from county agencies and local jurisdictions or organizations to provide the legislative authorities, Sheriff/Director of Emergency Management, and other officials with information concerning the nature, magnitude, and impact of an emergency or disaster, and for use in evaluating and providing the most efficient and appropriate emergency or disaster response assets and services. Reports required include, but are not limited to:
 - 1. Situation Reports.
 - 2. Request for assistance.
 - 3. Damage Assessment Reports. Reports will be supplied to the County's Emergency Operations Center (EOC), or other location determined by Emergency Management. It is the responsibility of the Emergency Management Specialists to administer this information and ensure that it is appropriately disseminated.
- C. Chelan County Emergency Management will use emergency workers as outlined in state law. "Emergency Worker" is defined in RCW 38.52.010(4), and rules and regulations concerning workers are outlined in RCW 38.52.310. Chapter 118.04 WAC covers the Emergency Worker Program in detail.

- D. Liability coverage
1. Chelan County Emergency Management will obtain a state EMD Incident Number. State EMD incident numbers are assigned to local jurisdictions for all actions taken that are intended to protect life, property, and the environment during the incident period of any given event. They will be used for the duration of the incident and the recovery period.
 2. Equipment and vehicles should only be used by trained, qualified personnel. Personal property not relevant to the mission will not be considered for compensation coverage.
 3. Claims under a state EMD incident number will be coordinated through the Sheriff/Director of Chelan County Emergency Management.
- E. In instances where emergency work is performed to protect life and property, requirements for environmental review and permits may be waived or orally approved as per the following statutes and regulations:
1. Construction Projects in State Waters (Hydraulic Projects or Other Works), RCW 75.20.100.
 2. Forest Practices Act (Application for Forest Practices, RCW 76.09.060.
 3. Flood Plain Management (Processing of Permits and Authorizations for Emergency Water Withdrawal and Facilities to be Expedited), RCW 86.16.180.
 4. Shorelines Management Act (Shoreline Permits), WAC 173.14.040.(2).(3).
 5. State Environmental Policy Act (SEPA), (Exceptions for Emergency Actions), WAC 197.10.180.
- F. Many structures, archaeological sites, or properties of historical significance are protected by law. Non-time critical missions and recovery actions affecting such protected areas should be coordinated with the Department of Community, Trade and Economic Development, Office of Archaeology and Historic Preservation.
- G. References
1. Governing Revised Codes of Washington (RCW) and Washington Administrative Codes (WAC)
 - a. Chapter 09.73 RCW, Rights of Privacy
 - b. Chapter 35A RCW, Optional Municipal Code
 - c. Chapter 38.52 RCW, Emergency Management
 - d. Chapter 38.52.110 RCW Use of Existing Services and Facilities
 - e. Chapter 38.54 RCW State Fire Service Mobilization
 - f. Chapter 38.56 RCW Intrastate Mutual Aid System (WAMAS)

- g. Chapter 52.02 RCW Fire Protection Districts
- h. Chapter 70.102 RCW Hazardous Substance Incidents
- i. Chapter 70.105 RCW Hazardous Waste Management
- j. Chapter 70.136 RCW Hazardous Materials Incidents
- k. Chapter 118 WAC Emergency Management
- l. Chapter 118.04 WAC, Emergency Worker Program
- 2. Other Governing Statutes
 - a. Public Law 93-288, The Disaster Relief Act of 1974, as amended by Public Law 100-707, The Robert T. Stafford Disaster Relief and Emergency Assistance Act
 - b. Public Law 920 Federal Civil Defense Act of 1950, as amended
 - c. Public Law 96-342 Department of Defense Appropriations Act 1981
 - d. Public Law 99-499 Superfund Amendment and Reauthorization Act (SARA) of 1986, Title III, Emergency Planning Community Right-to-Know Act (EPCRA)
- 3. Plan References
 - a. WA State Comprehensive Emergency Management Plan (CEMP)
 - b. WA State Dept. of Health, Office of Radiation Protection, Radiological Emergency Response Plan and Procedures, 2007
 - c. WA State Fire Services Resources Mobilization Plan, April 2013
 - d. WA State Integrated Fixed Facility Radiological and Chemical Protection Plan, 2008
 - e. Dept. of Ecology Northwest Area Contingency Plan and Region 10 Regional Contingency Plan, 2014
 - f. US Dept. of Energy's Hanford Emergency Response Plan, 2011
- 4. Local Plans
 - a. Chelan County Code
 - b. Chelan County Interlocal Agreements
 - c. Chelan County EOC Manual
 - d. Chelan County Duty Officer's Manual
 - e. Chelan County Unusual Occurrence Manual
 - f. Chelan County Amber Alert Plan
 - g. Snoqualmie and Steven's Pass Incident Action Plan Winter Rescue
 - h. R.A.C.E.S. Plan
 - i. Mass Fatality Response Plan

Appendix 5 --- PLAN DISTRIBUTION

Chelan County

Assessor's Office
Auditor's Office
Board of County Commissioners
Building Dept.
Coroner
Emergency Management
Fire District 1
Fire District 2
Fire District 3
Fire District 4
Fire District 5
Fire District 6
Fire District 7
Fire District 8
Fire District 9
Fire District 10
Health Department
IT
Prosecuting Attorney
Public Works
Sheriff
Treasurer's Office

City of Cashmere

Mayor
Public Works

City of Chelan

Mayor
Public Works

City of Entiat

Mayor
Public Works

City of Leavenworth

Mayor
Public Works

City of Wenatchee

Wenatchee Police Dept.
Wenatchee Public Works

RiverCom

Wenatchee Valley Humane Society

American Red Cross

LINK Transit

Chelan County PUD

Hospitals

Central WA Hospital

Wenatchee Valley Hospital

Lake Chelan Community Hospital

Cascade Medical Center

Washington State Patrol District 6

WA State Dept. of Ecology

Washington State Emergency Management Division

Washington State Dept. of Health

Washington State Dept. of Transportation

Washington State Dept. of Agriculture

WSU Extension Agent, Wenatchee

Lifeline Ambulance

Ballard Ambulance

Cascade Ambulance

Lake Chelan Ambulance

North Central EMS

Douglas County Emergency Management

Grant County Emergency Management

Okanogan County Emergency Management

Kittitas County Emergency Management

Others by request, as needed

APPENDIX FOUR TRAINING AND EXERCISE

INTRODUCTION

- A. This appendix defines training and exercises to improve emergency management plans and skills to ensure readiness for all jurisdictions, agencies, organizations and the public within Chelan County.

CONCEPT OF OPERATIONS

- A. General
Emergency management training and exercises will focus on needed training and events as determined by evaluation during exercises, drills and actual events. A build-up of events and preparation each year will consist of tabletop exercises, drills, workshops and training leading to a major functional or full-scale exercise.
- B. Training
Training may be conducted locally, regionally, statewide and at national institutions. Sources for training include: Local, regional, statewide, federal, as well as on-line or commercially conducted training. Emergency Management will assist by coordinating and conducting training for agencies or organizations where practical.
1. Efforts will be made to coordinate training events so that they are conducted locally and tailored to meet the needs of local jurisdictions.
 2. The Washington Emergency Management Division schedules and conducts a variety of emergency management courses each year. Chelan County EM will ensure that appropriate agencies and organizations within the county are aware of this training and the application process. Meals, lodging and travel are paid by the local jurisdiction.
 3. Federal Emergency Management Agency (FEMA) conducts resident training, exercise and workshops at the Emergency Management Institute at Emmitsburg and Mount Weather, Virginia. Travel and lodging are paid by FEMA for qualified students. They also provide non-resident self-study courses. Information on all courses is available to persons working in various fields of emergency management. Most courses have prerequisites. Information on these courses is available at the FEMA web site at www.fema.gov/emi.
 4. Other training requirements.
 - a. See the specific training requirements for responders in Terrorism Consequence Management Plan under Tab 8.
 - b. Incident Command System Training is available for all responders by contacting Chelan County Emergency Management. Basic and Intermediate ICS and ICS for Law Enforcement and Public Works classes are available online.

- c. Dispatchers must receive training in the Emergency Alert System. Refresher courses are highly recommended on an annual basis.

C. Exercises

Priorities for exercises and training are determined by local needs. The lead agency will outline their objectives to set the scenario. If other agencies can be, they will be involved with their objectives being incorporated into the exercise process.

1. Functional or full-scale exercises. Each year, Chelan County will participate in one full-scale or a functional exercise emphasizing a particular hazard. Various entities (Alcoa, Chelan County PUD, etc.) will be encouraged to satisfy their exercise requirements by building a scenario that encompasses various government agencies (fire department, law enforcement, SWAT, LINK, etc.). If possible, this exercise will provide local hospitals with sufficient simulated patients to satisfy their annual mass-casualty exercise. A full-scale exercise will be conducted no less frequently than every four years.
2. Before the full-scale or functional exercise, a tabletop exercise for leaders may be conducted. This event is designed to provide the leaders of planning and response agencies an opportunity to solve coordination, communication and other problems in advance. If conducted, participation in the scheduled tabletop exercise is required for leaders of agencies and organizations participating in the major exercise. A facilitator will be assigned to ensure objectives are met.
3. Full-scale and functional exercises will be evaluated. The exercise design team will designate and train evaluators. Evaluators will observe the exercise to determine whether or not the players performed according to established plans or procedures. Each evaluator will use a simple checklist in monitoring the exercise. After the exercise, evaluators will provide a written report to the exercise coordinator. The exercise's coordinator will provide a copy of the After Action Report and the Improvement Plan to Chelan County Emergency Management.
4. An objective of the exercise program is to annually test the Chelan County CEMP.

D. Public Education

Effective public information is a vital element of emergency management. Mitigation, preparedness, response and recovery must be equally emphasized to increase the public's awareness of emergency management and how to better protect themselves during disasters.

Responsibilities

A. General.

1. Each organization and agency is individually responsible for planning and conducting training, exercises and drills to ensure their readiness. They must ensure that individuals and teams receive training to be able to accomplish the emergency operations tasks to which they are assigned.

2. Annually, each agency and organization should review the training being planned and conducted by their agency to ensure it is adequate and appropriate. Coordination with other agencies is necessary to avoid scheduling conflicts.
- B. An exercise design team will plan each exercise. Team members will consist of representatives from each participating agency or organization.

EMERGENCY SUPPORT FUNCTION - ONE **TRANSPORTATION**

PRIMARY AGENCY: Public Works Department (for affected jurisdiction)

SUPPORT AGENCIES: Legislative authority (affected jurisdiction)
Emergency Management
County & City Law Enforcement agencies
Area Fire Services
Local EMS
LINK (public transportation system)
School Districts' Transportation Services
WSDOT

INTRODUCTION

- A. Purpose
To ensure effective utilization and coordination of all available transportation resources and systems during an emergency or disaster.
- B. Scope
This support function is to coordinate mass transportation requirements that might occur after a disaster or emergency condition within or affecting Chelan County. This support function will also establish the allocation of transportation resources.

POLICIES

- A. The chief elected official of the county and/or cities involved have the authority to declare an emergency. This ESF is applicable when a disaster has been declared or when the emergency operations center (EOC) determines that movement of passengers or cargo is required or anticipated. All responses will follow all applicable Laws of the State of Washington and local ordinances.

SITUATION

- A. Emergency/Disaster Conditions and Hazards
Due to the unique geography of the Chelan County area, transportation routes and the ability to move the population could be affected by the following hazards disrupting the ability to use roads:
 - 1. Wildfire
 - 2. Flood
 - 3. Severe weather
 - 4. Earthquake
 - 5. Hazardous Materials incident
 - 6. Terrorism Event

- B. Not only can these hazards interrupt transportation by damaging the road system, the facilities that house needed equipment could be damaged. The personnel used to provide transportation services may be unavailable due to the hazard, which would also affect the county's transportation abilities. Responders may need transportation to or from a base or staging area. Transportation of cargo may be needed.
- B. Planning Assumptions
1. Most of the population will utilize private transportation methods to leave a disaster area. The primary movement of people and supplies will be over the highway networks. Air transportation will only be used for the extremely urgent need of personnel and supplies.
 2. Transportation systems into and within the county could be disrupted making movement of personnel, supplies and equipment difficult. Local jurisdictions and agencies will be working to restore the transportation system in their area of responsibility.
 3. A limited number of resources will be available at the onset of an emergency or disaster. Local resources will be utilized first. If additional resources are needed they will be requested through the State of Washington Military Department, Emergency Management Division or coordinated as part of a Mutual Aid Agreement.
 4. Increases in population will create a strain on the road systems which will affect emergency transportation.
 5. If needed, a portion of the Strategic National Pharmaceutical Stockpile would be delivered to Pangborn Airport. Transportation and cargo handling equipment may be required to move the stockpile to staging or storage areas.
 6. If the state's transportation network is severely damaged, the Governor may activate the Emergency Highway Traffic Regulation Plan. Under that plan, an immediate post-disaster survey of the total highway system will be initiated by the WA State Dept. of Transportation and restrictions may be placed on specific routes.
 7. In a gubernatorial proclaimed disaster, state resources may become available to assist local governments in their disaster response.
 8. RCW 38.52.195 provides emergency workers exemption from liability while providing construction, equipment or work.

CONCEPT OF OPERATIONS

- A. General
1. During a declared emergency mass transportation activities will be coordinated from the Chelan County EOC.
 2. In a severe emergency or disaster, Chelan County responders may require the use of local vehicles, equipment and other assistance

for moving heavy equipment, supplies, or people. Utilization of available ground transportation for local emergency operation will be on a first priority basis. Depending upon the circumstances though, air or water transportation services may also be required. These are normally considered as second priority carriers for most localized operations but may be necessary for isolated incidents.

3. In the event of a severe disaster damaging ground transportation systems in the Chelan County area, an immediate survey of the county and state highway system will be undertaken by law enforcement agencies and highway/road maintenance supervisors. Estimates of traffic capabilities, highways available for use, and route closures will be made available to Chelan County Emergency Management for public information purposes as soon as possible.
4. Transportation to move a large number of persons from or within the county will be coordinated by a Transportation Coordinator working out of the EOC. Transportation providers may include LINK, school buses and other public and private transportation resources. If buses are needed to transport large numbers of people from, or within, the cities of Chelan County, transportation providers may be called. Providers will be selected based upon their capability and availability to the emergency. Potential passenger transportation providers are: LINK Transit, public school buses, and commercial services such as taxis or buses.
5. The Transportation Coordinator may also coordinate cargo transportation. Cargo transportation providers may include city and county public works departments and other public and private transportation providers.
6. When requested by Chelan County Emergency Management, the state Emergency Management and the state Utilities and Transportation Commission may assist in the procurement and delivery of outside transportation resources as needed.
7. In a Presidential declared disaster the regional FEMA director may assist in further provision of emergency transportation resources within the disaster area as required.
8. During an emergency, transportation providers will operate within the concepts of the National Incident Management System, becoming part of the system, yet maintaining their own internal structure.

B. Organization

1. Chelan County Public Works Departments:
The Director of Public Works is responsible for coordination of transportation support. Public Works is responsible for developing procedures on how to coordinate transportation related needs and for ensuring that personnel receive training in order to carry out their responsibilities. Public Works Departments will work with

support agencies to develop and maintain a working relationship and procedures to activate needed transportation resources.

2. Chelan County Commissioners:

As the legislative authority, the Board of County Commissioners is responsible for ensuring that the Public Works Department carries out their responsibilities in transportation coordination, as the primary agency. The Board is also responsible for ensuring that the necessary funding for transportation support is made available, as appropriate.

3. Emergency Management

Will develop and maintain a resource list of all available transportation resources. This includes rolling stock and locations of potential fueling points.

4. Support agencies

All support agencies will work with the primary agency to develop and maintain a workable transportation function. Support agencies will also develop and maintain their own Standard Operating Procedures and checklist for response to requests for transportation support.

C. Procedures

1. The priority of transportation resources will be assigned based on protection of:
 - a. Life and Safety
 - b. Property
 - c. The Environment
 - d. Economic vitality
2. A Transportation Coordinator will be appointed to coordinate transportation activities. As appropriate, the primary agency will assign personnel to the Emergency Operations Center, or appropriate command post location.
3. Public Works and law enforcement representatives in the EOC will assist the Traffic Coordinator to determine usable roads and routes.
4. The Public Information Officer (PIO) will work with the Traffic Coordinator in order to get transportation instructions to the public through the media.
5. Transportation providers will be given specific instructions for each transportation requirement. These instructions will include routes to be used, safety and limitations to prevent injury or damage. Each transportation mission will be outlined and approved by the Transportation Coordinator on the "Transportation Request and Order Form" located at the end of this section.

D. Mitigation activities

1. Chelan County Public Works / City Street Departments:
 - a. Regularly inspect public roadways/right-of-ways for deterioration and make necessary repairs to keep roadways and right-of-ways in good condition.
 - b. Ensure, to the extent possible, that potential slide areas and areas of slippage do not interfere with county roadways.
 - c. Keep equipment in operating condition.
2. All agencies:
 - a. Keep equipment in operating condition.

E. Preparedness Activities

1. Chelan County Public Works / City Street Departments:
 - a. Develop and maintain Standard Operating Procedures and checklists dealing with transportation response.
 - b. Assure that all personnel are trained in their responsibilities according to the departmental SOPs and checklists.
 - c. Develop and maintain a chain of command to ensure continuity within the department(s).
 - d. Assign and train personnel to function at the County EOC, to assist in coordination of transportation issues.
2. All agencies:
 - a. Develop and maintain Suggested Operation Procedures and checklists dealing with transportation response.
 - b. Assure that all personnel are trained in their responsibilities.
 - c. Maintain a current inventory of all transportation and fuel resources available and make this inventory available to the department of Emergency Management.
3. Vital infrastructure - The following is a list of roads, bridges, and transportation points that if damaged, could affect transportation within the Chelan County area. All agencies should be aware of these and develop procedures to keep transportation operating in the event that one or more of these are impassable. Copies of these procedures should be provided to Chelan County Emergency Management for storage at the EOC.
 - a. US Route 2 (Main route east and west - winter storms, slide and fires could close this route and the link with western Washington)
 - b. US Route 97 & Alt 97 (Main link with I-90)
 - c. Wenatchee River bridge (Both at Wenatchee and Leavenworth)
 - d. Columbia River Bridges
 - e. Odabashian Bridge
 - f. Pangborn Airport
 - g. Burlington Northern main line

4. Evacuation
Evacuation cannot be realistically predetermined within the Chelan County area. Evacuation must be dealt with on a case by case basis. However, local law enforcement and public works departments should work together, prior to an incident, to deal with potential problems of traffic routing and communications during an incident that requires evacuation.
- F. Response activities
1. All agencies / departments / jurisdictions affected by this Emergency Support Function shall:
 - a. Develop and maintain Standard Operating Procedures that should, at a minimum address:
 1. Lines of authority within their department during the response phase.
 2. Individual responsibilities, by position, to undertake during an emergency or disaster.
 3. Coordination with the primary agency.
 4. Communications between agencies.
 - b. Assure representation at the EOC or command post, as appropriate.
 - c. Report any known or suspected damage to infrastructure to the primary agency or agency responsible for the maintenance of damaged infrastructure.
- G. Recovery Activities
- The primary agency will, after an emergency or disaster, make sure that inspections of infrastructure are completed. The appropriate agency for the repair of damaged infrastructure or facilities will prioritize the repair so that essential services will be given first priority. All agencies involved in recovery efforts will ensure that detailed cost accounting is done in the event of a Presidential declared disaster and where there is a potential for federal and state assistance.

RESPONSIBILITIES

- A. Primary Agency
1. Develop and implement Suggested Operation Procedures for their personnel.
 2. Document all emergency related costs and expenditures for auditing purposes.
 3. Provide specialized support functions, resources, or emergency personnel as agreed upon, contracted for, or provided for in mutual assistance agreements.
 4. Report to designated staging areas as directed for assignments.

5. Designate a transportation coordinator who will coordinate transportation equipment, personnel and missions in conjunction with Emergency Management.
6. Designate personnel to coordinate transportation efforts in conjunction with the overall operation from a point, such as the EOC.
7. Determine which streets and roads within their jurisdiction are unusable and report this information to the Chelan County EOC.
8. Block off streets and roads and establish detours as appropriate.
9. Initiate road and street repairs where possible.

B. Support Agencies

1. Legislative authority is responsible for:
 - a. Activation for use of the jurisdiction's transportation capabilities.
2. Transportation Coordinator is responsible for:
 - a. Serves as the chief advisor to the Incident Commander and legislative authority on mass transportation issues during an emergency.
 - b. Maintains a liaison contact with all transportation providers to maintain knowledge of their capabilities and general equipment availability.
 - c. Designates an alternate person to serve in his absence.
3. Chelan County Emergency Management is responsible for:
 - a. Maintains and updates an inventory of local transportation resources which identifies transportation capabilities and fuel sources.
 - b. Assist with the coordination of local transportation resources to support emergency transportation efforts.
 - c. Initiate requests for additional transportation resources if required.
 - d. Update local emergency resource guidebook, which shows all available transportation capabilities available.
4. Law Enforcement agencies are responsible for:
 - a. Assists Public Works in diverting traffic.
 - b. Duties as described in ESF 13 – Public Safety, Law enforcement and Security
5. All agencies are responsible for:
 - a. Developing and maintaining departmental SOPs
 - b. Coordinate transportation activities with the primary agency
 - c. Work within the concepts of the National Incident Management System (NIMS) during an incident.

RESOURCE REQUIREMENT

In order to accomplish the purpose of this annex, equipment suitable for transportation and keeping vital routes open is necessary.

Refer to the Chelan County resource inventory book for a listing of available resources and fueling locations, which include both private and public locations.

ADDENDUMS

1. Liability Exemption
2. Check List for Activated Resources
3. Evacuation Roster
4. Transportation Request and Order Form

REFERENCES

ESF 13 Public Safety, Law Enforcement, and Security
ESF 15 Public Affairs
WA State Comprehensive Emergency Management Plan, ESF 1

Transportation Coordinator (TC)
Activation Check List

I. The Scope of this position is to:

- ☐ Coordinate emergency mass transportation requirements that might occur after a disaster or emergency condition within or affecting Chelan County.
- ☐ To establish the allocation of transportation resources.
- ☐ An Emergency Transportation Coordinator in the Chelan County Emergency Operations Center (EOC) will provide emergency cargo and personnel transportation as a coordinated effort under the authority of one or more members of the Legislative Authority.

II. Responsibilities, Emergency Transportation Coordinator:

- ☐ Serve as the chief advisor to the Legislative Authority on mass transportation issues during an emergency.
- ☐ Maintain a liaison contact with all transportation providers to maintain knowledge of their capabilities and general equipment availability.
- ☐ Designate an alternate person to serve in his/her absence.

III. Position Function

- ☐ Coordinate transportation assets/agencies that are fulfilling the transportation needs/requirements that may arise during and following a major disaster event.

IV. Reports to:

- ☐ Logistics/Public Works Officer

V. Response:

- ☐ Respond to the Chelan County Emergency Operations Center (EOC) at 408 N. Western, Wenatchee. If an alternate location is being used the Transportation Coordinator will be advised at the time of activation.
- ☐ Obtain a situation briefing from the Logistic/Public Works Officer, to include any immediate transportation needs.
- ☐ Set up a work position – Manuals, Call Lists, Transportation Resource Inventory, Forms, Communication (chargers, laptop, cell phone, radios, etc.)
- ☐ If it is going to be a protracted incident/disaster, arrange for back up and set up a staffing plan to cover around the clock operations.
- ☐ Conduct communications checks to ensure that all communications assets are working.
- ☐ Maintain a position log and enter all actions taken. If WEB EOC is running, log information in WEB EOC. Information to include:
 - ❖ Nature of the disaster
 - ❖ Transportation needs
 - ❖ All agencies tasked for transportation assets

- ❖ Type and numbers of equipment deployed
- ❖ Number of personnel assigned
- ❖ Special requirements
- ❖ Record times on all actions
- ☐ Establish communication with transportation resources identified to provide resources. Brief them on situation, potential requirements, and direct them to stand by for requests.
- ☐ Brief the Logistics/PW Officer on transportation assets available to support operations, types of equipment, capabilities, personnel, etc. Provide updates every two hours or as new information becomes available.
- ☐ Coordinate with Public Works and Law Enforcement to assess damage to transportation routes, and identify emergency transportation routes in the county.
- ☐ Coordinate with the Public Information Officer to get transportation instructions to the public through the media.
- ☐ Receive requests for transportation, determine number and type of assets required and task respective organizations.
- ☐ All transportation requests are to be made using the "Transportation Request Order Form".
- ☐ The priority of transportation resources will be assigned based on protection of:
 - ❖ Life and safety
 - ❖ Property
 - ❖ The environment
 - ❖ Economic vitality
- ☐ For tracking and reporting purposes, transportation resources will be broken down into seven (7) categories:
 1. Fixed Route Transportation (buses)
 2. Para-transit Services
 3. Small Vehicle Services (taxis)
 4. Equipment Transports
 5. Air Transport
 6. Rail Transport
 7. Animal Control Vehicles
- ☐ Provide each responding resource information on:
 1. Type of Disaster and tasking
 2. Type of equipment required
 3. Destination
 4. Reporting location (staging area)
 5. Person to report to
 6. Location of where to transport to
 7. Accountability, pick up and delivery
 8. Unique requirements
 9. Hazards (personal protection equipment if required)

- ☐ Provide each responding resource with an Evacuation Roster for tracking the people they are transporting.
 - ☐ Provide the situation display unit with all transportation resources deployed, number and type, destination and tasking.
 - ☐ Obtain status reports, at regular intervals, from transportation agencies with units deployed, and track all deployed units.
- VI. Recovery Activities
- ☐ Develop retrograde plan to stand down transportation operations and return personnel and equipment to parent organizations.
 - ☐ Assist the Logistics/Public Works Officer in putting together the after-action report. Document participating transportation agencies, equipment, and personnel dispatched, costs (equipment operational expense, personnel time, fuel, special equipment needs, etc.)
 - ❖ Summarize information from the Transportation Request Order Form for after action report.
 - ❖ Make several copies of the Summary and Transportation Request and Order Forms for reimbursement and the file.
 - ☐ Close down operations of your position. Notify all participating transportation agencies that the operation has concluded.

Levels of Emergency Operations Center (EOC) Activation

❖ LEVEL 1 - - Informational Level

This level is used when there is an emergency or potential emergency situation somewhere in the State, Region, or County, that has the potential to impact any part of Chelan County, either directly or indirectly. The purpose of this activation is to keep track of events and monitor resources in case it escalates to a point where it may impact Chelan County. Generally this level will require the Assistant Emergency Manager or his/her designee at the Emergency Management Office maintaining frequent contact with the PIO and other staff as needed.

If there is a possibility of transportation issues, LINK and possibly the school district of the affected area should be notified as “for information only”. This level does not require an EOC activation.

❖ LEVEL 2 - - Support Level

If it appears that Chelan County may be requested to provide assistance to another county, provide sheltering for evacuees, there is an emergency event that is expected to last several hours or more, there is an emergency situation involving multiple agencies and/or jurisdictions, or there are multiple emergencies/events occurring simultaneously, this level of activation would be appropriate. All appropriate EOC staff will be asked to report to the EOC for a briefing, and then only those needed for the particular situation would remain. Others would remain on a stand by status.

If there is a possibility of transportation issues, LINK and possibly the school district of the affected area should be notified as “for information only”. If Transportation is needed, a Transportation Coordinator needs to be appointed and will report to the EOC.

❖ LEVEL 3 - - Limited Operational Level

When part of Chelan County is directly impacted, or will likely be significantly impacted by an emergency situation, this level would be appropriate. At this level, designated staff or their representatives will need to be in the Chelan County EOC, or on call, until the emergency situation is downgraded. Emergencies involving multiple agencies or jurisdictions, events affecting the infrastructure of the area or County, events requiring a high degree of coordination and technical expertise, or events that will likely take many hours or days to resolve are examples of situations that may require a level 3.

A Transportation Coordinator will be appointed and will respond to the Chelan County EOC for a briefing. Following the briefing the Transportation Coordinator may be placed on call or stay at the EOC to handle Transportation needs as they arise.

❖ **LEVEL 4 - - Full Operational Level**

When more than one area or jurisdiction within Chelan County is being significantly impacted, and coordination with the State of WA Military Dept., Emergency Management Division/WA State EOC and/or adjacent counties is required, this level would be appropriate. Full staffing of the Chelan County EOC will be required on a 24 hour basis. This is the highest level of EOC activation.

The Transportation Coordinator will be appointed and will respond to the Chelan County EOC to receive a briefing. Following the briefing the Transportation Coordinator may be placed on call or stay at the Chelan County EOC to handle Transportation needs as they arise.

DEFINITIONS

Stand by status – (or on call) means that a person is to remain in contact by phone, at home or at work, until the emergency situation is over or they are asked to report to the Chelan County EOC. If the person on Stand by is unavailable for a period of time, that person is responsible to advise the Chelan County EOC who their replacement will be.

Staffing the Chelan County EOC means either the department head or an alternate authorized by the department head that can represent them and make decisions for deployment of department resources.

Definitions for Modes of Transportation

Air Transport Used to transport people, equipment, and supplies

Animal Control Vehicle Vehicles are usually small enclosed pickups that have cages used for transporting small and medium size animals like dogs and cats. These types of vehicles will not be used for large animals like horses, cows, etc. Vehicles can transport up to 5 animals at a time.

Bus Vehicles can transport the largest amount of people per trip. Buses are categorized by size. Large buses range in seating capacity from 24-72 passengers. The smallest bus (mini bus) seats 12 people.

Flat bed truck Vehicles of this type can carry small equipment and supplies as long as the goods are covered with tarps. Vehicles may be trucks, or trailer. Flat bed trucks are 24', 40', 44'. Flat bed trailers are usually 24' or 40'.

Fork lift

Mortuary Vehicle Vehicles to transport deceased persons. Vehicle may be available through the Coroner's Office or local funeral homes.

Moving Van

Paratransit Vehicle Vehicles that can be used to transport individuals that have special needs, such as those that use a wheel chair or scooter to get around. Most of these vehicles can transport 3 or 4 people at a time. Vehicles may be available through LINK or local ambulance companies.

Railroad Train Primarily used for shipping of goods or animals.

Refrigerated Trailer If a temporary morgue is needed near the disaster a refrigerated vehicle may be used to hold a large number of deceased people. When selecting a refrigerated trailer the following parameters must be considered:

- ❖ Type of floor --- needs to be metal
- ❖ Normal use --- can not be a trailer that usually transports food

Taxi Taxi service may utilize passenger cars that can carry up to four people, or possibly vans.

Van Vehicles that can carry up to 12 people depending on the type of van.

Specific Emergency Support Functions (ESF) Needing Transportation

In the Chelan County Comprehensive Emergency Management Plan (CEMP) there are four Emergency Support Functions (ESF) that have identified the need for Transportation resources to be used either in moving or evacuating people and moving equipment.

Each ESF has a different Transportation need and will require that the appointed Transportation Coordinator have available to him/her a full range of options for the transportation requests that arise.

Each ESF has been broken down to specific modes of transportation that may be needed.

The ESFs identified in the CEMP are:

- ❖ Mass Care, Housing, and Human Services for Transportation, ESF 6
- ❖ Resource Support for Transportation, ESF 7
- ❖ Public Health and Medical Services for Transportation, ESF 8
- ❖ Public Safety, Law Enforcement, and Security (Evacuation and Movement) for Transportation, ESF 13

TRANSPORTATION FOR ESF 6 – MASS CARE, HOUSING AND HUMAN SERVICES

I. Overview

1. Mass Care assistance may be needed for relocating and sheltering large numbers of persons that may be displaced. In the event of a major disaster, all or any part, of Chelan County could be impacted in such a way that residents might have to evacuate from their homes. If such a situation arises, ways will be needed to evacuate, feed, and shelter a large number of citizens.

II. Shelter

1. The provision transporting victims to emergency shelters may include the use of designated shelter sites in existing structures, creation of temporary facilities such as tent cities, or the temporary construction of shelters, and the use of similar facilities outside the affected area should evacuation become necessary.
2. Types of transportation that may be utilized are:
 - a. Buses
 - b. Paratransit
 - c. Taxis
 - d. Vans

III. Feeding

1. The provision for feeding victims and emergency workers is done through a combination of fixed sites, mobile feeding units, and bulk food distribution. Such operations will be based on sound nutritional standards and will include provisions for meeting dietary requirements of victims with special dietary needs.
2. Types of transportation necessary are:
 - a. Flat Beds
 - b. Fork Lifts
 - c. Moving Vans
 - d. Refrigeration Trucks
 - e. Vans

IV. Emergency First Aid Supplies

1. Emergency first aid equipment may need to be moved to mass care facilities and designated sites within the affected area. These supplies will be supplemental to emergency health and medical services established to meet the needs of the victims.
2. Types of transportation that may be utilized:
 - a. Flat Beds
 - b. Fork Lifts
 - c. Moving Vans
 - d. Refrigeration Trucks

- e. Vans

V. Bulk Distribution of Emergency Supplies

1. Sites will be established within the affected area for distribution of emergency relief items. The bulk distribution of these relief items will be determined by the requirement to meet the urgent needs of victims for essential items.
2. Types of transportation that may be utilized are:
 - a. Air Transportation
 - b. Flat Beds
 - c. Fork Lifts
 - d. Moving Vans
 - e. Rail Transportation
 - f. Refrigeration Trucks
 - g. Vans

TRANSPORTION FOR ESF 7 – RESOURCE SUPPORT

I. Overview

1. Transportation needs during a major disaster event could have a widespread and complex impact on the county and its citizens. Transportation resources are a necessity for moving people and equipment. Resource support includes the provision of services, personnel, commodities, and facilities to the County and the cities within the County during the response and recovery phases of an emergency or disaster. This includes emergency relief supplies, transportation services, and personnel as needed to support emergency activities.
2. Transportation resources are categorized as three types: small equipment and goods, large equipment and goods, and support vehicles.

II. Small Equipment and Goods

1. Examples: Small amounts of medications, pharmaceuticals, food, small tools, etc.
2. Types of transportation that may be utilized are:
 - a. Flat Bed
 - b. Moving Van
 - c. Van

III. Large Equipment

1. Examples: Large pallets of food, large fans, large pumps, etc.
2. Types of transportation that may be utilized are:
 - a. Flat Bed
 - b. Vans
 - c. Moving Vans
 - d. Air Transportation
 - e. Rail Transportation

IV. Support Vehicles

1. Examples: Evacuating people away from the disaster area to a public shelter. Moving animals to a shelter.
2. Types of transportation that may be utilized:
 - a. Air Transportation
 - b. Buses
 - c. Paratransit Vehicles
 - d. Vans

TRANSPORTATION FOR ESF 8 – PUBLIC HEALTH AND MEDICAL SERVICES

I. Overview

1. During a disaster, resources within the affected area will be inadequate to clear casualties from the scene or treat them in local hospitals. Additional medical capabilities will be needed to supplement and assist local jurisdictions to triage and treat casualties in the affected area, and then transport them to the appropriate hospital or health care facility. Additionally, medical resupply will be needed throughout the disaster area. It may be necessary to arrange for air transportation to areas that have sufficient hospital beds and where patients will receive necessary definitive medical care.
2. Transportation Support (if resources are available)
 - a. Aircraft for transporting incoming medical personnel, supplies and equipment.
 - b. Rail transportation for deployment of incoming assets within the affected area; and
 - c. Ground transportation, fixed and rotary-wing aircraft for movement of casualties within and out of the affected area.

II. Aircraft for transporting incoming medical personnel, supplies, and equipment:

1. To provide transportation to and from the airport in moving resources, there will need to be a coordinated effort with the airport to identify the following:
 - a. The contact person on site
 - b. Entrance into airport
 - c. Security issues
 - d. Safety concerns working around planes
 - e. Other

III. Rail transportation for deployment of incoming assets, within the affected area, and:

1. The contact person on site
2. Location of rail pick up
3. Security issues
4. Safety concerns working around rail cars
5. Other

IV. Ground transportation for deployment of incoming assets, within the the affected area, and:

1. The contact person on site
2. Location of ground vehicle
3. Security issues

4. Safety concerns working around ground vehicles
5. Other

TRANSPORTATION FOR ESF 13 – PUBLIC SAFETY, LAW ENFORCEMENT, AND SECURITY (EVACUATION AND MOVEMENT)

I. Overview

1. Emergency or disaster situations could require the need for evacuation. Specific local hazards that may require evacuation activities include: wildfires, urban fires, dam failures, flooding, hazardous materials, transportation and facility incident spills or release, or a major accident at the nuclear power plant in Benton County.
2. An emergency or disaster could require the evacuation of a large number of people in or near a threatened or stricken area. The operation of a major evacuation may be difficult, especially in rural areas, due to compromising factors like the isolation of an area, the difficulty of providing adequate and timely warning and limited transportation routes and capabilities. Operations could be further complicated for those individuals who are at risk medically, the elderly and the handicapped (Special Needs Population).
3. An evacuation could involve the movement of citizens from one part of the county to a safer portion of the county, or possibly out of the county.

II. Response

1. The process that will be followed when transit personnel are called for response to evacuation and movement of large amounts of people are as follows:
 - a. The Transportation Coordinator will call the responsible party for activating their agency.
 - b. The responsible party will activate their agency with the parameters given.
 - c. The agency follows their protocols in sending equipment and personnel to the designated areas for evacuation.
 - d. Agencies need to identify resources that can be allocated regarding their schedule.
 - e. Logistical items need to be identified, such as food, fuel, maintenance, etc.
 - f. Provide information and instructions to the driver(s):
 - ❖ Disaster description
 - ❖ Staging area to report to
 - ❖ Contact
 - ❖ Frequency
 - ❖ Primary and alternate route
 - ❖ Possible hazard and safety issues
 - ❖ Accountability for loading, when enroute, and unloading
 - ❖ Location the evacuees will be taken to
 - ❖ Next assignment status

❖ Communication

GUIDELINES FOR COMPANIES PROVIDING TRANSPORTATION RESOURCES

The Transportation Coordinator (TC) is the Transportation representative for the Chelan County Emergency Operation Center. The TC is charged with oversight and coordination of all Transportation Resources needed during a disaster.

The TC will be the person contacting you requesting your specific resources. When the TC calls, he/she will provide you with the following information:

- ❖ Type of disaster
- ❖ Location of disaster (staging area)
- ❖ Specific resources needed
- ❖ Person at emergency scene to report to
- ❖ Type of Transportation needs
- ❖ Phone number to contact TC
- ❖ Location where transporting to

The TC will be expecting the following information from you:

- ❖ Numbers and types of resources you can provide
- ❖ Length of time for activation of your resources
- ❖ Way to contact your resources while in the field

When your agency is called for an activation of resources it is very important to keep track of all expenses including employee costs.

To prepare your employees for assisting during a disaster it is important to understand what they might experience. Depending on the type of disaster they might be exposed to many things like death and destruction, not to mention bad weather conditions. Items employees should have on hand when activated:

- ❖ Appropriate clothing for the weather
- ❖ Water and food
- ❖ Paper and pencils
- ❖ Maps of the area
- ❖ Sun glasses
- ❖ Two way radio and/or cell phone
- ❖ Small First Aid kit

Addendum 1 – Liability Exemption

Exemption from liability while providing construction, equipment or work.

Section 1.01 RCW 38.52.195

Article II. Exemption from liability while providing construction, equipment or work.

Notwithstanding any other provision of law, no person, firm, corporation, or other entity acting under the direction or control of the proper authority to provide construction, equipment, or work as provided for in RCW [38.52.110](#), [38.52.180](#), [38.52.195](#), [38.52.205](#), [38.52.207](#), [38.52.220](#) and [38.52.390](#) while complying with or attempting to comply with RCW [38.52.110](#), [38.52.180](#), [38.52.195](#), [38.52.205](#), [38.52.207](#), [38.52.220](#) and [38.52.390](#) or any rule or regulation promulgated pursuant to the provisions of RCW [38.52.110](#), [38.52.180](#), [38.52.195](#), [38.52.205](#), [38.52.207](#), [38.52.220](#) and [38.52.390](#) shall be liable for the death of or any injury to persons or damage to property as a result of any such activity: PROVIDED, That said exemption shall only apply where all of the following conditions occur:

- (1) Where, at the time of the incident the worker is performing services as an emergency worker, and is acting within the course of his duties as an emergency worker;
- (2) Where, at the time of the injury, loss, or damage, the organization for emergency management which the worker is assisting is an approved organization for emergency management;
- (3) Where the injury, loss, or damage is proximately caused by his service either with or without negligence as an emergency worker;
- (4) Where the injury, loss, or damage is not caused by the intoxication of the worker; and
- (5) Where the injury, loss, or damage is not due to willful misconduct or gross negligence on the part of a worker.

Addendum 2 Check List for Activated Resources**(This form can be used by responding Transportation Resources)****Operator:** _____**Company:** _____**Date:** _____**Transporting:** ☐ **People** ☐ **Equipment****Location to report (staging area):** _____**Beginning mileage:** _____ **Ending mileage:** _____**Vehicle license:** _____ **Type of vehicle:** _____**Start time:** _____ **End time:** _____**Items to take with you:**

- ☐ **Appropriate clothing for the weather**
- ☐ **Water and food**
- ☐ **Paper and pencils**
- ☐ **Maps of the area**
- ☐ **Sun glasses**
- ☐ **Two way radio and/or cell phone**
- ☐ **First aid kit**
- ☐ **Safety items for vehicle such as flares, ice scraper, etc.**

Addendum 3 --- Evacuation Roster**Start date:** _____ **Start time:** _____**End date:** _____ **End time:** _____**Operator:** _____

	Name of person evacuated
1	
2	
3	
4	
5	
6	
7	
8	
9	
10	
11	
12	
13	
14	
15	
16	
17	
18	
19	
20	

Addendum 4 – Transportation Request and Order Form

Date: _____ Trip Date: _____

Departure Point: _____ Destination: _____
Report to: _____ Report to: _____

Route: _____

Departure Time: _____ Arrival time: _____ Pick up Point: _____

Departure Time: _____ Return time: _____ Return Point: _____

Vehicle type: _____ Wheelchair accessible ☐ Yes ☐ NoNumber of passengers: _____ Adults: _____ Children: _____
Child seats available ☐ Yes ☐ No

Cargo description: _____ Weight: _____ Cubic Ft. _____

Hazardous Materials ☐ Yes ☐ No

Special Instructions:

Safety Instructions:

DRIVER'S TRIP REPORT

Vehicle license: _____ Type of vehicle: _____

Start time: _____ Arrival Time: _____ Departure time: _____ Return time: _____

Starting Mileage: _____ Ending mileage: _____

Total miles driven: _____ Driver: _____

ACTUAL CHARGES

Driver: _____ hours at \$ _____/hr. \$ _____

Vehicle: _____ hours at \$ _____/hr. \$ _____

Mileage _____ miles at \$ _____/mi. \$ _____

Additional Charges \$ _____

(describe) TOTAL \$ _____

EMERGENCY SUPPORT FUNCTION - TWO
COMMUNICATIONS, INFORMATION SYSTEMS AND WARNING

PRIMARY AGENCIES: RiverCom Communications Center
Chelan County Emergency Management

SUPPORT AGENCIES: KPQ - AM radio (Primary EAS Station)
Chelan-Douglas R.A.C.E.S./A.R.E.S.

NOAA National Weather Service
Local Radio Stations
Verizon
Wireless Telephone Services
Fire Services
Law Enforcement
North Central EMS and Trauma Care
Public Works Departments
Chelan County IT
American Red Cross
LocalTel

INTRODUCTION

A. Purpose

1. To provide guidance for rapid alerting and warning to key city and county officials and the general public regarding an impending or occurring emergency or disaster.
2. To provide guidance for organizing, establishing, and maintaining telecommunication capabilities necessary to meet the operational requirements of the county in responding to, and recovering from, emergencies and disasters.

B. Scope

This ESF and the two appendices describe the actions to be taken to establish and maintain telecommunications and warning coordination for local jurisdictions and to provide agency support in preparation for, response to, and recovery from an emergency or disaster which affects the local population and the operation of local government. This ESF and appendices also address coordination with state government and agencies when additional telecommunications are requested through the State of WA EM/EOC.

POLICIES

- A. This plan will govern Chelan County telecommunications and warning activities related to mitigating, preparing for, responding to, and recovering from emergencies or disasters.
- B. Communications support requirements which cannot be met at the local level, will be forwarded to the State EOC for assistance. If needed, federal assistance may be requested.
- C. The Chelan County CEMP (communications) should complement state plans and systems should be interoperable with the state system when and where feasible.
- D. The Chelan County R.A.C.E.S. officer shall coordinate all amateur radio activities.

SITUATION

- A. Emergency/Disaster Conditions
 - 1. Chelan County is vulnerable to a variety of emergency or disaster events requiring dissemination of warning and/or other emergency information to county and city officials and the general public. Emergency or disaster warnings may originate from any level of government as well as other sources. Most forecasting resources are located with the federal government. This may include but is not limited to watches and warnings for: floods, severe weather, volcanic eruptions, fixed nuclear facility incidents and hazardous materials incidents.
 - 2. The sudden and unexpected nature of a catastrophic event will result in numerous requests from many agencies and all levels of government for services required to save lives, protect property, and preserve the environment.
 - 3. The Chelan County EM/EOC staff, city and county government, and all emergency and support agencies will have a critical need for accurate and timely information on which to base decisions and focus response actions. Widespread damage to commercial telecommunications' facilities is possible. At a time when the need for real-time, electronically processed information is greatest, the capability to produce it may be restricted or non-existent. All available telecommunication assets of the various agencies and local government will be needed immediately to assure proper response to the needs of the victims.
- B. Planning Assumptions
 - 1. Responding agencies have their own communications equipment.
 - 2. The public safety answering points (dispatch centers) have back up power sources that are capable of approximately two weeks of operation.

