Executive Summary

Unified San Diego County Emergency Services Organization and County of San Diego Operational Area Emergency Operations Plan

September 2014

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UNIFIED SAN DIEGO COUNTY
EMERGENCY SERVICES ORGANIZATION
&
COUNTY OF SAN DIEGO
OPERATIONAL AREA EMERGENCY OPERATIONS PLAN

Background

The San Diego County Operational Area (OA) was formed in the 1960's to assist all of the cities and the County in developing emergency plans, exercising those plans, developing Mutual Aid capabilities between jurisdictions and, in general, establishing relationships that would improve communications between jurisdictions and agencies. The OA consists of the County and all jurisdictions within the county.

The Operational Area (OA) Emergency Operations Plan (EOP) is for use by the County and all of the cities within the county to respond to major emergencies and disasters. It describes the roles and responsibilities of all county departments (including many city departments), and the relationship between the County and its departments and the jurisdictions within the county.

The Cities are encouraged to adopt the OA EOP as their own, with modifications as appropriate for their city. The Plan is updated every four years, or as necessary, by the Office of Emergency Services (OES) and the Unified Disaster Council (UDC) of the Unified San Diego County Emergency Services Organization.

The Plan

The Basic Plan

The Basic Plan portion of the OA EOP contains information on the OA and lists all of the hazards that our county is susceptible to. Those hazards include but are not limited to:

- Earthquake
- Flooding
- Drought
- Dam Failure
- Nuclear-related incidents
- Water, Gas or Energy Shortage
- Terrorism
- Tsunami
- Wildland Fire
- Urban Fire
- Transportation Accidents
- Hazardous materials incidents
- Landslides

The County of San Diego and the cities within the county have continued to coordinate emergency management services and disaster response activities. The cities within the County are dues paying members of the Unified San Diego County Emergency Services Organization.

Overview

The OA consists of 19 jurisdictions that range in population from several thousand to over 1,000,000, with a total estimated population over 3.2 million. To foster a regional approach, the cities and County joined together in 1961 to form an OA and entered into a Joint Powers Authority (JPA). The JPA establishes procedures and protocols for assisting one another in the event of a disaster or major emergency exceeding the capabilities of any single jurisdiction.

An OA is defined as a County and each of its political jurisdictions, including special districts. The UDC is the policy making body for the Unified Organization, and OES is staff to the UDC.

The OA EOP was developed in accordance with the State mandated Standardized Emergency Management System (SEMS) and the Federal mandated National Incident Management System (NIMS). SEMS and NIMS are based on the Incident Command System and the Multiple Agency Coordination System, both of which have been used by first responders and emergency managers for years.

The OA EOP is designed to be used by individual jurisdictions within the OA for the development of their own emergency plans. In some cases, with minor modifications as appropriate, the OA EOP can be used as the basis for city plans.

Purpose

The OA EOP describes a comprehensive emergency management system which provides for a planned response to disaster situations associated with natural disasters, technological incidents, terrorism and nuclear-related incidents. It delineates operational concepts relating to various emergency situations, identifies components of the Emergency Management Organization, and describes the overall responsibilities for protecting life and property and assuring the overall well-being of the population. The plan also identifies the sources of outside support which might be provided (through mutual aid and specific statutory authorities) by other jurisdictions, state and federal agencies and the private sector.

The plan cites authorities and references to support the plan and has five objectives:

1. To provide a system for the effective management of emergency situations.
2. To identify lines of authority and relationships.
3. To assign tasks and responsibilities.
4. To ensure adequate maintenance of facilities, services and resources.
5. To provide a framework for adequate resources for recovery operations.

The Annexes

The Plan is complete with 16 functional annexes. These annexes are:

Annex A	Emergency Management
Annex B	Fire and Rescue Mutual Aid Operations
Annex C	Law Enforcement Mutual Aid Operations
Annex D	Mass-Casualty Operations
Annex E	Public Health Operations
Annex F	Department of the Chief Medical Examiner Operations
Annex G	Care and Shelter Operations
Annex H	Environmental Health Operations
Annex I	Communications and Warning Systems
Annex J	Construction and Engineering Operations
Annex K	Logistics
Annex L	Emergency Public Information
Annex M	Behavioral Health Operations
Annex N	(Not Assigned)
Annex O	Animal Services
Annex P	Terrorism
Annex Q	Evacuation

The Recovery Annex, formerly Annex R, has been extracted from this revision of the OA EOP, and will become a standalone Recovery Plan.

A. Annex A - Emergency Management

The Emergency Management Annex describes the OA Emergency Operations Center (EOC) and the positions and activities within the OA EOC. It states that if a disaster occurs in the unincorporated area of the county, the County of San Diego Chief Administrative Officer (CAO) will direct the emergency as the Director of Emergency Services. If the disaster or emergency occurs in more than one jurisdiction, the CAO will serve as the Coordinator of Emergency Services and will coordinate resources. The coordination or direction will be carried out at the Operational Area EOC.

The EOC is divided into six sections:

(1) Policy
(2) Operations
(3) Planning
(4) Information/Intelligence
(5) Logistics
(6) Finance/Administration

Under NIMS, the sections are designed to be flexible and scalable for any incident, and the OA EOC has been modified to suit the needs of the OA. The OA EOC closely mirrors the Incident Command System with minor modifications as necessary. Communications between the field, the OA EOC, and jurisdictional EOCs occurs bilaterally and vertically between established reporting structures and levels of government.
Annex A also outlines the priorities for emergency management and describes how thee

OA EOC supports the OA response, including the information sharing process which is critical to effective incident management.

Annex A also discusses local Proclamations of Emergency and contains sample proclamations of emergency for both cities and the County.

B. Annex B - Fire and Rescue Mutual Aid Operations

Annex B is devoted to Fire and Rescue Operations. Most fires can be handled by the first responding agency and there are a number of mutual aid agreements, both written and unwritten between fire agencies. Some of the agreements even call for Automatic Aid, meaning that when a first alarm is given, a neighboring fire department is sent at the same time or instead of the primary Department.

Any fire department can request assistance from other fire departments throughout the county simply by requesting those assets through the Zone Coordinator to the OA Fire and Rescue Coordinator (California Department of Forestry and Fire Protection), also known as CAL FIRE. The Zone Coordinator will work with the OA Fire and Rescue Coordinator to request needed resources and prepared to receive and utilize the mutual aid provided.

The OA Fire and Rescue Coordinator is responsible for coordination of all fire and rescue resources within the OA on major mutual aid operations, and evaluates requests for assistance from local agency and determines the resources from the OA which can provide the most timely assistance and initiates appropriate response thereof. Not only can the OA Fire and Rescue Coordinator request strike teams and other resources from fire departments within the OA, but can make requests for resources from fire departments throughout the State of California.

The annex also describes the County-owned resources available to conduct fire and rescue operations, including the communications capabilities that exist among fire agencies.

C. Annex C - Law Enforcement Mutual Aid Operations

The Law Enforcement Mutual Aid Operations Annex addresses the many different local, state, federal and tribal law enforcement entities that work together to provide security to the region during normal operations as well as during times of disaster. The annex also addresses the mechanism for coordinating these agencies into a collaborative response when law enforcement mutual aid is required in the OA. It also describes the use of military forces for mutual aid.

Requesting and activating law enforcement mutual aid is the responsibility of the San Diego County Sheriff's Department as the OA Law Enforcement Mutual Aid Coordinator. The Sheriff serves as the OA Law Enforcement Coordinator, and if the Sheriff determines there are insufficient resources within the OA, he/she will contact the Regional Law Enforcement Mutual Aid Coordinator (Region VI).

The Sheriff is the Director of law enforcement activities for the unincorporated areas of San Diego County, and those cities that have contracted with the Sheriff for law enforcement. He/she is the Mutual Aid Coordinator for law enforcement resources in the

incorporated cities.

When mutual aid is activated, supporting agencies will respond to a central law enforcement staging area for assignment. In general, law enforcement will assist with such activities as law enforcement, evacuations, traffic control/direction, scene security, search and rescue operations (if appropriately trained) and a variety of activities that fall within the purview of a law enforcement officer.

D. Annex D - Mass-Casualty Operations

Annex D is the annex that is exercised and used most often. It is routinely used in traffic accidents with more than five or ten injuries and is used in exercises throughout the year by all of the hospitals to meet accreditation requirements. County Health and Human Services Agency (HHSA) Emergency Medical Services (EMS) is responsible for the update and revisions to Annex D.

Annex D identifies the system of Base Hospitals, trauma facilities and satellite hospitals in the OA. It also defines the role of paramedics, emergency medical technicians, hospital personnel, law enforcement, fire and hazardous materials specialists, among others. It defines communications links between the field, the hospitals, and the EMS Department Operations Center (Medical Operations Center) (DOC (MOC)). It also describes the National Disaster Medical System (NDMS) which can be activated in the event of a major emergency where the number of injured exceeds local capabilities.

E. Annex E - Public Health Operations

Annex E describes the roles and responsibilities of the Public Health Divisions of the County HHSA, including Public Health Nurses, the Public Health Lab and various other divisions. Annex E also describes the roles of departments within the Land Use and Environment Group (LUEG).

Annex E describes how HHSA and LUEG are responsible for health/medical and environmental mitigation of impact or potential impact resulting from Public Health emergency/disaster.

The primary missions of Public Health Operations include preventative health measures and communicable disease control, and these activities align with the operations listed under State of California Emergency Function (EF) - 8 and Federal Emergency Support Function (ESF) - 8 in response to a public health and/or medical disaster, or potential incident requiring a communication and coordination with State and Federal response agencies.

F. Annex F – Department of the Chief Medical Examiner Operations

This annex defines the role of the Department of the Chief Medical Examiner during and following a disaster, and discusses statewide Mutual Aid. The San Diego County Department of the Chief Medical Examiner is the agency responsible for investigating deaths primarily resulting from sudden and unexpected causes, and certifying the cause and manner of such deaths, in San Diego County, according to California Government Code Section 27491, and Health and Safety Code Section 102850. With that responsibility, the Medical Examiner also has a role in identifying victims of mass fatality

incidences, and in storage of human remains until final disposition can be made.

When activated, the Medical Examiner will change daily operations to meet the requirements of the emergency. Emergency operations include temporarily expanding the capacity to store human remains, property and evidence, temporary expansion of communication capabilities, especially concerning communicating with the next-of-kin of victims. The Medical Examiner will maintain usual operations, expanding in the necessary areas, with assistance from outside agencies, including use of the California Coroner's Mutual Aid Agreement, depending on the situation, and the US Department of Health and Human Services' Disaster Mortuary Operations Response Teams (DMORT).

Annex F describes the various services the Medical Examiner is responsible for providing during an emergency.

G. Annex G - Care and Shelter Operations

Annex G defines the collective and individual responsibilities of County and/or City governments and non-governmental agencies responding to or acting in support of mass care and shelter operations.

County HHSA, in coordination with the American Red Cross (ARC), is the lead agency for coordinating care and shelter; however, in San Diego County, mass care services may be provided by a combination of any one of the following agencies: ARC, County of San Diego, local governments and/or faith-based organizations.

This annex describes the roles and responsibilities of each agency/organization identified as having a role in mass care and shelter, and describe the response relationships between each agency/organization. This annex addresses the various populations who may need mass care and sheltering assistance and identifies how these individuals will be provided for.

H. Annex H - Environmental Health Operations

Annex H provides for a coordinated Environmental Health response to actual or potential public and environmental health problems associated with disasters.

Environmental Health Operations include appropriate actions to prepare for, respond to, and recover from a threat to public health, welfare, or the environment caused by actual or potential natural disasters and/or acts of terrorism. Appropriate general actions can include, but are not limited to: actions to prevent, minimize, or mitigate a hazardous materials release; efforts to ensure food, pool, and housing safety to the community; develop methods and procedures to prevent vector borne disease transmission; to ensure a safe and sanitary potable water supply; and to determine actions to contain and prevent contamination to the groundwater of waste water releases.

This annex describes the roles and responsibilities of the Department of Environmental Health and its subdivisions, and support of State and Federal agencies.

I. Annex I – Communications and Warning Systems

This annex addresses the communications and the Alert and Warning systems that are

currently in place in the Operational Area. The OA has 19 jurisdictions (18 incorporated cities and one unincorporated area), numerous special districts and many military facilities which support a number of communications systems. In addition to common carrier communications (wired and cellular) networks, the OA has developed robust interagency and interoperable wireless voice and data communications capabilities.

The County of San Diego and most of the jurisdictions within the OA participate in the Regional Communications System (RCS). This 800 MHz public safety trunked radio network provides voice communications coverage over the entire OA. The RCS network provides access to conventional mutual aid / interoperability frequencies that can be used to communicate with non-member agencies when there is a need to coordinate information and / or operations.

This annex also addresses the role of the Sheriff's Department Communications Division Services division in providing communications support and services to the OA EOC.

J. Annex J - Construction and Engineering Operations

This annex defines the role of public works departments at the County and city levels. This annex is structured to provide public works and engineering-related support for the changing requirements of domestic incident management to include preparedness, response, recovery, and mitigation actions.

Activities within the scope of this function include conducting pre-incident and post-incident assessments of public works and infrastructure; executing emergency contract support for life-saving and life-sustaining services; providing technical assistance to include engineering expertise, construction management, and contracting and real estate services; and providing emergency repair of damaged public infrastructure and critical facilities.

This annex also describes the general guidelines for other key external support agencies when responding to various emergencies outside of the direct control of the County.

K. Annex K - Logistics

Annex K describes the functions carried out within the Logistics Section of the OA EOC, including the requesting and procurement of resources, and donations management. This annex also describes the roles and responsibilities of Logistics Section personnel.

Additionally, this annex addresses internal and external coordination of resource support, as well as logistical mutual aid from State and Federal partners.

L. Annex L - Emergency Public Information

This annex describes the method for providing the most efficient, accurate, and complete dissemination of public information. It describes the role of the Operational Area Media Team as the lead for conducting public information operations from the OA EOC.

This annex also addresses the OA need for coordinated information among all jurisdictions, agencies, and organizations.

This annex describes the roles and responsibilities of the members of the Operational Area Media Team, their role in the OA Joint Information Center (JIC), and the communications tools available to public information officers.

M. Annex M - Behavioral Health Operations

This annex describes the role of the Behavioral Health Division of HHSA during emergencies. Behavioral Health Services (BHS) are provided to mitigate the effects of acute and longer-term threats to the mental health of the population and to maintain the mental health and safety of responders. Services may include crisis counseling and psychological first aid, and other services to relieve mental health and/or substance abuse problems caused or aggravated by a disaster or its aftermath.

This annex addresses the roles and responsibilities of County Behavioral Health personnel in the field and at the OA EOC. BHS personnel provide support and assistance to both disaster workers and people in shelters.

N. Annex N

Annex N is not assigned at this time.

O. Annex O - Animal Services

This annex describes the emergency operations role of the County of San Diego Department of Animal Services (DAS) and the other animal control and animal care agencies in the OA. The Animal Control Mutual Aid Agreement, among and between the County of San Diego and the Cities in the county, provides for an Operational Area-wide animal control program.

This annex provides for the management and coordination of animal control activities, including but not limited to the planning, evacuation, sheltering and reunification of animals and owners in San Diego County during any natural and/or man-made disaster.

P. Annex P - Terrorism

This annex provides a summary of the Terrorist Incident Emergency Response Protocol. This protocol defines the framework for developing and sustaining a comprehensive and integrated approach addressing terrorism in the OA. It is a blueprint for the development of OA efforts for responding to and combating terrorism, with special emphasis on terrorist acts employing weapons of mass destruction (WMD) such as nuclear, biological or chemical (NBC) terrorism in addition to conventional weapons (bombs).

Q. Annex Q - Evacuation

The OA Evacuation Annex is intended to be used as a template for the development of other jurisdictional evacuation plans and will support or supplement the evacuation plans prepared and maintained by each local jurisdiction.

The OA Evacuation Annex describes how emergency managers will cooperate and the decisions they will have to make and implement to respond to a disaster that requires an evacuation of residents and their pets. This annex outlines strategies, procedures,

recommendations and organizational structures that can be used to implement a coordinated evacuation effort in the OA.

Basic Plan

The Unified Disaster Council adopted this revision of the Operational Area Emergency Operations Plan in August 2014 and was approved by the County of San Diego Board of Supervisors in September 2014. The Unified Disaster Council has referred this Operational Area Emergency Operations Plan to their member jurisdictions with a recommendation that each member agency adopt this plan as their jurisdictional Emergency Plan, with minor modifications as appropriate.



Unified San Diego County Emergency Services Organization And County of San Diego

Operational Area Emergency Operations Plan

September 2014

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Acknowledgements

San Diego County Access and Functional Needs Work Group

PROMULGATION

This document is the revised Unified San Diego County Emergency Services Organization and County of San Diego Operational Area Emergency Operations Plan (OA EOP) for the San Diego County Operational Area (OA). This plan supersedes any previous plan(s) promulgated for this purpose. It provides a framework for the County of San Diego to use in performing emergency functions before, during, and after an emergency event, natural disaster or technological incident. This OA EOP supports the National Incident Management System (NIMS) and the Standardized Emergency Management System (SEMS). The County shall work together with State, Federal, and local agencies to effectively and efficiently prevent, prepare for, respond to, and recover from incidents regardless of cause, size, or complexity. The OA EOP supports the overall mission of the Unified San Diego County Emergency Services Organization and the Unified Disaster Council (UDC) endorses and promulgates this document as the Unified San Diego County Emergency Services Organization and County of San Diego OA EOP.

The County of San Diego Office of Emergency Services (OES) is responsible for the development and maintenance of the OA EOP. This plan is intended to be in accordance with all existing Federal, State and local statutes. All Federal, State, and local laws supersede the policies and procedures listed in this plan. It will be tested, revised, and updated as required. All recipients are requested to advise OES regarding recommendations for improvement.

The revised OA EOP for the San Diego County OA has been reviewed and is hereby approved.

APPROVAL AND IMPLEMENTATION

The County of San Diego has a commitment for the safety of its citizens. Their safety and security depend upon the continuation of public services before, during, and after an emergency/disaster.

The Unified San Diego County Emergency Services Organizations' Unified Disaster Council (UDC) and the County of San Diego Office of Emergency Services (OES) are mandated by federal, state, and local laws to ensure that mitigation efforts are enhanced, preparedness is encouraged, responsiveness is assured, and recovery is achieved efficiently and effectively, before, during, and after man-made or natural disasters (i.e., wildland fires, earthquakes, tsunamis, chemical spills, floods etc.) which may occur within the OA.

One of the primary responsibilities of OES is to develop an OA emergency management plan, update the plan and maintain a record of changes. This plan should address, to the extent possible, all emergency response functions of local governmental departments, agencies, public officials, and other public and private organizations during emergencies/disasters.

This plan was developed with the cooperation of County departments, and agencies such as police, fire, and public works. These organizations play a pivotal and functional role in responding to emergencies/disasters.

The OA EOP was developed using FEMA's Comprehensive Preparedness Guide Volume 2.0. The OA EOP consists of a basic plan, its attachments, and 16 functional annexes.

The Basic Plan begins by describing the purpose and scope of the plan as well as describes the OA hazards and planning assumptions. The plan then describes, in general, the concepts of operation for emergency activities within the San Diego County OA. A description of the emergency management organization and assigned responsibilities follows, as does a section on the direction and control, or coordination mechanism utilized in the emergency management process. The plan also includes a section detailing the information collection, analysis and dissemination methods, as well as the communication methods involved. The plan concludes with sections describing the continuity of government principles, administration, finance, and logistics, plan maintenance procedures and authorities and references. A series of Attachments are also provided in the OA EOP.

The OA EOPs' supporting functional annexes describe the emergency functions of the responding agencies and organizations. A complete list of these functions can be found in the foreword of this document.

RECORD OF CHANGES

Date Of Change	Section Number	Page Numbers	Entered By	Date

RECORD OF DISTRIBUTION

Name	Title	Agency/Jurisdiction	Date of Delivery	Number of Copies Delivered

GENERAL

Saving lives and the protection of life, the environment and property are the primary goals of governmental public safety agencies. Emergency plans provide the basis for response and recovery operations. The success of these plans depends largely, in part, on the collaboration of the agencies and jurisdictions responsible for the development and maintenance of these plans. The formation of an emergency organization, policies, and roles and responsibilities are essential aspects of all effective emergency plans.

In the early 1960s, all of the Cities and the County formed a Joint Powers Agreement (JPA) which established the Unified San Diego County Emergency Services Organization. The Unified Disaster Council (UDC) is the governing body of the Unified Organization and is comprised of the Chairperson of the San Diego County Board of Supervisors (BOS), who serves as the chair of the council, and representatives from the 18 incorporated Cities. The County of San Diego Office of Emergency Services (OES) serves as staff to the UDC. In this capacity, OES is a liaison between the incorporated Cities, State of California Governor's Office of Emergency Services (Cal OES) and the Federal Emergency Management Agency (FEMA), as well as other nongovernmental agencies.

Utilizing the Standardized Emergency Management System (SEMS) and the National Incident Management System (NIMS), regional emergency planning has been a comprehensive approach to prepare and plan for all-hazards, disasters and emergencies. In recent history, events such as the Boston Marathon Bombings in 2013, the Pacific Southwest Event of 2011 (blackout), the San Diego County Firestorms of 2007 and 2003, Hurricane Katrina in 2005, the destruction of the World Trade Center on September 11, 2001, and many other events throughout the world, have demonstrated the need for preparedness. OES is the agency charged with ensuring the county is prepared for all hazards and emergencies. OES has developed the Operational Area Emergency Operations Plan (OA

EXECUTIVE SUMMARY

The San Diego County Operational Area Emergency Operations Plan (OA EOP) describes a comprehensive emergency management system which provides for a planned response to disaster situations associated with natural disasters, technological incidents, terrorism and nuclear-related incidents. It delineates operational concepts relating to various emergency situations, identifies components of the Emergency Management Organization, and describes the overall responsibilities for protecting life and property and assuring the overall well-being of the population.

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EOP) to serve as a comprehensive, multi-hazard plan intended to be read and understood ***before*** an emergency. It is designed to include the San Diego County Operational Area (OA) as a part of the statewide emergency management system.

In 2004, the Homeland Security Presidential Directive (HSPD)-5, directed the United States Department of Homeland Security to develop and administer NIMS in order to provide a comprehensive national approach to incident management. NIMS unifies Federal, State, territorial, tribal, and local lines of government into one coordinated effort. On September 15, 2005, the Unified Emergency Services Organization issued a resolution adopting NIMS into the emergency management system.

The NIMS released in December 2008 supersedes the March 2004 version of NIMS. The basic purpose, scope and principles of the document remain unchanged. The majority of changes impact the organization and readability of the document while adequately reflecting the importance of preparedness.

Homeland Security Presidential Directive (HSPD)-5 also directed the development of the National Response Framework (NRF). Table 1 provides an outline of the Emergency Support Functions (ESF) of the NRF and the corresponding functional annexes of the OA EOP.

Table 1
Comparison Chart of the National Response Framework and the San Diego County Operational Area Emergency Operations Plan

National Response Framework Emergency Support Function (ESF)		San Diego County Operational Area Emergency Plan Corresponding Functional Annex	
#1	Transportation	Q	Evacuation
#2	Communications	I	Communications and Warning Systems
#3	Public Works and Engineering	J	Construction and Engineering Operations
#4	Firefighting	B	Fire and Rescue Mutual Aid Operations
#5	Emergency Management	A	Emergency Management
#6	Mass Care, Emergency Assistance, Housing and Human Services	G	Care and Shelter Operations
#7	Logistics, Management and Resource Support	K	Logistics
#8	Public Health And Medical Services	D	Mass-Casualty Incident Operations
		E	Public Health Operations
		F	Department of the Chief Medical Examiner Operations
		M	Behavioral Health Operations
		O	Animal Services
#9	Search and Rescue	B	Fire and Rescue Mutual Aid Operations
#10	Oil and Hazardous Materials Response	H	Environmental Health Operations
		SAP*	Hazardous Materials Plan

			(including Oil Spill Element)
#11	Agriculture and Natural Resources	E	Public Health Operations
		O	Animal Services
#12	Energy	SAP*	Operational Area Energy Resiliency Plan
#13	Public Safety and Security	C	Law Enforcement Mutual Aid Operations
#14	Long-Term Community Recovery	*	Recovery Plan
#15	External Affairs	L	Emergency Public Information

*San Diego County Stand-Alone Plan

Representatives of the jurisdictions and agencies in the Operational Area with responsibilities reviewed this OA EOP. The UDC has referred this OA EOP to the member jurisdictions with a recommendation that each member agency adopt this plan as their jurisdictional emergency plan, with minor modifications as appropriate, or to ensure that their existing emergency plan is consistent with the OA EOP.

Purpose

The OA EOP describes a comprehensive emergency management system which provides for a planned response to any emergency associated with natural disasters, technological incidents, terrorism and nuclear-related incidents. It delineates operational concepts relating to various emergencies, identifies components of a comprehensive emergency management system and describes the overall responsibilities for protecting life and property, and assuring the overall wellbeing of the population. The plan also identifies sources of outside support, which might be provided (through mutual aid and specific statutory authorities) by other jurisdictions, state and federal agencies, and the private sector.

Every jurisdiction and special district shall have an individual EOP. The OA EOP will support or supplement the plan for each local government.

The plan is supported by functional annexes that focus on missions (e.g., communications, damage assessment). These annexes describe the operational actions, roles, and responsibilities of departments, agencies, and supporting organizations of a particular function. The plan is complete with 16 functional annexes (there is no Annex N):

Annex A Emergency Management

Annex B Fire and Rescue Mutual Aid Operations

Annex C Law Enforcement Mutual Aid Operations

Annex D Mass Casualty Operations

Annex E Public Health Operations

Annex F Department of the Chief Medical Examiner Operations

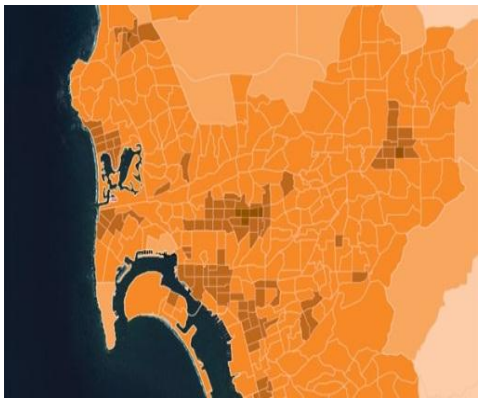
Annex G Care and Shelter Operations

Annex H	Environmental Health Operations
Annex I	Communications and Warning Systems
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In addition, there are stand-alone emergency plans that are referenced in one or more of the above annexes. These plans are: 1) San Diego County Nuclear Power Plant Emergency Response Plan; 2) San Diego County Operational Area Oil Spill Contingency Element of the Area Hazardous Materials Plan; 3) Unified San Diego County Emergency Services Organization Operational Area Energy Shortage Response Plan; 5) San Diego County Multi-Jurisdictional Hazard Mitigation Plan; 6) San Diego Urban Area Tactical Interoperable Communications Plan; 7) San Diego County Terrorist Incident Emergency Response Protocol; and the 8) San Diego Operational Area Recovery Plan. They are, by reference, a part of this plan.

Scope

The OA EOP applies to any extraordinary emergency associated with any hazard, natural or human caused, which may affect the OA and result in a planned, coordinated response by multiple agencies or jurisdictions. The OA EOP establishes an emergency organization and defines responsibilities for all agencies and individuals, public and private, having roles in emergency preparedness, response, recovery and/or mitigation in the OA. The OA EOP is designed to be compliant with SEMS and NIMS.



The "Operational Area" consists of the county and each of the political subdivisions including special districts, and Cities. The “county” is defined as the unincorporated areas of the region, including special districts. “Local” is defined as the individual cities in San Diego County.

During multi-jurisdictional emergencies, each jurisdiction and special district is responsible for conducting and managing emergencies within its boundaries. The Operational Area Coordinator (OAC) serves as the primary focal point for coordination of mutual aid, assistance, and information between jurisdictions and special districts. The OAC is elected by the UDC, and is currently the County’s Chief Administrative Officer (CAO).

This OA EOP has been developed to provide guidance for the San Diego County OA based on the following objectives:

- Provide a system for the effective management of emergencies, including describing how people (unaccompanied minors, individuals with disabilities, others with access and functional needs (AFN), and individuals with limited English speaking proficiency) and property are protected.
- Identify lines of authority and relationships.
- Assign tasks and responsibilities.
- Ensure adequate maintenance of facilities, services, and resources.
- Provide a framework for adequate resources for recovery operations.

Situation

No single jurisdiction or agency has the capability and resources to address all disasters or major emergencies. The Unified San Diego County Emergency Services Organization was established for the purpose of providing and addressing disaster related problems on a regional basis.

The OA (located between Orange and Riverside Counties on the north and Mexico on the south, and between Imperial County to the east and the Pacific Ocean on the west), occupies the extreme southwest corner of both California and the United States.

The OA is approximately 4,261 square miles in area, and varies in terrain from coastal to mountainous to desert. The United States Census Bureau lists the County's 2013 population estimate at 3,211,252.



Hazard Assessment

San Diego's climate is Mediterranean in type mild, sunny winters with occasional rainy periods of short duration, and warm, rainless summers. A mountain barrier crosses north to south through the eastern half of the OA, separating desert to the east and semi-arid coastal plains to the west. The highlands on the coastal side of the barrier are a significant source of water, feeding the streams that descend their seaward slopes.



The OA is exposed to many hazards, all of which have the potential for disrupting communities, causing damage, and creating casualties. Possible natural hazards include earthquakes, floods, tsunamis, wildland fires, landslides, droughts, hurricanes, tropical storms and freezes. There is also the threat of terrorism or war related incident such as a nuclear, biological, chemical, or conventional attack. Other emergencies could develop from a hazardous materials incident, conflagration, water or air pollution, major transportation accident, water, gas or energy shortage, nuclear power plant accident, or civil disorder.

In an effort to begin the process of hazard analysis for the OA, and to supply emergency managers with a basic understanding of these hazards, hazard summaries have been included. (See Attachment A, Specific Hazards)

In light of the OA's susceptibility and vulnerability to natural disasters and other hazards, continuing emphasis will be placed on emergency planning, training of full time auxiliary and reserve personnel, public awareness and education, and assuring the adequacy and availability of sufficient resources to cope with such emergencies. The UDC and member jurisdictions are involved in ongoing public education programs. The programs focus on the need of individuals to be knowledgeable about the nature of disasters and proper responses to those disasters. They also encourage citizens to make the necessary preparations for disasters and emergencies.

Hazard Mitigation and Control



Emphasis will also be placed on mitigation measures to reduce losses from disasters, including the development and enforcement of appropriate land use, design and construction regulations.

The Cities' planning departments and the County Department of Planning and Development Services have enforced earthquake building code standards for many years. Additionally, all projects requesting subdivisions are typically required to include an environmental assessment initial report, which provides site-specific information on existing natural hazards and other environmental concerns. Upon

intake of all building permits and development projects, land use planners review the project site's topographic location (i.e., slope analysis), and proximity to a floodplain.

The land use elements of the Cities' and County's general plans are the primary policy bases which direct the physical development of the incorporated and unincorporated areas of the OA. They designate coastal beach, bluff areas, and floodplain as environmentally constrained areas, thus requiring a thorough environmental review and implementation of appropriate measures to mitigate any adverse impacts. Additionally, the "rural" back country is subject to limitations of 4-8-20 acre parcel sizes in order to minimize degradation of watersheds, natural slopes, groundwater supplies, wildland fire safety and floodplain.

The OA's member jurisdictions' zoning ordinances and the Uniform Building Code support mitigation efforts through the enforcement of fire codes, earthquake standards, and requirements for water conservation devices. County subdivision regulations reduce the risk of fire, in that these regulations are a means of securing water systems of adequate size and pressure for firefighting. They also ensure that there are adequate roadway widths for emergency vehicle access, including maneuverability of fire trucks.

In 2010, the County and all of the jurisdictions in the County revised the San Diego County Multi-Jurisdictional Hazard Mitigation Plan (MJHMP). The purpose of the Plan is to enhance public awareness and understanding, create a decision tool for management, promote compliance with State and Federal program requirements, enhance OA policies for hazard mitigation capability, provide inter-jurisdictional coordination of mitigation-related programming, and to achieve regulatory compliance. The MJHMP is currently being revised and should be adopted by all participating jurisdictions by June 2015.

Planning Assumptions

The following assumptions apply to this plan:

- Emergency management activities are accomplished using SEMS and NIMS;
- Emergency response is best coordinated at the lowest level of government involved in the emergency;
- Local authorities maintain operational control and responsibility for emergency management activities within their jurisdiction, unless otherwise superseded by statute or agreement;
- Mutual Aid is requested when needed and provided as available;
- Mitigation activities conducted prior to the occurrence of a disaster result in a potential reduction in loss of life, injuries, and damage; and
- Supporting plans and procedures are updated and maintained by responsible parties.

Whole Community Approach

The whole community concept is a process by which residents, emergency management representatives, organizational and community leaders, and government officials can understand and assess the needs of their respective communities and determine the best ways to organize and strengthen their resources, capacities, and interests. Engaging in whole community emergency management planning builds a more effective path to societal security and resilience. This plan supports the following whole community principles:

- Understand and meet the needs of the entire community, including people with disabilities and those with other access and functional needs.
- Engage and empower all parts of the community to assist in all phases of the disaster cycle.
- Strengthen what works well in communities on a daily basis.

In keeping with the whole community approach, this plan was developed with the guidance of representatives from the OA Cities and representatives from County departments, law enforcement, fire services, emergency management, the access and functional needs communities, and various other stakeholders. The effectiveness of the emergency response is largely predicated on the preparedness and resiliency of the community.

Community Resiliency Consists of Three Key Factors:

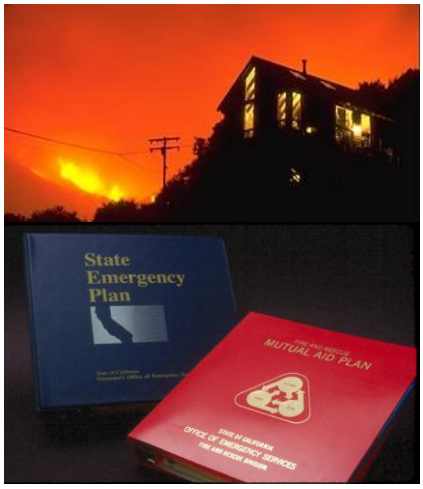
1. The ability of first responder agencies (e.g. fire, law and EMS) to divert from their day-to-day operations to the emergency effectively and efficiently.
2. The strength of the emergency management system and organizations within the region, to include Emergency Operations Centers (EOCs), mass notification systems and communication systems.
3. The civil preparedness of the region's citizens, businesses and community organizations.

Focusing on enhancing all three of these components constantly focuses the OA on improving the region's resiliency.

CONCEPT OF OPERATIONS

It is the responsibility of government to undertake an ongoing comprehensive approach to emergency management in order to mitigate the effects of hazardous events. Local government has the primary responsibility for preparedness and response activities within its jurisdiction. When an emergency exceeds the local government's capability to respond, assistance is requested from other local jurisdictions, and State and Federal governments. In any case, incident command and response operations remain with the local jurisdiction.

All jurisdictions within the OA operate under the SEMS and NIMS. SEMS and NIMS are based on the Incident Command System (ICS) and the Multi-Agency Coordination System (MACS), which are management systems designed to provide a structure for response to any emergency, large or small. ICS is the basis for both SEMS and NIMS, has been in operation for about 20 years. The OA EOP is based on SEMS and NIMS and the concept that the emergency function of an agency will generally parallel its normal function. Those day-to-day activities, which do not contribute directly to the emergency operation, may need to be suspended for the duration of the emergency.



Specific operational concepts, including the emergency response actions of the various agencies, are reflected in the annexes to this plan.

Fully activated, SEMS consists of the emergency management systems of all local jurisdictions (including special districts), OAs (county-wide), Cal OES Mutual Aid Regions (two or more counties) and State Government. Local jurisdictions would be responsible for directing and/or coordinating emergency operations, with the other levels being responsible for coordinating with and/or providing support to the local jurisdictions.

SEMS consists of five organizational levels, which are activated as necessary: field response, local government, operational area, region, and State (Chart 1).

Chart 1
The Five SEMS Organizational Levels



Statewide resource coordination integrated with federal agencies.

Manages and coordinates information and resources among operational areas.

Manages and/or coordinates information, resources, and priorities among all local governments within the boundary of a county.

Manages and/or coordinates information, resources, and priorities within its jurisdiction.

Commands on-scene information, resources, and priorities.

The State of California Emergency Plan identifies three levels of emergencies used to categorize the response. These same levels are used by the OA and are common to all functional annexes:

Level I

A minor to moderate incident wherein local resources are adequate and available. **A LOCAL EMERGENCY** may or may not be proclaimed.

Level II

A moderate to severe emergency wherein local resources are not adequate and mutual aid may be required on a regional or even statewide basis. **A LOCAL EMERGENCY** may or may not be proclaimed and a **STATE OF EMERGENCY** might be proclaimed.

Level III

A major disaster wherein resources in or near the impacted area are overwhelmed and extensive state and/or federal resources are required. **A LOCAL EMERGENCY** and a **STATE OF EMERGENCY** will be proclaimed and a **PRESIDENTIAL DECLARATION OF EMERGENCY** or **MAJOR DISASTER** may be requested.

ORGANIZATION AND ASSIGNMENT OF RESPONSIBILITIES

The County of San Diego staff has the overall responsibility to provide an effective emergency response in the unincorporated areas of the County. The OA uses SEMS and NIMS for incident management. These emergency management systems provide not only for the on scene management of an incident, but also for the coordination of response activities between the jurisdictions.

General

The structure of the emergency organization is based on the following principles:

- Compatibility with the structure of governmental and private organizations.
- Clear lines of authority and channels of communication.
- Simplified functional structure.
- Incorporation into the emergency organization of all available personnel resources having disaster capabilities.
- Formation of special purpose units to perform those activities peculiar to major emergencies.

A major emergency can change the working relationships between government and industry and among government agencies. For example:

- Consolidation of several departments under a single chief, even though such departments normally work independently.
- Formation of special purpose units (situation intelligence, emergency information, management, and radiological defense) to perform functions not normally required. Personnel assigned to such units may be detached from their regular employment when the units are activated.
- Formation of multiple agencies or multiple jurisdiction commands to facilitate the response to an emergency.

Changes in the emergency organization as designed may be required for an effective response to specific incidents.

Coordinator of Emergency Services

The Coordinator of Emergency Services (Coordinator) for the Unified San Diego County Emergency Services Organization also functions as the Vice-Chairperson of the Organization. The Coordinator is elected by the members of the Unified San Diego County Emergency Services Organization from among the County Chief Administrative Officer (CAO), City Managers, or Chief Administrator of any participating agency.

Two additional persons may be selected from the staff of the Coordinator, or from the above group, to act as first and second alternates in the absence or inability of the Coordinator to serve, in which event such alternates shall have all the powers and authorities of the Coordinator. The second alternate shall only be empowered to exercise the powers and authorities of the Coordinator if the Coordinator and first alternate are absent or otherwise unable to serve.

Line of Succession

It is incumbent upon all levels of government to establish a line of succession of authority in the event that current officers are unable to carry out their responsibilities. For example, the CAO for the County is the Director of Emergency Services for the unincorporated area of the County. If the CAO is unable to serve in that capacity, and has not designated an Acting CAO, individuals who hold permanent appointments to the following positions automatically serve as Acting CAO and Director of Emergency Services in the order shown below. That person shall continue to serve until the CAO can resume his/her responsibilities or until the Board of Supervisors (BOS) can appoint a successor. An individual serving as Acting CAO/Director of Emergency Services has the authority and powers of the position of CAO/Director of Emergency Services.

Order of Succession	Title	Department
First	Assistant Chief Administrative Officer (ACAO)/Chief Operating Officer	Chief Administrative Office
Second	Deputy CAO/General Manager	Public Safety Group
Third	Agency Director/General Manager	Health and Human Services Agency
Fourth	Deputy CAO/General Manager	Land Use & Environment Group
Fifth	Deputy CAO/General Manager	Community Services Group
Sixth	General Manager	Finance and General Government Group

All levels of government are required to provide for the continuity of government in the event that current officials are unable to carry out their responsibilities. The Unified San Diego County Emergency Services Organization has provided for a line of succession to the Coordinator of Emergency Services position on the UDC in the event of a major emergency.

Seat of Government

It is incumbent upon all levels of government to designate temporary seats of government in the event the normal location is not available. For example, the normal seat of government for the County of San Diego is located at the County Administration Center (CAC), 1600 Pacific Highway, San Diego, California. In the event this location is not available, the temporary seat of government will be located at the order of locations below, unless another location is specifically designated:



Order of Alternate Locations	Location	Address
First	County Operations Center (COC) Annex (Planning and Development Services [PDS])	5510 Overland Avenue, San Diego, CA 92123
Second	El Cajon Regional Center	250 East Main Street, El Cajon, CA 92020
Third	South Bay Regional Center	500 3rd Avenue, Chula Vista, CA 91910
Fourth	Vista Regional Center	325 South Melrose Dr., Vista, CA 92081

Emergency Preparedness Structure

In this plan, emergency operations are divided into the emergency functions indicated in Figure 1 below. Specific details on functional, organizational and operational concepts, responsibilities for providing support to or accomplishing a given function, and applicable policies and procedures are provided in the annexes specified in parenthesis. The annexes also provide hazard-specific responses to be accomplished by emergency management staff and field forces.

Figure 1 identifies the agencies and private organizations responsible to the OA for the functions listed below.

Figure 1 – San Diego OA EOC Roles/Functional Responsibilities

		Finance & Gen. Govt								PSG							HHSA				LUEG							CSG				External Support Agencies											
Agency Responsibilities Primary and Support Functions		Board of Supervisors	CAO/ACA/DCAOs	Assessor	Auditor and Controller	Chief Technology Office	County Counsel	Human Resources	Media & Public Relations	Public Safety Exec. Office	Office of Emergency Services	Sheriff	District Attorney	Medical Examiner	Probation	RACES	HHSA	Public Health Services	Behavioral Health services	Emergency Medical Services	Agriculture	Air Pollution Control District	Environmental Health	Parks and Rec	Planning and Land Use	Public Works	Veterinarian	Animal Services	General Services	Housing & Comm. Dev	Purchasing and Contracting	Area Fire Coordinator	Cal Highway Patrol	American Red Cross	County Office of Education	Salvation Army	Humane Society	SDG&E	2-1-1 San Diego	Cal OES	County Water Authority	LECC
FUNCTIONS/RESPONS.																																								
POLICY																																								
Emergency Proclamations		P	S				S				S																													
Public Information/JIC		S				S			P		S	S		S			S	S							S						S						S			S
Policy Group			P		S		S		S		P	P		P				P					S			P			P		P									
EOC Director										S	P																														
Rumor Control									S		S																											P			
Safety Officer											S							S					P																		
Legal Advisor							P																																	
Security (EOC)												S			P																										
OPERATIONS																																								
Section Chief											P	S						S													S									
Alert/Warning									S		P	P																			S									S
Law Enforcement												P	S		S	S																S								S
Evacuation												P														S				S	S				S					
Traffic Control												P												S								S								
Animal Rescue																S	P	P							S		P								S					
Fire and Rescue											S																			P										
Hazardous Materials																							P																	S
Radiological Protection											P												S																	
Health																	P	P																						
Medical Multi-Casualty												S		S			S	S		P											S	S								
Public Health																	S	P		S																				
Behavioral Health																																								
Agriculture																					P																			
Care and Shelter											P								S				S	S									P							
Access and Functional Needs								P									S	S	S														S				S			
Construction and Engineering																									S	P														
Utilities																													P							S		S	

P= Primary S= Support				Finance & Gen. Govt						PSG							HHSA				LUEG							CSG				External Support Agencies											
Agency Responsibilities Primary and Support Functions		Board of Supervisors	CAO/ACA/DCAOs	Assessor	Auditor and Controller	Chief Technology Office	County Counsel	Human Resources	Media & Public Relations	Public Safety Exec. Office	Office of Emergency Services	Sheriff	District Attorney	Medical Examiner	Probation	RACES	HHSA	Public Health Services	Behavioral Health services	Emergency Medical Services	Agriculture	Air Pollution Control District	Environmental Health	Parks and Rec	Planning and Development Services	Public Works	Veterinarian	Animal Services	General Services	Housing & Comm. Dev	Purchasing and Contracting	Area Fire Coordinator	Cal Highway Patrol	American Red Cross	County Office of Education	Humane Society	SDG&E	2-1-1 San Diego	Salvation Army	Cal OES	County Water Authority	LECC
FUNCTIONS/RESPONS.																																								
PLANNING/INTELLIGENCE																																								
Section Chief										S	P				S																									
WebEOC											P																													
Situation Status										S	P				S	S						S			S	S														
Documentation										S	P				S																									
Technical Specialist																					S	S	S				S												S		S
GIS											S														P	S															
Advanced Planning										S	P				S																								S		
Field Liaison											P				S	S		S																							
LOGISTICS																																								
Section Chief																													S		P										
Supply/Procurement																													S		P										
Transportation												S																	P					S							
Facilities																													P		S										
Personnel								P																																	
EOC Support								P									S						S																		
Communications/IT						P				S	S	P				S																									
Volunteer Coordination								S																												P				
Donations Management																																	S			S	P			
Security															P																										
FINANCE/ADMIN																																								
Section Chief										P	S																														
Time Unit										S	P																														
Compensation and Claims										S	P																														
Cost Accounting					P					S	P																														
Procurement										S	P																														
RECOVERY																																								
Recovery Lead											P															S															
Damage Assessment				S							S														P						S		S	S		S			S		

Assignment of Responsibilities

The Unified San Diego County Emergency Services Organization consists of the County and the 18 cities within the OA. It was established in 1961 by signed agreement. The Agreement provides for "preparing mutual plans for the preservation of life and property, making provision for the execution of these plans in the event of a local emergency, state of emergency, and to provide for mutual assistance in the event of such emergencies". It also calls upon the County to provide health and medical services, traffic control, public information, and radiological safety, in addition to services provided by the Office of the County Medical Examiner.