3. There is communication coverage for the entire county through a system of repeaters and base stations.
4. There are identified frequencies that will be used for primary direction and control.
5. Jurisdictions and agencies within the county will focus on coordinating lifesaving activities concurrent with re-establishing control of the affected area. Jurisdictions, agencies, and the county in conjunction with the telecommunications industry will accomplish as much restoration and reconstruction of communications capabilities as resources and the situation permits. The county may be able to get additional assistance for restoration of communication systems when requested through WA State EMD.
6. Initial reports of damage will be fragmented, providing an incomplete picture of the extent of damage to communication systems and facilities.
7. Weather and other factors may impair the ability to deploy mobile or transportable telecommunication equipment into the affected area.
8. Conditions following the event will require careful consideration of areas or sites that may require communications support, such as staging areas, police and fire stations, water treatment facilities, shelters, alternate EOC locations, short and long term health care facilities, schools and daycare facilities, communication points for communities without telephone service and other critical areas.

CONCEPT OF OPERATIONS

A. General

1. Reliable communication capabilities are necessary for day-to-day communications, warning of impending events, response and recovery operations, search and rescue operations, and coordination with other county, state, and public safety agencies. These capabilities must be available at the primary and alternate EOC facilities or other locations selected because of existing conditions.
2. Emergency communication between the Chelan County EOC and state or federal agencies will be through the State of WA EMD communications facility.
3. In a major disaster situation, the Chelan County Emergency Operations Center has a 24 hour emergency alerting and communications capability for contacting response personnel at the various local, state and federal levels of government. Communications resources and their backup capabilities include two way public agency radio networks, MyStateUSA paging, ACCESS, National Warning Alert System and commercial telephone services. The EOC is equipped with VoIP telephones and many of the EOC staff carry government issued cellular

phones. The EOC also has a cache of GETS cards available for use in the event of an overload on the telephone system. The GETS cards will give EOC personnel priority on the overworked telephone system. The EOC is set up with a Wireless Access Point for computer use as well as data connection lines. Chelan County is also set up with the State of WA EMD for use of the WEB EOC system for incident tracking. E-mail is run through the Chelan County IT system. The Emergency Operations Center located at the Emergency Management Building, is designated as the primary Emergency Operations Center (EOC) for Chelan County in the event of a major incident.

4. Public Safety Answering Points (PSAP-for Chelan County is RiverCom) may serve as an alternate Emergency Operating Center. RiverCom contains two-way radio equipment as well as telephones, EAS and NAWAS. RiverCom is also backed up by emergency power generation with a 14 day capability. These generators are tested regularly.
5. During localized emergency situations, a mobile Command Post may be utilized to establish communications from agencies involved at the scene. In more extreme circumstances, the mobile Command Post may also be used to link field units with the decision makers stationed at the Emergency Operations Center.
6. In the event of a major emergency or disaster occurring in the Chelan County area, effective use of the existing public safety and other government agencies communications resources is the first priority for support of emergency operations.
7. The development and upgrading of the area-wide primary and alternate emergency communications centers and overall systems will be conducted to the greatest extent possible.
8. The local Emergency Alerting System (EAS) primary station is KPQ AM (560 am). KPQ coordinates with all other local radio stations to keep the EAS up to date and workable. Activation will follow the Emergency Alerting System (EAS) plan. EAS Stations include:

KPQ	560 AM
The Quake (primary EAS)	102.1 FM
KWNC	1370 AM
KWWX (Spanish)	1340 AM
KWLN (Spanish)	103.3 FM
KWLN (Spanish)	92.1 FM
KYSN	97.7 FM
KZPH	106.7 FM
KAAP	99.5 FM
KWWW	1340 AM
KKRV	104.7 FM
KKRT/ KWIQ	900/1020 AM
KWIQ	100.3 FM

KWLN

103.3/92.8 FM

9. In times of emergency, Amateur Radio Services' volunteers may provide an additional local or state-wide communications network from their individual base and/ or mobile stations. The Radio Operators can provide two way VHF, UHF and HF backup and auxiliary radio communications for first responders, hospitals, the EOC, other emergency and support agencies as well as shelters. A.R.E.S./R.A.C.E.S volunteers can provide communications services for extended care facilities, "at-risk" populations, and communication points for the public. These resources are deployed upon request of the agency or facility needing communication support and are coordinated with Chelan County EM/EOC. All hospitals in Chelan County have access to an amateur radio in their facility. This local capability provides an extra backup communication system at the Chelan County Emergency Operations Center if required.
10. Wireless telephone communications (cellular) systems can supply additional communications needs, as appropriate.
11. In the event a situation causes an outage of the 9-1-1 communications center, back-up communications and 9-1-1 center activities will be accomplished by farming out calls to other 911 centers and emergency facilities.
12. Washington Comprehensive Emergency Management Network (CEMNET)
 - a. State of WA EMD operates a statewide, very high frequency (VHF) low-band radio system as a primary backup communication link between the WA State EOC and local EOCs throughout the state. CEMNET is located in the Emergency Management Office and at RiverCom.
 - b. CEMNET also serves as a link to:
 - (1) WA State Dept. of Ecology
 - (2) WA State Dept. of Health
 - (3) University of WA Seismology Lab
 - (4) National Weather Service
 - (5) Harborview Medical Center
 - c. WA EMD monitors the network on a 24 hr. basis for both routine and emergency traffic and responds accordingly.
 - d. CEMNET is tested weekly by WA EMD.
13. The Chelan County EOC has access to a cache of two-way hand held radios that are programmed with all county frequencies as well as many of the neighboring counties' frequencies. The radios also contain the common state frequencies and some federal (mainly US Forest Service) frequencies.
 - a. OSCCR Primarily used by public safety agencies, "on-scene" at an event/incident for command and coordination of

- activities between agencies. OSCCR can only be employed in the simplex mode via mobile and/or handheld equipment.
- b. SAR Primarily used by Search and Rescue organizations for coordinating operations between SAR units. Can only be employed in the simplex mode, via mobile and/or handheld equipment.
 - c. REDNET Primarily used by fire departments and districts for on-scene fire operations.
 - d. NLEEC Primarily used by law enforcement agencies for mutual operations. Also used by EMD for activation of the Emergency Alert System (EAS) relay network. This frequency is not currently in the pre-programmed Chelan County portable radios.
 - e. HEAR Primarily used by ambulance services for administrative communications with hospitals.
- 14. National Oceanic and Atmospheric Administration (NOAA) weather advisories, watches, and warnings are transmitted over the ACCESS (A Central Computerized Enforcement Service System) system to RiverCom and are also sent out over the MyStateUSA paging system.
 - 15. The Emergency Alert (EAS) System may be activated by contacting RiverCom or WA EMD. The EAS System may be utilized when lives are threatened and the warning put over EAS could save lives.
 - 16. Chelan County Emergency Management has access to a Satellite Telephone. Use of this phone inside the EM/EOC building has not been proven reliable, but a strong satellite signal can usually be obtained in the front driveway area of the Emergency Management building.
 - 17. Chelan County Emergency Management has a Communications Van that can be used as a mobile Command Post or a back up to RiverCom. The van is a four wheel drive and can be deployed to almost anywhere in the county. Emergency Management also has a portable repeater system that can be utilized in some of the areas that have poor radio reception, or where a repeater has been damaged.

B. Organization

RiverCom provides communications coverage over the entire Chelan County area. They act as the central receiving point for warning information and have the ability to disseminate information out to support agencies. RiverCom is able to activate the Emergency Alert System upon notification from Emergency Management.

In addition to the communications ability by RiverCom, Chelan County Emergency Management may be able to provide immediate communication capabilities by utilizing their Communications Van or

portable repeater/radio setup. In addition, based on the situation, Emergency Management may choose to ask WA EMD to activate the EAS, rather than going through RiverCom.

In the event of an emergency or disaster, a secondary communications system will be set up, by use of amateur radio operators, between the EOC, Red Cross, command post and shelters. The local amateur radio operators have the ability to set up field communications to support public safety operations, as appropriate.

C. Procedures

Upon receipt of warning information the receiving agency will ensure that the information is disseminated to the necessary primary and support agencies. All warnings and emergency information and actions taken will be documented. This includes the text of the message; where the message originated from; agencies messages were sent to; and the appropriate times and dates.

In the event the amateur radio operators are needed, the Department of Emergency Management will activate them by contact with the R.A.C.E.S. officer or designee.

D. Mitigation Activities

1. Chelan County EM encourages and promotes mutual aid and cooperation between local jurisdictions and agencies. Additionally A.R.E.S./R.A.C.E.S. members, Search and Rescue volunteers, and others are registered with the county as Emergency Workers. These organizations are encouraged to participate in a variety of community activities and training missions to test equipment, identify areas needing improvement or specialized support, and develop and evaluate operational procedures.
2. All agencies will:
 - a. Test all communications and warning equipment to ensure workability of the equipment.
 - b. Develop and maintain back-up systems, including back-up power ability.
 - c. Attempt to construct / place new equipment away from possible hazards.
 - d. Will protect communications and warning equipment from Electro Magnetic Pulse (EMP) to the extent practical.

E. Preparedness Activities

1. See Appendix A - Telecommunications
2. See Appendix B – Warning

F. Response Activities

1. See Appendix A - Telecommunications
2. See Appendix B – Warning

G. Recovery Activities

1. All agencies will:
 - a. Continue to utilize primary and alternate communication and warning systems to coordinate recovery activities. The PIO will continue to be responsible for the coordination and dissemination of recovery information, such as when it is safe for people to return to their homes and businesses.
 - b. All agencies and departments will return to normal operations when no longer needed, or when normal systems and facilities are restored. Demobilization of communication and warning resources will be coordinated through the Chelan County EOC.
 - c. Check communication equipment and make necessary repairs. Provide information about damages field units observe to the EOC or other established point of contact with Emergency Management.
 - d. Involved agencies and departments will assist the EMD in preparing after-action reports regarding telecommunications and warning.

RESPONSIBILITIES**A. Primary Agencies**

1. Chelan County Emergency Management is responsible for:
 - a. Preparing, revising, and implementing current communications plans, in accordance with county, state and federal criteria.
 - b. Providing a 24 hours a day, two way radio communications center (Chelan County Emergency Operations Center and mobile communications van) from which communications personnel can effectively operate.
 - c. Coordinating with local amateur radio operators, who will establish a secondary communications network to support communication needs between shelters, Red Cross operations and others, as appropriate according to the local R.A.C.E.S. plan.
 - e. Periodically testing the communications system by test and exercises.
2. RiverCom is responsible for:
 - a. Maintaining an inventory of existing radio frequencies and other communications resources available for local emergencies.

- b. Maintaining liaison with other agencies to insure upgraded communications capabilities are compatible with county-wide communications systems.
 - c. Ensuring that all personnel within their jurisdiction / agency, including regulars, reserves or auxiliaries, are trained in radio operation and procedures.
 - d. Ensuring that their agency will support emergency operations, as appropriate.
 - e. Keeping their Suggested Operator Procedures regarding communications operations current and their personnel trained.
 - f. Inventorying their communications equipment and capabilities and providing the inventory list to Emergency Management.
- B. Support Agencies
 - 1. KPQ Radio responsibilities:
 - a. Is the primary EAS station and will coordinate with other participating stations on EAS / EBS matters and planning.
 - b. Will assure that staff is trained in EAS / EBS procedures.
 - 2. In an actual emergency, local Chelan County governmental agencies, public safety agencies and amateur radio services are responsible for the following:
 - a. Establishing liaison with the Emergency Management Staff upon their notification for an emergency response.
 - b. Controlling their own communications systems during major emergencies or disasters from either their normal work site, the mobile Command Post or the Chelan County Emergency Operations Center, as the situation demands.
 - c. Having Standard Operating Procedures in place to accomplish their tasks.

RESOURCE REQUIREMENTS

- A. Local jurisdictions, agencies and service organizations should identify and develop their resources, including trained personnel, primary and back up equipment, and back up power options. When necessary, the required personnel and equipment can be made available to fulfill the roles and responsibilities identified in this ESF. As a minimum, all agencies, jurisdictions and organizations should expect to sustain operations for 72 hours and have other resources programmed for use up to 14 days.

REFERENCES

- A. Revised Code of WA (RCW) 38.52
- B. FEMA Manual 1550.2 March 30, 2001, National Warning System (NAWAS)

- C. FCC Rules and Regulations Part 97 Amateur Radio Service, Subpart E (regarding emergency communications)
- D. WAC 480.120.520 (regarding telecommunications providers – major outages and service interruptions)
- E. Chelan County CEMP ESF 5 – Emergency Management
- F. Chelan County CEMP ESF 15 – Public Affairs

APPENDICES

- A. Appendix A -- Telecommunication
- B. Appendix B – Warning
- C. Appendix C – Technical Data – Common Frequencies

EMERGENCY SUPPORT FUNCTION TWO **COMMUNICATIONS, INFORMATION SYSTEMS, AND WARNING**

APPENDIX A **TELECOMMUNICATIONS**

INTRODUCTION

To organize, establish, and maintain the communications capabilities necessary to meet the operational requirements of jurisdictions and agencies in responding to and recovering from emergencies and disasters.

CONCEPT OF OPERATIONS

A. General

1. Routine modes of communications that remain operational will continue to be used after an emergency or disaster to the extent that they are operational.
2. The two way radios in the Chelan County cache have been programmed and have a common radio channel line up.
3. Local jurisdictions may utilize commercial communication systems as well as local government systems, which include use of mutual aid channels such as On-Scene Control and Coordination Radio (OSCCR). Local jurisdictions may request assistance through the Chelan County EOC when necessary.
4. The Chelan County EOC will coordinate the identification, acquisition, prioritization, and deployment of telecommunications assets as appropriate to assure continuity and consistency of county response actions.
5. When an event occurs, the following actions will be initiated:
 - a. There will be an increased need for coordination and prioritization of communication within local jurisdictions such as EMS, fire, law enforcement and public works.
 - b. Activation of the Chelan County EOC and communication systems will occur as needed, utilizing available resources. If available, one or more of these networks should be utilized in addition to primary voice telephone capability to establish both primary and backup communication between Chelan County EOC and the WA State EMD/EOC. Additional communication resources and networks that may be available for communication between Chelan County and WA State include the fax machine, modems, and cell phones. The following radio systems are available:
 - (1) CEMNET 45.48 MHz
 - (2) Refer to Appendix C for R.A.C.E.S. frequencies
 - (3) NAWAS voice circuit

- (4) ACCESS (teletype) Address OLYEM – this is accessed through the Spillman CAD system
 - c. A variety of communication capabilities are available within the county in addition to normal operational resources, including:
 - (1) OSCCR (on scene communications only)
 - (2) HEAR
 - (3) LERN
 - (4) State Search and Rescue
- B. Preparedness Activities
 - 1. Chelan County Emergency Management
 - a. Coordinate with appropriate departments and agencies within the county to ensure those with communications capability have appropriate plans and procedures to support their assigned emergency mission.
 - b. Participate in tests and exercises of the county's communications capabilities such as the weekly CEMNET test.
 - 2. Support Agencies/Departments/Jurisdictions
 - a. Develop and maintain an inventory of communication capabilities and resources, noting availability and response criteria, and noting any deficiencies or limitations in respect to supporting this ESF. This information is to be shared with Chelan County Emergency Management.
 - b. Develop and maintain appropriate Standard Operating Procedures (SOP) in support of their mission and in support of this ESF. Train personnel to that standard.
- C. Response Activities
 - 1. CEMNET will be used to communicate with the State of WA EMD
 - 2. Upon activation of the Chelan County EOC for an emergency or disaster, Chelan County EM/EOC will perform the following:
 - a. Request communications support as needed.
 - b. Notify local R.A.C.E.S. Coordinator.
 - c. Notify WA EMD and establish primary and back up communications with them.
 - d. Establish communications with local agencies and departments, and ensure all agencies with communications capabilities and responsibilities are advised of conditions, and are taking appropriate actions such as verifying current status of resources and personnel.
 - e. Determine overall operational status of communications resources, provide coordination, maintain priorities for handling of messages and communications traffic within the Chelan County EOC and between the EOC and field

operations. Establish communications with adjacent counties, if necessary.

- f. Coordinate specific locations where back-up or support communications need to be established, such as hospitals, medical clinics, nursing homes, group homes, schools, daycare facilities, communities without phone service, response agencies, etc.

EMERGENCY SUPPORT FUNCTION TWO **COMMUNICATIONS, INFORMATION SYSTEMS, AND WARNING**

APPENDIX B **WARNING**

INTRODUCTION

To provide guidance for rapid alerting and warning to key local jurisdiction officials and the general public of an impending or occurring emergency or disaster.

CONCEPT OF OPERATIONS

A. General

1. Emergency or disaster warnings may originate from any level of government or other sources. However, most forecasting resources are located within the federal government and may include watches and warnings for: floods, mud slides, severe weather, volcanic eruptions, fixed nuclear facility incidents, hazardous materials incidents, as well as earthquake occurrence notification.
2. This notification may come from the National Weather Service (NWS), the Emergency Alert System from WA EMD, the amateur radio community, RiverCom Communications, or the general public.
3. The National Alert and Warning System (NAWAS), established by the federal government is the primary means of disseminating warnings concerning national threats, in addition to the hazards listed above. The primary receiving point for NAWAS is at RiverCom, the secondary receiving point is located at Chelan County Emergency Management.
4. Additional communication capabilities may be used for warning
 - a. ACCESS (law enforcement teletype system)
The primary receiving point is at RiverCom. ACCESS messages are also received in the Chelan County Records section, and disseminated to Chelan County Sheriff's Office personnel as needed.
 - b. CEMNET radio
 - c. Commercial telephone systems
 - d. Amateur radio
 - e. MyStateUSA
5. Responsible local officials may consider and decide whether to utilize the local operation area Emergency Alert System (EAS) to warn and advise the public in special situations. The EAS is located at RiverCom but can also be activated by WA EMD.

6. Local jurisdictions will utilize all warning systems available to alert officials and the affected population. This may include mobile sirens and loudspeakers. Special attention will be given to special needs groups such as the hearing impaired, short and long term health care facilities, group homes, and others at special risk. Chelan County EM maintains a Voluntary Special Needs Registry that may be accessed at the EM office. The prioritization and communications for the Special Needs community will be coordinated through the Chelan County EOC.
 7. Individuals or groups with special needs should coordinate with Chelan County Emergency Management before an emergency occurs. Family members, friends, and caregivers of those with special needs should become aware of resources and options available, and develop alert, warning and response plans.
 8. The chief elected official in each political jurisdiction is responsible to ensure an emergency warning system is established in their jurisdiction, and is maintained and tested.
- B. Preparedness activities
1. Chelan County Emergency Management
 - a. Determine methods of conveying warnings to citizens
 - b. Prepare, maintain, and exercise warning plans, SOPs, and resource lists.
 - c. Train personnel in the warning plans, SOPs, and the use of communications equipment.
 - d. Incorporate the PIO's role and responsibilities into the warning plans, and exercise those plans. (See ESF 15 – Public Affairs)
 2. Amateur Radio Operators
 - a. Conduct radio nets to test and evaluate plans, procedures and radio equipment. Participation in events such as Field Days are primarily to prepare for emergency activities with specified levels of authority and responsibility.
 3. NOAA Weather Radios
 - a. The general public is encouraged to purchase and maintain NOAA Weather radios. These inexpensive radios can provide weather information on demand and provide warnings when initiated by the NOAA National Weather Service.
- C. Response Activities
1. Chelan County EM/EOC
 - a. Emergency Management will activate the EOC when there appears to be a need for that service, and they will advise WA State EMD of that activation. Request communications and PIO support as needed.
 - b. Coordinate with the PIO and RiverCom regarding dissemination of alert and warning information. The

- Policy/Decision group, EM, or PIO is responsible for authorizing all outgoing alerts and warnings.
- c. Activate or alert agencies and groups that have capability and responsibility to assist with providing alerts and warnings.
 - d. Receive, prioritize, and disseminate warning information to/from local jurisdictions, and coordinate with agencies tasked with assisting with alert and warning, such as law enforcement, fire departments and districts, public works and others.
 - e. Notify hospitals, nursing homes, group homes, schools, day care facilities and other special needs groups. These groups will be given high priority. This may be accomplished by telephone, modem, fax, two way radio or by having someone from an authorized agency go to the facility. The local Spanish Language station will be of great assistance in disseminating alert and warning information to the Spanish-speaking population.
 - f. If responsible officials decide it is necessary, the EAS will be utilized. This will be accomplished by calling RiverCom and advising them of what information needs to be broadcast. If RiverCom is unable to make the broadcast, WA EMD is able to do so. KPQ radio in Wenatchee is the primary station for this area. KPQ should be contacted to be sure the EAS message was received.

EMERGENCY SUPPORT FUNCTION TWO **COMMUNICATIONS, INFORMATION SYSTEMS, AND WARNING**

APPENDIX C **Technical Data (updated 6/2/2014)**

Type	Name	RX	RX PL	TX	TX PL	Comment
Amateur	RACES	3987		3987		Voice
Amateur	RACES	3624		3624		Packet
Amateur	RACES	145.37		145.37		Primary
Amateur	RACES	145.47		144.87		Olympia Rpt
Amateur	RACES	146.8		146.2		Olympia Rpt
Amateur	RACES	145.15		144.55		Olympia Rpt
Amateur	RACES	147.06		147.66		Baw Faw Rpt
Amateur	RACES	224.46				Olympia Rpt
Amateur	RACES	444.275		449.275		Olympia Rpt
Amateur	RACES	444.45		449.45		Olympia Rpt
Amateur	RACES	145.01				Seattle Primary
						Packet Node
Amateur		146.68		146.08		Wenatchee
Amateur		146.9		146.3		Wenatchee
Amateur		147.2		147.8		Wenatchee
Amateur		147.26		147.86		Wenatchee
Amateur		444.45		449.45		Wenatchee
Amateur		145.49		144.89		Chelan
Amateur		147.1		147.7		Chelan
Amateur		444.525		449.525	94.8	Chelan
Amateur		444.925		449.925	123.0	Chelan
Amateur		145.49		144.89		Lake Wenatchee
Fire	FIRE1	154.430	110.9	153.890	DO51	Chelan/Douglas
Fire	FIRE2	154.310		154.310		Douglas Working
Fire	FIRE3	154.250		154.250		Chelan Working
Fire	FIRE4	154.160		154.160		Wenatchee Working
Fire	Fire Rpt pl2	154.430		153.890	110.9	Sachs Mt.
Fire	Fire Rpt pl4	154.430		153.890	136.5	Keystone
Fire	Fire Special	153.830		153.830		REDNET
Fire	Grant Co.	154.190		154.190		Fire Dispatch
Fire	Okanogan Co.	154.415		154.415	103.5	County Fire
Fire	Omak/County	154.415		154.415	103.5	Omak City/County
Fire	Oroville	154.355		154.355	141.3	Oroville Fire
Fire	Tonasket	154.385		154.385	141.3	Tonasket Fire
DEM	DEM Direct	154.995	110.9	154.995	110.9	
DEM	DEM Rpt	154.995	110.9	153.995	162.2	
DEM	OSCCR	156.135		156.135		OSCCR
DEM	SAR	155.160		155.160		Chelan Co SAR
Law	LAW 1	155.625	110.9	155.625	DO51	CCSO Primary
Law	CCSO Rpt	155.625		155.070	100.0	Round Mt.
Law	CCSO Rpt	155.625		155.070	136.5	Keystone
Law	CCSO Rpt	155.625		155.070	127.3	Tip Top
Law	TAC 2	155.550	127.3	155.550	127.3	Car-Car
Law	CCSO Jail	154.875		154.875	123.0	Regional Jail
Law	LERN	155.370		155.370	100.0	LERN
Law	Wenatchee PD	155.310	110.9	153.785	110.9	WPD
Law	EWPD	155.670	127.3	156.865	127.3	E. Wenatchee

Chelan County CEMP

ESF 2 Communications, Information Systems,
And Warning

Law	DCSO	155.415	110.9	154.710	DO51	Douglas Sheriff
Law	OKSO	155.715	179.9	155.715	179.9	Car
Law	OKSO	155.010		155.010		City Police
Law	OKSO	155.640		156.210	151.4	Coulee Dam
Law	OKSO	155.865		155.865	100.0	Jail
Law	Okanogan	155.010		155.010		City Police
Law	Omak	155.055		155.055		City Police
Law	Oroville	155.640		155.640	110.9	Oroville Base
EMS	HEAR	155.340		155.340		HEAR
EMS	HEAR	155.340		155.340	127.3	Cascade Hosp
EMS	HEAR	155.340		155.340	114.8	Chelan Hosp
EMS	HEAR	155.340		155.340	88.8	Central WA Hosp.
EMS	Cascade	153.965	192.8	159.090	192.8	Cascade Ambulance
EMS	Ballard	151.130	100.0	151.130	100.0	Ballard Ambulance
EMS	Lifeline	156.015	123.0	153.9125	100.0	Lifeline Ambulance
FS	FS Law	168.025		168.025		OWF Forest Law
FS	Slide Ridge	173.050		168.750	141.3	OWF Forest Slide Ridge
FS	Project	168.675		168.675		General Projects
FS	Fire	168.200		168.200		Fire Project
FS	Fire Project	173.050		173.050	146.2	Incident Fire
FS	Air Net	168.625		168.625		AIRNET
FS	Tyee Rpt	173.050			110.9	Net 2
FS	Old Maid Rpt	173.050		168.750	136.5	Net 2
FS	Duncan Hill Rpt	173.050		168.750	146.2	Duncan
FS	Icicle Rpt	171.500		166.300	103.5	Icicle
FS	Air/Grnd 40	167.450		167.450		Air to Grnd 40
FS	Victor	133.775		133.775		Primary
FS	Victor	134.625		134.625		Secondary
DNR	Common	151.415		151.415		Statewide Common
DNR	Area C	159.375		151.370	127.3	Badger Mt.
DNR	Butte	159.225		151.475	127.3	Butte
DNR	2E	159.225		151.475	156.7	Chelan Butte
DNR	Air-Grnd	159.270		159.270		Air to Ground
DNR	Victor	122.925		122.925		Victor
BLM	Local	163.050		163.050		
BLM	Rpt	163.050		164.725		Jump-Off Ridge
County	Chelan Road	159.165		151.085	118.8	Road Net
County	Maintenance	154.115		154.115		Maintenance Dept
City	Cashmere	155.100		155.100		Cashmere City
City	Wenatchee PW	155.940		155.940		Wenatchee Public Works
City	Leavenworth	155.415		155.415		Leavenworth City
Weather		162.475				

EMERGENCY SUPPORT FUNCTION - THREE **PUBLIC WORKS AND ENGINEERING**

PRIMARY AGENCIES: Chelan County Public Works
Chelan County Emergency Management

SUPPORT AGENCIES: Chelan County Sheriff's Office
Fire Services
Public Utility District
Public Health District
Chelan County EMS
WSDOT
EPA
Army Corps of Engineers
WA. State Dept. of Ecology
Planning Dept.
USFS
Dept. of Natural Resources

INTRODUCTION

A. PURPOSE

1. To provide public works and engineering support to assist the county in meeting needs related to response and recovery.
2. To provide demolition of unsafe structures, debris and wreckage clearance, protection and temporary repair of essential facilities, emergency traffic safety signs, the inspection of bridges and roads for damage or safety problems, and taking actions to keep critical streets and roads open.

B. SCOPE

1. Chelan County Public Works is responsible for county roads and road signs, bridges, and public works property. Chelan County Public Works also provides these services for several of the unincorporated towns within the county. Public Works provides a variety of specialized and heavy equipment, trained equipment operators, plus technical and engineering staff.
2. The cities of Entiat, Chelan, Cashmere, Leavenworth, and Wenatchee have their own Public Works Departments. They are responsible for their jurisdictions, and provide services similar to Chelan County Public Works. In addition the cities may also provide water, sewer, and wastewater treatment. Solid Waste Service is handled by Waste Management of Greater Wenatchee.

3. Chelan County has a Building Inspection section. The inspectors work with new construction and major remodeling projects throughout the county.

POLICIES

Chelan County Public Works provides services based on county ordinances. The cities' Public Works function under city ordinances. This ESF will follow Revised Code of Washington 43.19.450 and applicable local ordinances.

SITUATION

A. Emergency/Disaster Hazards and Conditions

During an emergency or disaster, a variety of hazards and disruptions to services could occur. Streets, roads, and bridges could be damaged or destroyed, covered with water, mud or deep snow, or blocked by debris. Signs may be destroyed or not be visible due to the event. Water systems and/or wastewater facilities may be damaged or threatened, storm drains may be damaged or plugged, and many structures may be damaged. Portions of the county may be physically isolated because of the event. Public Works facilities or equipment may be damaged or inaccessible, and some employees may not be able to report for work. Normal communication systems may be damaged or overloaded. There will be a significant need for damage assessment information. Damaged structures may pose a grave safety risk to emergency workers and the public. There could be scattered or large areas affected by power outages, loss of water, or loss of sewage collection and treatment facilities. Need for public works and engineering services may exceed resources within the county.

B. Planning Assumptions

1. Rapid assessment of the involved area(s) will be initiated to determine critical needs and priorities. Resources, including personnel, will be identified, prioritized, and managed based on critical needs.
2. Actions to support immediate lifesaving response, such as clearing debris and emergency repair of critical roads and streets will be given high priority.
3. The magnitude of the event will require extensive coordination and assistance from all the public works departments within the county. Further assistance from other agencies, private contractors, and/or resources outside the county may be necessary.
4. Transportation may be severely disrupted within the county, as well as adjacent counties. Communication and coordination will be

necessary to assure functional routes and modes of transportation are identified.

5. The majority of local citizens are on septic systems, not sewer.
6. The county will obtain emergency environmental waivers, and legal authority will be granted for emergency actions to protect life and property, and for disposal of debris and materials cleared.
7. Previously inspected structures will need re-inspecting if they have been subjected to further damaging forces.

CONCEPT OF OPERATIONS

A. General

1. In the event of a major emergency requiring the activation of engineering/public works services, all necessary equipment and personnel of the affected jurisdiction will be mobilized and dispatched to the scene. All emergency functions will remain the responsibility of the jurisdiction concerned.
2. Chelan County Public Works will provide a representative to the Chelan County EOC, or will maintain direct contact with the EOC. Prioritization, coordination, and support of response and recovery efforts will take place at the EOC.
3. County and city building inspectors may be requested to assist Public Works with damage assessment, and may be asked to take a lead role regarding inspections and damage assessment of buildings. This request, prioritization, coordination, and support will take place at the EOC.
4. Cities and the county may enter into emergency contracts with businesses and contractors for assistance with inspections, provision of specialized and/or heavy equipment, and trained operators.
5. Additional outside assistance and resources may be obtained from state, federal, or private sources after a proclamation of emergency by local and state officials.
6. Activities that Public Works may provide during an emergency or disaster situation are:
 - a. Debris clearance from roadway / right-of-ways.
 - b. Restoration of essential facilities / roadways.
 - c. Heavy equipment resources.
 - d. Evacuation route identification/coordination support.
 - e. Transportation resource coordination.
 - f. Provide signage equipment/road blocks and other resources as needed (i.e. sand, etc.)
7. If needs exceed local resources the Chelan County EOC can contact the State of WA Emergency Management Office/EOC for assistance. The federal government may render assistance if

needs exceed the capabilities of the county and state, provided the event has received a presidential declaration of disaster.

8. Public Utility Districts and Cities with waste water treatment systems and drinking water systems will provide for the operation of those local systems.
9. All public information and news release information regarding public works and/or building inspectors will be coordinated by the Chelan County Public Information Officer.

B. Organization

Chelan County Public Works is responsible for the unincorporated areas of the county. The cities' Public Works departments are responsible for their jurisdictions. County and city jurisdictions will provide public works and engineering assistance, as resources permit, to meet the needs of Chelan County regarding emergencies or disasters.

C. Procedures

Each organization under this ESF will follow their own internal Standard Operating Procedures when responding to an incident. When appropriate, agencies will assign a representative to the EOC or command post, as the circumstances dictate.

D. Mitigation Activities

1. Primary agencies:
Maintain and repair roadways and rights-of-way.
2. All agencies shall:
Regularly maintain equipment to ensure it is in good running order.

E. Preparedness Activities

1. All agencies shall:
 - a. Maintain an inventory of available resources including personnel within their departments.
 - b. Develop and maintain Standard Operating Procedures for emergency and disaster situations.
 - c. Develop and maintain mutual aid agreements with neighboring jurisdictions.
 - d. Coordinate emergency planning activities and information with neighboring jurisdictions and the department of Emergency Management.
 - e. Maintain and test communication systems.
 - f. Identify vital and essential roadways, bridges and facilities and establish a repair priority in the event any of these become damaged.

- g. Assure that personnel are trained in their emergency responsibilities. When possible, cross-train employees so they can function where there is the greatest need.

F. Response Activities

Many response activities may have been initiated prior to the Chelan County EOC being activated. Once the EOC is activated, the appropriate lead county or city public works department needs to send a representative to the EOC or maintain direct contact with the EOC as requested. The EOC and Public Works representative will provide coordination and prioritization of the following response activities:

1. Gather as much information regarding road conditions as possible, identify personnel and equipment needed to maintain, repair or clear roadways as needed, and dispatch resources to high priority areas.
2. Inform and coordinate with law enforcement, WA State Dept. of Transportation, and others as needed regarding what roads are open and if any restrictions apply.
3. Coordinate with other agency representatives in the EOC regarding debris removal, demolition of unstable structures, emergency stabilization of damaged structures, and other actions to assist with rescue, and protection of lives and property. High priority will be given to critical facilities such as hospitals, extended care facilities, and mass care shelters.
4. Take protective measures to protect roads, critical facilities, and other property as needed, such as sandbagging, building dikes, or digging drainage ditches.
5. Begin damage assessment, coordinating with other departments and agencies as necessary. High priority will be given to critical facilities such as hospitals, extended care facilities, schools, and mass care shelters.
6. Conduct inspections for damage or disruption of water systems, including wells and pumps, in addition to sewer systems, and/or treatment plants as needed. Initiate backup systems and/or make emergency repairs, as needed. Notify Chelan County EM/EOC and/or fire departments if fire hydrant systems are non-functional. Obtain test water samples if there is a possibility of contamination. Coordinate with the health department as needed for inspection and testing of private wells and septic tanks.
7. Chelan County Public Works will assist the Chelan County EOC with geographical information and special referencing (GIS). The Assessor's Office will provide a GIS specialist to the EOC if needed.
8. Assist with alert and warning if requested.

G. Recovery Activities

1. Each department, agency and individual shall maintain accurate records of the incident. They will be responsible for maintaining disaster and recovery expense records for future possible

reimbursement. Financial issues such as supplies used, equipment lost or damaged, wages for hours worked including overtime, and other costs require documentation before reimbursement is issued. If emergency vehicles, communications equipment or stations are damaged, special contracts may be needed for their quick repair or replacement, and temporary or long-term arrangements may be needed. During the recovery phase, it is imperative to maintain communication and coordination with the EOC. Public Works departments and districts may provide public information regarding safety issues as people return to their homes and businesses. Departments, districts, and individuals involved in the emergency or disaster should participate in post event reviews and critiques, and contribute to written reports regarding observations and recommendations.

2. Support for Public Works personnel is also part of recovery and returning to normal operations. This support may include counseling, or Critical Incident Stress Management.
3. Public Works will continue to communicate with the Chelan County EM/EOC and coordinate recovery activities, as priorities and resources allow. They will continue to assist with damage assessment reports and other requirements necessary for obtaining financial assistance for the county and involved cities or towns.

RESPONSIBILITIES

A. Primary Agencies

1. Coordinate construction, repair, maintenance, and signing of roads in their jurisdictions.
2. When feasible, coordinate mobilization of personnel and equipment for the repair or reconstruction of damaged critical facilities.
3. Initiate or coordinate for emergency contracting of private resources.
4. Provide inspection of facilities to determine structural condition and safety factors.
5. Supervise demolition of structures posing a threat to safety, and removal of debris and wreckage.

B. Support Agencies

1. Chelan County Board of Commissioners
 - . Chelan County Commissioners have the authority to declare an emergency or disaster. They also have the authority to set policies and make decisions, including authorization of expenditures.
2. Chelan County Emergency Management
 - a. Chelan County Emergency Management is responsible for maintaining and organizing the Chelan County EOC.

- b. The Chelan County EOC coordinates with Public Works, private contractors, and other departments and agencies as necessary to obtain resources and assets to provide Public works and Engineering Services. The EOC maintains contact with the State of WA Emergency Management Officer and/or EOC.

RESOURCE REQUIREMENTS

Resources available to carry out this ESF are in the Chelan County Resource Inventory book. Additional resources that may be needed in times of disasters may have to be obtained locally through private sources or through a request from the state.

REFERENCES

R.C.W. 43.19.450
Chelan County Code

EMERGENCY SUPPORT FUNCTION - FOUR

FIREFIGHTING

PRIMARY AGENCIES: Municipal or County Fire Agencies
Chelan County Emergency Management
USFS
DNR

SUPPORT AGENCIES: WSP (State Fire Marshall)
Law Enforcement agencies
Public Works departments

Emergency Medical Services
RiverCom Communications Center
Wenatchee Valley Chapter American Red Cross
BLM
Private Contractors

PURPOSE

To establish policies for effective coordination between fire agencies and units in detection and suppression of wildland, rural, and urban fires, whether occurring independently, or in addition to other disasters. These policies also address the coordination of fire agencies and units for the performance of specialized rescue operations and emergency medical services, coordination between fire service and other agencies such as law enforcement, and any other events requiring fire response.

SCOPE

Fire service functions involve managing and coordinating a variety of activities, and providing personnel, equipment and supplies in support of the emergency response. This coordination may be for a local, Chelan County, or regional emergency or disaster. The specific actions required following an emergency or disaster would be determined by the event.

POLICIES

- A. Local fire departments and districts function under the applicable portions of RCW 38.52, RCW 52.02, RCW 70.136, WAC 212, other State and local ordinances, and their own Standard Operating Procedures (SOPs). Fire departments within Chelan County have signed mutual aid agreements with the other departments in the county and with Douglas County agencies. It is understood that emergencies and disasters can overwhelm

- local resources, or in other ways prevent agencies and jurisdictions from fulfilling all their roles and responses to requests for assistance.
- B. Fire mobilization will be requested by the proper authority within the affected fire department through their pre-established procedures. The State Emergency Management Division has the authority to mobilize jurisdictions under the WA State Fire Services Resource Mobilization Plan (RCW 38.54.030).
 - C. Direction and control of a multi-agency, multi-jurisdictional incident will follow the concepts of the National Incident Management System (NIMS).
 - D. Individual fire protection districts must ensure that their home district is adequately protected before responding to mutual aid or fire mobilization requests.
 - E. Per Chapter 76.04 RCW, the Department of Natural Resources (DNR) has the responsibility for wildland fire suppression on state and privately owned forestland. The DNR, Resource Protection Division, has the authority to respond to wildland fire suppression efforts, as well as the responsibility to respond to requests from other agencies for assistance for non-fire emergencies or disasters.
 - F. National support for forest fires shall be accomplished through the Northwest Coordination Center (NWC) (federal multi-coordinating agency comprised of Dept. of Forestry, Bureau of Land Management, Fish and Wildlife, Indian Affairs, etc.) who will coordinate with the National Interagency Coordination Center.

SITUATION

A. Emergency/Disaster Hazards and Conditions

Under the best of conditions, the management of a large firefighting operation is complex, often involving large numbers of personnel, departments, agencies and jurisdictions. Fires resulting from, or independent of, but coinciding with a man-made or natural disaster, will place extraordinary demands on available resources and support systems.

A significant natural or technological event may result in many urban, rural, and wildland fires. Ignition sources could cause hundreds of fires, both during and after an earthquake or other disaster. The damage potential from fires in urban areas, both during and after a major earthquake, exceeds that of all other causes. Urban fire departments not incapacitated by an earthquake or other disaster may be totally committed to fires and other emergencies in their jurisdictions. Numerous fires are anticipated in rural and wildland settings as well. These fires have the potential to spread rapidly, cause extensive damage, and pose a serious threat to life, property and the environment. Firefighting resources that are normally available will be difficult to obtain and utilize during and after a

disaster because of massive disruption of communication, transportation, utilities and water systems.

B. Planning Assumptions

1. Urban, rural, and wildland fires may result from, or occur simultaneously with another significant emergency or disaster. Large, damaging fires could occur.
2. Additional fire resources can be obtained through activation of the state fire mobilization plan.
3. Fire agencies will ensure fire protection to their home districts prior to committing resources to mutual aid.
4. Landline communications will be interrupted. Radio communications will be relied on heavily, necessitating the early requesting of radio systems from sources such as amateur radio operators and/or the State EOC.
5. Wheeled vehicle access will be hampered by occurrences such as bridge failures, landslides, debris in roadway, etc. Conventional travel to the emergency location could be extremely difficult if not impossible. Aerial attack by air tankers, and assistance from smoke jumpers and helicopters may be essential. Aircraft, especially helicopters, will be scarce, and the local airports could be damaged, congested, or not sufficient for the aircraft involved.
6. Agencies which commonly support large fire suppression operations, including the military and Forest Service may receive urgent requests from non-fire related agencies for personnel, equipment and supplies. Many of the resources commonly available for fighting large wildfires may be scarce or unavailable.
7. Wildland firefighting forces may be diverted to assist in rural and urban areas because of more urgent threats to life, property, and the environment due to shortages of urban firefighters. Urban firefighters may be performing EMS and Urban Search and Rescue in addition to fighting large and numerous fires.
8. Efficient and effective mutual aid among the various local agencies and jurisdictions, state and federal agencies requires the use of the National Incident Management System, together with compatible equipment and communications.
9. Emergency Medical Services will be overwhelmed with many requests for assistance and/or large numbers of patients, and will face the same communication and transportation problems as fire services. Additional EMS personnel, equipment, and alternate methods of transporting patients may be needed.
10. Many of the personnel in the County Fire Districts are volunteers. Many of these people are both EMTs/First Responders and Firefighters. Resources being used for EMS are not available for

firefighting, and those being utilized for firefighting are not available for EMS. Shortages of either or both services could occur.

CONCEPT OF OPERATIONS

A. General

1. On-scene fire related operations within Chelan County are managed by concepts of the National Incident Management System (NIMS).
2. Fire Service mutual-aid agreements provide for additional local personnel and resources in the event individual Chelan County jurisdictions are unable to contain a given situation with existing resources and personnel.
3. Each agency assisting under the mutual-aid agreement retains its own autonomy, with overall direction provided by the Chief (Incident Commander) of the affected jurisdiction. In the event of a multi-agency fire response, direction, control and coordination may be established from the county Emergency Operations Center, or a Command Post at the scene. Incoming units may receive assignments from either location or from designated staging areas.
4. Established firefighting and support organizations, processes, and procedures as listed in the WA State Fire Services Resource Mobilization Plan will be utilized. State and Federal Mobilization Guides will be used in support of firefighting activities. Responsibility for situation assessment and determination of resource needs lies primarily with local jurisdiction Incident Commanders in coordination with the State and Chelan County EOC, if activated.
5. Staff from the WSP will support the allocation of fire resources during mobilization for fires, emergencies or disasters. These activities will be coordinated by the WSP Emergency Mobilization Section Commander or designee.
6. Fire agencies have the right to have a representative at the county EOC. As a matter of practice, a non-affected area or agency, will assign a fire coordinator to be available to represent the affected region at the EOC.
7. Fire Services provide limited emergency medical services, based on individual department's abilities and training. Emergency medical response is not a requirement of local Fire Services. However those agencies that do provide emergency medical services, do so under the direction of the local Medical Program Director (MPD).
8. Law Enforcement agencies and Public Works departments can support Fire Service agencies by performing their normal functions of traffic control, area security, road blocks, evacuation notification and heavy equipment, as appropriate.

9. Fire Service agencies' personnel can be used for the dissemination of information and warnings, as prescribed in the Warning appendix.
10. Fire Service agencies provide limited response to hazardous materials incidents. Their response is in a defensive manner, commensurate with their level of training.

B. Organization

Fire protection within Chelan County is provided by Fire Districts 1-10, and Cashmere Fire Department. The departments, except are a combination of paid and volunteer personnel. Each fire agency is an independent agency reporting to elected representatives. Within each agency is an identified chain of command which oversees the operational portion of the agency.

C. Procedures

Local agencies and jurisdictions will be managed under the Incident Command System while performing firefighting, rescue, and EMS activities as outlined in state and local regulations, SOPs and this plan. The Incident Commander, regardless of rank, has the authority to request support and assistance from Chelan County EOC or Emergency Management staff. The Incident Commander/Unified Command will coordinate with the EOC or Emergency Management staff on requests for assistance and resources from outside of the county. Planning will utilize the WASPC Model policy as a guideline and resource.

D. Mitigation Activities

1. All Fire Service agencies:
 - a. Keep response equipment in good condition.
 - b. Conduct fire safety inspections and public education for property owners on how to reduce their fire potential.
 - (1) Local schools and businesses that conduct fire and evacuation drills are participating in mitigation.
 - c. Work to ensure compliance with the Uniform Fire Code and the Uniform Building Code.
 - d. Support or help establish local codes and ordinances that help reduce the threats of major conflagrations, such as restrictions on combustible roofing materials.