The UDC is the governing body of the Unified Organization and is empowered to review and approve emergency mutual aid plans and agreements, disaster preparedness plans, and such ordinances, resolutions, rules and regulations as are necessary to implement them.

The BOS is the governing body of the County and sets policy regarding disaster-related matters within the unincorporated areas of the County. The Chair of the Board also serves as Chair of the UDC.

The CAO is the **Director of Emergency Services** in an incident involving only the unincorporated area of the OA.



- If elected by the UDC the CAO will also serve as the **Coordinator of Emergency Services** in an incident involving the unincorporated area and one or more cities, or an incident involving any two or more cities.

OES is the lead agency in the OA emergency response effort and serves as staff to the Coordinator of Emergency Services, as well as to the UDC and its members.

Other County departments and agencies have emergency responsibilities, as identified in Figure 1. These agencies and departments are also responsible for developing and maintaining Standard Operating Procedures (SOPs) and Continuity of Operations (COOP) Plans designating alternate sites from which to operate.

Functional Annexes

Detailed responsibilities of all agencies and private organizations are provided in annexes of this plan:

Emergency Management (Annex A)



The Emergency Management Annex describes how emergencies will be managed within the OA by providing a basis for centralized control, coordination, and direction of emergency operations. This annex also describes the organization and operation of the OA EOC including functional responsibilities under SEMS and NIMS.

An effective, functional EOC is the key to successful emergency response and recovery operations. During emergencies, centralized management is needed to enable a coordinated response by decision makers, emergency service personnel, and representatives from organizations with emergency responsibilities. These individuals will collocate in the OA EOC to coordinate response activities, avoid duplication of effort, and effectively utilize resources.

Individuals in the OA EOC will be responsible for: receipt and dissemination of alerts and warnings, management of emergency operations, collection and analysis of damage information, provision of emergency information and instructions to the public, and maintenance of communication to support EOCs of neighboring jurisdictions and special districts.

Fire and Rescue Mutual Aid Operations (Annex B)



The Fire and Rescue Mutual Aid Operations Annex is designed to meet the anticipated needs of local agencies within pre-designated response zones, to access resources of adjacent agencies within the operational area, and to access the resources of other jurisdictions within Region VI or beyond, if necessary, to meet the needs of emergency incidents.

This annex pertains to all Fire Departments, Fire Protection Districts and other agencies with fire responsibilities. In San Diego County, CAL FIRE is the Area Fire Coordinator (AFC). The responsibilities of the primary and supporting agencies of this annex include fire protection and suppression, coordination of rescue operations, search and rescue, medical treatment and response, evacuation

assistance, hazardous materials response, and in some cases management of Community Emergency Response Teams (CERT).

Law Enforcement Mutual Aid Operations (Annex C)



The Law Enforcement Mutual Aid Operations Annex establishes organizational responsibilities and general procedures for the local law enforcement organizations and supporting agencies during natural and manmade disasters. Law enforcement agencies seek to preserve and protect life and property and to maintain law and order.

The Sheriff's Department is the Law Enforcement Coordinator and as such is the lead agency responsible for executing this annex. All agencies supporting this function are responsible for maintaining law and order through enforcement of laws, rules, and regulations, conducting evacuations, establishing evacuation routes, providing aerial surveillance and intelligence, assisting with light rescue and medical response, and managing communications systems. Supporting agencies may also include California Highway Patrol (CHP), the County of San Diego Probation Department and/or the District Attorney's Office, and the local jurisdiction law enforcement agencies.

Multi Casualty Operations (Annex D)



The Multi-Casualty Operations Annex describes the basic concepts, policies, and procedures for providing a coordinated medical care response to any mass casualty incident. This annex establishes a disaster medical system and outlines responsibilities and actions required for the effective operation of the medical response to disasters.

This annex serves as the unifying document for the emergency plans of local hospitals, cities, and emergency service agencies. The Emergency Services Agreement, between and among the County of San Diego and the Cities in the OA, provides for a county-wide medical emergency services program.

The main agencies responsible for executing this function are the Health and Human Services Agency (HHSA), Emergency Medical Services (EMS) Division, and local fire and law enforcement agencies. These agencies are responsible for the coordination of medical response and resources within the jurisdiction, medical mutual aid, and medical registration and records. Supporting agencies may also include hospitals,

community and private medical personnel, ambulance providers, public safety agencies, military medical personnel, and the American Red Cross (ARC).

Public Health Operations (Annex E)



The Public Heath Operations Annex describes the basic concepts, policies, and procedures for providing public health services in the event of any major emergency or disaster. These public health services are provided under the coordination of HHSA Public Health Services (PHS). This annex serves as the unifying public health document for the OA, as authorized by the Emergency Services Agreement.

HHSA-PHS will coordinate public health response and resources, determine/identify public health hazards, including hazardous materials, and provide response. HHSA-PHS may also establish standards for control of health hazards, provide technical guidance, advise the public about health hazards and provide Public Health Nurses as needed.

The overall goal of the public health operation is to minimize the loss of life and human suffering, prevent disease and promote optimum health for the population by controlling public health factors that affect human health and by providing leadership and guidance in all emergency/disaster public health-related activities. HHSA-PHS will accomplish this goal for all jurisdictions and special districts within the OA through joint operations at the OA EOC and the HHSA Medical Operations Center (MOC).

Medical Examiner Operations (Annex F)



This Medical Examiner Operations Annex establishes organizational responsibilities, policies, and procedures for the operation of the Department of the Chief Medical Examiner during an extraordinary emergency involving multiple deaths particularly following major natural disasters, technological incidents, terrorist attacks, or a nuclear incident.

The Medical Examiner will provide this function for all jurisdictions and special districts within the OA, and this function will be accomplished from the OA EOC. The Medical Examiner and supporting staff are responsible for recovering, identifying, coordinating disposition of the deceased, collecting and preserving decedent property.

The Medical Examiner will also serve as the ex-officio Public Administrator, register deaths, prepare and coordinate lists of the deceased, maintain necessary records, inform law enforcement, health, public agencies, and the media. Support staff may include former Medical Examiner employees, the Public Administrator, Coroner mutual aid, morticians and public safety agencies.

Care and Shelter Operations (Annex G)

The Care and Shelter Operations Annex is specifically designed to address the need for temporary shelter during large scale emergencies and/or major disasters. This annex describes care and shelter operations within San Diego County while defining the collective and individual responsibilities of San Diego County and/or city governments and non-governmental agencies responding to or acting in support of mass care and shelter operations.



The County of San Diego HHSA is the lead agency responsible for providing mass care, and may be supported by the ARC, County of San Diego, local governments and/or faith-based organizations. Care and shelter operations are coordinated at the OA EOC and may include coordinating and providing food, shelter, medications, medical assistive equipment, crisis counseling, and other basic disaster caused needs. Additional services operations include providing inquiry service to reunite separated families both inside and outside of the affected area.

Environmental Health Operations (Annex H)

The Environmental Health Operations Annex describes the basic concepts, policies, and procedures for providing environmental health services in the event of a disaster. This annex serves as the unifying environmental health document for the County of San Diego and the Cities within the OA as authorized by the Emergency Services Agreement.



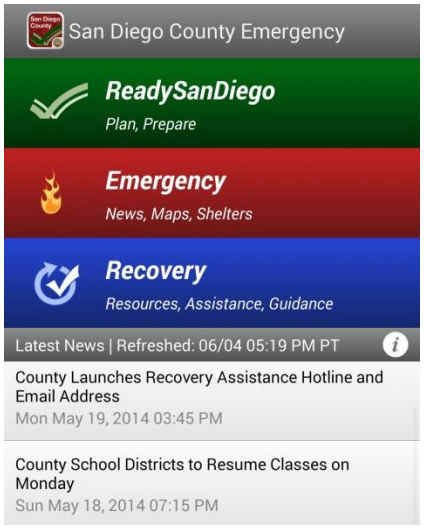
The County of San Diego Department of Environmental Health (DEH) is the lead agency responsible for executing this annex. This annex assists DEH with establishing emergency environmental health operations, assigning responsibilities, and providing actions and responses to environmental health problems associated with disasters.

DEH will coordinate this function from within their Departmental Operations Center (DOC), coordinating closely with the OA EOC. Responsibilities include coordinating

inspections for purity and usability of consumables, developing and supervising methods and procedures for vector and rodent control, conducting environmental surveys to determine risks and hazards, and identifying hazardous materials released.

Communications and warning systems (Annex I)

The Communications and Warning Systems Annex is designed to address the communications systems and the alert and warning systems that are currently in place in the OA.



This annex will assist Regional Communications System (RCS) staff in effectively managing 24-hour interoperable communications systems, including determining and maintaining appropriate systems available for emergency alert and warning.

These systems will ensure all responding agencies within the OA have effective internal communications capabilities to support response operations and the ability to provide warning alerts to the population impacted or at risk as the result of an emergency.

Construction and Engineering Operations (Annex J)



The Construction and Engineering Operations Annex identifies the implementation procedures for construction and engineering mutual aid and other support. This annex describes the basic concepts in coordinating and organizing the capabilities and resources of local government to facilitate the delivery of services, technical assistance, engineering expertise, construction management, and other support to prevent, prepare for, respond to, and/or recover from an incident of extreme significance.

The Department of Public Works (DPW) is the lead agency responsible for executing construction and engineering activities during an emergency. Such activities include pre and post-incident assessment of public works and infrastructure, executing emergency contract support for life-saving and life sustaining services, providing technical assistance to include engineering expertise, construction management, and contracting and real estate services. Other tasks include providing supervision for the repair, modification, and/or construction of emergency facilities and housing, inspecting damaged structures, performing field damage assessments, and restoring,

maintaining and operating essential services, such as roads, sewers, drainage and water systems. Supporting agencies include California Department of Transportation (Cal Trans), San Diego Gas and Electric (SDG&E), and the San Diego County Water Authority (SDCWA).

Logistics (Annex K)



The Logistics Annex introduces the basic concepts, policies, and procedures for providing and/or coordinating the provision of services, personnel, equipment, and supplies to support operations associated with natural disasters and technological perils and incidents within the OA. This annex describes the governmental organizations responsible for providing such logistics (facilities, supply/procurement, personnel, transportation, equipment, and utilities) and the elements of the private sector that normally offer commodities and services.

The County of San Diego Department of Purchasing and Contracting will be the lead for logistics and resource management, and are responsible for maintaining an inventory of sources and providing for procurement and allocation of resources. Additional responsibilities may also include assisting with coordination of OA transportation, providing a system which gives authorized staff emergency buying power and procurement of supplies, equipment, personnel and services from public and/or private sources.

Emergency Public Information (Annex L)



The Emergency Public Information Annex is designed to provide a framework for the most efficient, accurate, and complete dissemination of information to the public. This annex provides guidance for the conduct and coordination of public information activities and establishes a mutual understanding of responsibilities, functions, and operations.

The County of San Diego Communications Office is the lead department responsible for executing this function. Responsibilities include all aspects of public notification, alert and warning, including the activation and operation of a Joint Information System (JIS) and or OA Joint Information Center (JIC). Personnel staffing the JIS or JIC will schedule regular briefings for news media, write and distribute press releases, coordinate media interviews with local officials, maintain liaisons with State and Federal Public Information Officers (PIOs) and/or any other public information

operations that are activated, prepare Emergency Alert System (EAS) messages for dissemination, and coordinate with 2-1-1 San Diego for public inquiry. All of these activities will be coordinated with local jurisdictions.

Behavioral Health Operations (Annex M)

The Behavioral Health Annex describes the basic concepts, policies, and procedures for providing a coordinated behavioral health response to any disaster. This annex serves as the unifying behavioral health document for the County of San Diego and the jurisdictions within the OA, as authorized by the Emergency Services Agreement.

HHSA, Behavioral Health Services (BHS) is the lead agency responsible for the execution of this annex and for providing emergency behavioral health intervention services, behavioral health counseling support to shelters, and Local Assistance Centers (LACs) and EOCs. This annex will help HHSA BHS establish a disaster behavioral health response system and define responsibilities and actions required to ensure and efficient and effective use of behavioral health resources during a disaster.

Animal Services (Annex O)

The Animal Services Annex describes the basic concepts, policies, and procedures for providing a coordinated animal services response to any disaster. This annex serves as the unifying document for the emergency plans of the County, cities, and animal care and humane agencies.



The County of San Diego Department of Animal Services (DAS) is the lead agency responsible for executing this function. This annex establishes organizational responsibilities and general policies and procedures for the care and management of animals during natural and man-made disasters.

DAS will ensure the coordination of evacuating endangered animals, establishing temporary holding facilities, provision of care for injured animals and the animals return to owners. Additional responsibilities include disposal of unclaimed, infirm, or dead animals, and providing liaison with wildlife, ecological, and conservation groups. Supporting agencies for this function may include the County Veterinarian, Humane Societies and R.A.C.E.S. (Radio Amateur Civil Emergency Service).

Terrorism (Annex P)

The County of San Diego Terrorist Incident Emergency Response Protocol describes the countywide collective initial actions that will be taken to prevent or mitigate the effects of a threatened or actual terrorist attack against any jurisdiction within the county. This annex defines the command and control structures for responding to specific types of Weapons of Mass Destruction (WMD) attacks, provides for the actions needed to respond to all phases of a terrorist attack, and identifies the critical response tasks and implementation steps necessary to mitigate an attack. The Law Enforcement Coordination Center (LECC) will coordinate with OES as the lead agencies in executing this annex, and the Federal Bureau of Investigations will play a large role in supporting and/or leading any investigations related to a terrorist incident.

Evacuation (Annex Q)

The Evacuation Annex is to be used as a template for the development of other jurisdictional evacuation plans and will support or supplement the evacuation plans prepared and maintained by each local jurisdiction. This annex outlines strategies, procedures, recommendations, and organizational structures that can be used to implement a coordinated evacuation effort in the OA.

In addition, this annex provides general estimates on the number of residents within each jurisdiction of the OA that may be impacted by specific hazards and need to evacuate, the number of residents that may require sheltering or transportation assistance, and the estimated number of pets that may need to be accommodated in an evacuation effort to assist in decision making processes. This annex also provides hazard specific considerations, general evacuation transportation routes and capacities, countywide shelter capacities, resources available locally and through mutual aid, and any access and functional needs considerations.

DIRECTION, CONTROL, OR COORDINATION

The Unified San Diego County Emergency Services Organization and OA EOP provides structures, based upon SEMS and NIMS, for implementing county-level policy and operational coordination for domestic incident response. It can be partially or fully implemented in response to a potential/actual threat, in anticipation of a significant event, or in response to an incident. Selective implementation allows for a scaled response, delivery of the exact resources needed and a level of coordination appropriate to each incident.

Local Response Structure

All incidents will be managed at the lowest possible level. Responders use ICS to manage response operations. Local jurisdictions will exhaust their resources and enact their established mutual aide before requesting support from the OA.

Operational Area (OA) Emergency Operations Center (EOC)

The decision to activate the OA EOC will be made by the Director of OES, when there is an incident involving the unincorporated area, an incident involving the unincorporated area and one or more cities, or an incident involving two or more cities.

The decision to activate the OA EOC may come upon receiving a request from an Incident Commander who determines that additional resources or capabilities are needed for incident response.

The OA EOC will help form a common operating picture of the incident, assist on-scene command with the burden of external coordination, and the securing of additional resources. Core functions of the OA EOC include coordination, communications, resource allocation and tracking, and information collection, analysis, and dissemination. To accomplish this, the OA EOC will be activated and staffed to the appropriate level necessary for the response.

The OA EOC is organized into six sections, each responsible for carrying out of different aspect of the response. The OA EOC General Staff normally consists of an Operations Section Chief, Planning Section Chief, Information and Intelligence Section Chief, Logistics Section Chief, and Finance/Administration Section Chief.



- **Management/Policy Section** of the OA EOC is responsible for overall management of the emergency and for providing policy and guidance for the emergency response. The Management/Policy Section is responsible for coordinating the overall response/recovery effort (prioritizing, decision-making, coordination, tasking, conflict Resolution).
- **Operations Section** is responsible for coordinating all incident related tactical operations as directed by the Management/Policy Section. The Operations Section coordinates priority missions with the Branch Coordinators and ensures resource deployment is consistent with the OA objectives.
- **Planning Section** is responsible for preparing the Incident Action Plan and maintaining resource status. The Planning Section conducts OA EOC briefings to ensure all staff is aware of the current response effort and objectives.
- The **Information/Intelligence Section** is responsible for collecting, analyzing and displaying incident related information, providing the Common Operating Picture.
- The **Logistics Section** is responsible for providing communications services, resource tracking, and procuring the equipment, supplies, personnel, transportation, and facilities needed to support the response.
- The **Finance/Administration Section** is responsible for ensuring all financial records are maintained and tracking all costs associated with the incident, to include cost recovery.

On-Scene Command and Management

An Incident Commander will be responsible for all response activities, including the development of strategies and tactics and the ordering and release of resources.

The Incident Commander has overall authority and responsibility for conducting incident operations and is responsible for the management of all incident operations at the incident site. When multiple command authorities are involved, the incident may be led by a unified command comprised of officials who have jurisdictional authority or functional responsibility for the incident under an appropriate law, ordinance, or agreement. The unified command provides direct, on-scene control of tactical operations.

At the tactical level, on-scene incident command and management organization are located at an Incident Command Post, which is typically comprised of local and mutual aid responders.

Functional Annexes

The functional annexes serve to support the OA EOP by engaging other county departments, private sector, and non-governmental organizations in the response. These annexes elicit the support of these agencies to provide assistance in functional areas such as communications, construction and engineering, public health, fire and rescue, etc.

INFORMATION COLLECTION AND DISSEMINATION

The OA EOC will serve as the hub for information collection, analysis, and dissemination of information relating to the incident or event. The JIC within the OA EOC plays a large role in the collection, analysis, and dissemination of information. Information gathered by responders on scene, by communications centers and dispatch centers, the media, and the public in general will be analyzed by stakeholders, departments, agencies, and organizations and verified.



Information needing to be disseminated to responders will be disseminated via the on-scene incident command staff and information needing to be disseminated to the public will be disseminated via the JIC. Available media outlets will be utilized by the JIC to get necessary information to the public as soon as possible.

Periodic EOC briefings will be held to update agencies, departments, organizations, and entities of the current status of the incident, event, or disaster. The briefings will take place as often as necessary, determined by the EOC Director. Briefings should occur at least once per shift, with the understanding that the schedule may be and will be adjusted to suit the needs of the situation.

Information needing to be shared with other levels of government, other agencies and departments outside the county, and the private sector will be shared as necessary to ensure public safety, economic integrity, and effective resources for response and recovery.

Essential Elements of Information

Essential Elements of Information (EEIs) are the critical items of information required by senior leaders within a particular timeframe that, when related to other available information and intelligence, may be used to reach a logical decision.

Table 2
Essential Elements of Information, Methodology/Source, Responsible Entity, Products, and Timelines

Essential Element of Information	Specific Information	Methodology/Source	Responsible Entity	Product	Timeline
1. Boundaries of disaster/incident area (shaking/ liquefaction, landslide, plume, fires, flooding, tsunami)	▪ Geographic limits of damage ▪ Description of the severity of damage ▪ Estimated percentage of population evacuated or in need of evacuation	▪ On-scene reports ▪ Predictive modeling ▪ Remote/overhead sensing ▪ Aerial reconnaissance ▪ Assessment teams ▪ EOC Coordination ▪ Media	▪ Operations Section	▪ GIS impact maps ▪ Situation report ▪ Status briefing	Initial estimate within 6 hours and updated every operational period
2. Access points to disaster/incident area	▪ Location of access points located ▪ Credentials needed to enter ▪ Best routes to approach the disaster area	▪ Incident command ▪ First responders	▪ SD Sheriff ▪ Fire agency ▪ Law Enforcement	▪ GIS maps ▪ Displays ▪ Briefings	Initial estimate within 6 hours and updated every 12 hours
3. Jurisdictional boundaries	▪ Cities ▪ Counties ▪ Tribal nations ▪ Congressional districts ▪ Special districts	▪ Existing maps ▪ GIS database	▪ GIS/EOCs	▪ GIS maps ▪ Jurisdictional profiles	Initial estimate within 6 hours and updated every operational period

Essential Element of Information	Specific Information	Methodology/Source	Responsible Entity	Product	Timeline
4.Population/ community support impacts	▪ Estimated population affected ▪ Number of shelters open/population ▪ Potential unmet shelter requirements ▪ Number of homes affected (destroyed, damaged) ▪ Percentage of grocery stores open and able to meet the needs of the public ▪ Percentage of pharmacies open and able to meet the needs of the public	▪ Incident command ▪ Predictive modeling ▪ GIS ▪ Assessment teams ▪ Reports from other EOCs/WebEOC ▪ Voluntary agency reports ▪ EMS DOC (MOC) ▪ Fire/Health Branch ▪ News media and other open sources	▪ Operations Section ▪ JIC	▪ Reporting ▪ Situation briefing ▪ Situation reports ▪ Displays ▪ GIS products	Initial estimate within 12 hours and updated every operational period
5. Hazard-specific information: Hazardous, toxic, and radiological issues Safety hazards	▪ Extent of fires ▪ Potential for (or extent of) flooding ▪ Number/estimate of collapsed structures potentially requiring Urban Search and Rescue ▪ Actual or potential for release of hazardous materials ▪ Actual or potential radiological incidents ▪ Affected locations and what they contain ▪ Actions being taken under the National Contingency Plan, if any ▪ Personal safety issues ▪ Public health concerns	▪ Assessment team reports ▪ DEH ▪ HHSA Public Health Officer ▪ Field Liaisons ▪ Local EOCs ▪ Predictive modeling ▪ Centers for Disease Control ▪ Occupational Safety and Health Administration ▪ Nuclear Regulatory Commission ▪ U.S. Environmental Protection Agency ▪ Coast Guard	▪ Situation Unit ▪ Operations Section ▪ Safety Officer	▪ GIS product depicting actual or potential threats ▪ Situation report ▪ Status briefing ▪ Daily intelligence summary ▪ Safety briefing/ messages	Initial estimate within 6 hours and updated every 12 hours

Essential Element of Information	Specific Information	Methodology/Source	Responsible Entity	Product	Timeline
6. Seismic and/or other geophysical information	▪ Location of epicenter ▪ Location of mud flows and land slides ▪ Potential magnitude of aftershocks ▪ Location of ground liquefaction sites ▪ Potential for tsunamis	▪ Remote sensing ▪ County OES ▪ U.S. Geological Survey reports ▪ State liaisons ▪ Tsunami Warning Center ▪ SOC/REOC/Coordination Center reports ▪ Technical Specialists ▪ CEPEC	▪ Operations Section ▪ Situation Unit ▪ Information and Intelligence Section	▪ GIS maps of affected areas ▪ Situation briefings ▪ Situation reports	Initial estimate within 6 hours and updated every 6 hours
7. Weather	▪ Forecast post incident and implications for impeding operations	▪ National Weather Service	▪ Operations Section ▪ Planning Section	▪ Status briefings ▪ Situation reports ▪ Daily intelligence summaries	As soon as possible post incident and ongoing as required
8. Demographics	▪ Population of impacted areas ▪ Demographic breakdown of population including income levels, information on elderly and children ▪ Number/type of housing units in impacted areas ▪ Level of insurance coverage ▪ Tribal nations impacted ▪ Unemployment levels ▪ Foreign languages spoken in greater than 1 percent of the population	▪ GIS ▪ Predictive modeling ▪ Commercial products ▪ Census data	▪ Planning ▪ Information and Intelligence Section	▪ Jurisdiction profiles ▪ GIS analysis ▪ Regional analysis and summary	Initial information no later than 12 hours following incident

Essential Element of Information	Specific Information	Methodology/Source	Responsible Entity	Product	Timeline
9. Predictive modeling	▪ What U.S.-Hazards (HAZUS) models show for damage impacts and casualties	▪ HAZUS outputs	▪ County OES ▪ Cal OES ▪ FEMA Mapping & Analysis Center	▪ GIS products	No later than 2 hours following incident
10. Initial needs and damage assessment	▪ Reports of rapid needs assessment and preliminary damage assessment teams ▪ Damages reported by local, State and other federal agency EOCs ▪ Requests for federal support from the state	▪ Rapid needs assessment and preliminary damage assessment team reports ▪ HAZUS outputs ▪ Open sources ▪ Other agency situation reports ▪ Local EOCs ▪ WebEOC ▪ Field Liaisons	▪ Operations Section ▪ Situation Unit	▪ Situation briefings ▪ Situation reports ▪ GIS products	Initial estimate within 6 hours and updated every 12 hours
11. Status of communications	▪ Status of telecommunications service (including Internet and infrastructure, including towers) ▪ Reliability of cellular service in affected areas ▪ Potential requirement for radio/satellite communications capability ▪ Status of EAS (TV, radio, cable) and ability to disseminate information	▪ Local EOCs ▪ Sheriff's DOC ▪ WebEOC ▪ Internet service provider/telephone companies ▪ National Communication System member agencies ▪ News media/open sources	▪ County OES ▪ Regional Communications System (RCS) ▪ RACES ▪ ARES	▪ Situation briefings ▪ Situation reports	Initial estimate within 6 hours and updated every 12 hours

Essential Element of Information	Specific Information	Methodology/Source	Responsible Entity	Product	Timeline
12. Status of transportation	▪ Status of area airports ▪ Status of major/primary roads ▪ Status of critical bridges ▪ Status of railways ▪ Status of ports ▪ Status of evacuation routes ▪ Status of public transit systems ▪ Status of pipelines ▪ Accessibility to most severely impacted areas ▪ Debris on major roadways and bridges	▪ Business Alliance/ Community relations ▪ California Department of Transportation ▪ Assessment team reports ▪ U.S. Army Corps of Engineers ▪ Remote sensing/aerial reconnaissance ▪ Predictive modeling ▪ Other EOC reports	▪ Operations Section ▪ Law Branch ▪ Construction and Engineering Branch (Cal Trans) ▪ Situation Unit ▪ Public Works	▪ Situation briefings ▪ Situation reports	Initial estimate within 6 hours and updated every 12 hours
13. Status of Emergency Operation Centers	▪ Status of local EOCs ▪ Status of State SOC/REOC ▪ Status of agency DOCs/EOCs ▪ Status of Regional Response Coordination Center (RRCC) ▪ Status of Incident Management Assistance Team ▪ Status of back-up region RRCC	▪ Web EOC ▪ SOC/REOC/Coordination Center Reports ▪ ESFs/other Federal Agencies ▪ Regional offices RRCCs	▪ Operations ▪ County OES ▪ Situation Unit	▪ Situation briefings ▪ Situation reports ▪ GIS products	No later than 1 hour following incident

Essential Element of Information	Specific Information	Methodology/Source	Responsible Entity	Product	Timeline
14. Status of critical infrastructure and facilities	▪ Status of potable and non-potable water and sewage treatment ▪ Status of medical facilities (hospitals and nursing homes) ▪ Status of schools and other public buildings ▪ Status of fire and police facilities ▪ Status of dams – U.S. Army Corps of Engineers, U.S. Bureau of Reclamation, Department of Water Resources	▪ Predictive models ▪ Remote sensing/aerial reconnaissance ▪ SOC/REOC/Coordination Center reports ▪ GIS ▪ CIKR Plan	▪ Operations ▪ Construction and Engineering Branch ▪ Public Works ▪ Flood Control	▪ Situation briefings ▪ Situation reports ▪ GIS products	Initial estimate within 6 hours and updated every 12 hours
15. Status of energy system	▪ Status of electrical generating facilities and distribution grid ▪ Households people without electric power ▪ Status of natural gas transmission facilities and distribution pipelines ▪ Households people without natural gas ▪ Status of refineries and gasoline and oil distribution systems	▪ California Emergency Utilities Association ▪ Nuclear Regulatory Commission reports ▪ Investor-owned utilities (e.g. SDG&E) and municipal utility districts ▪ Remote sensing	▪ Construction and Engineering Branch ▪ SDGE	▪ Situation briefings ▪ Situation reports ▪ GIS products	Initial estimate within 6 hours and updated every 12 hours

Essential Element of Information	Specific Information	Methodology/Source	Responsible Entity	Product	Timeline
16. Status of State and local operations	▪ State and local priorities ▪ Major State operations in support of the local jurisdictions ▪ Status of support received under EMAC	▪ SOC/REOC/Coordination Center reports	▪ Operations Section	▪ Situation briefings ▪ Situation reports	Initial determination within 6 hours following incident and updated every operational period
17. Status of Sate EF or Federal ESF activations	▪ ESFs that have been activated ▪ Major mission assignments that have been authorized	▪ Operations Section ▪ RRCC Mission assignment lists	▪ Operations Section	▪ Situation briefings ▪ Situation reports	Initial determination within 3 hours following incident and updated every operational period

Essential Element of Information	Specific Information	Methodology/Source	Responsible Entity	Product	Timeline
18. Status of remote sensing operations	▪ Remote sensing missions that have been requested ▪ Target areas ▪ Data availability ▪ Whether a rapid assessment is being conducted ▪ Areas that are being assessed ▪ Report availability and format ▪ Whether the Civilian Air Patrol has been activated ▪ Where over-flights are being conducted ▪ Other aerial reconnaissance missions in progress ▪ Commercial remote sensing sources availability	▪ U.S. Coast Guard ▪ U.S. Geological Survey ▪ DoD ▪ Private-sector	▪ County OES	▪ Remote sensing imagery derived products	Ongoing
19. Status of donations voluntary agency activities	▪ Whether a donations hotline has been established or whether there is a need for the hotline ▪ Voluntary agencies that are actively involved in operations	▪ Voluntary agencies ▪ Other EOCs ▪ Business Alliance ▪ VOAD ▪ Interfaith Disaster Council	▪ Operations Section ▪ 211 ▪ Logistics Section	▪ Situation briefings ▪ Situation reports	Within 12 hours following disaster proclamation; updated every operational period
20. Status of key personnel/ personnel issues	▪ Location of incident command post ▪ Personnel killed or injured ▪ Personnel impacted by the incident ▪ Staffing needs for response operations	▪ EOCs/DOCs ▪ Field Liaisons	▪ Operations Section ▪ Logistics Section (Personnel unit)	▪ Situation briefings ▪ Situation reports	As soon as possible after onset of incident; updated every operational period

Essential Element of Information	Specific Information	Methodology/Source	Responsible Entity	Product	Timeline
21. Status of proclamations/ declarations	▪ Status of local emergency proclamation ▪ Status of State emergency proclamation ▪ Status of Presidential declaration ▪ Jurisdictions are included ▪ Types of assistance authorized ▪ Special cost-share provisions regarding direct Federal assistance	▪ EOCs/Coordination Center Reports ▪ FEMA declaration ▪ The White House	▪ Policy Group ▪ Operations Section	▪ Situation briefing ▪ Situation report ▪ FEMA disaster information database reporting	As soon as information becomes available; updated every operational period
22. Priorities for mitigation	▪ Approved mitigation projects in the declared disaster area ▪ Change to cost/benefit of the pre-approved project ▪ Likely repair costs that will be substantial, exceeding 50 percent of structure value	▪ FEMA disaster information database ▪ Community information ▪ System and model projections ▪ Remote sensing ▪ Preliminary damage assessment and/or inspection teams	▪ Recovery Coordinator ▪ Damage assessment teams	▪ Situation briefing ▪ Situation report	Within 48 hours of incident
23. Priorities for response/ upcoming activities	▪ Local operational priorities ▪ Priorities, water, food, power, medical, search and rescue, communications	▪ EOCs/Coordination Center reports ▪ Rapid needs assessment team reports ▪ Community Relations field reports ▪ Elected officials	▪ Incident Command ▪ Operations Section	▪ Situation briefing ▪ Situation report ▪ GIS products	Initial determination within 6 hours following incident and updated every operational period

Essential Element of Information	Specific Information	Methodology/Source	Responsible Entity	Product	Timeline
24. Major issues/shortfalls	▪ Actual or potential resource shortfalls of the affected area ▪ Anticipated requirements for State/Federal resources ▪ Potential or actual State/Federal shortfalls ▪ Potential sources for resource shortfalls ▪ Resources available and where located	▪ EOCs/SOC/REOC/ Coordination Center reports ▪ Rapid needs assessment team reports ▪ Community relations field reports	▪ Operations Section ▪ Logistics Section	▪ Situation briefing ▪ Situation report ▪ GIS products	Initial assessment within 6 hours following incident and updated ever operational period

COMMUNICATIONS



Communication will be coordinated between the OA EOC and all responding supporting agencies through various forms of communications devices, channels and methods. If the OA EOC is activated, all incident related information, updates, resource requests, etc. should be shared via WebEOC in addition to any other methods chosen to communicate.

Communication should be a two-way flow (both top down, and bottom up) through the established ICS structure. All communications should use plain language and avoid acronyms or jargon.

Information will be communicated from the field to the OA EOC. The Policy Group in the OA EOC will make priority decisions and provide guidance and direction to the OA EOC General Staff, who will coordinate the management of the incident per the direction of the Policy Group. The OA EOC serves as the hub of information for the incident, and will communicate necessary information and response actions to the field.

Emergency management communications between the OA EOC, County departmental and jurisdictional EOCs, and incident command posts within the OA are conducted using a mix of systems and technologies which are explained in more detail in Annex I: Communications and Warning Systems.

ADMINISTRATION, FINANCE AND LOGISTICS

Under SEMS, special districts are considered local governments. As such, they are included in the emergency planning efforts throughout the OA. The OA Emergency Organization, in accordance with SEMS, supports and is supported by:

- Cities within the OA
- The County of San Diego
- Special districts
- Other Counties
- The State of California
- The Federal Government

NIMS provides a consistent nationwide template to enable Federal, State, local, and tribal governments and private-sector and nongovernmental organizations to work together effectively. NIMS also enables these entities to efficiently prepare for, prevent, respond to,

and recover from domestic incidents, regardless of cause, size, or complexity, including acts of catastrophic terrorism.

Mutual aid, including personnel, supplies, and equipment, is provided in accordance with the California Master Mutual Aid Agreement, and other OA Mutual Aid Agreements. More information about mutual aid is contained in individual annexes, appendices and attachments within this Plan.

The private sector is an important part of the emergency organization. Business and industry own or have access to substantial response and support resources. Community Based Organizations (CBOs) or Non-Governmental Organizations (NGOs) provide valuable resources before, during, and after a disaster. These resources can be effective assets at any level. OES has established the ReadySanDiego Business Alliance. The Alliance will have a virtual connection to the OA EOC via a social networking system fed through an RSS feed from WebEOC.

There are some City and County personnel who do not have specific task assignments. They are automatically designated by State Law as Disaster Service Workers during a disaster, and serve in the response effort.

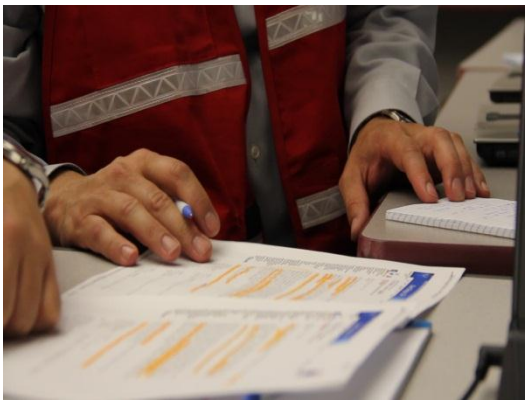
- "All public employees and all registered volunteers of a jurisdiction having an accredited disaster council are Disaster Service Workers," per Government Code Title I, Division 4, Chapter 8, and Labor Code, Part I, Division 4, Chapters 1 and 10.
- The term public employees includes all persons employed by the State, or any County, City or public district.
- Other personnel including volunteers can be quickly registered by OES as Disaster Service Workers, which provides Workers Compensation and liability coverage.

OES maintains a list of pre-registered volunteers affiliated with volunteer organizations that have been signed up as Disaster Service Workers (DSWs).

It is imperative that local government maintain duplicate records of all information necessary for restoration of normal operations. This process of record retention involves offsite storage of vital computerized and paper-based data that can be readily accessible.

Vital records of the Unified Organization are routinely stored in records storage rooms at OES in printed hard copy form, on CD-ROM, and electronically. Computer records are routinely backed up and stored separately from the hard drives. All personnel records are stored by the County Department of Human Resources at several locations throughout the OA.

PLAN DEVELOPMENT AND MAINTENANCE



OES coordinates the maintenance and updates of the OA EOP every three to four years. The Basic Plan and each Annex is written and updated by the appropriate department or agency (ex: law enforcement personnel develop the law enforcement annex).

The Operational Area Emergency Operations Plan Review Committee of the Unified Disaster Council (UDC) reviews the plan, provides feedback, and approves revisions. Upon completion of their review, the committee will recommend that the OA EOP be adopted by the UDC. The objective of any Emergency Management Organization is efficient and timely response during emergencies. The OA EOP is the first step toward that objective. However, planning alone will not accomplish preparedness. Training and exercising are essential at all levels of government to make emergency operations personnel operationally ready.

The Homeland Security Exercise and Evaluation Program (HSEEP) is a capabilities and performance-based exercise program that provides a standardized methodology and terminology for exercise design, development, conduct, evaluation, and improvement planning. Recognizing this, the signatories to this plan agree to participate in scheduled HSEEP exercises. The date and type of exercises will be identified in the annual work plan of the Unified San Diego County Emergency Services Organization.

AUTHORITIES AND REFERENCES

- Unified San Diego County Emergency Services Organization, Fifth Amended Emergency Services Agreement, 2005
- County of San Diego Emergency Services Ordinance No. 8183, dated December 15, 1992
- County of San Diego Resolution adopting the California Master Mutual Agreement, dated December 11, 1950
- California Emergency Services Act, Chapter 7 of Division 1 of Title 2 of the Government Code
- California State Emergency Plan (July, 2009) and sub-plans
- Governor's Orders and Regulations for a War Emergency, 1971
- Article 9, Emergency Services, Section 8605 of the Government Code, Operational Areas

- Petris (SEMS) SB 1841 Chapter 1069 - Amendments to the Government Code, Article 7, California Emergency Services Act
- California Master Mutual Aid Agreement
- California Fire and Rescue Emergency Plan
- Incident Command System, Field Operations Guide, ICS 420-1
- San Diego County Mutual Aid Agreement for Fire Departments
- San Diego County Animal Control Mutual Aid Agreement
- California Law Enforcement Mutual Aid Plan
- California Coroners Mutual Aid Plan
- Public Works Mutual Aid Plan
- San Diego County Multi-Jurisdictional Hazard Mitigation Plan, August 2010
- San Diego Urban Area Tactical Interoperable Communications Plan, February 2006
- San Diego County Terrorist Incident Emergency Response Protocol, Draft, June 2005
- Unified San Diego County Emergency Services Organization Recovery Plan, June 2006
- Unified San Diego County Emergency Services Organization Resolution adopting the National Incident Management System dated September 15, 2005
- Developing and Maintaining Emergency Operations Plans Comprehensive Preparedness Guide (CPG) 101 Version 2.0, November 2010
- Guidance on Planning for Integration of Functional Needs Support Services in General Population Shelter, November 2010
- A Whole Community Approach to Emergency Management: Principles, Themes ad Pathways for Action, December 2011

All authorities and references listed apply to the Basic Plan and all of the corresponding Annexes. They are on file at OES. Agreements with voluntary organizations and other governmental and private organizations are also on file.

ATTACHMENT 1: GLOSSARY AND DEFINITIONS

Abbreviations, Acronyms, and Definitions

Note: These abbreviations and definitions will assist in the understanding of terms and acronyms used in this plan, as well as some other terms used in emergency management.

Abbreviation, Acronyms, and Definitions		
Term	Acronyms	Definition
Access and Functional Needs	AFN	In order to remain consistent with the Federal Emergency Management Agency (FEMA) and the California Emergency Management Agency (Cal EMA), access and functional needs populations are defined as those whose members may have additional needs before, during, and after an incident in functional areas, including but not limited to: maintaining independence, communication, transportation, supervision, and medical care. Individuals in need of additional response assistance may include those who have disabilities, live in institutionalized settings, are elderly, are children, are from diverse cultures, have limited English proficiency or are non-English speaking, or are transportation disadvantaged. An individual with a disability is defined by the Americans with Disabilities Act (ADA) as a person who had a physical or mental impairment that substantially limits one or more major life activities, a person who has a history or record of such an impairment, or a person who is perceived by others as having such an impairment. The ADA does not specifically name all of the impairments that are covered.
Accessible AlertSanDiego		Accessible AlertSanDiego provides emergency management the capability of alerting and informing residents of San Diego County who are deaf, blind, hard of hearing, and deaf/blind before, during, and after a disaster. Accessible AlertSanDiego sends accessible alerts and information to internet and video capable devices, such as computers, cell phones, smart phones, tablet computers, and wireless Braille readers. These alerts are offered in American Sign Language (ASL) with English voice and text.
Activities of Daily Living	ADL	Activities of daily living (ADLs) is a term used in healthcare to refer to daily self care activities within an individual's place of residence, in outdoor environments, or both.
Administrative Services Organization	ASO	An organization that provides outsourced solutions to meet the administrative and HR needs of the client with the client retaining all employment-related risks and liabilities.
Advanced Life Support	ALS	A set of life-saving protocols and skills that extend Basic Life Support to further support the circulation and provide an open airway and adequate ventilation (breathing).

Abbreviation, Acronyms, and Definitions		
Term	Acronyms	Definition
Aerial Support to Regional Enforcement Agencies (Sheriff's Helicopters)	ASTREA	Aerial function of the San Diego Sheriff's Department whose mission is to provide enhanced public and officer safety by providing effective law enforcement, search and rescue, fire suppression, and emergency service air support to public safety agencies throughout San Diego County.
Aging and Independent Services	AIS	County of San Diego Department that provides services to older adults, people with disabilities and their family members, to help keep clients safely in their homes, promote healthy and vital living, and publicize positive contributions made by older adults and persons with disabilities.
Air Pollution Control District	APCD	The San Diego County Air Pollution Control District strives to protect the public from the harmful effects of air pollution, achieve and maintain air quality standards, foster community involvement and develop and implement cost-effective programs meeting state and federal mandates, considering environmental and economic impacts.
AlertSanDiego	ASD	Regional notification system that will be able to send telephone notifications to residents and businesses within San Diego County impacted by, or in danger of being impacted by, an emergency or disaster. This system, called AlertSanDiego, will be used by emergency response personnel to notify those homes and businesses at risk with information on the event and/or actions (such as evacuation) we are asking them to take.
Alternate Care Site	ACS	An alternate care site is a site where "medical needs" sheltering, urgent care services and select traditional inpatient services are not usually provided but which is deliberately repurposed for provision of such services during select disasters. May be established at sites where no medical care is usually provided or at medical facilities where the usual scope of medical services does not include large-scale urgent care or traditional inpatient services. Most will be selected from existing sites of convenience, although temporary structures may be erected by responding partners such as the federal government. They are typically only to be established during emergencies or anticipated high-risk events
Amateur Radio Emergency Service	ARES	ARES is A group of Amateur Radio Relay League (ARRL) members who provide health and welfare communications in times of emergency. Affiliated locally with the American Red Cross, all area hospitals and the Emergency Medical Services Division of the County Health Department.

Abbreviation, Acronyms, and Definitions		
Term	Acronyms	Definition
American Association of Blood Banks	AABB	An international, not-for-profit association representing individuals and institutions involved in the field of transfusion medicine and cellular therapies. The association is committed to improving health by developing and delivering standards, accreditation and educational programs that focus on optimizing patient and donor care and safety.
American National Red Cross	ANRC	An international organization that cares for the wounded, sick, and homeless in wartime, according to the terms of the Geneva Convention of 1864, and now also during and following natural disasters.
American Red Cross	ARC	San Diego Chapter of the international organization that cares for the wounded, sick, and homeless in wartime, according to the terms of the Geneva Convention of 1864, and now also during and following natural disasters.
Americans with Disabilities Act	ADA	Signed into law under President George H W Bush in 1990. It applies to all private and state-run businesses, employment agencies and unions with more than 15 employees. The goal of the ADA is to make sure that no qualified person with any kind of disability is turned down for a job or promotion, or refused entry to a public-access area.
Animal Rescue Reserve	ARR	The San Diego Humane Society's Animal Rescue Reserve (ARR) is a team of highly trained volunteers dedicated to assisting people during disasters, by safely evacuating horses, livestock and household pets. ARR is a program of the Investigations Department and also works throughout San Diego County to rescue domestic animals or livestock that are trapped and cannot free themselves. ARR provides these services free of charge.
Area Fire and Rescue Coordinator	AFC	The Operational Area Fire Coordinator is responsible for coordinating Mutual Aid requests and assignments. He/she is able to request strike teams and other resources from fire departments within the Operational Area and fire departments throughout the State of California
Assistant Chief Administrative Officer	ACAO	The second-highest ranking executive for the County of San Diego who supports the CAO to implement the Board of Supervisor's policies.
Basic Life Support	BLS	Basic life support (BLS) is the level of medical care which is used for victims of life-threatening illnesses or injuries until they can be given full medical care at a hospital. It can be provided by trained medical personnel, including emergency medical technicians, paramedics, and by laypersons who have received BLS training. BLS is generally used in the pre-hospital setting, and can be provided without medical equipment.