E. Preparedness Activities

1. All Fire Service agencies and support agencies:
 - a. Develop, maintain and continue to refine the local National Incident Management System and other operational procedures to effect full utilization of resources.

- b. Maintain current inventories of resources.
- c. Provide ongoing training to personnel on their roles and responsibilities in fire operations.
- d. Participate in local mutual aid agreements.
- e. Participate in the state Fire Mobilization Plan.
- f. Provide trained personnel and resources for assignment to the Emergency Operations Center, as appropriate.
- g. Support the efforts of the state regional Fire Service Training Council.
- h. Develop SOPs in accordance with state and local regulations and this plan. Maintain interagency disaster response training through participation in emergency / disaster exercises and drills to test and update, as needed, written SOPs.
- i. Maintain activation and alerting procedures and ensure that all personnel are trained.

F. Response Activities

1. General response to emergencies and disasters typically begins with a single agency or jurisdiction. As the incident expands or local resources are expended, the response effort expands. However, some incidents require an immediate, large-scale response. In either case, accountability and management of resources is a major concern. The Incident Command System, and the Unified Command structure are vital to the operation, and must be implemented immediately. A prompt and ongoing size-up is critical, so that necessary resources can be requested and dispatched quickly, and coordinated goals and objectives can be developed. Initial response actions must include coordination with law enforcement and other agencies that may be needed to assure emergency access to the scene, traffic control and preventing access to the general public. A staging area must be identified, and a staging officer designated. Other traffic and transportation safety issues should also be addressed.
2. The Incident Commander should make an early request for an EOC or Emergency Management assistance or support to allow for response time of staff and/or the incident escalating faster than anticipated. Mutual aid agencies and departments must work within the established Incident Command System, while maintaining authority/control of their equipment and personnel. At the point when the incident has become multi jurisdictional or multi-agency, a unified command may be established.
3. EOC/Emergency Management Staff – The decision to activate the county EOC may be made by Emergency Management when a need or potential need for their assistance has been identified. The Incident Commander, regardless of rank, may also request

activation of the county EOC or support from Emergency Management staff. The county EOC will provide support and assistance as needed, and will maintain liaison with the State EOC as necessary.

G. Recovery Activities

1. Each department, agency and individual shall maintain accurate records of the incident. They will be responsible for maintaining disaster and recovery expense records for future possible reimbursement. Financial issues such as supplies used, equipment lost or damaged, wages for hours worked including overtime and other costs require documentation before reimbursement is issued. If emergency vehicles, communications equipment, or stations are damaged, special contracts may be needed for their quick repair or replacement, and temporary or long-term arrangements may be needed. During the Recovery phase, it is imperative to maintain communication and coordination with the EOC. Fire departments and districts may provide public information regarding safety issues as people return to their homes and businesses. Departments, districts, and individuals involved in the emergency or disaster should participate in post event reviews and critiques, and contribute to written reports regarding observations and recommendations.
2. Support for the fire/EMS personnel is also part of recovery and returning to normal operations. This support may include counseling or Critical Incident Stress Management.
3. Fire Departments will continue to communicate with the EOC and coordinate recovery activities as priorities and resources allow. They will continue to assist with damage assessment reports and other requirements necessary for obtaining financial assistance for the county and involved cities and towns.

RESPONSE PLANS FOR SPECIFIC SITUATIONS

A. Aircraft Incidents

1. Incident Command for an aircraft incident rests with the jurisdiction where the Incident occurs. Personnel from other agencies may be needed to assume Incident Command System positions. A prompt and on-going size up will help assure that proper resources have been requested, other agencies have been notified, and EMS for the affected area has been advised of the situation.
2. If airport personnel have not notified the FAA, the Incident Commander will notify the FAA. The Incident Commander/Unified Command staff will need to quickly establish a command post and identify a staging area, assign a staging officer, and designate a Medical Officer, Treatment, Triage, and Transportation Officers if a number of patients are involved. Law enforcement must be informed of the staging location so they can help assure access by emergency vehicles and personnel while keeping the public out. Law enforcement will provide scene security and traffic control.
3. All mutual aid agencies and jurisdictions must work within the established Incident Command System, while maintaining authority/control of their equipment and personnel. Fire personnel not involved with fire suppression activities or Incident Command positions may be asked to assist with extrication and/or carrying patients on backboards or litters under the direction of EMS personnel. EMS personnel should not be the only or primary litter bearers. Fire and EMS personnel should note locations of patients and where fire suppression and/or extrication activities may have altered possible evidence.
4. The FAA and other officials may interview responders, and/or request written statements about what was observed, actions taken, and what time they occurred. An aircraft cannot be moved, or the scene left unsecured without the direct permission of the FAA. The FAA is the legal authority, and law enforcement will work under their direction regarding the aircraft.

B. Bomb Threats/Bomb Found, Acts of Terrorism

1. Law enforcement is the primary Command Agency for these situations. Fire and EMS personnel are not usually trained and equipped for looking for, identifying and dealing with explosive devices, and should not be performing such activities. Fire and EMS should be staged in a safe location, and are there for fire suppression, medical care, and rescue related activities should a device detonate or a terrorist act occur. Fire/EMS response must be coordinated with law enforcement, and a Unified Command structure should be established if not already in place. Secondary explosive devices or booby traps may be present, and critical

evidence may be destroyed unnecessarily if actions are not coordinated. WSP has a bomb squad and will respond with specialized equipment and personnel if a suspected or confirmed explosive device is found. WSP will support the Incident Commander and/or Unified Command. Outside agencies such as the Federal Bureau of Investigation and/or US Dept. of Treasury Alcohol, Tobacco, and Firearms and Explosives may be involved, and they will work with or supersede local law enforcement and the Washington State Patrol.

C. Civil Unrest, Crowd Control

1. Law enforcement is the primary Command Agency for these situations. A Unified Command should be established. Fire and EMS personnel are not to engage in aggressive type activities toward the crowd. Fire/EMS are support agencies, providing fire suppression and medical care for emergency responders and citizens. Law enforcement should assure that fire and EMS equipment and personnel are staged in a safe location, and should provide security to fire/EMS if fire suppression or medical assistance is needed.

D. Fire – Requiring Large Scale Response

1. Large ground cover or structural fires may require the activation of mutual aid. The Incident Command System must be implemented quickly so that incoming resources can be managed safely and effectively. The use of a Unified Command structure is typically used for multiple agency/jurisdiction responses. It is very important to coordinate with law enforcement regarding evacuation and safety zones, scene security, public information, and traffic control.

E. Hazardous Materials

1. The Command Agency for a HazMat situation in Chelan County is the Washington State Patrol. A size-up and identification of the material(s) involved should be done quickly. Identification may be provided by the responsible party, or by reading a placard(s), preferably with binoculars from a safe distance. Establishing a safety and evacuation zone is a high priority. The Incident Command System must be implemented immediately, and a Unified Command structure is advised. Coordination with law enforcement is crucial. The Incident Commander can request a hazardous materials team response, and may gather important information from the team while awaiting their arrival. The Incident Commander may also request assistance or support from the county EOC or Emergency Management staff.

F. Incidents Involving Prisoners Being Transported

1. Prisoner transport buses and vans present a variety of firefighting and extrication challenges. The Incident Commander needs to be sure that law enforcement and the receiving jail facility are advised of the incident. The prisoners are at greater risk as the cuffs, shackles, and security bars on the vehicle prevent rapid entry and egress, and there may not be enough room for some standard medical equipment to be used in the normal fashion. Throughout the incident, a Unified Command needs to be maintained to coordinate the efforts of fire/EMS, law enforcement and correctional officers. Law enforcement and/or correctional staff will need to accompany prisoners as they are removed from the vehicle, and/or treated and transported to a medical facility.

G. Incidents Involving the Regional Jail

1. Special safety concerns are present in jails. Fire and EMS personnel must be accompanied by, or perform under the direction of corrections staff. Security bars and gates can present extreme fire danger to inmates and emergency responders in case of rapidly spreading smoke and fire. Medical personnel may be asked to leave some of their equipment outside of certain areas. All responders must assure that emergency vehicles and their keys are in an appropriate area. The Incident Command System must be used to assure the necessary coordination between various emergency response agencies and the correctional facility staff. This is especially important if prisoners must be transported to hospitals and/or other correctional facilities because of the emergency or disaster. The Incident Commander may request assistance or support from the county EOC or Emergency Management staff.

H. Disruption to Transportation and Communication

1. Transportation, communication, and other vital services may be disrupted due to earthquake, flooding, high winds, a severe winter storm, or other natural or man-made disasters. The Incident Command System should be established and the Incident Commander should request that the county EOC be activated and that all involved agencies and departments are put on alert. Involved fire/EMS agencies should provide representation to the county EOC, or authorize another jurisdiction to represent them. There will need to be a highly coordinated response from fire service, EMS, law enforcement, Public Works, and the EOC staff through the Unified Command System. Emergency lighting, and damage reports/status reports are a very high priority due to impact on safety, and the ability for emergency agencies to respond. Each unit and agency must provide status reports and size up, as no one

person or agency can completely cover a wide-spread area. All agencies and departments should initiate their plans to call in off-duty personnel as needed.

2. In the case of flooding, fire/EMS personnel may perform or direct sandbagging operations for critical buildings and facilities such as hospitals, fire and police stations, water treatment plants, and other critical areas. Communications backup may be provided by the local Amateur Radio Emergency Services group. Radio operators will respond with battery powered equipment and mobile antennas, and may supplement or replace missing communication between units and their base, between RiverCom and the department/agencies, hospitals, emergency shelters, and between these areas and the EOC, depending on what is needed. Amateur Radio Operators will be coordinated through a liaison between their Emergency Coordinator and the county EOC. There is also an amateur radio setup just off of the Chelan County EOC that may be utilized. If agencies, departments or units have communications needs, those requests must go directly to the EOC. If telephone services are disrupted, it may be necessary to establish communication points throughout the involved community / communities.
3. Citizens living near fire or police stations can go there and directly request emergency assistance. In other areas, it may be helpful to send trained radio operators and portable or mobile radios to churches, schools, or businesses that would allow these facilities to be communication points. These facilities would need to be identified in some way, and the public would need to be informed of their location.
4. After a number of hours or more, outside agencies and resources may begin to arrive. Individual Operation Chiefs must coordinate with the EOC while establishing a staging area(s) for incoming resources. Staging areas for power company equipment is usually handled by the PUD. Heavy equipment and public works type resources are usually staged separately from emergency services (fire, EMS, law enforcement). Each staging area will need a staging officer and communications with the EOC. All mutual aid and incoming resources must work within the established EOC and Incident Command System structure. Mutual aid and outside agencies will maintain authority/control of their equipment and personnel while doing so.

RESPONSIBILITIES**A. Primary Agencies**

1. Fire Chiefs and heads of Fire Service agencies are responsible for:
 - a. Development and review of agency Standard Operating Procedures, resource inventories, and other operational plans.
 - b. Assuring that all personnel are trained in fire suppression and other fire related activities within their jurisdictions.
 - c. Ensuring the ability to mobilize personnel and equipment for fire protection and other related services (such as medical support) as provided in the department's SOPs and by use of the toning capabilities of the dispatch center (RiverCom).
 - d. Directing emergency operations within their respective political subdivisions, as appropriate.
 - e. Work within the guidelines of the Chelan County Fire mutual aid agreement.
 - f. Have the overall responsibility and authority to coordinate emergency fire operations within their respective jurisdictions.
 - g. On scene fire management will follow the concepts of the National Incident Management System.
 - h. If the fire originates on unprotected lands, the initial attack (first arrival) agency will assume command until the jurisdiction of the threatened, protected lands can be determined. Once determined, the responsible protection agency will assume command.
 - i. Area Law Enforcement will assist Fire Service operations with crowd and traffic control and evacuation of endangered population areas as necessary.
 - j. Participating in the Regional and State Fire Mobilization Plan, if able.
 - k. Documenting expenditures for auditing and reimbursement purposes.
 - l. Providing specialized support functions, resources, or emergency personnel as agreed upon, contracted for, or provided for in mutual assistance agreements.
 - m. Reporting to designated staging areas as directed for assignment.
 - n. Provide fire prevention and suppression activities within their respective jurisdictions.
 - o. Provide for light duty search and rescue operations within department capabilities.
 - p. Provide emergency medical treatment to victims at the scene, within levels of training.

- q. Provide a limited defensive capability for hazardous materials incidents.
- r. Assist with warnings in areas affected by a major emergency.
- s. Assist in evacuation of areas affected by a major emergency.
- t. Provide assistance in damage assessment and reporting.

B. Support Agencies

- 1. Chelan County Emergency Management is responsible for:
 - a. Updating local mutual aid agreements
 - b. Requesting appropriate Fire Service staffing for the EOC, as appropriate.
- 2. Law Enforcement agencies:
 - a. Provide traffic control.
 - b. Provide area security.
 - c. Be part of the National Incident Management System.
 - d. Evacuation support.
 - e. Search & Rescue command authority.
- 3. Public Works agencies:
 - a. Traffic control support.
 - b. Assistance with identifying evacuation routes.
 - c. Heavy equipment support.
- 4. The President of the North Central Washington Chief's Association, or designee, acts as the county Fire Services coordinator, who is responsible for:
 - a. Coordination of Fire Service training.
 - b. Assisting in the implementation of the local mutual aid agreement.
 - c. Ensuring that Fire Service related information is disseminated to the local Fire Service agencies.

RESOURCE REQUIREMENTS

- A. Whether working in a primary or a support role, fire/EMS departments and districts will provide their own internal support, such as vehicles, and equipment for their staff.
- B. Support agencies, departments, and districts will provide workers, officers or other leaders, vehicles and equipment as requested if available.

REFERENCES

R.C.W. 38.52
R.C.W. 52.02
R.C.W. 70.136
W.A.C. 212

WA State Fire Services Resource Mobilization Plan

EMERGENCY SUPPORT FUNCTION - FIVE

EMERGENCY MANAGEMENT

PRIMARY AGENCY: Chelan County Sheriff's Office Emergency Management (EM)

SUPPORT AGENCIES: Local Law Enforcement Agencies
Local Fire Service Agencies
Local Emergency Medical Services
RiverCom
Chelan County Assessor's Offices
Chelan County Public Works Departments
Chelan County Building Departments
Amateur Radio Operators (R.A.C.E.S.)
American Red Cross
Wenatchee Valley Humane Society
Chelan County Coroner
Chelan County Auditor
Chelan County Prosecuting Attorney
Chelan County Treasurer
Chelan Douglas Health District
Chelan County IT Department
Local City Services

INTRODUCTION

A. Purpose

The purpose of this portion of the Emergency Support Function is to provide for the effective direction, control, and coordination of emergency management activities during emergency or disaster operations and to ensure the continued operation of local government during and after emergencies and disasters.

POLICIES

- A.** If an emergency or disaster is beyond the normal capabilities of local government, a local proclamation of emergency is made by the legislative heads of the involved governments in accordance with RCW 36.40.180 for counties and RCW 35.33.081 for cities. The proclamation is usually prepared by Chelan County Sheriff's Office Emergency Management and is approved and signed by the legislative head(s) of government as an ordinance or resolution. This proclamation is usually a prerequisite for state and federal assistance.

- B. The elected executive officials, department heads and other key officials may operate from the Emergency Operations Center or an alternative Command Post during emergency or disaster situations. Information regarding the situation will be coordinated at the Emergency Operations Center and the elected and/or senior government officials will make the policy decisions.
- C. All emergency operations in Chelan County will be conducted utilizing the accepted concepts and principals of the Incident Command System to assure functional and cooperative management of emergency operations.
- D. Chelan County Emergency Management coordinates local capabilities and resources needed to alleviate or lessen the impact of a disaster or emergency. When the situation is determined to be beyond the capabilities of local government, Emergency Management also provides the necessary liaison for state and federal assistance.

SITUATION

- A. Authority
The authority for the Direction and Control concepts and procedures as outlined in the Plan is derived from RCW 38.52 and other applicable state statutes and regulations, Chelan County Emergency Management Interlocal agreements and policies promulgated under the authority of this plan.

CONCEPT OF OPERATIONS

- A. Legislative Authority
 - 1. Board of County Commissioners
 - a. The legislative authority of Chelan County is responsible for policy actions or decisions during an emergency or disaster, within the scope of their powers
 - b. In the event a majority of the Board is not available, the remaining one Commissioner may make decisions dealing with an occurring emergency or disaster
 - 2. Mayors and City Councils
 - a. The legislative authority of each city is responsible for policy actions or decisions during an emergency or disaster, within the scope of their powers.
 - b. In the event a majority of the City Council is not available, the remaining Council may make decisions dealing with an occurring emergency or disaster.

B. Designation of Successors

Decision-making succession authority will occur if the senior elected or appointed official is not available to make policy decisions. Upon the availability of any elected executive official, succession to non-elected personnel will cease.

1. County Government
 - a. If the entire Board of Commissioners is not available, then this authority is assumed in this order:
 - (1) Sheriff
 - (2) Director of Public Works
 - (3) Assessor
 - (4) Auditor
 - b. In the event no elected officials are available, emergency authority will fall to the Senior Sheriff's Office Commander.
2. City Government must designate a line of succession for times that senior elected officials are not available.
3. Emergency Management responsibilities of successors acting as the legislative authority:
 - a. Shall abide by any and all procedures pre-determined by the elected executive officials for their particular political subdivision.
 - b. Shall make only those decisions necessary to protect life, property and the environment.
 - c. Shall commit funds to the emergency or disaster operations as provided in the Revised Code of Washington

Incident Command System

- A. Homeland Security Presidential Directive/HSPD-5 – Management of Domestic Incidents. This directive provides direction enhancing the ability of the U.S. to manage domestic incidents by establishing a single, comprehensive national incident management system (NIMS).
- B. WAC 296-305-05001 Emergency Fire Ground Operations – Structural -- The fire department shall establish an incident command system (ICS) with written guidelines applying to all members involved in emergency operations.
- C. WAC 296-824-50010 Labor and Industries – Employers must implement and maintain an incident command system (ICS). They must: Make sure a single individual, acting as the incident commander (IC), is in charge of the site specific incident command system and acts within their designated role and training level.
- D. Incident Command System – All emergency operations in Chelan County will be conducted utilizing the accepted concepts and principals of the

Incident Command System. The following outline generally describes the Chelan County Emergency Management system operational concept for direction and control during emergencies and disasters.

1. Level 1 Response – Day-to-day emergencies
 - a. Command – Incident Commander (IC) is in charge of the incident.
 - b. Coordination – IC will coordinate all incident activities and operations.
 - c. Direction and Control – Will utilize department procedures for regular response.
2. Level 2 Response – Usually multiple agencies, jurisdictions or situation-based incidents that are of the magnitude to be potential major emergencies.
 - a. Command – Incident Commander (IC) or Unified Command will manage the incident and establish an Incident Command organization meeting the demands of the incident.
 - b. Coordination – The Incident Command General Staff, with necessary liaisons or agency representatives, will coordinate incident activities and operations; and coordinate their operation with Chelan County Emergency Management either with a representative of Chelan County Emergency Management or the EOC if activated.
 - c. Direction and Control – The IC will receive direction and control from the appropriate legislative authority of the jurisdiction. This may be direct to the IC or through the Chelan County EOC if activated.
3. Level 3 Response – Major emergency or disaster
 - a. Command – Each Incident Commander or Unified Command, if implemented, will manage the incident(s) and establish an Incident Command Organization meeting the demands of the incident(s). The magnitude and scope of the situation may require multiple Incident Command Organizations to be established.
 - b. Coordination – Each Incident Command Organization, with necessary liaisons or agency representatives, will coordinate individual incident activities and operations; and coordinate their operation with Chelan County Emergency Management/EOC. During this level of response, resource management and the establishment of priorities is essential.
 - c. Direction and Control – The IC will receive direction and control from the appropriate legislative authority of the jurisdiction and other agency administrators through Chelan County Emergency Management/EOC. Emergency actions will need to be coordinated and prioritized countywide.

4. For hazardous material incidents in Chelan County, the Washington State Patrol is the designated Incident Command agency.
- E. Emergency Operations Center (EOC)
1. EOC Activation The following local government officials have the authority to activate the Chelan County Emergency Management EOC:
 - a. County Commissioners
 - b. Mayors
 - c. City Managers
 - d. Director of Chelan County Emergency Management, or designee
 - e. Incident Commanders, through the Director, or Assistant Director of Chelan County Emergency Management.
 2. The primary EOC for Chelan County is located at 408 N. Western, Wenatchee. Alternate locations may be needed, and locations to be considered are Chelan County Fire District 1, Chelan County Fire District 3, and Chelan County Fire District 7 facilities. Any public agency's facilities and equipment may be called upon and utilized during a declared emergency.
 3. The procedures for operations is established and published in a Standard Operations Procedure manual. (EOC Manual)
 4. EOC Personnel and Staffing
 - a. Initial EOC staffing will be done by Chelan County Emergency Management personnel. The need for EOC staff will expand and contract during the various phases of the disaster, with the largest commitment of personnel usually required during the response phase.
 - b. During a major emergency or disaster, it may become necessary to support the EOC with personnel from varying departments. All Directors, Supervisors, Chiefs and other heads of departments, agencies, and local political subdivisions should provide personnel to support the EOC when requested.
 - c. Chelan County Emergency Management personnel must be prepared to respond to the EOC during emergencies. They must also participate in scheduled exercises and training events.
 5. Equipment
 - a. VHF radios – Chelan County Emergency Management maintains a cache of radios that can be utilized as needed.
 - b. CEMNET Radio --- The WA State Emergency Management Dept. operates a statewide, VHF, low-band radio system, as the primary backup communication link between the State of WA Military Dept., Emergency Management Office and local EOCs. The Chelan County CEMNET radios are located at

RiverCom and at the Chelan County Emergency Management office.

- c. Amateur Radio – The EOC has voice amateur radio capability.
- d. Telephones – The EOC has VoIP telephones to be used in the event the center is open. The primary incoming number is 509-667-6598. There are additional telephone numbers that can be utilized when the EOC is activated.
- e. Emergency Alert System (EAS) – The EAS is located at RiverCom and can be activated by RiverCom personnel upon request. WA State EMD can also activate the EAS upon request.
- f. Computers --- Chelan County Emergency Management has several laptop computers that can be utilized in the EOC. A Wireless Access Point has been installed, in addition there are data lines that can be hooked up when needed. Additional laptops will be provided by agency representatives responding to the EOC, and additional computers will be provided by the Chelan County IT department as needed.
- g. The EOC has limited back-up power supplied by a generator.

6. Coordination

- a. The use and allocation of resources available in the County to support an emergency operation needs to be coordinated through the EOC.
- b. Requests for State, Federal, and other out of county resources must be made through the County EOC.

F. Continuity of Government

- 1. Each political subdivision shall adopt rules and regulations providing for appointment of temporary interim successors to the elected and appointed offices of the political subdivisions (RCW 42.14.070). The successors are to be made aware of their emergency responsibilities and receive appropriate training.
- 2. An alternate operations office should be designated in the event the normal office is not usable.
- 3. All departments, agencies, and commissions shall identify essential records and take actions to protect those records during a disaster or emergency operation.

Responsibilities

- A. General
Operations of the emergency management organization within Chelan County are established by contracts between Chelan County and the cities of Cashmere, Leavenworth, Entiat, and Chelan. The City of Wenatchee maintains its own Emergency Management office.
- B. Chelan County Sheriff's Office
 - 1. The Sheriff of Chelan County is the Emergency Management Director and has the overall responsibility for the emergency preparedness of the county and its political sub-divisions, to include:
 - a. Appointment of an Assistant Director of Emergency Management, and establishing and maintaining an Emergency Management office.
 - b. Designating and maintaining a primary EOC as well as mobile EOC capabilities.
 - c. Ensure that the County's Comprehensive Emergency Management Plan is maintained.
- C. Local Government --- The chief elected official of each jurisdiction is responsible for the emergency preparedness of their jurisdiction.
- D. County and City Public Works
 - 1. Each jurisdiction needs to establish an SOP for their organization's use in time of an emergency operation to include a continuity of command.
 - 2. If an emergency operation is impacting their jurisdiction they must assign a representative to the EOC.
- E. County Assessor and Building Inspectors
 - 1. These personnel will normally become involved in the later stages of the response phase or at the beginning of the recovery phase with the mission of determining the extent and cost of the damage.
 - 2. Building inspectors may be part of a damage assessment team which will be organized by the EOC and assigned to specific areas.
- F. Volunteer Groups
 - 1. The American Red Cross may be called upon to assist with feeding and sheltering victims.
 - 2. Groups such as amateur radio operators and search and rescue may be called upon to assist by participating on disaster assessment teams.

INFORMATION ANALYSIS AND PLANNING

INTRODUCTION

A. PURPOSE

The purpose of this portion of the ESF is to provide guidelines for collecting, analyzing, and sharing information about a potential or actual emergency or disaster in Chelan County and to enhance response and recovery activities.

B. SCOPE

This portion of the ESF applies to agencies and jurisdictions that are expected to coordinate with, or receive assistance from the Chelan County Emergency Management or EOC during an emergency or disaster.

1. It is essential that all available emergency information is collected, processed and disseminated appropriately to provide for efficient and effective planning and reporting.
2. It is critical to facilitate warning, public information, emergency response, disaster analysis, resource management, damage assessment, and recovery operations and efforts.
3. It is especially important in escalating incidents such as wildfires, severe weather and flooding where forecasting plays a critical part in the response plan of action.
4. The analysis and planning for every type of emergency or disaster is beyond the scope of this ESF.

POLICIES

Chelan County Emergency Management will disseminate current and accurate information and request the same from county agencies and volunteer organizations during times of EOC activation.

1. Chelan County Emergency Management will only request information that is necessary to support response and recovery activities.
2. The analysis of this information, and planning for anticipated resources will occur in support of emergency or disaster response and recovery activities.

SITUATION**A. Planning Assumptions**

1. Urgent response requirements during an emergency or disaster, or the threat of one, and planning for continuing response and recovery activities, necessitates the immediate and continuing collection, processing, and dissemination of situational information.
2. Information, especially during the early phases of the event, may be inaccurate, ambiguous, conflict with information from other sources or be limited in detail.
3. The Chelan County EOC will be used as the point of contact for all information coordination.
4. Individual jurisdictions and agencies will be busy with the event and information and updates provided to the EOC will be delayed or overlooked.
5. Citizens and/or the media may unknowingly or purposefully spread speculation and rumors.
6. The information flow to the EOC will improve as the situation/event progresses.
7. Information collection may be hampered due to many factors including, but not limited to: damage to communications systems; communication system overload; damage to transportation infrastructure; and effects of weather, smoke and environmental factors.

CONCEPT OF OPERATIONS**A. General**

1. Information will be coordinated from the Chelan County EOC or other designated point, as appropriate to the incident.
2. Information will be used for planning purposes and to inform all involved agencies on the situation and actions.
3. The Incident Commander is responsible for providing situation reports and periodic updates.
4. Jurisdiction, agency, and volunteer organization representatives in the EOC will assist with meeting the information requirements of Chelan County Emergency Management or EOC staff. This will include maintaining contact with their field representatives for reports and updates. Additionally, the Chelan County EOC may need to request information from other local jurisdictions or agencies, as well as other governmental entities.
5. The Information Analysis and Planning Section of the ICS in the Chelan County EOC is responsible for the management of the information received in the EOC. This section will be responsible for the collection, distribution, and displaying of the current information.

6. Individual jurisdiction and agency representatives in the EOC will share information from their field representatives by posting on boards, making announcements, routing messages to other EOC staff, or preparing periodic situation reports.
 7. Chelan County Emergency Management will provide situation reports to the WA State Emergency Management Office on a regular basis. This includes transmission of local proclamations of emergencies. This will be done by the best means available, most often this is by fax.
- B. Organization
1. Chelan County Emergency Management is the primary agency for the coordination, collection, and dissemination of information during EOC activations.
- C. Procedures
1. The Chelan County EOC functions under a variety of laws and rules contained in the Revised Code of WA, WA Administrative Code and Public Laws. Within the Chelan County EOC, actions are guided by the EOC Standard Operating Procedures, maintained as a separate document.
 2. Chelan County Emergency Management will activate the Chelan County EOC or alternate site for the information analysis and planning functions. Chelan County EM will maintain the facility (EOC or alternate site) and the necessary equipment to serve as a point of contact for information collection, coordination and distribution.
 3. Incident Commanders and support agencies will coordinate information with Chelan County Emergency Management. This will be accomplished by periodic situation reports that should include:
 - a. Time and date of report
 - b. Contact person and call back number, etc.
 - c. Incident status and projected plan of action
 - d. Area affected
 - e. Resource status and needs
 - f. Public information news releases
- D. Mitigation Activities
1. Primary agency – Chelan County Emergency Management
 - a. Develop and maintain the Chelan County Hazard Identification and Vulnerability Analysis (HIVA).
 - b. Provide public information on family, home and business mitigation efforts.
 2. Support agencies
 - a. Provide public information of family, home and business mitigation efforts.

E. Preparedness Activities

1. Primary agency – Chelan County Emergency Management
 - a. Develop and maintain liaison with support agencies. Encourage preparedness activities including training, drills and exercises.
 - b. Assist support agencies with training, drills, and exercises.
 - c. Develop and maintain the process for information coordination during an emergency or disaster.
 - d. Utilize: various types and styles of maps and map boards, status and display boards and charts; provide standardized reporting formats, message forms, templates and other resources to assist in displaying and sharing information.
 - e. Maintain the readiness of the Chelan County EOC to support field incident commanders. Ensure communication systems such as the fax, phone lines, CEMNET radio and internet connections are functional. Provide coordination with amateur radio operators for their communication assets.
 - f. Provide training to designated EOC staff.
2. Support agencies
 - a. Develop and maintain procedures for information coordination during an emergency or disaster.
 - b. Maintain readiness to respond or support community incidences. Conduct training, exercises and drills.

F. Response Activities

1. Primary agency – Chelan County Emergency Management
 - a. Implement the information analysis and planning process.
 - b. Analyze provided information and distribute to appropriate agencies.
 - c. Coordinate and prepare periodic situation reports and other necessary information for local officials and the State Emergency Management Office.
 - d. Request special information from local agencies and volunteer organizations, as necessary.
2. Support agencies
 - a. Provide information to Chelan County EM/EOC
 - b. Keep Chelan County EM/EOC apprised of agency status
 - c. Collect information from field representatives, and share that with EOC staff as appropriate.
 - d. Analyze the information specific to their jurisdiction, agency or organization, and make recommendations to the Planning Section or Chelan County EOC manager on actions to be taken.
 - e. Chelan County Planning Section, in coordination with other ICS sections:

- (1) Collects and displays the information provided to the Chelan County EOC staff
- (2) Analyzes the information provided and shares it with the appropriate Chelan County EOC representative(s).
- (3) Coordinates and prepares periodic Situation Reports – at least one every 24 hours.
- (4) Requests special information from local jurisdictions, agencies, and volunteer organizations as necessary.

G. Recovery Activities

1. Primary Agency – Chelan County Emergency Management
 - a. Prepares, maintains, and finalizes situation reports and information displays as required.
 - b. Continues to gather and post information, as necessary.
 - c. Continues to analyze and distribute information to appropriate personnel.
 - d. Assist with recovery plans and maintain written records and documents for the event.
 - e. Assist, when appropriate, with preparation of written termination to the declaration of emergency or disaster.
 - f. Coordinate after action reports and provide updates to the State of WA Emergency Management Office.
2. Support Agencies
 - a. Continue to collect and analyze information from field representatives regarding recovery, and share that information with other Chelan County EOC staff as needed.
 - b. Prepare Situation Reports and After Action Reports when requested.
 - c. Assist in collection of damage assessment information and coordinate activities with Chelan County Emergency Management/EOC.
 - d. Coordinate with field representatives and staff regarding demobilization/deactivation procedures and actions.

RESPONSIBILITIES

- A. Primary Agency – Chelan County Emergency Management
1. Coordinate the collection, analysis, planning, and distribution of information about potential or actual emergencies or disasters that could affect Chelan County. Assure that action plans are developed and implemented, as appropriate.
 2. Provide timely and complete reports and updates to the State EM office and other necessary agencies.

B. All Support Agencies

1. Support Chelan County Emergency Management/EOC in the collection, analysis and sharing of information about potential or actual emergencies. Contribute to the development of action plans, and assist with their implementation, as appropriate.
2. Provide all necessary incident information to Chelan County Emergency Management/EOC.
3. Participate in the analysis and planning functions.
4. Provide requested maps, property descriptions, forecasts, predictions, display information and other tools to Chelan County Emergency Management/EOC.
5. Incident Commanders will establish and maintain a planning section function for each incident and coordinate information with Chelan County Emergency Management/EOC.

RESOURCE REQUIREMENT

- A. Standard office machines, computers, printers, fax machine, charts, boards, maps, and other communications equipment.
- B. Jurisdiction, Agency and Organization representatives or liaison personnel to support the Chelan County EOC.
- C. Communication links between Chelan County Emergency Management/EOC and support agencies not physically present in the EOC, and between Chelan County Emergency Management/EOC and the WA State Emergency Management Office/EOC.

REFERENCES

- A. Comprehensive Emergency Management Plan, ESF 15 Public Affairs
- B. Comprehensive Emergency Management Plan, ESF 14 Long Term Community Recovery and Mitigation
- C. WA State Disaster Assistance Guide for Local Government

Authority References for Emergency Situations

Type of Action	Authorities
Emergency expenditures for cities under 300,000	RCW 35.33.081 and RCW 35.33.101
Emergency expenditures for counties	RCW 36.40.180 and RCW 36.40.190
Contract for construction work	RCW 38.52.390
Use of Emergency Workers	RCW 38.52.010(5) and RCW 38.52.310 and WAC 118-04
Use of public facilities	RCW 38.52.110(1)
Impressment of citizenry	RCW 38.52.110(2)
In emergency situations the requirements for environmental reviews and permits may be waived or orally approved per the following statutes and regulations:	
State Environmental Policy Act (Environmental Review)	RCW 43.21C.110
Hydraulics Act (Permits)	RCW 77.55.100
Shorelines Management Act (Permits)	WAC 173-26 RCW 90.58.140
Flood Control zones by State (Permits)	RCW 86.16
Also see Appendix 3 – REFERENCES AND AUTHORITIES	

EMERGENCY SUPPORT FUNCTION SIX MASS CARE, HOUSING AND HUMAN SERVICES

PRIMARY AGENCIES: Apple Valley Chapter of the American Red Cross
Chelan County Emergency Management

Amateur Radio Operators (A.R.E.S./R.A.C.E.S.)
North Central EMS and Trauma Care
Fire Services
Law Enforcement
Public Works Departments
LINK Transit
Chelan Douglas Health District
Chelan County Coroner
School Districts
Wenatchee Valley Humane Society
Local Community Church Council

INTRODUCTION

A. Purpose

The purpose of this Emergency Support Function (ESF) is to coordinate efforts to provide sheltering, feeding, and emergency first aid following an emergency or disaster requiring response assistance; to operate a Disaster Welfare Information (DWI) system to collect, receive, and report information about the status of victims and assist with family reunification within the affected area; and to coordinate bulk distribution of emergency relief supplies vital to the delivery of services to victims following the event.

B. Scope

1. In the event of a major disaster all, or any part of Chelan County could be impacted in such a way that residents might have to evacuate their homes. If such a situation arises, ways will be needed to feed and shelter a large number of citizens.
2. Initial response activities will focus on meeting urgent needs of victims on a mass care basis. Recovery assistance, such as temporary housing, loans and grants for individuals under the traditional disaster assistance programs of the Federal Emergency Management Agency (FEMA) and other federal agencies' initial recovery efforts may commence as response activities are taking place. Likewise, the provision of the customary American Red Cross disaster services of Emergency Assistance and Additional Assistance will be considered based on the needs of the victims, the situation, and available resources. As recovery activities are introduced, close coordination will be required between those federal agencies

responsible for recovery activities, and voluntary agencies providing recovery assistance, including the Red Cross.

3. The American Red Cross independently will provide mass care to disaster victims as part of a broad program of disaster relief, as outlined in charter provisions enacted by the US Congress, Act of January 5, 1905, and the Disaster Relief Act of 1974 (P.L. 93-288, as amended by the Stafford Act of 2006).
4. The American Red Cross will assume primary agency responsibility under the Federal Response Plan (FRP) to coordinate federal response assistance to the mass care response of WA State and Chelan County, and the efforts of other voluntary agencies including American Red Cross relief operations.
5. The Wenatchee Valley Humane Society will coordinate the response of county agencies in assisting local and volunteer organizations to provide all animals affected by the disaster with emergency medical care, evacuation, rescue, temporary confinement, shelter, food, water, and identification for return to the owner.
6. Mass Care includes:
 - a. Shelter The provision of emergency shelter for victims includes the use of designated shelter sites in existing structures, creation of temporary facilities such as tent cities, or the temporary construction of shelters, and the use of similar facilities outside the affected area, should evacuation be necessary.
 - b. Feeding The provision for feeding victims and emergency workers through a combination of fixed sites, mobile feeding units, and bulk food distribution. Such operations will be based on sound nutritional standards and will include provisions for meeting dietary requirements of victims with special dietary needs.
 - c. Emergency First Aid Emergency first aid services will be provided to victims and workers at mass care facilities and at designated sites within the affected area. This emergency first aid service will be supplemental to emergency health and medical services established to meet the needs of the victims.
 - d. Disaster Welfare Information (DWI) regarding individuals residing within the affected area will be collected and provided to immediate family members outside the area through a DWI System. DWI will also be provided to aid in reunification of family members within the area who were separated at the time of the event.
 - e. Bulk Distribution of Emergency Relief Items Sites will be established within the affected area for distribution of emergency relief items. The bulk distribution of these relief items will be determined by the requirement to meet urgent

needs of victims for essential items. (Also see ESF 11 – Agriculture and Natural Resources)

C. Limitations

Presently, Chelan County and its communities can provide emergency short-term protection to meet the needs of residents and an additional percentage of evacuees by maximizing use of public buildings, churches and schools as temporary housing, feeding or medical facilities. Existing public fallout shelters are inventoried but not equipped, supplied, or maintained due to the lack of state or federal funding for the continuation of such programs.

POLICIES

1. ESF 6 will be implemented upon the appropriate request for assistance following an event. All appropriate governmental and volunteer agency resources will be used as available with the American Red Cross taking the role as lead agency.
2. All services will be provided without regard to economic status or racial, religious, political, ethnic, or other affiliation.
3. The Chelan County Plan will not supersede American Red Cross' (ARC) response and relief activities. ARC operations will conform to the ARC Board of Governors' Disaster Services Policy Statement and will be performed in accordance with the ARC Disaster Services regulations and procedures. ARC will maintain administrative and financial control over its activities.
4. Information about those injured and remaining within the affected area, and casualties evacuated from the affected area to other medical facilities will be limited to that provided by local medical care facilities, either directly or through the American Red Cross' DWI System.

SITUATION

A. Emergency/Disaster Hazards and Conditions

1. The magnitude of damage could rapidly overwhelm the capability of Chelan County and the American Red Cross to assess the event and respond effectively to basic and emergency human needs. Damage to roads, airports, communications, etc. could hamper emergency response efforts. The movement of emergency supplies could be seriously impeded. Many professional emergency workers and others who normally would help during an event could be dead, injured, involved with family problems resulting from the situation, or unable to reach their assigned posts. Local emergency facilities could be severely damaged or inaccessible.

2. Large numbers of victims could be forced from their homes depending on such factors as time of occurrence, area demographics, building construction, and existing weather conditions. There may be large numbers of dead and injured. Family members may be separated immediately following a sudden-impact event, such as children in school and parents at work. Large numbers of transients, such as tourists, students, and foreign visitors may be involved.
- B. Planning Assumptions
1. Planning for ESF 6 is based on a worst-case scenario in which an event occurs without warning at a time of day that will produce maximum casualties, but also considers other events, which could cause large numbers of casualties and result in widespread damage necessitating the temporary relocation of victims. The shelter program shall be developed on the assumption that people may have to remain in public shelters for a period of time.
 2. The nature and extent of the event requires a planned, immediate, and automatic response from the American Red Cross and cooperating private sector and volunteer organizations.
 3. The American Red Cross (ARC) will take the lead to immediately provide feeding, shelter and emergency first aid services if possible. The ARC will plan to provide these services without external support for at least the first three days, or however long resources dictate following the onset of the event. An independent ARC relief operation will be established to support this response. If this overwhelms local ARC capabilities, state and national ARC resources will be requested. The Salvation Army, various church and volunteer organizations may offer services in support of mass care efforts. The Salvation Army may be able to request assistance through their chain of command.
 4. Surviving telephone service into and within the event area will be either inadequate or prioritized to emergency uses to the extent that it will be unable to handle disaster welfare inquiries. The restoration of communications systems disrupted by damages and overloads may take weeks.
 5. For planning purposes, it is assumed less than twenty percent of the population will require public shelter services in any given situation. Research conducted by Snohomish County (1981) indicates most people evacuated from their homes for extended periods of time will find their own shelter in a non-impacted area either with friends or relatives.
 6. Some of the victims who arrive at mass shelters will bring their pets with them. Evacuation shelters do not accept animals because of health and safety regulations. The Wenatchee Valley Humane

- Society is responsible for coordinating shelter arrangements for animals in the event of a disaster.
7. The names of many of the injured that are treated and released may continue to appear on casualty lists. Some medical facilities will be so overwhelmed that accurate record keeping on treated, released, hospitalized, and transferred individuals may be disrupted.
 8. Many of the more seriously injured will be transported to hospitals outside the event area, some of them hundreds of miles away.
 9. The Red Cross has existing agreements in place for shelters and an activation and staffing plan for shelter operations. Mass care shelter facilities will receive priority consideration for structural inspections to ensure safety of occupants.
 10. Mass care operations and logistical support requirements will be given high priority by the Chelan County Emergency Operations Center (EOC) and support agencies.
 11. Relocation of victims will limit or prevent routine mail delivery.
 12. Large numbers of spontaneous volunteers in the affected area and around the state or country will require a planned recruitment strategy and operational training effort.
 13. There are enough resources available locally to care for the local population for at least two weeks.
 14. The Chelan County EOC will coordinate ESF 6 planning activities to ensure appropriate immediate and automatic response.

CONCEPT OF OPERATIONS

A. General

1. The American Red Cross has established a mass care/shelter plan. They are responsible for inventorying potential shelter locations and have:
 - a. Identified usable shelters, to include, but not limited to schools, churches, and campgrounds.
 - b. Written agreements to use shelters, as appropriate.
 - c. Trained volunteers for mass care and shelter operations.
 - d. Established a communication system for communications between shelters, Red Cross HQ, and the EOC.
 - e. Established, with other social service organizations, a crisis counseling system.
2. In an actual emergency, information concerning the shelter program including public shelter locations, will be disseminated as directed by Chelan County Emergency Management or the designated Public Information Officer in coordination with the American Red Cross
3. The Red Cross representative to the EOC will function as the mass care representative.
4. Other agencies may support the mass care mission. Resources from the private sector will also be applied to the response and recovery

effort. The ARC will coordinate with the Chelan County EOC to provide needed support. Requests for assistance from citizens or jurisdictions within the county that come to the EOC will be referred to the local ARC chapter or field office.

5. Initial response activities will focus on meeting urgent needs of victims on a mass care basis. Services provided will be based on the needs of victims, the situation, and available resources. As recovery activities are introduced, close coordination will be required between those agencies responsible for recovery activities and the voluntary agencies providing recovery assistance, such as the ARC.
6. The Chelan County Commissioners may authorize use of county facilities and resources in support of mass care. In addition, they may enter into contracts with local businesses or agencies for additional resources or facilities.
7. The Wenatchee Valley Humane Society will coordinate efforts to provide water, food, shelter and other physical needs to animals. They will coordinate with the EOC PIO to ensure that information is provided on the location of animal shelters and other animal-related matters.

B. Organization

1. The American Red Cross has developed a mass care/shelter plan for the Chelan County area. Along with this plan the Red Cross has trained volunteers and paid staff to carry out the plan.
2. Chelan County Emergency Management has and continues to work with the Red Cross to assist in the coordination and liaison with local government and the public in instituting mass care and shelter activities for the public.
3. The Chelan County EOC will alert, and may request activation of mass care agencies. When alerted or activated, agencies will contact their staff, appropriate teams and individual volunteers. They will maintain communication and coordination with the Chelan County EOC.

C. Procedures

Sheltering and mass care will follow the SOPs developed and implemented by the Mass Care plan of the American Red Cross.

D. Mitigation Activities

For the purpose of this ESF, Mitigation and preparedness are considered the same.

E. Preparedness Activities

1. The American Red Cross:
 - a. Identify usable facilities for shelter and mass care. Establish agreements with several local schools and churches for use of their facilities as shelter and/or feeding sites.
 - b. Maintain a current listing of all available shelters.
 - c. Recruit and train volunteers for mass care operations. Maintain resource and personnel lists.
 - d. Coordinate with Emergency Management in planning issues and other mass care concerns.
 - e. Develop a liaison with other community service organizations for providing mass care to the public.
 - f. Provide Disaster Welfare Inquiry services.
2. Chelan County Emergency Management:
 - a. Coordinate with the Red Cross in shelter and mass care issues. Ensure capability between the Chelan County Plan and the Red Cross mass care plan.
3. Wenatchee Valley Humane Society
 - a. Assist in releasing information on disaster planning and safety for animals through press releases and brochures.
 - b. Coordinate with local agencies to establish a system to register identification data in an effort to reunite animals with their owners.
 - c. Identify available shelter locations (barns, pastures, kennels, etc.) to be utilized as animal shelters.