Abbreviation, Acronyms, and Definitions		
Term	Acronyms	Definition
Behavioral Health Services	BHS	County of San Diego Behavioral Health Services Division provides a continuum of mental health and alcohol and other drug services for children, youth, families, adults, and older adults. It promotes recovery and well-being through prevention, treatment, and intervention, as well as integrated services for clients experiencing co-occurring mental illness and alcohol and drug issues. The Behavioral Health Services Division provides services under two systems of care: Adult/Older Adult Services and Children, Youth, and Family Services.
Board of Supervisors	BOS	Governing body of the County of San Diego.
California Department of Forestry and Fire Protection	CAL FIRE	Fire protection and stewardship of over 31 million acres of California's privately-owned wildlands.
California Department of Transportation	Caltrans	Caltrans manages more than 50,000 miles of California's highway and freeway lanes, provides inter-city rail services, permits more than 400 public-use airports and special-use hospital heliports, and works with local agencies. Caltrans carries out its mission of improving mobility across California with six primary programs: Aeronautics, Highway Transportation, Mass Transportation, Transportation Planning, Administration and the Equipment Service Center.
California Earthquake Prediction Evaluation Council	CEPEC	The California Earthquake Prediction Evaluation Council (CEPEC) is a committee of earthquake experts that reviews potentially credible earthquake predictions and forecasts. Its purpose is to advise the Governor of California via the California Office of Emergency Services.
California Emergency Medical Services Authority	EMSA	The EMS Authority is charged with providing leadership in developing and implementing EMS systems throughout California and setting standards for the training and scope of practice of various levels of EMS personnel. The EMS Authority also has responsibility for promoting disaster medical preparedness throughout the state, and, when required, coordinating and supporting the state's medical response to major disasters.
California Fire Assistance Agreement	CFAA	Agreement For Local Government Fire And Emergency Assistance To The State Of California And Federal Fire Agencies Between State Of California, California Office of Emergency Services; State Of California, Department Of Forestry And Fire Protection; USDA Forest Service, Pacific Southwest Region; USDI Bureau Of Land Management, California State Office; USDI National Park Service, Pacific West Region; USDI Fish And Wildlife Service, Pacific Southwest Region; And USDI Bureau Of Indian Affairs, Pacific Region

Abbreviation, Acronyms, and Definitions		
Term	Acronyms	Definition
California Geological Survey	CGS	CGS is dedicated to the fulfillment of its mission to provide scientific products and services about the state's geology, seismology and mineral resources that affect the health, safety, and business interests of the people of California.
California Health Alert Network	CAHAN	CAHAN San Diego is a communications system for the Health and Human Services Agency, Public Health Services, hospitals, clinics, emergency rooms, laboratories, law enforcement, fire service, EMS, volunteer and other health agencies.
California Integrated Seismic Network	CISN	The California Integrated Seismic Network (CISN) is a partnership among federal, state, and university agencies involved in California earthquake monitoring. The CISN is dedicated to serve the emergency response, engineering, and scientific communities.
California Law Enforcement Mutual Aid Radio System	CLEMARS	The California Law Enforcement Mutual Aid Radio System (CLEMARS) is provided and managed by the California Emergency Management Agency (Cal EMA). CLEMARS enhances the ability of law enforcement agencies to communicate on common frequencies during emergencies and other special operations.
California Law Enforcement Telecommunications System	CLETS	CLETS provides law enforcement and criminal justice agencies access to various data bases and the ability to transmit and receive point-to-point administrative messages to other agencies within California
California National Guard	CNG	The California Military Department is a diverse, community-based organization comprised of four pillars: the California Army National Guard, the California Air National Guard, the California State Military Reserve and the California Youth and Community Programs; committed to improving, preparing and protecting our communities, state and nation.
California Public Utilities Commission	CPUC	The CPUC regulates privately owned electric, natural gas, telecommunications, water, railroad, rail transit, and passenger transportation companies. The CPUC serves the public interest by protecting consumers and ensuring the provision of safe, reliable utility service and infrastructure at reasonable rates, with a commitment to environmental enhancement and a healthy California economy. We regulate utility services, stimulate innovation, and promote competitive markets, where possible.
California Warning System	CALWAS	
California Water/Wastewater Agency Response Network	CALWARN	The mission of the California Water/Wastewater Agency Response Network (CalWARN) is to support and promote statewide emergency preparedness, disaster response, and mutual assistance processes for public and private water and wastewater utilities.

Abbreviation, Acronyms, and Definitions		
Term	Acronyms	Definition
Chemical, Biological, Radiological, Nuclear, or Explosive	CBRNE	
Chief Administrative Officer	CAO	Responsible for administrative management of private, public, or governmental corporations.
Cities Readiness Initiative	CRI	CDC's Cities Readiness Initiative (CRI) is a federally funded program designed to enhance preparedness in the nation's major metropolitan statistical areas (MSAs) where more than 57% of the U.S. population resides. Through CRI, state and large metropolitan public health departments have developed plans to quickly receive and distribute medicine and medical supplies from the Strategic National Stockpile (SNS) to local communities following a large-scale public health emergency.
Communications Unit Leader	COML	The Communications Unit Leader (COML) heads the Communications Unit and is responsible for integrating communications and ensuring that operations are supported by communications. The COML must understand ICS and local response systems to support the efforts of Incident personnel.
Community Based Organizations	CBOs	Community based organizations are civil society non-profits that operate within a single local community. They are essentially a subset of the wider group of nonprofits. Like other nonprofits they are often run on a voluntary basis and are self funded.
Community Emergency Response Teams	CERT	A community-level program administered by FEMA that trains citizens to understand their responsibility in preparing for disaster. The program increases its members' ability to safely help themselves, their family, and their neighbors. Trained CERT volunteers provide immediate assistance to victims in their area.
Comprehensive Preparedness Guide 101	CPG 101	A guide designed to assist jurisdictions with developing emergency operations plans. It promotes a common understanding of the fundamentals of planning and decision-making to help emergency planners examine a hazard and produce integrated, coordinated, and synchronized plans.
Coordinate/Coordination		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.
Coordinator of Emergency Services		The County of San Diego CAO serves in this role for incidents involving two or more jurisdictions in the OA. In this role, the CAO. Through, the OA EOC provides resource support and coordination to the affected jurisdictions.
County Administration Center	CAC	Headquarters of the County of San Diego
County Operations Center	COC	County location that houses a large amount of County departments.

Abbreviation, Acronyms, and Definitions		
Term	Acronyms	Definition
Department of Planning and Development Services	PDS	County department responsible for long range land use planning, including the County General Plan and Zoning Ordinance, which determine how our communities will grow. The department analyzes privately initiated land use projects to ensure compliance with land use regulations, and advises the Board of Supervisors and Planning Commission on the projects. Department programs such as Building Permit review and inspection and Code Compliance help maintain public health and safety.
Department of Public Works	DPW	County department responsible for: County-maintained roads; traffic engineering; land development civil engineering review; design engineering and construction management; land surveying and map processing; cartographic services; watershed quality and flood protection; County Airports; solid waste planning and diversion; inactive landfills; wastewater systems management; and special districts.
Department Operations Center	DOC	Location for County/City departments to conduct emergency management operations in support of an incident. The DOC serves the same function as the EOC, but these task are in support of the specific department which the DOC belongs to.
Direction		The act of providing directives for incident response. Direction includes the implementation of response actions.
Director of Emergency Services		In this role, the CAO directs emergency response actions for an incident only involving the unincorporated area of the county.
Disaster Medical Assistance Teams	DMAT	A DMAT is a group of professional and para-professional medical personnel (supported by a cadre of logistical and administrative staff) designed to provide medical care during a disaster or other event. DMATs are designed to be a rapid-response element to supplement local medical care until other Federal or contract resources can be mobilized, or the situation is resolved. DMATs deploy to disaster sites with sufficient supplies and equipment to sustain themselves for a period of 72 hours while providing medical care at a fixed or temporary medical care site. The personnel are activated for a period of two weeks. In mass casualty incidents, their responsibilities may include triaging patients, providing high-quality medical care despite the adverse and austere environment often found at a disaster site, patient reception at staging facilities and preparing patients for evacuation.

Abbreviation, Acronyms, and Definitions		
Term	Acronyms	Definition
Disaster Mortuary Operations Response Team	DMORT	DMORTs are composed of private citizens, each with a particular field of expertise, who are activated in the event of a disaster. Teams are composed of funeral directors, medical examiners, coroners, pathologists, forensic anthropologists, medical records technicians and transcribers, finger print specialists, forensic odontologists, dental assistants, x-ray technicians, mental health specialists, computer professionals, administrative support staff, and security and investigative personnel.
Disaster Rapid Assessment Team	DRAT	A DRAT is a designated unit of volunteer and County of San Diego health care professionals, trained to operate in a disaster situation as a coordinated team to assess potential/current shelters for the need of medical resources. The intent and purpose of the DRAT will be to provide health intelligence for the EMS DOC regarding the need for medical staff, supplies and care at shelters that have been established or spontaneously opened during an evacuation event.
Disaster Service Worker	DSW	Any person registered with an accredited Disaster Council for the purpose of engaging in disaster service without pay or other consideration. Also may include any unregistered person impressed into service during a state of war emergency, a state of emergency, or a local emergency by a person having authority to command the aid of the citizens in the execution of his or her duties.
Disaster Support Area	DSA	A special facility established on the periphery of a disaster area where disaster relief resources (personnel and material) can be received, stockpiled, allocated and dispatched into the disaster area. A segregated portion of the area may be used for the receipt and emergency treatment of casualty evacuees arriving via short-range modes (air and ground) of transportation and for the subsequent movement of a select number by heavy, long range aircraft, to adequate medical care facilities. Therefore, such facilities will normally be located at, or in close proximity to, operable airports with runways capable of accommodating heavy aircraft and offering adequate space for supplies, equipment, portable medical facilities and other essential resources.
Emergency Alert System	EAS	A federal warning system that is activated by FEMA; enables the President to take over the United States airwaves to warn the whole country of major catastrophic events.

Abbreviation, Acronyms, and Definitions		
Term	Acronyms	Definition
Emergency Function	EF	As described in Section 13 of the SEP, the CA-EFs consist of seventeen primary activities deemed essential to addressing the emergency management needs of communities in all phases of emergency management. Based upon authorities and responsibilities, a lead agency has been designated for the development of the state government level CA-EFs. As the CA-EFs development expands to include other stakeholders from the emergency management community, the CA-EFs will determine a governance structure. The governance structure should be developed with the administrative direction of Cal EMA and be flexible to allow for the participation of future stake holders.
Emergency Management Assistance Compact	EMAC	EMAC is the nation's state to state mutual aid system. EMAC is the first national disaster–relief compact since the Civil Defense and Disaster Compact of 1950 to be ratified by Congress. Since ratification and signing into law in 1996 (Public Law 104-321), 50 states, the District of Columbia, Puerto Rico, Guam, and the U.S. Virgin Islands have enacted legislation to become EMAC members. EMAC offers assistance during governor-declared states of emergency through a responsive, straightforward system that allows states to send personnel, equipment, and commodities to help disaster relief efforts in other states. Through EMAC states can also transfer services, such as shipping newborn blood from a disaster-impacted lab to a lab in another state.
Emergency Managers Mutual Aid	EMMA	A formalized system of providing emergency management assistance to emergency managers in jurisdictions that have been impacted by a disaster. It is based on the recognition of the fact that we often don't have the manpower required in an individual jurisdiction to provide continuous 24 hour a day management during a disaster. This is coordinated through Cal OES and assistance is brought in only to assist, not to direct and control.
Emergency Medical Services	EMS	County department whose services, including personnel, facilities, and equipment required to ensure proper medical care for the sick and injured from the time of injury to the time of final disposition (which includes medical disposition within a hospital, temporary medical facility, or specialty care facility; release from the site; or being declared dead). EMS specifically includes those services immediately required to ensure proper medical care and specialized treatment for patients in a hospital and coordination of related hospital services.

Abbreviation, Acronyms, and Definitions		
Term	Acronyms	Definition
Emergency Operations Center	EOC	The physical location at which the coordination of information and resources to support incident management (on-scene operations) 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 (for example, fire, law enforcement, medical services), by jurisdiction (for example, Federal, State, regional, tribal, city, county), or by some combination thereof.
Emergency Operations Plan	EOP	An ongoing plan for responding to a wide variety of potential hazards. An EOP describes how people and property will be protected; details who is responsible for carrying out specific actions; identifies the personnel, equipment, facilities, supplies, and other resources available; and outlines how all actions will be coordinated.
Emergency Proclamation		"The duly proclaimed existence of conditions of disaster or of extreme peril to the safety of persons and property within the territorial limits of a county, city and county, or city, caused by such conditions as air pollution, fire, flood, storm, epidemic, riot, drought, sudden and severe energy shortage, plant or animal infestation or disease, the Governor's warning of an earthquake or volcanic prediction, or an earthquake... or other conditions, other than conditions resulting from a labor controversy, which are or are likely to be beyond the control of the services, personnel, equipment, and facilities of that political subdivision and require the combined forces of other political subdivisions to combat…" Section 8558(c), Chapter 7 of Division 1 of Title 2 of the Government Code
Emergency Public Information	EPI	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 Support Function	ESF	Emergency Support Functions (ESFs) is the grouping of governmental and certain private sector capabilities into an organizational structure to provide support, resources, program implementation, and services that are most likely needed to save lives, protect property and the environment, restore essential services and critical infrastructure, and help victims and communities return to normal following domestic incidents. There are 15 ESFs.

Abbreviation, Acronyms, and Definitions		
Term	Acronyms	Definition
Essential Elements of Information	EEI	EEIs are the critical items of information required by senior leaders within a particular timeframe that, when related to other available information and intelligence, may be used to reach a logical decision.
Family Assistance Center	FAC	Location to provide assistance and support during an emergency situation to ensure minimum essential support services are readily available to the community as required.
Federal Aviation Administration	FAA	The Federal Aviation Administration is the national aviation authority of the United States. An agency of the United States Department of Transportation, it has authority to regulate and oversee all aspects of American civil aviation.
Federal Bureau of Investigations	FBI	As an intelligence-driven and a threat-focused national security organization with both intelligence and law enforcement responsibilities, the mission of the FBI is to protect and defend the United States against terrorist and foreign intelligence threats, to uphold and enforce the criminal laws of the United States, and to provide leadership and criminal justice services to federal, state, municipal, and international agencies and partners.
Federal Coordinating Officer	FCO	The person appointed by the President to coordinate federal assistance following an emergency or major disaster declaration.
Federal Emergency Management Agency	FEMA	Independent agency created in 1978 to provide a single point of accountability for all Federal activities related to disaster mitigation and emergency preparedness, response, and recovery. FEMA administers the NFIP.
Feeding Task Force	FTF	When a disaster occurs, the FTF will seek to verify the resources available to support a mass care feeding operation and the expected feeding output from voluntary organizations, the private sector, the County of San Diego, and other Governmental resources.
Field Operations Guide (ICS 420-1)	FOG	The content of the Field Operations Guide (FOG) is intended to provide guidance for the application of the Incident Command System (ICS) to any planned or unplanned event. Position descriptions, checklists, and diagrams are provided to facilitate that guidance. The information contained in this document is intended to enhance the user's experience, training, and knowledge in the application of the Incident Command System. All users must obtain proper ICS training at the level necessary to effectively utilize the system.

Abbreviation, Acronyms, and Definitions		
Term	Acronyms	Definition
FIRESCOPE		The FIRESCOPE program is intended to complete the legislative attempt to unify these various fire agencies together into one voice and direction. The character of this group is comprised of diverse fire agencies derived from the founding legislation. The synergy created by these diverse fire agencies truly provides valuable input to the Secretary of Cal OES in addressing the future of fire/rescue services in California and assures excellent representation for the continued development of FIRESCOPE products.
Food and Housing Division	FHD	Conducts more than 39,000 restaurant and food truck / food cart inspections each year and issues the appropriate A-B-C grade card. The division is also responsible for inspecting nearly 5,000 swimming pools, checking for everything from water quality and filtration systems, to safety equipment and enclosures. Food and Housing personnel also inspect body art facilities, as well as apartments, hotels and motels, camps and even detection facilities. FHD responds to public health threats and environmental hazards associated with these regulated facilities, including fires, food recalls and boil water orders, all in the interest of promoting safe communities.
Geographic Information Systems	GIS	A geographic information system (GIS) is a computer system designed to capture, store, manipulate, analyze, manage, and present all types of geographical data
Governor's Office of Emergency Services	Cal OES	The California Governor's Office of Emergency Services exists to enhance safety and preparedness in California through strong leadership, collaboration, and meaningful partnerships. Our mission is founded in public service. Our goal is to protect lives and property by effectively preparing for, preventing, responding to, and recovering from all threats, crimes, hazards, and emergencies.
Hazard Mitigation Plan	Hazmit Plan	The Multi-hazard Mitigation Plan is a countywide plan that identifies risks and ways to minimize damage by natural and manmade disasters. The plan is a comprehensive resource document that serves many purposes such as enhancing public awareness, creating a decision tool for management, promoting compliance with State and Federal program requirements, enhancing local policies for hazard mitigation capability, and providing inter-jurisdictional coordination.

Abbreviation, Acronyms, and Definitions		
Term	Acronyms	Definition
Hazardous Incident Response Team	HIRT	The San Diego County Department of Environmental Health Hazardous Incident Response Team (DEH-HIRT) consists of ten California State Certified Hazardous Material Specialists. The team was founded in 1981 by the Unified Disaster Council and is funded by a Joint Powers Agreement. This team services all unincorporated San Diego County areas, 18 municipalities, two military bases, and five Indian Reservations. There are over 400 responses a year in the DEH-HIRT operational area. DEH-HIRT responds jointly with the San Diego Fire & Life Safety Services Department, Hazardous Incident Response Team to investigate and mitigate chemically related emergencies or complaints. Emergency response activities include mitigation, containment and control actions as well as hazard identification, evaluating the threat to the local populations and the environment. DEH-HIRT is also responsible for handling all after normal business hours complaints for the Department of Environmental Health.
Hazardous Materials	HAZMAT	
Hazardous Materials Division	HMD	The Hazardous Materials Division (HMD) is one of the four divisions of the Department of Environmental Health (DEH). HMD is the Certified Unified Program Agency (CUPA) for San Diego County responsible for regulating hazardous materials business plans and chemical inventory, hazardous waste and tiered permitting, underground storage tanks, aboveground petroleum storage and risk management plans. HMD is also responsible for regulating medical waste.
Hazards United States	HAZUS	A geographic information system-based natural hazard loss estimation software package developed and freely distributed by the Federal Emergency Management Agency (FEMA).
Health and Human Services	HHS	The Department of Health and Human Services (HHS) is the United States government's principal agency for protecting the health of all Americans and providing essential human services, especially for those who are least able to help themselves. HHS is headed by the Secretary who is the chief managing officer for our family of agencies, including 11 operating divisions, 10 regional offices, as well as the Office of the Secretary.
Health and Human Services Agency	HHSA	The Health and Human Services Agency is one of five groups or divisions of the San Diego County government. The Agency provides a broad range of health and social services, promoting wellness, self-sufficiency, and a better quality of life for all individuals and families in San Diego County. The Agency integrates health and social services through a unified service-delivery system. This system is family focused and community-based, reflective of business principles in which services are delivered in a cost-effective and outcome-driven fashion.

Abbreviation, Acronyms, and Definitions		
Term	Acronyms	Definition
Homeland Security Presidential Directive - 5	HSPD-5	The purpose of this directive, which was issued on Feb. 28, 2003, is to enhance the ability of the United States to manage domestic incidents by establishing a single, comprehensive national incident management system.
Hospital Preparedness Program	HPP	The Hospital Preparedness Program (HPP) provides leadership and funding through grants and cooperative agreements to States, territories, and eligible municipalities to improve surge capacity and enhance community and hospital preparedness for public health emergencies.
Housing and Community Development (County)	H/CD	The Department of Housing and Community Development provides many valuable services to both property owners and tenants and strives to create more livable neighborhoods that residents are proud to call home. The Department of Housing and Community Development is one of the departments within the Community Services Group Our key service programs improve neighborhoods by assisting low-income residents, increasing the supply of affordable, safe housing and rehabilitating residential properties in San Diego County. Besides the programs we administer, each city in the county has affordable housing and community improvement programs in their jurisdiction.
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	A field location where the primary functions are performed. The Incident Command Post 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 an integrated organizational structure that reflects the complexity and demands of single or multiple incidents, without being hindered by jurisdictional boundaries. The Incident Command System 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. ICS 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.

Abbreviation, Acronyms, and Definitions		
Term	Acronyms	Definition
Incident Commander	IC	The individual responsible for all incident activities, 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 IC and appropriate Command and General Staff personnel assigned to an incident.
Interoperable Communications Committee	ICC	A committee chartered by the Unified San Diego County Disaster Council. The ICC is chaired by the Sheriff's Department's Wireless Services Division with members drawn from the jurisdictions and agencies within the OA.
Joint Emergency Operating Center	JEOC	A facility established on the periphery of a disaster area to coordinate and control multi-jurisdictional emergency operations within the disaster area. The JEOC will be staffed by representatives of select local, state and federal agencies and private organizations, and will have the capability of providing a communications link between any Mobile Emergency Operating Centers established in the disaster area and the State Operations Center in Sacramento.
Joint Field Office	JFO	A part-time federal facility designed to implement the new single, comprehensive approach to domestic incident management. JFO helps the Secretary of Homeland Security in their domestic incident management responsibilities. JFO is established at the incident site to provide a fundamental point for federal, state, local, and tribal executives who are having the responsibility of incident oversight, direction, and assistance to effectively coordinate actions for protection, prevention, preparedness, response, and recovery. JFO carries out the traditional functions of the joint operations center, the joint information center, and the disaster field office.
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 collocate at the JIC.
Joint Information System	JIS	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 IC; advising the IC concerning public affairs issues that could undermine public confidence in the emergency response effort.

Abbreviation, Acronyms, and Definitions		
Term	Acronyms	Definition
Joint Terrorism Task Force	JTTF	Nation's front line on terrorism: small cells of highly trained, locally based, passionately committed investigators, analysts, linguists, SWAT experts, and other specialists from dozens of U.S. law enforcement and intelligence agencies.
Land and Water Quality Division	L&WQD	Land and Water Quality tests the water of our world-famous beaches and bays and posts the results for residents and visitors. Land and Water Quality deals with recycled water, testing and removal of underground storage tanks, inspection of small drinking water systems, wells, and mobile home parks in the unincorporated county.
Land Use and Environment Group	LUEG	LUEG is comprised of seven departments whose functions range from building and maintaining county infrastructure to protecting our environment and public health, and from promoting agriculture and consumer protection to showing you how to better grow your garden.
Law Enforcement Coordination Center	LECC	The San Diego Law Enforcement Coordination Center (LECC) is a multi-agency cooperative initiative that fully integrates information intake, vetting, analysis/fusion, and synthesis as part of the national and state model. The San Diego LECC is designed to be a fusion center that is analytically driven and that supports law enforcement information needs in all programs, with an emphasis on terrorism intelligence. The LECC disseminates developed information, provides analytical case support, trend analysis and provides tailored analytical products to end users.
Liaison Officer	LNO	A member of the Command Staff responsible for coordinating with representatives from cooperating and assisting agencies.
Local Assistance Center	LAC	Resource center facilities established after a disaster to accelerate the recovery time for those who have been affected by the disaster, by offering a centralized location of recovery services.
Local Health Department	LHD	A local health department is a government agency on the front lines of public health. Local health departments may be entities of local or state government and often report to a mayor, city council, county board of health or county commission.
Long Term Care	LTC	Long-term care (LTC) is a variety of services which help meet both the medical and non-medical needs of people with a chronic illness or disability who cannot care for themselves for long periods of time.
Master Mutual Aid Agreement	MMAA	An agreement made and entered into by and between the State of California, its various departments and agencies, and the various political subdivisions, municipal corporations, and other public agencies of the State of California to facilitate implementation of Chapter 7 of Division 1 of Title 2 of the Government Code entitled "California Emergency Services Act."

Abbreviation, Acronyms, and Definitions		
Term	Acronyms	Definition
Medical and Health Operational Area Coordinator	MHOAC	The MHOAC program is based on the functional activities described in Health and Safety Code 1797.153. County of San Diego MHOAC is the primary point of contact for the MHOAC program and liaisons with the RDMHC/S.
Medical Health Coordination Center	MHCC	Location of CDPH to coordinate public health operations.
Medical Operations Center	MOC	DOC for County of San Diego EMS
Medical Reserve Corps	MRC	San Diego County's Health and Human Services Agency developed a local MRC to enhance the existing Clinical Disaster Service Worker volunteer program established in 2002. The goal of the MRC in San Diego is to provide competent and certified clinical volunteers for use at mass prophylaxis/vaccination sites, disaster shelters, alternate care sites, and offset surge capacity issues of the community. The MRC's priority will be to increase the number of clinical volunteer providers who are trained and ready to respond during a terrorist event or other large-scale public health emergency.
Memorandum of Agreement	MOA	A memorandum of agreement (MOA) or cooperative agreement is a document written between parties to cooperate on an agreed upon project or meet an agreed objective. The purpose of an MOA is to have a written understanding of the agreement between parties.
Memorandum of Understanding	MOU	A memorandum of understanding (MOU) describes a bilateral or multilateral agreement between two or more parties. It expresses a convergence of will between the parties, indicating an intended common line of action.
Metropolitan Medical Strike Team	MMST	The MMST is a group of San Diego's first responders assembled into a joint team to protect the people of San Diego. San Diego Hazardous Incident Response Team (SD County Haz-Mat & SD City Haz-Mat) are the critical haz-mat elements to this team.
Modified Mercalli Intensity	MMI	The Modified Mercalli Intensity (MMI) scale depicts shaking severity.
Multi-Agency Coordination System	MACS	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 Multi-agency 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.
National Communications Systems	NCS	

Abbreviation, Acronyms, and Definitions		
Term	Acronyms	Definition
National Disaster Medical System	NDMS	The National Disaster Medical System (NDMS) is a federally coordinated system that augments the Nation's medical response capability. The overall purpose of the NDMS is to supplement an integrated National medical response capability for assisting State and local authorities in dealing with the medical impacts of major peacetime disasters and to provide support to the military and the Department of Veterans Affairs medical systems in caring for casualties evacuated back to the U.S. from overseas armed conventional conflicts.
National Incident Management System	NIMS	A system mandated by 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; Multi-agency 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 Framework	NRF	A plan mandated by HSPD-5 that integrates Federal domestic prevention, preparedness, response, and recovery plans into one all-discipline, all-hazards plan.
National Terrorism Advisory System	NTAS	The National Terrorism Advisory System, or NTAS, replaces the color-coded Homeland Security Advisory System (HSAS). This system will more effectively communicate information about terrorist threats by providing timely, detailed information to the public, government agencies, first responders, airports and other transportation hubs, and the private sector.
National Warning System	NAWAS	The Federal portion of the Civil Defense Warning System, used for the dissemination of warning and other emergency information from the Warning Centers or Regions to Warning Points in each State.
National Weather Service	NWS	Official U.S. weather, marine, fire and aviation forecasts, warnings, meteorological products, climate forecasts and information about meteorology.
Non-Governmental Organizations	NGOs	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.

Abbreviation, Acronyms, and Definitions		
Term	Acronyms	Definition
North County Fire District	NCFD	The District currently has 6 fire stations, 5 of which are staffed with fulltime, paid personnel supplemented by reserve firefighters and one of which is all volunteer. The District's primary service area is approximately 92 square miles with an estimated population approaching 50,000 people. The department also provides emergency medical services for 40 additional square miles outside the primary service area. There are approximately 58 fulltime emergency services personnel, 10 support personnel, 12 reserve firefighters and 42 volunteer firefighters, as well as 9 volunteer office staff. The District is made up of 2 Divisions - Fallbrook and Rainbow. The North County Fire Protection District Board is the governing body for both Divisions. The Rainbow Division has a local advisory board who coordinates the operational activities and make recommendations to the North County Fire Protection District Board.
Nuclear Regulatory Commission	NRC	The U.S. Nuclear Regulatory Commission (NRC) was created as an independent agency by Congress in 1974 to ensure the safe use of radioactive materials for beneficial civilian purposes while protecting people and the environment. The NRC regulates commercial nuclear power plants and other uses of nuclear materials, such as in nuclear medicine, through licensing, inspection and enforcement of its requirements.
Office of Emergency Services (Operational Area)	OES	The Office of Emergency Services (OES) coordinates the overall county response to disasters. OES is responsible for alerting and notifying appropriate agencies when disaster strikes; coordinating all agencies that respond; ensuring resources are available and mobilized in times of disaster; developing plans and procedures for response to and recovery from disasters; and developing and providing preparedness materials for the public. OES staffs the Operational Area Emergency Operations Center (a central facility which provides regional coordinated emergency response), and also acts as staff to the Unified Disaster Council (UDC), a joint powers agreement between all 18 incorporated cities and the County of San Diego. The UDC provides for coordination of plans and programs countywide to ensure protection of life and property.
Operational Area	OA	The "Operational Area" consists of the county and each of its political subdivisions including special districts.
Operational Area Emergency Operations Center	OA EOC	The emergency operations center for San Diego County, serving the unincorporated area and providing support to the local jurisdictions.

Abbreviation, Acronyms, and Definitions		
Term	Acronyms	Definition
Operational Area Satellite Information System	OASIS	OASIS is a State of California owned satellite system established to provide Emergency Management voice and data communications independently of commercial networks.
Policy Group		The Management/Policy Section of the OA EOC is responsible for overall management of the emergency and for providing policy and guidance for the emergency response.
Presidential Declaration		Supports response activities of the federal, state and local government. Authorizes federal agencies to provide “essential” assistance including debris removal, temporary housing and the distribution of medicine, food, and other consumable supplies.
Public Health Officer	PHO	
Public Health Services	PHS	Public Health Services works to prevent epidemics and the spread of disease, protect against environmental hazards, prevent injuries, promote and encourage healthy behaviors, respond to disasters and assist communities in recovery and assure the quality and accessibility of health services throughout the county.
Public Information Officer	PIO	A member of the Command Staff who serves as the conduit for information to internal and external stakeholders, including the media or other organizations seeking information directly from the incident or event.
Public Law 288, 93rd Congress, Disaster Relief Act of 1974	PL 93 288	
Public Law 920, 81st Congress, Federal Civil Defense Act of 1950	PL 920	
Public Safety Group	PSG	As a regional coalition of leading and respected public safety and criminal justice partners, the Public Safety Group improves public safety and criminal justice in San Diego County, and communicates and coordinates within our group and the community to deliver quality programs and services.
Public Service Announcement	PSA	A public service announcement (PSA) or public service ad, are messages in the public interest disseminated by the media , with the objective of raising awareness, changing public attitudes and behavior towards a social issue.
Radio Amateur Civil Emergency Service	RACES	Radio Amateur Civil Emergency Service, a radio communication service carried on by licensed non-commercial radio stations while operating on specifically designated segments of the regularly allocated amateur frequency bands under the direction of authorized local, regional, Federal civil defense officials pursuant to an approved civil defense communications plan.

Abbreviation, Acronyms, and Definitions		
Term	Acronyms	Definition
Region VI		The California Office of Emergency Services (Cal OES) Agency has three administrative regions, Inland, Coastal and Southern which are located in Sacramento, Walnut Creek and Los Alamitos, respectively. Cal OES regions have the responsibility to carry out the coordination of information and resources within the region and between the SEMS state and regional levels to ensure effective and efficient support to local response. The regions serve as the conduit for local and regional perspective and provide a physical presence for Cal OES functions at the local level in all phases of emergency management. There are 11 counties and two Mutual Aid Regions I and VI, within the Southern Administration Region. Within the region there are 226 incorporated cities that include two nuclear plants. The total population of all cities and counties in the Southern Region is approximately 21,648,506.
Regional Command and Control Communications	3C's	3Cs is an independent private communications network which directly connects public safety agencies and encourages inter-agency collaboration. Using tools like video conferencing and streaming video, first responders can work together quickly and easily to determine how best to manage large-scale incidents such as natural disasters or terrorist incidents.
Regional Communications System	RCS	The San Diego County-Imperial County Regional Communications System, known locally as the RCS, provides wireless 800 MHz voice (radio) and data communications—on separate networks—to over 200 local, county, state, and federal public safety and public service agencies in San Diego County, California and Imperial County, California. The day-to-day operations are managed by the Wireless Services Division of the San Diego County Sheriff's Department. The RCS voice network is a Motorola Type II SmartZone 800 MHz trunked, simulcast system. It supports mixed mode analog and digital communications and is digital encryption capable. The RCS data network uses the Motorola 800 MHz conventional 19.2 kbit/s RD-LAP protocol. It provide wireless data access to computerized applications, such as computer aided dispatch (CAD), automated law enforcement databases, and unit messaging.
Regional Disaster Medical Health Coordinator/Specialist	RDMHC/S	

Abbreviation, Acronyms, and Definitions		
Term	Acronyms	Definition
Regional Emergency Operations Center	REOC	It serves as a coordination point for resource requests from Operational Areas. There are three REOCs in California. The Southern Regional Emergency Operations Center is located in Los Alamitos and is staffed by the State Office of Emergency Services.
Residential Care Facilities for the Elderly	RCFE	Residential Care Facilities for the Elderly (RCFE) provide care, supervision and assistance with activities of daily living, such as bathing and grooming. They may also provide incidental medical services under special care plans.
San Diego Association of Governments	SANDAG	An association of local San Diego County governments. It is the metropolitan planning organization for the County, with policy makers consisting of mayors, council members, and a County Supervisors, and also has capital planning and fare setting powers for the County's transit systems, the San Diego Metropolitan Transit System and North County Transit District, some of which was assumed by the Metropolitan Transit Development Board.
San Diego County Water Authority	SDCWA	SDCWA imports water into the county, providing approximately 90-percent of the county's water through wholesale transportation and distribution to its 24 member agencies. The 24 member agencies deliver water to approximately 97-percent of the county's population
San Diego Gas & Electric	SDG&E	The utility that provides natural gas and electricity to San Diego County and southern Orange County in southwestern California, United States. It is owned by Sempra Energy, a Fortune 500 energy services holding company that is based in San Diego.
San Diego Geographic Information Source	SanGIS	The San Diego Geographic Information Source (SanGIS) is a Joint Powers Authority (JPA) of the City of San Diego and the County of San Diego responsible for maintaining a regional geographic information system (GIS) landbase and data warehouse. The JPA allows the City and the County to combine resources to meet common objectives to reduce duplication of efforts, maximize resources, provide for an efficient method of sharing information and provide timely updated data to the public.
San Diego Humane Society	SDHA	The San Diego Humane Society and SPCA is an independent 501(c)(3) organization and is not affiliated with any other local, state or national organization serving in sheltering and adopting animals, investigating animal cruelty and neglect, rescuing animals in emergency situations, positive reinforcement behavior training through public training classes, providing adult and youth education programs, sharing animals through pet-assisted therapy and more.

Abbreviation, Acronyms, and Definitions		
Term	Acronyms	Definition
San Diego Sheriff's Department	SDSD	The San Diego County Sheriff's Department is the chief law enforcement agency in San Diego County. The department is comprised of approximately 4,000 employees, both sworn officers and professional support staff. The department provides general law enforcement, detention and court services for the people of San Diego County in a service area of approximately 4,200 square miles. In addition, the department provides specialized regional services to the entire county, including the incorporated cities and the unincorporated areas of the county.
San Diego/Imperial Counties Voluntary Organizations Active in Disasters	SDIVOAD	The mission of San Diego Voluntary Organizations Active in Disaster (SDVOAD) is to enhance the efforts of member organizations through interagency planning, relief, response and recovery activities, all directed toward the goal of giving area residents adequate and timely services, impartially and uniformly delivered, when a disaster strikes.
San Onofre Nuclear Generating Station	SONGS	
Search and Rescue	SAR	The process of looking for people who are lost and may need medical treatment, especially after an accident.
Sheriff's Communication Center	SCC	
Simple Triage and Rapid Treatment	START	Simple triage and rapid treatment (START) is a triage method used by first responders to quickly classify victims during a mass casualty incident (MCI) based on the severity of their injury.
Skilled Nursing Facility	SNF	
Special District		Special-purpose districts or special district governments in the United States are independent governmental units that exists separately from, and with substantial administrative and fiscal independence from, general purpose local governments such as county, municipal, and township governments
Staff Duty Officer	SDO	24/7 on-duty representative for the County of San Diego Office of Emergency Services.
Standard Operating Procedures	SOPs	A document that describes the regularly recurring operations relevant to the quality of the investigation. The purpose of a SOP is to carry out the operations correctly and always in the same manner. A SOP should be available at the place where the work is done.
Standardized Emergency Management System	SEMS	The SEMS law, effective January 1, 1993, incorporates the use of the Incident Command System (ICS); the Fire Fighting Resources of California Organized for Potential Emergencies (FIRESCOPE) agreement; existing multi-agency and interagency programs; the State's master Mutual Aid agreement and mutual aid program; the Operational Area concept; and the Operational Area Satellite Information System (OASIS) into a single program.

Abbreviation, Acronyms, and Definitions		
Term	Acronyms	Definition
State Coordinating Officer	SCO	A person appointed by the Governor to act for the State in cooperation with the Federal Coordinating Officer.
State of Emergency		A duly proclaimed existence of conditions of disaster or of extreme peril to the safety of persons and property within the state caused by such conditions as air pollution, fire, flood, storm, epidemic, riot, or earthquake or other conditions, other than conditions resulting from a labor controversy, or conditions causing a “state of war emergency”, which conditions, by reason of their magnitude, are or are likely to be beyond the control of the services, personnel, equipment, and facilities of any single county, city and county, or city and require the combined forces of a mutual aid region or regions to combat.
State of War Emergency		The condition which exists immediately, with or without a proclamation thereof by the Governor, whenever the state or nation is directly attacked by an enemy of the United States, or upon the receipt by the state of a warning from the federal government that such an enemy attack is probable or imminent.
State Operations Center	SOC	The physical location where activities take place at which the coordination of information and resources occur at the state level to assist with state-wide disasters. The SOC may be a temporary facility or may be located in a more central or permanently established facility.
Strategic National Stockpile	SNS	CDC's Strategic National Stockpile (SNS) has large quantities of medicine and medical supplies to protect the American public if there is a public health emergency (terrorist attack, flu outbreak, earthquake) severe enough to cause local supplies to run out. Once Federal and local authorities agree that the SNS is needed, medicines will be delivered to any state in the U.S. in time for them to be effective. Each state has plans to receive and distribute SNS medicine and medical supplies to local communities as quickly as possible.
Temporary Evacuation Point	TEP	Large generally open areas such as parking lots where people to be evacuated will gather until transportation arrives or a shelter location is announced. Little if any services will be provided.
Threat Hazard Identification and Risk Assessment	THIRA	
Traffic Control Points	TCP	Places along movement routes that are manned by emergency personnel to direct and control the flow of traffic.
U.S. Army Corps of Engineers	COE	

Abbreviation, Acronyms, and Definitions		
Term	Acronyms	Definition
Unified Command	UC	An application of ICS used when there is more than one agency with incident jurisdiction or when incidents cross-political jurisdictions. Agencies work together through the designated members of the UC, often the senior person from agencies and/or disciplines participating in the UC, to establish a common set of objectives and strategies and a single IAP.
Unified Disaster Council	UDC	A group that serves as the policy making body of the Unified Emergency Services Organization.
Unified San Diego County Emergency Services Organization		
Unincorporated Area		Areas of San Diego County not under the direction jurisdiction of any of the incorporated cities.
United States Forest Service	USFS	
United States Geological Survey	USGS	A scientific agency of the United States government that has scientists study the landscape of the United States, its natural resources, and the natural hazards that threaten it.
Urban Search and Rescue	US&R	Urban search-and-rescue (US&R) involves the location, rescue (extrication), and initial medical stabilization of victims trapped in confined spaces. Structural collapse is most often the cause of victims being trapped, but victims may also be trapped in transportation accidents, mines and collapsed trenches. Urban search-and-rescue is considered a "multi-hazard" discipline, as it may be needed for a variety of emergencies or disasters, including earthquakes, hurricanes, typhoons, storms and tornadoes, floods, dam failures, technological accidents, terrorist activities, and hazardous materials releases. The events may be slow in developing, as in the case of hurricanes, or sudden, as in the case of earthquakes.
Very High Frequencies	VHF	Very High Frequencies consists of a range of 30 to 300 megahertz.
Weapons of Mass Destruction	WMD	A weapon of mass destruction is nuclear, radiological, biological, chemical or other weapon that can kill and bring significant harm to a large number of humans or cause great damage to man-made structures (e.g. buildings), natural structures (e.g. mountains), or the biosphere.
WebEOC		WebEOC is a crisis information management system and provides secure real-time information sharing
Whole Community Approach		Whole Community is an approach to emergency management that reinforces the fact that the OA must leverage all of the resources of our collective team in preparing for, protecting against, responding to, recovering from and mitigating against all hazards; and that collectively we must meet the needs of the entire community in each of these areas.

ATTACHMENT 2: HAZARDS

Earthquake

Earthquakes are the result of a release of seismic energy causing a shift in the layers of rock beneath the surface of the Earth, generally resulting in a shaking motion at the surface. These events are largely unpredictable, providing little to no warning, and vary in terms of intensity and duration. California straddles the Pacific and North American plates, and as a result, is permeated by numerous faults. In San Diego County alone, there are at least 10 known faults with the potential to impact the region. These plates move past each other at a rate of approximately two inches per year, which is offset by sudden slips on faults, producing earthquakes.

Every year, approximately 500 earthquakes occur in California that are large enough to be felt. San Diego County, in comparison to other Southern California areas, has sparse seismicity. However, since 1984 earthquake activity in San Diego County has doubled over that of the preceding 50 years. Ongoing field and laboratory studies suggest the largest credible earthquake predicted for the coastal and metropolitan areas is an M7.2 on the Rose Canyon Fault and an M7.6 from the Elsinore Fault or the San Jacinto Fault in the north and east county areas[1].

Studies suggest the following maximum likely magnitudes for local faults: La Nacion (M6.2 to M6.6), Coronado Bank (M6.0 to M7.7), San Diego Trough (M6.1 to M7.7), Oceanside Blind Thrust (M7.0+), and San Clemente Island (M6.6 to M7.7). **Note: Some faults are hidden beneath undisturbed sediments (blind fault) and only discovered after an earthquake occurs. Additionally, the maximum probable event for these faults is the largest earthquake the fault is predicted capable of generating within a specified time period of concern (typically 30 years) whereas the maximum credible earthquake is the largest earthquake a fault is believed capable of generating**[2].

Historic documents record that a very strong earthquake struck San Diego in 1862, damaging buildings in Old Town and opening cracks in the earth near the mouth of the San Diego River. This destructive temblor was centered on the Rose Canyon or Coronado Bank Faults, and descriptions of damage suggest that it had a magnitude of approximately M6.0. In recent history, the strongest recorded quake in coastal San Diego County was the M5.3 temblor that occurred on July 13, 1986, on the Coronado Bank Fault, 25 miles offshore of Solana Beach.

Major Known Faults in San Diego County

There are many faults spread throughout San Diego County. The lack of large or even catastrophic earthquakes and the county's brief earthquake history results in a false sense of immunity for many San Diego County residents. The majority of faults listed below can be found in the Southern California Earthquake Center database.

[1] County of San Diego, "Earthquake Facts and Preparedness," accessed March 8, 2013, http://www.co.san-diego.ca.us/oes/disaster_preparedness/oes_jl_earthquakes.html
[2] *Earth Consultants International, Seismic Hazards - County of Riverside*, 2000.

Those that are not listed in the database may not have had catastrophic earthquakes but are known and should still be noted as potential hazards for the county.

San Jacinto Fault Zone

The San Jacinto Fault Zone is connected to the San Andreas Fault and is the state's second most active fault. The fault runs through northeast San Diego County and lies more than 60 miles away from the more heavily populated areas of the county. This fault zone parallels the Elsinore Fault and has greater historic and instrumental activity, but its longer distance from the city (San Diego) would indicate lesser potential for damaging impacts. It is estimated that a maximum probable event on this fault is on the order of an M6.9 to M7.3 with a maximum credible event of M7.6. This type of event would cause severe damage in the towns of Borrego Springs and Ocotillo Wells, with moderate damage in the coastal area. This fault was responsible for an M6.5 quake near Ocotillo Wells in 1968.

Rose Canyon Fault

The Rose Canyon Fault cuts through the heart of downtown San Diego, through the center of the San Diego Bay, north through La Jolla, and continues northward along the coast. The Rose Canyon Fault is considered to be the greatest potential threat to San Diego as a region due to its proximity to areas of high population. The fault is considered to be active with a maximum probable event of M6.9 and its maximum credible event of M7.2.

La Nacion Fault System[3]

The La Nacion Fault System essentially parallels the Rose Canyon Fault zone and consists of two major faults: the La Nacion and the Sweetwater. The La Nacion Fault System, discovered in 1971, extends south from the Collwood Boulevard-Montezuma Road area along 54th Street, crosses State Highway 94 in the vicinity of Federal Boulevard, and then angles to the southeast through the Paradise Hills community. It reenters the City of San Diego at Otay Valley just east of Interstate 805 (I-805), and roughly parallels the latter into the San Ysidro area. It then takes a southeast turn into Mexico[4]. Within the City of San Diego, the Sweetwater Fault is only known to extend southerly of Division Street along 58th Street, and adjacent to the westerly edge of the Paradise Hills community. However, several discontinuous traces of what is suspected to be southerly extension of the Sweetwater Fault are found in the vicinity of Palm Avenue and Beyer Boulevard. The City of San Diego General Plan, Seismic Safety Element identifies the maximum likely magnitude for this fault system as M6.2 to M6.6.[5]

Elsinore Fault Zone

The Elsinore Fault Zone is also a branch of the San Andreas Fault System, and enters the OA in North County through the communities of Rainbow and Pala, continuing southeasterly through Lake Henshaw, Santa Ysabel, and Julian, then

[3] Not listed in the SCEC database, most likely due to inactivity and lack of significant events occurring on this fault.
[4] City of San Diego. *City of San Diego General Plan, Seismic Safety Element,* 2008.
[5] Wilson Geosciences Inc., *Seismic and Geological Technical Background Report*, 2012.

down into Anza-Borrego Desert State Park at Agua Caliente Springs, ending at Ocotillo. The Elsinore Fault Zone is approximately 40 miles east of downtown. Based on available information, the Elsinore Fault Zone is considered to contain those active faults nearest the San Diego County. More specifically, the nearest fault in the Elsinore Fault Zone lies but 12 miles east from San Pasqual Valley, 40 miles from Mission Valley, and 45 miles from San Ysidro[6]. It is estimated that a maximum probable event on this fault is on the order of an M6.9 to M7.3 on the Richter Scale with an approximate 100-year recurrence interval. The maximum credible event for this fault is considered to be an M7.6 earthquake.

Coronado Bank Fault

The Coronado Bank Fault extends in a northwest-southeast direction, about 12 miles offshore of San Diego (roughly west of Point Loma). In addition to the M5.3 temblor in 1986, the Coronado Bank Fault is also responsible for the June 29, 1983 earthquake measuring M4.6, with an epicenter about 10 miles west of the International Border. It is estimated that a maximum credible event on this fault is on the order of M7.2.

San Clemente Island Fault

The San Clemente Island Fault lies about 43 miles off the coast of La Jolla and is the largest offshore fault. It is 110 miles or more in length and was the cause of an M5.9 earthquake offshore in 1951. It is estimated that a maximum credible event on this fault would be an M7.7.

Oceanside Blind Thrust

The Seismic, Geologic, and Flooding Technical Background Report was conducted for the City of San Diego and identified that the Oceanside blind thrust is an offshore fault from roughly Dana Point south to the U.S.-Mexico border. The onshore projection of the Oceanside blind thrust may lie at a depth of roughly 8-kilometers beneath the City of San Diego. The exact location of this fault has not been definitively determined, but in a study conducted by Southern California Edison on the potentials of offshore thrust faults causing damage to the San Onofre Nuclear Generating Station (SONGS), it was concluded that the Oceanside thrust fault extends onshore beneath SONGS.[7] Additionally it is estimated that the potential exists for an M7+ earthquake on the Oceanside blind thrust with a recurrence interval of 600 to 8800 years depending upon the scenario chosen. Currently the extent and earthquake potential of the Oceanside blind thrust are not settled, but it should be noted that Southern California Edison concluded that there are no seismic vulnerabilities at SONGS and that the postulated blind thrust fault does not appreciably change the seismic risk of SONGS.

[6] City of San Diego. *City of San Diego General Plan, Seismic Safety Element,* 2008.
[7] Southern California Edison Company. *Safety Evaluation By The Office of Nuclear Reactor Regulation Assessment of San Onofre Nuclear Generating Station, Units 2 & 3.* 2002.

Carlsbad Thrust Fault/San Mateo Thrust

A thrust fault is a type of fault or break in the Earth's crust across which there has been relative movement in which rocks of a lower position are pushed up above and over higher strata. They are often recognized because they place older rocks above younger rocks. Thrust faults are the result of compressional forces and, like other faults, can result in subsequent hazards. The Carlsbad Thrust and San Mateo Thrust lay off the San Diego County coastline, stretching from Camp Pendleton in the north and as far south as the City of Solana Beach. Although these faults are considered to be potentially inactive, these faults can cause vertical displacement, resulting in a local or near source tsunami.

San Diego Trough

The San Diego Trough fault zone is composed of up to four fault strands approximately 12 miles off the coast of La Jolla and 24 miles away from the City of San Diego.

Coronado Canyon

The Coronado Canyon is not an actual fault but is an area considered as a landslide source that has the potential to cause a local or near source tsunami. Combined with the Carlsbad and San Mateo Thrusts, these three are worst cases for a near source tsunami; worst case regarding their potential surge heights and max onshore run-up, not their likelihood of occurrence.

Hazardous Substance Emergencies

Background

The San Diego Operational Area (OA) houses a large and diverse industry base. A wide variety of hazardous substances are used or generated throughout the OA. Emergencies involving the release of these substances occur daily. Although these incidents may potentially occur anywhere in the OA, the majority occur in areas of highest population density. For example, as many as 85% of the incidents that the Hazardous Incident Response Team (HIRT) responds to are contained within the I-5 and I-805 corridor.

In the present context, the term "hazardous substance" is understood to include both hazardous materials and hazardous wastes. A hazardous material is defined as "any substance or material in a quantity or form which may be harmful or detrimental to humans, domestic animals, wildlife, economic crops or property when released into the environment. Hazardous materials can be classified as chemical, biological, radiological or explosive." These substances are commonly used in industry, agriculture, medicine and research. Hazardous wastes are a subcategory of hazardous materials and include the chemical by-products of industrial processes that utilize hazardous materials.

Emergencies involving hazardous substances are often generically termed "hazardous materials incidents" or "hazardous materials spills." This includes any

releases of hazardous substances into the water, ground, or air which pose a real or potential threat to public health or the environment.

Types of Hazardous Substance Emergencies

Illegal Drug Manufacturing

Illegal methamphetamine manufacturing occurs in all parts of the OA. Meth labs have been found in cars, vans, trucks, rental housing, private residences, mini-storage warehouses, and motels. Wastes from the manufacture of illegal drugs have been found in remote as well as populated areas, on public and private property, in parks, school yards, and play areas.

Transportation

A great number of hazardous materials incidents in the OA involve transportation accidents on streets and roadways. Because a number of factors make rail shipment impractical, hazardous materials are transported primarily by truck within the OA. Since the OA's freeways and many of its surface streets are often congested, this increases the possibility that a hazardous materials transporter may be involved in an accident.

Fixed Facilities

Hazardous Materials Handlers and Hazardous Waste Generators

- Many facilities in the OA store and use large numbers of hazardous materials, and generate numerous hazardous wastes. Academic institutions and allied industries, particularly their research components, handle many hazardous substances.
- Several aerospace and electronics industries in the OA also store and use large quantities of hazardous substances.
- Agriculturally-based establishments are also of concern because they store large amounts of pesticides.

Treatment, Storage, and Disposal Facilities (TSDFs)

Although efforts to solve hazardous waste problems currently emphasize waste reduction, many types of facilities are necessary to effectively manage the OA's hazardous waste stream. There are six main groups of hazardous waste facilities:

- Transfer and Storage Facilities
- Aqueous Treatment Facilities
- Organics Recycling Facilities
- Solidification or Stabilization Facilities
- Incinerators
- Residuals repositories

Not all of these facility types are currently found in the OA. Each facility presents special concerns with respect to hazardous substance emergencies. This includes issues such as the proximity of the facility to sensitive populations, the types of wastes treated, and the nature of the treatment processes used.

Releases to Surface Waters

Hazardous substance emergencies involving releases to surface waters may include bays, estuaries, streams, or lakes. There are many possible sources of releases to surface waters. This includes sewage releases from overflows and line breaks, spills from commercial and recreational vessels, intentional and unintentional spills through storm drains, and releases from businesses and industries adjacent to bodies of water.

Abandoned Wastes/Illegal Disposal

Abandoned wastes typically include substances left behind by facilities and businesses vacating premises.

Illegal disposal of hazardous waste includes activities such as night dumping along roadsides and in open areas, and underground burial. Since the early 1980s, the implementation of strict laws and regulations, such as the Resource Conservation and Recovery Act (RCRA), has made these practices more difficult than in the past. However, a number of factors ensure that illegal disposal activities may continue to occur. These include the following:

- As of August 8, 1990 the land disposal of all untreated hazardous waste is prohibited under the Hazardous and Solid Waste Amendments of RCRA.
- The costs of proper disposal are high and continue to increase.
- The OA's current treatment and disposal capabilities are inadequate to handle the hazardous waste generated within the OA.
- Treatment and disposal facilities for hazardous wastes must be carefully selected, operated, and monitored to ensure the safety of human lives and the environment.

Because of these issues, and because industrial processes will continue to generate hazardous waste, unauthorized disposal of these materials will continue to be an issue of concern. Therefore, emergency responses will continue to be required for events resulting from such activities.

San Onofre Nuclear Generating Station

Location and Description

The San Onofre Nuclear Generating Station (SONGS) site is located on the coast of Southern California in San Diego County, approximately 50-60 miles equidistant from the cities of Los Angeles and San Diego. The 83.63 acre site is entirely contained within the 125,000 acre Camp Pendleton Marine Corps Base military reservation.

Interstate Highway 5 and the Santa Fe Railroad both pass within 1,000 feet of the plant site and run alongside the coast. In the Oceanside area, Highways 76 and 78 run inland and cross I-15 which travels in a north-south direction, about 25 miles east of the plant site.

San Onofre was a pressurized water reactor type generating station using lightly enriched uranium dioxide (UO2) as fuel. A full fuel load is approximately 72 tons of UO2 in pellet form. Highly radioactive by-products would be the main offsite hazard in a nuclear generating station incident.

Threat

It is assumed that whenever a nuclear generating station is or has been generating nuclear power a nuclear accident is possible. The principal deterrent to an incident is prevention, through correct design, construction, and operation, to assure that the integrity of the reactor system is maintained. Protective systems are automatically activated to counteract the effects of any part of the reactor system failing. In an accident, physical barriers may be damaged and/or control of the radioactive material may be lost or reduced.

Such a release would most likely be to the atmosphere, although surface discharge of radioactive liquid is possible. The liquid may be expected to run into the ocean or be absorbed into the ground. An atmospheric release (called “plume”) would be dispersed by prevailing winds. The passage of this plume can result in direct radiation exposure to those persons in its path, and in some cases may result in the contamination of environmental surfaces by fallout (a deposit of particulate matter which is radioactive). Such contamination may enter the food chain by involvement with pastureland, livestock, water supplies or agricultural products, and would result in additional exposure to those persons within the area.

However, as of June 2013, Southern California Edison (the plants majority owner at ~ 78%) announced that it would permanently retire units 2 and 3 of the plant. The full decommissioning of the plant will take several years to come per regulations of the Nuclear Regulatory Commission, but the plants’ status is listed as permanent shutdown and planned decommission. There is no fuel in the nuclear reactors with all fuel transferred into the spent fuel pool. While the likelihood for an accident is diminished, the spent fuel pools still pose a potential release hazard and as such are still monitored to prevent an incident from occurring.

Further information can be found in the San Diego Operational Area Nuclear Power Plant Emergency Response Plan.

Nuclear Powered Vessels

Nuclear powered vessels have been home-ported in San Diego Bay since 1958. During that time, the Naval Nuclear Propulsion Program (NNPP) has maintained the same rigorous attitude toward the control of radioactivity and protection of the environment as it has toward reactor design, testing, operation, and servicing. As a result, the NNPP has a

well-documented record that demonstrates the absence of environmental effect from the operation of U.S. naval nuclear-powered vessels.

Environmental releases, both airborne and waterborne, are strictly controlled. Through the entire history of the NNPP there has never been a reactor accident, nor any release of radioactivity that has adversely affected human health or the quality of the environment. The program's standards and record surpass those of any other national or international nuclear program.

NNPP facilities and vessels have plans in place to deal with an incident involving a nuclear power plant aboard a naval vessel. Local government authorities would be promptly notified and kept fully informed of the situation if there were a potential threat to the civilian population in the surrounding communities. Because of differences in design and operation between naval nuclear propulsion plants and commercial nuclear power plants, in the unlikely event of release of radioactivity from a vessel, the exposure to the public would be localized and not severe. Due to the unique design and operation of U.S. naval nuclear powered vessels, existing all-hazards emergency response procedures established for earthquakes, fires or hazardous materials emergencies, are sufficient to respond to a radiological emergency involving a NNPP facility or vessel.

The Cities of San Diego and Coronado have developed notification protocols with the Navy for the highly unlikely event that a radiological accident occurs at NNPP facilities and/or vessels in San Diego. These notification protocols are consistent with the Unified San Diego County Operational Area Emergency Plan.

Imminent/Actual Flooding

Floods are a natural component of the hydrological cycle. The hydrological cycle is the evaporation of water from the sea into the air, back onto the land as precipitation, eventually returning to the sea.

Sometimes rain falls in such abundance that the ground becomes saturated causing streams, rivers, and lakes to exceed their natural capacities as the water navigates its way to the sea.

Floods strike in a variety of forms including: sea surges driven by strong storms; tsunamis resulting from seismic activity; inland riverine flooding resulting from excess rain, reservoir overtopping or failure, melting snow, a waterway blockage from landslide, or the inappropriate placement of structures along a floodplain. A flood is any relatively high stream flow that overtops the natural or artificial banks in any reach of a stream. Floods are compared on the basis of their recurrence over a period of years (i.e., the average number of times a flood of a given magnitude is likely to occur). The 100-year flood is a flood that has the probability of being equaled or exceeded once every 100 years. It is also expressed as a 1% probability of being equaled or exceeded in any given year.

Floods can generally be classified as slow rise or flash floods. Slow rise floods are often preceded by a gradual increase in water level, and with it, an increased concern for preparedness. There are no slow-rise floods in San Diego County. The watersheds are all small enough that reaction time is relatively short. Conversely, flash floods can happen

anywhere and often occur without much warning. They are most common in mountain canyons, dry creek beds, and high deserts. Traffic control, news releases, sandbagging, and evacuation are all tools that can be used in combating flash floods, if they are implemented when conditions for flash flooding are imminent. There are no watersheds in San Diego County that have a longer response time, hence the need for immediate response when heavy rains occur. The National Weather Service's definition of a flash flood is a rapid and extreme flow of high water into a normally dry area, or a rapid water level rise in a stream or creek above a predetermined flood level.

Ongoing flooding can intensify to flash flooding in cases where intense rainfall results in a rapid surge of rising floodwaters. Once flooding begins, personnel will be needed to assist in rescuing persons trapped by floodwater, securing utilities, cordoning off flooded areas and controlling traffic. These actions often overtax local agencies, requiring outside resources.

Local Situation

San Diego County is normally a land of little rainfall and dry rivers. Geologic conditions have produced streams which run across deep beds of alluvial sand and gravel for most of their courses, so that normal low flow drainage takes place underground. In spite of these hydrological conditions, severe floods have occurred in the OA.

One unusual characteristic of the hydrology of the OA should be kept in mind when considering the possibility of flooding; the Southern California/Western Arizona area has the greatest variability of runoff in the United States. The western watershed of the OA extends about 80 miles north from the Mexican border and approximately 45 miles east from the Pacific Ocean. From west to east, there are about 10 miles of rolling, broken coastal plain; 10 to 15 miles of foothill ranges with elevations of 600 to 1,700 feet; and approximately 20 miles of mountain country where elevations range from 3,000 to 6,000 feet. This western watershed constitutes about 75% of the OA, with the remaining 25% mainly desert country.

Within the OA there are over 3,600 miles of rivers and streams that threaten residents and over 200,000 acres of flood-prone property. Seven principle streams originate or traverse through the unincorporated area. From north to south they are the Santa Margarita, San Luis Rey, San Dieguito, San Diego, Sweetwater, Otay, and Tijuana Rivers.

In recent years, flood damage in the OA has resulted mainly from intense pockets of rainfall striking areas 5 to 20 miles in diameter. This localization is due to two general effects; (1) during widespread winter storms, isolated rain cells or squalls can enter from the ocean and become locally intense as lifting occurs in the hills and (2) in summer, localized thermal updrafts can generate extremely severe precipitation, particularly when global weather conditions bring moist upper air to California from the Gulf of California. Some of the county's largest flash floods have occurred in the deserts in East County. The most dramatic flooding occurs when a tropical storm

affects the desert area directly. Summer thunderstorms in the desert foothills frequently send small flash floods rushing across roads.

Reservoirs

Approximately 40 reservoirs have been built in the OA for water conservation, 13 of which are major reservoirs. The reservoirs on the upper reaches can reduce the levels of the flood peaks in the lower basins. The reservoir's effectiveness, as a means of flood control, is highly dependent upon the water level in the reservoir at the time of the storm. However, these facilities are designed and operated for water conservation and storage, and are not expected to eliminate the major part of the flood hazard on any of the streams in the region (see Figure 2, Rivers and Reservoirs).

ALERT Flood Warning System

Following the 1980 floods, which caused approximately $120 million in damage, a joint project between the County of San Diego, the City of San Diego, and the National Weather Service was funded in order to devise the ALERT rainfall/runoff data collection system. In 1982, the ALERT Flood Warning System was completed, becoming the first countywide real-time flood warning system in the nation.

The system currently consists of approximately 100 stations that report real-time data by radio to receiving base stations located at the County Flood Control office in Kearny Mesa and the National Weather Service office in Rancho Bernardo. Near-real-time data is reported to the River Forecast Center in Sacramento by means of telephone transfer. With the system, it is now possible to stay well informed on the real-time status of a storm or a particular river through the combined efforts of prediction from the National Weather Service and the field data produced by the ALERT Flood Warning System.

Drainage Basins

A drainage basin is comprised of all the land that drains into a given stream. Drainage basins are generally named after the principal stream flowing into the ocean or bay. The principal drainage basins in the OA are as follows, from north to south:

San Mateo Creek

Area: 218 square miles - 25% in Riverside County – 10% in Orange County

Tributaries: San Onofre, Las Pulgas and Aliso Creeks

Dams: None

Land Use: Military reservation, National Forest

Flood Damage: Roads, communications

Santa Margarita River

Area: 750 square miles - 75% in Riverside County

Tributaries: Del Luz, Temecula and Murrieta Creeks

Dams: Vail Dam in Riverside County

Land Use: Military reservation

Flood Damage: Roads, cropland, communications

San Luis Rey River

Area: 565 square miles

Tributaries: Fallbrook, Moosa Canyon and Pauma Creeks

Dams: Lake Henshaw

Land Use: Rural, some urban development in Bonsall, San Luis Rey, and Oceanside

Flood Damage: Roads, crops, homes, utilities

Escondido Creek

Area: 211 square miles, including Buena Vista, San Marcos and Agua Hedionda Creeks

Tributaries: Reidy Creek

Dams: Lake Wohlford, Dixon

Land Use: Rural, urban development throughout Escondido with flood control systems

Flood Damage: Homes, crops, utilities, lagoon-marsh area

San Dieguito River

Area: 350 square miles

Tributaries: Santa Ysabel, Santa Maria, and Del Mar Creeks

Dams: Sutherland, Lake Hodges, Poway, Ramona, San Dieguito Reservoir

Land Use: Rural, urban development in Del Mar including race track/fairgrounds

Flood Damage: Roads, Del Mar Fairgrounds, bridges, several country clubs, residences, some businesses

Los Penasquitos Creek

Area: 166 square miles, including Rose and San Clemente Canyons

Tributaries: Sorrento Creek, Carroll Canyon, Poway Creek

Dams: Miramar

Land Use: Rural, urban development in Poway and Sorrento Valley

Flood Damage: Extensive flooding in Poway, Sorrento Valley

San Diego River

Area: 483 square miles

Tributaries: Boulder, San Vicente, Alvarado, Los Coches and Forester Creeks; Sycamore, Murphy Canyons

Dams: Cuyamaca, El Capitan, San Vicente, Murray, Padre

Land Use: Rural in uplands: extensive development in Lakeside, Santee and Mission Valley areas

Flood Damage: Residences in Moreno Valley (San Vincent Creek), several bridges and low water crossings, Mission Valley businesses

Sweetwater River

Area: 242 square miles, including Chollas, Toyon Creeks

Tributaries: Peterson, Harbison, Spring Valley and Paradise Creeks

Dams: Loveland, Sweetwater

Land Use: Rural in uplands; extensive development in lower reaches; crops

Flood Damage: Extensive residential/commercial development in Chula Vista, National City, and Bonita; roads, utilities, golf courses; industrial and marine docks

Otay River

Area: 124 square miles

Tributaries: Jamul, Dulzura and Poggi Canyon Creeks

Dams: Otay (lower and upper)

Land Use: Rural, crops, urban development

Flood Damage: Roads, crops, utilities, salt ponds at San Diego Bay

Tijuana River

Area: 465 square miles in the United States, approximately 1,860 square miles in Mexico

Tributaries: Pine Valley, Cottonwood, Campo and La Posta Creeks

Dams: Morena, Barrett, Rodriguez, El Carrizo Land Use: Rural, crops, extensive development in Tijuana, urban development in Imperial Beach

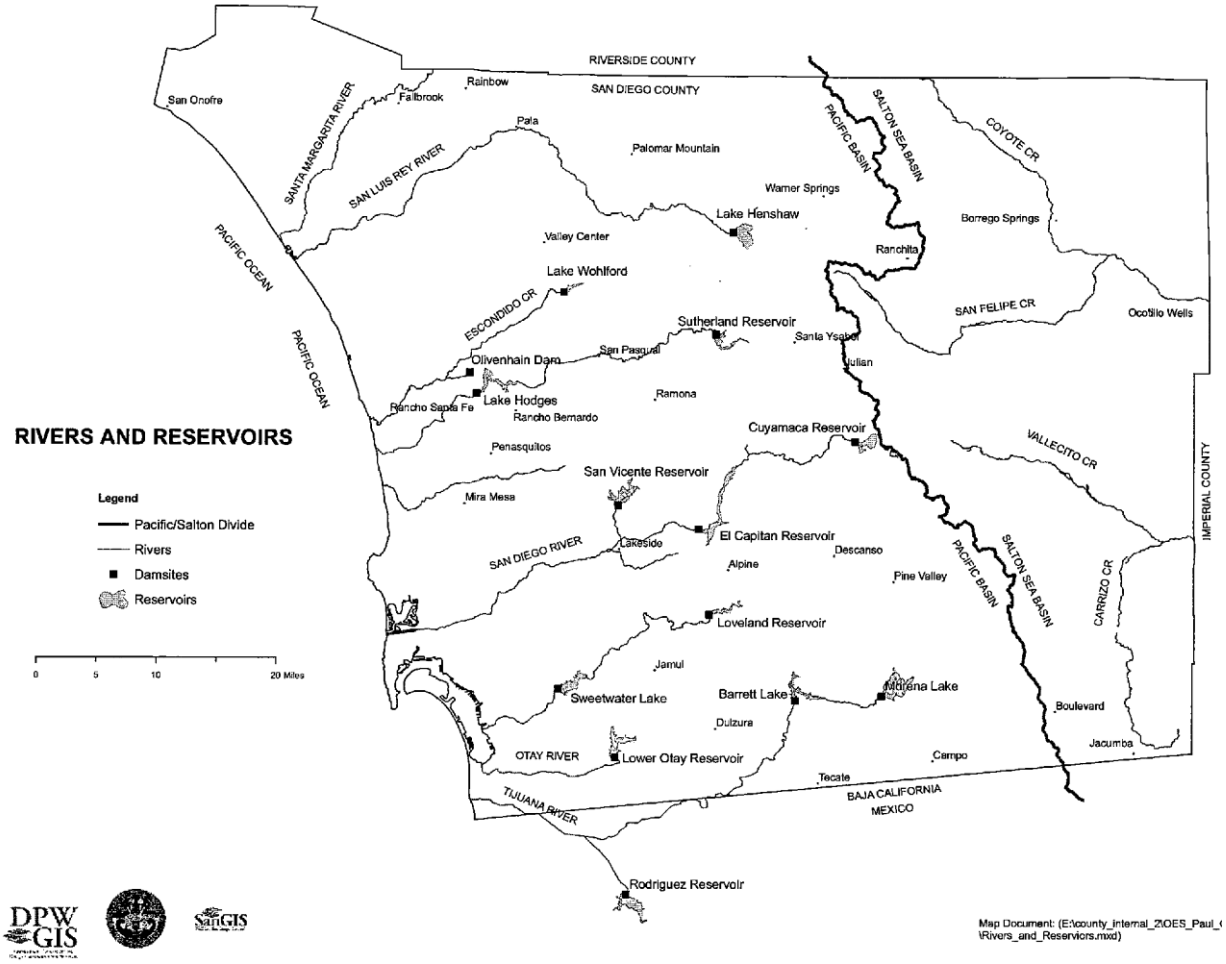
Flood Damage: Roads, crops, utilities, lagoon area, and extensive commercial and residential development in Mexico

Emergency Response

OES plays a vital role in weather-related emergencies. It serves as the coordinating link between the National Weather Service and emergency response agencies. The National Weather Service communicates all weather watches and warnings to OES. The extent of response and notification is dependent upon the nature and circumstances of the weather alert or forecast.

In the event that flooding should occur, the County Department of Public Works, Hydrology Division of the Flood Control Section, maintains the ALERT Flood Warning System. During the winter season, OES receives daily information on the status of reservoirs, rivers, and stream levels from Hydrology. Level data is also available from the River Forecast Center in Sacramento. In combination with the 100-year flood plain maps and stream flow models, it is possible to "anticipate" the areas of concern well in advance of an actual occurrence. Procedures, and flood and weather related definitions are contained in the Flood and Weather Alerts SOP.

Figure 2 – Rivers and Reservoirs



Imminent/Actual Dam Failure

For centuries, dams have provided mankind with essential benefits such as water supply, flood control, recreation, hydropower, and irrigation. They are an integral part of society's infrastructure. In today's technical world, dam failures are rated as one of the major "low probability, high loss" events. The large number of dams 30 or more years old is a matter of great concern. Many of the older dams are characterized by increased hazard potential due to downstream development and increased risk due to structural deterioration in inadequate spillway capacity.

Although various types of dams have been built to control the flow of rivers since the early days of civilization, today there are three principal types of dams in use around the world: earth, rock, and concrete. The type of dam chosen for a particular river depends on the geology, topography and climate of the region.

History

In the early 1900s, homes and ranch buildings were built on high ground overlooking valley floors. But, as population increased, valley floors were used for agricultural purposes and people settled close to their cultivated fields for convenience, thus encroaching on the flood plains. This was the situation in January 1916. Two separate storms in the month of January caused two separate floods. The first storm had been preceded by three or four days of light rain and the reservoirs were already approaching capacity. Both storms fell on a saturated watershed which rapidly carried the flow to the rivers. When the storm hit, the streams were converted from normally dry creek beds to torrents that soon overran their banks, causing widespread damage from the Santa Margarita River to the Mexican border and from the mountain divide to the Pacific Ocean.

The flood damage from the second storm was even greater than the damage from the first. Sweetwater Dam was topped at 2:20 a.m. on January 27, and by 4:30 a.m. the flow over the dam was 3.5 feet deep. At that time, 50 feet of an earth-fill dike north of the dam was topped and the dike washed away. The water then broke the concrete-core wall and cut a bypass around the dam through the bedrock foundation. The flood flow then inundated the valley from the dam to the San Diego Bay.

On the same day, water in the Lower Otay Reservoir rose rapidly and the outlet gate was ordered open. However, the inflow into the reservoir was greater than the outlet gate was capable of discharging, so crews were dispatched to warn the valley inhabitants that the dam would fail during the night. At 4:45 p.m. water reached the top of the dam and by 4:50 p.m. was running down its downstream face. At 5:05 p.m. the tension was so great that the steel diaphragm tore from the top at the center, and the dam opened outward "like a pair of gates". The dam destruction was very rapid, with the reservoir emptying itself of 13 billion gallons of water in approximately 2.5 hours. During this time a huge wave, estimated at between 6 and 20 feet in height, rushed 10 miles down the Otay Valley and out to sea in a matter of 48 minutes. Areas of the valley, which had been heavily wooded with brush, were stripped to bedrock by the force of the water and damage throughout the valley was extremely high.

Types of Dams

Earth and Rock-fill Dams

Approximately 60% of all dams built in the United States are earth dams. With broad bases that distribute weight over a wide area, they are the only dams that can be built on a soft, unstable riverbed. Where rock is plentiful, rockfill dams are equally effective, but their heavier weight requires a solid foundation. Historically, 38% of the earth-rockfill dam failures have resulted from piping and seepage, with 35% of the failures blamed on overtopping. Sand, gravel and other loose materials in joints and cracks are vulnerable to the phenomenon known as piping, which occurs when the pressure of water from seepage washes away the soil particles, leaving conduits that gradually enlarge and undermine the dam. Similarly, a dam may collapse because of the large cavities that are left when sedimentary rocks, such as limestone, are dissolved by percolating water. Overtopping is particularly dangerous for earth dams since the strength of the dam is at its base. The principal cause of overtopping is inadequate spillway capacity, which results in a concentration of water flow over the center of the dam. 74% of all dam failures involve earth-rockfill dams.

Concrete Gravity Dams

Nearly 30% of the dams in the United States are concrete gravity dams. A gravity dam is made of giant concrete blocks or stones sealed with grout or liquid cement. These dams use their great bulk and weight to resist water pressure. Nearly 60% of gravity dam failures are attributed to defective foundations. Ten percent of all dam failures have involved concrete gravity dams.

Concrete Arch or Hydraulic Fill Dams

These constitute approximately 10% of the dams in the United States. The arch dam has a face that curves upstream from bank to bank. The comprehensive strength of the arch transmits water pressure to the side abutments and foundation, bonding the dam to the canyon.

Five percent of all dam failures have involved concrete arch dams, with the majority of the failure resulting from defective foundations. During a flood, a small break in an arch dam can swiftly lead to total failure.

Large Dams

Approximately 40 dams have been built in the OA for the purpose of water conservation. These facilities are designed and operated for water conservation and storage, and are not expected to eliminate the major part of the flood hazard on any of the streams or rivers of the OA. The local water storage capacity of these reservoirs is 723,000 acre-feet. With only 30,000 acre-feet being captured from local runoff it is easy to see that the OA is very dependent upon imported water and the ability of local reservoirs to store it. Figure 2 on page 81 shows the general locations of the OA's rivers and dams.

It is important to know what type of dam you are dealing with when preparing emergency dam plans. A percentage comparison of the OA's dams reveals the following: 45% Hydraulic, 30% Earth-rockfill, and 25% Gravity. Table 3 is a listing of the major dams, dam type, year completed, and maximum capacities.

Dam Failure

Dam failures cause loss of life, damage to property, and other ensuing hazards, as well as the displacement of persons residing in the inundation zone. Damage to electric generating facilities and transmission lines could also impact life support systems in communities outside the immediate hazard areas. A catastrophic dam failure, depending on size of the dam and the population downstream, could easily exceed the response capability of the local community. Damage control and disaster relief support would be required from other local governments and private organizations, and from the state and federal governments. Mass evacuation of the inundation areas would be essential to save lives. Extensive search and rescue operations could be required to assist trapped or injured persons. Emergency medical care, food, and temporary shelter would be required for injured or displaced persons. Identification and burial of many deceased persons would pose difficult problems and public health would be a major concern. These and other emergency operations could be severely hampered by the possible loss of communications, damage to transportation routes, and the disruption of public utilities and other essential services.

OES maintains the Dam Evacuation Plans for the entire OA. The plans contain information about the physical situation, affected jurisdictions, evacuation routes, unique institutions and event responses. Each plan also contains: a master phone list; inundation maps showing direction of flow and inundation area boundaries; hospitals; multipurpose staging areas; command posts/sites; and mass care and shelter facilities/sites.

Table 3 - Large Dams in San Diego County

RESERVOIR	DAM TYPE	YEAR COMPLETED	MAXIMUM CAPACITY (acre/feet)
Barrett*	Gravity	1922	37,947
Chet Harritt (Lake Jennings)	Earth	1962	9,790
Cuyamaca	Earth	1887	8,195
Dixon	Earth-rock	1970	2,606
El Capitan	Hydraulic	1934	112,800
El Carrizo	Earthfill	1978	31,990
Henshaw*	Hydraulic	1923	51,774
Lake Hodges*	Multiple arch	1918	33,550
Lake Loveland	Arch	1945	25,400
Lower Otay*	Gravity	1919	49,510
Miramar*	Earth	1960	7,184
Morena*	Earth-rock	1912	50,206
Murray*	Multiple arch	1918	4,818
Olivenhain	Roller-compacted concrete	2003	24,364
Poway	Earth	1971	3,330
Rodriguez*	Multiple arch	1936	111,000
Ramona	Earth	1988	12,000
San Dieguito	Multiple arch	1918	883
San Vicente*	Gravity	1943	89,312
Sutherland*	Multiple arch	1954	29,684
Sweetwater	Gravity	1888	30,079
Wohlford	Hydraulic	1924	6,506

NOTE: Rodriguez and El Carrizo Dams are located in Tijuana, Mexico, controlling portions of the flow of the Tijuana River which traverses through Otay, San Ysidro, and Imperial Beach on its way to the Pacific Ocean. Barrett Dam and Morena Dam control the flow of middle/upper Cottonwood Creek. The flow of Campo Creek and lower Cottonwood Creek to the Tijuana River is uncontrolled.

*These reservoirs and others are equipped with reservoir level gauges as part of the ALERT Flood Warning System.

Fire

See Wildfire Annex

Landslide

Landslides are characterized by the downslope movement of rock, soil, or other debris. They often accompany other natural hazards such as floods and earthquakes. Although landslides sometimes occur during earthquake activity, rarely are earthquakes their primary cause. Rather, earthquake shocks function as a trigger mechanism in releasing earth materials that have already been prepared for rapid downslope movement by other processes.

Increased housing development on marginal lands and in coastal areas, which are generally unstable, has increased the threat for landslides throughout the OA.

Slope Oversteepening

The most common cause of an increase in the downslope gravitational stress applied to slope materials is slope oversteepening. Slope oversteepening may be caused by natural processes or by man's activities. Natural processes include undercutting of a valley wall by stream erosion, or undercutting of a sea cliff by wave erosion.

Slope Wash

Another type of soil failure is slope wash, which is the erosion of slopes by surface-water runoff. The intensity of slope wash is dependent on the discharge and velocity of surface runoff and on the resistance of surface materials to erosion. Surface runoff is greatly increased in urban and suburban areas due to the presence of surfaces such as roads, parking lots, and buildings, which have zero infiltration capacities.

Mudflows

Mudflows are defined as flows or rivers of liquid mud down a hillside. Mudslides occur when water accumulates under the ground, usually following long and heavy rainfalls. If there is no brush, trees, or ground cover to hold the soil, mud will form and flow down the slope.

Tsunami/Coastal Storm

Tsunami

A tsunami, commonly but inaccurately called a tidal wave, is a series of long-period sea waves produced by a submarine earthquake or volcanic eruption. The waves may travel unnoticed across the ocean for thousands of miles from their point of origin, building up to great heights over typically shallow water. Tsunamis are called seismic sea-waves because they originate from a sudden rapid movement of the earth's crust. The most common causes of seismic sea-waves are seismic (earthquakes) or volcanic disturbances of the ocean floor, including an underwater

landslide or avalanche, or long period earthquake waves that set the adjacent water in motion.

To date, tsunami damage in San Diego has been limited to its harbors. A catastrophic M9.5 earthquake in Chile during 1960 resulted from a major marine underwater fault, generating a tsunami that caused loss of life and property across the Pacific. Los Angeles and San Diego harbors experienced $1 million in damage to piers and small boats. This was the most energetic earthquake ever recorded worldwide.

A M8.8 earthquake struck off the coast of Chile on February 27, 2010 and was the strongest earthquake affecting Chile since 1960 and the strongest earthquake worldwide since the 2004 Indian Ocean earthquake. The temblor generated tsunamis that impacted many coastal towns in Chile, killing over 475 people.

The tsunami had significant affects in southern California. There were very strong currents (up to 15 knots in several southern California harbors), with the strongest currents found at harbor entrances within narrow channels. There was over $1 million in damage, statewide, including damage to docks, boats and harbor infrastructure. A portion of the dock at the Bali Hai restaurant in Shelter Island was destroyed.

Coastal Storms

Southern California is susceptible to coastal storms, and San Diego County is no different. The population at risk and the potential for damage to homes and business increases the OA's vulnerability to storms. Storms in San Diego County have been more severe at various times, such as the county-wide El Nino Flood event in 1998, due to the random distribution of rain clouds and greater effects in the higher mountains. Individual storm events can not only cost upwards of millions, they can also result in loss of human life and environmental damage. Storm periods in January and February have historically been characterized by successive waves of rain-bearing clouds driven from the Central Pacific by jet stream patterns lying more southerly than usual.

The Coastal Storms Program (CSP) is a nationwide effort led by the National Oceanic and Atmospheric Administration (NOAA) to reduce loss of life and negative impacts on coastal property and the environment caused by coastal storms. NOAA, in coordination with its regional partners through the Coastal Storm Program, hope to reduce the damages coastal storms inflict on the region by developing new weather observation tools, flood and pollutant transportation models, and a host of other models and services.

Drought

With close to a 90 percent dependence on imported water, the San Diego Operational Area is faced with the ever-present threat of drought or water shortage. If San Diego had to rely exclusively on locally produced water, a population of only about 300,000 could be sustained. The current population is over 3.2 million people.

The San Diego County Water Authority (SDCWA) provides 97 percent of the county's population with water. The Water Authority has an aggressive public information campaign, which emphasizes the necessity of meeting the conservation goals. SDCWA conservation and public information programs targeted all categories of water user, from individual households to large business and agricultural irrigators. The SDCWA also has a Water Shortage and Drought Response Plan which outlines a series of orderly steps for the Water Authority to take during shortages to minimize impacts to the region's economy and quality of life. This plan played a key role in helping the county manage difficult water supply conditions from May 2007-2011. This plan is also playing a large role again as California, San Diego County included, is experiencing what experts are calling a three-year drought, with no immediate relief in sight.

In addition, the Water Authority's Emergency Storage Project (ESP) was designed to provide an additional 90,000 acre-feet of emergency storage and the necessary facilities to deliver water throughout the county during potential disruptions in imported water service due to prolonged drought, earthquake, or other disaster. For more information please reference Annex J, Appendix W: Water Operations.

Terrorism

While terrorism has always been a potential problem, when the World Trade Center was attacked on September 11, 2001 it became a reality. Since then, public awareness has been heightened and a great deal of time, effort and money has been spent on planning, training and equipment in preparation for a terrorist event.

With the military bases, bio-medical firms and high tech research facilities spread throughout San Diego County, the OA could become a target for future terrorist attacks. The three primary terrorism concerns are addressed in Annex P: Terrorism.

Bombs

Either Conventional or Nuclear- an individual or a group could put together a small bomb, a small nuclear weapon or a conventional bomb with spent uranium or other radioactive material to make a "dirty bomb". This could affect a relatively large number of people and depending on the type of bomb, could have some very long lasting effects, and widespread damage.

Biological

Biological terrorism involves the use of bacteria and/or viruses introduced into the air, food and/or water supply to make a large number of people ill and create panic. This form of terrorism is not easy to accomplish because bacteria and viruses need to be kept virulent in order to be effective, and in order to affect a large number of people at once, a large amount of it would have to be released. However, if used effectively, it would be difficult to control and could harm a large number of people, and also create an extreme panic, similar to the white powder scare in October 2011.

Chemical

Chemical terrorism involves the use of chemical agents to produce death or illness. These agents could be things like sarin (a type of nerve gas which was used in the 1995 subway attack in Japan), mustard gas, chlorine gas, pesticides or other less exotic but just as lethal chemicals.

Terrorism is not confined to foreign countries anymore, and while many of the incidents that have occurred throughout the world have been attributed to specific, known terrorist groups, there is no reason that an act of terrorism can't be accomplished by an individual acting on his/her own.

ATTACHMENT 3: CONTINUITY OF GOVERNMENT

A major disaster or a nuclear attack could result in great loss of life and property; including the death or injury of key government officials, the partial or complete destruction of established seats of government, and the destruction of public and private records essential to continued operations of government and industry.

In the aftermath of a nuclear attack, during the reconstruction period, law and order must be preserved and, as much as possible, government services must be maintained. It is essential that local government continues to function.

Applicable portions of the California Government Code and the State Constitution (listed in Paragraph 6) provide authority for the continuity and preservation of State and local government.

Responsibilities

All levels of government are responsible for providing continuity of effective leadership and authority, direction of emergency operations, and management of recovery.

Preservation of Local Governments

Succession of Local Officials

Sections 8635 through 8643 of the Government Code:

- Furnish a means by which the continued functioning of political subdivisions can be assured by providing for the preservation and continuation of (City and County) government in the event of an enemy attack, or in the event a State of Emergency or Local Emergency is a matter of statewide concern.
- Authorize political subdivisions to provide for the succession of officers (department heads) having duties related to law and order and/or health and safety.
- Authorize governing bodies to designate and appoint three standby officers for each member of the governing body and for the Chief Executive, if not a member of the governing body. Standby officers may be residents or officers of a political subdivision other than that to which they are appointed. Standby officers take the same oath as regular officers and are designated Nos. 1, 2, and 3 as the case may be.
- Authorize standby officers to report ready for duty in the event of a State of War Emergency, State of Emergency, or Local Emergency at the place previously designated.
- Authorize local governing bodies to convene as soon as possible whenever a State of War Emergency, State of Emergency, or Local Emergency exists, and at a place not within the political subdivision. Authorize that, should all

members, including all standbys, be unavailable, temporary officers shall be appointed as follows:

- By the Chairman of the Board of the county in which the political subdivision is located, or
- By the Chairman of the Board of any other county within 150 miles (nearest and most populated down to farthest and least populated), or
- By the Mayor, City Manager or their designee of any city within 150 miles (nearest and most populated down to farthest and least populated).

Temporary County Seats

Section 23600 of the Government Code provides that:

- Board of Supervisors shall designate alternative temporary county seats which may be outside the county boundaries.
- They cannot purchase real property for this purpose.
- Their resolution is to be filed with the Secretary of State.
- Different sites can be designated subsequently if circumstances require.

Suspensions and Appointments

Section 8621 of the Government Code:

Specifies that during a State of War Emergency, in the event that any officer of a political subdivision or employee of a state agency refuses or willfully neglects to obey an order or emergency regulation, the Governor may suspend that person and designate a replacement.

Preservation of State Government

- Continuity of State Government

In the event of war or enemy-caused disaster, under the authority of Article IV, Section 21 of the State Constitution, the Legislature may provide for:

- Filling the membership of either house should at least one-fifth be killed, missing or disabled.
- Filling the Office of the Governor should the Governor be killed, missing or disabled.
- Selecting a temporary seat of state or county government.
- Succession to the Office of Governor

Article V, Section 10 of the State Constitution stipulates that:

- The Lt. Governor shall become Governor under specified conditions.

- The Legislature shall provide an order of precedence after the Lt. Governor.

Section 12058 of the Government Code provides that:

- Following the Governor and the Lt. Governor, the line of succession is President Pro Tempore of the Senate, Speaker of the Assembly, Secretary of State, Attorney General, Treasurer, and Controller.
- Or, if none of the above is available as a result of a war or enemy-caused disaster, then such other person as provided by law.

Section 12060 of the Government Code provides that:

- The Governor shall appoint and designate by filing with the Secretary of State, the names of at least four and not more than seven citizens who will succeed in the order specified to the Office of the Governor.
- Consideration will be given to appointments from various parts of the state so there will be the greatest probability of survival.
- The persons appointed be confirmed by the Senate.
- The appointed person takes the oath of office and is thereupon designated as a Disaster Acting Governor.
- In the event that the Office of Governor is not filled within 24 hours after the enemy-caused disaster, one of the Disaster Acting Governors in the order specified shall fill the office.
- Each Disaster Acting Governor shall, while filling the office, have the powers and perform all the duties of the office.

Succession to Constitutional Offices

Section 12700 of the Government Code provides that:

- The Lt. Governor, Attorney General, Secretary of State, Treasurer, and Controller shall appoint and designate at least three and not more than seven alternates who will serve as acting officer in a manner like that provided for the Governor.

Temporary Seat of State Government

Section 450 of the Government Code provides that:

- The Governor shall designate an alternative temporary seat of government for use in the event of war or enemy-caused disaster or the imminence thereof.
- A different location may subsequently be designated as circumstances require.
- The Director of the Department of General Services shall arrange for the use of the designated facilities.

Sessions of the Legislature

Section 9035 of the Government Code provides that:

- The Legislature will convene in a war or enemy-caused disaster at Sacramento or in the designated temporary seat of state government.
- In such special session, the Legislature may fill any vacancies in its membership and may consider and act on any subject of legislation designed to relieve or alleviate the consequences of the disaster or to restore or continue state and local government activities and operations.

Preservation of Essential Records

Each level of government should protect its essential records. The determination of the records to be preserved rests with each agency service chief or with the custodian of the records.

Record depositories should be located well away from potential danger zones and housed in facilities designed to withstand blast, fire, water, and other destructive forces. Such action will ensure that:

- The rights and interests of individuals, corporations, other entities, and governments are preserved.
- Records will be available during emergency operations and later, for reestablishing normal governmental activities.

Three types of records considered essential are those required to:

- Protect the rights and interests of individuals. These include vital statistics, land and tax records, license registers, and articles of incorporation.
- Conduct emergency operations. These would include utility systems maps, locations of emergency supplies and equipment, emergency operations plans and procedures, lines of succession, and lists of regular and auxiliary personnel.
- Reestablish normal governmental functions and protect the rights and interests of government. Constitutions and charters, statutes and ordinances, court records, official proceedings, and financial records would be included here.

References

Continuity of Government in California (Article IV, Section 21 of the State Constitution).