F. Response Activities

1. The American Red Cross
 - a. Assess situation and status reports from the Chelan County EOC and ARC damage assessment teams, assess available personnel and resources. Evaluate mass care needs and make recommendations to higher level of ARC regarding allocation of resources and establishment of priorities.
 - b. Establish usable facilities for shelter and mass care.
 - c. Provide meals at fixed and mobile feeding sites.
 - d. Provide emergency first aid services in shelters, feeding sites, and emergency first aid stations.
 - e. Distribute potable water and ice, as well as bulk emergency relief items.
 - f. Access trained volunteers for mass care operations.
 - g. Coordinate with Emergency Management on planning issues and other mass care concerns. Maintain contact with the Chelan County EOC.
 - h. Establish a liaison with other community service organizations for providing mass care to the public.
 - i. Establish, staff and operate Disaster Welfare services.

- j. Establish communications between shelters, feeding units, emergency first aid stations, and relief operation locations.
 - k. Manage ARC logistical support (such as transportation, needed supplies) and financial activities.
 - 2. Chelan County Emergency Management/Emergency Operations Center
 - a. Receive and verify situation reports from a variety of sources and identify/estimate needs for mass care services.
 - b. Identify potential resources for providing mass care.
 - c. Request assistance from support agencies and communication resources, as appropriate.
 - d. Coordinate with Red Cross on planning issues and other mass care concerns, including shelter sites and routes to be used.
 - e. Arrange for or coordinate logistical support, including transportation of evacuees and supplies.
 - f. Provide public information on mass care sites, services provided, available routes, and transportation options (also see ESF 2 – Telecommunications, Information Systems, and Warning and ESF 15 – Public Affairs).
 - g. Maintain coordination and communication between support agencies and the Chelan County EOC.
 - h. Communicate with the WA State EMD and keep them apprised of the local situation and need for additional resources.
 - 3. Wenatchee Valley Humane Society
 - a. Track the activities of all available animal shelter facilities and confinement areas identified before, during, and after the disaster.
 - b. Provide information on the location and availability of shelter space, food, and water for animals.
 - 4. Other volunteer groups and/or churches
 - a. Coordinate with the ARC to provide food, water, bedding, clothing and other supplies.
 - b. Coordinate with ARC to assist at feeding sites, whether fixed or mobile.
 - c. Coordinate with the Wenatchee Valley Humane Society to assist with animal shelter operations.
- F. Recovery Activities
 - 1. American Red Cross
 - a. Provide for crisis counseling, as appropriate.
 - b. Support recovery activities consistent with the mission and capabilities of the ARC. Provide information to Chelan County EM/EOC to assist with after action reports.
 - 2. Chelan County Emergency Management:
 - a. Perform disaster impact assessments.

- b. Coordinate with FEMA and State Emergency Management for any programs that are made available, as appropriate.
- 3. Wenatchee Valley Humane Society
 - a. Keep Chelan County Emergency Management/EOC informed as to the closing of animal shelters or confinement areas, personnel status, and supplies as the need diminishes.
 - b. Coordinate the return of animals to their owners and determine the disposition of animals that cannot be returned to their normal habitat or are otherwise separated from their owners.

RESPONSIBILITIES

- 1. The American Red Cross:

Coordinate efforts to provide sheltering, feeding, and emergency first aid, operate a DWI system, and coordinate bulk distribution of emergency relief supplies. As the lead agency responsible for implementing the shelter program, will designate a shelter coordinator responsible for:

 - a. Identification of suitable community facilities and development of emergency Standard Operating Procedures.
 - b. Maintain listing of shelters, capabilities and resources available.
 - c. Developing county-wide shelter management and staffing assignments and support training.
 - d. Documenting costs for reimbursement and auditing purposes.
 - e. Evaluation and review of procedures to ensure operational readiness.
 - f. Coordinating support services in an actual emergency.
 - g. Tracking of displaced individuals.
 - h. Handles all aspects of the community sheltering plan and other shelter activities in accordance with their mission.
 - i. The National Traffic Safety Board has identified the ARC as the designated organization with primary responsibility for the Aviation Disaster Family Assistance Act. As per Public Law 104-264, the ARC has the following responsibilities for families of passengers involved in an aircraft accident involving significant loss of life:
 - (1) Provide mental health and counseling services, in coordination with the disaster response team of the air carrier involved.
 - (2) Take necessary actions to provide an area where families may grieve in private.
 - (3) Meet with families who have traveled to the location of the accident, contact the families unable to travel to that location, and contact all affected families periodically

thereafter until the director of family support services designated for the accident determines that further assistance is no longer needed.

- (4) Communicate with the families regarding the roles of ARC, government agencies and the air carrier involved with respect to the accident and the post-accident activities.
 - (5) Arrange for a suitable memorial service, in consultation with the families.
2. Chelan County Emergency Management/EOC is responsible for:
 - a. Obtain and evaluate situation reports, identify current or potential needs for mass care, to include coordination of spontaneous volunteer resources. Identify potential resources for supporting or providing mass care. Provide direct and logistical support as appropriate and available.
 - b. Establishing communications between the shelter and the EOC with assistance from amateur radio operators, when appropriate.

RESOURCE REQUIREMENTS

1. The county will provide space, communications, administrative support for the mass care representative at the Chelan County EOC.
2. Resources which may have to be mobilized in support of mass care activities include the transportation of cots and blankets, sleeping bags, portable toilets, water containers, cooking equipment, registration forms, first aid and shelter medical supplies, vehicles for transport of personnel and supplies, comfort and cleanup kits, portable lamps, generators, fans, office supplies, and tables and chairs. Many of these supplies will already be in the shelter locations or can be obtained through normal supply channels.
3. Vehicles to be used by the ARC and other support agencies will be provided by those agencies.
4. Available undamaged facilities may have to be augmented by tents, mobile homes, and railroad cars from outside the area.
5. Personnel resources may include ARC staff, Wenatchee Valley Humane Society staff, and volunteers such as members of churches, veterans groups, labor unions, scouting organizations, professional associations, and social or service clubs. Specially skilled individuals will be identified from among these groups.

REFERENCES

- A. American Red Cross Board of Governor's Disaster Services Policy Statements

- B. American Red Cross Disaster Services Regulations and Procedures (ARC 3000 Series.
- C. Robert T. Stafford Disaster Relief and Emergency Assistance Act (Public Law 93-288), as amended.
- D. Homeland Security Act of 2002
- E. Homeland Security Presidential Directive 5
- F. Pets Evacuation and Transportation Standards Act of 2006

EMERGENCY SUPPORT FUNCTION - SEVEN **RESOURCE SUPPORT**

PRIMARY AGENCIES: Chelan County Emergency Management

SUPPORT AGENCIES: RiverCom
Chelan County Board of Commissioners
City Mayors / Councils
Wenatchee Valley Humane Society
Energy/Utility Providers
R.A.C.E.S Amateur Radio Operators
American Red Cross
North Central EMS and Trauma Care
Fire Services
Law Enforcement Services
Public Works
LINK Transit
Chelan County Assessor
Chelan County Auditor
Chelan County Coroner
Chelan Douglas Health District
Chelan County Prosecuting Attorney
Chelan County Treasurer

INTRODUCTION

- A. Purpose
 - 1. Ensure efficient utilization of resources during an emergency or disaster situation.
 - 2. Provide for the effective conservation and/or allocation of existing and requested resources during and after local major emergencies or disasters.
 - 3. To provide a framework for the process to establish mandatory controls on essential materials, supplies and services during and after major disasters, if adequate resources are not or will not be available.
- B. Scope
 - 1. This Emergency Support Function (ESF) primarily applies to operations during major events that would have a widespread and complex impact on the county and its citizens. However, any incident has the potential to require specific resource management activities with the operation.
 - 2. Resource support includes the provision of services, personnel, commodities, and facilities to the county and cities within the county

during the response and recovery phases of an emergency or disaster. This includes emergency relief supplies, office space, office equipment and supplies, contracting services, transportation services, and personnel as needed to support emergency activities.

3. The Chelan County Emergency Operations Center (EOC) coordinates resources and support agencies and organizations including the county and city resources, volunteer groups, businesses, and community service organizations.

POLICIES

Chelan County Emergency Management/EOC functions are based on the Constitution and Revised Code of Washington (RCW) governing emergency management, which includes references regarding resource procurement, etc.

1. WA State Constitution Article 8, Section 7 “No county, city, town or other municipal corporation shall hereafter give any money, or property, or loan its money, or credit to or in aid of any individual, association, company or corporation.....”
2. Washington State RCW
 - a. 38.52.070 Emergency Contracts and Obligations
 - b. 38.52.110 Use of existing resources, command the service and equipment of the citizens

SITUATION

- A. Emergency/Disaster Hazards and Conditions
 1. Resource support could be affected by several disaster scenarios, such as earthquake, flood and/or wildfire. The main focus would be on a disaster situation that would isolate the County or certain areas of the County, which would prevent timely arrival of resource support. Due to this, the County as a whole and the Cities must be able to coordinate local resources for a period of time prior to the arrival of additional resources.
 2. The following are infrastructures and facilities that are considered vital to the resource capabilities of the Chelan County area:
 - a. US Route 2 (Main route east and west - winter storms, slide and fires could close this route and the link with western Washington.)
 - b. US Route 97 (Main link with I-90)
 - c. Wenatchee River bridges
 - d. Columbia River bridges
 - e. Pangborn Airport
 - f. Chelan County Expo Center-formerly Chelan County Fairgrounds (staging area)
 - g. Waterville fair grounds (staging area)
 - h. Burlington Northern Railroad main line

- i. Domestic water systems:
 - (1). City of Wenatchee
 - (2). City of Chelan
 - (3). Malaga water district
 - (4). City of Leavenworth
 - (5). Chelan County PUD water services
 3. Another situation might be a lack of specific resources necessary for emergency response activities.
 4. An extreme situation could also develop that might require the elected legislative authorities of the county to invoke local resource restrictions or economic controls to assure an acceptable level of recovery and response.
- B. Planning Assumptions
1. Each responding organization has an established system for managing their own resources.
 2. Public safety and Public Works agencies are familiar and utilize the National Incident Management System (NIMS).
 3. Generally, sufficient resources necessary for an emergency operation are found locally.
 4. Requests for and utilization of outside resources will often become necessary in a larger-scaled emergency or disaster situation.
 5. The State Fire Mobilization plan can be utilized to obtain additional resources upon the depletion of local and mutual aid resources in a fire emergency.
 6. Normal methods of communication will be overloaded or interrupted during the early phases of an emergency or disaster.
 7. Transportation to, and within the affected area will be impaired or disrupted due to blocked or damaged roads, bridges, airports, or railways.
 8. Following an emergency or disaster, there will be a need to provide a variety of resources and services to the affected area.
 9. The management and logistics of resource support will require extensive coordination and personnel. A system will need to be established to record and utilize donated goods and services, and for the management and support of spontaneous volunteers.
 10. The free market economy and existing systems will be maintained to the maximum extent possible.

CONCEPT OF OPERATIONS

- A. General
1. This ESF will be implemented upon notification of a potential or actual major emergency or disaster. Implementing this ESF will be the mechanism for providing support activity to other ESFs. Actions undertaken by this ESF will be coordinated by personnel in the EOC.

2. In the event of a proclaimed disaster or a major emergency impacting Chelan County, use of local resources will be the first priority (RCW 38.52).
3. In a large scale multi-agency response a coordinating group of policy level officials will determine resource allocation, if necessary. This group may include, but is not limited to the following: Legislative authorities; Public Utility Districts; Public Transit (LINK); National Guard; Law Enforcement; Fire Services, and Emergency Management.
4. In an emergency operation, each responding entity will be responsible for conserving and controlling its own resources. Multi-agency response will follow the concepts of the National Incident Management System (NIMS).
5. Requests for additional outside equipment or other assistance must be a coordinated effort. Responding agencies should notify Chelan County Emergency Management or the EOC, if activated, for all outside requests made for emergency resources. Resource coordination will be from either the Emergency Management office or EOC. Chelan County Emergency Management Program Specialists, or designees have overall responsibility for the coordination and allocation of existing and requested resources. A resource inventory list will be kept current by Emergency Management. Intrastate Mutual Aid System (WAMAS) will be utilized to the maximum extent possible before requesting resources from the SEOC (Chapter 38.56.030 RCW).
6. Staging of incoming resources will be determined on a case by case basis, depending upon the situation.
7. The appropriate Board of County Commissioners, Mayor or City Commission has executive responsibility and authority to place economic controls, within legal constraints, into effect as the situation demands, or if contact with the state government is lost. If necessary, voluntary controls will be the preferred method of resource management, although mandatory controls may be required as a temporary measure. The public will be encouraged to voluntarily cooperate with emergency measures through the public information program.
8. When applicable, private agricultural, industrial, commercial, financial, or other service enterprises shall assist local government in an advisory capacity with development and support of emergency resource redistribution and mobilization policies or subsequent control programs.
9. Donated goods/money will be handled by local Community Service organizations with the American Red Cross being the lead agency. Receiving points for donated goods will be determined by the American Red Cross.

10. Chelan County R.A.C.E.S. organization will assist with communications for the coordination of resources, as appropriate.

B. Organization

1. Chelan County Emergency Management:
 - a. Will establish overall resource management priorities and strategies as appropriate and necessary
2. Chelan County Commissioners
 - a. May establish an Emergency Resource Management Organization (ERMO) selecting public agency representatives and representatives from the private sector representing the following interests: construction, utilities, industrial production, petroleum products, transportation, food, labor, medical and health and telecommunications.
3. Chelan County EOC
 - a. The group of individuals within the EOC, designated as the Support Group will coordinate resource support and management. The Support Group will communicate and coordinate with the group of individuals within the EOC designated as the Policy/Decision Group in support of this ESF.
 - b. Authorization for expenditures, entering into contracts, and other administrative issues will come from the Policy/Decision Group.

C. Procedures

1. The management of local resources not regulated by federal or state law is the responsibility of local government.
2. The management of the initial emergency response will be the responsibility of the Incident Commander(s).
3. Resource requests will be received, coordinated and processed through the Chelan County EOC. Requests will be evaluated by the EOC, and assigned to the appropriate group or sub-group for completion of the task.
4. Chelan County EOC may request additional outside resources. These requests will be coordinated through the State EMD.
5. Incoming resources will usually be processed through a staging area operation, which will be determined by the situation.
6. Procedures for purchasing resources during an emergency or disaster are described in RCW 43.19.200.
7. Outside resources will be demobilized as soon as possible.

D. Mitigation Activities

1. Chelan County Emergency Management
 - a. Works with local agencies and organizations to establish and review department and agency roles and responsibilities for

- preparedness, and providing resource support during the response and recovery phases of an emergency or disaster.
 - b. Participates in emergency management training at the county and state level
 - 2. Support Agencies and Organizations
 - a. Develop plans and conduct a needs assessment analysis to identify their resource needs; and identify resources that can be provided to them during response and recovery phases of an emergency or disaster. Necessary resources may include, but are not limited to the following:
 - (1) Identify essential personnel and staffing for internal and external support requirements.
 - (2) Identify emergency supplies needed for personnel
 - (3) Identify essential records, equipment, office supplies, and office space requirements
 - (4) Identify additional transportation requirements and resources in support of emergency or disaster
 - (5) Identify and prioritize internal activities that may require assistance from Chelan County EM in an emergency or disaster
- E. Preparedness Activities
 - 1. Chelan County Emergency Management
 - a. Conducts and participates in emergency and disaster exercises
 - b. Coordinates a backup plan for staffing the EOC in case the designated staff are unavailable or are unable to respond
 - c. Assists with, and coordinates the development of lists of essential resource requirements and resources
 - d. Obtains support of private resource organizations and participates in emergency resource management activities
 - 2. Support Agencies and Organizations
 - a. Develop Standard Operating Procedures for Resource Support.
 - b. Ensure that all personnel are familiar with their roles during an incident.
 - c. Identify, develop, and prioritize an inventory list for essential response and support agency resource requirements in an emergency or disaster
 - d. Identify and inventory essential lacking resources that may be needed during a major emergency
 - e. Participate in local emergency management meetings, training, exercises and drills
- F. Response Activities
 - 1. Chelan County Emergency Management/EOC

- a. Activates EOC or other location for coordination of resources, as appropriate.
 - b. Prioritizes requirements in support of ESF 7, and other ESFs as necessary, when activated for an emergency or disaster
 - c. Establish resource needs and identify available resources
 - d. Activate/request and coordinate with registered volunteer organizations and individuals as needed based on the type of emergency or disaster
 - e. Coordinate the establishment and operation of staging areas to process incoming resources
 - f. Provide support and coordination for managing spontaneous donations of goods, services, and volunteers that are received by the county or EOC
 - g. Coordinate with the PIO regarding public announcements and press releases to clearly specify what the resource needs are, and how to support them
 - h. Enter into contracts for critical goods or services, if not available through local government or volunteer agencies
 - i. Request other resources and support through the WA State EOC as necessary. Many state resources will require authorization from the governor before they can be deployed to the county
2. Chelan County Commissioners and/or City Mayors
 - a. Keep in contact with the Chelan County EOC or other coordinating location for the duration of the incident
 - b. Establish overall incident resource management strategies
 - c. Prioritize resource necessity and allocation in cooperation with Chelan County EM/EOC and operational agencies
 - d. Provide necessary funding for required resources, as appropriate for the incident and available within county/city fiscal capabilities
3. Support Agencies and Organizations
 - a. Keep Chelan County EM/EOC advised on resource status and needs
 - b. Prioritize resource needs, identify and prioritize assets
 - c. Provide standard and supplemental support and resources to Chelan County
 - d. Provide support and coordination of spontaneous donated goods, services and volunteers received by their agencies/organizations.
 - e. Coordinate with the EOC PIO regarding public announcements and press releases concerning donations of goods, services, and volunteers.
 - f. Document all activities and costs incurred

G. Recovery Activities

1. Chelan County Emergency Management/EOC
 - a. Continue to support and coordinate response and recovery activities as needed.
 - b. Follow appropriate policies and procedures in completing required documentation to justify emergency services, purchases, or expenditures.
 - c. Assure continuation of accurate and complete documentation of the event and actions taken. Continue to submit situation reports and after action reports to the WA State EOC as needed.
 - d. Document and report on resource status and activity.
 - e. Revise procedures or plans as necessary based on information learned from the event or disaster. Some of this information may continue to be learned long after the event or disaster is over.
2. Chelan County Commissioners and City Mayors
 - a. As necessary, establish priorities in the assignment and use of all resources including personnel, food, water, health resources, fuel, electric power, transportation, communications, and other survival items and services needed to provide effective recovery and restoration activity.
 - b. Coordinate recovery activities through Emergency Management and direct all county and city departments to cooperate with Emergency Management/EOC.
3. Support Agencies and Organizations
 - a. Keep Chelan County EM/EOC informed on resource status and needs.
 - b. Continue to support by providing available resources and coordinate response and recovery activities as needed.
 - c. Continue to document the event and actions taken, and document identified or potential problems.
 - d. Continue to submit after action reports and revise plans and/or procedures as necessary based on information learned from the event or disaster.
 - e. American Red Cross
 - (1) Provide care and support to affected population as prescribed in the Red Cross disaster plan.
 - (2) Perform damage assessment, per Red Cross policies, and coordinate information with Emergency Management
 - f. Public Works/Utilities
 - (1) Perform damage assessment and determine priorities in order to re-establish "normal" conditions as soon as possible.
 - (2) Ensure that vital systems are prioritized in order for them to be restored in the quickest manner.

- (3) Coordinate with Emergency Management on actions taken to ensure that recovery efforts are done to meet the needs of the public.

RESPONSIBILITIES

1. Chelan County Emergency Management/EOC
 - a. Maintain communication with involved agencies, and coordinate required logistical and resource support
 - b. Develop and maintain local resources inventory
 - c. Assist all other local agencies in establishing resource inventories and resource management procedures
 - d. Coordinate local resources through the EOC or other coordination point
 - e. Document and report on resource status and activity
 - f. Coordinate local requests for out of area resources and maintain contact with WA State EMD
 - g. Coordinate activities with adjacent jurisdictions
 - h. Document all activities and costs incurred
2. Support Agencies and Organizations
 - a. Support their own internal resource requirements as much as possible
 - b. Maintain communication with field personnel, other coordinating logistical and resource agencies/organizations, and the EOC
 - c. Work with the Chelan County EM/EOC to maintain resource inventories and operating procedures
 - d. Document all activities and costs incurred

RESOURCE REQUIREMENTS

1. Resources required by this ESF will be established in coordination with local government and supporting agencies
2. Chelan County resources will be utilized before purchasing goods or services from commercial vendors

REFERENCES

- A. Washington State Constitution, Article 8, Section 7
- B. RCW 38.52.070
- C. RCW 38.52.110
- D. RCW 38.56.030
- E. RCW 43.19.200

APPENDICES

- A. Appendix A – Emergency Personnel
- B. Appendix B -- Management of Donated Goods, Services, and Monies

EMERGENCY SUPPORT FUNCTION SEVEN RESOURCE MANAGEMENT

APPENDIX A EMERGENCY PERSONNEL

INTRODUCTION

- A. Purpose
To provide for the utilization and management of local or requested emergency personnel.

POLICIES AND ASSUMPTIONS

- A. The Chelan County EM Organization, including county and municipal departments, state and federal agencies, local political subdivisions, volunteer and other organizations; their personnel, services and facilities will be utilized as the primary emergency management staff (RCW 38.52.110).
- B. Locally organized and trained volunteer groups will provide the majority of additional specialized emergency personnel resources for areas such as operations, damage assessment, shelter and mass care activities, and handling donated goods and other emergency functions. These groups may include:
1. Red Cross
 2. Fire Services
 3. Local Church Groups
 4. Local School Districts
 5. Law Enforcement reserves and volunteers
 6. Other local organizations
- C. Additional emergency personnel assistance may be requested and will be coordinated through WA State Emergency Management.
- D. Responding agencies should notify the Chelan County EM/EOC of all requests for additional personnel.

RESPONSIBILITIES

- A. Chelan County EM/EOC is responsible for coordinating emergency personnel and will:
1. Identify and register available personnel resources as Emergency Workers (RCW 38.52.310).
 2. Utilize appropriate temporary Emergency Workers by registering and classifying them as to ability and skills (RCW 38.52.310)

3. Coordinate specialized training requirements for Emergency Workers
 4. Process Emergency Worker liability or other claims as necessary (RCW 38.52.210).
 5. Adhere to the rules pertaining to the uses, classes, scope, conditions of duty, and training of Emergency workers and compensation of Emergency Workers' claims per WA State Administrative Code (WAC) 118-07 – Emergency Worker Program.
- B. During an emergency or disaster Chelan County and city departments and agencies as well as private and volunteer organizations are responsible for:
1. Administrative Functions – Documenting all emergency and disaster related expenditures and obligations for auditing and reimbursement purposes.
 2. Support Functions – Providing personnel as agreed upon, contracted for, or designated in mutual aid agreements.

REFERENCES

- A. RCW 38.52.210
- B. RCW 38.52.310
- C. WAC 118-04-020

EMERGENCY SUPPORT FUNCTION SEVEN RESOURCE MANAGEMENT

APPENDIX B MANAGEMENT OF DONATED GOODS, SERVICES AND MONIES

INTRODUCTION

- A. Purpose
This appendix is to provide guidance for the management of donated goods and services in order to meet the needs of Chelan County and to designate the responsibilities for management and dispersal of donated monies.
- B. Scope
This appendix applies to Chelan County Emergency Management, other county and city agencies and departments, church and volunteer service organizations, and private groups. (See the WA State CEMP for listing of specific groups and organizations available throughout the state and country.)

POLICIES

- A. Chelan County EOC will facilitate the operations of voluntary organizations and service groups to enable them to function to the full extent of their mission and expertise.
- B. Chelan County EOC will coordinate with local jurisdictions and agencies to assure that local resources are utilized before requesting assistance from the WA State EOC.
- C. Chelan County EOC, through the Public Information Officer, will advise the public as to which local group(s) or organization(s), such as the Red Cross, donations of money, goods, and/or services may be made.

SITUATION

- A. Emergency/Disaster Conditions and Hazards (See Chelan County Basic Plan)
- B. Planning Assumptions
 - 1. The event will have such an impact on the county that there will be an outpouring of offers of assistance from throughout the community, region, and likely from throughout the state, and even other states.

2. Much of the response will be spontaneous and uncoordinated, and the influx of volunteers and resources will create an additional burden on the Emergency Management system.
3. Volunteer organizations and service groups will support and assist with the management of donated goods, services and funds to the full extent of their capabilities.
4. State support of the county response to the event will take time to implement, and may be significantly impacted by conditions of the event.
5. An Emergency Management office from outside the affected area will be available to assist by opening a resource logistics center.

CONCEPT OF OPERATIONS

A. General

1. Following an emergency or disaster, there may be a need to provide goods and/or services to the affected area. Although these goods and services may be available commercially, this Appendix specifically addresses donated resources.
2. During an emergency or disaster, people of all ages and backgrounds, from all parts of the community, state, and nation have shown amazing generosity. Because of the anticipated outpouring of donations and volunteers, it is very important to have a system in place to manage these resources. This system also needs to have the capability of coordinating the release or the transfer of resources to other communities or areas affected by the emergency or disaster once local needs have been met.
3. The Chelan County EM/EOC should be prepared to manage volunteers, as well as assure proper handling of monetary donations, including those designated for a specific affected area. In addition to managing resources for incoming help, Chelan County EM/EOC should be willing to provide resource management assistance and logistical support to affected neighboring counties, provided Chelan County has the necessary capabilities and resources.
4. The American Red Cross should be prepared to manage donated goods and services, and will determine receiving points for them.

B. Procedures

1. The Chelan County EOC is responsible for the management of logistical support to the event. A volunteer coordinator may be designated, as necessary. The volunteer coordinator will work closely with the PIO to inform the public of what is needed, and how they can help. The American Red Cross will coordinate the dissemination of goods and services with the Chelan County EOC.

2. When large volumes of volunteers and/or donated goods are anticipated or identified, the Chelan County EOC may designate a logistics center. The American Red Cross will participate in the logistics center for the distribution of donated goods and services. Ideally, the logistics center will be outside of the affected area, yet near enough to be easily utilized. In the case of a widespread disaster, the logistics center may need to be established in a neighboring county. If that were to be necessary, Chelan County EOC would coordinate with the EM office or EOC of that county.
 3. If individuals or organizations wish to make monetary donations, the preferred method is to request they make the donation to a local service group or charity that provides emergency or disaster assistance. The donor can specify it be used in the local disaster area. The county and cities will not normally accept cash donations.
 4. The Chelan County EOC and PIO will assist service organizations and charities by encouraging the public to make monetary donations to those groups rather than donations of non-specified goods. Reducing the volume of goods that are not likely to be needed or used greatly reduces the need for space and personnel to manage them, freeing up resources for more critical needs. Additionally, monetary donations can be quickly used for whatever or wherever the most critical and greatest needs are.
 5. The Chelan County EOC needs to maintain coordination and communication regarding needs and resources. Then, if needs cannot be met with local resources the Chelan County EOC can request assistance from the WA State EOC.
- C. Preparedness Activities
1. Chelan County Emergency Management/EOC
 - a. Involve EOC staff and service organizations in emergency preparedness planning and training, regarding resource management and donations.
 - b. Identify the roles and responsibilities of the volunteer / resource coordinator and the logistics center manager
 - c. Coordinate with the PIO in the development of a public information and education outline or plan regarding identification of community needs and how the public can be of assistance.
 2. Supporting Agencies
 - a. Participate in preparedness planning and training regarding resource management and donations.
 - b. Identify roles and responsibilities of leaders and staff, to support, coordinate, and manage incoming donated goods, services and volunteers, and to maintain communication with the Chelan County EOC.

- c. Assist Chelan County EM/EOC with identification of potential resources and locations that could be used for managing, coordinating, or storing donated goods, and/or provide an area for registration and coordination of volunteers and donated services.

D. Response Activities

1. Chelan County Emergency Management/EOC

- a. Coordinate with the PIO to provide press releases and announcements specifying what is and is not needed, and indicate a telephone number and/or locations where people can make donations or volunteer.
- b. Establish a resource/volunteer coordinator as needed, provide support to the coordinator as necessary.
- c. Establish a logistics center and identify a manager for it. Assure/establish communications between the logistics center and the EOC.
- d. Assure communications between supporting agencies and the EOC.
- e. Coordinate with the Chelan Douglas Health District representative, and others as necessary, to assure that donated goods meet health and safety requirements and that proper handling and storage procedures are being followed.
- f. Coordinate with the WA State Patrol, Public Works representatives, scale master, or others regarding issues such as weight limits, approved routes and other factors for incoming truckloads of donated goods.
- g. Provide situation reports to the WA State EOC and request support from them if local resources are inadequate.

2. Supporting agencies

- a. Open and staff offices and other facilities as needed to manage incoming spontaneous volunteers and donated goods, services and money.
- b. Support Chelan County efforts by providing necessary resources as requested if available.
- c. Assist Chelan County efforts by helping locate, staff, and/or manage a logistics center if requested.
- d. Assure appropriate transportation is obtained for volunteers or goods that the supporting agencies are responsible for.
- e. Maintain communication and coordination with the EOC.

RESPONSIBILITIES

- A. Chelan County EM/EOC will have the overall responsibility for the coordination and management of the donated goods and services program or plan. Other county agencies will support this program or plan, according to their day-to-day and emergency mission.
- B. Supporting agencies are responsible for assuring the logistical support of their staff and volunteers, either through their own resources or by coordinating with the county EOC. Supporting agencies will support the donated goods and services program or plan consistent with their day-to-day and emergency mission.

RESOURCE REQUIREMENTS

- A. Administration
 - 1. Maintain all records and reports necessary to accurately document the activities of departments and organizations involved in the response to the emergency or disaster.
 - 2. Provide administration support staff to personnel managing donated goods and services during the emergency or disaster.
 - 3. Document all activities and costs incurred.
- B. Logistics
 - 1. Provide logistical support staff to the personnel managing donated goods and services during an emergency or disaster.

EMERGENCY SUPPORT FUNCTION - EIGHT **PUBLIC HEALTH AND MEDICAL SERVICES**

- PRIMARY AGENCIES:** Chelan/Douglas County Health District
Chelan County Emergency Management
North Central EMS and Trauma Care
Chelan County Coroner
American Red Cross
Central Washington Hospital
- SUPPORT AGENCIES:** RiverCom Communications Center
Local Hospitals, Medical Clinics and Dentists
WSU Extension Agent
Amateur Radio Operators (R.A.C.E.S./A.R.E.S.)
WA State Dept. of Health
WA State Dept. of Transportation
- Area Fire and Ambulance Services
County Veterinary Coordinator
Law Enforcement
Public Works
LINK Transit
Amateur Radio Operators (R.A.C.E.S./A.R.E.S.)
The National Disaster Medical System

INTRODUCTION

- A. **PURPOSE**
The purpose of this Emergency Support Function (ESF) is to provide Chelan County with guidelines for preparedness and response relating to health in the event of an event of natural or technological disaster, bioterrorism, epidemic disease, or other public health emergency.
- B. **SCOPE**
This ESF involves identifying and meeting the health, safety and medical needs of the people of Chelan County in the event of an emergency or a disaster by utilizing the existing expertise and personnel of the Chelan Douglas Health District, Emergency Medical Services, Chelan County Emergency Management and the American Red Cross with local government agencies and community partners through the Incident Command System. This response at the local level utilizes resources from local, state and federal governments, private agencies and entities, health care facilities and personnel, veterinary service providers and volunteers.

POLICIES

- A. State coordinated health and medical assistance to local jurisdictions is directed by the WA State Dept. of Health (DOH) through the Secretary of Health or the designated representative.
- B. Local jurisdictions will activate mutual aid agreements when their resources are depleted or committed. Additional state and federal assistance will be requested through the Chelan County Emergency Operations Center (EOC), and coordinated and provided through the WA State EOC, when local public and private resources have been exhausted.
- C. Authorities
 - 1. Revised Code of WA (RCW) 43.20.050(5) in part states that all police officers, sheriffs, constables and all other officers and employees of the state or any county, city or township thereof, shall enforce all rules adopted by the State Board of Health.
 - 2. RCW 70.05.070 outlines the powers and duties of the local health officer. In part it states that the local health officer shall control and prevent the spread of any dangerous, contagious, or infectious disease that may occur in his/her jurisdiction.
 - 3. Washington Administrative Code (WAC) 246-101-505 outlines the duties of the local health officer or local health department. In part, it states that local health officers shall review and determine the appropriate action for instituting disease prevention and infection control, isolation, detention, and quarantine measures necessary to prevent the spread of communicable disease, invoking the powers of the courts to enforce these measures when necessary.
 - 4. WAC 246-101-425 outlines the responsibilities of the general public. In part, it states that members of the general public shall cooperate with public health authorities in the investigation of cases and suspected cases, and cooperate with the implementation of infection control measures including isolation and quarantine.

SITUATION

- A. Emergency/Disaster Hazards and Conditions
 - 1. A significant natural disaster, epidemic, technological or human event that overwhelms Chelan County would necessitate both state and federal health and medical assistance, in addition to mutual aid resources. For example, an event resulting in as few as 25-50 patients would require extensive mutual aid, and coordination of all involved health care facilities. However, events such as earthquakes or severe storms could result in significantly more patients, depending on the location, time of day, and other factors.
 - 2. Disruption to communication and/or transportation would cause further complications. The sudden onset of such a large number of victims would stress the local medical system, necessitating time-

critical assistance from the state and federal government. Such a large disaster could pose a variety of public health threats, including problems related to food, disease vectors, water, wastewater, solid waste and mental health effects. Pets, livestock, and wild animals may also be affected and could create health and safety problems.

3. Hospitals, clinics, nursing homes, pharmacies and other medical and health facilities may be structurally damaged or destroyed. Facilities with little or no structural damage may be unusable or only able to provide partial services due to disruption of vital services such as communication, utilities, water or sewer. Off-duty staff may not be able to report to work.
4. The psychological effects of a public health event could have a severe impact on the community well. The implications of such an attack would cause panic among a wider population than actually is affected, with greater numbers of people seeking treatment than have been physically harmed. These individuals are referred to as “worried well”. Health facilities still in operation will likely be overwhelmed by large numbers of incoming patients, including the “worried well” from the community, as well as patients transferred from damaged or endangered health care facilities.
5. Due to increased needs, medical supplies, pharmaceuticals and linens will likely be in short supply. Most medical facilities only maintain inventory to meet their short-term (24-48 hour) normal patient load needs. Disruptions in communication and transportation systems could delay or prevent the ordering and delivery of needed supplies.
6. Uninjured individuals may have difficulty in obtaining their daily medications because of damage to their homes or because of communication or transportation problems or shortages of medication within the disaster area. Persons with special needs may be displaced from their homes or facilities and have difficulties with access to care and necessary aids to daily living.
7. Disasters such as fires and floods do not typically result in large numbers of casualties. However, there may be a noticeable impact on health due to evacuation, shelters, vector control, and returning water, wastewater and solid waste facilities to operation.
8. An emergency resulting from an explosion, toxic gas or radiation release could produce a large concentration of specialized injuries that would overwhelm the local medical system. Additionally this type of event may result in other widespread health issues affecting food, water, and animals.
9. A mass casualty incident, epidemic or disaster could result in large numbers of fatalities. Morgue facilities, transportation for the deceased and related supplies and equipment may be in short supply.

- B. Specific situations with special considerations would include the following:
1. Radiological emergencies
 2. Chemical/hazardous materials emergencies
 3. Disease or epidemics
 4. Bioterrorism
- C. Planning Assumptions
1. Resources within the affected area will be inadequate to clear casualties from the scene or treat them in local hospitals. There is only one trauma hospital in the area and this hospital could be affected by a disaster situation. Additional medical capabilities will be needed to supplement and assist local jurisdictions to triage and treat casualties in the affected area, and then transport them to the appropriate hospital or health care facility. Additionally, medical resupply will be needed throughout the disaster area. It may be necessary to arrange for air transportation to areas that have sufficient available hospital beds and where patients will receive necessary definitive medical care.
 2. Local Emergency Medical resources will become overwhelmed in any large scale event.
 3. Damage to chemical or industrial plants, sewer lines or treatment systems, and water distribution systems, and secondary hazards such as fires may result in significant hazards to the surviving population and response personnel. These hazards may include exposure to toxic chemicals, and contaminated water supplies, food products, crops, and livestock.
 4. The damage and destruction caused by a disaster will produce urgent needs for mental health crisis counseling for victims and emergency responders.
 5. Assistance in maintaining the continuity of health and medical services will be required.
 6. Disruption of sanitation services and facilities, disrupted utilities, displacement of people, displacement of domestic and wild animals, and massing of people in shelters will increase the potential for disease and injury.
 7. Chelan County does not have large scale established mortuary storage capabilities.

CONCEPT OF OPERATIONS

- A. General
1. When there is a potential for, or occurrence of, a significant emergency or disaster, Chelan County Emergency Management is to be notified. This notification could be to advise of a need for some level of activation of the Emergency Operations Center (EOC), or to pass on a request for assistance from the state.

- a. When activated, the Chelan County Assistant Emergency Management Director will request necessary personnel to staff the Chelan County EOC.
 - b. Based on the situation, the Chelan Douglas Health District, medical facilities, and response agencies will be notified of the potential for, or occurrence of the event. This may be done by RiverCom Communications Center (Dispatch), response agencies, or EOC staff, but the EOC is to verify that it has been completed.
 - c. Medical and health facilities, response agencies, and support agencies will activate their own emergency or disaster procedures as needed for the potential or actual event and will maintain communication with the Chelan Douglas Health District or designee in the EOC as to needs and status.
 - d. In the event of a public health emergency where the Chelan Douglas EOC has been activated, but not the County EOC, the Public Health Administrator or designee will notify the County Emergency Management office and the State Health Duty Officer of the activation.
2. Once the Chelan County EOC is operational, all ESF 8 response and recovery activities will be directed from the EOC. The Chelan Douglas Health District is the lead agency for the ESF 8 Health and Medical Services. Chelan County EOC staff for ESF 8 will include the Chelan Douglas Public Health Administrator or designee, the Chelan County EMS Director, and other technical staff as needed for the event.
3. Necessary support agencies and organizations will be notified, and requested to provide 24 hour representation to the EOC or be available by direct communication. Each support agency and organization is responsible for ensuring that sufficient staff is available to support the EOC and carry out the activities tasked to their agency or organization on a continuous basis. Individuals staffing the EOC, or acting as liaison with the EOC, need to have extensive knowledge of the resources and capabilities of their respective agencies or organizations, and have access to the appropriate authority for committing those resources during response and recovery operations.
4. The Chelan County EOC and the Chelan Douglas Health District staff will maintain communication and coordination with response agencies, medical and health facilities, and other organizations and officials to identify current and projected medical and public health status and requests for assistance. Written situation reports will assist EOC staff and other officials with a need for this information.
5. Response agencies and health care facilities will report needs or potential needs to the Chelan County EOC. Medical and health needs that cannot be met with local and regional resources and

mutual aid will be directed to the SEOC. SEOC may provide advice or technical assistance and they may provide direct support with personnel, equipment, and/or supplies.

6. The Chelan Douglas Health District has responsibility for situations dealing with communicable diseases, terrorist incidents involving nuclear, biological and chemical elements, and all other issues dealing with public health. This includes, but is not limited to public information, health advisories, and disease prevention measures to be taken during a disaster.

B. Organization

1. The Chelan Douglas Health District coordinates health and medical responses to an incident. The Health District may also provide public health services and response and will operate under the Chelan Douglas Health District Administrator. The Chelan Douglas Health District will coordinate their activities through the Chelan County EOC. The Chelan Douglas Health District will be the lead agency on any major event which is primarily a public health issue, such as an epidemic. Response by health professionals other than through the hospitals such as veterinarians, pharmacists, and mental health care providers will be coordinated through the Health District.
2. Emergency Medical Services (EMS), law enforcement, fire departments, and other first responders operate under their directors and coordinate their activities through the Chelan County EOC.
3. The Chelan County Coroner will be responsible for operations and coordination of temporary morgues. This can be done either by use of existing morgues or use of local cold storage warehouses, as appropriate. The Coroner will also coordinate with local funeral homes to handle mass fatalities.
4. Central Washington Hospital (CWH) is the area's trauma center. In the event that CWH is either unable to provide services or is overwhelmed, sites that can be used to assist are:
 - a. Wenatchee Valley Hospital, Wenatchee
 - b. Cascade Emergency Medical Center, Leavenworth
 - c. Eye & Ear Hospital, Wenatchee
 - d. Lake Chelan Community Hospital, ChelanAll of the above are limited in their capabilities and depending upon the situation, request for support may have to be made to the State.
5. The local hospitals participate in local and regional disaster response plans and will stay in communication with the EOC regarding situation updates, response activities, capacity status, public information coordination, and other activities and information as is appropriate.
6. The Red Cross provides shelter, food and mental health support for evacuated and other displaced people and operates under its organizational direction. The Red Cross will coordinate its activities with the Chelan County EOC.

7. Emergency Medical care at shelters will follow Red Cross' Shelter/Mass care plan. This includes ensuring appropriate Emergency Medical care at shelters. The Mass Care Plan of the Red Cross establishes the coordination of religious crises counseling and other appropriate functions.
8. The Chelan County EOC coordinates overall activities.

C. Procedures

Each organization affected by this ESF will be responsible for developing and following their own internal Suggested Operation Procedures (SOP) dealing with response to an incident. Response to an incident will follow the concepts of the National Incident Management System.

D. Mitigation Activities

The Chelan Douglas Health District works with regional, state, and federal programs and local community partners to promote public awareness and use of standard health and safety practices, maintenance of routine immunization levels in the population, disease prevention, nutritional support and education, overview on water and on-site sewage systems, and promotion of conditions for a safe and healthy population in Chelan and Douglas Counties.

E. Preparedness Activities

1. State of Washington departments and agencies with health and medical services' responsibilities develop plans and procedures using standardized planning procedures for accomplishing response and recovery activities to assist local jurisdictions as well as the state.
2. The Chelan Douglas Health District, Chelan County Emergency Management, and local hospitals participate in local planning, development of response and recovery procedures, and participate in local emergency and disaster exercises.
3. Disease reporting and surveillance activities will be performed and reportable diseases and potential disease outbreaks will be investigated.
4. Training will be provided to the Chelan Douglas Health District staff and its response partners so that all will be able to meet planning assumptions.
5. Support agencies, such as the Red Cross, and other volunteer organizations maintain their nationally developed plans, and develop local elements of their response and recovery plans. They are encouraged to participate in local planning, and emergency and disaster exercises through the Chelan County EOC.

F. Response Activities

1. Alerts and notifications as outlined in Appendix A – Activation and Operations Procedures and Notifications
2. Local hospital and walk in clinic contact information
 - a. Local emergency management and public health will notify hospitals and walk-in clinics under the following circumstances:
 - (1) A declared Public Health Emergency
 - (2) In the event of possible or probable excessive demand on the capacity of hospitals or walk in clinics
 - (3) In the event of unusual health threats requiring special preparations and/or precautions
 - b. Notification is to be followed-up promptly with faxed information and instructions appropriate to the emergency.
3. State, regional and other public health agencies

All public information is an integral part of the Chelan County CEMP as outlined in ESF 15 – Public Affairs. As such public information relating to the Health and Medical emergency response:

 - a. Will be communicated through the Chelan County EOC Public Information Officer (PIO).
 - b. Will be approved by the Chelan County Public Health Administrator or the ranking public health professional on duty or their designee
 - c. Will be coordinated with the State Dept. of Health and regional emergency response to ensure consistency of messages.

G. Recovery Activities

1. Chelan Douglas Health District
 - a. Monitors recovery activities, assesses for potential or actual health hazards during the recovery phase, and makes recommendations or carries out interventions as needed. This may include drinking water safety, injury prevention, mental health assessment and intervention, and other standard public health assessment, response and assurance activities.
 - b. Prepares after action reports of the event.
 - c. Records costs of providing public health response activities.
2. Chelan County agencies, including EMS, Coroner, etc.
 - a. Support and coordinate recovery activities consistent with their missions and capabilities, including continued mental health support, public information and education, and liaison with regional, state and federal agencies.
 - b. Prepare after action reports of the event.

3. Supporting agencies, such as various city and county departments, Red Cross, other volunteer agencies
 - a. Support recovery activities consistent with their organization missions and capabilities.
 - b. Provide after action report input to the Chelan Douglas Health District for the after action report of the event.