Preservation of Local Government (Article 15 of the California Emergency Services Act).

Temporary Seat of State Government (Section 450, Title 1, Division 3, Chapter 1 of the Government Code).

Temporary County Seats (Section 23600, Title 3, Division 1, Chapter 4, Article 1 of the Government Code).

Member of the Legislature (Section 9004, Title 2, Division 2, Part 1, Chapter 1.5, Article 1 of the Government Code).

Legislative Session after War or Enemy-Caused Disaster (Sections 9035_9038, Title 2, Division 2, Part 1, Chapter 1.5, Article 2.5 of the Government Code).

Succession to the Office of Governor (Article V, Section 10 of the State Constitution).

Succession to the Office of Governor (Sections 12058_12063, Title 2, Division 3, Part 2, Chapter 1, Articles 5.5 and 6 of the Government Code).

Succession to Constitutional Offices (Sections 12700_12704, Title 2, Division 3, Part 2, Chapter 7 of the Government Code).

Preservation of State Records (Sections 14745_14750, Title 2, Division 3, Part 5.5, Chapter 5, Articles 2 and 3 of the Government Code).

ATTACHMENT 4: MUTUAL AID

The foundation of California's emergency planning and response is a statewide mutual aid system, designed to ensure that adequate resources, facilities, and other support services are provided to jurisdictions whenever their own resource capabilities are exceeded or overwhelmed during any incident. The basis for the system is the California Disaster and Civil Defense Master Mutual Aid Agreement, as provided for in the California Emergency Services Act. The Civil Defense Master Mutual Aid Agreement was developed in 1950 and adopted by California's incorporated cities and by all 58 counties. It created a formal structure, in which each jurisdiction retains control of its own personnel and facilities, but can give and receive help whenever it is needed. State government, on the other hand, is obligated to provide available resources to assist local jurisdictions in emergencies. The Standardized Emergency Management System (SEMS) includes mutual aid as an essential element in responding to disasters and emergencies.

To facilitate the coordination and flow of mutual aid, the state has been divided into six California Emergency Management Agency Mutual Aid Regions, and the Southern Administrative Region contains two of the six Mutual Aid Regions (see map - Figure 3). Through this mutual aid system, Cal OES can receive a constant flow of information from every geographic and organizational area of the state. This includes direct notification from a state agency or department or from a local government official that a disaster exists or is imminent. In some cases, it also includes information that makes it possible to anticipate an emergency and mitigate its effects by accelerated preparations, or perhaps prevent an incident from developing to disaster proportions.

To further facilitate the mutual aid process, particularly during day-to-day emergencies involving public safety agencies, Fire and Rescue, and Law Enforcement Coordinators have been selected and function at the Operational Area (countywide), Mutual Aid Region (two or more counties), and at the state level. It is expected that during a catastrophic event, such as an earthquake, Coordinators will be assigned at all levels for other essential services (e.g., Medical, Care and Shelter, Rescue).

Responsibilities

Local jurisdictions are responsible for:

- Developing and maintaining current emergency plans that are compatible with the California Master Mutual Aid Agreement and the plans of neighboring jurisdictions, and are designed to apply local resources to the emergency requirements of the immediate community or its neighbors.
- Maintaining liaison with the appropriate Cal OES Mutual Aid Region Office and neighboring jurisdictions.
- Identifying Multipurpose Staging Areas (MSA) to provide rally points for incoming mutual aid and/or a staging area for support and recovery activities.
- Responding to requests for mutual aid.

- Dispatching situation reports to the appropriate Operational Area Coordinator and/or Cal OES Mutual Aid Region as the emergency develops and as changes in the emergency dictate.
- Requesting assistance from neighboring jurisdictions, and/or the Operational Area, as necessary and feasible.
- Receiving and employing resources as may be provided by neighboring jurisdictions, state, federal, and private agencies.
- Carrying out emergency regulations issued by the Governor.

Operational Area (OA) is responsible for:

- Coordinating intra-county mutual aid.
- Maintaining liaison with the appropriate Cal OES Mutual Aid Region Coordinator, the local jurisdictions within the county, and neighboring jurisdictions.
- Identifying Multipurpose Staging Areas (MSA) to provide rally points for incoming mutual aid and/or staging areas for support and recovery activities.
- Channeling local mutual aid requests which cannot be satisfied from within the county to the appropriate Cal OES Mutual Aid Region Coordinator.
- Dispatching reports to the appropriate OES Mutual Aid Region Coordinator as the emergency develops and as changes in the emergency dictate.
- Receiving and employing resources provided by other counties, state, federal, and private agencies.
- Carrying out emergency regulations issued by the Governor.

Cal OES Mutual Aid Region is responsible for:

- Coordinating inter-county mutual aid.
- Maintaining liaison with appropriate state, federal, and local emergency response agencies located within the Region.
- Providing planning guidance and assistance to local jurisdictions.
- Responding to mutual aid requests submitted by jurisdictions and/or Operational Area Coordinators.
- Receiving, evaluating, and disseminating information on emergency operations.
- Providing the State Director, OES, with situation reports and, as appropriate, recommending courses of action.

California Governor's Office of Emergency Services (Cal OES) is responsible for:

- Performs executive functions assigned by the Governor.
- Coordinates the extraordinary emergency activities of all state agencies.
- Receives, evaluates, and disseminates information on emergency operations.
- Prepares emergency proclamations and orders for the Governor and disseminates to all concerned.
- Receives, processes, evaluates, and acts on requests for mutual aid.
- Coordinates the application of state mutual aid resources and services.
- Receives, processes, and transmits requests for federal assistance.
- Directs the receipt, allocation, and integration of resources supplied by federal agencies and/or other states.
- Maintains liaison with appropriate state, federal, and private agencies.
- Coordinates emergency operations with bordering states.

Other State Agencies

Provide mutual aid assistance to local jurisdictions based on capabilities and available resources.

Policies and Procedures

- Mutual aid resources will be provided and utilized in accordance with the California Master Mutual Aid Agreement and supporting separate agreements.
- During a proclaimed emergency, inter-jurisdictional mutual aid will be coordinated at the appropriate Operational Area or Mutual Aid Regional level whenever the available resources are:
    - Subject to state or federal control
    - Subject to military control
    - Located outside the requesting jurisdiction
    - Allocated on a priority basis
- Due to the variety of radio communications systems, local agencies should coordinate, where possible, with incoming mutual aid forces to provide an interoperable communications plan.
- Requests for and coordination of mutual aid support will normally be accomplished through established channels (cities to Operational Areas, to Mutual Aid Regions, to State). Requests should include, as applicable:
    - Number of personnel needed

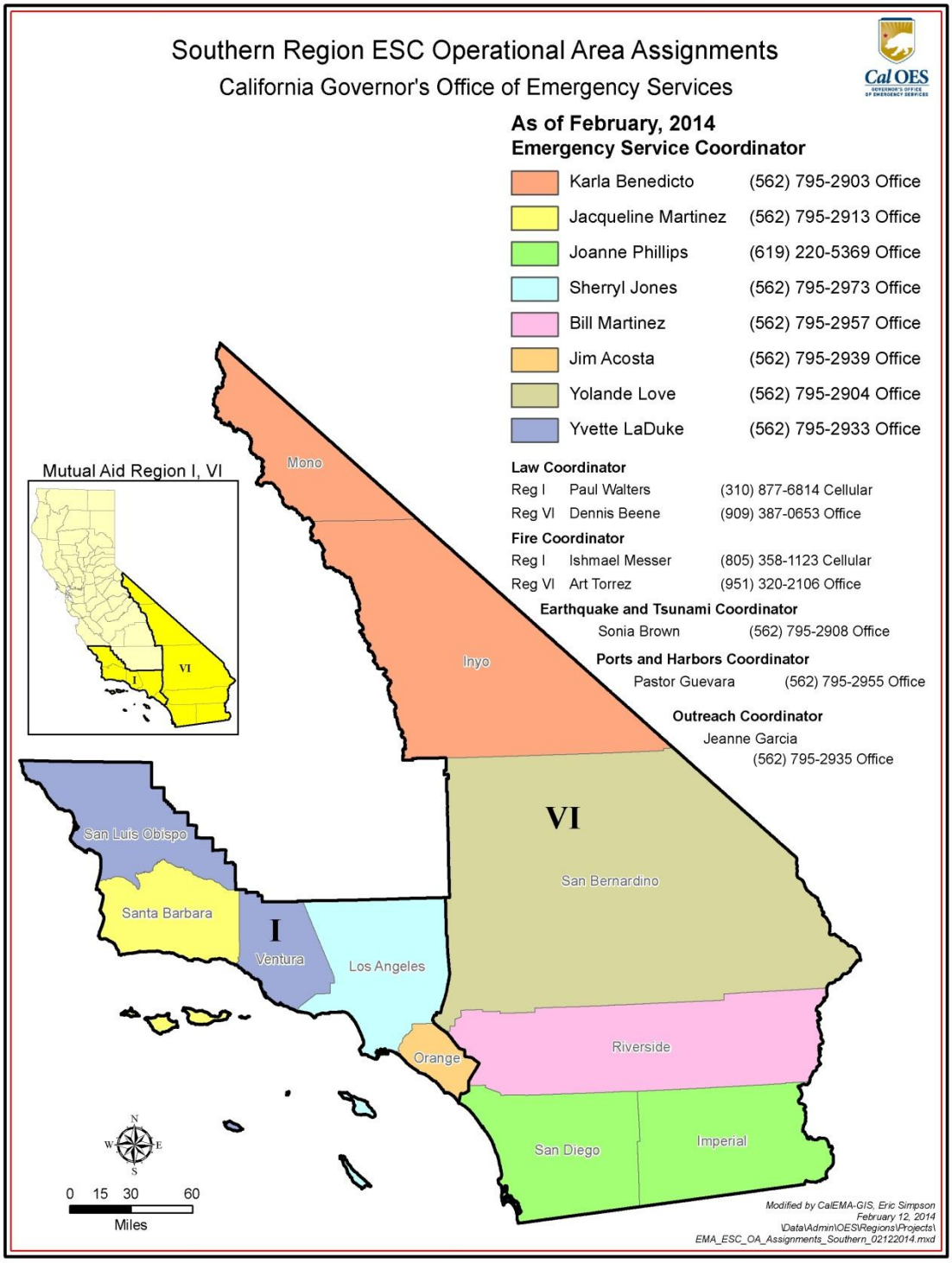
- Type and amount of equipment
- Reporting time and location
- Authority to whom they are to report
- Access routes
- Estimated duration of operations

References

Mutual aid assistance may be provided under one or more of the following authorities:

- California Fire and Rescue Emergency Plan
- California Law Enforcement Mutual Aid Plan
- Local Mutual Aid Agreement
- Federal Disaster Relief Act of 1974. (Public Law 93_288) (Provides federal support to state and local disaster activities.)
- EMMA

Figure 3 – Southern Mutual Aid Regions



ATTACHMENT 5: STATE AGENCY EMERGENCY RESPONSE ROLES

L= LEAD S= SUPPORT	Aging	Air Resources Board	State Architect	Conservation/Mines and Geology	CA Conservation Corp	Corrections	Education	EMSA	Employment Dev.	Energy Commission	Finance	Fish & Game	Food & Agricult.	Forestry & Fire Protection
MANAGEMENT														
Emergency Management														
Liaison														S
Safety														
Public Information														
PLANNING/INTELLIGENCE														
Mobilization/Demobilization														S
Plans														
Reports														
Situation Status														S
Technical Specialist		S	S	S										
OPERATIONS														
Care and Shelter	S				S		S	S					S	
Construction & Engineering					S									
Coroners														
Fire						S								S
Hazmat (includes Radiological)		S						S				L*	S	S
Law Enforcement						S						S		
Medical					S	S		L					S	
Public Health						S		S					S	
Utilities										S				S
LOGISTICS														
Communications/Info. Systems														S
Facilities					S	S								S
Personnel									S					
Purchasing														S
Resources														S
Transportation														
FINANCE/ADMINISTRATION														
Finance and Administration											S			

*Lead when there is an oil spill incident on a waterway involving OSPR, otherwise acts a Support

L= LEAD S= SUPPORT	General Services	Health Services	Highway Patrol	Housing/Comm. Development	Industrial Relations	Integ. Waste Managment	Justice	Mental Health	Military Dept. (CNG)	Motor Vehicles	Off. Criminal Justice Planning	OES	OEHHA	State Health Plan.	Parks and Rec
MANAGEMENT															
Emergency Management												L			
Liaison								S	S			L			
Safety												L			
Public Information												L			
PLANNING/INTELLIGENCE															
Mobilization/Demobilization									S			L			
Plans												L			
Reports												L			
Situation Status		S	S						S			L			
Technical Specialist												L			
OPERATIONS															
Care and Shelter		S		S				S	S	S					S
Construction & Engineering	S		S		S				S			L			S
Coroners												L			
Fire									S			L			
Hazmat (includes Radiological)		S	S			S	S		S			L	S		S
Law Enforcement			S				S		S		S	L			S
Medical		S						S	S				S	S	
Public Health		L						S	S				S	S	
Utilities												L			
LOGISTICS															
Communications/Info. Systems	S	S							S			L			S
Facilities												L			
Personnel												L			
Purchasing	S											L			
Resources	S								S			L			
Transportation	S		S						S	S					
FINANCE/ADMINISTRATION															
Finance and Administration	S											L			

L= LEAD S= SUPPORT	Personnel Administration	Personnel Board	Public Utilities Comm.	Real Estate	Rehabilitation	Social Services	Toxic Substances Control	Transportation	Universities	Veterans Affairs	Water Resources	Water Resources Control Board	Youth Authority
MANAGEMENT													
Emergency Management													
Liaison													
Safety													
Public Information													
PLANNING/INTELLIGENCE													
Mobilization/Demobilization													
Plans													
Reports						S		S					
Situation Status													
Technical Specialist													
OPERATIONS													
Care and Shelter				S	S	L			S	S			S
Construction & Engineering								S			S		
Coroners							S						
Fire													S
Hazmat (includes Radiological)							S	S				S	
Law Enforcement							S	S					S
Medical						S	S			S			S
Public Health						S	S			S			S
Utilities			S								S	S	
LOGISTICS													
Communications/Info. Systems													
Facilities													
Personnel	S	S											
Purchasing													
Resources													
Transportation			S					L					
FINANCE/ADMINISTRATION													
Finance and Administration													

ATTACHMENT 6: FEDERAL ROLES

	Emergency Support Functions														
AGENCY	#1- Transportation	#2 Communication	#3- Public Works and Engineering	#4- Firefighting	#5- Emergency Management	#6- Mass Care, Housing, & Human Services	#7- Resource Support	#8- Public Health and Medical Services	#9- Urban Search and Rescue	#10- Oil & Hazardous Materials Response	#11- Agriculture & Natural Resources	#12- Energy	#13- Public Safety and Security	#14- Long-term Community Recovery & Mitigation	#15- External Affairs
USDA			S		S	S		S		S	C/P	S		P	S
USDA/FS	S	S	S	C/P	S	S	S	S	S	S			S		
DOC	S	S	S	S	S		S		S	S	S	S	S	P/S	S
DOD	S	S	S	S	S	S	S	S	S	S	S	S	S	S	S
DOD/USACE			C/P	S	S	S		S	S	S	S	S	S	S	
ED					S										S
DOE	S		S		S		S	S		S	S	C/	S	S	S
HHS			S		S	S		C/P	S	S	S			P/S	S
DHS	S		S		S	S	S	S	S	S	S	S	C/P/S	S	C
DHS/EPR/FEMA		S	P	S	C/P	C/P			C/P	S				C/P	P
DHS/IAIP/NCS		S										S			
DHS/USCG	S	C/P	S	S				S	S	P			S		
HUD					S	S								P	S
DOI	S	S	S	S	S	S				S	P	S	S	S	S
DOJ	S				S	S		S	S	S	S		C/P/S		S
DOL			S		S	S	S	S	S	S	S	S		S	S

C= ESF COORDINATOR

P= PRIMARY AGENCY

S= SUPPORT AGENCY

	Emergency Support Functions														
AGENCY	#1- Transportation	#2 Communication	#3- Public Works and Engineering	#4- Firefighting	#5- Emergency Management	#6- Mass Care, Housing, & Human Services	#7- Resource Support	#8- Public Health and Medical Services	#9- Urban Search and Rescue	#10- Oil & Hazardous Materials Response	#11- Agriculture & Natural Resources	#12- Energy	#13- Public Safety and Security	#14- Long-term Community Recovery & Mitigation	#15- External Affairs
DOS	S				S			S		S	S	S			S
DOT	C/P		S		S	S	S	S	S	S	S	S		S	S
TREAS					S	S								P	S
VA			S		S	S	S	S					S		S
EPA			S	S	S			S		C/P	S	S	S	S	S
FCC		S			S										S
GSA	S	S	S		S	S	C/P	S		S	S				S
NASA					S		S		S				S		S
NRC			S		S					S		S			S
OPM					S		S								S
SBA					S	S								P	S
SSA						S							S		S
TVA			S		S							S		S	S
USAID								S	S						S
USPS	S				S	S		S			S		S		S
ARC			S		S	P		S			S			S	S

ANNEX A

Emergency Management



Staff and Principal Planners

Tom Amabile, Senior Emergency Services Coordinator
Office of Emergency Services

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Office of Emergency Services

Acknowledgements

San Diego County Access and Functional Needs Work Group

Unified San Diego County Emergency Services Organization And County Of San Diego

Operational Area Emergency Operations Plan

September 2014

GENERAL

Introduction

Emergency Management within the San Diego Operational Area (OA) consists of the synchronization of a myriad of governmental, non-profit, and business organizations into a single focused response. The ultimate goal is to save lives protect property and the environment, and minimize socio-economic loss from the disaster or emergency.

Purpose

The purpose of the Emergency Management Annex is to describe how emergencies will be managed within the OA and to describe the organization and operation of the Operational Area Emergency Operations Center (OA EOC) and its role in supporting emergency response.

Scope

The Emergency Management Annex is responsible for supporting overall management of incident response activities within the OA. This annex provides the core management and administrative functions in support of the OA EOC.

Objectives

- To provide a basis for centralized control, coordination, and direction of emergency operations.
- To describe the OA EOC functional responsibilities under the California Standardized Emergency Management System (SEMS) and the National Incident Management System (NIMS).

EXECUTIVE SUMMARY

The Emergency Management Annex describes the Emergency Operations Center (EOC) and the positions and activities within the EOC. It states that if a disaster occurs in the unincorporated area of the County, the Chief Administrative Officer (CAO) will direct the emergency as the Director of Emergency Services. If the disaster or emergency occurs in more than one jurisdiction, the CAO will become the Coordinator of Emergency Services and will coordinate resources. The coordination or direction will be carried out at the Operational Area (OA) EOC.

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Whole Community Approach



The whole community concept is a process by which residents, emergency management representatives, organizational and community leaders, and government officials can understand and assess the needs of their respective communities and determine the best ways to organize and strengthen their resources, capacities, and interests. Engaging in whole community emergency management planning builds a more effective path to societal security and resilience. This annex supports the following whole community principles:

- Understand and meet the needs of the entire community, including people with disabilities and those with other access and functional needs.
- Engage and empower all parts of the community to assist in all phases of the disaster cycle.
- Strengthen what works well in communities on a daily basis.

In keeping with the whole community approach, this plan was developed with the guidance of representatives from the OA Cities and representatives from County departments, law enforcement, fire services, emergency management, the access and functional needs communities, and various other local stakeholders. The effectiveness of the emergency response is largely predicated on the preparedness and resiliency of the community.

Community Resiliency Consists of Three Key Factors:

1. The ability of first responder agencies (e.g. fire, law and EMS) to divert from their day-to-day operations to the emergency effectively and efficiently.
2. The strength of the emergency management system and organizations within the region, to include EOC's, mass notification systems and communication systems.
3. The civil preparedness of the region's citizens, businesses and community organizations.

Focusing on enhancing all three of these components constantly focuses the OA on improving the region's resiliency.

CONCEPT OF OPERATIONS

When an emergency occurs within the OA, the response is led by the incident commanders in the field, and supported and coordinated by the region's EOCs. In major disasters, the response is conducted in two phases. First, the OA assembles and allocates all needed local resources to respond to the incident. Over time, the focus transitions to effectively and efficiently integrating state and federal support resources into the response.

Coordination



Coordination within the Management Section in the OA EOC is one of the keys to successful response operations. When decision makers are together in one location, staff and resources can be utilized in the most effective manner. This section includes directors or representatives of County Departments, selected and led by the Director/Coordinator of Emergency Services (Chief Administrative Officer (CAO)) or his/her designee, and Directors of special districts affected by the disaster.

When a disaster occurs, communication and coordination with OA/County/City Departments, special districts, other cities, news media, state and federal agencies, and all others "outside" of the OA EOC, must be accurate and consistent with the Policy guidelines and directives.

The San Diego County Operational Area Emergency Operations Plan (OA EOP) has been designed to follow SEMS and the NIMS.

Priorities

The following are priorities when conducting and coordinating disaster operations:

- Meeting the immediate needs of people (rescue, evacuation, medical care, public information, food, shelter, clothing) including people with disabilities and other access and functional needs.
- Restoration of facilities/utilities, whether public or privately owned, which are essential to the health, safety and welfare of citizens (sanitation, water, electricity, road, street, and highway repair).
- Meeting the rehabilitation needs of people (temporary housing, food stamps, employment, etc.).
- As much as possible, providing for the recovery of the community to its pre-disaster state.

Operational Area Emergency Operations Center (OA EOC)

The OA EOC is one of the most important elements in the coordination of successful response and recovery operations. With centralized decision making, personnel and other resources can be utilized more effectively. Coordination of activities ensures that all tasks are accomplished with little or no duplication of effort, and with the highest probability of success.

Day-to-day operations are conducted from departments and agencies that are widely dispersed throughout the OA. When a major emergency or disaster occurs, centralized management is needed to facilitate a coordinated response. The CAO serves as the Coordinator of Emergency Services for the OA (if elected to that position by the Unified Disaster Council), and as Director of Emergency Services for disasters within the unincorporated area. The CAO coordinates the response for all emergency services personnel and representatives from special districts and private sector organizations with assigned emergency responsibilities. The OA EOC provides a central location of authority and information, and allows for face-to-face coordination among the personnel who direct local services in response to a disaster.

The OA EOC is located in Kearny Mesa at the County Operations Center. Alternate OA EOCs are located in Kearny Mesa and the City of Escondido. The Office of Emergency Services (OES) maintains Standard Operating Procedures (SOPs) for activating the OA EOC.



The following activities are performed in the OA EOC:

- Receipt and dissemination of emergency alert and warning.
- Collection and analysis of situational information.
- Management and coordination in support of emergency operations.
- Collection, analysis, and reporting of damage data.
- Provision of emergency information and instructions to the public.
- Maintenance of liaison with support agencies, other jurisdictions, and other levels of government.

Proclamations of Emergency

Local Emergency Proclamation

In the event of a disaster or condition of extreme peril to persons and property within a jurisdiction, which is beyond the capability of local responders to manage, the Board of Supervisors fills the role of initiating a Proclamation of Local Emergency for the entire OA. The CAO may also proclaim a Local Emergency. Attachment B of County Ordinance 9970 designates the CAO as the Director of Emergency Services of the unincorporated area and is responsible for the operational response to an

emergency. In the event that the CAO is unavailable to serve as Director, the persons designated as the CAO's successors are the Assistant Chief Administrative Officer (ACAO) and the Deputy Chief Administrative Officer (DCAO) of the Public Safety Group.



If a Proclamation of Local Emergency is made by the CAO, the Board must ratify the Proclamation within seven days. In either case (whether by the Board or the CAO), the Proclamation must be made within ten days of the occurrence to qualify the County for State assistance.

The Director of OES is authorized to proclaim a local emergency when the Board is not in session and the CAO and the other officers designated in the line of succession are unavailable to proclaim an emergency, provided that the Board ratifies the proclamation within seven days

The Proclamation accomplishes the following:

- Provides public employees and the Board of Supervisors with legal immunities for emergency actions taken.
- Enables the Board of Supervisors to act as a Board of Equalization, to reassess damaged property and provide property tax relief.
- Allows the CAO (or his/her successors) to:
- Establish Curfews
- Take any preventive measures necessary to protect and preserve the public health and safety.
- Exercise other authorities as established by Ordinance 8183 (i.e. to issue new rules and regulations, expend funds, or to obtain vital supplies and equipment).
- The Board shall review at its regular meetings the need for continuing the local emergency proclamation at least every 30 days, however, reviews shall not take place more than 21 days after the previous review. The Board should proclaim the termination of the local emergency at the earliest possible date.

State of Emergency

After or as part of the Proclamation of a Local Emergency, the Board, or City Council may request (by resolution) that the Governor proclaim a State of Emergency. A copy of the request for a Governor's Proclamation, with the following supporting data, must be forwarded to the Director, Governor's Office of Emergency Services (Cal OES) through the OA:

- Copy of the Local Emergency Proclamation,
- Damage Assessment Summary information.

The Governor's State of Emergency allows for the following:

- Mandatory mutual aid may be exercised.
- The Governor has the authority to commit State resources, for example, National Guard, California Conservation Corps (CCC crews).
- The Governor may request the President to declare an Emergency or Major Disaster.

Presidential Declaration

After or as part of a Proclamation of a State of Emergency, the Governor may request that the President declare an Emergency or Major Disaster. The Presidential Declaration allows for Federal disaster assistance and resources.

Emergency Managers Mutual Aid (EMMA)

Pursuant to the Master Mutual Aid Agreement, the California Emergency Council approved the Emergency Managers Mutual Aid (EMMA) Plan on November 21, 1997. The EMMA Plan outlines the policies for the program. The purpose of EMMA is to support disaster operations in affected jurisdictions by providing professional emergency management personnel.

EMMA is composed of emergency management personnel from local and state government. The process for the allocation of resources is as follows:

- The County, Cities, and special districts will forward their requests for mutual aid through the OA.
- The OA will act as the coordinator point between the County, Cities, and special districts and the Cal OES Southern region.
- The Cal OES regional offices will act as the coordination point and facilitate mutual aid among OAs.
- The Cal OES headquarters will facilitate the provision of mutual aid among Cal OES regions.

ORGANIZATION AND ASSIGNMENT OF RESPONSIBILITIES



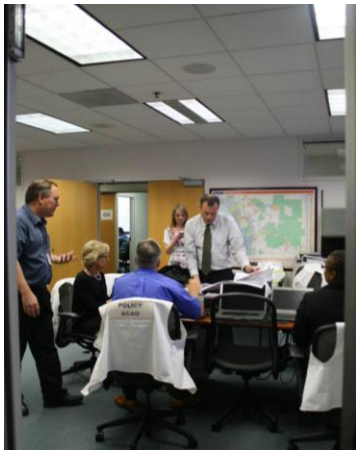
During emergency operations, the OA EOC, in accordance with SEMS, is organized into six major functional areas. They are: (a) Management, (b) Operations, (c) Planning, (d) Logistics, (e) Finance/Administration, and (f) Information/Intelligence.

There are a number of procedural responsibilities common to all of the sections. These responsibilities include: gathering information and verification; making decisions; coordinating; briefing; advising; following procedures; providing, notifying and scheduling staff; and keeping comprehensive records.

For detailed OA EOC responsibilities see the OA EOC Position Checklists.

Organization

Management



The Management Section consists of those responsible for the overall management of the emergency. In the OA EOC, this group is referred to as the "Policy Group" and includes the Director of Emergency Services (CAO) and the Directors or representatives from the County departments and/or special districts affected by the emergency. The responsibilities of this Management Section are:

- Manage OA EOC functions and coordinate the overall response/recovery effort, including prioritizing, decision-making, coordination, tasking, and conflict resolution within the OA EOC.
- Report to the Board of Supervisors.
- Report to Cal OES through the OA EOC.
- Inter-jurisdictional coordination.
- Activation, including notification and recall, and deactivation of the OA EOC.

Management Section Support

In the OA EOC, the Policy Group supporting positions include the DCAO Public Safety Group, Director, County Communications Office, Area Law Enforcement Coordinator, County Counsel, Assistant CAO, DCAO for Community Services, Chief Financial Officer, Human Resources Director and other advisors as appropriate. Policy Support is intended to provide information, expertise and advice to the OA EOC Director and the Policy group. In addition, Policy Support is responsible for the

dissemination of information to the public. Some key responsibilities are: emergency public information, rumor control, public inquiry and legal advice.

The advisors participate in the OA EOC at the request of the CAO.

Operations

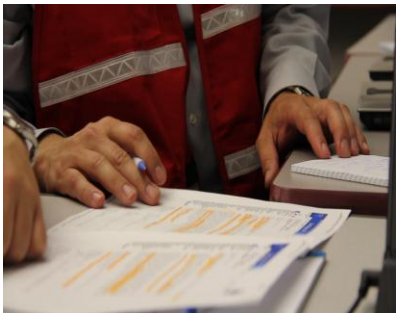


The Operations Section includes all activities which are directed toward the reduction of the immediate hazard, establishing control, and restoration of County/special district operations. This Section consists of those departments or agencies that are responsible for public safety and carrying out response activities. The individual agencies receive and evaluate requests for assistance and resources, establish priorities, and relay operational status and information to the Management Section. In larger emergencies some may also have coordinating roles such as the Area Fire Coordinator or Area Law Enforcement Coordinator (Sheriff). The County Public Health Officer (PHO) also has an area-wide coordinating role in some types of emergencies.

Among those functions usually represented in the section are Fire and Rescue, Law Enforcement, Public Health, Emergency Medical Services (EMS), Environmental Health, Care and Shelter, Animal Services, Construction and Engineering, and the Medical Examiner.

The overall responsibility of this section is to coordinate with field operations.

Planning

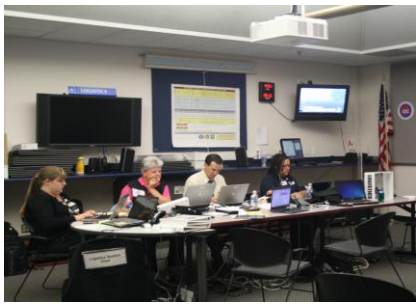


The Planning Section is responsible for gathering, analyzing, evaluating, and disseminating technical information and making recommendations to the OA EOC Director. While the Operations Section is concerned with immediate strategic response to the disaster, Planning is looking and planning ahead. Planning's function is to maintain information on the overall response effort and to develop the OA EOC Action Plan for the next operational period. The major responsibilities of this section are documentation, coordination of resources and advance planning.

Logistics

The Logistics Section consists of those departments with responsibilities for the procurement of personnel and equipment necessary for the management of and recovery from the emergency. The Logistics Section coordinates the procurement and provision of emergency resources and support for the response and recovery operations being conducted in the field as well as those in the OA EOC. The OA EOC

Logistics Section coordinates the procurement and provision of emergency resources and support for the entire OA in coordination with the local jurisdiction EOCs.



In the OA EOC this section includes County departments such as Purchasing & Contracting, General Services, and Human Resources, as well as specialists in radio communications and IT support.

Finance/Administration

The Finance/Administration Section is responsible for all finance, emergency funding and cost accountability functions for OA EOC operations and for supervising branch functions providing financial and contracting services for OA EOC operations within its jurisdiction. Some of these functions may include:

- Financial expenditure and funding briefings
- Interagency financial coordination
- Finance and contract fact-finding
- Fiscal and emergency finance estimating
- Operating procedure development and financial planning
- Labor expense and accounting
- Cost analysis, cost accounting and financial auditing
- Disbursement and receivables management
- Necessary funding transfers
- Special drafts, exchanges and lending controls
- Payroll administration
- Emergency currency, script and rationing control



Information/Intelligence



The Information/Intelligence Section is responsible for tracking the emergency and providing information to the OA EOC Director and Policy Group on the overall effectiveness of the policies established. The Information/Intelligence Section Chief manages the activities of: situation status, including information

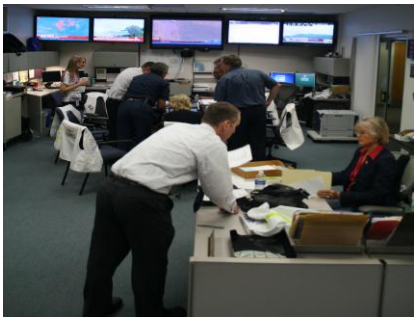
gathering and verification via WebEOC, information distribution, liaisons, Geographic Information Systems (GIS), field representatives and maintaining maps and displays.

Assignment of Responsibilities

The following lists the functional responsibilities within the OA EOP.

Management Section

Purpose



To provide leadership in the OA EOC, determine policies and priorities, and manage the overall response within the boundaries of the unincorporated area.

Personnel

County government and special district department heads serve in the Management Section at the discretion of the jurisdiction's Emergency Services Director and /or OA EOC Director. The following list provides a probable OA EOC Policy Group staffing for a major event:

- CAO (Emergency Services Coordinator)
- Deputy CAO – Public Safety Group
- Deputy CAO – Land Use and Environment Group
- PHO
- OA EOC Director (Director of OES)
- Area Law Enforcement Coordinator
- Area Fire Coordinator
- Medical Examiner representative (if required)
- Director, Department of Public Works (if required)
- Director, Health and Human Services Agency
- Director, Department of General Services (if required)

Responsibilities

- Provide policy, direction, and guidance for incident management, including making executive/priority decisions.
- Ensure long-range, logistical, and recovery planning.
- Maintain active liaison with other jurisdictions and the OA.
- Ensure emergency proclamations are made.

- Keep the Board of Supervisors informed.

Fire and Rescue Operations

(see Annex B, Fire and Rescue Mutual Aid Operations)

Purpose

This annex is designed to meet the anticipated needs of local agencies within pre-designated response zones, to access resources of adjacent agencies within the OA, and to access the resources of other jurisdictions within Region VI or beyond, if necessary, to meet the needs of emergency incidents.



Personnel

- Fire Chief or designated liaison of local agency
- Operational Area Fire and Recuse Coordinator
- Zone Coordinators
- Fire Chief, or designee, in OA EOC Policy Group.
- Fire representative, as Rescue Coordinator, in Operations.
- Other agency representatives as needed, from both the public and private sectors.

Responsibilities

Local Agency

- Reasonably exhaust local resources before calling for outside assistance.
- Render the maximum practicable assistance to all emergency stricken communities, under provisions of the San Diego County Fire Mutual Aid Agreement.
- Upon request, will provide a current annual inventory of all fire department qualified personnel, apparatus and equipment to the Operational Area Fire and Rescue Coordinator through the California Fire Inventory Records System.
- Provide for receiving and disseminating information, data and directives.
- Coordinate and conduct necessary training to adequately perform functions and responsibilities during emergencies.
- Provide resources consistent with standards identified in the Field Operations Guide (ICS 420-1) and the National Incident Management System (NIMS).

Fire and Rescue Administrator

The Fire Chief, or senior fire and rescue official by other designated title of each local entity providing public fire protection, will serve as fire and rescue representative to their respective zone fire and rescue coordinator.

- Directs all action toward stabilizing and mitigating the emergency including controlling fires, saving lives, safeguarding property and assisting other emergency services in restoring normal conditions.
- Develops an effective emergency plan for use of the resources under its control and ensures that such a plan is integrated into the emergency plan of the operational area of which the fire and rescue administrator is a part. This plan should include provisions for, but not be limited to, fire and rescue operations, earthquake, floods, civil disturbance, riots, acts of terrorism, industrial accidents, hazardous material incidents, mass casualty incidents, air and water pollution.
- Makes maximum use of existing facilities and services within each community prior to requesting assistance from neighboring jurisdictions.
- Conducts mutual aid activities in accordance with established operational procedures.

Zone Coordinator

The Zone Coordinator should keep the Operational Area Fire and Rescue Coordinator apprised of any significant changes in resource status

When notified by the local jurisdiction that their resources are inadequate to cope with the emergency at hand, the following steps should be taken:

- Activate local mutual aid plan.
- Notify the Operational Area Fire and Rescue Coordinator.
- Request needed resources.
- Prepare to receive and utilize mutual aid requested/provided.

Operational Area Fire and Rescue Coordinator

- The Operational Area Fire and Rescue Coordinator, in cooperation with the Operational Area Fire and Rescue Coordinating Committee, will:
    - Provide fire and rescue coordination to the Director of the County of San Diego Office of Emergency Services (OES) or designated representative.
    - Responsible to aid and assist local, region and state officials in planning, requesting, and utilizing mobilization centers as needed for staging strike teams and personnel where appropriate.

- Will be responsible for coordination of all fire and rescue resources within the OA on major mutual aid operations.

Law Enforcement

(see Annex C, Law Enforcement Mutual Aid Operations)



Purpose

To coordinate the law enforcement response during a disaster, including the evacuation, dispersal or relocation of persons from threatened or hazardous areas to less threatened or safe areas.

Personnel

- Policy Group - The Sheriff or a designated representative
- Law Enforcement Branch in Operations Section
  - A Sheriff representative in law enforcement operations in the Operations Section
  - California Highway Patrol (CHP) representative
  - Law Enforcement Coordination Center (LECC) representative
  - Animal Services representative
  - Medical Examiner representative
  - Scribe
  - Other personnel, as needed

Responsibilities

- Support law enforcement response within the OA.
- Support and liaison with appropriate agencies for traffic control and route recovery.
- Support movement of persons from hazardous areas, including evacuation and traffic control.
- Ensure access control measures to prevent unauthorized persons from entering vacated, or partially vacated, areas.
- Ensure all public safety concerns are being addressed and ensure activities are carried out as necessary.



Medical

(see Annex D, Mass-Casualty Operations)

Purpose

To coordinate disaster medical operations within the OA through the procurement and allocation of public

and private medical resources; the activation and operations of Field Treatment Sites (FTSs); the transportation of casualties and medical resources; and the relocation of patients from damaged or untenable health facilities. This function will be coordinated at the OA EOC. All personnel and functions detailed below will be present at the OA EOC.

Personnel

- Policy Group - Medical Director, EMS
- Operations Section
    - Director, EMS
    - Medical and Health Operational Area Coordinator
    - Behavioral Health representative
    - Public Health representative
    - Agriculture representative
    - EMS Staff as needed

Responsibilities

- Coordinate the procurement and allocation of the medical resources required to support disaster medical operations.
- Coordinate the transporting of casualties and medical resources to health care facilities, including FTSs, within the area and to other areas, as requested.
- Organize a system for staffing and operating FTSs and Disaster Support Areas.
- Request and respond to requests from the Regional Disaster Medical/Health Coordinator (RDMHC) for disaster assistance.
- Maintain status of medical resources, transportation, and communication services within the OA.
- Maintain liaison with the American Red Cross (ARC), volunteer service agencies, and other representatives within the OA.
- Maintain liaison with the coordinators of other emergency functions such as communications, fire and rescue, health, law enforcement and traffic control, transportation, and care and shelter.
- Coordinate and provide support to medical activities at the scene.

Public Health

(see Annex E, Public Health Operations)

Purpose

To coordinate public health operations within the OA, by providing preventive health measures and communicable disease control. This function will be coordinated at

the Health and Human Services Agency Department Operations Center (DOC). All personnel and functions detailed below will be present at the HHSA DOC.

Personnel

- Policy Group - Director, HHSA or designee and PHO or designee
- DOC Operations
  - HHSA DOC
  - Emergency Medical Services (EMS) DOC (Medical Operations Center (MOC))

Responsibilities

- Coordinate the procurement and allocation of public health resources required to support disaster public health operations.
- Request and respond to requests from the RDMHC for disaster assistance.
- Maintain status of public health resources within the OA.
- Coordinate all public health related activities among other local public and private response agencies or groups, as well as state and federal agencies.
- Provide preventive health services.

Medical Examiner

(see Annex F, Department of the Chief Medical Examiner Operations)

Purpose

To manage medical examiner operations during a disaster.

Personnel

- The Medical Examiner or designated representative in the Policy Group.
- Disaster Control Staff Coordinator, in the Operations Section.

Responsibilities

Medical Examiner is responsible for establishing and managing all medical examiner operations, including the following:

- Medical Examiner Emergency Teams
- Body Staging Areas
- Establish a family assistance center
- Temporary morgues and transportation
- Identification and listing of victims
- Notification of next of kin

- Emergency procurement and allocation of supplies and resources
- Request mutual aid, if required

Care and Shelter Operations

(see Annex G, Care and Shelter Operations)



Purpose

To assure the provision of food, shelter, clothing and basic welfare needs to the victims of disaster; to establish contact and coordination with the ARC and provide assistance, as required.

Personnel

- Care and Shelter Branch in Operations Section
    - Designated Care and Shelter Branch Coordinator
    - Liaison personnel from the ARC (as assigned) to serve as ARC Unit Leader
    - Access and Functional Needs (AFN) Unit Leader
    - County Shelter Unit Leader
    - Volunteer Coordination Unit Leader
    - Chaplain Corps Unit Leader

Responsibilities

- Coordinate local government to support all shelter operations including the ARC.
- Coordinate resource and mutual aid requests between the ARC and other government departments or agencies.
- Provide care and shelter to disaster victims and service animals as required.
- Maintain contact with ARC Headquarters and keep the Care and Shelter Coordinator informed of ARC operations during the disaster.
- Make requests to the Care and Shelter Coordinator for assistance in providing care and shelter to disaster victims.
- Provides guidance to Shelter Managers as needed regarding people with disabilities and other access and functional needs in the shelters.
- Coordinates with all shelters within the County to adequately and appropriately meet the specific needs in the shelter
- Requests needed resources through logistics.
- Assign and dispatch members of the County Shelter Team Program as necessary to operate County shelters.

- Provide support to County operated shelters by working with the Shelter Manager at each location.
- Provide needed assistance to any City operated shelters as requested.
- Coordinate, as necessary, with the ARC liaison in the OA EOC and other volunteer agencies for the provision of food, potable water, clothing, shelter and other basic necessities.
- Gather and transmit information pertinent to volunteer's response from allied governmental and nongovernmental entities, and other key stakeholders deemed a "cooperating agency".
- Log, track and account for service requests for volunteers.
- Monitor, report and troubleshoot any challenges with government agencies as those might arise as it relates to volunteer activities
- Ensure that information about volunteer operations is represented fully and accurately to all responding agencies at the OA EOC.
- Coordinate with the Chaplain Coordinator for the provision of emotional first aid and crisis counseling.

Environmental Health

(see Annex H, Environmental Health Operations)

Purpose

To coordinate environmental health operations within the OA by providing environmental health protection associated with disasters.

Personnel

- Policy Group - Director, Department of Environmental Health or designee
- Fire and Rescue Branch of the Operations Section - Chief, Hazardous Materials Division, or designee

Responsibilities

- Coordinate procurement, allocation and distribution of environmental health resources required to support disaster environmental health operations.
- Supervise food delivery system and assist in water supply, waste disposal, and housing.
- Establish methods and procedures for vector and rodent control activities.
- Advise on all occupational hazards as they occur.
- Identify hazardous materials released, evaluate risks to the general public, and advise on mitigation measures to modify or reduce environmental health impact.

Communications and Warning Systems



(see Annex I, Communications and Warning Systems)

Purpose

To describe the various communication systems available throughout the OA. This includes systems used by OA agencies and certain mutual aid frequencies common to almost all law enforcement and fire agencies.

Personnel

Various agencies and organizations.

Responsibilities

- Provide and maintain communications in the OA for day-to-day and disaster operations.

Construction and Engineering (C&E)

(see Annex J, Construction and Engineering Operations)

Purpose

To coordinate the allocation of engineering resources (construction equipment, materials, etc.) required for emergency debris clearance, route recovery, shelter construction, utilities restoration, and other engineering operations.



Personnel

- Policy – The Director of the Department of Public Works or designee
- Operations Section
    - Public Works representative (Construction and Engineering Branch Coordinator)
    - Planning and Development Services representative
    - County Water Authority representative
    - SDG&E representative (Utilities Unit Leader)
    - Energy Unit Leader

Responsibilities

- Develop and maintain current records of road conditions throughout the OA during emergencies.

- Restore, maintain and operate essential services within the jurisdiction such as roads, sewers and drainage facilities.
- Construct emergency facilities, such as bridges.
- Assist in search and heavy rescue.
- Assist in providing for repair, modification and/or construction of emergency facilities and housing.
- Maintain an inventory of sources and provide for procurement and allocation of heavy construction equipment.
- Manage and coordinate jurisdictional transportation facilities.
- Maintain an inventory of sources and provide for procurement and allocation of transportation resources.
- Coordinate with C&E Branch Coordinator for situation reports, recommendations for demand reduction strategies, and resource needs for critical infrastructure energy supply.
- Provide energy support operations and coordinate energy restoration efforts with Department of General Services (DGS) DOC, to ensure essential services, critical facilities, and emergency response vehicles have sufficient fuel supplies.

Logistics

(see Annex K, Logistics)



Purpose

To coordinate the procurement and provision of emergency resources and support and advise the OA EOC Director on resource allocations, distribution, priorities, expenditures, and related matters.

Personnel

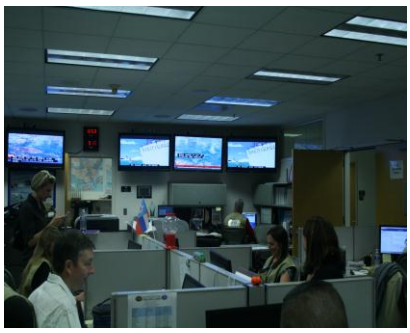
- Director, Purchasing and Contracting, or designee (OES assigned staff)
- Purchasing and Contracting representative (Supply Unit Leader)
- General Services representatives (Transportation Unit Leader and Facilities Unit Leader)
- Department of Human Resources Representative (Personnel Unit Leader)
- Sheriff's Data Services (IT Unit Leader)
- Regional Communications System (RCS) representative (Communications Unit Leader)

Responsibilities

- Implement emergency resources functions through pre-designated assignments from the Policy group.
- Procure and allocate essential resources (personnel, services and material) to support emergency operations.
- Oversee the distribution and inventory of food stocks and other essential supplies for emergency subsistence.
- Procure and allocate required transportation, fuel and similar equipment resources.
- Provide for maintenance and repair of telecommunications, potable water systems, government-owned electrical, sanitation, and other utility systems and services.
- Acquire, inspect and provide supplies for care and shelter facilities, multipurpose staging areas and fixed or mobile clinical and medical facilities.
- Establish control of resources in a manner compatible with the OA EOP.
- Provide accountability of resources requested and expended.

Public Information

(see Annex L, Emergency Public Information)



Purpose

To provide the public with accessible, accurate, and timely information and instructions through the news media and other various formats. This function will be coordinated from the OA EOC Joint Information Center (JIC).

Personnel

- Director County Communications Officer or designee in Policy Group
- Media Team/Public Information Officer (PIO) staff
- Departmental liaisons as required
- Outside agency support as necessary (211, etc.)

Responsibilities

- Secure briefings from OA EOC staff.
- Establish JIC.
- Give regular briefings to news media representatives.

- Invite sign language interpreters to press conferences and work with media representatives to include closed captioning as well keeping the sign language interpreter on the screen during press conferences at all times.
- Act as County jurisdictional spokespersons and coordinate with other City PIOs to ensure a coordinated message.
- Prepare and disseminate news releases.
- Prepare and disseminate Emergency Alert System (EAS) messages for release by the OA EOC. Requests from other jurisdictions for EAS messages will be disseminated upon request.
- Coordinate media interviews with jurisdictional officials.
- Monitor news reports and correct inaccurate information.
- Maintain liaison with PIOs from other agencies and jurisdictions.
- Notify the news media of any changes in OA EOC status.
- Disseminate information in various platforms to ensure the needs of the whole community are met.

Behavioral Health

(see Annex M, Behavioral Health Operations)

Purpose

To coordinate behavioral health disaster response operations within the OA by providing outreach, intervention and emergency psychological services.

Personnel

- Behavioral Health Director(s)
- Behavioral Health Disaster Coordinator
- Assistant Disaster Coordinator

Responsibilities

- Coordinate behavioral health intervention services for disaster victims and emergency response personnel, as well as the general public.
- Maintain status of behavioral health resources, including facilities and personnel within the OA.
- Coordinate all behavioral health related activities among other local public and private response agencies or groups, as well as state and federal agencies
- Provide behavioral health debriefing sessions for EOC staffs.
- Coordinate field operations/field survey teams.

Animal Services

(see Annex O, Animal Services)

Purpose

To provide immediate care and control of animals in the event of a major emergency or disaster and protect the health and safety of the community.



Personnel

- Director, Department of Animal Services (DAS) for the Policy Group
- Assigned representative in Operations Section

Responsibilities

- Coordinate emergency animal services operations.
- Develop and organize a system to identify and track animals received during a disaster.
- Develop criteria establishing holding time and euthanasia standards for disaster situations.

Terrorism Protocol (see Annex P)

Annex P is an Executive Summary of the Terrorism Protocol for the OA. The purpose of the Terrorism Annex is to provide an executive summary of the terrorism protocol and identify key organizations such as the Federal Bureau of Investigations (FBI), Law Enforcement Coordination Center (LECC), and other key agencies, which are all responsible for coordinating a response to terrorist activity.

Support Functions

American Red Cross (ARC)

- Assist with shelter operations, including managing and operating shelters.
- Assist with family reunification.
- Provide counseling services as necessary.

2-1-1

- Provide current emergency information to non-emergency callers.
- Provide assistance to JIC for media monitoring and rumor control.

DIRECTION, CONTROL, OR COORDINATION

Plan Activation and Termination



This annex is automatically activated when two or more jurisdictional EOCs within the OA are activated or when one jurisdictional EOC requests that the OA EOC be activated. This annex is terminated when the aforementioned EOCs are deactivated.

Once activated, the Director/Coordinator of Emergency Services will ensure the annex is implemented and executed according to the policies, priorities, and direction established by the Management Section of the OA EOC.

Response

The OA EOC Director will oversee the emergency management operation within the OA EOC. Each section of the OA EOC will be led by a Section Chief responsible for managing their section in order to accomplish the emergency management objectives established by the Management Section.

Once activated, the OA EOC will coordinate the support of the field level response through effective coordination and communication of all agencies involved in the incident response.

Agencies will respond under the established SEMS and NIMS structure of the OA EOC. The OA EOC is also NIMS and SEMS compliant and all personnel staffing positions within the OA EOC have been trained in NIMS and SEMS.

INFORMATION COLLECTION AND DISSEMINATION



In order to establish a common operating picture throughout the region, the OA EOC requires information to be shared by all agencies involved in the incident response, whether in the field, in a jurisdictional EOC, or staffing the OA EOC. Establishing a common operating picture and maintaining situational awareness are essential to effective incident management.

The OA EOC must provide the Management Section with as much information as possible to make educated decisions about incident response priorities and objectives. The Management Section requires information such as type of incident/disaster, population/communities affected, resources available, and any other relevant incident information that would aid or should be consider in decision-making. Information is shared via WebEOC so that all incident response personnel maintain

situational awareness and information is used by intended recipients to take appropriate response actions.

Resource Requests

Resource requests are submitted through the appropriate channels according to the NIMS ICS structure established within the OA. Resource request will be addressed locally, regionally, and then statewide if necessary.

Briefings

OA EOC Operational Period briefings are conducted at the beginning of each operational period and present the action plan for the upcoming period. Additional briefings are scheduled as necessary to pass along vital information to those persons who need it. Any persons, who wish to pass along information during a briefing or have important incident information/updates, should be prepared to disseminate that information during the operational period briefings.

Joint Information Center (JIC)

The JIC will:

1. Pull information from all media outlets, incident response personnel and OA EOC staff.
2. Vet the information.
3. Craft a message with accurate information.
4. Get the message approved by the OA EOC Director.
5. Coordinate with other jurisdiction PIOs for consistent dissemination of information.
6. Disseminate the information to the public in the form of a press release, interview, or other method of dissemination.

COMMUNICATIONS

Communication is a critical part of incident management. This section outlines the OES' communications plan and supports its mission to provide clear, effective internal and external communication between the OA EOC, all incident response personnel, and the public. Further information about communications systems and other methods of communication can be found in Annex I: Communications and Warning Systems.

Notification and Warning

Timely warnings of an emergency condition or an incident are essential to preserving the safety of county residents as well as establishing an effective

incident response. Upon learning of an incident, OES is responsible for disseminating a public message, and notifying personnel of an OA EOC activation. Notification of key personnel will follow procedures outlined in the OA EOC Startup SOP located in Attachment D of this annex.

Emergency notifications, warnings and alerts will be disseminated using the AlertSanDiego system and/or EAS messaging. Law enforcement agencies and other emergency services may be required to disseminate emergency warnings to the public who cannot be reached by primary warning systems.

Emergency Public Information

The County Public Information Team and PIO will be notified to report to the OA EOC and are responsible for the public communications efforts relative to the incident or emergency (See Annex L: Emergency Public Information).



Non-Emergency External Communications

During an incident, the OA EOC expects that a high volume of calls for the public seeking incident related information will be placed to 911 and the OA EOC. 2-1-1 has partnered with the OA EOC to reroute the non-emergency calls to 2-1-1 personnel who can provide incident related information to the inquiring public. It is essential that 2-1-1 call centers are activated and staffed as soon as possible to handle anticipated volume of non-emergency calls related to the incident.

Internal Communications

All communications should be a two-way flow from OA EOC Section Leadership to support staff and field responders, and vice versa. When communicating, all incident response personnel should use plain language to avoid any confusion (no acronyms or abbreviations). All incident related information should be communicated and displayed in the OA EOC for everyone to see. This multi-faceted approach for communication provides quick, reliable, and consistent information to all incident response personnel while ensuring that the appropriate information reaches all intended recipients.

ADMINISTRATION, FINANCE, AND LOGISTICS

Under SEMS, special districts are considered local governments. As such, they are included in the emergency planning efforts throughout the OA. The OA Emergency Organization, in accordance with SEMS, supports and is supported by:

- Cities within the Operational Area
- The County of San Diego
- Special districts

- Other counties
- The State of California
- The Federal Government

NIMS provides a consistent nationwide template to enable Federal, State, local, and tribal governments and private-sector and nongovernmental organizations to work together effectively. NIMS also enables these entities to efficiently prepare for, prevent, respond to, and recover from domestic incidents, regardless of cause, size, or complexity, including acts of catastrophic terrorism.

Mutual aid, including personnel, supplies, and equipment, is provided in accordance with the California Master Mutual Aid Agreement, and other local Mutual Aid Agreements.

The private sector is an important part of the emergency organization. Business and industry own or have access to substantial response and support resources. Community Based Organizations (CBOs) or Non-Governmental Organizations (NGOs) provide valuable resources before, during, and after a disaster. These resources can be effective assets at any level. OES has established the ReadySanDiego Business Alliance. The Alliance will have a virtual connection to the OA EOC via a social networking system fed through a RSS feed from WebEOC.

There are some City and County personnel who do not have specific task assignments. They are automatically designated by State Law as Disaster Service Workers (DSWs) during a disaster, and serve in the response effort.

- "All public employees and all registered volunteers of a jurisdiction having an accredited disaster council are Disaster Service Workers", per the Government Code, Title I, Division 4, Chapter 8, and Labor Code, Part I, Division 4, Chapters 1 and 10.
- The term public employees includes all persons employed by the State, or any County, City or public district.
- Other personnel including volunteers can be quickly registered by OES as DSWs, which provides Workers Compensation and liability coverage.

OES maintains a list of pre-registered volunteers affiliated with volunteer organizations that have been signed up as DSWs.

It is imperative that local government maintain duplicate records of all information necessary for restoration of normal operations. This process of record retention involves offsite storage of vital computerized and paper-based data that can be readily accessible.

Vital records of the Unified Organization are routinely stored in records storage rooms at OES in printed hard copy form, on CD-ROM, and electronically. Computer records are routinely backed up and stored separately from the hard drives. All personnel records are stored by the County Department of Human Resources at several locations throughout the OA.

ANNEX DEVELOPMENT AND MAINTENANCE

This annex is a product of the OA EOP. As such, the policies, procedures, and practices outlined in the OA EOP govern this annex. OES coordinates the maintenance and updates of this annex every three to four years, in accordance with the maintenance schedule established for the OA EOP. Record of changes, approval, and dissemination of the OA EOP will also apply to this annex.

Updates to this annex can be made before such time for multiple reasons, including but not limited to changes in policy/procedure, improvements and recommendations based on real life events or exercises, etc. Recommended changes should be submitted to OES at oes@sdcounty.ca.gov

AUTHORITIES AND REFERENCES

The Unified San Diego County Emergency Services Organizations' Unified Disaster Council (UDC) is supported by the OES. As staff to the UDC, OES is mandated by federal, state, and local laws to ensure that mitigation efforts are enhanced, preparedness is encouraged, responsiveness is assured, and recovery is achieved efficiently and effectively, before, during, and after man-made or natural disasters (i.e., wildland fires, earthquakes, tsunamis, chemical spills, floods etc.) which may occur within the OA. OES conducts all emergency management operations/activities under the following authorities:

- Unified San Diego County Emergency Services Organization, Fifth Amended Emergency Services Agreement, 2005.
- County of San Diego Emergency Services Ordinance No. 8183, dated December 15, 1992.
- Article 9, Emergency Services, Section 8605 of the Government Code, Operational Areas.

ATTACHMENT 1

UNIFIED SAN DIEGO COUNTY EMERGENCY SERVICES OPERATIONAL AREA PROCLAMATION OF LOCAL EMERGENCY

(By Board of Supervisors/City Council)

(Page 1 of 2)

WHEREAS, Ordinance No._____of the County/City of empowers the Board of Supervisors/City Council to proclaim the existence or threatened existence of a Local Emergency when said jurisdiction is affected, or is likely to be affected, by a public calamity; and

WHEREAS, said Board of Supervisors/City Council has been requested by the Director of Emergency Services of said county/city to proclaim the existence of a Local Emergency therein; and

WHEREAS, said Board of Supervisors/City Council does hereby find that conditions of extreme peril to the safety of persons and property have arisen within said county/city, caused by_____, (fire, flood, storm, epidemic, earthquake, drought, etc.) commencing on or about .m. on the ____ day of _____,_____; and

WHEREAS, the Board of Supervisors/City Council does find that the aforesaid conditions of extreme peril does warrant and necessitate the Proclamation of the existence of a Local Emergency;

NOW, THEREFORE, IT IS HEREBY PROCLAIMED by the Board of Supervisors/City Council of the County/City of _____, that a Local Emergency exists throughout said county/city and that said Local Emergency shall be deemed to continue to exist until its termination is proclaimed by the Board of Supervisors/City Council.

IT IS FURTHER PROCLAIMED AND ORDERED that during the existence of said Local Emergency the powers, functions, and duties of the Director of Emergency Services and the emergency organization of this county/city shall be those prescribed by state law, charter, ordinances, and resolutions of this jurisdiction approved by the Board of Supervisors/City Council.

IT IS FURTHER PROCLAIMED AND REQUESTED that the Governor of the State of California find and proclaim San Diego County to be in a State of Emergency and that he/she request a Presidential Declaration of Emergency for San Diego County.

IT IS FURTHER PROCLAIMED AND ORDERED that the Director of Emergency Services and the _____ are hereby designated as the authorized representatives of the County/City of _____ for the purpose of receipt, processing, and coordination of all inquires and requirements necessary to obtain available state and federal assistance.

UNIFIED SAN DIEGO COUNTY EMERGENCY SERVICES OPERATIONAL AREA
PROCLAMATION OF LOCAL EMERGENCY

(By Board of Supervisors/City Council)

(Page 2 of 2)

IT IS FURTHER ORDERED that a copy of this Proclamation of Local Emergency be forwarded to the State Director of the Cal OES with a request that;

1. The State Director find the Proclamation of Local Emergency acceptable in accordance with provisions of the Natural Disaster Assistance Act; and that

2. The State Director forward this Proclamation and request for a State Proclamation and Presidential Declaration of Emergency to the Governor of California for consideration and action.

PASSED AND ADOPTED by the Board of Supervisors/City Council of the County/City of _____, San Diego County, State of California, this day of____, _____, by the following vote:

Ayes:

Noes:

Absent:

I hereby certify that the foregoing is a full, true and correct copy of the Original entered in the minutes of the Board of Supervisors/City Council.

Clerk of the Board of Supervisors/City Clerk

Date: _____ By: _____

ATTACHMENT 2

UNIFIED SAN DIEGO COUNTY EMERGENCY SERVICES OPERATIONAL AREA PROCLAMATION OF LOCAL EMERGENCY

(by Director of Emergency Services)

(Page 1 of 2)

WHEREAS, Ordinance No._____ of the County/City of _____ empowers the Director of Emergency Services to proclaim the existence or threatened existence of a Local Emergency when said county/city is affected, or likely to be affected, by a public calamity and the Board of Supervisors/City Council is not in session; and

WHEREAS, the Director of Emergency Services of the County/City of_____ does hereby find that conditions of extreme peril to the safety of persons and property have arisen within said county/city, caused by_____(fire, storm, epidemic,_____riot, earthquake, or other cause) commencing on or about _____ ___.m. on the_____day of _____, _____; and

WHEREAS, the Board of Supervisors/City Council of the County/City of _____ is not in session and cannot immediately be called into session; and

WHEREAS, this Proclamation of Local Emergency will be ratified by the Board of Supervisors/City Council within seven days of being issued.

NOW, THEREFORE, IT IS HEREBY PROCLAIMED by the Director of Emergency Services for the County/City of_____, that a Local Emergency exists throughout said county/city and that said Local Emergency shall be deemed to continue to exist until its termination is proclaimed by the Board of Supervisors/City Council.

IT IS FURTHER PROCLAIMED AND ORDERED that during the existence of said Local Emergency the powers, functions, and duties of the Director of Emergency Services and the emergency organization of this county/city shall be those prescribed by state law, charter, ordinances, and resolutions of this jurisdiction and by the Operational Area Emergency Operations Plan as approved by the Board of Supervisors/City Council.

IT IS FURTHER PROCLAIMED AND REQUESTED that the Governor of the State of California find and proclaim San Diego County to be in a State of Emergency and that he/she request a Presidential Declaration of Emergency for San Diego County.

IT IS FURTHER PROCLAIMED AND ORDERED that the Director of Emergency Services and the _____are hereby designated as the authorized representatives of the County/City of _____ for the purpose of receipt, processing, and coordination of all inquires and requirements necessary to obtain available state and federal assistance.

UNIFIED SAN DIEGO COUNTY EMERGENCY SERVICES OPERATIONAL AREA
PROCLAMATION OF LOCAL EMERGENCY

(by Director of Emergency Services)

IT IS FURTHER ORDERED that a copy of this Proclamation of Local Emergency be forwarded to the State Director of the Cal OES with a request that;

1. The State Director find the Proclamation of Local Emergency acceptable in accordance with provisions of the Natural Disaster Assistance Act; and that
2. The State Director forward this Proclamation, and request for a State Proclamation and Presidential Declaration of Emergency, to the Governor of California for consideration and action.

PASSED AND ADOPTED by the Director of Emergency Services for the County/City of _____, State of California, this_____ day of_____, _____.

_____

Director of Emergency Services

ATTACHMENT 3

UNIFIED SAN DIEGO COUNTY EMERGENCY SERVICES OPERATIONAL AREA PROCLAMATION RATIFYING LOCAL EMERGENCY PROCLAIMED BY THE DIRECTOR OF EMERGENCY SERVICES

(Page 1 of 2)

WHEREAS, Ordinance No. _____of the County/City of _____ empowers the Director of Emergency Services to proclaim the existence, or threatened existence, of a Local Emergency when said County/City is affected, or likely to be affected, by a public calamity and the Board of Supervisors/City Council is not in session subject to ratification by the Board of Supervisors/City Council within seven days; and

WHEREAS, such Proclamation entitles the Director of Emergency Services, and the emergency organization of this County/City, to all the powers, functions, and duties prescribed by state law, charter, ordinances, and resolutions of this jurisdiction and by the Operational Area Emergency Operations Plan during the existence of said Local Emergency; and

WHEREAS, conditions of extreme peril to the safety of persons and property did arise within this County/City caused by _____ (fire, flood, storm, epidemic, riot, earthquake, or other cause), commencing on the day of _____, _____at which time the Board of Supervisors/City Council was not in session and could not be called into session; and

WHEREAS, the Director of Emergency Services of the County/City of _____ did issue a Proclamation of Local Emergency within said County/City on the _____day of _____, _____; and

WHEREAS, said Proclamation requested the Governor of the State of California to find and proclaim San Diego County to be in a State of Emergency and that he/she request a Presidential Declaration of Emergency for San Diego County; and

WHEREAS, said Proclamation designated _____ as the authorized representatives of the County/City of _____ for the purpose of receipt, processing, and coordination of all inquires and requirements necessary to obtain available state and federal assistance; and

WHEREAS, the Board of Supervisors/City Council does hereby find that the aforesaid conditions of extreme peril did warrant and necessitate the Proclamation of Local Emergency and request for State Proclamation and Presidential Declaration of Emergency.

UNIFIED SAN DIEGO COUNTY EMERGENCY SERVICES OPERATIONAL AREA PROCLAMATION RATIFYING LOCAL EMERGENCY PROCLAIMED BY THE DIRECTOR OF EMERGENCY SERVICES

NOW, THEREFORE, BE IT RESOLVED AND PROCLAIMED that the Proclamation of Local Emergency and request for a State Proclamation and Presidential Declaration of Emergency for San Diego County issued by the Director of Emergency Services on_____, _____, is hereby ratified and confirmed.

PASSED AND ADOPTED by the Board of Supervisors/City Council of the County/City of _____, San Diego County, State of California, this_____day of _____, _____,by the following vote:

Ayes:

Noes:

Absent:

I hereby certify that the foregoing is a full, true and correct copy of the Original entered in the minutes of the Board of Supervisors/City Council.

Clerk of the Board of Supervisors/City Clerk

Date: _____ By:_____

ATTACHMENT 4

UNIFIED SAN DIEGO COUNTY EMERGENCY SERVICES OPERATIONAL AREA RESOLUTION FOR CONTINUANCE OF LOCAL EMERGENCY

WHEREAS, Ordinance No._____ of the County/City of _____ empowers the Board of Supervisors/City Council to proclaim the existence, or threatened existence of a Local Emergency when said jurisdiction is affected, or is likely to be affected, by a public calamity; and

WHEREAS, the Board of Supervisors/City Council did find that conditions of extreme peril to the safety of persons and property, caused by_____ (fire, flood, storm, epidemic, earthquake, drought, etc.), did arise within said County/City, commencing on the _____ day of _____, ; and

WHEREAS, the Board of Supervisors/City Council did proclaim/ratify the existence of a Local Emergency within said jurisdiction on the_____day of _____, _____ and requested the Governor of California proclaim San Diego County to be in a state of emergency; and further requested that the Governor request a Presidential Declaration; and

WHEREAS, Government Code, Section 8630, requires that Proclamations of Local Emergency must be reaffirmed by the governing body of the effected jurisdiction every 14 days during the time the Local Emergency remains in effect; and

WHEREAS, conditions of extreme peril to the safety of persons and property caused by said emergency continue to exist, and continue to be beyond the control of local resources, services, personnel, and equipment;

NOW, THEREFORE, BE IT RESOLVED that the Board of Supervisors/City Council of the County/City of _____proclaim that the Local Emergency which first began on the_____day of _____, _____ continues to exist.

BE IT FURTHER RESOLVED that the Board of Supervisors/City Council of the County/City of _____ hereby issues this _____ Resolution of Continuance of Local Emergency reaffirming the continuation of the local emergency.

BE IT FURTHER RESOLVED that said Local Emergency shall continue to exist for an additional 14 days unless terminated earlier by this Board of Supervisors/City Council.

IT IS FURTHER ORDERED that a copy of this Proclamation of Continuance be forwarded to the State Director of the Governor's Office of Emergency Services.

PASSED AND ADOPTED by the Board of Supervisors/City Council of the County/City of _____, San Diego County, State of California, this _____ day of _____, _____, by the following vote:

Ayes:

Noes:

Absent:

I hereby certify that the foregoing is a full, true and correct copy of the Original entered in the minutes of the Board of Supervisors/City Council.

Clerk of the Board of Supervisors/City Clerk

Date:_____ By:_____

ATTACHMENT 5

UNIFIED SAN DIEGO COUNTY EMERGENCY SERVICES OPERATIONAL AREA PROCLAMATION TERMINATION OF LOCAL EMERGENCY

(Page 1 of 1)

WHEREAS, the Board of Supervisors/City Council of the County/City of found that conditions of extreme peril to the safety of persons and property have arisen within said County/City caused by_____(fire, flood, storm, epidemic, earthquake, drought, etc.) commencing on_____, _____; and

WHEREAS, the Board of Supervisors/City Council issued/ratified a Proclamation of Local Emergency on _____ , _____, and

WHEREAS, the conditions of extreme peril caused by the emergency are now deemed to be within the control of the normal protective services, personnel, equipment, and facilities of said County/City.

NOW, THEREFORE, IT IS PROCLAIMED AND ORDERED by the Board of Supervisors/City Council of the County/City of _____, State of California, that said Proclamation of Local Emergency issued/ratified on _____, _____, is hereby terminated.

IT IS FURTHER PROCLAIMED AND ORDERED that the emergency powers, functions, and duties of the Director of Emergency Services and the emergency organization of this County/City authorized by said Proclamation of Local Emergency and as prescribed by state law, charter, ordinances, and resolutions of this jurisdiction, are terminated.

IT IS FURTHER ORDERED that a copy of this Proclamation of Termination of Local Emergency be forwarded to the State Director of the Governor's Office of Emergency Services.

PASSED AND ADOPTED by the Board of Supervisors/City Council of the County/City of _____, San Diego County, State of California, this _____ day of _____ , _____, by the following vote:

Ayes:

Noes:

Absent:

I hereby certify that the foregoing is a full, true and correct copy of the Original entered in the minutes of the Board of Supervisors/City Council.

By:_____

Clerk of the of Board of Supervisors/City Clerk

ATTACHMENT 6

Warning System

General

The warning system is the means to relay to the public notices from the local, State or Federal government of impending or actual disaster or attack. Appropriate responses and the most effective use of warning information may be limited by the amount of time available.

Actions

Warning actions are characterized by:

- Requiring high priority for a short period of time,
- The use of mass media systems for passing warning to the public,
- The small number of workers necessary to operate the system,
- The demand for fast activation of the system on short notice, and
- The need to maintain readiness to repeat all actions in the event of successive alerts or attacks

The National Warning System (NAWAS) sends out warning information, which is received at the Sheriff's Communication Center and relayed to the Office of Emergency Services (OES). The public is then warned by means of the Emergency Alert System (EAS) and any other means, including mobile loudspeakers, when appropriate. The EAS is a national system which is activated by the President. It can also be activated by Operational Area authorities for local use. EAS is discussed further on the next page.

Alternate means of warning are via the California Law Enforcement Telecommunications System (CLETS), public safety radio systems, and the Radio Amateur Civil Emergency Service (RACES) network.

Notice of warning is also broadcast from the various county and city communications centers to special facilities (schools, hospitals, fire stations, utility stations, etc.). Key workers of emergency organizations may be alerted by telephone or radio. The EAS and AlertSanDiego Systems provide coverage for a large part of the population.

OES maintains pre-scripted, hazard-specific warning messages for high impact events which require time sensitive warnings.

Warning Information

Authorized EAS stations will broadcast warning information as requested under the EAS Operational Area Agreement.

Warning - Peacetime Emergencies

Warning of an extraordinary peacetime emergency may be received by local government over the California Law Enforcement Telecommunications System (CLETS), public safety radio systems, NAWAS, the AlertSanDiego System, and/or other means.

Alert/Notification Systems

Emergency Alert System (EAS)

General

The State of California has been divided into "EAS Operational Areas" for the purpose of disseminating emergency information.

The San Diego EAS operational area encompasses the entire County. Two stations, KOGO (AM 600) and KLSD (AM 1360) act as the Local Primary (LP) 1 and 2. Other authorized stations continue to operate as conditions permit. There are several radio stations in the OA that broadcast in foreign languages to reach the non-English speaking public.

All authorized stations in each EAS operational area broadcast a common program. A "program entry point" has been established for each EAS area. Emergency services authorities for each jurisdiction will prepare emergency information and action instructions pertinent to the people of their respective jurisdictions, which will be routed to the designated program entry point for broadcast.

Operational Considerations

Authorized stations continue to broadcast on regular assigned frequencies during any type of emergency. They broadcast their call letter identification and the area identification. Listeners are advised to monitor those stations, which serve the area in which they are located, since EAS announcements may vary according to the area served.

Facilities

The program entry point for the San Diego EAS operational area is the OA EOC. Emergency information will be routed to the program entry point. The primary EAS station serving the San Diego EAS OA is KOGO 600 AM and the alternate EAS station is KLSD 1360 AM. The majority of local radio and television stations that are operational after a disaster will be broadcasting emergency information.

AlertSanDiego

In 2006, the County of San Diego implemented the AlertSanDiego (ASD) communications system. ASD is also available in accessible formats. Accessible Alert San Diego provides emergency management with the capability of alerting and informing residents of San Diego County who are deaf or are hard of hearing, who are blind or have low-vision, or both before, during, and after an incident.

ASD is currently available throughout the San Diego Region. ASD enables emergency dispatchers to notify residents, via a reverse 911 callout system, and alert them to emergency actions which may need to be taken. ASD combines GIS mapping technologies with 9-1-1 calling data in an easy-to-use interface. The system, based on the Blackboard Connect platform, has the capability of making thousands of calls per hour by using automated calling technology. OES, incorporated Cities, or Sheriff's Communications Center are responsible for the activation of ASD.

ASD has limitations which include:

- Phone lines and power must be working for the system to operate.
- Mobile devices, Voice over Internet Protocol (VoIP), or private branch exchange (PBX- many businesses have their phones hooked up to a PBX) numbers are not in the AT&T database unless they manually registered these numbers at www.readysandiego.org.
- If residents are on a dial-up internet connection or subscribe to call blocking services, they will not receive the call.

ATTACHMENT 7

Disaster Assistance

Depending on the type of disaster, certain types of Federal disaster assistance may be made available after there has been a Presidential Disaster Declaration. Disaster assistance is also possible without a Presidential Declaration. In this case, only State and local assistance would be available.

Some of the agencies that may be able to provide assistance include:

Federal

- Small Business Administration (SBA)
    - Provides information about and takes applications for low-interest home and business loans.
- Department of Housing and Urban Development (HUD)
    - Along with local and State resources, provides temporary housing, assistance, and guidance relating to existing Federal Housing Administration (FHA) loans and other low-interest loans, limited home repair, and rental and mortgage payment assistance.
- United States Department of Agriculture (USDA)
    - Provides assistance and guidance relating to existing Farmers Home Administration and Rural Electrification Act loans and other low-interest loans.
- Internal Revenue Service (IRS)
    - Sometimes is represented and provides income tax assistance.
- Federal Emergency Management Agency (FEMA)
    - Sometimes provides grants to individuals for repairs, rental payments and replacement of lost or damaged possessions and to meet other serious disaster related needs.
    - Sometimes provides partial funds to government for debris removal, and emergency measures taken to save lives and property.
    - Sometimes provides partial funds for the repair or replacement of damaged Public facilities, and hazard mitigation.
- Other Federal agencies that may provide assistance are the Veterans Administration,
- Social Security Administration, Health and Human Services, and the Food and Drug Administration.

State

- California Office of Emergency Services (Cal OES)
    - Serves as the lead agency for the State
- Department of Health and Human Services (DHHS)
    - Provides Individual and Family Grants
- Employment Development Department (EDD)
    - Provides State unemployment compensation for eligible disaster victims and, if implemented, disaster unemployment compensation.
    - It also furnishes information related to employment and vocational retraining.
- Department of Housing and Community Development
    - Provides temporary housing and building inspection to qualified applicants.
- Department of Veterans Affairs
    - Provides assistance to victims whose homes or farms are financed under the Cal Vet program.
- Other possible representation from the State includes the State Contractors Licensing Board, for contractor assistance, and the State Franchise Tax Board, for Income Tax assistance.

Local Government

- **San Diego County Office of Emergency Services (OES)**
    - Serves as the lead agency for the OA.
    - In cooperation with Federal, State and other local agencies, may assist in the opening of Disaster Recovery Centers. These are sites where recovery specialists from FEMA, SBA, the County and other local jurisdictions will answer questions and provide recovery information.
- **Health and Human Services Agency (HHSA)**
    - In cooperation with the American Red Cross (ARC), receives and distributes food and clothing from government and private sources and provides for other personal needs. Provides eligibility workers to do the intake and exit interviews.
    - Provides behavioral health counselors to assist disaster victims.
- **Planning and Development Services, Codes Division**

- Provides staff to make available information about building permits, zoning and other regulatory requirements.

- **Planning and Development Services**, **Building Division**
  - Provides building inspectors to inspect homes for safety and needed repairs.
- **Departments of Public Works (DPW)**
  - If requested, provides staff to make available flooding information, including protective measures that can be taken. Also, if requested to do so, may provide staff to read and interpret inundation maps.
- **County Assessor**
  - After some disasters, provides staff to accept applications for reappraisal.
- **Department of Environmental Health (DEH)**
  - If requested, provides staff for: information regarding public health matters such as safety of water and food supplies, adequacy of sewage disposal, and methods of rodent control.
- **American Red Cross (ARC)**
  - In coordination with State and County welfare agencies, conducts registration and referral services and provides for individual and family needs; for example, food, clothing, shelter, and supplemental medical assistance.
- **2-1-1**
  - In coordination with County and City agencies/departments, responds to public inquiries with approved releasable information

ATTACHMENT 8

SDO STANDARD OPERATING PROCEDURES

TITLE: **OA EOC Startup Procedures**

ACTION OFFICIAL: **OES Staff Duty Officer**

This Standard Operating Procedure is for the OES Staff Duty Officer (SDO), in the event of the decision for Level II or higher activation of the County Emergency Operations Center at 5580 Overland Avenue, Suite 100, San Diego CA, 92123.

I. PURPOSE

This Standard Operating Procedure (SOP) has been prepared to ensure consistency of operations. This SOP is in conformance with the Unified San Diego County Emergency Services Organization Operational Area Emergency Operations Plan, the State Emergency Plan and SEMS.

II. SITUATION

Following the determination by the Assistant Director or Director, OES, or higher authority to activate the Operational Area (OA) Emergency Operations Center (EOC), the OES SDO will notify the first shift and direct them to report to the OA EOC and prepare it for the arrival of County staff.

III. SET-UP

- ❑ Immediately **contact the Sheriff's Help Desk at 858.571.4213** to cancel any training or meetings scheduled for the OA EOC West.
- ❑ Notify Station "M" and **roll the main phone line to the OA EOC as soon as two or more staff are in the OA EOC.** (Procedures are located on the Reception Phone and Media Phone.)
- ❑ Change voicemail messages on OA EOC phones for those positions that are activated. (See script on last page of this SOP).
- ❑ Assign a guard, Sheriff's Deputy or County employee to stand by the entry gate and provide entry for County employees/emergency agencies, to enter if they have proper identification. In addition, prepare a list of external OA EOC staff and "walk up" to Station M for access to complex.
- ❑ Request personnel from Probation or Sheriff's Department for security to the entrance to the OA EOC.
- ❑ Open office complex and activate all applicable systems (radio, fax, copier, weather, etc.).
- ❑ Activate AlertSanDiego notification procedures.
- ❑ For each shift, provide generic sign-in sheets and label with the appropriate

date and event name and make extra copies. This document can be found on the Common Drive under EOC/EOC Binder.

- ❑ Ensure that all OA EOC staff sign-in upon arrival and sign-out upon departure. Upon arrival, provide a copy of the Deactivation Checklist to all OA EOC staff.
- ❑ As soon as feasible commence setup of facility (Supplies, signs, vests, etc. are stored in the OA EOC cabinets.)
- ❑ Direct arriving staff to start coffee/water as necessary.
- ❑ Notify General Services of the need to regulate the heating/air conditioning system and provide increased janitorial services for a 24/7 operation.
- ❑ **Notify State OES Southern Region, Station "M", Board of Supervisors, CAO/ACAO/DCAO of Level II or III OA EOC activation. Notify SDG&E of an OA EOC activation at 1-888-600-3949. Notify Dispatch Agencies, via fax, of any activation.**
- ❑ Assist OA EOC staff with logging onto computers and WebEOC.
- ❑ As time permits, provide a courtesy notification to the following agencies: American Red Cross and County Water Authority.

IV. RESPONSIBILITIES

- ❑ Implement Communications Plan if already established. (for planned event such as Election Day, etc.)
- ❑ Consider activation of County GIS support staff.
- ❑ Remind OA EOC staff to complete their detailed Activity Logs on an ongoing basis. OA EOC staff are to turn logs into Documentation at the end of each shift.
- ❑ Assign function tasks to arriving staff in accordance with SEMS doctrine.
- ❑ Consider activation of recorded phone lines.
- ❑ Consider activation of EAS, in the event of evacuations.

V. SECURING PROCEDURES

Upon determination by the OA EOC Director that the event is concluded make preparation to secure the OA EOC as follows:

- ❑ Remind staff to complete Deactivation Checklist.
- ❑ Notify all appropriate agencies/jurisdictions of intent to close the OA EOC and provide each with an after-hours contact point. This item may be completed by FAX.
- ❑ Prepare any final documentation (WebEOC reports; Operational Period

reports; Summary memorandums for the Board of Supervisors and UDC; bullet points for incoming staff for the following morning.

- ❑ Make sure copies of all daily staff documentation are put in the "Documents" box to assist with event "close out" and financial reimbursements.
- ❑ Return all supplies to storage and configure the OA EOC in accordance with diagram located on the podium.
- ❑ Ensure OA EOC Support Staff document items needed for replenishment.
- ❑ Secure the office complex and compound gate, as appropriate.

VI. SCRIPT FOR EOC PHONES

Script A:

"Hello, you've reached the desk of the_____ (Operations Chief, etc.) at the San Diego County Emergency Operations Center. The EOC is currently activated but the _____ is away from the desk or on the phone.

Please leave a message at the tone and your call will be returned as soon as possible. If you need immediate assistance, press 03 and an attendant will take your call. Thank you for calling."

Script B:

"The position of _____ in the San Diego County Emergency Operations Center is currently not staffed. If you need immediate assistance, press 03 and an attendant will take your call. Thank you for calling."

ANNEX B

Fire and Rescue Mutual Aid Operations



Unified San Diego County Emergency Services Organization And County Of San Diego

Operational Area Emergency Operations Plan

September 2014

Staff and Principal Planners

Office of the Operational Area Fire and Rescue Coordinator

San Diego County Fire Chiefs

Acknowledgements

San Diego County Access and Functional Needs Work Group

GENERAL

Introduction

This annex is created and intended to be an integral part of the San Diego County Operational Area (OA) Emergency Operations Plan (EOP) and the current State of California Fire and Rescue Emergency Mutual Aid Plan. In addition, it identifies the implementation procedures for mutual aid and other support.

In keeping with the "all-hazards" capabilities expected of fire service agencies, an effective EOP must include provisions for, but not be limited to, fire and rescue operations, earthquake, floods, civil disturbance, riots, acts of terrorism, industrial accidents, hazardous material incidents, mass casualty incidents, and air and water pollution.

Intent

No single community or agency has sufficient resources to cope with all emergencies for which the potential exists. This annex is designed to meet the anticipated needs of local agencies within pre-designated response zones, to access resources of adjacent agencies within the OA, and to access the resources of other jurisdictions within Region VI, or beyond if necessary, to meet the needs during emergencies.

Purpose

- To provide for the systematic mobilization, organization and operation of fire and rescue resources within each sub-regional response zone of the OA and to mitigate the effects of any disaster whether natural or man-caused.
- To provide a comprehensive and compatible plan for expediting the mobilization and response of available fire and rescue resources on a local, OA, regional or statewide basis.

EXCUTIVE SUMMARY

Annex B is devoted to Fire and Rescue Operations. Any fire department can request assistance from other fire departments throughout the county simply by requesting those assets from the Operational Area (OA) Fire and Rescue Coordinator (California Department of Forestry and Fire Protection), also known as CAL FIRE.

The OA Fire and Rescue Coordinator is responsible for coordinating Mutual Aid requests and assignments. He/she is able to request strike teams and other resources from fire departments within the OA and fire departments throughout the State of California.

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- To provide for an annually updated fire and rescue inventory of all personnel, apparatus and equipment in the OA.
- To provide a plan for the interchange and dissemination of fire and rescue-related data, directives, and information between fire and rescue officials of local, OA, region, State and Federal agencies.
- To identify the resources necessary for locating and removing endangered, trapped, injured, or isolated persons and providing adequate care.
- To minimize loss of life, subsequent disability, and human suffering by ensuring timely and coordinated firefighting and search and rescue efforts.
- To promote annual training and/or exercises between plan participants.

Scope



To represent all facets of local, rural, tribal and metropolitan fire departments, districts, their interactions with the California Department of Forestry and Fire Protection (CAL FIRE), and federal fire agencies (United States Department of Agriculture (USDA)-Forest Service, Bureau of Land Management (BLM), etc.). Its stakeholders are primarily responsible for fire protection and urban search and rescue programs throughout the OA. The activities of its stakeholders are conducted in all locations and settings including metropolitan, rural, wildland/urban interface, remote areas, airports, military bases, and private enterprise. Many of the county stakeholders also conduct such activities as Emergency Medical Services (EMS) and hazardous material control and other emergency services that require close coordination between the County organizations and other emergency functions.

Planning Basis

- No community has resources sufficient to cope with all potential emergencies.
- Fire and rescue managers must preplan emergency operations to ensure efficient utilization of available resources.
- Basic to California's emergency planning is a statewide system of mutual aid in which each local jurisdiction relies first upon its own resources.
- The California Disaster and Civil Defense Master Mutual Aid Agreement between the State of California, each of its counties and those incorporated cities and fire protection districts signatory thereto:
    - Creates a formal structure for provision of mutual aid.
    - Provides that no party shall be required to unreasonably deplete its own resources in furnishing mutual aid.

    - Provides that the responsible local official in whose jurisdiction(s) an incident occurs requiring mutual aid shall remain in charge at such incident, including the direction of such personnel and equipment provided through mutual aid plans pursuant to the agreement.
    - Provides that the intra and inter-area and intra-regional mutual aid operational plans shall be developed by the parties thereof and are operative as between the parties thereof in accordance with the provisions of such operational plans.
    - Provides that reimbursement for mutual aid extended under the California Fire Service and Rescue System Mutual Aid Plan and the operational plans adopted pursuant thereto, shall only be pursuant to the State law and policies in accordance with the State Office of Emergency Services (Cal OES) policies and procedures.
- Certain specialized types of fire and rescue resources may be considered outside of the mutual aid agreement by the responding agency and therefore may be subject to a pre-established agreement, which may be available only on a reimbursement basis.
- Note: The United States Forest Service (USFS) is not a participant of the San Diego County Mutual Aid System. Therefore, all of their resources may fall into the category of "Assistance by Hire," including all applicable administrative charges and use fees. Consequently, all local resources who may respond to a request by the USFS may also fall into the category of "Assistance by Hire," which includes the use of the California Fire Assistance Agreement (CFAA).
- The state is divided into six mutual aid regions to facilitate the coordination of mutual aid. San Diego County is located in Mutual Aid Region VI. Through this system, Cal OES is informed of conditions in each geographic and organizational area of the state and the occurrence of an imminent threat of disaster.



- In addition to fire and rescue resources, this plan includes both public and private agencies with support capability and/or emergency responsibilities.
- This annex, as part of the OA EOP, should be distributed to and discussed with management, command, operational, and support level personnel within each jurisdiction.
- EOPs must be continuously reviewed, revised when necessary, and tested to encompass change and refinement consistent with experience gained through disaster operations and training and changes in resource availability.

Whole Community Approach

The whole community concept is a process by which residents, emergency management representatives, organizational and community leaders, and government officials can understand and assess the needs of their respective communities and determine the best ways to organize and strengthen their resources, capacities, and interests. Engaging in whole community emergency management planning builds a more effective path to socioeconomic security and resilience. This annex supports the following whole community principles:

- Understand and meet the needs of the entire community, including people with disabilities and those with other access and functional needs.
- Engage and empower all parts of the community to assist in all phases of the disaster cycle.
- Strengthen what works well in communities on a daily basis.

In keeping with the whole community approach, this annex was developed with the guidance of representatives from the OA Cities and representatives from County departments, law enforcement, fire services, emergency management, the access and functional needs communities, and various other local stakeholders. The effectiveness of the emergency response is largely predicated on the preparedness and resiliency of the community.



Community Resiliency Consists of Three Key Factors:

1. The ability of first responder agencies (e.g. fire, law and EMS) to divert from their day-to-day operations to the emergency effectively and efficiently.
2. The strength of the emergency management system and organizations within the region, to include EOC's, mass notification systems and communication systems.
3. The civil preparedness of the region's citizens, businesses and community organizations.

Focusing on enhancing all three of these components constantly focuses the OA on improving the region's resiliency.

CONCEPT OF OPERATIONS

System Overview

The fire and rescue mutual aid defined in this annex is rendered pursuant to the California Master Mutual Aid Agreement and is based upon an incremental and progressive system of mobilization. Mobilization plans have been based upon the concept of providing fire-rescue entity sufficient resources, without extraordinarily depleting fire and rescue defenses outside of the area of disaster.

Under normal conditions, fire rescue mutual aid plans are activated in ascending order starting with local, OA, region, and inter-region. In certain circumstances mobilization of significant fire and rescue forces from within the area or region of the disaster may be impractical and imprudent. Inter-regional mutual aid is, therefore, not contingent upon mobilization of uncommitted resources within the region of the disaster.

Local Fire and Rescue Resources:



Local fire and rescue resources include resources available through automatic and/or day-to-day mutual aid agreements with neighboring jurisdictions. Local mobilization plans are activated by requests to participating agencies and must provide for notification of the OA Fire and Rescue Coordinator upon activation. The OA Fire and Rescue Coordinator shall be notified of those committed resources in order to determine resource availability for subsequent response.

Operational Area Fire and Rescue Resources:

OA Fire and Rescue resources are those which are made available to a participating agency through the approved and adopted OA Fire and Rescue Emergency Mutual Aid Plan. Mobilization of OA resources is activated by the OA Fire and Rescue Coordinator, or his representative, in response to a request for assistance from an authorized fire and rescue official of the participating agency in need. The OA Fire and Rescue Coordinator must notify the Regional Fire and Rescue Coordinator of area resources committed. Following are the general terms of the San Diego County Mutual Aid Agreement:

- All mutual aid provided under this agreement will be without expectation of reimbursement for the duration of the incident so long as no out of county resources which are being reimbursed are assigned to the incident.
- Once an out of county resource eligible for reimbursement is assigned to the incident, any mutual aid resources provided by OA agencies will be

eligible for reimbursement from the time of their original assignment to the incident.

Regional fire and rescue defense resources include all resources available to a participating agency through the approved and adopted Regional Fire and Rescue Mutual Aid Plan. OA plans are significant elements of the regional plans.



In response to a request for assistance from an Area Fire and Rescue Coordinator, the mobilization of regional fire and rescue resources are directed by the Regional Fire and Rescue Coordinator. Regional Fire and Rescue Coordinators must notify the Chief, Cal OES Fire and Rescue Division, of resources committed.