RESPONSIBILITIES

A. Primary Agency

The following agencies will provide the core local response to incidents:

1. Chelan Douglas Health District (CDHD)

The CDHD Administrator is the lead for ESF 8 – Health and Medical Services response. The CDHD's responsibility is to identify and meet the health, safety, and medical needs of the people of Chelan County in the event of an emergency or a disaster by utilizing the CDHD's existing expertise and personnel to provide:

 - a. Surveillance
 - b. Response
 - c. Event tracking
 - d. Rapid health risk assessment
 - e. Environmental health services
 - f. Community education
 - g. Coordination with community partners
 - h. Dissemination of information
 - i. Event command and control through the Incident Command System
 - j. Post event recovery recommendations
 - k. Support to Chelan County Emergency Management in planning for, and providing medical and public health assistance to local jurisdictions affected by an emergency or disaster.
 - l. Coordinate and maintain situation reports
 - m. Coordination with hospitals, clinics, and extended care facilities and the Chelan County EOC staff including the EMS Director, Chelan County Coroner, and other support agencies
 - n. Coordination in the establishment of medical care points or facilities when needed outside of existing hospitals
 - o. Coordination of the location and authorization of additional and/or alternate means of transporting patients when needed
 - p. Assistance in the establishment of temporary morgues with the Chelan County Coroner when needed

2. Other specific responsibilities
 - a. Control of communicable disease, including isolation and quarantine if necessary
 - b. Local receipt and administration of the Strategic National Stockpile (SNS)
 - c. Monitor quality of public water systems
 - d. Test public and private water systems
 - e. Test and investigate reports of septic tank system problems
 - f. Inspect temporary food booths
 - g. Investigate illegal dumping activities and inspect solid waste disposal facilities as needed
 - h. Investigate reports of rodents, insects, and disease vectors and other environmental health hazards, make recommendations or take corrective action as needed
 - i. Provide public information and education through the Chelan County PIO
 - j. Provide liaison with mental health providers and mental health emergency support services for assistance to citizens and victims
 - k. Provide liaison with the Red Cross and other relief and volunteer agencies re: shelters, feeding sites, first aid and other health and medical issues
 - l. Public Health Emergency Planning and Response
 - ❖ All hazards emergency planning, preparedness and response
 - ❖ Biological and chemical hazards
 - ❖ Strategic National Stockpile (SNS) planning and response
 - ❖ Coordinate support health care and medical services in Chelan County during an emergency
 - ❖ Communications and information to health care providers
 - ❖ Support of special needs populations
 - ❖ Health support services for evacuation
 - ❖ Emergency mental health assessment and response
 - ❖ Public information for health, medical and safety concerns
 - ❖ Potable water, wastewater, and solid waste disposal
 - ❖ Victim identification and mortuary services
2. Chelan County Sheriff's Office Emergency Management
 - a. Ensure communications lines are established and participants are clear on what actions need to be taken if a public health emergency arises
 - b. Develop a call down list and activation procedures for the EOC

- c. Provide logistical and other support to responders upon request from the Incident Commander
 - d. Provide public information through the Public Information Officer
 - e. Coordinate mass alert and warning of persons located in the affected area
 - f. Coordinate additional communication equipment as needed
 - g. Maintain liaison with supporting agencies
 - h. Provide needed information and documentation to SEOC regarding emergency and/or disaster declarations
3. North Central EMS and Trauma Care
- a. The EMS Director supports the Chelan Douglas Health District Administrator with ESF 8 – Health and Medical Services response in addition to fulfilling specific EMS roles and responsibilities
 - b. The EMS Director works closely with all first responder officials as well as with the hospitals
 - c. Establish immediate communication with RiverCom (Dispatch)
 - d. Determine availability of EMS units and personnel
 - e. Determine geographical location of available EMS units and personnel
 - f. Monitors emergency transports, evaluates evacuations and emergency medical cases
 - g. Monitor activities of all EMS vehicles and personnel during a disaster, and monitor issues that may affect them
 - h. Maintain a roster of certified EMS personnel and agencies
 - i. Assist the Chelan Douglas Health District Administrator as needed, such as when emergency medical facilities are established outside of existing hospitals, coordination is needed regarding establishing temporary morgues, or there are conditions affecting EMS providers
 - j. Coordinate with other agencies and resources when patients need to be transported out of the county
 - k. Coordinate with mental health providers for support of emergency workers and volunteers
 - l. Additional services provided include:
 - (1) System development and evaluation
 - (2) Education and training
 - (3) Quality assurance
 - (4) Maintain status of certified field EMS providers and agencies
 - (5) Coordinate between jurisdictions and the various levels of response and medical care
4. Red Cross
- a. Services are coordinated through the Chelan County EOC

- b. Maintain list of personnel with current CPR and First Aid training, licensed volunteer nurses especially RNs and doctors
 - c. Provide emergency first aid, supportive counseling, health care for minor illnesses and injuries to victims in mass care shelters, selected disaster feeding and/or clean up areas, and other sites deemed necessary by the Chelan County Health Officer
 - d. Supplement local existing health care system, subject to availability of staff
 - e. Provide supportive counseling for family members of the dead and injured
 - f. Provide available personnel to assist in temporary infirmaries, immunization clinics, morgues, hospitals, and nursing homes
 - g. Acquaint families with available health care resources and services and make appropriate referrals
 - h. Provide blood and blood products through regional blood centers at the request of the appropriate agency
 - i. Provide coordination for uploading of appropriate patient casualty information from ESF 8 into the Disaster Welfare Information system
5. Chelan County Coroner
- The Chelan County Coroner's office investigates sudden, unexpected, or suspicious deaths, working closely with law enforcement, fire service, EMS, hospitals, Public Health district and the County PIO.
- a. Coordinate all care of deceased, victim identification and mortuary services
 - b. Coordinate with the Chelan County PIO regarding press releases and conferences. Responsible for providing specialized/technical information regarding the coroner's response and findings for press conferences.
 - c. If necessary, designates sites/locations for temporary morgues in coordination with the Chelan Douglas Health District. There are specific considerations for potential temporary morgues:
 - (1) Refrigerated truck trailers may be used but should have steel decks only
 - (2) Trailers used for hauling raw meat should be avoided
 - (3) Buildings used should have concrete or other non-porous flooring (not wood), not used for food storage or processing, have large open areas and be fairly cool
 - (4) Psychological impact on owner/occupants of building will be considered

- (5) Sites should have good access for large vehicles, including tractor/trailer rigs
- (6) Some possible sites include airport hangars, or facilities at the county fairgrounds such as a community service building
- (7) Financial issues include any rent, cleaning costs, and the care and death investigation of the deceased. The coroner staff can provide the EOC with estimated costs.

B. Supporting agencies

1. WA State Department of Health
 - a. Provide technical assistance, consultation and coordination
 - b. Conduct field investigations and laboratory analysis
2. WA State Department of Transportation (when assistance from SEOC is requested)
 - a. Coordinate movement of seriously ill or injured patients from the affected area to locations where definitive medical care is available
 - b. Assist in identifying and arranging for utilization of all types of transportation such as air, rail, marine and land vehicles
 - c. Coordinate with the Federal Aviation Administration for air traffic control support for priority missions
3. WSU Extension Agent
 - a. Specializes in issues affecting human food, animal feed, livestock, agriculture, horticulture, dairies and honeybees, and transportation of same. The Extension Representative may be requested to report to the EOC, or maintain communication with the EOC as needed. The local extension agent may not have the expertise relating to animal issues, but should be able to act as a liaison to the agent who is knowledgeable in this area.
4. Local Hospitals and Clinics
 - a. There are four (4) hospitals in Chelan County. Central Washington Hospital is the trauma center for the Chelan Douglas County area. Also in the Wenatchee area is Wenatchee Valley Hospital which is associated with the Wenatchee Valley Clinic, as well as Lake Chelan Community Hospital in Chelan and Cascade Medical Center in Leavenworth.
 - b. Wenatchee has a Veteran's Medical Center which provides services to veterans. During an emergency they may be able to provide outpatient care to a limited number of citizens after first meeting their obligations to veterans.
 - c. There are several medical clinics in the county, many associated with Wenatchee Valley Clinic.

- (1) Wenatchee Valley Medical Center has facilities in Wenatchee, East Wenatchee, and Cashmere
- (2) Columbia Valley Community Health is located in Wenatchee
- (3) Eye and Ear Clinic of Wenatchee is located in Wenatchee
- (4) Family Physicians (Central WA Hospital) is located in Wenatchee
- (5) Workcare is located in Wenatchee
- (6) Columbia Pediatrics is located in Wenatchee

C. State Dept. of Health

The WA State Dept. of Health (DOH) directs and coordinates the provision of health and medical assistance to fulfill the needs identified by the authorities in the affected local jurisdictions. This includes the overall public health response and recovery, triage, treatment and transportation of victims and evacuation of patients from the area of the event, utilizing resources available from:

1. Within the WA State DOH
2. Supporting state departments and agencies
3. The National Disaster Medical System which extends to the federal level
4. Other non-governmental sources such as major pharmaceutical suppliers, hospital supply vendors, the WA State Funeral Directors Association, and other volunteer organizations
5. WA State Dept. of Health
Assist local jurisdictions, provide state mandated services and inspections, certifications and licensing. State DOH activities are covered in the following basic categories:
 - a. Community and Family Health
 - b. Environmental Health
 - c. Epidemiology, Health Statistics, and Public Health Laboratory
 - d. Health Systems Quality Assurance
 - e. Management Services

RESOURCE REQUIREMENTS

- A. Medical transportation Arrangements for medical transportation will begin at the local level. Transportation requirements will be coordinated and authorized by local authorities such as the Chelan County EMS Director. During a mass casualty incident or a widespread disaster, use of vehicles that are not licensed as ambulances may be authorized for patient transport. If the local ESF 8 staff determine that the local or regional resources are inadequate, a request for state medical transportation assistance will be submitted to the SEOC

and will be coordinated with representatives from the WA State Dept. of Transportation.

- B. **Medical Facilities** Coordination for medical facilities is primarily a local jurisdiction function. If the local EOC is activated, information and coordination will need to be routed through the EOC. Request for hospital support should be routed through the local EOC to the SEOC, ESF 8 Staff.
- C. **Medical Equipment and Supplies** If local resources and normal re-supply methods are inadequate, local Mutual Aid Agreements will be activated. If this is inadequate or unavailable, then requests for aid are to be made to the SEOC. When the state authorizes their support, representatives from the Dept. of Health, Department of Enterprise Services, Department of Social and Health Services, Department of Transportation, and the Military Department will coordinate the procurement and transportation of medical equipment and supplies to the affected area.
- D. **Personnel** Chelan Douglas Health District staff may be augmented by and from professional organizations. The Health District will supervise the activities of the volunteers.
- E. **Communications** The Chelan County EOC will establish communications with the SEOC, local hospitals, emergency services providers, and involved support services as needed. Communication with adjacent county EOCs may also be necessary. Systems available include the regular phone system (including fax and e-mail), local cellular phone system, state and local emergency radio systems and amateur radio. SEOC will establish communications necessary to coordinate health and medical assistance. They will maintain communications with various local, state, and federal agencies as necessary.
- F. **Assets Critical for Initial 12 Hours** The most critical requirements during the first 12 hours of an event will be medical response personnel, necessary medical supplies and equipment, transportation, hospital and clinic beds and facilities, logistical and administrative support, and communications system support. The principal requirements will be:
 - 1. Alerting and deploying/obtaining additional medical facility staff
 - 2. The alerting and deployment of field medical personnel and teams, including supporting military units to assist in the delivery of patient care to victims and provide mortuary services as needed. Patient care will likely be performed under extreme field conditions during casualty clearing, triage and patient staging, and transportation.
 - 3. Medical supplies and equipment will be necessary to replace what has been damaged or destroyed by the event. Additionally, re-supply will be needed for deployed medical teams as well as local jurisdiction medical units that are providing patient care.

4. Public Information

- G. **Assets Critical After Initial 12 Hours** The assets required for the initial 12 hours will also be required for the remainder of the response and recovery activities. At six (6) hours, if the situation is likely to continue longer than 12 hours, a prolonged situation staffing protocol is to be activated (ESF 7 Resource Support). Continuous situation and status updates will dictate what assets are needed, and when they can be released. Demobilization activities often take as long, or longer, and require as much clerical and communication support as the initial response does. Planning for and implementing demobilization is a major part of the recovery phase.
- H. **Bioterrorism Event**
1. In the event of Bioterrorism, public health assessment, investigation and response capacity will also be necessary.
 2. Public health may need medical personnel, law enforcement, and public works support for the receipt and deployment of the Strategic National Stockpile (SNS).
- I. **Transportation Support**
1. Aircraft for transporting incoming medical personnel, supplies, and equipment.
 2. Ground transportation for deployment of incoming assets, within the affected area.
 3. Ground transportation, fixed and rotary-wing aircraft for movement of casualties within and out of the affected area.
 4. Refer to ESF 1 – Transportation
- J. **Logistics and Administrative Support**
1. Representatives of each involved ESF 8 primary and support agency will be needed at the Chelan County EOC, or available by direct communications, as needed to support health and medical efforts in the affected area.
 2. Clerical/administrative support staff will be needed at the EOC and other key locations.
 3. Reference materials including plans, directories, and maps as necessary for coordination of medical and public health response
 4. Coordination/liaison with other EOC staff, public works, fuel companies, or others as needed to assure fuel and other necessary supplies are available for ground and/or air transport vehicles used to transport medical workers and patients

K. Communications Systems

1. See ESF 2 – Telecommunications, Information Systems and Warning
2. Voice and data communication systems between local and state EOC
3. Intra-regional voice communication systems connecting local, regional and state officials involved in the medical response and recovery operation
4. Computer network support for communications, data collection, and analysis, including Geographic Information Systems (GIS) functions
5. Communications required to support casualty clearing, aero medical staging, and patient evacuation and reception operations

REFERENCES

- A. Appendix A Activation and Operations Procedure and Notifications
- B. Appendix B Public Information
- C. Appendix C Mortuary Services
- D. Chelan County Comprehensive Emergency Management Plan (CEMP)
Appendix 1 – Definitions
- E. Chelan County CEMP Appendix 2 – Acronyms
- F. Chelan County CEMP ESF 15 – Public Affairs
- G. Chelan County CEMP ESF 1 – Transportation

EMERGENCY SUPPORT FUNCTION EIGHT PUBLIC HEALTH AND MEDICAL SERVICES

Appendix A Activation and Operations Procedure and Notifications

The activation of ESF 8 will be coordinated through the Emergency Operations Center (EOC) under the direction of the Chelan County Emergency Management Assistant Director and the Public Health Administrator or designee. Chelan Douglas Health District will maintain an activation list of Health District staff by telephone and by location should communications be interrupted.

Hospitals and clinics will be notified under the following circumstances:

1. A declared Public Health Emergency
2. In the event of possible or probable excessive demand on the capacity of hospitals or walk in clinics
3. In the event of unusual health threats requiring special preparations and/or precautions

Notification is to be followed up promptly with faxed information and instructions appropriate to the emergency.

EMERGENCY SUPPORT FUNCTION EIGHT PUBLIC HEALTH AND MEDICAL SERVICES

Appendix B Public information

Public Information relating to Public Health and Medical emergency response:

1. Will be communicated through the Emergency Operations Center Public Information Officer as outlined under CEMP ESF 15 – Public Affairs
2. Will be approved by the Chelan Douglas Health District Administrator or Ranking Public Health professional on duty or their designee
3. Will be coordinated with the State Department of Health and regional Emergency response to ensure consistency of messages.

EMERGENCY SUPPORT FUNCTION EIGHT PUBLIC HEALTH AND MEDICAL SERVICES

Appendix C Mortuary Services

PURPOSE

The purpose of the Mortuary Services appendix is to provide guidelines for rapid response to events resulting in a large number of deaths.

POLICIES

- A. The WA State Dept. of Licensing, Funeral and Cemetery Unit, represents death care concerns of the state and provides liaison with the Dept. of Health, medical examiners and coroners, licensed funeral directors, embalmers, funeral establishments, the WA State Funeral Directors Association, and the National Funeral Directors Association.
- B. If a disaster exceeds the resources of the local jurisdiction and its funeral professionals., the funeral and cemetery unit will assist in the coordination with the WA State Funeral Directors Association and the National Funeral Directors Association to recruit the needed professionals to meet the needs. The state and national funeral associations have Comprehensive Emergency Management plans in place.

EMERGENCY SUPPORT FUNCTION - NINE

SEARCH & RESCUE

PRIMARY AGENCY: Chelan County Sheriff's Office
Volunteer Organizations: (to include but not limited to)
Steven's Pass
Chelan County Mountain Rescue
Swiftwater Rescue
Chelan County Sheriff Volunteer Services
Chelan County Mounted Search and Rescue
WA State Emergency Management Division

SUPPORT: Chelan County Fire Agencies
Chelan County Emergency Management
Chelan County EMS Agencies
RiverCom Communications Center
Red Cross

PURPOSE

To provide guidelines for the effective utilization of search and rescue resources and for the coordination of search and rescue efforts within Chelan County. According to the Revised Code of Washington: "*Search and Rescue*" means the acts of searching for, rescuing, or recovering by means of ground, marine, or air activity any person who becomes lost, injured, or is killed while outdoors or as a result of a natural, technological, or human caused disaster, including instances involving searches for downed aircraft when ground personnel are used.....RCW 38.52.010(7)

SCOPE

1. This ESF details the roles and responsibilities of agencies responding to Search and Rescue operations, either wildland or urban. State law encompasses both wild land and disaster (urban) SAR (Section 38.52.010(7) RCW).
2. Wildland and disaster SAR are terms used by the federal government, however are covered under two separate plans, (i.e. the National Search and Rescue Plan and the National Response Plan). In the State of WA, Disaster SAR is generally called urban SAR, which is not specifically defined.
3. Air SAR is defined by RCW Chapter 47.68 and WAC Chapter 468.200.
4. A separate Underground (Mine) Rescue Plan is maintained by the State EMD SAR Coordinator.

5. SAR can also be used at the discretion of the Chelan County Sheriff for various incidents or occurrences as deemed appropriate by the sheriff.

POLICIES

1. Land SAR activities are initiated, coordinated and directed by the Chelan County Sheriff's Office in accordance with state and local jurisdiction plans. If the Sheriff's Office is not able to provide the necessary equipment or resources to successfully carry out a SAR mission, the State EMD office will be contacted for assistance.
2. The National Incident Management System (NIMS) is the required method of on-scene incident management for all SAR operations.
3. Air SAR for missing or downed civil aircraft is the responsibility of the Department of Transportation (WSDOT) (RCW 47.68)
4. Urban SAR will normally be the responsibility of the law enforcement agency in whose jurisdiction it takes place.
5. Underground/mine rescue, after deployment of local resources, may require outside assistance which will be obtained through WA State EMD.

SITUATION

A. Emergency/Disaster Hazards and Conditions

1. Chelan County is threatened by major events such as avalanches, earthquakes or aircraft accidents. Such disasters have the potential of resulting in large SAR operations that could be multi-jurisdictional. Chelan County is an extremely mountainous county. The wide range of and easy access to outdoor recreation in Chelan County and the increasing number of people recreating in the outdoors will result in a possible increase in SAR operations.
2. The Chelan County Sheriff is responsible for all Search and Rescue efforts within Chelan County. As the lead agency they responsible for training and the equipping of personnel that respond to the Search and Rescue calls for service.

B. Planning Assumptions

1. Local resources are capable of handling day to day Search and Rescue activities.
2. The military will respond to most requested Rescue situations for air support. The military usually requires the situation to be “life-threatening”.
3. Law Enforcement Agencies, by RCW, are the responsible agency for Search and Rescue activities.
4. Searches for overdue / lost aircraft are coordinated by the Department of Transportation.
5. SAR missions will continue to increase as the population, recreational opportunities, and the wildland/urban interface continue to grow.
6. The widely differing terrain and climatic conditions in the county mandate a locally based SAR first response system.
7. Natural and technological disasters will greatly increase the scope of SAR operations.

CONCEPT OF OPERATIONS**A. General**

1. All Search and Rescue operations will be managed by the concept of the National Incident Management System (NIMS), with the responsible Law Enforcement Agency as the Command Agency.
2. Search and Rescue operations will normally be controlled from a field command post location. Large scale Search and Rescue may utilize the EOC for coordination of resources.
3. In the event of a search and rescue emergency, all necessary equipment and personnel, including organized volunteer services, will be mobilized and dispatched to the scene. Control of all emergency search and rescue functions will remain the responsibility of the law enforcement agency concerned.
4. In Chelan County, SAR operations are initiated, coordinated, and directed by the Chelan County Sheriff in accordance with state and

local jurisdiction plans using local resources registered pursuant to Chapter 118-04 WAC.

5. Upon notification of a search and rescue emergency, Chelan County Emergency Management will advise the SEOC of any search and rescue mission which utilizes volunteers and request a mission number. This extends liability coverage to participating, registered personnel and equipment. Chelan County must keep the State EMD Duty Officer advised of progress until the mission is completed. Mission numbers need to be closed at the completion of the SAR mission.
6. Whenever local resources are exhausted, unavailable, or unqualified for a particular search and rescue mission, Chelan County Emergency Management may request assistance through the state Division of Emergency Management. The state office will authorize state and federal search and rescue volunteer organization resources and initiate the access of personnel, equipment, air support, and other specialized or requested supplies.
7. The radio frequency 155.160 MHz has been dedicated statewide for search and rescue communications purposes.

B. Organization

The Chelan County Sheriff or designee is responsible for SAR operations within his/her jurisdiction. Chelan County Emergency Management will maintain the Chelan County Volunteer Services and register Emergency Workers in support of the Chelan County SAR program. Local programs provide training and education for volunteer SAR units as well as for the organization and deployment of SAR resources.

C. Procedures

1. Land SAR
 - a. Upon receiving information of possible SAR operations, the Chelan County Sheriff's Office will initiate their SAR procedures. Direction and Control of the SAR operations will follow the concepts of the National Incident Management System (NIMS), with the responsible law enforcement agency being the Incident Command agency.
 - b. When personnel from outside the law enforcement agency are used, Chelan County Emergency Management or the Incident Commander of the SAR will contact WA State EMD for a Mission Number. The issuance of this mission number

authorizes the deployment of volunteers under the provisions and protection of Chapter 38.52 RCW.

- c. The WA State EMD, upon receiving a request for assistance from an authorized official, will coordinate the resources of other political subdivisions, as well as state, out-of-state, federal, and international agencies in support of the requesting jurisdiction. The state SAR Coordinator may be deployed to the scene to provide this coordination.
 - d. Multi-jurisdictional SAR operations may be coordinated by the state EMD when requested. Major multi-jurisdictional SAR operations resulting from a natural or technological disaster may require the activation of the state RCC. The state RCC may either be co-located with the state EOC or at a location in proximity to the incident site. The director of the state RCC is the state SAR Coordinator.
- 2. Air SAR
 - a. Air SAR for missing or downed civil aviation aircraft is the responsibility of WSDOT Aviation Division (Chapter 47.68 RCW).
 - 3. Underground (Mine) SAR
 - a. A separate plan for Underground SAR is maintained by the State EMD office. The state EOC Duty Officer uses the procedures to respond to local jurisdiction requests for SAR resources in the event of an underground rescue incident.

D. Mitigation Activities

- 1. The Chelan County Sheriff's Office will identify hazards and risks in their jurisdiction. Actions to reduce the likelihood of these events occurring, and/or reducing the impact if they were to occur can be identified and implemented. The Sheriff's Office can also implement safety and SAR prevention programs so that citizens are better prepared.
- 2. Support preventative search and rescue, aviation safety, and survival programs with available resources, when requested.
- 3. Develop and present preventative SAR programs through public awareness and school education programs.

E. Preparedness Activities

1. The Chelan County Sheriff's Office can help prepare for SAR situations by keeping their policies and procedures current and associated with identified potential hazards and risk analysis.
2. The Chelan County Sheriff's Office will train personnel, try out and test equipment and communications, and evaluate this emergency plan by reviewing/critiquing missions upon completion and making adjustments in plans as needs are identified.
3. Develop and maintain resource lists of personnel/groups/agencies that could assist during SAR incidents.

F. Response Activities

Based on the type and size of the incident, a variety of resources may be needed. It is critical for the Sheriff's Office or any other emergency service provider first on the scene to provide an accurate and timely size up. An Incident Commander must be identified, as well as a staging area. The IC will assign personnel to specific areas or tasks, and coordinate and assign resources.

G. Recovery Activities

1. Each department, agency, and individual shall maintain accurate records of the incident. They will be responsible for maintaining SAR and recovery expense records for future possible reimbursement. Financial issues such as supplies used, equipment lost or damaged, wages for hours worked including overtime, and other costs require documentation before reimbursement is issued. During the recovery phase, it is imperative to maintain communication and coordination with the EOC, if activated. Public Information Officers may provide information regarding safety issues as people return to their homes and businesses. Departments, districts, and individuals involved in the emergency or disaster should participate in post event reviews and critiques and contribute to written reports regarding observations and recommendations.
2. Chelan County Sheriff's Office will assist the return of all SAR organizations and personnel to a high state of preparedness, so as to be able to respond to future SAR missions with available resources, when requested.
3. Support for Sheriff's Office and SAR personnel is also part of recovery and returning to normal operations. This support may include counseling or Critical Incident Stress Management.

4. During the Recovery phase, it is imperative that the Incident Commander maintains communication and coordination with the EOC.

RESPONSIBILITIES

1. Chelan County Sheriff's Office
 - a. In accordance with RCW 38.52.400, the Chelan County Sheriff's Office is responsible for local search and rescue activities.
 - b. Initiate SAR operations
 - c. Maintain Standard Operating Procedures (SOP) for conducting searches. Review at least annually for possible revisions. Plans must specify the use of ICS for SAR operations.
 - d. Operate SAR activities in accordance with state and local operations plans.
 - e. Request a mission number from WA State EMD when volunteers or non-Sheriff's Office personnel are utilized. A mission number is also needed when aircraft is requested.
 - f. Call out volunteers as needed.
 - g. Recruit and train volunteers for SAR operations.
 - h. Promote emergency survival preparedness programs for all who may participate in SAR operations.
 - i. May restrict access to a specific search and rescue area to personnel authorized by the Chelan County Sheriff. Access shall be restricted only for the period of time necessary to accomplish the SAR mission. No unauthorized person shall interfere with a SAR mission.
 - j. Chelan County Emergency Management is part of the Chelan County Sheriff's Office and will support the SAR mission of the Sheriff's Office in whatever capacity is needed.
 - (1) When requested, will notify State EMD to obtain a state mission number. This number is necessary for liability coverage and possible compensation but must be obtained before volunteers are utilized in a SAR operation.
 - (2) Register volunteers and emergency workers
 - (3) Coordinate any requests for state, federal or out of county SAR resources that are needed or are being used.
 - (4) Provide State EMD with periodic status reports if needed.

- (5) Assist emergency workers with submission of any claims that might be appropriate.
 - (6) Make final reports to State EMD to close out missions.
 - (7) Review and revise this ESF, if needed, after any major SAR operation or at least every four years.
 - (8) Maintain resource lists
- 2. Volunteer Organizations
 - a. Provide personnel and equipment as requested by the Chelan County Sheriff's Office.
 - b. Ensure that their personnel being utilized have the proper SAR identification, training and/or experience and are registered as an Emergency Worker.
 - c. Perform tasks as assigned by the Incident Commander.
 - d. Account for and maintain equipment used in the operations.
 - e. Participate in the mission critique.
 - f. Ensure that claims for any compensation are submitted to Chelan County Emergency Management within two (2) weeks after the mission has been terminated.
 - g. Provide EMD with information so that SAR resource records may be maintained in a current status.
 - h. Provide Chelan County Emergency Management with list of names and telephone numbers of persons authorized to commit their organization's resources.
- 3. Washington State Emergency Management Division
 - a. Issue mission numbers for training exercises and actual events.
 - b. Provide the coordination with other state agencies and with FEMA for any state and federal resources that may be requested.
 - c. Assist local jurisdiction with the processing of any claims that may result from a county exercise or mission.
 - d. Participate, if requested, in the mission critique if state or federal resources were utilized.
 - e. Assist local jurisdictions in the organization and training for SAR personnel.

RESOURCE REQUIREMENTS

Search and Rescue resources are obtained and kept, for the most part, by the Chelan County Sheriff's Office. They have obtained a pool of active volunteers and equipment.

REFERENCES

1. Revised Code of Washington (RCW) 38.52
2. RCW 47.68
3. RCW 78.12
4. Washington Administrative Code (WAC) 118.04
5. WAC 468.200
6. National Response Framework
7. National Search and Rescue Plan
8. Underground (Mine) Rescue Plan, State of WA, Military Department, Emergency Management Division

Appendix A State Underground (Mine) Rescue Plan S/D 5

State Underground (Mine) Rescue

PURPOSE

To provide procedures for the State Emergency Operations Officer (SEOO) to use in responding to a local jurisdiction's request for SAR resources in the event of an underground rescue incident.

GENERAL INFORMATION

RCW 38.52.037 requires that WA State EMD have a comprehensive state mine rescue plan. That plan is outlined in ESF 9 of the State CEMP and contained in the state SAR Coordinator's Plan. The following information is extracted from that plan.

A. Caves

There are natural caves throughout WA State where cavers or spelunkers go for recreation. Most are not very extensive, and subsequently cave rescue situations have been rare in WA State. In a cave rescue situation, the chief law enforcement official of the local political subdivision would have responsibility.

B. Abandoned Mines

There are numerous abandoned mines in WA State making this hazard a Statewide liability. The Puget Sound area has numerous abandoned coal mines and the Cascades and mountains of Eastern WA have many abandoned mineral or hard-metal mines. Under state law, the owner of the mine is responsible for sealing or fencing it so it will not be a hazard. If no owner can be found, the Chelan County Board of Commissioners is responsible for sealing or fencing the opening if they find it to be a danger to people or animals (RCW 78.12.060).

An emergency in an abandoned mine would be a search and rescue responsibility of the chief law enforcement official of the local political subdivision. As abandoned mines offer unique and dangerous problems, it is best if trained mine rescue personnel undertake the mission if possible. Some of the professional mine rescue experts in the state and Northwest have offered their assistance in life saving emergencies. They would be registered by the local political subdivision requesting the assistance and would be provided the same coverage as search and rescue volunteers.

C. Active Mines

Rescue operations at a commercial mining operation are the responsibility of the mine operator. This is monitored by the US Dept. of Labor, Mine Safety and Health Administration (MSHA) which sets regulations for required rescue equipment, personnel

and training. MSHA is aware of two active mine operations in WA State at this time; one in Wenatchee and one in Republic.

Each of these mine operations conforms to MSHA regulations. These regulations include call out, local notification, and notification to MSHA. The Emergency Management Division may be requested to support a rescue operation by the local jurisdiction or mine operator. This would be coordinated as a SAR mission through the local emergency management office or sheriff.

D. Underground Works

Other than some work to build highway tunnels, the one underground facility we are aware of is the Near Surface Test Facility at Hanford. This is where testing is being done for the potential disposal of nuclear waste. The Hanford Fire Department has received some mine rescue training to handle its own problems. If a problem develops beyond its capability, additional resources may be requested. This should be coordinated with Benton County Department of Emergency Management and treated as any emergency. *This may entail activation of the state Fire Mobilization Plan.*

PROCEDURES

Upon receiving a call concerning a mine, cave, abandoned mine, or underground emergency, the SEOO will do the following:

- A. If this is an initial request complete DEM form 076 Search and Rescue mission worksheet. If it is a request involving an ongoing mission, refer to the worksheet for that mission. Get as much information as possible to avoid having to go back to the requesting jurisdiction for further information that responding agencies may require.

Answer the basic questions:

- a. **WHY?** (the mission) Search? Rescue? Recovery? Cave, Mine, Abandoned Mine or Underground Works?
- b. **WHAT** resource(s) is/are required? What special equipment do they need? BE SPECIFIC.
- c. **HOW** many (dog teams, cave rescue teams) are required?
- d. **WHEN** are they to report?
- e. **WHERE** do they report?
- f. **WHO** do they report to? (Include contact radio frequencies)

Also, get a weather and mission update if this request is not in conjunction with the initial mission request.

- B. Refer to the SAR Resource database in TEL-11 thru 16.
- C. Resources are sorted by function and by county. Locate the type resource you need and then contact the one nearest to the requesting jurisdiction. If it is an abandoned mine emergency, be sure to specify that you need volunteer assistance. If it is a mine emergency or underground works emergency, coordinate requests with MSHA (206) 553-7037. Coordinate requests for professional contract services with requestor who will pay for the services.
- D. The first point of contact for any volunteer resource is the local SAR coordinator or DEM from the county in which the unit is registered. TEL-11 fully explains the procedures for each county. If these procedures fail, then as a last resort, contact the unit directly (TEL-13, 15).
- E. Contact the requesting jurisdiction and advise them of the status of their request.

EMERGENCY SUPPORT FUNCTION - TEN HAZARDOUS MATERIALS RESPONSE

PRIMARY AGENCY: Washington State Patrol
Washington State Dept. of Ecology

SUPPORT AGENCIES: Area Fire Services
RiverCom Communications Center
Emergency Management
Area Law Enforcement Agencies
Area EMS agencies
Public Works Departments
Chelan Douglas Health District
State Agencies

INTRODUCTION

- A. Purpose
1. To ensure that Chelan County and its political subdivisions have a means for managing hazardous materials incidents and that there are plans and procedures established to minimize exposure and/or damage to human health and safety or to the environment caused by the actual or threatened release of hazardous materials, oil spills, and other releases.
 2. To provide guidance for establishing and maintaining information available to the public under the "A Right to Know" provisions of the Superfund Amendments and Re-authorization Act of 1986 (SARA).
- B. Scope
- This Emergency Support Function augments the hazardous materials, oil spill releases, emergency planning, training, and the Community Right-to-Know programs currently existing within Chelan County.

POLICIES

- A. Federal and State Regulations
- Federal and state regulations require that local jurisdictions form Local Emergency Planning Committees (LEPCs). LEPC elements for WA State are described in WAC 118.40. The LEPC, emergency response groups, along with private sector and volunteer groups are required to develop this Hazardous Materials Response Plan. State regulations also require that certain employers also develop Emergency Response Plans. Planning may include coordination with outside agencies, recognition procedures, safe distances and places of refuge, site security and control procedures, evacuation routes and procedures, and lists of required personal protective equipment. WAC 296.62 addresses Hazardous Waste and Emergency

Response, and Emergency Response to Hazardous Substance Releases. Accidental release prevention is also covered in the EPA Risk Management Program (RMP) and under 40 CFR (Code of Federal Regulations) Part 68 (List of Regulated Substances and Thresholds for Accidental Release Prevention: Requirements for Petitions under Section 112(r) of the Clean Air Act as Amended).

B. Local Fire Departments and Districts

Fire departments and districts will, within the limits of their resources and authority, coordinate with other local, state, and federal organizations to support essential fire fighting operations. Local fire departments and districts also function under the applicable portions of RCW 38.52, RCW 52.02, RCW 70.136, WAC 212, other state and local ordinances, and their own Standard Operating Procedures (SOPs). Most of the fire departments and districts within Chelan County have signed mutual aid agreements with the other departments in the county. It is understood that emergencies and disasters can overwhelm local resources, or in other ways prevent agencies and jurisdictions from fulfilling their roles and responses to requests for assistance.

C. Law Enforcement Agencies

Law enforcement agencies will, within the limits of their resources and authority, coordinate with other local, state and federal law enforcement organizations to support essential law enforcement operations. In addition to other state and local regulations and ordinances, law enforcement also functions under applicable portions of RCW 38.52 and RCW 70.136. During a declared emergency, law enforcement agencies may have more authority than during normal operations. It is understood that emergencies and disasters can overwhelm local resources or in other ways prevent agencies and jurisdictions from fulfilling all their roles and responses to requests for assistance.

SITUATION

A. Emergency/Disaster Hazards and Conditions

1. Hazardous materials are transported through the Chelan County area daily via rail, highway and air routes, creating a relatively high exposure to potential Hazmat incidents. Local response to these incidents is limited in scope by restrictions due to both financial and training constraints. With the extensive requirements put forth in SARA Title 1 and 29 CFR 1910.120 and the cost that these requirements entail, it is not feasible that Chelan County can have and maintain a full Hazmat response team and equipment. It is for this reason that in the event of a major Hazmat incident that is beyond the capabilities of local responders, the only actions that will be taken will be consistent with their capabilities at the operational

level. Defensive actions will be the highest level of response by local responders.

2. The commencement of emergency response operations of hazardous material incidents may require multi-agency and multi-disciplinary responses. Disciplines involved may include fire responders, law enforcement, environmental containment and cleanup specialists, fish and wildlife experts, emergency medical services, environmental health and other agencies. While upon initial assessment some incidents may not have obvious impacts on life, property, and the environment they may have subtle long-term consequences for human health and environment that will require further redemption.
3. Oil spills and hazardous materials have some different characteristics:
 - a. The predominant threat presented by oil spills is damage to the environment. Oil spills can occur on water or on land. While oil spills can be large in terms of volume of product released and environmental damage, they often present a lesser degree of risk to public health and safety.
 - b. The threat presented by hazardous material incidents is often to both public health and safety and the environment. While most hazardous material incidents involve smaller volumes of material, they do require specific approaches to different types of chemical and waste releases. It is important to assess the characteristics of the hazard, acquire the necessary resources and develop a site-specific emergency response plan.

B. Planning Assumptions

1. Chelan County Hazmat response will be defensive only. The Chelan County area has no Hazmat team. Support for a large scale Hazmat incident will have to come from out of the area.
2. A hazardous material incident may develop slowly or occur suddenly without warning.
3. There are several facilities and transportation routes that could sustain a hazardous materials incident. These have been identified in the Chelan County LEPC plan and local public safety personnel are aware of these locations.
4. Actual or threatened releases of hazardous materials, oil spills, or other releases often require an immediate response.
5. Most hazardous material incidents are minor in scope and can be handled by trained local jurisdiction responders.
6. Implementing prevention programs can reduce the number and severity of hazardous materials incidents.

CONCEPT OF OPERATIONS

A. General

1. The concept of operations for Hazardous Material Incidents will follow the concepts set forth in the Chelan County Local Emergency Planning Committee (LEPC) plan.
2. Local command of a hazardous materials incident will follow the concepts of the National Incident Management System. Unless otherwise designated, the Washington State Patrol will assume command responsibility. The command team will be responsible for working together from a command post location(s).
3. The affected political subdivision has the primary responsibility for protecting life, property and environment threatened by hazardous material incidents except in those areas specifically preempted by state or federal law. As necessary, local public safety agencies are primarily responsible for initial assessment of the situation, the attempt to identify the materials involved, incident coordination, securing the site, rescue and medical treatment of the injured if safe to do so, defensive measures or containment if properly trained to do so and/or evacuation of people if endangered. Clean up is the primary responsibility of the spiller, when known.
4. When local agencies (fire services or law enforcement, etc.) have Incident Command responsibilities, the state and federal function will be to support and coordinate with the local responders, when requested
5. When outside personnel and resources are working in support of local response agencies, private, state, or federal personnel will maintain their normal chain of command and supervision. They will respond to tasks and assignments through or in conjunction with the on-scene National Incident Management System.
6. Upon notification of a Hazardous Materials Incident, Chelan County Emergency Management will obtain a state Emergency Management incident number to extend liability coverage to register local volunteers and equipment responding in a specialized or general support capacity.
7. Response to a Hazardous Materials incident will be defensive in nature and responding departments will perform only to the level trained. Primary consideration will be given to protection of the public by either evacuation or in-place protection. Protection of property and environment will be secondary.
8. Command of a Hazmat incident will be initially from a field command post location. The EOC will only be activated if, in the opinion of the Incident Commander, direction and control of the incident can be better facilitated from the EOC.

B. Organization

1. The WA State Dept. of Ecology
 - a. Has overall responsibility for 24-hour environmental pollution prevention, preparedness and response within the state of WA.
 - b. Act as the pre-designated state incident agency for incidents that occur on marine and fresh waters, and for inland spills where the Washington State Patrol (WSP) or local On Scene Coordinator (OSC) has curtailed emergency response operations. In these instances, State Ecology provides the state OSC to continue management of the response action.
 - c. Act as the lead agency for spill containment, clean up, and natural resources damage assessment activities.
 - d. Methamphetamine Drug Lab Cleanup Agency spill responders work with law enforcement personnel and dispose of drug lab chemical waste from the sites of illicit methamphetamine drug labs and lab dumps. Removing these chemicals and processing them for proper disposal reduces the immediate threat to public health and safety posed by the illegal labs.
 - e. Compliance and Enforcement The agency can take enforcement and compliance actions for violations related to oil and hazardous material spills to the environment, including imposing fines and requiring changes in operating practices to prevent future spills.
 - f. Natural Resource Damage Assessment and Restoration When an oil spill causes significant damage to publicly owned natural resources, the agency coordinates assessing the degree of damage, and seeking fair compensation from the responsible party(ies). The agency works with other organizations using the collected monies to restore the injured resources.
2. Incident Command
 - a. The Command Agency may be the fire department or the Washington State Patrol. The Washington State Patrol is the lead agency for Hazmat incidents in Chelan County, however, local fire jurisdictions are usually the first agency on scene. A quick size up and identification of the materials involved should be done. Identification may be provided by the responsible party, or by reading a placard(s), preferably from a distance with binoculars. Establishing a safety and evacuation zone is a high priority and the Incident Command System must be implemented immediately. A Unified Command structure is often useful. Representatives from a variety of government and private industry groups may need to be

included in the Unified Command structure. Coordination with law enforcement is crucial. The Incident Commander can request a Hazmat team response and may gather important information for the team while awaiting their arrival. The Incident Commander may also request assistance or support from the Chelan County EM staff or request activation of the EOC.

3. State Emergency Operations Center
 - a. Provide important support functions as requested by the state on-scene Incident Commander.
4. Chelan County Emergency Management/EOC
 - a. Provide support and other functions as requested by the Incident Commander.
 - b. Emergency Management maintains a file of submitted Tier II reports.
 - c. Ensure that public health departments are advised and incorporated into the command system.
5. Responsible Party
 - a. The responsible party (owner or shipper) has ultimate accountability for assuring effective abatement of a release or threatened release of oil or hazardous materials (WAC 4.24.314) to include clean up costs and reimbursement for the local response. During these incidents, local jurisdictions are responsible for overseeing the protection of public health and safety and the environment. Local jurisdictions may also provide containment of the release or spill.
6. Local Emergency Planning Committee (LEPC)
 - a. In compliance with WAC 188.40.160 the official LEPC as appointed by the County Commissioners and is comprised of representatives of various state, county and city agencies, owners or operators of facilities subject to section 302(b) of Title III, fire district personnel, hospitals/medical personnel, and WSP. This group meets quarterly.

C. Procedures

1. Washington State Department of Ecology
 - a. Perform under the guidelines identified in their SOPs.
2. Washington State Patrol
 - a. Respond to hazardous materials incidents in accordance with federal, state, local, and agency plans and regulations.
 - b. Function under the Incident Command System. Establish and identify command post and staging locations.
 - c. Establish an isolation area and move all people out of that area.
 - d. Establish perimeter control / area security.

- e. Work with appropriate agencies to determine site safety and when to declare the incident over and allow people back into the area.
- 3. Fire Departments
 - a. Respond in accordance with federal, state, local, and agency plans and regulations.
 - b. Function under the Incident Command System
 - c. Response to a Hazardous Materials incident will be defensive in nature and responding departments will perform only to the level trained.

D. Mitigation Activities

- 1. Washington State Patrol
 - a. Conduct safety inspections on vehicles transporting hazardous materials/waste and enforce state and federal transportation regulations. Per RCW Chapter 46.48
 - b. Provide technical assistance to shippers and carriers.
 - c. Assist in identifying responsible parties for cost recovery actions through investigations of collisions involving the transportation of hazardous materials. Investigate all transportation accidents involving hazardous materials to determine the cause.
 - d. Adopt Title 49 Code of Federal Regulations (CFR) Parts 100-185 pertaining to transportation of hazardous materials and makes rules/regulations pertaining to transportation of hazardous materials in WA State.
- 2. Local Fire Departments/Districts
 - a. Conduct building and facility fire and safety inspections. Fire department personnel make recommendations and enforce regulations as needed. Identify high-risk areas and incorporate into operational plans.
- 3. Chelan County Sheriff's Office Emergency Management
 - a. Maintain and review issues relating to hazardous materials vulnerability analysis.
 - b. Maintain records pertaining to SARA Title III and ensure these records are accessible to staff and the public.
- 4. WA State Dept. of Labor and Industries
 - a. Conduct inspections of facilities where hazardous materials are generated, used, stored, disposed of, or destroyed.
- 5. WA State Dept. of Ecology
 - a. Identify high risk vessels that pose a threat to people, property, and the environment.
 - b. Maintain 24 hour response capability and the capability to coordinate closely with local, state, and federal officials and bring specialized response contractors.

6. WA State Dept. of Natural Resources
 - a. Manage state-owned aquatic lands and associated habitat to reduce or eliminate the effects of hazardous materials.

E. Preparedness Activities

1. Washington State Dept. of Ecology
 - a. Regulate facilities and their procedures and spill response readiness.
 - b. Provide technical assistance and education.
 - c. Implement permitting systems.
 - d. Provide, as needed, oversight of cleanups of environmental spills and dumps.
 - e. Maintain 24-hour response procedures as provided in the state Ecology's Spill Response Operations Manual.
 - f. Train staff in the conduct of 24 hour response procedures
 - g. Conduct exercises to evaluate the 24 hour response procedures
 - h. Coordinate Natural Resource Damage Assessment activities for the state
2. Washington State Patrol
 - a. Develop and conduct hazardous materials exercises
 - b. Provide liaisons in the Chelan County EOC
 - c. Develop and conduct hazardous materials training for all levels of local and state emergency responders
 - d. Participate in other local, state, and federal hazardous materials exercises
 - e. Equip Regional Communications Center with Computer Aided Management for Emergency Operations (CAMEO) computer software.
3. Chelan County Emergency Management
 - a. Maintain and coordinate updates to this plan
 - b. Develop interagency agreements, if needed, for responding to hazardous materials incidents
 - c. Provide communications links to the WA State Emergency Operations Center
 - d. Coordinate and participate in drills and exercises
4. Local Law Enforcement Agencies
 - a. Develop, test, update SOPs for response to hazardous materials incidents in coordination with this plan
 - b. Perform training assuring that personnel are familiar with the SOPs and this plan, and that all personnel are trained to identify potential hazardous materials incidents. Training for identification of hazmat includes how to use the North American Emergency Response Guidebook. Personnel also receive training in the Incident Command System.

- c. Maintain a list of available resources
- 5. Local Fire Departments/Districts and Emergency Medical Services (EMS)
 - a. Develop, test and maintain SOPs for responding to hazmat incidents in coordination with this plan
 - b. Train personnel to identify potential hazmat incidents through use of the North American Emergency Response Guidebook, and other training offered through the WA State Patrol, fire service training and EMS seminars
 - c. Train all personnel to use the Incident Command System
 - d. Coordinate SOPs and training for fire and EMS personnel to assure their safety in response to a hazmat incident.
 - e. EMS personnel are trained in proper initial medical care for patients exposed to hazardous materials

F. Response Activities

- 1. General Response
 - a. Identify the type or types of materials involved, and the scope of the incident as quickly as possible. Information can be gathered from the reporting party, RiverCom, the responsible party, placards, and references such as the North American Respond Guidebook, Chemtrec, and CAMEO.
 - b. Size up situation and advise dispatch of situation, make request for additional resources, as needed. Establish the Incident Command System. The size up and other information gathered will determine the establishment of safety and evacuation zones, as well as what emergency medical aid may be needed for anyone exposed to the hazard.
 - c. As other responders are enroute, it is imperative to identify a safe area for staging and assign a staging officer.
 - d. The acting Incident Commander will maintain communication with hazardous materials specialists while awaiting their arrival. Advice from the specialists may be life saving.
 - e. Incident command staff and other personnel will determine who is the responsible party so they can be contacted for further information and assistance.
 - f. **All personnel will perform only to the level trained.**
- 2. WA State Dept. of Ecology
 - a. Act as the State On-Scene Commander (OSC) for state oil and hazardous material spills, except in areas where the WSP is the designated Incident Commander.
 - b. Provide 24 hour response to hazardous material, oil spill, or other release incidents.
 - c. Make emergency notifications

- d. Determine the source and course of the incident
- e. Identify the responsible party for a hazardous material, oil spill or release incident
- f. Assume responsibility for incident management and cleanup if the responsible party is unavailable, unresponsive, or unidentified
- g. Set clean up standards for the state. Ensure that source control, containment, cleanup, and disposal are accomplished.
- h. Assist in monitoring and ensuring the safety of first responders and other personnel
- i. Initiate enforcement actions, as appropriate
- j. Coordinate spill response with other state and federal agencies, and local jurisdictions using Unified Command (UC) and the ICS
- k. Establish a Joint Information Center (JIC) with involved agencies and the responsible party to provide current and accurate information to the community.
- l. Activate and coordinate the activities of the Natural Resource Damage Assessment team.
- m. Participate in the activities of the WA Wildlife Rescue Coalition
- n. Notify the appropriate resource trustee agency of injury to fish, shellfish, habitat, or other wildlife.
- o. Make on-site inspections to hazardous materials, oil spill or other releases
- p. Provide maritime expertise and advice to the state OSC
- 3. Washington State Patrol
 - a. Assume the role of Incident Commander
 - b. Assist local jurisdictions with law enforcement and evacuations
 - c. Assist local jurisdictions with ICS functions, when requested
 - d. Coordinate and maintain liaison with other state agencies involved with an incident
 - e. Assist in receiving and disseminating warning information
 - f. Provide communications and technical support to the incident
 - g. Provide aerial reconnaissance of impacted area
 - h. Coordinate fire resources when emergency mobilization is authorized for a hazmat incident
 - i. Provide 24 hour statewide communications support
 - j. Request support and assistance from Chelan County Emergency Management/EOC
- 4. Local Fire Departments and Districts
 - a. Act as the initial Incident Commander on hazmat incidents until the arrival of WSP personnel. Whether working as the primary Incident Command or with other agencies utilizing the Unified Command structure, fire service has a responsibility for the accountability and safety of personnel as well as the general population.

- b. Initiate efforts to reduce or contain the hazard, evacuation, and medical care to anyone exposed to the hazard after obtaining as much information about the hazard and approved emergency actions as possible. Decontamination trailer can be requested as needed via RiverCom. The Oil Response trailer can be activated by contacting Chelan County Emergency Management either directly or through RiverCom.
 - c. Assure communication with a hazardous materials team or other specialized resources such as Emergency Guides, Chemtrec, CAMEO, DOE or other experts.
 - d. Request support and assistance from Chelan County Emergency Management/EOC.
- 5. Emergency Medical Services (EMS)
 - a. Act as a support agency or group for a hazardous materials response. The hazardous materials teams have Emergency Medical Technicians (EMTs) and paramedics as members. Other EMS providers must also utilize the Incident Command System.
 - b. EMS may have to wait for fire service or other hazardous materials response personnel to remove the patient(s) from the hazard and perform decontamination before administering aid. EMS will need to coordinate with the Incident Command Post on where to stage, where decontamination will be set up, and where to set up triage.
 - c. Based on advice from field personnel close to the scene, it may be necessary to bring in Advanced Life Support units to transport patients to the appropriate medical facility.
 - d. EMS leaders and personnel are responsible for maintaining accountability of personnel, and following the safety procedures established by the Incident Command.
- 6. Chelan County Emergency Management/EOC
 - a. Chelan County EM/EOC personnel will utilize the "Supporting a Limited Hazmat Incident Checklist" (Appendix A) for identification of the types of support that the EOC may provide to an Incident Commander in a limited-scope hazmat incident. Coordination between the EOC and the ICP is necessary before any action is taken. This checklist is to be used in a partial EOC activation.
 - b. The decision to activate the Chelan County EOC may be made by EM staff when a need or potential need for their assistance has been identified. The Incident Commander, regardless of rank, may also request activation of the EOC, or support from EM staff. The EOC will:
 - (1) Provide support and assistance as needed
 - (2) Maintain liaison with the WA State EMD/EOC
- 7. Other Support Agencies

- a. Other agencies that may be involved in a Hazmat incident:
 - (1) Chelan Douglas Health District
 - (2) Chelan County, Cashmere, Leavenworth, Entiat or Chelan Public Works
 - (3) WA State Dept. of Agriculture
 - (4) WA State Office of the Attorney General
 - (5) WA State Dept. of Fish and Wildlife
 - (6) WA State Dept. of Health
 - (7) WA State Dept. of Labor and Industries
 - (8) WA State Emergency Management
 - (9) WA State National Guard
 - (10) WA State Dept. of Transportation

Refer to the WA State CEMP – Emergency Support Function 10, Hazardous Materials Response for information regarding WA State organizations' hazardous materials response responsibilities.

G. Recovery Activities

- 1. General recovery activities include documentation of the incident and actions taken, and participation in post-event critiques. Documentation of financial issues, including cost for decontamination of personnel and equipment; replacing of equipment that was damaged or cannot be decontaminated; wages; and any other costs must be completed promptly.
- 2. WA State Dept. of Ecology
 - a. Review response procedures following an incident
 - b. Coordinate the preparation of an after action report where appropriate for oil and hazardous materials incidents when the Dept. of Ecology is the Incident Command Agency
 - c. Recommend and oversee long-term remedial actions
 - d. Follow up on enforcement actions
- 3. WA State Patrol
 - a. Participate in critiques, debriefings, and post incident activities
 - b. Develop strategies for area security, access control point systems, resolutions of major traffic problems, and resolution of problems impacting highway traffic
 - c. Support the needs of local law enforcement in affected areas
 - d. Assist in the recovery activities of other local and state agencies
- 4. Chelan County Emergency Management
 - a. Collect records regarding the incident and any costs incurred
 - b. Coordinate participation of involved agencies and personnel in critiques and reviews of the response
 - c. Review plans and procedures

- d. Information learned is shared with other response agencies
- 5. Other agencies that may be involved in recovery include:
 - a. Chelan Douglas Health District
 - b. WA State Attorney General
 - c. WA State Dept. of Fish and Wildlife
 - d. WA State Dept. of Natural Resources
 - e. WA State Parks and Recreation Commission

Refer to the WA State CEMP – Emergency Support Function 10, Hazardous Materials Response for information regarding WA State organizations' hazardous materials recovery responsibilities.

RESPONSIBILITIES

PRIMARY AGENCY

- 1. Washington State Patrol
 - a. Is the designated Incident Command Agency for all of Chelan County, on and off of state highways, per RCW 70.136.030.
 - b. Will follow the concepts of the National Incident Management System.
 - c. Will ensure their personnel are trained to the appropriate levels for response.
 - d. Will perform all functions associated with the Incident Command agency, as appropriate.
- 2. WA State Dept. of Ecology
 - a. Coordinate the response to hazardous materials incidents, oil spills, or releases with the Washington State Patrol.
 - b. Act as the designated Incident Command Agency for spills or releases of oil to navigable waters of the state.
 - c. Respond to accidental and intentional releases of oil and hazardous materials to the environment based on criteria found in the Dept. of Ecology's Spill Response Operations Manual.

SUPPORT AGENCIES

- 1. Support agencies such as the Dept. of Health, Transportation, Agriculture, Fish and Wildlife, Labor and Industries, and other departments and offices assist by providing support to the WA State Dept. of Ecology and WA State Patrol as requested.
- 2. Local law enforcement, fire departments and districts, and EMS respond and provide services as outlined in this plan, their SOPs and other local and state regulations.

RESOURCE REQUIREMENTS

- A. Trained responders to the operations level.
- B. Containment supplies and protective gear such as:
 - 1. Absorbent pads/materials
 - 2. Booming materials
 - 3. Personal Protective Equipment
- C. US DOT Emergency Response Guidebooks

Appendix A

Supporting a limited HAZMAT Incident Checklist

Instructions: The checklist below serves as reminders for the types of support that the EOC may provide to an Incident Commander in a limited-scope HAZMAT incident. Coordination between the EOC and the IC is necessary before any action is taken. This checklist is to be used in a partial EOC Activation.

Completed	Not Applicable	Tasks
		Obtain an incident briefing from the Incident Commander
		Assess the incident situation
		Recommend incident goals and strategic objectives
		Alert the WA State Duty Officer (Information only)
		Alert the WA State Dept. of Ecology (Information only)
		Alert the WA State Patrol
		Alert the EPA (Information Only)
		Alert the Coast Guard (if on or near waterway)
		Alert Amateur Radio Emergency Services (Information only)
		Send a liaison officer to the ICP if needed
		Activate elements of the EOC, as required
		Assign a PIO for the EOC
		Messenger
		CAMEO Operator
		Telephone Receptionist
		Send a messenger to the ICP if needed
		Get weather data
		Provide plume estimates using CAMEO
		Activate EAS if needed and requested by IC. See EAS Checklist and Criteria
		Coordinate with:
		Health Dept. for health effects information if needed
		Public Works for barricade assistance, if needed
		Red Cross for shelters, if needed
		Adjacent jurisdictions, if needed
		Coordinate resources as requested by the IC
		Prepare press release(s)
		Coordinate press releases with IC for approval
		Post press releases on web site

REFERENCES

- A. 29 CFR (Code of Federal Regulations) 1910.120(q) Hazardous Waste Operations and Emergency Response Planning requirements
- B. 40 CFR Part 300 National Oil and Hazardous Substances Pollution Contingency Plan, SARA, Title III, Local Emergency Planning and Preparedness Requirements
- C. 40 CFR Part 355, Extremely Hazardous Substance Emergency Planning and Notification Requirements
- D. 40 CFR Part 68, List of Regulated Substances and Thresholds for Accidental Release Prevention: Requirements for Petitions under Section 112(r) of the Clean Air Act as Amended
- E. 49 CFR Parts 100-185, Regulations Relating to Transportation of Hazardous Materials
- F. 44 CFR Part 302.2 (p) Federal Emergency Management Agency Planning Requirements
- G. Chapter 38.52 RCW (Revised Code of WA), Emergency Management, Radioactive and Hazardous Waste Program Coordinator
- H. Chapter 46.48 RCW, Transportation of Hazardous Materials
- I. Chapter 49.70 RCW, Worker and Community Right-to-Know
- J. Chapter 70.136.030 RCW, Incident Command Agencies – Designation by Political Subdivisions
- K. Chapter 70.136.070 RCW, Hazardous Materials Incident A Good Samaritan Act
- L. Chapter 90.48 RCW Water Pollution
- M. Chapter 90.56 RCW, Oil and Hazardous Substance Spill Prevention and Response Act
- N. Chapter 118.040 WAC, Hazardous Chemical Emergency Response Planning and Community Right-to-Know Reporting
- O. Chapter 173.180D WAC, Facility Oil Spill Prevention Plan
- P. Chapter 173.181 WAC, Facility Contingency Plan and Response Contractor Standards
- Q. Dept. of Ecology, Spill Response Operations Manual
- R. North American Emergency Response Guidebook
- S. Chapter 4.24.480 RCW Liability of Members of State Hazardous Materials Planning Committee and Local Emergency Planning Committees
- T. State of WA CEMP, Emergency Support Function 10 – Hazardous Materials Response
- U. WAC 296.62(p) Hazardous Waste Operations and Emergency Response

EMERGENCY SUPPORT FUNCTION – ELEVEN **AGRICULTURE AND NATURAL RESOURCES**

PRIMARY AGENCIES: American Red Cross
Chelan County Emergency Management
Wenatchee Valley Humane Society
WSU Extension Office
Health District
WA State Dept. of Agriculture
WA State Dept. of Health
US Dept. of Agriculture
Food and Drug Administration
North Central EMS and Trauma

SUPPORT AGENCIES: Law Enforcement
Fire Services
RiverCom Communications Center
Amateur Radio Operators
Public Works
Other State and Federal Agencies
WASART

FOOD AND WATER

INTRODUCTION

- A. Purpose
The purpose of this portion of the Emergency Support Function (ESF) is to provide for the management and distribution of food supplies and water for mass care operations, displaced individuals, county residents or emergency workers in the event of a disaster or long-term recovery period; and to provide coordination of public information relating to the protection and control of food resources affected by the emergency or disaster.
- B. Scope
This ESF outlines procedures/guidelines to support and supplement activities defined in ESF 6 – Mass Care, Housing and Human Services. This ESF is applicable to situations within the county when it will be necessary to provide emergency feeding to large groups of people. Also included is the provision for distribution of bulk food and water to the disaster event site.

POLICIES

- A. Unless extremely unique circumstances exist, the provision of food and water will be accomplished through the mass care function and activities.
- B. If the situation occurs where a severe lack of available food for Chelan County residents does exist, local governments and the Chelan County EM/EOC will work with the local commercial food distribution system to provide an acceptable supply and distribution system.
- C. Request for food and water will be made to local sources before requesting outside help.
- D. Request for outside assistance in obtaining bulk food and water supplies will be made through the Chelan County EOC to the WA State EMD/EOC.
- E. The priority of providing food and water will be to areas of acute need, then to areas of moderate need as established in the Chelan County EOC.

SITUATION

- A. Emergency/Disaster Conditions and Hazards
A significant emergency or disaster will deprive substantial numbers of people access to and/or the means to prepare food and obtain water. In addition to substantial disruption to the commercial supply and distribution network, an event may partially or totally destroy food products stored in the affected area.
- B. Planning Assumptions
 - 1. Citizens should be self sufficient for three (3) days. Home storage of a supply of food and water will be encouraged.
 - 2. The following conditions will exist within the event area:
 - a. Individuals and families may be displaced from their homes and about twenty percent (20%) of them will be provided shelter by one or more volunteer organizations.
 - b. On-hand food inventories at volunteer organizations may be inadequate to support the number of individuals in the shelters. There should however be an adequate supply of food locally to provide adequate provisions for the local area for a week.
 - c. Local food supplies may be restocked and replenished through normal commercial channels to the maximum extent possible.
 - d. Seventy five percent (75%) of the water supply may be unusable, requiring juices or potable water supplies to be made available. Water may exist in some areas of the

- county to provide for the needs of areas without necessary water supplies. As available, local fire services may be utilized to distribute a potable water supply. Tanks will be flushed and cleaned per the Chelan Douglas Health District.
- e. There may be a near total disruption of energy sources. The only energy sources available will be fuel for generators and propane tanks.
 - f. Most commercial cold storage freezer facilities in the effected area may be inoperable.
 - g. Highways into the affected areas may be temporarily cut off requiring use of alternate delivery means.
3. Displaced persons may need transportation to shelter facilities.
 4. Shelter operations will have sufficient sanitation and cooking facilities for the occupant load of the shelter.

CONCEPT OF OPERATIONS AND RESPONSIBILITIES

A. General

1. The Red Cross and other community service organizations will provide and conduct mass care operations.
2. All requests for food and water from outside Chelan County will be processed through the Chelan County EM/EOC to WA State EMD/EOC.
3. Organizations operating shelters will keep the Chelan County EOC advised of their needs and anticipated needs for food and other supplies.
4. During the first three (3) days of an emergency, shelters and individuals will have to rely on their own resources, and those available in their immediate area for food and water.
5. In the event of a situation that would prevent normal procurement, delivery and distribution of adequate food to the Chelan County area, the legislative authority of the county, in cooperation with the local food providers may:
 - a. Procure, through any available source, emergency food supplies
 - b. Assist in transportation and distribution of supplies.
 - c. Institute a rationing plan, as appropriate.
6. In the event potable water distribution is necessary, the Chelan County EM/EOC will work with other agencies such as local fire services and the Health District, WA EMD/EOC or National Guard to provide emergency water supplies.
7. The Chelan County EM/EOC will work with the Red Cross in the coordination of the distribution of food and water supplies as appropriate.

B. Organization

1. The Red Cross and other community service organizations have an established mass care organization and capability.
2. The Chelan County EM/EOC operation will provide coordination and support for the mass care operation and coordinate activities that are beyond the capability of the mass care operations.

C. Procedures

1. Procedures as outlined in ESF 6 – Mass Care, Housing, and Human Services will be applicable.
2. Public information activities relative to emergency food supplies will be coordinated between the mass care operations, Chelan County EM/EOC, local food retailers and the Public Information Officer.
3. Chelan County EMD/EOC will coordinate information of food supplies, monitor the situation and identify any potential shortfalls that exist or might occur.
4. Local government may support local food retailers in operations necessary to maintain adequate food supply and distribution.
5. Chelan County EM/EOC may request assistance through WA EMD/EOC channels.

D. Mitigation Activities

Organizations which will be operating shelters and feeding the public during times of an emergency operation need to make agreements with the owners of facilities they intend to operate from and possibly pre-stock some supplies.

E. Preparedness Activities

1. Chelan County EM will promote to the general public of Chelan County the need to be prepared to be on their own and the need to provide for food and water for up to 72 hours following any emergency or disaster that might strike the county.
2. Red Cross will maintain an inventory of food suppliers and facilities.
3. Red Cross will develop and maintain contacts with local food distributors and agreements to provide assistance during emergency or disaster situations.

F. Response Activities

1. General
 - a. Provide emergency food and water through mass care operation.
 - b. Provide feeding for emergency workers.
 - c. As necessary, procure, store and distribute emergency food and water supplies.
2. Chelan County EM/EOC

- a. Receive requests and determine the total need of the county for food and water that must be requested from outside agencies.
 - b. Make requests to the WA EMD/EOC for the required supplies.
 - c. Prioritize the distribution of the supplies received.
 - d. Arrange for the distribution of the supplies received.
 3. Chelan Douglas Health Department
 - a. Make recommendations through their EOC representative, regarding the need and quantities of food and water required.
 - b. Before distribution is made to any agency, the Health Department will inspect the facilities they are using to determine their ability to properly care for, prepare and store food and water supplies.
 4. Volunteer Organizations such as the American Red Cross, Salvation Army, churches, etc. that request food and water to feed the public and emergency workers must:
 - a. Be able to meet general health standard for the preparation and serving of food to the general public.
 - b. Advise the Chelan County EM/EOC when they are opening a facility to feed victims and/or emergency workers.
 - c. Advise the Chelan County EM/EOC as to their capacities for feeding and food storage.
 5. Public Information Officer
 - a. The PIO's functions can be found in ESF 15 – Public Affairs
 - b. Locations and hours of operation of shelters and feeding facilities for victims and emergency workers will be provided to the public through press releases and/or briefings.
 - c. The public will also be advised through the media when shelters and feeding facilities will be closed.
- G. Recovery Activities
 1. Chelan County EM/EOC
 - a. The EOC will remain activated as long as there is a need for outside resources.
 - b. Continue to provide emergency food and water distribution.
 - c. Coordinate food and water distribution with primary agencies.
 2. Chelan Douglas Health Department
 - a. The Health Department will continue to monitor all volunteer food services as long as they continue to provide food and water to the general public.
 - b. The Health Department will continue to provide status reports and guidance to the Chelan County EM/EOC on health issues within the county.

3. Volunteer Organizations
 - a. As long as any volunteer organization continues to feed victims and/or emergency workers they must maintain daily contact with the Chelan County EM/EOC advising of their needs and the number of meals being served.
 - b. When an organization decides to close down a feeding operation they must advise the Chelan County EM/EOC.
 - c. Any unused food still on hand will be transferred or disposed of as directed by the Chelan County EM/EOC.
4. Public Information Officer
 - a. Provide emergency information and instructions to the public.
 - b. The PIO is to advise the public through the media of locations and hours of operation of any facility that is feeding victims and/or emergency workers.
 - c. The public is to be advised when any feeding facility ceases operations.

RESPONSIBILITIES

- A. Mass Care – Red Cross and Community Service Organizations
 1. Provide for mass care operations as outlined in ESF 6 – Mass Care, Housing and Human Services.
 2. Identify and inventory local food sources.
 3. Determine locations where additional food can be stored.
 4. Provide feeding for emergency workers.
 5. Coordinate the distribution of emergency food supplies and activities with the Chelan County EM/EOC and the PIO.
- B. Chelan County EM/EOC
 1. Coordinate resource information and needs between agencies
 2. Provide guidance and advice to the legislative authorities of the affected jurisdiction(s).

REFERENCES

- A. ESF 1 - Transportation
- B. ESF 6 – Mass Care, Housing and Human Services
- C. ESF 7 – Resource Support
- D. ESF 8 – Public Health and Medical Services
- E. ESF 13 – Public Safety, Law Enforcement and Security
- F. ESF 15 – Public Affairs

ANIMAL RESPONSE PLAN

INTRODUCTION

- A. Purpose
The purpose of this portion of ESF 11 is to provide guidelines for rapid response to events affecting the health, safety, and welfare of human beings and animals. Veterinary medicine and animal care activities in the mitigation, preparedness, response, and recovery activity phases of emergency management include, but are not limited to, small and large animal care, facility usage, and displaced pet/livestock, wildlife, and exotic animal assistance.
- B. Scope
This portion of ESF 11 provides technical advice and assistance to local, county and professional animal health organizations and the public during an outbreak of Foreign Animal Disease (FAD). See Appendix A for FAD or Appendix B for a man-made or natural disaster.

POLICIES

- A. All primary response agencies listed in this ESF will, within the limits of their resources and authority, coordinate with other organizations having responsibility to respond to an emergency or disaster. In the event of a man-made or natural disaster the primary agency of jurisdiction is Chelan County Emergency Management. In the event of a FAD event, the primary state agency of jurisdiction is the WA State Dept. of Agriculture (WSDA) and at the federal level, the US Dept. of Agriculture (USDA).
- B. The coordinating agencies responsible for planning all animal response and recovery activities for Chelan County Comprehensive Emergency Management Plan (CEMP) shall be the Wenatchee Valley Humane Society, Chelan County Veterinary Coordinator, and Chelan County Emergency Management.
- C. It is understood that a major disaster can overwhelm local resources and prevent agencies and jurisdictions from fulfilling all their roles and responses to request for assistance.

SITUATION

- A. General Circumstances
1. Livestock and wildlife in Chelan County are subject to a variety of highly contagious foreign animal diseases.

2. Companion animals, livestock and wildlife in Chelan County are subject to a variety of risks in the event of an emergency or disaster.
- B. Planning Assumptions
1. Response and recovery activities will be governed by procedures established in Appendix A – Foreign Animal Disease and Appendix B – Disaster Animal Care.

CONCEPT OF OPERATIONS

- A. General
- Response and recovery activities will be consistent with the Chelan County CEMP and this ESF, its appendices, and the WA State CEMP.
- B. Preparedness Activities
- This ESF should be considered an educational and utility tool for each primary response and supporting discipline at the local level. Each discipline should become familiar with this ESF and its contents in preparation for an emergency requiring animal care. When able, each discipline should pursue and take part in any training or educational opportunities that become available regarding animal care response or an outbreak of FAD. This ESF also contains responsibilities and actions required of each discipline, which should be reviewed and where appropriate, put into place before an event. Each discipline is responsible for their specific sections in this ESF.
- C. Response Activities
- Based on the type and/or size of an incident, a variety of outside county resources may be needed. These resource needs will be coordinated through the Chelan County EM/EOC.
- D. Recovery Activities
- Each department, agency and individual involved shall maintain accurate records of the incident, including activities conducted, associated costs, and hours worked by paid and volunteer personnel. They will be responsible for maintaining response and recovery expense records for future possible reimbursement. All participants will prepare after action reports and have an opportunity to be debriefed. Copies of all records and after action reports will be provided to and maintained by the Chelan County EM/EOC. Information gleaned from the after action reports will be used by responding agencies in preparation for a future emergency requiring animal care.

RESPONSIBILITIES

- A. Local, State, Federal and Tribal Governments, Private Organizations and Businesses
 - 1. Responsibilities are outlined in the appendices to this plan – Appendix A – Foreign Animal Disease and Appendix B – Disaster Animal Care

EMERGENCY SUPPORT FUNCTION ELEVEN AGRICULTURE AND NATURAL RESOURCES

APPENDIX A FOREIGN ANIMAL DISEASE

- PRIMARY AGENCIES:** Chelan County Veterinary Coordinator
Wenatchee Valley Humane Society
Law enforcement
WSU Extension Office
Chelan Douglas Health District
Chelan County Emergency Management
FDA
WA State Dept. of Health
WA State Dept. of Agriculture
- SUPPORT AGENCIES:** Amateur Radio Operators
American Red Cross
Emergency Medical Services
Public Works Department
State and Federal Agencies (including
Washington State Patrol as Haz Mat
Coordinators)
Private Organizations and Businesses

INTRODUCTION

A. Purpose

To provide guidance for mitigating against, preparing for, identifying and responding to, and recovering from any highly contagious foreign animal disease (FAD) affecting the health, safety and welfare of human beings, livestock and wildlife in Chelan County. This portion of ESF 11, Appendix A provides guidance to coordinate the initial Chelan County based response, as well as ongoing activities of the state and federal agencies, and private organizations and entities in rapid response to and recovery from an outbreak of FAD. Since some FADs are zoonotic (i.e. diseases that can potentially affect both people and other animals), this coordinating may also involve the identification and control of diseases of public health significance. Issues of major concern in preparedness and response to a FAD outbreak include prevention of introduction, disease surveillance, rapid identification, initiation of steps to reduce the further spread of the disease, and disposal of infected, exposed and dead animals during an outbreak.

B. Scope

This appendix provides technical advice and assistance to local, county and professional animal health organizations and industry during a FAD outbreak, and includes procedures for the identification, containment, and elimination of a FAD. This appendix is applicable to all local agencies identified in the primary and supporting agency outline. It is anticipated that the remainder of the supporting private organizations identified in this appendix will participate to the fullest extent possible.

POLICIES

- A. All primary response agencies listed in this appendix will, within the limits of their resources and authority, coordinate with other local, state and federal organizations having responsibility to respond to a FAD event. The primary state agency of jurisdiction is the WA State Dept. of Agriculture (WSDA) and at the federal level, the US Dept. of Agriculture (USDA).
- B. The coordinating agencies responsible for planning all animal response and recovery activities for the Chelan County CEMP shall be the Chelan County Veterinary Coordinator and Chelan County Emergency Management.
- C. It is understood that a FAD outbreak can overwhelm local resources and prevent agencies and jurisdictions from fulfilling all their roles and responses to requests for assistance.

SITUATION

- A. General Circumstances
 - 1. Livestock and wildlife in Chelan County are subject to a variety of highly contagious foreign animal diseases.
 - 2. When a highly contagious disease occurs, animals may die or their production capability may become severely limited.
 - 3. If the contagious animal disease is not controlled or eradicated, an entire class of animals may be adversely affected.
 - 4. Such an event could cause a severe impact to or even destroy the agricultural economic stability and viability of Chelan County, the state and possibly the nation.
 - 5. Several serious animal disease outbreaks have occurred outside the United States recently. These incidents underscore Chelan County and WA State's vulnerability to an outbreak of FAD. A list of concerned diseases is included as Appendix C of this ESF. For additional information refer

to WA State CEMP, ESF 11 – Agriculture and Natural Resources.

B. Planning Assumptions

1. The veterinary and humane society staffs working in the county are the first line of response to FAD emergencies involving animals in their communities.
2. Coordination of FAD events involves cooperation between the State Veterinary Medical Association appointed local County Veterinary Coordinator and the Chelan County EM/EOC and other disciplines mentioned in this appendix, including other state and federal agencies and all local veterinarians.
3. A foreign animal disease may be very contagious; it may affect both farm/ranch animals and wildlife in Chelan County; and it may be extremely difficult to identify, isolate, control and eradicate and may spread to other states and countries.
4. The time delay between the detection of an animal disease and its identification as a FAD may be delayed which could result in long term, very costly deployment of emergency control measures for six (6) months or longer.
5. A FAD may be introduced by many natural pathways or could be introduced as an act of terrorism.
6. An individual who observes sick livestock or wildlife will eventually notify a veterinarian, game warden, game biologist or some other official dealing with animals.
7. FADs not identified, isolated, controlled, or eradicated could severely disrupt the economy and even change the culture and well-being of people in Chelan County and WA State.
8. Some FADs can adversely affect humans.
9. The Office International des Epizooties (OIE) provides worldwide disease reporting services to 147 member countries including the United States, on the occurrence of certain animal diseases and establishes guidelines for trade in animals and animal products. See Appendix C – OIE Reportable Diseases
10. FADs will severely affect both intrastate, interstate and international movement of live animals and animal products.
11. Control and eradication of an identified FAD will involve many local, county, state and federal agencies including not just those associated with agricultural activities.
12. Positive and prompt actions may have to be taken by government authorities to quarantine and depopulate privately owned animals stocks and wildlife prior to positive identification of a FAD in order to stop the spread of the disease.

13. Those having animals as revenue property may expect to be reimbursed by the government for their losses.
14. Immediate market value indemnity for depopulated animals to owners is essential to maintain credibility with producers, marketers, and processors and to encourage prompt, thorough disease reporting by owners and to prevent the FAD from going “underground” through clandestine channels of trade.
15. A ban on entry of certain animal products into human and/or animal food chains could result in illicit slaughter, processing, and distribution of these products.
16. Livestock owners, defenders of animal rights, and other citizens may strenuously object to the depopulation of animals.
17. Some individuals may not believe in the viability or validity of the threat posed by a contagious foreign animal disease and may take actions counter-productive to the government process to isolate, control and/or eradicate the FAD.
18. Local livestock producers, dairymen, feedlot operators, poultry producers, horsemen, and hog producers likely will be the first to notice an unusual condition or disease in their animals.

CONCEPT OF OPERATIONS

A. General

1. Animal health events that overwhelm local jurisdiction resources are of such a scale that existing agreements may not provide an adequate response, are to be acted upon under the coordination of the WA State Dept. of Agriculture, acting consistently within its statutory mandate, and under the coordination authority of Chelan County Emergency Management. Response and recovery activities will be consistent with the Chelan County CEMP, this appendix, and the WA State CEMP.
2. Foreign animal diseases (FAD) of greatest concern are those which are highly contagious and have the potential for very serious and rapid spread, irrespective of local, state or national borders. They will have serious socio-economic or public health consequences and have a major impact on the international trade of animals and animal products.
3. A FAD outbreak could occur from a disease event within Chelan County, be transmitted by affected livestock and wildlife, livestock-related products or wastes from other counties, states and countries, or could occur as the result of an act of terrorism.

4. An outbreak of a FAD is expected to adversely affect the food and livestock industries as well as the businesses that depend upon those industries for a significant period. Production and export would decrease and businesses would suffer and some may fail. Tax revenue generated directly or indirectly would diminish dramatically. If the disease spread to other counties or states, there could be a devastating impact on the United States' ability to compete in the global marketplace.
5. Response to a FAD will almost always involve local, state, federal, and private agencies, to stem its spread and to control and eradicate the disease.
6. The anticipated response to a potential FAD will be as follows, assuming appropriate notifications are made in a timely manner:
 - a. Initial notification of livestock or wildlife suffering from a disease will be reported to a veterinarian, game warden, game biologist, or other professional dealing with animals.
 - b. If one of the notified individuals observes or suspects that an animal is infected with a foreign animal or unknown disease, he or she will notify one of the seven entities: The Chelan County Veterinarian Coordinator, a private accredited veterinarian, Chelan County Extension Agent, the State Veterinarian and/or local field veterinarian, the WA Animal Disease Diagnostic Laboratory located at Washington State University (WSU) located in Pullman, or the USDA's Animal and Plant Health Inspection Service and Veterinary Services. When contacted by the area or private veterinarian, the Diagnostic Lab or private laboratory, the State Veterinarian or the USDA Area Veterinarian-In-Charge, will in turn contact the other official by telephone to determine what steps, if any, are necessary to further characterize the disease occurrence. Based on their judgment of the possibility of a FAD being involved, action may include dispatching a Foreign Animal Disease Diagnostician (FADD) to the location and requesting assistance from the USDA Regional Emergency Animal Disease Eradication Organization Early Response Team.
 - c. The assigned FADD will travel to the observation site and begin the process of determining what type of disease may be occurring.

- d. If the FADD determines that the differential diagnosis includes a FAD, the USDA Area-Veterinarian-In-Charge will notify the USDA Emergency Programs and other appropriate state and federal officials and the Chelan County Extension Agent.
 - (1) The FADD will obtain a FAD investigation number from the USDA Area Veterinarian in Charge.
 - (2) The FADD will assess the on-scene situation.
 - (3) The FADD will collect and send additional samples for laboratory analysis if needed.
 - (4) The USDA Area Veterinarian in Charge and the WA State Veterinarian, depending on the likelihood of a FAD, will take steps in concert with area field veterinarians to isolate the disease to as small an area as possible.
 - (5) The involvement of local, county and state law enforcement agencies to assist in isolating the area may be necessary.
- 7. In addition to the above anticipated response, other initial responses may occur as follows:
 - a. If the disease situation is unexpected with high death loss, or if the symptoms are unusual, and especially if a FAD is suspected, a private accredited veterinarian must report his or her findings to the State Veterinarian.
 - b. If contacted by a producer experiencing a sudden unusual disease occurrence, the area WSDA or USDA veterinarian having the expertise as a FADD trained regulator will gather information and make an initial assessment and submit samples. He or she will then contact the State Veterinarian.
 - c. If contacted by the private accredited veterinarian or directly by the produce, the WA Animal Disease Diagnostic Laboratory will in turn contact the State Veterinarian or the USDA Area Veterinarian In Charge.
- 8. If the suspected disease has potential wildlife impacts, the State Veterinarian will contact the WA Dept. of Fish and Wildlife.
- 9. Suspected FADs in or potentially affecting wildlife or fish will be reported to the WA Dept. of Fish and Wildlife, who in turn will report this information to the State Veterinarian. If the disease has potential livestock impacts, Fish and Wildlife will determine the appropriate response in cooperation with the WSDA.

10. If the suspected disease has potential public health impacts, the State Veterinarian will contact the WA State Dept. of Health. The Dept. of Health, in cooperation with the WSDA will determine the appropriate response to protect human health and welfare. Dept. of Health will report findings to other appropriate agencies including local agencies.
11. Upon notification by the State Veterinarian that an outbreak of FAD is suspected, the Director-WSDA will activate the Primary State Core Decision Group which consists of the following representatives:
 - a. WA Dept. of Agriculture
 - b. Director, WA State Emergency Management Division
 - c. Director, WA Animal Disease Diagnostic Laboratory
 - d. USDA, Area Veterinarian In Charge
 - e. Industry representative(s) (depending on animal species involved)
12. The Director, WSDA, on advice of the State Veterinarian may activate any and all of the Secondary State Core Decision Group, which may consist of the following representatives:
 - a. Director, WA State Dept. of Ecology
 - b. Director, WA Dept. of Fish and Wildlife
 - c. Secretary, WA State Dept. of Health
 - d. Director, WA State Military Dept.
 - e. Chief, Washington State Patrol
13. The Primary and possibly some or all of the members of the Secondary Core Decision Group will make the determination as to:
 - a. Procedures necessary to isolate the affected area
 - b. Which ESFs of the WA State CEMP will be activated
 - c. When to request activation of a USDA Regional Emergency Animal Disease Eradication Organization
 - d. The procedures to be utilized to combat the outbreak once it is identified as a FAD
14. When the WA State EOC is activated, all members of the state primary and supporting government agencies and if possible supporting private organizations of this appendix and the primary and supporting government agencies from any other activated ESFs will establish and maintain a presence in the WA State EOC.

B. Mitigation Activities

All agencies and jurisdictions listed in this appendix will take actions to mitigate the effects of a foreign animal disease within the extent of their capabilities and resources. Any action taken in advance of an event will

limit the adverse effects and benefit the agency or jurisdiction and the community.

C. Preparedness Activities

This appendix should be considered an educational and utility tool for each primary response and supporting discipline at the local level. Each discipline should become familiar with this appendix and its contents in preparation for a FAD event. When able, each discipline should pursue and take part in any training or educational opportunities that become available regarding FAD. This appendix to ESF 11 also contains responsibilities and actions required of each discipline, which should be reviewed where appropriate, and put into place before an event. Each discipline is responsible for their specific sections in this appendix.

D. Response Activities

Based on the type and/or size of a FAD incident, a variety of outside county resources may be needed. These resource needs will be coordinated through Chelan County Emergency Management or the EOC. There is a strong probability the USDA will assume control upon their notification of the possibility of a FAD event and will continue control to the resolution. It is essential that EOC representatives keep abreast of state and federal activities and actions taken to assist in keeping Chelan County/City officials and citizens informed and to assist where appropriate and necessary.

E. Recovery Activities

Each department, agency and individual involved shall maintain accurate records of the incident, including activities conducted, associated costs, and hours worked by paid and volunteer personnel. They will be responsible for maintaining response and recovery expense records for future possible reimbursement. All participants will prepare after action reports and have an opportunity to be debriefed. Copies of all records and after action reports will be provided to and maintained by the Chelan County EM/EOC. Information gleaned from the after action reports will be used by responding agencies in preparation for a future FAD event.

RESPONSIBILITIES

A. Local The following agencies will provide the core level response to incidents of foreign animal disease:

1. Chelan County Veterinary Coordinator
 - a. In cooperation with Chelan County Emergency Management, will advise all responders to a FAD event of any training or educational opportunities that become available regarding FAD.

- b. Will coordinate training and awareness campaigns when necessary, or as needed, to inform all veterinarians, game wardens, game biologist, and other animal professionals of the basic clinical signs for identifying common foreign animal diseases.
 - c. Participate or provide a representative to assist in the coordination of the FAD event upon activation of the Chelan County EOC.
 - d. Establish communications with the Wenatchee Valley Humane Society, American Red Cross, and other agencies networking in cooperation to the particular emergency.
 - e. Will maintain contact with the Chelan Douglas Health Officer for referral of questions concerning human health.
 - f. Develop a call up list and activation procedures for local veterinary clinics for those being trained to assist in response operations to a FAD outbreak.
 - g. Coordinate with the WSU Extension Office to develop a list of vehicle and trailers to provide transport of personnel and animals.
 - h. Request Veterinary Medical Assistance Teams from the American Veterinary Medical Association (AVMA) through the Coordinator of Emergency Preparedness for the AVMA.
 - i. Refer all media and citizen questions to the Chelan County EOC PIO.
 - j. Coordinate with Chelan County EOC the selection of an incident command post location and a “backup” where communications will be secured.
 - k. Appoint a historian to record all activities and oversee completion and collection of data sheets for each animal.
 - l. Deploy personnel to respond to animal needs. Coordinate these activities with the Chelan County EOC, as the entry to the event area will be closed to the public.
 - m. Develop a list of registered veterinary service volunteers.
 - n. Coordinate volunteer shift schedules with Chelan County EOC.
 - o. Provide a listing of animal clinics, shelters and their supervisors to the Chelan County EM/EOC.
 - p. Coordinate the veterinary logistical supply system. Determine requirements, identify supply sources, methods of acquisition, fund requirements, shipping methods, storage, and methods of distribution.
 - q. Collect all relevant data from veterinarians and shelters.
2. WSU Extension Agent Note: Chelan County’s WSU Extension Agent does not handle animal issues, that office would refer the call

to the Klickitat County WSU Extension Agent who is involved with Animal issues

- a. Assist in educational efforts to notify the public and livestock industries and supply expertise in certain diseases.
 - b. Maintain a list of resources and personnel available to assist local and state jurisdictions in the response and recovery phases in FAD emergencies.
 - c. Assist in providing coordination of information with state and federal agencies.
 - d. Determine high-density animal populations at high risk in the event of a FAD incident.
 - e. Provide applicable media support for ongoing FAD operations.
 - f. Notify appropriate local and state agencies when notified of a potential FAD incident:
 - (1) Chelan County Emergency Management
 - (2) WA State Department of Agriculture
 - (3) WA State Veterinarian
 - g. Work with ranchers and farmers on infection and animal depopulation activities.
 - h. Provide management training and educational information for impacted ranchers and farmers.
 - i. Provide mitigation, preparedness, response and recovery support to FAD operations as capable.
 - j. Assist in presenting and evaluating economic issues related to FADs.
3. Chelan Douglas Health Department
- a. Monitor and investigate public health threats.
 - b. Initiate public health alerts and emergencies and coordinate release of information with the Chelan County EOC PIO.
 - c. Coordinate with local, state, and federal public health agencies on the establishment of human decontamination procedures to include screening areas, decontamination sites and reception centers.
 - d. Assure the availability of and access to critical health services.
 - e. Detect and identify possible sources of contamination dangerous to the general public health of the community.
 - f. Provide a representative to the Chelan County EOC for coordination of medical and health services.
 - g. Provide public information regarding disease prevention, sanitation precautions and risk communications regarding health and safety for the public.
 - h. Coordinate with other agencies to insure the safety of food and water supplies, and other public health consequences of an event.

- i. Coordinate mental health support services for the public.
 - j. Declare a health emergency to protect the general public, when the Chelan County Health Officer determines a public health emergency exists.
 - 4. Wenatchee Valley Humane Society
 - a. Provide support personnel and expertise for FAD inspections, control, decontamination, and animal depopulation actions as capable.
 - b. Coordinate with the Extension Agent and Red Cross in developing a plan to transport animals to animal care facilities when owners are evacuated to shelters.
 - c. Assist with local movements and animal welfare issues at a local level.
 - d. Establish a foster/adoption procedure in the event that lost animals cannot be reclaimed by their owners in a reasonable period of time. Legal agreements must be written to protect the rights of the original animal owner(s). Ascertain that such procedures are in accordance with applicable city/county/state laws.
 - e. Provide pertinent Humane Society FAD impact information to the Chelan County EOC PIO.
 - 5. Law Enforcement
 - a. Provide personnel and equipment resources as available.
 - b. Provide support and expertise in controlling and restricting vehicular traffic.
 - c. Provide law enforcement support for road closures, operating isolation facilities, decontamination operations, animal depopulation actions, closing feedlots, and closing borders.
 - d. Provide personnel to assist in restriction of entry into the restricted or quarantined area.
 - e. Provide applicable medical support for ongoing FAD operations.
 - f. Perform other functions as requested by the Chelan County EOC, state and federal officials as capable.
 - g. Respond to protestors who desire to hinder or stop FAD related activities.
- B. Supporting Agencies The following agencies will provide the support for the primary responders to incidents of foreign animal disease:
 - 1. Emergency Medical
 - a. Coordinate emergency medical services during a FAD event
 - b. Provide a representative to the Chelan County EOC to coordinate EMS response if requested.
 - c. Assist the Chelan County EOC in the coordination of providing public information regarding disease prevention,

- sanitation precautions and risk communications regarding health and safety for the public.
 - d. Assist Chelan County EOC in determining local quarantine issues.
 - e. Assist in the evacuation of ambulatory and wheelchair-bound people.
 - f. Assist with evacuation of care facilities, such as nursing and boarding homes.
 - g. Coordinate protocol changes with Emergency Medical Services providers.
2. Washington State Patrol --- HazMat Coordinators
- a. The WA State Patrol is the designated incident command agency for Chelan County for hazardous materials incidents.
 - b. Respond under the Incident Command System and provide services as outlined in this plan, their Standard Operating Procedures and other local and state regulations.
 - c. Initiate efforts to reduce or contain the hazard(s); evacuation and medical care to anyone exposed to a hazard must be done promptly, but only after obtaining as much information about the hazard and approved emergency actions as possible.
 - d. Provide representatives to the Chelan County EOC to assist in the consideration of the many health and safety concerns and issues related to FAD containment and eradication.
 - e. Assist in the coordination of hazardous waste interim storage and/or disposal.
 - f. Assist in the coordination of biomedical substances and animal carcasses disposal.
 - g. Provide communications with the hazardous material team and the Chelan County EOC.
 - h. Provide representation to the Secondary State Core Decision Group when requested by the WA State Dept. of Agriculture.
 - i. Provide roadblocks on state and federal highways in restricted or quarantined areas.
 - j. Assist local and county law enforcement, WA State Dept. of Agriculture and the WA National Guard personnel in restriction of entry into the restricted or quarantined area.
 - k. Perform other functions as requested by the Primary State Core Decision Group, or if activated, the WA State EOC.
3. Public works Departments
- a. Provide representatives to the Chelan County EOC to assist in the consideration of the many health and safety concerns and issues related to FAD containment and eradication.