Fire and Rescue Dispatch Centers must be adequately equipped for emergency operations. They should be located in a facility which conducts 24-hour a day operations, and must be equipped to permit direct communications with all fire and rescue service agencies within their area of operations. They must be staffed with competent personnel and equipped with such maps, charts, records and operational data as are necessary to perform emergency operations. Alternate Fire and Rescue Dispatch Centers should have the same capability as primary centers, thus ensuring continued operations in the event of failure of the primary centers.

ORGANIZATION AND RESPONSIBILITIES

The organization and assignment of responsibilities section establishes the organizations and agencies that will be relied upon to respond to a disaster or emergency situation. This section also includes tasks that these organizations and agencies are expected to perform. See Appendix I for specific resource and agency lists.

Responsibilities of Local Agency

- Reasonably exhaust local resources before calling for outside assistance.
- Render the maximum practicable assistance to all emergency stricken communities, under provisions of the San Diego County Fire Mutual Aid Agreement.
- Upon request, will provide a current annual inventory of all fire department qualified personnel, apparatus and equipment to the OA Fire and Rescue Coordinator through the California Fire Inventory Records System.
- Provide for receiving and disseminating information, data and directives.
- Coordinate and conduct necessary training to adequately perform functions and responsibilities during emergencies.

- Provide resources consistent with standards identified in the Field Operations Guide (ICS 420-1) and the National Incident Management System (NIMS).

Responsibilities of the Fire and Rescue Administrator

The Fire Chief, or senior fire and rescue official by other designated title of each local entity providing public fire protection, will serve as fire and rescue representative to their respective zone fire and rescue coordinator.

The Fire Chief in whose jurisdiction the incident occurs shall request their dispatch center to contact the Zone Coordinator to respond with mutual aid assistance. Whenever the incident is, or potentially will be, beyond the capabilities of that local agency, the requesting agency should specify the exact resources needed. This resource is generally provided by a request for designated resources by type with a specific capability. When there is a need for specialized equipment, the procedural request should still be made through the Zone Coordinator. The responsibilities of the Fire and Rescue Administrator are as follows:

- Directs all action toward stabilizing and mitigating the emergency including controlling fires, saving lives, safeguarding property and assisting other emergency services in restoring normal conditions.
- Develops an effective emergency plan for use of the resources under its control and ensures that such a plan is integrated into the emergency plan of the OA of which the fire and rescue administrator is a part. This plan should include provisions for, but not be limited to, fire and rescue operations, earthquake, floods, civil disturbance, riots, acts of terrorism, industrial accidents, hazardous material incidents, mass casualty incidents, air and water pollution.
- Makes maximum use of existing facilities and services within each community prior to requesting assistance from neighboring jurisdictions.
- Conducts mutual aid activities in accordance with established operational procedures.
- During emergency operations, keeps the OA Fire and Rescue Coordinator informed on all matters.
- If receiving mutual aid, maintains responsibility for all logistical support of mutual aid personnel and equipment consistent with the State Mutual Aid Plan and any other local agreements.
- Prepares personnel and equipment inventories and forward copies to the OA Fire and Rescue Coordinators annually.
- Maintains an up-to-date schedule for alerting fire and rescue personnel in emergencies and a checklist of timely actions to be taken to put emergency operations plans into effect.
- Establishes emergency communication capabilities with the OA Fire and Rescue Coordinator.

- Anticipates emergency needs for such items as emergency fire equipment, commonly used spare parts and expendable supplies and accessories, and ensures functional availability of these items in locations convenient for ready use.
- When requesting aid will be in charge of all staffing and apparatus received. Requests for mutual aid will be directed to the OA Fire and Rescue Coordinator via the Zone Coordinator.
- Provides mutual aid resources when requested by the OA Fire and Rescue Coordinator to the extent of their availability without unreasonably depleting local resources.
- Maintains appropriate records, data, and other pertinent information of mutual aid resources committed.
- Provides approximate time commitment and justification of mutual aid needs in request for resources to the OA Fire and Rescue Coordinator. Periodically evaluates the need for mutual aid committed and notifies the OA Fire and Rescue Coordinator.

Responsibilities of the Zone Coordinator/Process for Changing Zones

The Zone Coordinator is elected for a three-year term by the Fire Rescue Chiefs within a designated zone. Zones are established by the Fire Advisory Committee. (Reference: San Diego County Fire Mutual Aid Agreement) The criteria for changing zones can be found in Appendix I. Criteria to form a Zone:

Geographic

- No splitting of agency boundaries
- Take advantage of highway network
- Balancing of resources (relative to risk)

Operational Efficiency

- Most efficient access to mutual aid resources
- Distribution of resources
- Surge capacity
- Zone risk (wildland, high Rise, urbanization, etc.)

Local agencies requesting assistance from outside their jurisdiction, beyond existing Automatic Aid Agreements, will request their dispatch centers to contact their Zone Coordinator. The Zone Coordinator will then contact the OA Fire and Rescue Coordinator (Echo I). The Zone Coordinator should keep the OA Fire and Rescue Coordinator apprised of any significant changes in resource status

When notified by the local jurisdiction that their resources are inadequate to cope with the emergency at hand, the following steps should be taken:

- Activate local mutual aid plan.
- Notify the OA Fire and Rescue Coordinator.
- Request needed resources.
- Prepare to receive and utilize mutual aid requested/provided.
- For further details See **Appendix I**

Responsibilities of the Operational Area Fire and Rescue Coordinator



The OA Fire and Rescue Coordinator is elected by the San Diego County Fire Chiefs for a three-year term. The Coordinator shall appoint two or more alternate Fire and Rescue Coordinators. The process for the election of the OA Fire and Rescue Coordinator can be found in The California Fire and Rescue Mutual Aid System – Election Process (Regional and OA Fire and Rescue Coordinators)

The OA Fire and Rescue Coordinator is notified:

- Whenever required resources exceed the capability of a particular zone
- When more than one jurisdiction is involved in mutual aid
- When the incident is within the area but beyond the resources of the jurisdiction in which it occurs

Zone Coordinators requesting assistance outside their zones beyond existing Automatic Aid Agreements, will request their dispatch centers to contact the OA Fire and Rescue Coordinator, who will then process the request and provide the closest available resources to respond. Resources will be dispatched using the criteria found in the categories listed in the Field Operations Guide, ICS 420-1.

- Organizes and acts as chairperson of an OA Fire and Rescue Coordinating Committee composed of the Alternate OA Fire and Rescue Coordinator. The alternates will be the Zone Coordinators from the OA. The committee may include others as deemed necessary by the chairperson. This committee shall meet at least once each year and may hold additional meetings as deemed necessary by the chairperson.
- The OA Fire and Rescue Coordinator, in cooperation with the OA Fire and Rescue Coordinating Committee, will:

- Organize staff and equip area fire and rescue dispatch centers in accordance with the principles enumerated in the California Fire Service and Rescue Emergency Mutual Aid Plan.
- Aid and encourage the development of uniform fire and rescue operational plans within the area.
- Aid and encourage the development of countywide fire and rescue communication nets operating on the approved fire frequencies for the county.
- Maintain an up-to date inventory system on fire and rescue apparatus and personnel within the area for use in dispatching. Compile and forward this information to the respective Regional Fire and Rescue Coordinator annually.
- Develop a dispatching procedure for all Cal OES fire apparatus, rescue truck, communication vehicles and other specialized resources assigned within the area.
- Provide fire and rescue coordination to the Director of the County of San Diego Office of Emergency Services (OES) or designated representative.
- Responsible to aid and assist local, region and state officials in planning, requesting, and utilizing mobilization centers as needed for staging strike teams and personnel where appropriate.



- During a “State of War Emergency”, shall report to the OA Emergency Operations Center (EOC) to serve on the staff of the Policy Group of the OA EOC. If necessary, an authorized representative may serve on this staff in place of the OA Fire and Rescue Coordinator.
- During a “State of Emergency” declared by the Governor, or as may be necessary, shall report to the OA EOC or such other location as directed by the Regional Fire and Rescue Coordinator. If necessary, an authorized representative may assume this duty.
- Will be responsible for coordination of all fire and rescue resources within the OA on major mutual aid operations.
- If the emergency is within the jurisdiction of the OA Fire and Rescue Coordinator and the emergency overloads the communication facilities, the OA Fire and Rescue Coordinator may assign dispatching of mutual aid equipment to an alternate fire and rescue dispatch center.
- Shall keep the Regional Fire and Rescue Coordinator informed of all operations.

- Evaluates requests for assistance from local agency and determines the resources from the OA which can provide the most timely assistance and initiates appropriate response thereof. Per Cal OES Operations Bulletin #1, the Cal OES Fire and Rescue OAs and Cal OES Fire and Rescue Regions are authorized to directly order/fill initial attack/immediate need engine requests with up to 5 strike teams or task forces from one adjacent Cal OES OA/ Region based on the closest resource concept
- Determines approximate time commitment and justification of resources issued to local agency, and length of time it will utilize these resources. Periodically evaluates the justification and commitment to the local agency of these resources and notifies the region.



- The OA Fire and Rescue Coordinator will advise the requesting jurisdiction of the origin of resources responding to the request for assistance.
- Shall notify and advise the Regional Fire and Rescue Coordinator, in a timely manner, of the need to establish mobilization centers and/or staging areas.

- The OA Fire and Rescue Coordinator is not responsible for any direct fire or other emergency operations accept those which occur with the jurisdiction of its own department, agency, etc. The local official in whose jurisdiction the emergency exists shall remain in full charge of all fire and rescue resources, staffing, and equipment furnished for mutual aid operations.
- The OA Fire and Rescue Coordinator along with the OES, is responsible for the update of this annex every four years.
- Keeps the Zone Coordinators informed of resource status within the OA.

Responsibilities of the Regional Fire and Rescue Coordinator

- Organizes and acts as chairperson of the Regional Fire and Rescue Coordinating Committee, composed of Alternate Regional Fire and Rescue Coordinators and the OA Fire and Rescue Coordinators within the region. This committee may include others as deemed necessary by the chairperson. This committee shall meet at least once a year and may hold additional meetings as deemed necessary by the chairperson.
- Upon receipt of information of an emergency within the region, this may require regional mutual aid, or upon request of the State Fire and Rescue Coordinator, shall assume responsibility for coordination and dispatch of regional mutual aid resources.

- In cooperation with the Fire and Rescue Coordinating Committee shall:
    - Organize, staff, and equip a Regional Fire and Rescue dispatch center in accordance with the principles enumerated in the California Fire Service and Rescue Emergency Mutual Aid Plan.
    - Select and submit to the State Fire and Rescue Coordinator, the names of individuals to serve as its alternates at the Regional Fire and Rescue dispatch centers.
    - Aid and encourage the development of uniform fire and rescue emergency plans within the region, through the OA Fire and Rescue Coordinators.
    - Aid and encourage the development of countywide fire and rescue communication nets, tying CAL FIRE departments to an OA Fire and Rescue dispatch center.
    - Maintain an up-to-date inventory system of fire and rescue apparatus and personnel within the region for use in dispatching. Compile and forward this information to the State Fire and Rescue Coordinator annually.
- During a "State of War Emergency", the Regional Fire and Rescue Coordinator or the authorized representatives shall report to the Regional Emergency Operations Center (REOC), acting as Fire and Rescue liaison to the Cal OES Regional Manager.
- During a "State of Emergency" proclaimed by the Governor, or as may be necessary, the Regional Fire and Rescue Coordinator or the alternate will report to the REOC or other locations as directed by the State Fire and Rescue Coordinator.
- Is responsible for dispatching all Cal OES and/or CAL FIRE and rescue resources within the region on major mutual aid operations.



- If the emergency exists within the jurisdiction of the Regional Fire and Rescue Coordinator and overloads the communication facilities, the Regional Fire and Rescue Coordinator may assign dispatching of mutual aid equipment to an Alternate Regional Fire and Rescue dispatch center.
- Keeps the State Fire and Rescue Coordinator informed of all operations within the region.
- Evaluates requests for assistance from area and determines the region resources from that region which can provide the most timely assistance, and initiates appropriate response thereof. Determines if the timeliest assistance is from an adjacent region and if so, requests assistance from that Region Fire and Rescue Coordinator (not to exceed five engines or individual resources), and must notify the

State Fire and Rescue Coordinator of this action. When resources are needed from more than one adjacent region, either for timely response or when the need is beyond region capability, the request must be made to the State.

- Needs to request approximate time commitment and justification of resources issued to the OA, and length of time it will utilize these resources. Shall periodically evaluate the justification and commitment to the OA of these resources, and notify the State.
- The Regional Fire and Rescue Coordinator will advise the requesting area of the source of all assistance responding to the area.
- Shall notify and advise the State Fire and Rescue Coordinator, in a timely manner, of the need to establish mobilization centers and/or staging areas.
- Regional Fire and Rescue Coordinator will monitor and coordinate backup coverage within an area or region when there is a shortage of resources.
- Calls and conducts elections within the respective OAs for OA Fire and Rescue Coordinator. These elections will be held every three years and when a vacancy occurs or at the request of the State Fire and Rescue Coordinator. Communications and dispatch requirements will be considered in electing coordinators.
- The Regional Fire and Rescue Coordinator is not responsible for any direct fire or other emergency operations except those, which occur within the jurisdiction of its own department, agency, etc. The local official in whose jurisdiction the emergency exists shall remain in full charge of all fire and rescue resources furnished for mutual aid operations.
- Responsible to aid and assist in planning, utilizing, and requesting mobilization centers as needed for staging strike teams during mutual aid operations.

Responsibilities of the Chief, State Fire and Rescue Coordinator

Cal OES, Fire and Rescue Division:

- Prepares, maintains, and distributes the basic California Fire Service and Rescue Emergency Mutual Aid Plan for coordinating statewide emergency fire and rescue resources which include, but are not limited to, all regularly established fire and rescue services within the state.
- Develops and maintains a "Fire and Rescue Emergency Operations Plan" and "Standard Operating Procedure" for the use and dispatch of Cal OES Fire and Rescue personnel, apparatus and other fire and rescue resources as necessary. Such plans shall be made available to appropriate levels of command; i.e., OA and Region Fire and Rescue Coordinators, dispatch centers, and CAL FIRE and rescue officials.
- Organizes, staffs, and equips the State Fire and Rescue dispatch center and alternate facilities necessary to ensure effective statewide coordination and control of mutual aid fire and rescue operations.

- Monitors ongoing emergency situations, anticipates needs, and prepares for use of inter-regional fire and rescue mutual aid resources, establishing priorities and authorizing dispatch.
- State Fire and Rescue Coordinator will monitor and coordinate backup coverage between regions when there is a shortage of resources.



- Consults with and keeps the Director of Cal OES informed on all matters pertaining to the fire and rescue services, and through the State Fire and Rescue Coordinator, keeps the California Emergency Council informed of current policy matters and proposed revisions in the California Fire Service and Rescue Emergency Mutual Aid Plan.
- Consults with and assists federal and other state agency representatives on all matters of mutual interest to the fire and rescue service.
- Coordinates fire and rescue emergency mutual aid operations throughout the state, both on and off scene.
- Assists state and CAL FIRE and rescue agencies in utilizing federal assistance programs available to them and keeps them informed of new legislation affecting these programs.
- Assists in the coordination of the application and use of other state agency resources during a "State of Emergency" or "State of War Emergency."
- Develops and provides training programs and materials for effective application and utilization of the California Fire Service and Rescue Emergency Mutual Aid Plan.
- Encourages the development of training programs for specialized emergencies involving fire and rescue services; i.e., radiological monitoring, civil disturbances, staff and command training.
- Calls for and conducts elections for Regional Fire and Rescue Coordinator. These elections will be held every three years or any time a vacancy occurs.
- Develops procedures for reimbursement of state and local agency expenses associated with assistance rendered during a major incident.
- Standardizes forms and procedures for the records required for response of Cal OES and/or CAL FIRE and rescue resources responding to incidents or OA coverage which qualify for reimbursement.

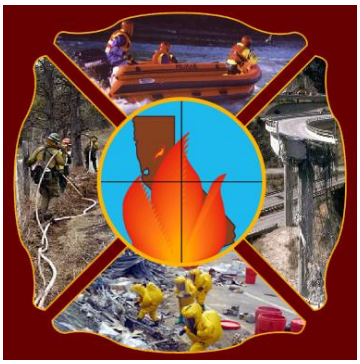
DIRECTION, CONTROL, OR COORDINATION

Authority to Initiate Actions

The OA Fire and Rescue Coordinator is notified whenever required resources exceed the capability of a particular zone, when more than one jurisdiction is involved in mutual aid, and when the incident is within the area but beyond the resources of the jurisdiction in which it occurs.

Zone Coordinators requesting assistance outside their zones beyond existing Automatic Aid Agreements, will request their dispatch centers to contact the OA Fire and Rescue Coordinator, who will then process the request and provide the closest available resources to respond. Resources will be dispatched using the criteria found in the categories listed in the Field Operations Guide, ICS 420-1.

It is the intent of this plan that the Incident Command System as developed by FIRESCOPE and as adopted within the Standardized Emergency Management System (SEMS) and NIMS be utilized for the management of all emergency incidents. Qualifications required for each position within the Incident Command System (ICS) structure shall be approved as follows:



- 200 level certification and lower: Authority having Jurisdiction chief/administrator
- 300 level certifications: California Incident Command System Committee (CICCS),
- 400 level certifications: Region

Agencies are reminded that personnel must be properly certified and qualified to perform in the various ICS positions.

INFORMATION COLLECTION AND DISSEMINATION

Each of the zones will provide their available resource status each morning to the OA Command Center. The OA Command Center maintains resource status once collected from each of the zones developing a report indicating resource availability and commitments, the completed report will be sent to each of the zones every morning. When significant resources are being committed or perceived as likely to be committed, the OA Fire and Rescue Coordinator will communicate via email, text or by conference call to the Zone Coordinators.

COMMUNICATIONS

System Overview

Communications at emergency incidents are managed through the use of a common communications plan and an incident-based communication center established solely for the use of command, tactical and support resources assigned to the incident. This includes incident-established radio networks, on-site telephone, public address, and off-site incident telephone/microwave/radio systems.

The control point for integrated communications in the field is Echo III, or alternate mobile communications vehicles such as the Sheriff's Mutual Aid Communications Van, regional inter-operable communications vehicles and RACES 1 (Radio Amateur Civil Emergency Service). Echo III is a mobile command center, which is dispatched to the incident to assign and coordinate radio frequency use, as set forth in the Incident Command System (Ref. Field Operations Guide ICS 420-1).



The communications system used by all fire agencies within the OA is described in **Annex I: Communications and Warning Systems**.

This is a Mobile Command Unit which is dispatched to incidents in the field to provide communications links between on scene personnel and between the scene and the dispatch center. Upon its arrival, it will be utilized as the communications unit for the incident. There are other communication units available throughout the county, please refer to Annex I for additional information.

Operational Area Notifications to the Zones:

It is understood that all agencies within the OA need accurate and timely information to ensure well informed decisions are made. To support this, the OA Fire and Rescue Coordinator or their alternate will strive to keep the zones updated on resource commitments occurring due to in or out of county incidents. Further, it is recognized that most agencies need this information before or by 0700 to ensure they have time to react before shift changes occur at 0800.

Conference calls will also be conducted on an as needed basis. The OA Fire and Rescue Coordinator will try to provide at least two hours advance notice of a pending conference call whenever possible.

There are two categories of notifications that will be addressed:

1. **Notifications and Updates:**

   Notifications:

   a. Significant impact to the OA: Assignments of Strike Teams (engines- LG, OES, CF and CF Fire Crews). This may include Initial Attack (IA) assignments but is focused upon extended commitments.

   b. Real time communications to the Zone Coordinators: These notifications will be made as soon as the information can be shared. Discretion will be exercised for late night notifications.

   Updates:

   1. Advise Zone Coordinators of significant resource commitments. This should be done by 0700 on a daily basis until all resources have returned.

2. **Conference calls.**

   Conference calls are intended to allow each of the zones to communicate directly with the OA Fire and Rescue Coordinator when significant resource activity is expected or occurring. The conference call is intended to be very brief allowing for input from each of the zones and the OA Coordinator. Refer to Appendix X for a template for use during these conference calls.

System Capability

The current radio systems in place throughout the OA are designed to provide each fire agency with a Local Communications Net, Command and Tactical Frequencies and a County Mutual Aid Command Net.

The communication units are responsible for developing plans to make the most effective use of incident-assigned communications equipment and facilities; the installation and testing of all communications equipment; supervision and operation of the Incident Communications Center; distribution and recovery of equipment assigned to incident personnel; and the maintenance and on-site repair of communications equipment.

The Field Communications Unit (Echo III) has a major responsibility for effective communications planning, due to the potential multi-agency use of ICS. This is especially important in determining required radio nets, establishing interagency frequency assignments and ensuring that maximum use is made of all assigned communications capability.

To enhance the communications system, the following fixed facilities and mobile units are owned by the County (**note: many local jurisdictions in the OA have their own field communications units**):

Echo I:

This Communication Center is located at the California Department of Forestry/CAL FIRE Headquarters at Monte Vista. This is the Primary Command and Control Center for the fire mutual aid radio system within the OA.

Echo III:

This is a Mobile Command Unit which is dispatched to incidents in the field to provide communications links between on scene personnel and between the scene and the dispatch center. Upon its arrival, it will be utilized as the Communications Unit for the incident. There are other communication units available throughout the county, please refer to Annex I for additional information.

ADMINISTRATION, FINANCE, AND LOGISTICS

Under SEMS, special districts are considered local governments. As such, they are included in the emergency planning efforts throughout the OA. The OA Emergency Organization, in accordance with SEMS, supports and is supported by:

- Cities within the OA
- The County of San Diego
- Special districts
- Other counties
- The State of California
- The Federal Government

NIMS provides a consistent nationwide template to enable Federal, State, local, and tribal governments and private-sector and nongovernmental organizations to work together effectively. NIMS also enables these entities to efficiently prepare for, prevent, respond to, and recover from domestic incidents, regardless of cause, size, or complexity, including acts of catastrophic terrorism.

Mutual aid, including personnel, supplies, and equipment, is provided in accordance with the California Master Mutual Aid Agreement, and other local Mutual Aid Agreements. More information about mutual aid is contained in individual annexes, appendices and attachments within this Plan.

The private sector is an important part of the emergency organization. Business and industry own or have access to substantial response and support resources. Community Based Organizations (CBOs) or Non-Governmental Organizations (NGOs) provide valuable resources before, during, and after a disaster. These resources can be effective assets at any level. OES has established the ReadySanDiego Business Alliance. The Alliance will have a virtual connection to the OA EOC via a social networking system fed through a RSS feed from WebEOC.

There are some City and County personnel who do not have specific task assignments. They are automatically designated by State Law as Disaster Service Workers (DSWs) during a disaster, and serve in the response effort.

- "All public employees and all registered volunteers of a jurisdiction having an accredited disaster council are Disaster Service Workers", per the Government Code, Title I, Division 4, Chapter 8, and Labor Code, Part I, Division 4, Chapters 1 and 10.
- The term public employees includes all persons employed by the State, or any County, City or public district.
- Other personnel including volunteers can be quickly registered by OES as Disaster Service Workers, which provides Workers Compensation and liability coverage.

OES maintains a list of pre-registered volunteers affiliated with volunteer organizations that have been signed up as DSWs.

It is imperative that local government maintain duplicate records of all information necessary for restoration of normal operations. This process of record retention involves offsite storage of vital computerized and paper-based data that can be readily accessible.

Vital records of the Unified Organization are routinely stored in records storage rooms at OES in printed hard copy form, on CD-ROM, and electronically. Computer records are routinely backed up and stored separately from the hard drives. All personnel records are stored by the County Department of Human Resources at several locations throughout the OA.

ANNEX DEVELOPMENT AND MAINTENANCE

This annex is a product of the OA EOP. As such, the policies, procedures, and practices outlined in the OA EOP govern this annex. OES coordinates the maintenance and updates of this annex every three to four years, in accordance with the maintenance schedule established for the OA EOP. Record of changes, approval, and dissemination of the OA EOP will also apply to this annex.

Updates to this annex can be made before such time for multiple reasons, including but not limited to changes in policy/procedure, improvements and recommendations based on real life events or exercises, etc. Recommended changes should be submitted to OES at oes@sdcounty.ca.gov

The OA Coordinator works closely with the Zones to develop and maintain the items contained in the annex. A committee will be developed to revise or update this living document. The committee will be made up of the OA Fire and Rescue Coordinator and Zone Coordinators or their delegates. The Zones will work closely with those they

represent to ensure that all considerations are made. When a final draft is completed, the Zones will distribute to the agencies they represent allowing for final review and support.

Items that are likely to change or need updating before the next planned revision of the annex are contained in the appendices to this agreement. If items in the appendices need to be updated, the zones will work with the OA Fire and Rescue Coordinator to update the appendices and share among all affected parties.

AUTHORITIES AND REFERENCES

California Master Mutual Aid Agreement:

An agreement made and entered into by and between the State of California, its various departments and agencies, and the various political subdivisions, municipal corporations, and other public agencies of the State of California to facilitate implementation of Chapter 7 of Division 1 of Title 2 of the Government Code entitled "California Emergency Services Act."

California Fire Assistance Agreement

An agreement made and entered into by and between the Cal OES (Representing the California Fire and Rescue Mutual Aid System) and California Department of Forestry and Fire Protection, and the five Federal Fire Agencies (USDA Forest Service, USDI National Park Service, Bureau of Land Management, Fish and Wildlife Services, and Bureau of Indian Affairs) for the purpose of coordinating the use of and reimbursement for local government Fire and Rescue resources used at wildfire incidents.

- Reimbursement for mutual aid may be provided pursuant to a Governor's disaster proclamation or when conditions warrant invoking the Fire Assistance Agreement. There is no other existing provision for mutual aid reimbursement.
    - Cal OES shall be required to provide direction, ongoing guidance and monitoring throughout the process until reimbursement is received by local agencies.
    - Memorandums of understanding between federal, state and local agencies will not include a commitment of local resources without the express written consent of the local jurisdiction(s).
- The agency receiving mutual aid is responsible for logistic support to all mutual aid personnel and equipment received as described in the California Master Mutual Aid Agreement. Reimbursement for mutual aid may be provided pursuant to a Governor's disaster proclamation or when conditions warrant invoking the Fire Assistance Agreement. There is no other existing provision for mutual aid reimbursement.
- Cal OES shall be required to provide direction, ongoing guidance and monitoring throughout the process until reimbursement is received by local agencies.

Policy Statements

OA and Regional Plans are required to be consistent with the statewide Master Mutual Aid Agreement and the California Fire Assistance Agreement. The following policy statements are applicable to this annex:

- The basic tenets of emergency planning are self-help and mutual aid.
- Emergency planning and preparation is a task, which must be shared by all political subdivisions and industries as well as every individual citizen.
- The California Fire Service and Rescue Emergency Mutual Aid Plan provides a practical and flexible pattern for the orderly development and operation of mutual aid on a voluntary basis between cities, cities and counties, fire districts, special districts, county fire department, and applicable state agencies. Normal fire department operating procedures are utilized, including day-to-day mutual aid agreements and plans, which have been developed by fire and rescue officials.
- Reimbursement for mutual aid may be provided pursuant to a Governor's disaster proclamation or when conditions warrant invoking the Fire Assistance Agreement. Provision for reimbursement may also be provided in local mutual aid agreements between local governments; in local agreements between federal agencies such as USFS and BLM with local government entities; or through other agreements that may, from time to time, be created and agreed to by responsible agencies
- Cal OES shall be required to provide direction, ongoing guidance and monitoring throughout the process until reimbursement is received by local agencies.
- Memorandums of understanding between federal, state and local agencies will not include a commitment of local resources without the expressed, written consent of the local jurisdictions(s).
- In developing emergency plans, provisions should be made for integrating fire and rescue resources into mutual aid organizations for both fire and non-fire related disaster; i.e., earthquake, flood, radiological defense, hazardous materials incidents, war/terrorism related sheltering and or relocation of significant portions of the population. In planning for war/terrorism related emergencies, provisions for pre and post attack activities should be included; i.e., shelter improvement, radiological monitoring and decontamination.
- In developing local mutual aid and emergency preparedness plans, provisions must be made for liability and property damage insurance coverage on apparatus and equipment used beyond the territorial limits of the political subdivision. Consideration must be given to the rights, privileges, and immunities of paid, volunteer, and auxiliary personnel in order that they may be fully protected while performing their duties under a mutual aid agreement or an emergency preparedness plan. Provision is made in state law to deal with these matters, and the procedure outlined therein should be followed to ensure maximum protection.

ATTACHMENT 1

Regional Urban Search And Rescue (USAR)

USAR involves the location, rescue (extrication), and initial medical stabilization of victims trapped. USAR is considered a “multi-hazard” discipline, as it may be needed for a variety of emergencies or disasters including earthquakes, hurricanes, typhoons, storms and tornadoes, floods, dam failures, technological accidents, terrorist activities, and hazardous materials releases. The USAR Task Forces are FEMA assets and are ordered through the Mutual Aid Process. Go to the FEMA website for specific information on USAR resources.

Swiftwater Rescue Teams

Swiftwater Rescue Teams involve the location, rescue (extrication), and initial medical stabilization of victims trapped in swift moving and floodwater conditions. The teams are staffed, trained, and equipped following NIMS and FIRESCOPE standards.

The teams in San Diego County can be mobilized for operations anywhere in the county. Each Zone Coordinator will maintain a current list of Swiftwater/Flood Rescue resources and will make the list available to the OA Fire and Rescue Coordinator.

If a team is needed and the requesting agency does not have their own team, the request is made to the Zone Coordinator through the zone dispatch center who will supply teams if the Zone’s teams are available. If the team is not available within the zone, the request goes to the OA Fire and Rescue Coordinator who will attempt to fill the request within the OA. If nothing is available within the area, the request will be forwarded to the Cal OES through the normal statewide mutual-aid system. OES/Cal OES has availability of additional Swift Water Flood Rescue teams and other regional resources throughout the state. For specific details regarding available resources, alert status, and current contact information for teams and technical specialists see **Appendix II**.

San Diego County Firefighting Air Resources Programs

Within San Diego County aerial firefighting resources are provided by CAL FIRE fixed wing and tactical aircraft, the San Diego County Sheriff’s Department Type II and III helicopters, the City of San Diego Type II helicopters, the USFS Type II helicopter, and, through MOU’s with CAL FIRE, the Navy and USMC have Type I helicopters. Periodically, additional air resources become available for use by OA agencies (e.g.; SDG&E Type 1). For numbers of resources, types and aircraft descriptions, see **Appendix III**.

San Diego County Rescue Helicopter Resources

Within San Diego County, aerial rescue helicopters are provided by: San Diego Sheriff in cooperation with CAL FIRE operates Type II with hoist (BLS), San Diego City has Type II with hoist (ALS), and United States Coast Guard (USCG) has Type I with hoist (BLS). For number of resources, types and description of ability, see **Appendix IV**.

Community Emergency Response Teams (Cert)

Community Emergency Response Teams (CERT) in San Diego County are trained to be able to support fire personnel in the time of a disaster within their communities. Each program is community based and sponsored by a local public safety agency within their jurisdiction. Each CERT program will respond within the scope of their training at the direction of their sponsoring agency. CERT members are identified by green vests and are registered members of the Disaster Service Worker (DSW) Program. For additional information please see **Appendix V**.

Technical Rescue Resources

The technical rescue resources consist of, Mass Casualty Units, Confined Space Units, Trench Rescue Units, Heavy Rescue Units and Rope Rescue. These units are staffed by firefighters and stationed throughout the county. Resources should be requested through the local dispatch center. For resource type, location, and unit designator see **Appendix VI**.

Hazardous Material Response Resources

The San Diego County OA Hazardous Materials Area Plan (Area Plan) describes the system currently in place in San Diego County for managing hazardous materials emergencies. The San Diego County Department of Environmental Health (DEH), Hazardous Materials Division (HMD) is the administering agency for the Area Plan.

The activities carried out by the HMD, Hazardous Materials Incident Response Team (HIRT), Military Hazardous Materials Team (Camp Pendleton) and OES to effectively manage hazardous materials emergencies are coordinated, in part, through the Area Plan. The Area Plan is designed to integrate the operational activities of San Diego County's Emergency Services Organization, Hazardous Incident Response Team (HIRT) into the on-scene operational procedures for the local, State or Federal agency who have primary responsibility for a hazardous chemical emergency in the jurisdiction. For Area Plan, see **Appendix VII**.

Other Resources

It is recognized that fire agencies have support resources that are unique and although they do not belong in the other categories, identifying them will allow fire rescue agencies to be aware of assets within the region that can support their incidents. A couple of examples of resources to be found in this section include Rehabilitation Units and support equipment. For a list of resources, please see **Appendix VIII**.

APPENDIX I: FIRE MUTUAL AID ZONES AND DISPATCH FOR COUNTY WIDE FIRE RADIO NETWORK SYSTEM

***800 MHz | #VHF**

NORTH ZONE	DISPATCHED BY
North County Dispatch JPA	Self *
Rancho Santa Fe Fire Protection District	North County JPA *
Camp Pendleton Fire Department	Self
City of Carlsbad Fire Department	North County JPA *
City of Del Mar Fire Department	North County JPA *
City of Encinitas Fire Department	North County JPA *
City of Escondido/Rincon Del Diablo Municipal Water District	Self *
City of Oceanside Fire Department	North County JPA *
City of San Marcos Fire Dept. /San Marcos Fire Protection District	North County JPA *
City of Solana Beach Fire Department	North County JPA *
City of Vista Fire Department/Vista Fire Protection District	North County JPA *
Elfin Forest Volunteer Fire Department (County Service Area 107)	North County JPA *
North County Fire Protection District	North County JPA *
San Pasqual Reservation Fire Department	North County JPA *
Rincon Reservation Fire Department	North County JPA *
Pala Indian Reservation Fire Department	North County JPA *
North County Reservation Fire District	North County JPA *
Valley Center Fire Protection District	North County JPA *
METROPOLITAN ZONE	**DISPATCHED BY**
City of San Diego Fire-Rescue Department	Self *
City of Poway Fire Department	SD Fire Rescue *
Miramar Fire Department	Self

Federal Fire Department	Self
City of Coronado Fire Department	Heartland Fire JPA *
City of Imperial Beach Fire Department	SD Fire-Rescue *
City of National City Fire Department	SD Fire-Rescue *
City of Chula Vista Fire Department	SD Fire-Rescue *
San Pasqual Volunteer Fire Dept. (County Service Area 113)	SD Fire-Rescue *
CENTRAL ZONE	**DISPATCHED BY**
Heartland Fire Communications (JPA)	Self *
Alpine Fire Protection District	Heartland Fire JPA *
Barona Fire Protection District	Heartland Fire JPA *
Bonita-Sunnyside Fire Protection District	Heartland Fire JPA *
City of El Cajon Fire Department	Heartland Fire JPA *
Lakeside Fire Protection District	Heartland Fire JPA *
City of La Mesa Fire Department	Heartland Fire JPA *
City of Lemon Grove Fire Department	Heartland Fire JPA *
City of Santee Fire Department	Heartland Fire JPA *
Viejas Fire Department	Heartland Fire JPA *
Sycuan Reservation Fire Department	Heartland Fire JPA *
NO ZONE AFFILATION	**DISPATCHED BY**
California Department of Forestry and Fire Protection (CAL FIRE)	CAL FIRE #
United States Forest Service (USFS)	USFS #
EAST ZONE	**DISPATCHED BY**
Borrego Springs Fire Protection District	CAL FIRE *#
Campo Indian Reservation Fire Department	Heartland Fire JPA *
Deer Springs Fire Protection District (CAL FIRE)	CAL FIRE *#
Julian Cuyamaca Fire Protection District	CAL FIRE *#

Mesa Grande Indian Reservation Fire Department	CAL FIRE *#
Pine Valley Fire Protection District (CAL FIRE)	CAL FIRE *#
Ramona Municipal Water District (CAL FIRE)	CAL FIRE *#
San Diego Rural Fire Protection District (CAL FIRE)	CAL FIRE *#
San Diego County Fire Authority (CAL FIRE)	CAL FIRE *#
San Miguel Consolidated Fire Protection District (CAL FIRE)	CAL FIRE *#
Santa Ysabel Reservation Fire	Heartland Fire JPA*

NOTE: Federal installations may be included in any of the above zone

County of San Diego Mutual Aid Zones

Policy for Changing Zones

There are four (4) Fire Mutual Aid Zones in San Diego County

- North Zone
- Metro Zone
- Central Zone
- East Zone

Procedure for Managing Zone Changes:

The OA Zone Coordination Group will be the formal committee that will review and make final decisions on changes within the respective zones.

The committee will consist of the following members:

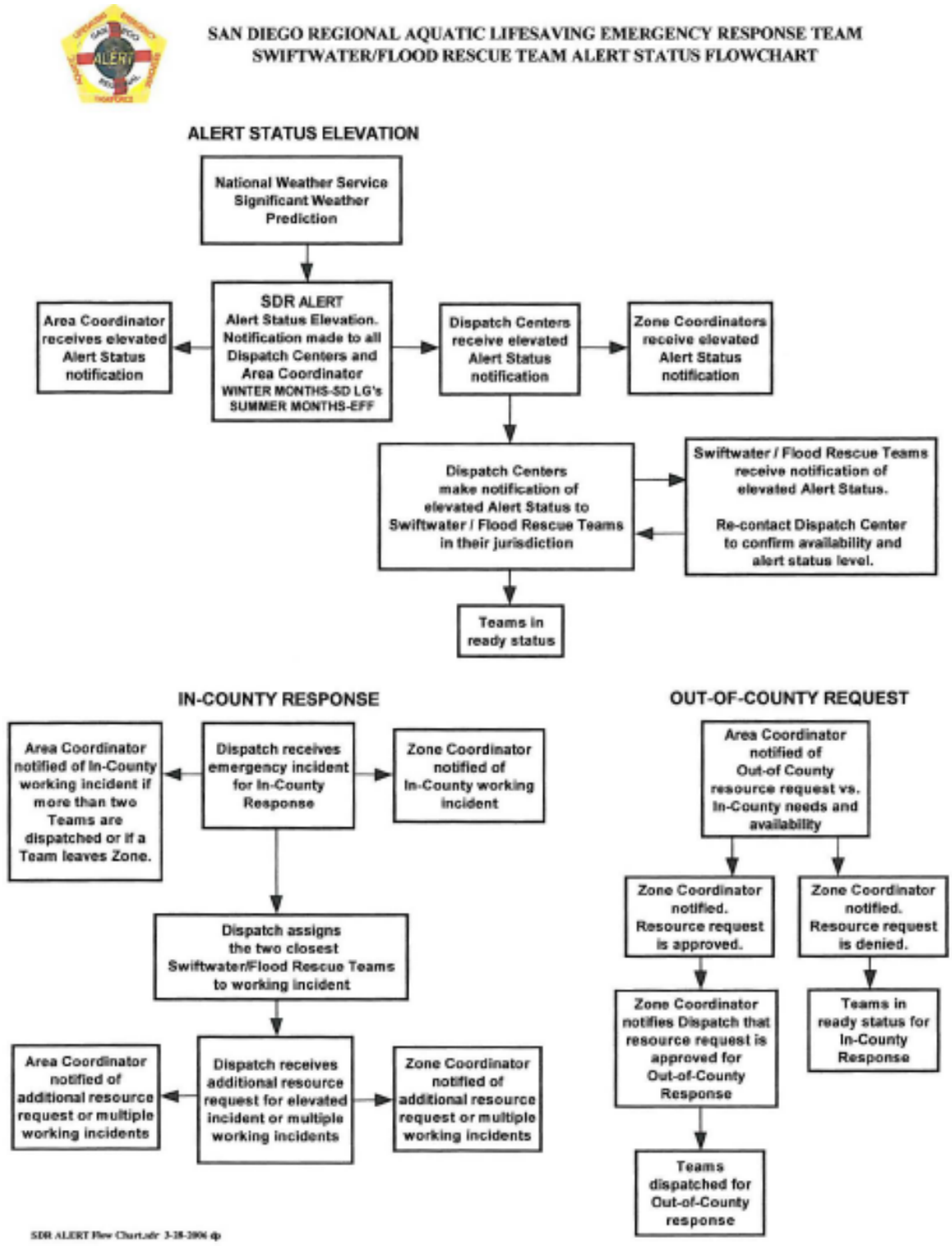
- OA Fire and Rescue Coordinator (Spokesperson)
- Alternate Area Coordinator(s)
- North Zone Coordinator
- Metro Zone Coordinator
- Central Zone Coordinator
- East Zone Coordinator

Group Responsibilities:

- Receive requests and resolve issues that may arise within the respective zones (zone changes, resource changes, etc.)
- The Coordination Group will review and weigh the operational merits of the request(s)
- The Coordination Group will vote to approve or disapprove the request
- The Coordination Group's decision is final
- Once a decision is made by the Group, the OA Fire Rescue Coordinator (or Alternate Coordinator if in the O/C position) will respond in writing to the requesting agency(s) and copy all OA Coordination Group Agencies

APPENDIX II

Swiftwater Rescue Resources



SAN DIEGO REGIONAL AQUATIC LIFESAVING EMERGENCY RESPONSE TEAM
Swiftwater/Flood Rescue Team Alert Procedures

The following procedures were developed to enhance the area-wide readiness and use of existing Swiftwater/Flood Rescue Teams. While individual agency operations may vary slightly in reaction to each Alert level, the criteria at each level remains the same throughout the Operational Area.

ALERT I

Criteria: Rainfall predictions:

COAST	FOOTHILL	MOUNTAIN
½" – 1"	1" – 1½"	1½" +

Incidents involving persons or vehicles attempting to cross moving water within the County are possible.

Response: Designated vehicles are equipped for Swiftwater Rescue (SR) conditions. Trained personnel are available 24 hours a day, and additional team members may be on call. *Once availability is determined, contact YOUR fire dispatch agency with info.*

ALERT II

Criteria: Rainfall predictions:

COAST	FOOTHILL	MOUNTAIN
1" – 2"	2" – 3"	3" +

SR incidents within the County are likely.

Response: Designated vehicles are equipped for SR conditions and available for emergency response. Trained personnel are assigned to shifts, additional team members are available for immediate recall. *Once availability is determined, contact YOUR fire dispatch agency with info.*

ALERT III

Criteria: Rainfall predictions:

COAST	FOOTHILL	MOUNTAIN
2" – 3"	3" – 4"	4" +

Heavy rain conditions are prevalent, and SR incidents within the County are imminent.

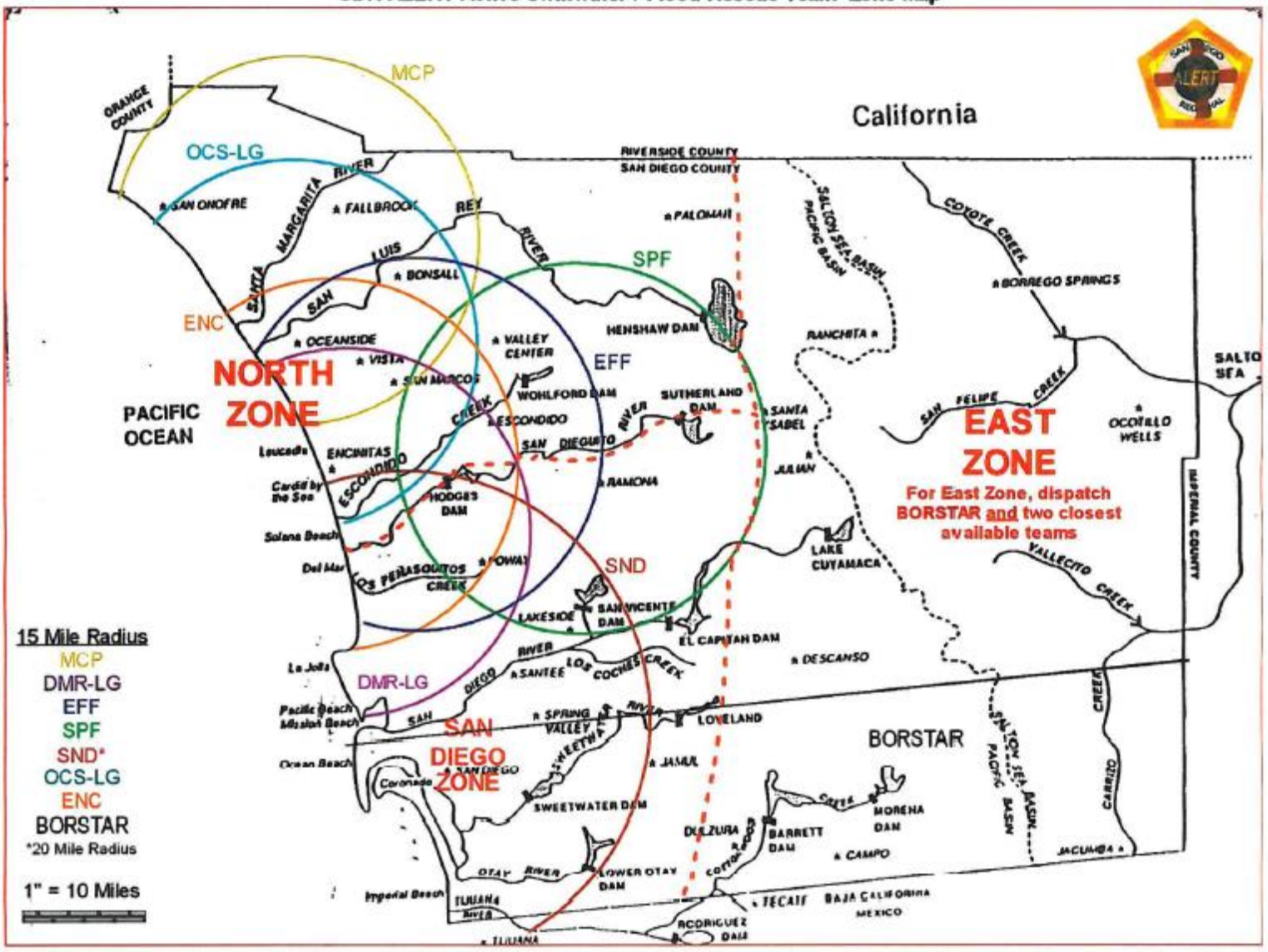
Response: All available SR trained members are assigned to equipment. All equipment is available for immediate response. In some cases, equipment and teams are strategically deployed in advance of an incident. *Once availability is determined, contact YOUR fire dispatch agency with info.*

NOTE: When a Dispatch Center is made aware of Swiftwater / Flood Rescue Teams at Alert II and Alert III levels, that agency shall then contact the Zone Coordinator and update the resource information. The Zone Coordinator shall then contact the Area Coordinator and update accordingly.