- b. Coordinate with Chelan County EOC to coordinate public works actions pertaining to biomedical substances and animal carcasses disposal.
 - c. Respond under the Incident Command System and provide services as outlined in this plan, their SOPs and other local and state regulations.
 - d. Coordinate hazardous waste interim storage and/or disposal.
 - e. Provide equipment and personnel resources to assist in evacuations.
 - f. Coordinate with law enforcement traffic control matters, road and/or street closures, and determine detour routes.
 - g. Provide traffic control barricades as necessary.
4. Amateur Radio Operators
Provide emergency communications network between the EOC, responders, hospitals, and other locations as directed by the EOC.
5. Chelan County Emergency Management/EOC
- a. Coordinate with the Chelan County Veterinary Coordinator, County Health Dept. and WSU Extension Office to develop a program to ensure all those that may be involved in FAD response and recovery operations understand their responsibilities and expected actions.
 - b. The Chelan County EOC will be activated upon request of the Incident Commander or Legislative Authority of the affected jurisdiction. WA EMD will be advised of any EOC activation and Emergency Declarations.
 - c. Conduct training classes as needed for personnel involved in the Incident Command System/FAD Management Operations.
 - d. Participate in tabletop and functional exercises at the local, state and regional level to implement FAD plans and test FAD response procedures.
 - e. Ensure communication lines are established and participants are clear on what actions need to be taken if a FAD is suspected or confirmed. Coordinate additional communication equipment as needed.
 - f. Develop a call up list and activation procedures for the EOC.
 - g. Provide logistical and other support to responders upon request from the Incident commander.
 - h. Coordinate with state agencies to establish a local animal retrieval plan in conjunction with the Humane Society.
 - i. Coordinate establishment of a uniform “hotline” number for animal retrieval and other animal-related information.
 - j. Request military veterinary service assistance through the Federal Coordinating Officer of the WA State EOC.
 - k. Establish methods and procedures for the appropriate use and accountability of donated funds. Coordinate with the

- WA State EOC on the handling of donated goods, as well as volunteers wishing to assist in the FAD operational activities.
- l. Provide public information through a PIO or JIC.
- m. Coordinate mass alert and warning of persons located in affected areas.
- n. Develop a plan for rapid disposal of dead domestic animals and contaminated carcasses as needed. Plans for collection and disposal of dead wildlife must be coordinated with the WA State Dept. of Fish and Wildlife.
- o. Provide briefings to local elected officials and local law enforcement personnel on FAD consequences. Provide periodic reports to local officials and WA State EOC on the status of the FAD situation and associated operations.
- p. Serve as liaison between local jurisdictions and response agencies, WA State EMD/EOC, and other appropriate State and Federal agencies for requesting resources when the capabilities of local response agencies are exhausted.
- q. Maintain liaison with supporting agencies. Maintain frequent communications with the WA State Veterinary Medical Association.
- r. Identify the location of and staff inspection sites and barricaded roads.
- s. Provide maps of affected area and identify locations of veterinary hospitals/clinics, animal shelters, designated emergency animal holding facilities, fairgrounds, and supply distribution points.
- t. Obtain appropriate permits for animal depopulation operations.
- u. Coordinate FAD containment, decontamination and animal depopulation activities.
- v. Maintain records of FAD activities conducted, their costs and the hours worked by paid and volunteer personnel.
- w. Assist the WA State EOC in the preparation of appropriate requests to the Governor and subsequently the Federal Emergency Management Agency, USDA, and the Small Business Administration for obtaining applicable emergency and/or disaster declarations.
- x. Debrief participants and prepare after action reports.
- 6. American Red Cross
 - a. Mass Care Sheltering – shelter for disaster clients includes the use of pre-identified shelter sites in existing structures; creation of temporary facilities or the temporary construction of shelters; and use of similar facilities outside the disaster-affected area should evacuation be necessary.
 - b. Mass Care Feeding – provide food to disaster clients and emergency workers through a combination of fixed sites,

mobile feeding units, and bulk distribution of food. Such operation will be based on sound nutritional standards and will include meeting requirements of disaster victims with special dietary needs.

- c. Coordinate with the Extension Agent and Humane Society in developing a plan to transport animals to animal care facilities when owners are evacuated to shelters.

C. State

1. WA State Dept. of Agriculture

- a. Function as the primary decision-maker for the Primary State Core Decision Group and the Secondary State Core Decision Group, and co-decision maker with the USDA for the USDA Regional Emergency Animal Disease Eradication Organization if activated, and functions as the lead state agency when the USDA emergency management system is activated.
- b. Function as the liaison between the local identifying practitioner or producer, the State of WA, and the federal government.
- c. Issue quarantine or hold orders, oversees the implementation and enforcement of restricted or quarantined areas determined necessary by the Primary State Core Decision Group, with the assistance of the other state and federal supporting agencies. Because time is of the essence in an animal health emergency, quarantines or hold orders may initially be issued verbally but will be documented by written order as soon as practical.
- d. Determine the extent to which the WSDA personnel will respond to an animal health emergency. Duties in support of this appendix will take priority over all other duties of the department.

2. Office of the Attorney General

- a. Provide representation to the Primary State Core Decision Group when requested by the WA State Dept. of Agriculture.
- b. Provide legal assistance, including preparing administrative orders as required, to accomplish the overall mission of dealing with a FAD within, or adjacent to, the boundaries of the State of WA , including lands owned by tribal governments.
- c. Function as the liaison between the WA State Dept. of Agriculture and legal counsel representing federal and tribal government.

3. Department of Ecology

- a. Provide representation to the Secondary State Core Decision Group when requested by the WA State Dept. of Agriculture.
 - b. Provide recommendations to the Primary State Core Decision Group as to the most appropriate method(s) for disposal of dead, destroyed and affected animals. If burning is utilized, WA State Dept. of Ecology will determine what fuels and procedures should be used to minimize the environmental impact. If burial is determined to be the method of disposal, DOE will determine if the materials should be buried on site or transported to an offsite location. If the materials are transported to an offsite location, DOE will identify the offsite location and make recommendations in conjunction with the WA Dept. of Transportation regarding specific transportation requirements.
 - c. Assist the WA National Guard in assessing the safety of disinfectants used for cleaning and disinfections of vehicles, equipment, and facilities.
 - d. Provide personnel at the site of each destruction and disposal area. Ecology personnel will be qualified to make environmental assessments.
4. WA Dept. of Fish and Wildlife
 - a. Coordinate with the WA State Dept. of Agriculture and participate in the Secondary State Core Decision Group as requested by the Dept. of Agriculture, and as a responding agency, if required.
 - b. Dept. of Fish and Wildlife will provide advice on risks to wildlife and methods to mitigate these risks.
 - c. Support the law enforcement aspect of the restricted or quarantine area if applicable.
 - d. Initiate surveillance program in the immediate vicinity of the outbreak and determine if the disease has spread to wildlife (if the FAD is one that has a history of affecting wild animals). Fish and Wildlife will initiate steps to prevent the spread of the disease to susceptible wildlife.
 - e. Immediately notify the WA State Dept. of Agriculture, who will then activate the Primary and Secondary State Core Decision Groups as deemed appropriate in the event that a FAD is first detected among wildlife.
5. Department of Health
 - a. Provide representation to the Secondary State Core Decision Group when requested by the WA State Dept. of Agriculture.
 - b. Immediately upon being informed that a suspected FAD has been detected within the State of WA, will determine the public health risk and impact if any.

- c. Notify the US Centers for Disease Control and Prevention that an outbreak of a FAD has occurred within the boundaries of the State of WA, inform them of the nature of the disease, its primary animal host, and if it is considered to be a health hazard to humans.
 - d. Assess the public health risk associated with burial or burning of dead and affected animals, and provide this information to the Primary State Core Decision Group.
- 6. WA State EMD
 - a. Provide representation to the Primary State Core Decision Group when requested by the WA Department of Agriculture.
 - b. Assist the Dept. of Agriculture in obtaining assistance from the WA National Guard.
 - c. Activate the WA State EOC when determined necessary.
 - d. Provide liaisons to other state, county, and local government agencies.
 - e. Establish procedures for documenting expenses.
 - f. EMD will provide access to the Emergency Management Council and federal agencies, other than the USDA, as required.
- 7. WA National Guard
 - a. Provide representation to the Secondary State Core Decision Group when requested by the WA Dept. of Agriculture.
 - b. Activate appropriate members of the National Guard as directed by the Governor of WA. The following types of National Guard members may be required:
 - (1) Military Police
 - (2) Heavy Equipment Operators
 - (3) Truck Drivers
 - (4) Helicopter Crews
 - (5) Administrative personnel
 - (6) Communications experts
 - c. Assist local and county law enforcement, WSP, and the Dept. of Agriculture personnel in the staffing of roadblocks and security at quarantine sites.
 - d. Assist the Dept. of Agriculture in the preparation of burial or incineration sites for dead animals, or those to be humanely destroyed, and assist local and county law enforcement, WSP, and Dept. of Agriculture personnel with security at burial or incineration sites.
 - e. Assist the Dept. of Agriculture and other responding agencies with the transportation of equipment, response personnel, and affected animals.

- f. Assist the Dept. of Agriculture with the cleaning and disinfection of vehicles, equipment, and facilities.
 - g. Assist with mobile communications systems in support of the plan.
 - h. Assist in other missions that may be deemed essential by the Primary State Core Decision Group and approved by the Governor.
- 8. Washington State University (WSU) – WA Animal Disease Diagnostic Laboratory
 - a. Provide representation to the Primary State Core Decision Group when requested by the Dept. of Agriculture.
 - b. Provide diagnostic assistance as requested by a USDA Early Response Team if activated.
 - c. Report suspected FAD to the State Veterinarian or the USDA Animal and Plant Health Inspection Service (APHIS) Area Veterinarian-In-Charge.
 - d. When there is a suspicion of a FAD in samples provided by either local producers or local veterinarians, the samples need to be forwarded to the appropriate USDA APHIS laboratory (Plum Island, NY or Ames, IA). WA Animal Disease Diagnostic Laboratory will have the responsibility to assure that their facilities are adequately quarantined and decontaminated if a FAD is diagnosed in samples submitted to their laboratory.
 - e. Assist the Dept. of Agriculture when requested with the collection and submission of appropriate samples for definitive diagnosis of suspected FAD.
 - f. Assist the Dept. of Agriculture and other state agencies in their efforts to combat the FAD.
 - g. Coordinate with the USDA National Veterinary Services Laboratory and the USDA Foreign Animal Disease Diagnostic Laboratory during the initial investigative phase, as well as during the management phase of an outbreak.
- 9. College of Veterinary Medicine

The College of Veterinary Medicine will assist and advise the WA State Dept. of Agriculture in clinical aspects of the disease and supply expertise in certain diseases.
- 10. WSU Extension Service

The Extension Service will assist in educational efforts to notify the public and livestock industries about the nature of the problem.
- 11. WA State Veterinary Medical Association
 - a. Appoint a designated representative for coordinating with WA State Dept. of Agriculture for veterinary medical support during a FAD event.
 - b. Coordinate volunteer veterinarians and technicians to provide medical care.

- c. Provide documentation of injuries and deaths of animals involved in the FAD event.
- D. Federal Agencies or Tribal Governments
 - 1. United States Department of Agriculture (USDA)

USDA, APHIS, VS Emergency Programs will assume a primary role for responding to a FAD emergency within a few days of diagnosis. Initial response of the USDA will be through the USDA-READEO for the Western Region. This appendix to Emergency Support Function 11 – Agriculture and Natural Resources provides for response actions prior to the full involvement of the USDA, and also provides a framework for supporting the USDA once they are fully engaged through their emergency response structure. The State Veterinarian will serve as the WA State Dept. of Agriculture representative in the USDA response system. USDA resources include:

 - a. Animal and Plant Health Inspection Service
 - b. Veterinary Services
 - c. Plant Protection Quarantine (PPQ)
 - d. Regional Emergency Animal Disease Eradication
 - e. USDA-READEO for the Western Region
 - f. Veterinary Services (VS) Emergency Programs
 - g. National Veterinary Services Laboratory
 - h. FAD Diagnostic Laboratory
 - 2. US Coast Guard
 - 3. US Dept. of Commerce, National Marine Fisheries Service
 - 4. US Customs
 - 5. US Immigration and Naturalization Services
 - 6. In certain instances the US Coast Guard, US Customs, Immigration and Naturalization Service, and USDA PPQ may be involved in response to a FAD exposure in this country or our bordering countries.
 - 7. Tribal Governments

Tribal governments and the US Dept. of Interior will be engaged as appropriate to protect the rights of Native Americans.
- E. Private Organizations and Businesses
 - 1. Producer Organizations
 - a. Llama Owners of WA
 - b. Northwest Dairy Association
 - c. Northwest Quarter Horse Association
 - d. WA Cattlemen's Association
 - e. WA Cattle Feeder's Association
 - f. WA State Dairy Federation
 - g. WA Fish Growers Association
 - h. WA State Pork Producers

- i. WA Poultry Industry Representatives
 - j. WA State Horsemen
 - k. WA State Sheep Producers
 - l. WA Thoroughbred Association
- 2. Allied Industries and Professions
 - a. American Association of Zoological Parks
 - b. Livestock Markets
 - c. Livestock Slaughter Establishments
 - d. Reindeer Husbandry Industry
 - e. USDA Accredited Veterinary Practitioners
 - f. WA Livestock Marketing Association
 - g. WA State Veterinary Medical Association
- 3. Associated Councils, Boards and Advocacy Organizations
 - a. Agricultural Animal Health Advisory Board
 - b. Back Country Horsemen of WA
 - c. Livestock Identification Advisory Board
 - d. WA Beef Commission
 - e. WA State Fair Association
 - f. WA Dairy Commission
 - g. WA State Farm Bureau
 - h. WA State Grange
 - i. WA State Horse Council
- 4. Private organizations have a great deal of interest in a response plan of this type since their livelihood may depend upon the outcome. In most cases a private entity, such as a local veterinarian, will be the first on scene and must make immediate decisions. A local veterinarian, as a veterinarian accredited by the USDA's APHIS Veterinary Services has the authority to verbally restrict movement of animals suspected of being affected with a FAD. The local veterinarian is then required to immediately notify the State Veterinarian who, with the assistance of the USDA Area Veterinarian-In-Charge, determines the next appropriate action(s) to confirm or rule out the presence of a FAD, and to restrict animal and if necessary, people movement in and through the affected area.
- 5. Private enterprises such as the WA State Veterinary Medical Association, producers, livestock markets, slaughtering establishments, renderers, and the Agricultural Animal Health Advisory Board will be notified by the WSDA when an animal disease emergency exists. They will be encouraged to actively participate in an emergency response.
- 6. These industry groups and others not fully identified at this time are expected to:
 - a. Maintain a list of resources and personnel available to assist state and local jurisdictions in the response and recovery phases in FAD emergencies.

- b. Provide resources and personnel to state and local jurisdictions to assist in the response and recovery phases in FAD emergencies.
- c. Participate as members of state and local jurisdiction planning teams.
- d. Support exercises and drills as a participant during the exercise and design period and conduct of the event, and by including the state and local jurisdictions in business and industry activities.

RESOURCE REQUIREMENTS

- A. The resources needed will depend on the particular event, however, the primary and support agencies will, if available, provide their own internal support, such as personnel, vehicles, and equipment for their staff.
- B. Other requirements that may be needed are to be requested from the Chelan County EOC.

REFERENCES

- A. CEMP Appendix 1 - Definitions
- B. CEMP Appendix 2 – Acronyms
- C. ESF 2 – Telecommunications, Information Systems, and Warning
- D. ESF 3 – Public Works and Engineering
- E. ESF 6 – Mass Care, Housing and Human Services
- F. ESF 8 – Public Health and Medical Services
- G. ESF 10 – Hazardous Materials Response
- H. ESF 13 – Public Safety, Law Enforcement, and Security
- I. CEMP Annex A – Terrorism
- J. WA State CEMP
- K. WA State ESF 11 – Agriculture and Natural Resources
- L. Appendix C – List of Diseases Notifiable to the OIE

EMERGENCY SUPPORT FUNCTION ELEVEN AGRICULTURE AND NATURAL RESOURCES

APPENDIX B – DISASTER ANIMAL CARE

- PRIMARY AGENCIES:** Wenatchee Valley Humane Society
Chelan County Veterinary Coordinator
Law Enforcement
Chelan Douglas Public Health District
- SUPPORT AGENCIES:** Emergency Medical Services
Public Works
Amateur Radio Operators
Chelan County Emergency Management
American Red Cross
Emergency Medical Services
State and Federal Agencies
Private Organizations and Businesses

INTRODUCTION

- A. Purpose
To provide guidance for mitigating against, preparing for, identifying and responding to, and recovering from any disaster or emergency affecting the health, safety and welfare of companion animals and livestock in Chelan County. This portion of ESF 11, Appendix B, provides guidance to coordinate the initial Chelan County based response, as well as private organizations and entities in rapid response to and recovery from an emergency.
- B. Scope
This appendix provides technical advice and assistance to local, county and professional animal health organizations and the public during an emergency. This appendix is applicable to all local agencies identified in the primary and supporting agency outline. It is anticipated that the remainder of the supporting private organizations identified in this appendix will participate to the fullest extent possible.

POLICIES

- A. All primary response agencies listed in this appendix will, within the limits of their resources and authority, coordinate with other organizations having responsibility to respond to an emergency or disaster. The primary agency of jurisdiction is the Chelan County Emergency Management Dept.

- B. The coordinating agencies responsible for planning all animal response and recovery activities for the Chelan County CEMP will be the Wenatchee Valley Humane Society, Chelan County Veterinary Coordinator, and EMD.
- C. It is understood that a major disaster can overwhelm local resources and prevent agencies and jurisdictions from fulfilling all their roles and responses to requests for assistance.

SITUATION

- A. General Circumstances
 - 1. Companion animals, livestock and wildlife in Chelan County are subject to a variety of risks in the event of an emergency or disaster.
 - 2. Several serious disasters around the country affecting large numbers of animals have occurred over the past few years. These incidents underscore Chelan County's need to have adequate plans and resources in place. Many citizens will not leave their homes for a safer location if their animals are not taken care of too.
- B. Planning Assumptions
 - 1. Primary threats are wildfire, flood and earthquake. Secondary threats include severe winter storm, high winds, and HazMat events.
 - 2. The Wenatchee Valley Humane Society and veterinarians residing in the county are the first line of response to emergencies involving animals in their communities.
 - 3. Coordination or response to such events involves cooperation between the State Veterinary Medical Association appointed local County Veterinary Coordinator and the Chelan County EM/EOC and other disciplines mentioned in this appendix, including all local veterinarians.
 - 4. Those having animals as revenue property may expect to be reimbursed by private insurance if applicable, but not by government agencies.
 - 5. There will be adequate numbers of volunteers to assist with the functions of establishing and maintaining temporary animal care facilities.
 - 6. Companion animal owners, livestock owners, defenders of animal rights, and other citizens may attempt to provide assistance in an uncoordinated fashion, hindering the capacity of responders to provide the most effective support.

7. The Wenatchee Valley Humane Society has sufficient capacity to provide temporary shelter for up to 30 companion animals, but no livestock.
8. Red Cross managed shelters for people will not accept companion animals.
9. If the fairgrounds is designated as a managed shelter for people, fairgrounds' facilities for animals will provide the most convenient and efficient shelter for displaced animals.
10. During the evacuation phase of an emergency, law enforcement is not able to provide transportation for animals, but may be able to collect information on numbers and locations of animals and report those to the EOC.
11. Fire Department personnel prioritize human safety and will assist with animal rescue as resources allow.
12. Authorization for owners or rescue teams to enter evacuated areas is at the discretion of the Incident Commander.

CONCEPT OF OPERATIONS

A. General

1. Response and recovery activities will be consistent with the Chelan County CEMP, this appendix and the WA State CEMP.
2. Capacity for transportation and temporary shelter of companion animals and livestock will be coordinated by the Wenatchee Valley Humane Society (WVHS) and the Chelan County Veterinary Coordinator.
3. The anticipated response to an emergency affecting animals will be as follows, assuming appropriate notifications are made in a timely manner:
 - a. The Incident Commander will notify WVHS directly if there is no mass care shelter established. If a shelter is established the Red Cross will notify WVHS.
 - b. It will be the responsibility of the Incident Commander to determine if a temporary shelter for animals is advisable at the perimeter of an affected area.
 - c. WVHS will determine whether the animal shelter will provide sufficient capacity or whether additional temporary shelter will be required.
 - d. WVHS will:
 - (1) Assess the on-scene situation and notify staff and volunteers, mobilize shelter, animal identification and feeding/watering resources.
 - (2) Determine if assistance from regional or national organizations is required, and notify the Incident Commander.

- (3) Coordinate with Incident Command regarding transportation needs:
 - (a) From within an evacuated area to its perimeter
 - (b) From such perimeter to temporary shelter sites
 - (c) From mass care shelter sites to temporary shelter sites
- (4) Coordinate with the Red Cross regarding establishment of a temporary shelter adjacent to the mass care shelter sites.
- (5) Maintain support of temporary shelter sites for the duration of the event.
- (6) Coordinate rescue activities with Incident Command.

B. Preparedness Activities

This appendix should be considered an educational and utility tool for each primary response and supporting discipline at the local level. Each discipline should become familiar with this appendix and its contents in preparation for an emergency requiring animal care. When able, each discipline should pursue and take part in any training or educational opportunities that become available regarding animal care response. This appendix also contains responsibilities and actions required of each discipline, which should be reviewed and where appropriate put into place before an event. Each discipline is responsible for their specific sections in this appendix.

C. Response Activities

Based on the type and/or size of an incident, a variety of outside county resources may be needed. These resource needs will be coordinated through the Chelan County EM/EOC.

D. Recovery Activities

Each department, agency, and individual involved shall maintain accurate records of the incident, including activities conducted, associated costs, and hours worked by paid and volunteer personnel. They will be responsible for maintaining response and recovery expense records for future possible reimbursement. All participants will prepare after action reports and have an opportunity to be debriefed. Copies of all records and after action reports will be provided to and maintained by the Chelan County EM/EOC. Information gleaned from the after action reports will be used by responding agencies in preparation for a future emergency requiring animal care.

RESPONSIBILITIES

A. Local

The following agencies will provide the core local response to any disaster or emergency affecting the health, safety and welfare of companion animals and livestock in Chelan County.

1. Wenatchee Valley Humane Society
 - a. WVHS in cooperation with the Chelan County Emergency Management Department will advise all responders to animal care emergency events of any training or educational opportunities that become available.
 - b. Coordinate training and awareness campaigns when necessary, or as needed, to inform staff, professionals, volunteers and companion animal owners of preparedness and response procedures.
 - c. Participate or provide a representative to assist in the coordination of animal emergency response upon activation of the Chelan County EOC.
 - d. Establish communications with the Red Cross and other agencies networking in cooperation to the particular emergency.
 - e. Maintain contact with the Chelan Douglas Health District for referral of questions concerning human health.
 - f. Develop a call up list and activation procedures for local support personnel and resources.
 - g. Request assistance teams from appropriate regional or national organizations.
 - h. WVHS PIO will coordinate with the EOC PIO regarding all media and citizens' questions.
 - i. Coordinate with Chelan County EOC on the selection of an incident command post location and a "back up" where communications will be secured.
 - j. Appoint a historian to record all activities and oversee completion and collection of data sheets for each animal.
 - k. Deploy personnel to respond to animal needs. Coordinate these activities with the Chelan County EOC as entry to the event area will be closed to the public.
 - l. Coordinate volunteer shift schedule with the Chelan County EOC.
 - m. Provide listing of disaster animal care resources to the Chelan County EM/EOC.
 - n. Coordinate the response logistical supply system. Determine requirements; identify supply sources, method of acquisition, fund requirements, shipping methods, storage,

- security needs, and methods of distribution. Prepare an animal waste management procedure.
- o. Determine high-density animal populations at high risk in the event of an emergency.
- 2. Chelan County Veterinary Coordinator
 - a. Coordinate local veterinarians and their staff as available.
 - b. Provide triage and immediate emergency care for animals collected at disaster relief stations.
 - c. Act as a resource for information regarding location of transportation, feed sources, and animal related groups.
 - d. Advise and implement a plan for dead animal disposal and/or humane euthanasia.
 - e. Help coordinate temporary shelter for displaced animals.
 - f. Act as a liaison between the State Dept. of Agriculture, Veterinary Service and local groups.
 - g. Act as a medical resource for media inquiries.
- 3. Chelan Douglas Health District
 - a. Act as a liaison to WA State Dept. of Health
 - b. Advise on human health issues and procedures for management of animal wastes and dead animals.
- 4. Law Enforcement
 - a. Provide personnel and equipment resources as available.
 - b. Provide support and expertise in controlling and restricting vehicular traffic.
 - c. Provide law enforcement support for road closures, operating isolation facilities, decontamination operations, animal depopulation actions, closing feedlots, and closing borders.
 - d. Provide personnel to assist in restriction of entry into any restricted area.
 - e. Provide applicable medical support for ongoing emergency operations.
 - f. Perform other functions as requested by the Chelan County EOC, state and federal officials, as capable.
- B. Supporting

The following agencies will provide support for the primary responders to any disaster or emergency affecting the health, safety and welfare of companion animals and livestock in Chelan County.

 - 1. Emergency Medical
 - a. Coordinate emergency medical services during an emergency.
 - b. Provide a representative to the Chelan County EOC to coordinate EMS response if requested.

2. Public Works
 - a. Coordinate with Chelan County EOC to coordinate Public Works actions pertaining to biomedical substances and animal carcasses disposal.
 - b. Respond under the Incident Command System and provide services as outlined in this plan, their SOPs, and other local and state regulations.
 - c. Coordinate hazardous waste interim storage and/or disposal.
 - d. Provide equipment and personnel resources to assist in evacuations.
 - e. Coordinate with law enforcement traffic control matters, road and/or street closures, and determine detour routes.
 - f. Provide traffic control barricades as necessary.
3. Amateur Radio Operators
Provide emergency communications network between the EOC, responders, hospitals, shelters, animal shelters and other locations as directed by the EOC.
4. Chelan County EM/EOC
 - a. Coordinate with the WVHS, the Chelan County Veterinary Coordinator, and the County Health Dept. to develop a program to ensure all those who may be involved in disaster animal care response and recovery operations understand their responsibilities and expected actions.
 - b. Coordinate as needed with other agencies in development of a disaster animal care awareness media campaign for companion animals and livestock owners.
 - c. Conduct training classes as needed for personnel involved in Incident Command System Disaster Animal Care management operations.
 - d. Participate in tabletop and functional exercises at the local level to implement Disaster Animal Care plans and test response procedures. Assist in the training of all administration, dispatchers, and office staff in emergency procedures involving this appendix.
 - e. Ensure communication lines are established and participants are clear on what actions need to be taken if a disaster animal care response is necessary.
 - f. Develop a call up list and activation procedures for the EOC.
 - g. Provide logistical and other support to responders upon request from the Incident Commander.
 - h. Coordinate with state agencies to establish a local animal retrieval plan in conjunction with animal control and humane society personnel.
 - i. Coordinate establishment of a uniform “hotline” number for animal retrieval and other animal related information.

- j. Establish methods and procedures for the appropriate use and accountability of donated funds. Coordinate with the WA State EOC on the handling of donated goods and money as well as volunteers wishing to assist in the disaster animal care operational activities.
 - k. Provide public information through a Public Information Officer.
 - l. Coordinate mass alert and warning of persons located in effected area.
 - m. Develop a plan for rapid disposal of dead domestic animals and contaminated carcasses as needed. Plans for collection and disposal of dead wildlife must be coordinated with the WA State Dept. of Fish and Wildlife.
 - n. Serve as liaison between local jurisdictions and response agencies, WA State EMD and other state and federal agencies for requesting resources when the capabilities of local response agencies are exceeded. Maintain liaison with supporting agencies.
 - o. Coordinate additional communication equipment as needed.
 - p. Provide maps as needed with locations of veterinary hospitals and clinics and animal shelter locations clearly marked.
 - q. Maintain records of disaster animal care activities conducted, their costs, and hours worked by paid and volunteer personnel.
 - r. Provide needed information and documentation to WA State EOC regarding emergency and/or disaster declarations. Assist the WA State EOC in the preparations of requests to the governor and subsequently to FEMA for obtaining applicable emergency and/or disaster declarations.
 - s. Debrief participants and prepare after action reports.
5. American Red Cross
- a. Mass Care Sheltering -- shelter for disaster clients includes the use of pre-identified shelter sites in existing structures, creation of temporary facilities or the temporary construction of shelters, and use of similar facilities outside the disaster-affected area should evacuation be necessary.
 - b. Mass Care Feeding – provide food to disaster clients and emergency workers through a combination of fixed sites, mobile feeding units and bulk distribution of food. Such operation will be based on sound nutritional standards and will include meeting requirements of disaster victims with special dietary needs.
 - c. Coordinate with the Humane Society in developing a plan to transport animals to animal care facilities when owners are evacuated to shelters.

6. State Agencies
 - a. The WA State Dept. of Agriculture and Fish and Wildlife represent animal health concerns of the state and maintain liaison with the emergency management and environmental protection agencies, departments and/or agencies that represent veterinary medicine, public health, agriculture, wildlife, non-native wildlife and humane societies.
 - b. The coordinating body responsible for planning all animal response and recovery activities for the WA State CEMP will be the WA State Dept. of Agriculture and the Washington Animal Response Management (WARM) Team.
 - c. The State Veterinarian will serve as permanent chair to the WARM Team but may designate a veterinary coordinator in his/her place.
 - d. The purpose of the WARM Team is to coordinate the response of state agencies in assisting local and volunteer organizations to provide all animals affected by the disaster with emergency medical care, evacuation, rescue, temporary confinement, shelter, food and water, and identification for return to the owner. The coordination may also involve diagnosis, prevention, and control of foreign animal diseases and diseases of public health significance. Another major concern is the disposal of dead animals.
 - e. The WARM members will consist of the following state agencies: WA State Dept. of Agriculture, WA State EMD, WA Dept. of Fish and Wildlife, WA State Department of Health, and WSU Extension Service.
- C. Federal Agencies and Tribal Governments
 1. USDA
The WSU Extension Agent in coordination with the WA State Dept. of Agriculture may request the support of the USDA in response and recovery activities.
 2. Tribal Governments
Tribal governments and the US Dept. of the Interior will be engaged as appropriate to protect the rights of Native Americans.
- D. Private Organizations and Businesses
Private organizations and businesses will be consulted during preparation activities to establish sources for the logistical supply system.

RESOURCE REQUIREMENTS

- A. The resources needed will depend on the particular event, however the primary and support agencies will, if available, provide their own internal support such as personnel, vehicles and equipment for their staff.
- B. Other resources that may be needed are to be requested from the Chelan County EOC.

EMERGENCY SUPPORT FUNCTION ELEVEN AGRICULTURE AND NATURAL RESOURCES

APPENDIX B – DISASTER ANIMAL CARE

Updated: 05/01/2009

OIE Listed diseases

Multiple species diseases

- Anthrax
- Aujeszky's disease
- Bluetongue
- Brucellosis (*Brucella abortus*)
- Brucellosis (*Brucella melitensis*)
- Brucellosis (*Brucella suis*)
- Crimean Congo haemorrhagic fever
- Echinococcosis/hydatidosis
- Epizootic haemorrhagic disease
- Equine encephalomyelitis (Eastern)
- Foot and mouth disease
- Heartwater
- Japanese encephalitis
- Leptospirosis
- New world screwworm (*Cochliomyia hominivorax*)
- Old world screwworm (*Chrysomya bezziana*)
- Paratuberculosis
- Q fever
- Rabies
- Rift Valley fever
- Rinderpest
- Surra (*Trypanosoma evansi*)
- Trichinellosis
- Tularemia
- Vesicular stomatitis
- West Nile fever

Swine diseases

- African swine fever
- Classical swine fever
- Nipah virus encephalitis
- Porcine cysticercosis
- Porcine reproductive and

Cattle diseases

- Bovine anaplasmosis
- Bovine babesiosis
- Bovine genital campylobacteriosis
- Bovine spongiform encephalopathy
- Bovine tuberculosis
- Bovine viral diarrhoea
- Contagious bovine pleuropneumonia
- Enzootic bovine leukosis
- Haemorrhagic septicaemia
- Infectious bovine rhinotracheitis/infectious pustular vulvovaginitis
- Lumpy skin disease
- Theileriosis
- Trichomonosis
- Trypanosomosis (tsetse-transmitted)

Equine diseases

- African horse sickness
- Contagious equine metritis
- Dourine
- Equine encephalomyelitis (Western)
- Equine infectious anaemia
- Equine influenza
- Equine piroplasmosis
- Equine rhinopneumonitis
- Equine viral arteritis
- Glanders
- Venezuelan equine encephalomyelitis

Amphibians

- Infection with *Batrachochytrium dendrobatidis*
- Infection with ranavirus

Other diseases

- Camelpox
- Leishmaniasis

respiratory syndrome

- Swine vesicular disease
- Transmissible gastroenteritis

Sheep and goat diseases

- Caprine arthritis/encephalitis
- Contagious agalactia
- Contagious caprine pleuropneumonia
- Enzootic abortion of ewes (ovine chlamydiosis)
- Maedi-visna
- Nairobi sheep disease
- Ovine epididymitis (*Brucella ovis*)
- Peste des petits ruminants
- Salmonellosis (S. abortusovis)
- Scrapie
- Sheep pox and goat pox

Lagomorph diseases

- Myxomatosis
- Rabbit haemorrhagic disease

Fish diseases

- Epizootic haematopoietic necrosis
- Infectious haematopoietic necrosis
- Spring viraemia of carp
- Viral haemorrhagic septicaemia
- Infectious salmon anaemia
- Epizootic ulcerative syndrome
- Gyrodactylosis (*Gyrodactylus salaris*)
- Red sea bream iridoviral disease
- Koi herpesvirus disease

Bee diseases

- Acarapisosis of honey bees
- American foulbrood of honey bees
- European foulbrood of honey bees

Avian diseases

- Avian chlamydiosis
- Avian infectious bronchitis
- Avian infectious laryngotracheitis
- Avian mycoplasmosis (*M. gallisepticum*)
- Avian mycoplasmosis (*M. synoviae*)
- Duck virus hepatitis
- Fowl cholera
- Fowl typhoid
- Highly pathogenic avian influenza and low pathogenic avian influenza in poultry as per [Chapter 2.7.12. of the Terrestrial Animal Health Code](#)
- Infectious bursal disease (Gumboro disease)
- Marek's disease
- Newcastle disease
- Pullorum disease
- Turkey rhinotracheitis

Mollusc diseases

- Infection with *Bonamia ostreae*
- Infection with *Bonamia exitiosa*
- Infection with *Marteilia refringens*
- Infection with *Perkinsus marinus*
- Infection with *Perkinsus olseni*
- Infection with *Xenohalictis californiensis*
- Abalone viral mortality

Crustacean diseases

- Taura syndrome
- White spot disease
- Yellowhead disease
- Tetrahedral baculovirus (*Baculovirus penaei*)
- Spherical baculovirus (*Penaeus monodon*-type baculovirus)
- Infectious hypodermal and haematopoietic necrosis
- Crayfish plague (*Aphanomyces astaci*)
- Infectious myonecrosis
- White tail disease

- Small hive beetle infestation
(*Aethina tumida*)
- *Tropilaelaps* infestation of
honey bees
- Varroosis of honey bees

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EMERGENCY SUPPORT FUNCTION - TWELVE ENERGY

PRIMARY AGENCY: Public and Private Energy and Utility Providers
Chelan County Emergency Management

SUPPORT AGENCY: Public Works

INTRODUCTION

- A. Purpose
To provide for the effective use of available electric power, natural gas, petroleum products, and other essential utilities required to meet essential needs, and to facilitate restoration of energy and utility systems affected by an emergency or disaster.
- B. Scope
This ESF outlines the procedures Chelan County local government and the emergency management organization will take to assist energy and utility providers in providing essential services to local government and the public during and recovering from emergencies and disasters.

POLICIES

1. Local energy and utility providers' policies. With the assistance of Emergency Management the legislative authorities shall prepare and update contingency plans for implementation in the event of energy shortages or emergencies.
2. Applicable state and federal laws and regulations. In the event of the entire state being affected, RCW 43.21G shall apply, which deals with energy emergencies and alerts and establishes necessary emergency powers for the governor.
3. WA State Comprehensive Emergency Management Plan (CEMP), ESF 12 - Energy
4. The legislative authorities will determine energy priorities during a disaster.

SITUATION

- A. Emergency/Disaster Conditions and Hazards

Emergencies and disasters could damage the facilities and infrastructure, and disrupt the ability to distribute essential energy and utility supplies and services. These include electric power, natural gas, water, sewer, telecommunications and petroleum products. Impacts from local as well

as regional and out-of-area incidents may have adverse affects on the local capabilities.

B. Planning Assumptions

1. Energy and utility providers have existing plans and procedures for dealing with energy and utility emergencies.
2. Occurrences and activities out of the local area may have an adverse affect on local operations, capabilities and activities.
3. The transportation, media and telecommunications infrastructures will be affected.
4. Delays in the production, refining, and delivery of petroleum-based products occur as a result of transportation infrastructure problems and loss of commercial power.
5. Priorities will need to be established and coordinated between the energy providers, Chelan County Emergency Management, local governments and other appropriate authorities outside the local area to provide the most efficient utilization of available services and supplies.

CONCEPT OF OPERATIONS

A. General

Responding to energy or petroleum shortages or disruptions and their effects is necessary for preservation of the public health, safety, and general welfare of our county's citizens. Activities during an energy emergency might include:

1. Assessing fuel and electric power damage.
2. Energy supply and demand.
3. Identifying requirements to repair energy systems.
4. Coordinating closely with federal, state, and local jurisdiction officials to establish priorities to repair damaged energy systems.
5. Coordinating temporary, alternate, or interim sources of emergency fuel and power; obtaining current information regarding damage to energy supply and distribution systems.
6. Assessing the requirements for restoration.

B. Organization

1. The electric power within Chelan County is organized by the Chelan County Public Utility District (PUD), which has its own hydroelectric power generating capability. This capability comes from Rocky Reach Dam, Chelan Falls generation plant and from Rock Island Dam. This independent power generation capability allows for the ability to generate power locally without using the Northwest Power Pool. Many end users with high reliability needs

(e.g., hospitals, public safety) have their own in-house power generation capability.

2. Natural gas within Chelan County is primarily in the Wenatchee Area. It is brought in over Colockum Pass by Northwest Pipeline, Inc., then transferred to Cascade Natural Gas for commercial / residential service in the greater Wenatchee area. All other gas service in Chelan County is provided by the use of Propane, which is individually delivered to the specific customer.
3. Local petroleum supplies are through local independent vendors which will have to be coordinated with during an emergency or disaster situation.
4. Water supply systems within the county are publically owned. Since these systems are not normally interconnected, like the electrical power system, emergency planning for water utilities is concerned with restoration efforts.
5. Each local energy and utility provider will maintain and operate their respective systems.
6. Each energy, utility and petroleum provider will provide services through their normal means based on established procedures to the maximum extent possible.

C. Procedures

1. To the maximum extent possible during a disaster, energy, utility, and petroleum distribution systems will continue to provide services through their normal means.
2. Emergency Management will coordinate with energy, utility, and petroleum providers and government officials so that information regarding the proper use of these services can be made available to the public.
3. Energy, utility and petroleum companies will compile damage assessment reports and transmit them to Emergency Management. These assessments will be relayed to the State EOC for their evaluation, as appropriate.

D. Mitigation Activities

1. Energy and utility providers should attempt to design, locate and install systems and facilities so that they are the least vulnerable to known hazards. When repairing damages, every attempt should be made to reduce the likelihood and severity of future damages. Providers are encouraged to take preventative actions to reduce or eliminate the affects of natural hazards.

E. Preparedness Activities

1. Chelan County Public Utility District
 - a. Manage and operate their system through normal means.
 - b. Obtain current information regarding damage to energy supply and distributions systems.
 - c. Assess energy supply and demand.
 - d. Coordinate with electric utilities and the petroleum and natural gas industries to identify requirements to repair energy systems.
 - e. Establish procedures to identify and prioritize essential and necessary actions and operations.
 - f. Coordinate temporary, alternate or interim sources of emergency fuel and power.
 - g. Coordinate closely with Chelan County, city, federal, and state officials to establish priorities to repair damaged energy systems.
2. Chelan County Emergency Management
 - a. Maintain inventories of utilities, petroleum product suppliers and emergency resources including names, addresses and telephone numbers of key contact personnel.
 - b. Develop and maintain operating procedures for actions to take during an emergency or disaster.
 - c. Ensure personnel are aware of emergency responsibilities and trained in emergency operations.

F. Response Activities

1. Chelan County PUD and Utility Providers
 - a. Energy, utility and petroleum companies will compile damage assessment and situation reports and transmit them to Chelan County EM/EOC.
 - b. If local control measures are necessary, local providers will work with Chelan County Emergency Management/EOC and the legislative authorities in the establishment and activation of control measures.
 - c. Each provider will compile damage assessment reports and transmit them to Chelan County Emergency Management.
 - d. If a provider needs additional resources, outside of established mutual aid or other agreements, these requests for assistance will be coordinated with Chelan County Emergency Management/EOC.
 - e. Provide Chelan County Emergency Management with information on the public's use of services.
 - f. Determine the status of energy sources available to Chelan County.

- g. Assess energy and utility service system capabilities.
 - h. Coordinate, as appropriate, with federal, state and local officials to identify and establish priorities to repair and restore damaged systems.
 - i. Coordinate sources of emergency fuel supplies for essential operations.
 - j. Coordinate public information dissemination relative to emergency energy and utility capabilities and usage.
 - k. Maintain liaison with Chelan County Emergency Management/EOC to keep them up-to-date on the situation.
- 2. Chelan County Emergency Management
 - a. Coordinate emergency activities
 - b. Coordinate assistance for providers needing additional resources, outside of established mutual aid or other agreements.
 - c. Provide energy, utility and petroleum information to county, city, state and federal officials, including WA State EMD/EOC, as needed or requested.
 - d. Inform the public on the proper use of services and current situation status.
 - e. Assist with determination of the requirements for restoration. These assessments will be relayed to the WA State EM/EOC for evaluation, as appropriate.
 - f. Coordinate with public and private energy and utility providers to facilitate the repair of damaged energy systems.
 - g. Work with the Public Information Officer to prepare media releases and participate in media interviews.
- 3. State of Washington
 - a. The control of any energy source is only possible at the state level and only after the Governor has signed a Disaster Proclamation. State authorities can access local petroleum suppliers and major oil companies to facilitate the delivery of adequate amounts of emergency fuel supplies.

G. Recovery Activities

- 1. Energy and Utility Providers
 - a. Coordinate with Chelan County Emergency Management / EOC to determine priorities among users if adequate utility supply is not available to meet all essential needs.
 - b. Make request for assistance from the State.
 - c. Assist in the administration of energy allocation programs in accordance with the Governor's emergency powers.
 - d. Compile damage and operational capability reports, and forward them to Chelan County EM/EOC.

- e. Provide liaison between utilities and Chelan County Emergency Management/EOC.
- f. Provide coordinated emergency public information to Chelan County Emergency Management/EOC.
- g. Follow in-house procedures for the repair and restoration of transmission lines, pipelines, etc. to return service to normal.
- 2. Support Agency - Emergency Management
 - a. Provide coordinated emergency public information from utility and energy providers.
 - b. Provide liaison between the utilities and legislative authorities.
 - c. Provide damage and operational capability reports to county, city, and state government officials.

RESPONSIBILITIES

A. Energy and Utility Providers

- 1. Establish and maintain emergency procedures.
- 2. Coordinate emergency actions and activities with Chelan County Emergency Management/EOC and provide a liaison to Chelan County's EOC when requested.
- 3. Assist with development, coordination and support of energy and utility conservation policies and programs; and establish priority systems for the curtailment or reduction of services, restoration of services, and provisions for emergency services.
- 4. Cooperate with voluntary requests for conservation and control measures.
- 5. Coordinate requests for additional fuels or energy products from outside the area, through Chelan County Emergency Management.
- 6. Work and coordinate with Chelan County Emergency Management/EOC and WA State EMD/EOC to establish necessary priorities and control measures as required.

B. Chelan County Emergency Management

- 1. Maintain inventories of energy and utility providers and emergency resources.
- 2. Determine where energy and utilities are needed and advise legislative authority for prioritization.
- 3. Coordinate activities and requests for outside resources with WA State EMD/EOC. Keep WA State EMD/EOC advised of energy status and any need for outside assistance until energy sources are back to normal operations.
- 4. In conjunction with EOC operations, advise Chelan County and city legislative authorities on potential emergency actions.

5. Coordinate information between agencies and utilities, both private and public.
6. Keep the public informed.

RESOURCE REQUIREMENTS

1. Inventory lists of private and public organizations that have power generating ability. Inventory lists of fuel storage areas.
2. Necessary personnel and equipment to restore power to affected areas in a timely manner.
3. Outside resource requirements will be determined by the WA State EOC. The WA State Dept. of Community Trade and Economic Development is expected to provide the materials and equipment in an energy emergency.

REFERENCES

1. Chelan County Emergency Management ESF 7 – Resource Support
2. WA State Comprehensive Emergency Management Plan, ESF 12 - Energy

**EMERGENCY SUPPORT FUNCTION - THIRTEEN
PUBLIC SAFETY, LAW ENFORCEMENT AND SECURITY**

PRIMARY AGENCY: Chelan County Sheriff's Office
Wenatchee Police Department
Chelan County EMS
Washington State Patrol, District 6
Fire Service

SUPPORT AGENCIES: Public Works
RiverCom

INTRODUCTION

A. Purpose

To provide for effective coordination of Chelan County law enforcement operations during emergency or disaster situations.

B. Scope

The intent of this ESF is to outline the law enforcement procedures required to effectively respond to a county-wide emergency or disaster.

POLICIES

The Chelan County Sheriff's Office, Wenatchee Police Department and support agencies will, within the limits of their resources and authority, coordinate with other local, state and federal law enforcement organizations to support essential law enforcement operations.

SITUATION

A. Emergency/Disaster Conditions and Hazards

Any and all conditions identified in the Hazard Analysis can affect this ESF.

B. Planning Assumptions

Local resources will be exhausted prior to seeking assistance from the state (Washington State Patrol or National Guard).

CONCEPTS OF OPERATIONS

A. General

1. In an emergency, the local law enforcement organization's regular law enforcement activities, such as traffic control or other emergency police functions, will remain their responsibility in their jurisdiction.
2. In an emergency beyond the capabilities of the local law enforcement agency, additional personnel will be provided locally through mutual assistance agreements.
3. The Washington State Patrol will advise or assist within the county, but may not supersede the authority of the Sheriff/Chief of Police.
4. All emergency traffic regulations, particularly those involving roadblocks, re-routing, etc., will be closely coordinated with the head of the appropriate public works department i.e. Department of Transportation, County and City Road Supervisors or Engineers.

B. Organization

Law enforcement operations will be conducted by the agency responsible for the jurisdiction the event is in. In the event the situation is county-wide, then the Chelan County Sheriff's Office will coordinate law enforcement activities.

C. Procedures

Law enforcement response will be in accordance with their operational procedures and the County's Comprehensive Emergency Management Plan.

D. Mitigation Activities

1. Primary Agency
None
2. Support Agencies
None

E. Preparedness Activities

1. Primary Agency
 - a. Develop and maintain operational guidance for the effective use of its resources.
 - b. Ensuring that all personnel within their jurisdiction including regulars, reserves or auxiliaries, are trained in emergency management procedures, particularly involving traffic control, evacuations, and search and rescue operations.
 - c. Participates in local emergency response exercises and training.
 - d. Coordinates and maintains liaison with support agencies and state and federal law enforcement agencies.
2. Support Agencies
 - a. Develop and maintain operational guidance for the effective use of its resources.
 - b. Ensuring that all personnel within their jurisdiction including regulars, reserves or auxiliaries, are trained in emergency management procedures, particularly involving traffic control, evacuations, and search and rescue operations.
 - c. Participates in local emergency response exercises and training.

F. Response Activities

1. Primary Agencies and Support Agencies
 - a. Ensure that warnings are disseminated, utilizing all available emergency communication capabilities.
 - b. Conduct search and rescue operations within their respective political subdivisions.
 - c. When needed, law enforcement personnel providing emergency personnel assistance will maintain their own autonomy, with their subsequent actions coordinated by the head of the requesting jurisdiction.
 - d. Documentation of expenditures for disaster /emergency related obligations. This is for reimbursement and auditing purposes.
 - e. Designation of a staff member to specifically plan for and assist families of on-duty officers.
 - f. Alerting staff by use of RiverCom or other paging capabilities and briefing them of the situation.
 - g. Reviewing plans and standard operating procedures and assuring that all law enforcement personnel are informed of existing or revised procedures.

- h. Providing senior level representation at the Emergency Operations Center or mobile Command Post in multi-agency operations.
- i. Coordinating needs for augmentation of forces with Chelan County Emergency Management.

G. Recovery Activities

Primary and Support Agencies

Follow the concepts in the Recovery and Restoration ESF.

RESPONSIBILITIES

Primary and Support Agencies

Provides for law enforcement service as outlined in their departmental guidance documents.

RESOURCE REQUIREMENTS

Resource requirements for this ESF are those that are needed to accomplish the task of Law Enforcement.

EMERGENCY SUPPORT FUNCTION - FOURTEEN **LONG TERM COMMUNITY RECOVERY AND MITIGATION**

PRIMARY AGENCY: Chelan County Commissioners
Chelan County Sheriff's Office
Public Works
Energy and Utility Providers
Fire Services
County Building Officials
Amateur Radio Operators
American Red Cross
Chelan-Douglas Health District

SUPPORT AGENCIES: RiverCom
Chelan County EMS
Local Hospitals and Clinics
Critical Incident Stress Management Team
Civil Air Patrol
Salvation Army
Wenatchee Valley Humane Society
Link Transit
Chelan County Veterinary Coordinator
Chelan County Coroner
Chelan County Assessor
Chelan County Auditor
Chelan County Prosecuting Attorney

INTRODUCTION

- A. Purpose
The purpose of this ESF is to establish uniform policies for effective coordination to accomplish recovery and restoration tasks resulting from a natural or technological emergency or disaster.
- B. Scope
Recovery and restoration actions following any emergency or disaster will be determined by the specific event. All jurisdictional agencies may be involved depending upon the hazards and scope of the situation.

POLICIES

- A. Emergencies or Disasters
1. Recovery and restoration activities are operational in nature and begin while response operation activities are still underway. For most events, these activities will begin with Emergency Management working from the EOC or other location, to assemble data on the extent of damages. If

warranted, the Sheriff/Director of Emergency Management may recommend to the Legislative Authorities a need to make a Proclamation of Emergency in order to seek assistance from the Governor's office and the State. This proclamation is the first step to obtain a Presidential Declaration of Disaster (federal assistance), if appropriate. The proclamation, once signed, needs to be forwarded to the State Emergency Management Office.

2. Recovery and restoration activities for local and volunteer agencies will be coordinated through Emergency Management and/or through the Emergency Operations Center (EOC). The Federal Emergency Management Agency (FEMA) will provide recovery and restoration assistance through application when the damages exceed, or are expected to exceed the capabilities of Chelan County and Cities. FEMA provides a "Guide To the Disaster Declaration Process and Federal Disaster Assistance" to assist the local entities through the application process. If a joint state/federal Disaster Field Office (DFO) is established, the coordination of these activities will then come from the DFO.
3. In the wake of a catastrophic disaster, the Governor may direct the formation of a Washington State Recovery and Restoration Task Force (RRTF). The purpose of the RRTF is to recommend and coordinate efforts to restore normalcy to areas adversely impacted by the disaster. Emergencies or disasters involving radiological materials or chemical munitions will require special attention in the recovery and restoration phase. Activation of an RRTF can be expected if such an event were to occur.

SITUATION

A. Emergency/Disaster Conditions and Hazards

Any emergency or disaster occurring in Chelan County can cause damage to public and private property, which requires recovery and/or restoration activities.

B. Planning Assumptions

1. An emergency or disaster has occurred causing significant damage so as to require recovery and restoration activities.
2. If a Presidential Disaster Declaration has been made, the State of WA will form an RRTF and Chelan County will prepare to support that group. Local jurisdictions will support and act upon the recommendations of the RRTF.
3. If a Presidential Disaster Declaration has been made, there will be federal assistance coming and a Disaster Field Office will be established.

CONCEPTS OF OPERATIONS

A. General

1. Each political subdivision, special purpose district, public utility, agency and organization will:
 - a. Complete a detailed damage assessment process
 - b. Coordinate recovery and restoration activities with Chelan County Emergency Management and/or the Chelan County EOC and the WA State Emergency Management Office/EOC.
 - c. Apply for public assistance programs, if eligible.
 - d. Designate an "Agency Representative" responsible for all recovery activities.
 - e. Work with the Damage Survey Report (DSR) teams to verify and document eligible assistance projects.
2. Each agency or organization is responsible for recovery costs within existing budget limitations. If costs exceed existing budget authority, the legislative authority of the respective jurisdiction needs to provide appropriate action.
3. Each agency or organization is responsible for documenting all disaster related costs and activities.
4. The WA State Emergency Management Dept./EOC will coordinate private sector assistance program availability and work with the Public Information Officer to disseminate all pertinent information to the general public.
5. Local public and private utility service providers will restore services based on their policies and procedures and will coordinate pertinent activities with Chelan County Emergency Management/EOC and with WA State EMD/EOC.
6. The RRTF will serve as the guidance group to the Governor on a program of continuation of recovery and restoration. They will focus on:
 - a. Deterring the economic and environmental impact of the recovery to the state and the county, their citizens, property, business, and industry.
 - b. Determining the immediate measures necessary to continue recovery such as: contamination clean up; control of adulterated food; and financial aid and compensation.

B. Organization

1. Each political subdivision, special purpose district, public utility, agency and organization will designate an Agency Representative responsible for recovery activities.
2. The Chelan County EMD/EOC will coordinate recovery and restoration programs and activities.
3. State and federal disaster assistance program coordinators will provide assistance and guidance to local entities on assistance programs.

4. State and federal teams in cooperation with the respective Agency Representatives will conduct Damage Survey Reports for all eligible applicants.

C. Procedures

1. Recovery and restoration operations begin in the county and are based on the damage assessment reports received. Emergency Management is normally assigned the task of collecting initial damage assessments and making recommendations regarding the need for a Proclamation of Emergency to the local legislative authority.
2. Recovery and restoration operations will be conducted from the Chelan County EOC or other established location. This process will continue until the function is no longer necessary. Recovery and restoration operations may include, but are not limited to
 - a. Formation of a damage assessment and/or recovery task force
 - b. Prioritization of activities
 - c. Providing support to local entities, state and federal teams
 - d. Providing necessary and requested information
 - e. Providing reports and situation updates
 - f. Coordination requirements
3. If Chelan County is declared a federal disaster area, an applicant briefing will be held to inform all eligible agencies of the process to apply for assistance and what assistance might be available through public assistance programs.
4. If individual assistance programs are available, individuals must apply for themselves. Chelan County EOC, WA State EMD/EOC and program liaisons will notify the public on program procedures.
5. Chelan County EM/EOC and WA State EMD/EOC will assist in providing the private sector with contacts of other organizations or sources of assistance as appropriate.

D. Mitigation Activities

1. When repairing and restoring services and facilities, each entity is encouraged to investigate alternative plans and activities to potentially reduce future damages and impacts.
2. After a federally declared disaster, a mitigation grant program is usually available. Local entities should investigate possible projects for reducing future disaster damage and losses. Chelan County EM and WA State EMD/EOC will assist local entities with the process.

E. Preparedness Activities

1. The primary method of preparing for recovery activities is to include this activity in county-sponsored exercises and training.

2. Primary Agency – Develop and maintain a liaison with Chelan County, city, state, federal agencies and organizations that can provide assistance in recovery and restoration activities.
3. Support Agencies – Develop and maintain procedures to recover from emergencies and disasters including cost documentation.

F. Response Activities

1. During the response phase of an emergency, data on the extent of damage needs to be collected and tabulated. This will be centralized in the Chelan County EOC or other designated facility and all responders in the field need to be advised of the need to report whatever damage they observe. The EOC may need to activate Damage Survey Report (DSR) teams while the response to an emergency is still in progress.
2. Primary Agency
 - a. Activate Chelan County EOC or other facility to coordinate recovery activities.
 - b. Assemble and forward all necessary reports and requests for assistance to WA State EMD/EOC and other necessary locations.
 - c. Coordinate recovery and restoration activities with Chelan County, city, state and federal program representatives.
 - d. Provide all necessary individual assistance program information to the PIO Coordinator for dissemination.
3. Support Agencies
 - a. Identify all damages and losses and prepare an action plan for recovery activities.
 - b. Prepare relevant recovery and restoration instructions and information for public information distribution.
 - c. Participate in the DSR process as appropriate.
 - d. Coordinate activities with Chelan County EM/EOC and WA State EMD/EOC.

G. Recovery Activities

The recovery and restoration phase of a disaster may last for years. The activities that take place during this phase will depend on the type of event that occurred. During the initial stage of the recovery phase coordination will take place out of the Chelan County EOC. When the situation reaches a point where the EOC can be deactivated, follow-up activities will include:

1. Upon EOC deactivation, follow-up coordination will be assigned to a specific agency, usually Emergency Management or Public Works.
2. Review and critique incident actions.
3. Continue documentation and reporting on all disaster recovery activities.

RESPONSIBILITIES

A. Primary Agency - Emergency Management

1. Coordinate the recovery and restoration tasks following an emergency or disaster.
2. Ensure that damage assessment data is collected and tabulated
3. Ensure that facilities and logistical support are made available to state and federal personnel that come into Chelan County to assist with recovery and restoration activities.
4. Coordinate the recovery and restoration activities with potential disaster assistance programs.
5. Provide information and guidance to policy makers concerning issues of recovery and restoration.
6. Assist in the public information activities including public announcements on recovery and restoration and instructions on applying for assistance programs.
7. Provide liaison between the Chelan County agencies, organizations, state and federal agencies dealing with recovery efforts.
8. Ensure that Disaster Declarations and damage assessment data is transmitted to the WA State EMD/EOC.

B. All jurisdictions and their agencies in Chelan County

The county and cities within Chelan County will need to make any and all of their assets available to assist with the recovery and restoration within their jurisdiction. A jurisdiction's own assets must be utilized before state and federal assistance can be expected. Additional responsibilities include:

1. Document all disaster related activities and costs.
2. Inventory all damages and losses and develop an action plan for recovery and restoration activities
3. Conduct recovery and restoration tasks in coordination with Chelan County EM/EOC, WA State EMD/EOC and federal assistance program guidelines.
4. Support and coordinate with Chelan County EM/EOC and WA State EMD/EOC in the conduct of recovery and restoration activities.
5. Coordinate all pertinent disaster recovery information for the general Public with the PIO.
6. The County Assessor will advise citizens on property reassessment as a result of disaster damages.
7. Building and Planning officials will work with persons on site safety Inspection, permits, and codes for disaster recovery activities.
8. Chelan County Auditor, Treasurer and City financial officers will assist in disaster recovery accounting and fiscal activities.
9. Review and critique all actions and activities for possible future modifications and updates to Chelan County EM/EOC procedures and the Chelan County Comprehensive Emergency Management Plan.

RESOURCE REQUIREMENTS

The resources needed will depend upon the particular event, however, the Chelan County EM/EOC will assist in ensuring facilities and logistical support are provided for any state and federal resources sent into Chelan County.

REFERENCES

- A. ESF 5 – Emergency Management
- B. Chelan County Comprehensive Emergency Management Plan, Basic
- C. WA State Military Dept., Emergency Management Division, Disaster Assistance Information
- D. Preliminary Damage Assessment (PDA) Process and Form, available on the (www.emd.wa.gov) EMD website.
- E. Disaster Cost Tracking Process and Form, available on the EMD Website.
- F. FEMA “Guide to the Disaster Declaration Process and Federal Disaster Assistance”, available on the (www.fema.gov) FEMA website.
- G. FEMA “A Citizen’s Guide to Disaster Assistance”, available on the FEMA Website.

DAMAGE ASSESSMENT

INTRODUCTION

- A. Purpose
The purpose of this portion of the Emergency Support Function is to establish policies and procedures for timely assessment of damages resulting from a natural or technological disaster.
- B. Scope
Disasters cause injury to individuals and damage to property, the environment, businesses, non-profit entities, and to government assets. High priority will be given to critical facilities such as hospitals, extended care facilities, schools, and mass care shelters. Damages must be assessed to determine disaster aid eligibility.

POLICIES

- A. When a disaster occurs, a Preliminary Damage Assessment (PDA) will be made to determine the extent of damages.
- B. The PDA will be accomplished using municipal, county and volunteer personnel.

SITUATION

- A. Emergency/Disaster Conditions and Hazards – A disaster, natural or man-made, could occur at any time which could cause widespread damage to public and private property throughout the county.

B. Planning Assumptions

1. An emergency or disaster has occurred.
2. The emergency or disaster has caused significant damage requiring an assessment that can be forwarded to the WA State EMD/EOC for requesting federal assistance.
3. Damage assessments will have to be made in several parts of Chelan County.

CONCEPT OF OPERATIONS**A. General**

PDAs are the basis for determining if a jurisdiction is eligible for disaster assistance. Initial PDAs will be accomplished by local personnel and compiled by Chelan County Emergency Management utilizing the current forms provided by the state. If a Presidential Disaster Declaration is made, WA State EMD/EOC and FEMA will send personnel to work with local personnel in preparing Damage Survey Reports.

B. Procedures

1. Early assessment activity
 - a. Once the county EOC is activated it needs to ensure that PDAs are made and reported back to the WA State EMD/EOC. As the data is compiled it needs to be sent in. Individuals and organizations that could be called upon to provide personnel for PDA Teams are:
 - 1) Cities and county building officials
 - 2) Cities and county public works departments
 - 3) American Red Cross
 - 4) Registered Emergency Workers
2. Damage Verification
 - a. If the President declares Chelan County a disaster area there will be teams of state and federal inspectors sent to the county to help prepare DSRs. A DSR Team will normally consist of one local, one state, and one federal person.
3. Preparedness Activities
 - a. This ESF is to be brought to the attention of all the organizations that might be asked to provide personnel to work on a PDA and / or DSR Team. This information is also to be incorporated into exercises and emergency management training whenever possible.
4. Response Activities
 - a. PDA teams will be assigned by the County EOC to conduct windshield surveys to determine the extent of damage. This information will be compiled in the county EOC and forwarded to the WA State EMD/EOC.
5. Recovery Activities
 - a. The County EOC will continue to collect and update the status of damage within Chelan County and evaluate its impact on the county.

RESPONSIBILITIES

- A. Chelan County Emergency Management will:
 1. Ensure that equipment and personnel are made available to work on PDA Teams and have the PDA worksheets available for PDA teams.
 2. Ensure that a local person and vehicle are assigned to work with state and federal personnel that are sent to Chelan County to prepare DSRs.
 3. Incorporate the information in this ESF into exercises and emergency management training whenever possible.
 4. Receive PDA reports utilizing PDA worksheet, transfer the information to the current EMD PDA forms and transmit via e-mail or fax to WA State EMD.

RESOURCE REQUIREMENTS

- A. DSR teams will require one vehicle per team and office space.

REFERENCES

- A. Title 44 Code of Federal Regulation (CFR), Section 206
- B. FEMA Publication 322 – Public Assistance Guide
- C. FEMA Publication – Public Assistance Applicant Handbook, available on the FEMA website

PDA WORKSHEET**Individual Assistance – Preliminary Disaster Damage Estimates****Type of Occurrence:** _____**Jurisdiction/Area Affected:** _____
(Describe the area affected or provide a map or sketch of the area borders)**Date of Occurrence:** _____

Name (if known)	Street Number	Street Name	Type of Structure (P)Primary Residence (S)Secondary Residence (R)Rental (B)Business (O)Other - specify	Habitable? Yes or No	Description of Damages

EMERGENCY SUPPORT FUNCTION FIFTEEN PUBLIC AFFAIRS

PRIMARY AGENCIES: Chelan County Emergency Management
Public Information Officer
Chelan County Commissioners
Mayors

SUPPORT AGENCIES: Public Broadcasting
KPQ (Emergency Alert System Hub)
NOAA National Weather Service
American Red Cross
The Salvation Army

INTRODUCTION

- A. Purpose
The purpose of this Emergency Support Function (ESF) is to provide guidelines for an efficient and coordinated flow of timely information and instruction to the public using all available communications media prior to, during, and immediately following an emergency or disaster.
- B. Scope
Emergency public information actions before, during and after any emergency will be determined by the severity of the emergency or potential emergency. A significant emergency public information response could involve personnel from all jurisdictions, organizations, and agencies within the county.

POLICIES

- A. Authorities See Basic Plan
- B. Assignment of Responsibilities
 1. A Public Information Officer and alternate will be appointed by the Incident Commander based on the type of emergency/incident that is occurring.
 2. Each response agency must appoint and train a spokesperson who will act as the Incident Commander's PIO at the scene.
 3. Each of the cities within Chelan County are requested to have persons designated and trained as primary and alternate PIOs who could work in the EOC/Joint Information Center (JIC) during the time of a declared emergency.
- C. Situation

1. Emergency/Disaster Conditions and Hazards
 - a. A natural or technological emergency or disaster could occur at anytime within the county.
 2. Assumptions
 - a. An event has occurred, or has been forecast as imminent, which places people and property in danger.
 - b. Technologically caused events and some natural events such as earthquakes may not provide any advanced warning.
 - c. Other natural disasters such as winter storms and flooding can generally be predicted, allowing some time for preparedness actions.
 - d. The event requires response and/or actions by the public in order to eliminate or reduce their exposure to the danger of the event.
- D. Concept of Operations
1. General
 - a. The county and cities are responsible for providing their citizens with information on impending or existing emergencies to include immediate protective action they should take such as sheltering or evacuation.
 - b. A JIC may be activated if the situation warrants. The JIC will likely be located at an off site location, away from the EOC. Agencies involved will staff telephones and coordinate media activities under the supervision of the Public Information Officer.
 - c. If a JIC is not activated, the PIO will carry out his/her assigned duties from the EOC.
 - d. All county agencies and jurisdictions are responsible for providing the PIO with appropriate information about the incident, and actions needed to save lives and protect property. Generally, if a JIC is activated, a representative from each of the involved county agencies will be assigned to the JIC.
 2. Information Support Structure
 - a. During a declared emergency, the PIO will work out of the Chelan County EOC unless a JIC is activated. Media briefings will not be conducted at the EOC due to space and congestion considerations.
 - b. The PIO will keep the State EOC informed of the local situation and of any public affairs assistance that may be needed.
 - c. The State of WA Military Dept., Emergency Management Division will coordinate with federal agencies to keep them

- informed of the situation, and of any assistance that might be needed.
- d. Incident Commanders will appoint a PIO and spokesperson at the incident scene. If no PIO is appointed, the IC will act as spokesperson. Close coordination between the PIO at the scene and the PIO at the EOC/JIC is necessary.
 - e. If an outside agency/organization, such as FEMA, US Forest Service, an airline, etc. sets up a public information office/JIC in Chelan County because of an event, the Chelan County PIO will coordinate with that agency in order to avoid conflicts in information being released. Preferably, the Chelan County PIO or their representative will liaison with the other agency's public information office/JIC, if established.
3. Notification
Appropriate county agencies will be notified when an emergency or disaster has occurred that requires a PIO response, and they will be asked to keep the PIO at the EOC or JIC informed of the situation in their area of responsibility.
4. Emergency Management Activities
- a. All agencies in all jurisdictions are responsible to:
 - (1) Identify and train personnel to implement the public information responsibilities outlined in this ESF.
 - (2) Prepare and coordinate public information resource material that might be needed by their agency during an emergency.
 - (3) Participate in programs to educate the public about hazards caused by emergencies or disasters, and actions people may be asked to take to protect themselves, their property, and the environment.
 - (4) Advise county agencies and jurisdictions of emergency management PIO training that is available.
5. When the Chelan County EOC and/or the JIC are activated, the PIO or their designee coordinates the preparation and release of news regarding the emergency situation. All news releases and status reports will be coordinated with the PIO to reduce release of conflicting information.

RESPONSIBILITIES

- A. Emergency Management
- 1. Recommend activation of the JIC when deemed necessary.
 - 2. Assist the PIO with technical advice and assistance, and recommend training for that person.
 - 3. Assist the PIO in selecting alternates to serve in the EOC.

4. Maintain a media contact list. This list will be kept with the EOC SOP manual.
- B. Public Information Officer
1. The PIO is responsible for the preparation and release of news regarding the emergency situation. Pre-scripted information may be prepared for all types of hazards which may occur in Chelan County.
 2. Obtain approval from the Incident Commander prior to issuance of a press release.
 3. Distribute press releases to all local media using the pre-established contact list. This may be done by using faxes, phone, e-mail or scheduling/conducting briefings, or using messengers.
 4. Plan, schedule, and coordinate briefings or news conferences for the media.
 5. Coordinate with the State EOC PIO and provide WA EMD with copies of all press releases issued.
 6. If a Federal Disaster Recovery Assistance Center is established in the county, the PIO will continue to coordinate the release of news throughout the recovery phase.
 7. Provide information concerning individual and public assistance when available.
 8. If the activation of the Emergency Alert System is deemed necessary, it will be approved by the Emergency Manager or Incident Commander and activated through RiverCom or WA EMD.
 9. Prepare recorded messages for the emergency information hotline as necessary.
- C. Chelan County Commissioners and/or Mayors
1. Legislative authorities will remind all of their departments to clear any releases to the media or public through the County PIO in order to prevent release of conflicting information and to assist with rumor control.
- D. American Red Cross
1. The American Red Cross will be responsible for sheltering, feeding and registering displaced persons. They may also coordinate volunteers who wish to assist in the response and/or the recovery efforts. The PIO will maintain contact with the Red Cross and coordinate information to the public about the services that are being provided.
- E. All county and city agencies and departments will notify the PIO of any requests for information from any of the media, and of any material or reports they provide to the media.

- F. If an evacuation of part, or all, of the county becomes necessary due to an emergency, the PIO has the primary role in disseminating instructions to the public. Special situations dealing with evacuation are found in ESF 13 – Public Safety, Law Enforcement, and Security.

APPENDIX

- A. Joint Information Center Operations

Appendix A

JOINT INFORMATION CENTER OPERATIONS

INTRODUCTION

A. Purpose

1. Protection of the public health and safety in the event of a major emergency or disaster requires many local, state, federal, and private industry organizations to provide accurate and timely information to the public. Effectively and rapidly communicating what happened, what is being done in response and what the public needs to do to protect itself is the primary task of the Public Information Officer (PIO) of the agencies responding to the emergency.
2. Public welfare calls for a coherent, overall response to an emergency and at the same time, clarity in what may be differing messages from responding jurisdictions. A community's information system must be able to provide the public with the information they need in order to cope with the emergency situation. The coordination of this information and its timely dissemination is extremely important.
3. Gathering and disseminating emergency information in a multi-jurisdictional response requires a well organized coordination process. When jurisdiction PIOs coordinate with each other from their respective emergency operations centers, with the community, or by providing media with a single information source, they are using a Joint Information Center (JIC).

B. Intent

1. To provide implementing procedures for the activation of the Chelan County JIC during emergency responses and other situations in which multiple organizations need to collaborate to provide timely, accurate, and useful information to the public and other stakeholders.

SITUATION AND ASSUMPTIONS

A. Situation

1. Upon receipt of information of an impending local emergency or intensifying national crisis, a decision may be made to enhance activation of the Chelan County Emergency Operations Center.
2. Centralized county/state coordination and dissemination of factual, official information helps assure a well-informed public, avoid or minimize the release of incorrect information, and deflate rumors.

3. Should the JIC be activated, it may operate near the EOC, but normally will not be at the EOC.
4. In major emergency or disaster situations there may be a large number of media representatives seeking information about the situation and about response actions. It is the intent of the Chelan County Emergency Management Office to cooperate fully with the media in all phases of emergency management.
5. A major emergency or disaster will attract regional and national media representatives which may necessitate the activation of a JIC staffed by PIO-trained personnel.

B. Assumptions

1. When activated, the JIC becomes the primary tool for facilitating the release of information to the media, as well as to the citizens of the affected area.
2. During emergency situations and disasters, the general public and media will require information about the emergency situation and instruction on proper response actions.
3. When the JIC is activated, it is in the process of starting up or preparing to open. When the JIC is operational it is responding to requests for information and officially open and ready for business. The JIC may be declared operational once the necessary personnel and equipment are in place.
4. The local media will perform an essential role in providing emergency instructions and up-to-date information to the public.
5. Depending on the severity of the emergency, or the media's perception of the severity of the emergency, regional and national media may also cover the story and require information and comment from local officials.
6. Our capability to provide information will be overwhelmed if sufficient staff are not provided and if sufficient planning is not completed to accommodate media and public needs.
7. Upon activation, the JIC will organize to accommodate the work space and office needs of each responding agency. However, the facility for the Chelan County JIC may not be reasonably equipped to handle multiple agencies. Agency PIOs should be prepared to provide their own equipment, such as laptop computers and printers, as needed, although some may be available at the JIC.
8. In order to provide an organizational framework in the JIC, a team approach to management, coordination and dissemination has been developed.
9. The JIC will be equipped with enough communications resources to ensure the timely and accurate gathering and dissemination of information.

10. The public relies on the JIC concept. All media use the center to receive official news, information, instructions and procedures should a local incident or severe national crisis occur.

CONCEPT OF OPERATIONS

A. Public Information Response Activities

1. The overriding concept of the Chelan County JIC is that each individual represents his or her own agency, and at the same time participates in a coordinated public information approach.
2. A JIC is a co-located group of representatives from organizations and agencies involved in an event that are designated to handle public information needs. The JIC structure is designed to work equally well for large or small situations and can expand or contract to meet the needs of the incident. JIC activation will be recommended by the EOC Manager or Incident Commander.
3. When public or private agencies and organizations come together to respond to an emergency event, efficient information flow is critical to effectively carry out the PIO responsibilities and meet expectations of the public. A JIC is a centralized location that serves to achieve that information flow.
4. Throughout the emergency, the JIC Manager will provide internal briefings, reconcile conflicts and provide a forum to discuss issues relating to the JIC process.
5. The JIC will operate 24 hours a day, seven days a week if needed and as able, with scheduled hours of operation being determined by the JIC Manager in consultation with agency PIOs and JIC staff.
6. All response agencies unable to locate within the JIC will be encouraged to coordinate and disseminate copies of their press releases to and through the JIC. Other agency PIOs may fill support positions within the JIC.
7. Statements that include reporting on actions by other jurisdictions will normally be coordinated within the JIC with the appropriate organization(s) prior to release.
8. The JIC will make available to the media all information received from other organizations, as appropriate.
9. JIC staff will assist agencies in responding to inquiries. They will answer all news media inquiries for which there is releasable information available, and refer news media inquiries to the appropriate agency's PIO.
10. The JIC Manager will facilitate overall policy guidance and operations for the JIC, and will coordinate, as needed, with the lead agency in the JIC, if one is designated.
11. The emergency public information staff may be called upon to warn the public about evacuations and other significant emergency requirements. In this case, the emergency public information

organization's representatives will fully mobilize and disseminate emergency instructions and information to the public in the following order of priority:

- a. Lifesaving/health preservation instructions
- b. Emergency status information
- c. Other useful information originated by the government or in response to media inquiries.

B. Organization

The JIC Organizational structure is based on functions that generally must be performed whether a person is handling a routine emergency or managing communications for a major response to a disaster. For proper coordination in a major emergency or disaster, it is essential that emergency public information be released from a single point to assure consistency and authenticity. The establishment of a JIC will avoid multiple releasing points.

1. At emergency incidents, on-scene PIOs will release information from a single location. It is desirable that the public information representatives from other involved agencies join the PIO at the scene in releasing information through a single coordination point on-scene. All information releases will be coordinated by the PIO with final approval given by the Incident Commander.
2. The PIO (at the EOC/JIC) will coordinate information releases from the emergency and stay in contact with the PIO on scene and other agency PIOs.
3. Goals of the JIC
 - a. Provide confirmed, accurate, and consistent public information
 - b. Provide the public with one contact base for all departments, governments, medical facilities, and public utilities
 - c. Answer media calls and requests
 - d. Set up news conferences, brief executives, and notify the media
 - e. Write press releases, advisories, statements, and speeches, as requested
 - f. Provide rumor and damage control

EMERGENCY SUPPORT FUNCTION - TWENTY **DEFENSE SUPPORT TO CIVIL AUTHORITIES**

PRIMARY AGENCY: Chelan County Emergency Management

SUPPORT AGENCIES: Mayors
Chelan County Commissioners
Military Department, National Guard
Department of Defense

INTRODUCTION

A. Purpose

To provide a means for requesting military assistance during civil emergencies when conditions extend beyond the capability of Chelan County to effectively respond, thus increasing the probability of serious danger to human life and/or extensive property damage.

B. Scope

Military units have specialized equipment, not otherwise available to local jurisdictions that may be needed in time of an emergency operation. They also have personnel that might be needed to support local jurisdictions. Specific actions to be taken following any incident will be determined by the level of effort required to support the event. ESF 20 describes the conditions under which the Governor could declare a state of emergency and activate the National Guard; procedures that Chelan County Officials have to follow to request military assistance from the state and/or Federal agencies; the type of assistance that can be provided; and the relationship between the military commander and local civil authorities.

POLICIES

A. Specific laws and regulations governing the provision of Military Support to Civil Authorities are as follows:

1. Title 42, United States Code 5121, The Stafford Act
2. Title V, Public Law No. 101-165
3. Department of Defense Directive 3025.18
4. Air Force instruction 32-4001
5. Air Force Instruction 10-802
6. Air National Guard Instruction 10-8101

B. Request for military assistance will normally originate from local government through the State Emergency Operations Center (SEOC). This normal channel of request does not preclude requests for immediate assistance from supporting agencies, should the situation be life threatening or great loss of property is imminent.

- C. While there are military units located in Chelan County, their use and activation requires action by the WA State Governor and any requests for military assistance must be processed through the State of WA, Dept. of the Military, Emergency Management Division/WA State EOC.
- D. Military forces, either state or federal, will remain under and follow their military chain of command.
- E. The State of Washington Dept. of the Military Adjutant General deploys state active duty resources of the WA State National Guard in a state-funded status in response to an emergency involving imminent loss of life, to prevent greater suffering and/or to mitigate great destruction of property, in accordance to state regulations and statutes.

SITUATION

A. Emergency/Disaster Hazards and Conditions:

- 1. An emergency or disaster could occur for which military assistance may be the best or only solution such as a civil emergency that overwhelms the ability of Chelan County to respond with available public and private resources. A request for military assistance can be initiated to compliment, not substitute for, local civilian resources.
- 2. Any request for military assistance will be processed through Chelan County EOC to WA State EMD/EOC.
- 3. The county and state have issued Disaster Declarations.
- 4. A military liaison person may be assigned to the Chelan County EOC or to an area wide (overlapping county jurisdiction) location where a task force has been established to coordinate the use of any military assets assigned to the event.
- 5. When an emergency or disaster occurs and waiting for instructions from higher authority would preclude an effective response, any military commander may do what is required and justified to save human life, prevent immediate human suffering, or lessen major property damage or destruction. The commander will report action taken to higher military authority and to civil authority as soon as possible.

B. Planning Assumptions

- 1. Chelan County will experience a disaster or emergency situation that will cause the Governor to declare a State of Emergency.
- 2. The situation will be of such magnitude that county equipment, personnel resources, and services will be insufficient to deal with the emergency.

3. The Chelan County Sheriff/Director of Emergency Management or designated individual will request State Military resources to assist with disaster response. The request will be based on the premise that the county's ability to respond to an emergency of such magnitude without military assistance will result in loss of human life and extensive property damage.
4. The Governor will activate the National Guard and direct that the military assistance be provided to Chelan County. Expected time of arrival of those forces is forty-eight hours.

CONCEPT OF OPERATIONS

A. General

The Revised Code of WA (RCW) 38.08.040 provides that, upon the occurrence of certain events, the Governor has the power to order the organized militia of WA or any part thereof into state active duty (SAD) in order for WA State to execute the laws and perform such services as the Governor shall deem proper. This power resides with the Governor or acting Governor alone, and may not be delegated to another person or agency.

1. An emergency situation occurs in Chelan County that meets the criteria, all public and private resources are exhausted, for requesting state support.
2. Chelan County Emergency Management contacts Washington State Emergency Management Department (EMD) with a request for state support. EMD will review all statewide resources which could result in a recommendation to the Governor to employ the state National Guard personnel/equipment in addition to other state assets.
3. The Governor will authorize the Adjutant General to mobilize National Guard resources to support Chelan County.
4. A National Guard Liaison will be assigned to Chelan County Emergency Management for the duration of the National Guard's involvement.
5. A Task Force Commander will be assigned to maintain military control of all personnel/equipment tasked to support the emergency.
6. When the emergency overwhelms the state's resources, the Governor can request a Presidential Declaration. A major disaster declaration by the President is a prerequisite for federal response and recovery. The Federal Emergency Management Agency (FEMA) coordinates the federal agencies' response including utilization of the Department of Defense (DOD) assets.
7. If FEMA becomes involved, a Federal Coordinating Officer (FCO) will be assigned; and if DOD is tasked to respond, a Director of

Military Support (DOMS) will also be assigned to oversee federal military personnel/equipment.

B. Organization

1. The Chelan County Board of Commissioners reviews and recommends for adoption emergency management mutual aid plans, agreements and such resolutions, rules and regulations as are necessary to implement such plans and agreements,
2. The Chelan County Sheriff is the Director of Emergency Management. The Sheriff/Director is responsible for the Emergency Management Program. The Sheriff/Director is empowered to declare a county disaster or emergency in consultation with the Chelan County Board of Commissioners and/or a jurisdictional elected official(s).
3. The WA State Military Dept. is made up of two military components: the Air National Guard and the Army National Guard. There are two civilian components: WA State Emergency Management Division and the Support Services staff. The WA National Guard is positioned in 27 cities throughout the state. Unit capabilities include engineering, communications, transportation, and aviation.
4. Coordination of military support to civil authorities will be performed by the WA State Military Dept.

C. Procedures

The various elements of the WA State Military Dept. will follow their internal Standard Operating Procedures when in support of an emergency or disaster.

D. Mitigation Activities

Mitigation activities need to be done at the state level and are beyond the scope of this ESF (refer to WA State Emergency ESF 20 – Defense Support to Civil Authorities).

E. Preparedness Activities

1. During exercises and other emergency planning activities the possible use of military resources should be considered.
2. Identification of expected areas of support:
 - a. air, land, and water transportation
 - b. Armories, tents/shelters and available land
 - c. security forces and traffic control
 - d. supplemental communications
 - e. limited emergency medical assistance

- f. limited mass feeding
 - g. damage assessment, survey, and reporting
 - h. air support for reconnaissance
 - i. limited power generations
 - j. coordination with all military services.
3. Inventory of County assets and identification of shortfalls.

F. Response Activities

1. When requesting military assistance the Chelan County EOC needs to request them for a specific mission. The request should not be for specific equipment and/or personnel. A few examples of mission requests are:
- a. Provide air or land transportation for specific equipment or personnel.
 - b. Provide security and traffic control for a specific area, such as a city or county road.
 - c. Establish a mobile communications station.
 - d. Set up and operate a mass feeding station.
 - e. Establish a water purification station.

G. Recovery Activities

Response activities may need to continue through the recovery phase. However, the military personnel and equipment must be released before any civilian assets, serving the same purpose, are released.

RESPONSIBILITIES

- 1. Chelan County Commissioners must issue a Disaster Declaration before requesting any military assets. Chelan County Emergency Management will ensure that the Disaster Declaration is sent into WA State EMD/EOC.
- 2. The Chelan County Director must assign a specific mission to any military unit assigned to the county and designate who, in the field, they are to report to for instructions. Chelan County Emergency Management will keep WA State EMD/EOC advised on any potential need for military equipment or personnel that might be needed.
- 3. If a military liaison has not been assigned, someone in the Chelan County EOC must be designated to coordinate the military operations.

RESOURCE REQUIREMENTS

1. Request for military personnel and equipment must be consistent with unit capabilities.
2. Loan of equipment will not be allowed if it diminishes a unit's capability to be self-supporting or unable to perform its basic mission.
3. Whenever possible, request for personnel and/or equipment will include its needed organic support.

REFERENCES

1. Revised Code of WA 38.08.040
2. WA Emergency Management Division CEMP, ESF 20 – Defense Support to Civil Authorities

Changes

[illegible]

Chelan County

Comprehensive Emergency Management Plan (CEMP)

Revised December 2015

For Jurisdictions:

Chelan County

Contract cities*:

Cashmere

Chelan

Entiat

Leavenworth

Non-contract cities of:

Dryden

Malaga

Manson

Monitor

Peshastin

*Wenatchee, has its own, stand-alone CEMP.

FOREWARD

Chelan County Sheriff's Office Emergency Management sincerely appreciates the cooperation and support of the local jurisdictions, agencies, and departments that contributed to the revision and publication of the 2015 Chelan County Comprehensive Emergency Management Plan (CEMP). The Chelan County CEMP covers Chelan County as well as the contract cities of Cashmere, Leavenworth, Entiat, and Chelan. The City of Wenatchee has a stand-alone CEMP, but is also a contract city for Chelan County Emergency Management.

This plan reflects not only changes in technology and in national planning strategy that occurred since the last update but also changes resulting from the development of the National Response Framework and the lessons learned from the tragedies of September 11, 2001 and Hurricane Katrina. Advances in technology now allow us to coordinate actions and activities through electronic means much more quickly and frequently and to deliver this plan in a digital form versus a paper document as in the past. The plan demonstrates the ability of numerous stakeholders to work together to achieve a common goal.

The CEMP is intended as a comprehensive framework for county-wide mitigation, preparedness, response and recovery activities with the details coming in supporting plans, programs and stakeholder actions. Stakeholders and EMD staff worked collaboratively in planning and coordinating emergency management activities intended to identify, develop, maintain and enhance county emergency management capabilities.

The CEMP is one of the many efforts to prepare the people of Chelan County for emergencies and disasters. The CEMP is formatted to be consistent with the National Response Framework, complete with Emergency Support Functions and Annexes that support specific areas necessary to enhance the concepts presented in the CEMP. Our objective is to encourage all communities to follow this format as it enhances the ability of emergency managers to operate in a manner promoting interoperability at the federal, state and local level.

Sgt. Kent Sisson
Assistant Director,
Chelan County Sheriff's Office
Emergency Management

Promulgation Document

TO: Directors of Local and State Agencies, Boards, Baccalaureate Institutions, Commissions and Councils

FROM: Doug England, Chairman of the Board, Chelan County Commissioners

SUBJECT: 2014 Comprehensive Emergency Management Plan Promulgation Memorandum

The County of Chelan recently promulgated the *2014 Chelan County Comprehensive Emergency Management Plan*, a framework for Chelan County mitigation, preparedness, response, and recovery activities. Included in this plan as an appendix is the *Terrorism Consequence Management Plan*. The *Terrorism Consequence Management Plan* acts as a supplement to the *Comprehensive Emergency Management Plan*, focusing on terrorism.

The *Comprehensive Emergency Management Plan* and the *Terrorism Consequence Management Plan* detail the authorities, functions, and responsibilities of local, state and federal agencies as they relate to the Revised Code of Washington, Chapter 38.52, and to Presidential Decision Directives 39- “United States Policy on Counter-terrorism” and 62- “Protection Against Unconventional Threats to the Homeland and Americans Overseas,” respectively. In doing so, the plans describe the processes of Crisis and Consequence Management and how the integrated actions of local, state, and federal agencies establish a mutually cooperative environment for preparedness, prevention, response, and recovery activities.

The Plans will be utilized to coordinate all phases of emergency management activities in order to minimize the impact of terrorism and to protect the people, property, economy, and environment of Chelan County and the incorporated cities within its boundaries. Chelan County Emergency Management is responsible for coordinating emergency management activities as well as publishing, distributing, and revising the Plans, as required. Every effort has been made to assure the Plans’ compatibility with planning guidance provided by the Federal Emergency Management Agency, Federal Bureau of Investigation, Centers for Disease Control and Prevention, Department of Homeland Security, Washington State Emergency Management, and the laws of Washington State pursuant to Chapter 38.52 RCW.

Please contact Sergeant Kent Sisson, for further information and action at telephone (509) 667-6864, or in writing at the Chelan County Sheriff’s Office, 401 Washington St. #1, Wenatchee, Washington 98801.

**CHELAN COUNTY
COMPREHENSIVE EMERGENCY MANAGEMENT PLAN
EXECUTIVE SUMMARY
USE OF THE PLAN**

A “disaster” is defined as a great misfortune, catastrophe or sudden calamitous event which brings great damage, loss or destruction. The Chelan County area is vulnerable to natural, man-made, and/or technological related disasters.

When a disaster threatens or strikes, county and city governments will take the lead in managing emergency public health, safety and welfare services. The response will be widespread, extending beyond the usual boundaries of departments providing emergency services and requiring cooperation of governmental and private sector units which do not normally respond to emergency situations. Since the state and federal governments will provide only supporting services for disaster mitigation, response and recovery, the leadership of the legislative authorities is of critical importance.

The Chelan County Comprehensive Emergency Management Plan is for the use of officials in providing emergency management preceding, during and following disasters. It gives the policies, information, recommendations and guidance necessary for the officials making operational decision.

In order to ensure a workable plan, department heads and agency managers are directed to:

- Support the planning efforts
- Adhere to this plan
- Develop supporting documents (Standard Operating Procedures and check list)
- Implement this plan for their departments/agencies.
- Assure that all personnel within their departments/agencies are trained in this plan and their responsibilities in emergency/disaster operation.

The Chelan County Comprehensive Emergency Management Plan dated December, 2015 is hereby adopted this _____ day of _____, 2016 as the official emergency management plan.

BOARD OF CHELAN COUNTY COMMISSIONERS:

Commissioner Keith Goehner, Chair

Date

Commissioner Ron Walter	Date
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Commissioner Doug England	Date
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MAYORS

City of Cashmere, Mayor Jeff Gomes	Date
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City of Chelan, Mayor Mike Cooney	Date
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City of Entiat, Mayor Keith Vradenburg	Date
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City of Leavenworth, Mayor Cheri Kelley Farivar	Date
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CHELAN COUNTY SHERIFF'S OFFICE EMERGENCY MANAGEMENT

Sheriff, Brian Burnett	Date
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CHELAN COUNTY

COMPREHENSIVE EMERGENCY MANAGEMENT PLAN

(C.E.M.P.)



Prepared by:
Chelan County Sheriff's Office
Emergency Management
December, 2015



Issue #1