Existing conditions such as saturated ground or rivers near flood stage from previous rainfall will also be taken into consideration when determining Alert levels.

Alert Procedures Rev 3-28-06 dp

SDR ALERT Active Swiftwater / Flood Rescue Team Zone Map



APPENDIX III: FIREFIGHTING HELICOPTER RESOURCES AVIATION ASSETS SAN DIEGO COUNTY

Firefighting Helicopters

San Diego Sheriff's Department/CAL FIRE Helicopter Program

The San Diego County Sheriff's Department Fire/Life Safety Helicopter Program is capable of responding with two Type II firefighting and multi-mission-capable helicopters. These helicopters are known as County Copters 10 and 12 (Bell 205 A-1++). These helicopters are dedicated, local controlled regional resources and are available to all public safety agencies in San Diego County. At least one of these aircraft are staffed with a CAL FIRE Helitack Captain and Sheriff pilot year round, the second ship is also covered with a CAL FIRE Helitack Captain and Sheriffs Pilot during periods of increased fire danger, typically June through November as dictated by weather conditions.

The San Diego County Sheriff's Department also has five (5) Type III helicopters ([1] Bell 407 [4] MD 500's) assigned to the law enforcement program, that can also assist with firefighting missions when requested by CALFIRE and approved by the lieutenant of ASTREA. Approval by ASTREA is based on the availability of the Type III helicopters (maintenance), availability of a CALFIRE carded Sheriff's fire pilot, prior carding of the Sheriff's aircraft by CALFIRE, and current law enforcement missions etc.

During peak fire season one aircraft will be staffed with an eight person Helitack crew. Their goal is to rapidly contain hot spots ahead of the main ground attack while being supported by helicopter drops. The crew usually consists of a Helitack Captain acting as the crew leader with five to six firefighters.

When requested, the helicopters will provide an immediate initial attack response for wildland fires, air-supported emergency services, search and rescue missions, technical rescue operations and transportation and deployment of emergency service personnel and associated equipment within San Diego County currently during daylight hours only.

AIRCRAFT FLEET



Specifications:

Cruise Speed:	125 mph
Gallon Capacity:	360 plus
	324/bucket

Manufacture
Bell Helicopters, Fort Worth, Texas

Crew
Pilot, Co-pilot, and nine Firefighters

Mission
The Bell 205 is the civilian version of the UH-1H that CAL FIRE uses for its helicopter fleet. Their missions are identical. In San Diego County, CAL FIRE jointly staffs a Bell 205-A1++ with the sheriff's department. The 205-A1++ has an improved rotor system and more powerful engine than the original 205. With seating for up to 9 passengers, this aircraft can be used for initial-attack fire missions as well as crew transport. A tank can be equipped on the belly of the aircraft that can hold 375 gallons.



Specifications:

Cruise Speed:	152 mph
Gallon Capacity:	180

Manufacturer
Bell Helicopter

Crew
Pilot

Bell 407
The Bell 407 is one the newest additions to the Jet Ranger family. The 407 is based on the older Bell 206L-3. The aircraft has some major modifications from older models including a four bladed main rotor system, increased engine performance and slightly expanded inside cabin area. Passenger seating is the same as the Bell Long Ranger, providing seating for a total of six passengers excluding the pilot. As with most light helicopters, they have the ability to take-off and land in relatively small areas.

The Bell 407 can be used for a variety of activities including aerial reconnaissance and aerial ignition. For wildland fire use, it is becoming the light helicopter of choice at many bases. The helicopter's increased speed, lifting capability and improved density altitude performance makes this helicopter ideal for wildland fire initial attack.



Specifications:

Cruise Speed: 144 mph

Gallon Capacity: 120

Manufacturer
Hughes Helicopters / McDonnell Douglas

Crew
Pilot

MD 500D

The 500D was originally manufactured by Hughes Helicopters, which is now owned by McDonnell Douglas Corporation. The civilian Model 500 is a direct descendent of the U.S. Army's OH-6A, originally designed as an observation helicopter during the Vietnam conflict. The egg shape design provided excellent crash survival characteristics. The 500 model is very maneuverable. They are used for a variety of activities such as aerial reconnaissance, aerial ignition, and wildland fire suppression.

There are several unique features of this aircraft. The engine exhaust pipe is directly under the tailboom. Seating in the 500D is extremely cramped. There are three seats in the back, but they can actually accommodate only two. Front seat passenger sits on the right side instead of the left.

San Diego Fire-Rescue

The San Diego City Fire-Rescue Department Air Operations Section is capable of responding two Type II firefighting and multi-mission-capable helicopters from July through December and one Type II from January through June. These helicopters are known as City Copter 1 (Bell 212HP) and City Copter 2 (Bell 412EP). They are available for both day and night operations. These helicopters are a dedicated, locally controlled regional resource and are available to all public safety agencies in San Diego County.

When requested, the helicopter will provide an immediate initial attack response for wildland fires, air-supported ALS medical emergency services, search and rescue missions, advanced life support (ALS) patient transportation, technical rescue operations and transportation and deployment of emergency service personnel and associated equipment within San Diego County. Both aircraft are FAA approved for night-vision-goggle (NVG) operations.

AIRCRAFT FLEET

Specifications:

Cruise Speed:	140 mph
Gallon Capacity:	360



Manufacturer
Bell Helicopter

Crew
Pilot and Co-pilot

Bell 412
The Bell 412 was developed in the late 1970s and is essentially a Bell 212 with a four bladed rotor system. It can perform slightly better than the 212 at higher altitudes. This aircraft can also carry passengers, cargo, and do long line work. Many local fire departments use the Bell 412 for fire suppression. The Bell 412 can have a large tank mounted on the bottom or can carry a bucket.

Bell 212
The Bell 212 was introduced by Bell Helicopter in 1968. The 212 aircraft is used for passenger transport and cargo movement, both internal and external. This aircraft has twin engines and two rotor blades. The 212 is one of the most popular Type 2 helicopter on the national call-when-needed helicopter contract. The Bell 212 is the civilian version of the UH-1N "Twin Huey". Many local fire departments use the Bell 212.

United States Forest Service

The Cleveland National Forest is capable of responding one Type II Helicopter out of the Ramona Air Attack Base. This aircraft is known as Copter 538 and is under contact from June 1st until November 30th. When requested, the helicopters will provide an immediate initial attack response for wildland fires during daylight hours only. This aircraft is available on a National response basis and controlled by the United States Forest Service.

This aircraft will be staffed with an eight-person Helitack crew. Their goal is to rapidly contain hot spots ahead of the main ground attack while being supported by helicopter drops. The crew usually consists of a Helitack Captain acting as the crew leader with five to six Firefighters.

AIRCRAFT FLEET

Specifications:

Cruise Speed: 115 mph

Gallon Capacity: 360



Manufacturer
Bell Helicopter

Crew
Pilot and Co-pilot

Bell 212
The Bell 212 was introduced by Bell Helicopter in 1968. The 212 aircraft is used for passenger transport and cargo movement, both internal and external. This aircraft has twin engines and two rotor blades. The 212 is one of the most popular Type 2 helicopter on the national call-when-needed helicopter contract. The Bell 212 is the civilian version of the UH-1N "Twin Huey". Many local fire departments use the Bell 212.

CAL FIRE

The CAL FIRE San Diego Unit Aviation Program has the ability to respond two Type III Grumman S-2T Air tankers and one North American OV-10A Air Tactical aircraft. These aircraft are permanently stationed at the Ramona Interagency Air Attack Base. An equal number of aircraft are stationed in Hemet, California approximately 12 air miles north of the San Diego County line. The S2T is capable of dropping 1200 Gallons of Long Term fire retardant. The OV-10A is utilized as a command and control aircraft, coordinating the air space over an emergency incident.

ODEN Camera – CAL FIRE Air Asset designated Air Attack 330 utilizes the ODEN infrared video camera mounted to the underside of the plane. The camera has FLIR capability that allows it to peer through smoke. The heat sensing camera develops a sharp image of wildfire that shows the location of flames or hot spots. Streaming video link and a remote control allows fire managers on the ground to point the camera to direct water drops or assess the overall firefighting effort.

AIRCRAFT FLEET



OV-10A "Bronco"
Air Tactical Aircraft

Specifications:
Cruise Speed: 258 mph
Gallon Capacity: not applicable

Manufacturer
North American-Rockwell, Columbus, Ohio.

Crew
Pilot and Air Tactical Group Supervisor

Original Owner
U.S. Navy/Marines, 1968-1993. The OV-10A was used as a counter-insurgency (military intelligence) aircraft and close air-support to military ground forces.

Acquired by CAL FIRE
In 1993, CAL FIRE acquired 16 OV-10As from the Department of Defense. Fourteen of those have been converted and are available for use as air attack planes. The OV-10s replaced the original cessna 0-2As that CAL FIRE had been using for air attack. The OV-10s are newer, larger, and faster, provide a larger field of vision for the crew and are more maneuverable than the older O-2As.

Mission
CAL FIRE uses OV-10As as aerial command and control of aircraft on wildland fires. The crew provides tactical coordination with the incident commander on the ground, providing information on the movement and spread of the fire. The OV- 10A crew then directs CAL FIRE's airtanker and helicopter pilots where to make their retardant and water drops.

Grumman S-2T
Type III Airtanker



Specifications:

Cruise Speed: 305 mph

Gallon Capacity: 1,200

Manufacturer
Grumman Aerospace, Bethpage, New York

Crew
Pilot

Original Owner
U.S. Navy, 1954-1972. The S-2E/G was used as a carrier-based anti-submarine warfare airplane.

Acquired by CAL FIRE
In 1996, CAL FIRE acquired 26 S-2E/G planes from the Department of Defense. CAL FIRE had the aircraft converted for fire-fighting configuration and fitting them with modern, powerful turboprop engines. The completely reconditioned S-2Ts are faster, safer, and more maneuverable. They can carry a larger retardant payload than the older S-2A air tanker CAL FIRE utilized since the 1970's. The S-2T air tanker is part of CAL FIRE's air program modernization efforts that will result in the safest and most efficient mix of aircraft to carry out the fire fighting mission. CAL FIRE currently has 23 S-2Ts that are utilized statewide.

Mission
CAL FIRE utilizes the S-2T air tankers for fast initial attack delivery of fire retardant on wildland fires.

United States Navy

CAL FIRE and the United States Navy share an operational agreement that allows CAL FIRE San Diego Unit to access Navy resources during a time of local disaster. This agreement is part of the Federal Defense Support to Civilian Authorities or DSCA process. Both United States Navy and United State Marine Corp have signed operational agreements with CAL FIRE. CAL FIRE San Diego Operational Unit. The CAL FIRE San Diego Unit Chief in coordination with the County Fire/Rescue Coordinator has the ability to request assistance from the United States Navy Region Southwest.

AIRCRAFT FLEET

Navy UH-60 Seahawk



Specifications:
Cruise Speed: 183 mph
Gallon Capacity: 780/bucket

Manufacturer
Sikorsky Aircraft Corp

Crew
Pilot, Co-pilot and a Military Helicopter Manager

The UH-60 was originally designed for the U.S. Army in the 1970s as a light transport helicopter, air assault and a military medievac helicopter. The aircraft is a four bladed, twin engine helicopter. The popular UH-60 has a civilian version called a S-70 "Firehawk". Today CAL FIRE and other fire agencies train with members of the California and Nevada National Guard to use their aircraft as surge capacity during major wildfire events.

United States Marine Corps

CAL FIRE and the United States Marine Corp share an operational agreement that allows CAL FIRE San Diego Unit to access USMC resources during a time of local disaster. This agreement is part of the Federal Defense Support to Civilian Authorities or DSCA process. Both United States Navy and United States Marine Corp have signed operational agreements with CAL FIRE. CAL FIRE San Diego Operational Unit. The CAL FIRE San Diego Unit Chief in coordination with the County Fire/Rescue Coordinator has the ability to request assistance from the United States Marine Corp Installations West or MCI West.

AIRCRAFT FLEET

Boeing CH-46 "Sea Knight"
Military Helicopter



Specifications:

Cruise Speed: 140 mph

Gallon Capacity: 224/bucket

Manufacturer
Boeing Company /
Vertol Aircraft Company

Crew
Pilot , Co-pilot and
a Military Helicopter Manager

Boeing CH-46 "Sea Knight"

The Boeing CH-46, known as the "Sea Knight", is the military version of the Boeing-Vertol 107. The CH-46 was designed in the late 50s for the U.S. Marine Corps to be a medium-lift helicopter, and is primarily used to transport cargo. The aircraft is able to provide all-weather, day-or-night assault transport of combat troops, supplies and equipment. Assault Support is its primary function, and the movement of supplies and equipment is secondary. Additional tasks include combat support, search and rescue, support for forward refueling and rearming points. The CH-46 and the CH-47 are most recognizable by their tandem rotors.

CH-53E "Super Stallion"
United States Marine Firefighting Aircraft



Specifications:

Cruise Speed: 173 mph

Gallon Capacity: 2,000/bucket

Manufacturer
Sikorsky Aircraft Corp.

Crew
Pilot , Co-pilot and
a Military Helicopter Manager

Sikorsky CH-53E "Super Stallion" (Sikorsky S-80E)
The Sikorsky CH-53E, known as the Super Stallion, is the largest and heaviest helicopter used by the U.S. Marine Corps and Navy. It is one of the few helicopters in the world that uses three turbine engines and can be refueled in flight. The aircraft is used to transport personnel and equipment, and lift heavy loads. The CH53E is capable of lifting 16 tons, transporting the load 50 miles and then returning. The aircraft is a shipboard helicopter configured especially for caring cargo back and forth from military ships. The CH-53E is designated the model S-80 by Sikorsky. During major firestorms, the CH-53E can be used to augment CALFIRE's own air fleet for fire suppression.

APPENDIX IV: RESCUE HELICOPTER RESOURCES

Aerial Rescue Resources

Three agencies that have an Aerial Rescue capability in the San Diego Region:

- **San Diego Sheriff's Department/CAL FIRE** - When requested, the helicopters will provide an immediate air-supported emergency services, search and rescue missions, technical rescue operations and transportation and deployment of emergency service personnel and associated equipment within San Diego County during daylight hours only.
- **San Diego Fire-Rescue Department** - When requested, the helicopters provide an immediate initial attack response for wildland fires, air-supported ALS medical emergency services, search and rescue missions, technical rescue operations and transportation, ALS emergency medical transportation of patients and deployment of emergency service personnel and associated equipment within San Diego County. Both aircraft are FAA approved for night-vision-goggle (NVG) operations. Both aircraft have Advanced Life Support capabilities.
- **United States Coast Guard** - Has three MH-60T helicopters. They have surface search/weather radar. Aircraft have Forward Looking Infrared (FLIR) and a high powered searchlight. Aircraft are available for alert launch however their area of expertise is over water operations. If assistance is needed, especially at night over land. A thorough risk assessment will be done before accepting the mission. Mission acceptance is dependent upon current SAR missions being performed by available aircraft.

SAN DIEGO FIRE-RESCUE

2 Type II Helicopter Hoist Capable (ALS) Day or Night



SAN DIEGO SHERIFF/CAL FIRE

1 Type II Helicopter Hoist Rescue Capable (BLS) Daytime Only



UNITED STATES COAST GUARD

Three Type I Helicopters. Hoist Rescue Capable (BLS) Day or Night. Land or over water rescue capable.



APPENDIX V: COMMUNITY EMERGENCY RESPONSE TEAMS

Each CERT Team is uniquely trained by their host fire agency. To order these resources or obtain specific capability information, contact the sponsoring fire agency.

CERT PROGRAM	SPONSORING FIRE AGENCY
1. Alpine	Alpine FPD
2. Borrego Springs	Borrego Springs FPD
3. Carlsbad	Carlsbad FD
4. Chula Vista	Chula Vista FD
5. City of San Diego	San Diego Fire-Rescue
6. Coronado	Coronado FD
7. De Luz	De Luz Heights VFD
8. Deer Springs	CAL FIRE
9. Del Mar	Del Mar FD
10. East County (Cities of El Cajon, Lemon Grove, La Mesa)	El Cajon FD – LEAD AGENCY Lemon Grove FD, Santee FD, La Mesa FD
11. Elfin Forest/ Harmony Grove	Elfin Forest/Harmony Grove VFD
12. Encinitas	Encinitas FD
13. Escondido	Escondido FD
14. Imperial Beach	Imperial Beach FD
15. Inland Valley	
16. Julian/ Cuyamaca	Julian-Cuyamaca FPD
17. Lakeside	Lakeside FPD
18. Mountain Empire	Campo Fire-Rescue
19. National City	National City FD
20. North County	North County FPD
21. Oceanside	Oceanside FD
22. Palomar Mountain	Palomar Mountain VFD
23. Pine Valley	CAL FIRE
24. Poway	Poway FD
25. Ramona	CAL FIRE
26. Rancho Santa Fe	Rancho Santa Fe FPD
27. San Diego Rural	CAL FIRE
28. San Marcos	San Marcos FPD
29. San Miguel	San Miguel FPD
30. Santee	Santee FD
31. Solana Beach	Solana Beach FD
32. Valley Center	Valley Center FPD
33. Vista	Vista FD
34. Warner Springs	CAL FIRE

APPENDIX VI: TECHNICAL RESCUE RESOURCES

The Technical Resources for Appendix VI will be added once collected.

APPENDIX VII: HAZARDOUS MATERIAL / DECON RESOURCES

San Diego County Operational Area Hazardous Materials Area Plan

Introduction

The San Diego County OA Hazardous Materials Area Plan (Area Plan) describes the system currently in place in San Diego County for managing hazardous materials emergencies. The Area Plan has been prepared pursuant to Division 20 Chapter 6.95 (Section 25503) of the California Health and Safety Code and in accordance with Title 19 of the California Code of Regulations. All procedures described in this plan have been implemented to include Sections 2722-2728 CCR Title 19 and are noted on the Optional Model Reporting Form. The San Diego County Department of Environmental Health (DEH), Hazardous Materials Division (HMD) is the administering agency for the Area Plan and was assisted in its preparation by the San Diego County Office of Emergency Services (OES) and the City of San Diego Fire-Rescue Department (SDFD). In addition, the US Marine Corp Camp Pendleton's (MCCP) Hazmat team is a Type 1 Hazmat response asset within California. MCCP's team has responded off base under a signed MOU since 2007 in order to gain needed training in hazmat responses to incidents north of the Hwy 56, if they are not otherwise committed on their base. These responses are performed at no cost to the HIRT team or to the requesting agency.

The activities carried out by the HMD, Hazardous Materials Incident Response Team (HIRT), and OES to effectively manage hazardous materials emergencies are coordinated, in part, through the Area Plan. This document also references information covering hazardous substance inventories and emergency response spill planning received from regulated businesses, community groups and the U.S. Coast Guard which also are integrated into this Area Plan and the Unified San Diego County Emergency Services Organization OA EOP.

The Area Plan is designed to integrate the operational activities of San Diego County's Emergency Services Organization, Hazardous Incident Response Team (HIRT) into the on-scene operational procedures for the local, State or Federal agency who have primary responsibility for a hazardous chemical emergency in the jurisdiction.

The Hazardous Materials Division

The San Diego County Hazardous Materials Division (HMD) is the administering agency for the California Health and Safety Code (HSC) Chapter 6.95, hazardous materials release response plans and inventory, and the California Code of Regulations, Title 19. As the Certified Unified Program Agency (CUPA), the HMD has overall responsibility for the Business Plan Program, the Risk Management Plan Program, the Area Plan, and Community-Right-to-Know and Chemical Emergency Response Services. As the sole CUPA (effective July 1, 1996) in San Diego county, the HMD is also the lead regulatory agency in the county for conducting inspection

activities related to hazardous waste generators (HSC Chapters 6.5), hazardous and acutely hazardous materials users, (HSC Chapter 6.95, Articles 1 & 2), underground storage of hazardous materials (HSC Chapter 6.7), and medical waste generators (HSC Chapter 6.1).

The HMD was created in 1981 to provide a regional program to regulate the use and disposal of hazardous materials and waste. The HMD has grown from a single-person unit in 1981 to a program which now has approximately 50 professional staff. In the fiscal year 2005-06, the HMD inspected approximately 13,000 facilities required to San Diego County OA 1 March 2007 Hazardous Materials Area Plan comply with one or more of six CUPA program elements.

Industry Compliance Program

The HMD Industry Compliance Program enforces the California Health and Safety Code (HSC) Chapters 6.1 (Medical Waste Management), 6.5 (Hazardous Waste Generators),

6.7 (Underground Storage of Hazardous Substances), and 6.95 (Business Plans).

In 1989, the San Diego County Board of Supervisors adopted an ordinance establishing a medical waste management program-the first program of its kind in California. Currently the HMD conducts inspections of medical waste generators and requires the generators to prepare a Medical Waste Management Plan.

The HMD also provides hazardous materials emergency response services in a coordinated effort with the SDFD. These activities are conducted countywide under a Joint Powers Agreement (JPA), of which the cities in San Diego County are a part.

The HMD enforcement of HSC Chapter 6.95 (CCR Title 19) requires a permit for the following activities:

- Storage of hazardous materials in quantities greater than or equal to 55 gallons, 500 pounds, or 200 cubic feet.
- Construction or modification of a facility which will store the above quantities of hazardous materials.
- Storage of specified quantities of Acutely Hazardous Materials above Threshold Planning Quantities.

The HMD Industry Compliance Program also incorporates the requirements of California Health and Safety Code, Section 25503(e)(1). As part of the Program, staff will regularly inspect permitted businesses and gather information regarding inventory, emergency response and employee training.

Data Management System

Effective January 1, 2013 all CUPA regulated businesses are required by law (Assembly Bill 2286) to submit business information electronically through the California Environmental Reporting System (CERS). The HMD has developed a

computer system (Accela) to manage this data submitted by businesses and collected during on-site waste generator and/or community right-to-know inspections of permitted businesses. This data management system is used to store business-specific information, such as hazardous materials inventory, waste generation information, underground hazard materials storage and site maps. The system also stores emergency contact information, generates inspection records, notices of violation, billing and fees, and compiles information for various reports.

Reports include the First Responder Hazardous Materials Business Plan (FRHMBP), which are specialized summaries of hazardous materials inventories of all businesses that contain hazardous materials. The FRHMBP is designed to easily keep responding OA personnel aware of the chemical hazards within businesses in their jurisdiction. It also serves as an aid in conducting informed hazard and risk analysis during chemical emergencies.

FRHMBP reports and electronic information in the form of a comprehensive secure database on a CD are provided to all fire agencies in the region, and updated Electronic versions are kept at HMD headquarters and on each HIRT vehicle. Emergency response personnel on the HIRT vehicles are able to access additional information using onboard computers and cellular modems.

The HMD's Data Management System also generates monthly reports for fire agencies throughout San Diego County. These reports include business and inventory data on a CDROM format. Reports are also available to fire departments upon request. Limited, non-confidential data concerning businesses are also available on the DEH website.

In addition to the existing DEH-HMD data management system, the department is developing a Local Area Network (LAN) based software package supported by a Graphic Information System (GIs) for accessing and managing all CUPA required data collection and reporting information. When implemented up-to-date hazardous materials storage, handling and emergency response information will be accessible to stakeholders and fire agencies from a desktop computer or available on line 24 hours per day. DEH hopes to have the system operational sometime in 2015.

One component of the GIS data set will include the Consequences Assessment Tool Set (CATS) provided by Science Applications International Corporation (SAIC). CATS software assesses the consequences of technological and natural disasters to population, resources, and infrastructure. It is a user-friendly software package for the PC which combines state-of-the-art hazard and consequence prediction, digital, and GIs information within an easy-to-use Graphical Interface, and is available on HIRT vehicles for use during chemical emergencies.

In addition to the current hazardous materials storage and handling inventory information maintained by DEH-HMD for first responders, a duplicate of that data is routinely provided to the San Diego County Regional Poison Center on CD-ROM. This information is available upon request 24 hours per day for use by emergency response and medical personnel.

Additionally, DEH and the Poison Control Center have access to several on-line databases (i.e. Genium MSDS collection, the NIOSH pocket guide, CAMEO, etc.) that provides them with critical information covering the physical, chemical and biological hazards and risk characteristics of hazardous materials used by businesses in the county thereby enabling them to make quick and informed risk assessments during hazardous materials incidents.

The business-specific inventory information collected by the HMD is also used to identify those facilities that handle hazardous substances which HMD is the local agency responsible for implementing the CalARP Program in San Diego County. The goal of the CalARP Program is to reduce the likelihood and severity of consequences of extremely hazardous materials releases. Examples of extremely hazardous materials (Regulated Substances) include toxic gases such as chlorine, ammonia, sulfur dioxide and other toxic materials. The HMD coordinates with facilities that handle extremely hazardous materials to evaluate the risks of covered processes and require appropriate Risk Management Programs (RMP) at these facilities. A successful RMP includes all of the following elements:

- Worst-case release scenario with community effects
- Hazard Assessment for Regulated Substances and the processes where these substances are used
- Accidental release prevention program
- Equipment, procedures and training to prevent releases and mitigate releases
- Comprehensive emergency response plan

Currently, approximately 120 businesses in the county are preparing RMPs following State and Federal requirements.

The Unified San Diego County Hazardous Materials Incident Response Team

The Department of Environmental Health, Hazardous Materials Division has been the State designated enforcement authority for hazardous waste management in San Diego County since 1981. Emergencies resulting from releases of hazardous materials occur throughout the county. These emergencies include illegal abandonment or disposal of hazardous wastes, industrial manufacturing and transportation accidents, clandestine drug lab activities, chemical explosions and hoaxes involving hazardous materials and biological agents.

Recognizing the need to protect the public health from chemical release emergencies, the County of San Diego Board of Supervisors directed staff to amend the Unified San Diego County Emergency Services Agreement to establish and implement the Hazardous Incident Response Program (February 11, 1986). Unanimously approved by all incorporated cities and the county, the Unified Disaster Council (UDC) became the governing body of the program whose daily operation is administered by the Office of Emergency Services (OES). The HIRT Program is funded through a Joint Powers Agreement (JPA) of the UDC with contributions from

each incorporated City and the County. The funding formula is based on property-assessed values, populations and the number of incident responses occurring in each jurisdiction. The Unified Contract No. 13-002-HM for the HIRT program was renewed July 2013 through June 30, 2015 with optional four year additional two year periods through June 30, 2023. The program budget is $933,741 yearly for the first two years. The total program budget for FY 05/06 and FY 06/07 is $1,490,494. Program costs are reduced by revenue from responsible party cost recovery, interest on the HIRT Trust Fund, and contributions from the United States Marine Corps on MCAS Miramar, Campo and Pala Indian Reservations.

The single-source contract with the JPA calls for hazardous materials emergency response to be provided countywide through the joint efforts of the San Diego Fire-Rescue Department (SDFD) HAZMAT Team and the San Diego County Hazardous Materials Division (HMD) HAZMAT Team. Each of these agencies has highly trained teams with many years experience in responding to hazardous materials emergencies.

The SDFD HIRT is responsible for mitigating, containing and/or controlling the release, effecting rescues and other related tasks. The DEH HIRT is responsible for assessing the risk to public health and safety and the environment, taking the necessary steps to mitigate these hazards, ensuring adequate cleanup of the area and conducting necessary enforcement activities. HIRT provides advice and technical support to the first responder but does not assume scene management responsibilities. The first responder or appropriate agency maintains full control and authority over the incident and retains responsibility for release of public information concerning the incident. Complete descriptions of background information, the purpose and objectives of HIRT, the legal authority and the mutual aid agreements that allow its continued operation are discussed in the Unified San Diego County Emergency Services Organization HIRT Program description (Section D).

Historically, the joint team has responded to over 11,000 incidents in the past 26 years. Services include establishing and working under the Incident Command System, assisting with coordination and notification of Local, State, Federal, Mutual and Automatic Aid agencies. Assisting Incident Commanders with Hazardous Materials Incident Action Planning, Site Safety and Medical Planning, Risk Assessment, Resources Development, Mitigation, Containment, and Control. Additionally, team members provide product identification, neutralization, and limited cleanup of small spills. The Hazardous Materials Incident Response Team (HIRT) also conducts Public Health and Safety evaluations, make recommendations regarding evacuations and perform assessments on the environmental impact during the emergency phase of all Chemical, Biological, Radiological, Nuclear and Explosive (CBRNE) emergencies.

20 plus years of operation, the HIRT has responded to approximately 8000 chemical emergencies. Generally, 50% of the chemical emergencies occur in the City of San Diego, with 20% in the unincorporated areas of the county and the remaining 30% in the other cities. San Diego County Operational Area 5 March 2007 Hazardous Materials Area Plan

APPENDIX VIII: OTHER RESOURCES

San Diego Urban Area Resource Directory

Over the last decade, the San Diego Urban Area has invested millions of dollars to build, enhance and sustain their capacity to prevent, protect against, mitigate, respond to, and recover from acts of terrorism.

This enhancement to the capabilities has included the development of specialized resources such as equipment, teams and incident management personnel. In an effort to identify the level of capability of these resources, a database of resources which match standards under the National Incident Management System (NIMS) Resource Typing program has been created.

The resource inventory list exists in several formats. A single database solution has been identified that will be viewable by key personnel across the region. Additionally, the information is available in a variety of electronic formats for exporting and importing. Utilizing this data, a variety of reports are available to summarize and list the resources. The information will primarily serve emergency managers, emergency communications centers and public safety officials.

APPENDIX IX: OPERATIONAL AREA RESOURCE SUMMARY

Resource Summary							
Resource Definition	**Type 1**	**Type 2**	**Type 3**	**Type 4**	**Type 5**	**Type 6**	**Local**
Aerial Lift Truck Mounted			1	3			
Air Ambulance (Rotary Wing)	4						
Aircraft Rescue Fire Fighting	3	2					
Ambulance Strike Team		1		1			
Ambulances (Ground)		67		2			
Animal Protection: Large Animal Sheltering Team	1	1					
Animal Protection: Small Animal Rescue Strike Team	2						
Animal Protection: Small Animal Transport Team			1				
Animal Protection: Large Animal Rescue Strike Team	2						
Animal Protection: Large Animal Transport Team	2						
Animal Protection: Small Animal Sheltering Team	1						
Armored Personnel Carrier							11
Bomb Squad/Explosives Teams	1	1					
Breathing Support	2						
Brush Patrol, Firefighting (Type VI Engine)						4	
Camera Surveillance							2
Canine Search Rescue Team Avalanche Snow Air Scent	1						
Canine Search Rescue Team Disaster Response	6						
Canine Search Rescue Team land Cadaver Air Scent	1						

Resource Summary							
Resource Definition	**Type 1**	**Type 2**	**Type 3**	**Type 4**	**Type 5**	**Type 6**	**Local**
Canine Search Rescue Team Wilderness Tracking/Trailing	1						
Collapse Search Rescue Teams	3	2	7	9			
Concrete Cutter/Multi-Processor for Hydraulix Excavator							1
Confined Space Entry Team							2
Cranes, All Terrain & Rough Terrain	2						
Cranes, Crawler (Lattice)	2						
Crisis Negotiation Team							8
Debris Management Site Reduction Team	1						
Decontamination Unit							4
Disaster Mortuary Operational Response Team (DMORT)	1						
Donations Coordinator			3				
Dump Trailer	1	1					
Dump Truck-On Road		6	9	10			
Electronic Message Board	5		2				
Elevated Platform and Camera Surveillance							7
Emergency Critical Care Team	1						
Emergency Medical Task Force	2						
Engine, Fire (Pumper)	291	21	176	11			
EOC Finance/Administration Section Chief/Coordinator	2		3	1			
EOC Management Support Team	1		3	1			
EOC Operations Section Chief	2	2					

Resource Summary							
Resource Definition	**Type 1**	**Type 2**	**Type 3**	**Type 4**	**Type 5**	**Type 6**	**Local**
EOC Planning Section Chief	2		4				
Equipment Tag Trailer	4	3	1				
Fire Boat		8					
Fire Truck Aerial (Ladder or Platform)	40						
Flat Bed Trailer Truck	2	3					
Foam Tender, Firefighting	1						
Fuel Tender	2						
Fuel Tender (Gasoline, Diesel, AvGas, aka Gas Tanker)	1						
Generators	2	2	6		2		6
Grader		1	3				
Hand Crew	3						
Hazmat Entry Team	3						
Helicopters, Firefighting	6	2					
Hydraulic Excavator (Medium Mass Excavation 4 cy to 1.75 cy buckets)	2	1		2			
Hydraulic Truck Cranes			1				1
Incident Management Teams			1				
Incident Support Unit							6
Incident Support Utility Vehicle							1
Individual Assistance Disaster Assessment Team Leader							1
Law Enforcement Aviation-Helicopters (Patrol and Surveillance)	4						
Light and Air Unit	4						
Lighting Air and Rehabilitation Unit	1						

Resource Summary							
Resource Definition	**Type 1**	**Type 2**	**Type 3**	**Type 4**	**Type 5**	**Type 6**	**Local**
Lighting Unit							3
Long Range Acoustical Unit							2
Mapping Unit							1
Mass Care and Shelter							1
Mass Casualty Support Vehicle	6						
Mobile Communications Center	4	11	5	1			
Mobile Communications Unit (Law/Fire)		1					
Mobile Feeding Kitchen	1						
Mobile Field Force law Enforcement (Crowd Control Teams)	2	1	5	1			
Mobile Field Medical Team	1						
Mountain Search and Rescue Team	1						
Plow Truck	1	1	1	1			
Portable Pump							1
Preventative Radiological and Nuclear Detection							1
Public Assistance Coordinator							1
Public Health Ancillary Support Team	1						
Public Health and Medical Team in a Shelter	1						
Public Health Environmental Health	1						
Public Health Epidemiology	1						
Public Health Isolation and Quarantine	1						
Public Health Mass Dispensing	1						
Public Health Receiving Staging Storing	1						

Resource Summary							
Resource Definition	**Type 1**	**Type 2**	**Type 3**	**Type 4**	**Type 5**	**Type 6**	**Local**
Public Safety Dive Team	2	3	2				
Rescue Incident Support Trailer		1					1
Road Sweeper	1		6				
Sewer Flusher Truck	1	3	2				
Shelter Equipment							1
Shelter Management Team	1		3				
Skid Steer Wheel loader	1		5				
Small Equipment Trailer	2	1	1	1			
SWAT/Tactical Teams	2	3	3	1			
Swiftwater Flood Search Rescue Team	2	1					
Track Dozer	3	1	2				
Tractor Trailer	1		1				
Traffic Enforcement Incident Support Trailer							1
Trailer, Equipment Tag Trailer			2				
Trailer, Flat Bed Truck		1					
Trailer, Gooseneck Tractor	2						
Trailer, Small Equipment		3					
Trailer, Vacuum							1
Trench Shoring Trailer							1
Truck, On Road, Dump	2	4	9	3			
Truck, Sewer Flusher			2				
Urban Search Rescue Task Forces	1						
Utility Vehicle		1	3	5			3
Volunteer Agency Liaison			3				1
Water Craft							4

Resource Summary							
Resource Definition	**Type 1**	**Type 2**	**Type 3**	**Type 4**	**Type 5**	**Type 6**	**Local**
Water Pumps, De-watering			1				
Water Pumps, Wastewater				1			1
Water Tender, Firefighting (Tanker)	44	14					
Water Truck	5		3				1
Wheel Loader				1			
Wheel Loader Backhoe	6	5	5	7			2
Wheel Loader, Skid, Steer, Small	2	1					
Wheel Loaders (Large 41 cy to 8 cy)		1					
Wheel Loaders (Medium 7 cy to 3 cy)		1	1	2			
Wheel Loaders (Small 7 cy to 2 cy)	5	5	7	1			
Wheel Loaders Small (7 cy to 2 cy)		1					
Wheel Loaders Medium 7 cy to 3 cy			1				
Wilderness Search Rescue Team	1						
Wood Chipper			1				

APPENDIX X: SAN DIEGO COUNTY XSD-OPERATIONAL AREA SIGNIFICANT EVENT CONFERENCE CALL

Agenda

Roll Call:

1. North Zone
2. East Zone
3. Metro Zone
4. Central Zone
5. Invited Guests
    a. County OES
    b. SDSD
    c. Other

Operational Area Briefing:

1. Weather
2. Situation Report
3. Significant issues:

Each Zone to Report:

- ❑ Confirm the name of the Zone Coordinator and contact info.
- ❑ Extended resource commitments in the zone
- ❑ Resource availability to the OA
- ❑ Any contingency plans for additional staffing

OA Coordinator:

- ❑ Open items
- ❑ Next conference call

END

ANNEX C

Law Enforcement Mutual Aid Operations



Sheriff

William D. Gore, Sheriff
Ed Prendergast, Undersheriff

Law Enforcement Mutual Aid Operations

Sheriff's Emergency Planning Detail

Acknowledgements

San Diego County Access and Functional Needs Work Group

Unified San Diego County Emergency Services Organization
And
County Of San Diego

Operational Area Emergency Operations Plan

September 2014

GENERAL

Introduction

This annex establishes organizational responsibilities and general procedures for the local law enforcement jurisdictions, and supporting agencies during natural and manmade disasters.

Purpose

It is the purpose of this annex to define the actions and roles necessary to provide a coordinated response within the Operational Area (OA).

This annex provides guidance to agencies within the County of San Diego with a general concept of potential emergency assignments before, during, and following emergency situations.

Scope

The County of San Diego has several different local, state, federal and tribal policing entities that work together in order to provide security to the region during normal operations as well as in states of emergency. The Law Enforcement Mutual Aid Operations Annex (Annex C) is a mechanism for coordinating these agencies into a cohesive and coordinated response when law enforcement mutual aid is needed in response to an incident. Annex C is activated in situations where local, state, federal and tribal law enforcement resources are overwhelmed or are inadequate to complete a mission. Following proper protocols, mutual aid can extend across jurisdictional boundaries to ensure that specific needs are addressed.

Requesting and activating law enforcement mutual aid is the responsibility of the San Diego County Sheriff's Department as the Operational Area Law Enforcement Mutual Aid Coordinator.

EXECUTIVE SUMMARY

The Law Enforcement Mutual Aid Operations Annex addresses the lines of communications for requesting law enforcement assets through the Operational Area Law Enforcement Coordinator, which is the San Diego County Sheriff. This annex states the responsibilities of law enforcement in the San Diego Operational Area, which consist of:

- **Law enforcement**
- **Evacuation**
- **Traffic control in contract cities, and**
- **Providing assistance to other law enforcement agencies**

The Sheriff is the Director of law enforcement activities for the unincorporated areas of San Diego County, and those Cities that have contracted with the Sheriff for law enforcement. The Sheriff is the Mutual Aid Coordinator for law enforcement resources in the incorporated cities.

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Whole Community Approach

The whole community concept is a process by which residents, emergency management representatives, organizational and community leaders, and government officials can understand and assess the needs of their respective communities and determine the best ways to organize and strengthen their resources, capacities, and interests. Engaging in whole community emergency management planning builds a more effective path to societal security and resilience. This annex supports the following whole community principles:

- Understand and meet the needs of the entire community, including people with disabilities and those with other access and functional needs.
- Engage and empower all parts of the community to assist in all phases of the disaster cycle.
- Strengthen what works well in communities on a daily basis.

In keeping with the whole community approach, this annex was developed with the guidance of representatives from the OA Cities and representatives from County departments, law enforcement, fire services, emergency management, the access and functional needs communities, and various other stakeholders. The effectiveness of the emergency response is largely predicated on the preparedness and resiliency of the community.

Community Resiliency Consists of Three Key Factors:

1. The ability of first responder agencies (e.g. fire, law and EMS) to divert from their day-to-day operations to the emergency effectively and efficiently.
2. The strength of the emergency management system and organizations within the region, to include Emergency Operations Centers (EOCs), mass notification systems and communication systems.
3. The civil preparedness of the region's citizens, businesses and community organizations.

Focusing on enhancing all three of these components constantly focuses the OA on improving the region's resiliency.

Objectives

The primary objectives of law enforcement are the preservation of life and property and the maintenance of law and order. Functional objectives for law enforcement operations are:

- Coordinate the mobilization of personnel and equipment from supporting agencies (e.g., Sheriff's Department, Jurisdictional Law Enforcement Agencies, District



Attorney Investigators, Probation Department, Tribal Governments, Parks and Recreation).

- Receive and disseminate warning information to the general public.
- Deploy personnel and equipment to locations needed to accomplish primary objectives.
- Coordinate evacuation of hazardous areas, and provide perimeter security and access control.
- Provide security for essential facilities, services, and resources.
- Maintain the safety and security of persons in custody.
- Implement aerial surveys of the area to provide accurate information on hazards, victims, conditions, damage assessment, and other vital information.
- Coordinate the establishment of emergency traffic routing and ingress/egress procedures with the California Highway Patrol or jurisdictional agency.
- Assist in the establishment of Multi-agency Staging Areas.
- Coordinate with cities/jurisdictions in the OA, Tribal Governments, Region and State agencies in accordance with local mutual aid agreements, the California Law Enforcement Mutual Aid Plan, the Standardized Emergency Management System (SEMS), the National Incident Management System (NIMS), and the National Response Framework (NRF).

CONCEPT OF OPERATIONS AND ACTIVATION OF MUTUAL AID

The Sheriff, or his/her designee, is the Operational Area Law Enforcement Mutual Aid Coordinator. During emergencies, individual law enforcement agencies will operate under their own departmental emergency plans with their existing resources. When a Chief of Police or his/her designee determines that an emergency situation in his/her jurisdiction may extend, or is already, beyond the control of his/her department's resources, it is the Chief's responsibility to request mutual aid from the Operational Area Law Enforcement Mutual Aid Coordinator. Law Enforcement mutual aid is defined specifically through California's Office of Emergency Services (Cal OES) and the "Blue Book" which was last published in 2014. The Blue Book is consistent with California law concerning the application of SEMS.

General Requirements for Mutual Aid

General Requirements for Requesting Mutual Aid Include:

- An emergency must exist or be imminent; and
- A significant number (50% or more) of local resources must be committed to the incident or other incidents, prior to the request for mutual aid;

- A specific mission has to be stated.

Point of Contact

Requests for mutual aid should be directed to:

- The Sheriff's Watch Commander via the Sheriff's Communications Center, or,
- The Law Enforcement Mutual Aid Coordinator in the Sheriff's Department Operations Center (DOC), when activated.

Unanticipated Situations

Departments experiencing an unanticipated situation that is developing (but has not yet occurred) and it appears that the department's resources may soon be insufficient, should contact the Operational Area Law Enforcement Coordinator (the Sheriff, or his/her designee via the Sheriff's Communications Center Watch Commander) and advise that the department may be requesting mutual aid. This will help reduce response times.

Planned Events



If an agency has a planned event (i.e., concert, parade, etc...), a formal request for mutual aid cannot be made until an unanticipated emergency, or incident occurs, that may become or is already beyond the control of the agency's available resources. Departments may; however, utilize other departments' personnel, equipment, and/or supplies by mutual agreement (MOU, Joint Powers Agreements, etc). Under these special agreements, the immunities, benefits, and funding available under formal mutual aid may not be available.

Proclamation of Emergency

A situation requiring mutual aid resources beyond the OAs capabilities would usually result in a proclamation of a local emergency. While a proclamation of local emergency is not required for requests within the OA or requests to the Operational Area Law Enforcement Coordinator, local government jurisdictions should consider making such a proclamation should an incident reach the mutual aid level due to the special powers and immunities that accompany such a proclamation.

Such proclamations are normally made by:

- City Council or Board of Supervisors
- City Manager or Chief Administrative Officer, if Council or Board of Supervisors is not in session.

Use of Military Forces for Mutual Aid

State Military Forces

The Governor will normally commit the California National Guard (CNG) resources in support of civil authority only upon determination that:

- An emergency condition exists or is imminent; and
- All civil resources have been or will be reasonably committed; and
- Civil authority cannot or will not be able to control the situation; and
- Military assistance is required and has been requested by the chief executive of a City or the Sheriff of a County.

Federal Military

Military Commanders may commit federal troops:

- Upon direction of the President of the United States; or
    - When the local commander feels that there is an immediate and imminent threat to life; and
    - Local resources are unavailable; and
    - A delay in established mutual aid would result in unnecessary deaths, injuries or extensive property damage.

Related Law Enforcement Mutual Aid Issues

Command

The local requesting agency remains in charge of the incident unless command is relinquished. Generally, responding resources from a jurisdiction will remain together. However, if used to supplement patrol, they could be paired with a local officer who is familiar with the area.

Fiscal Issues

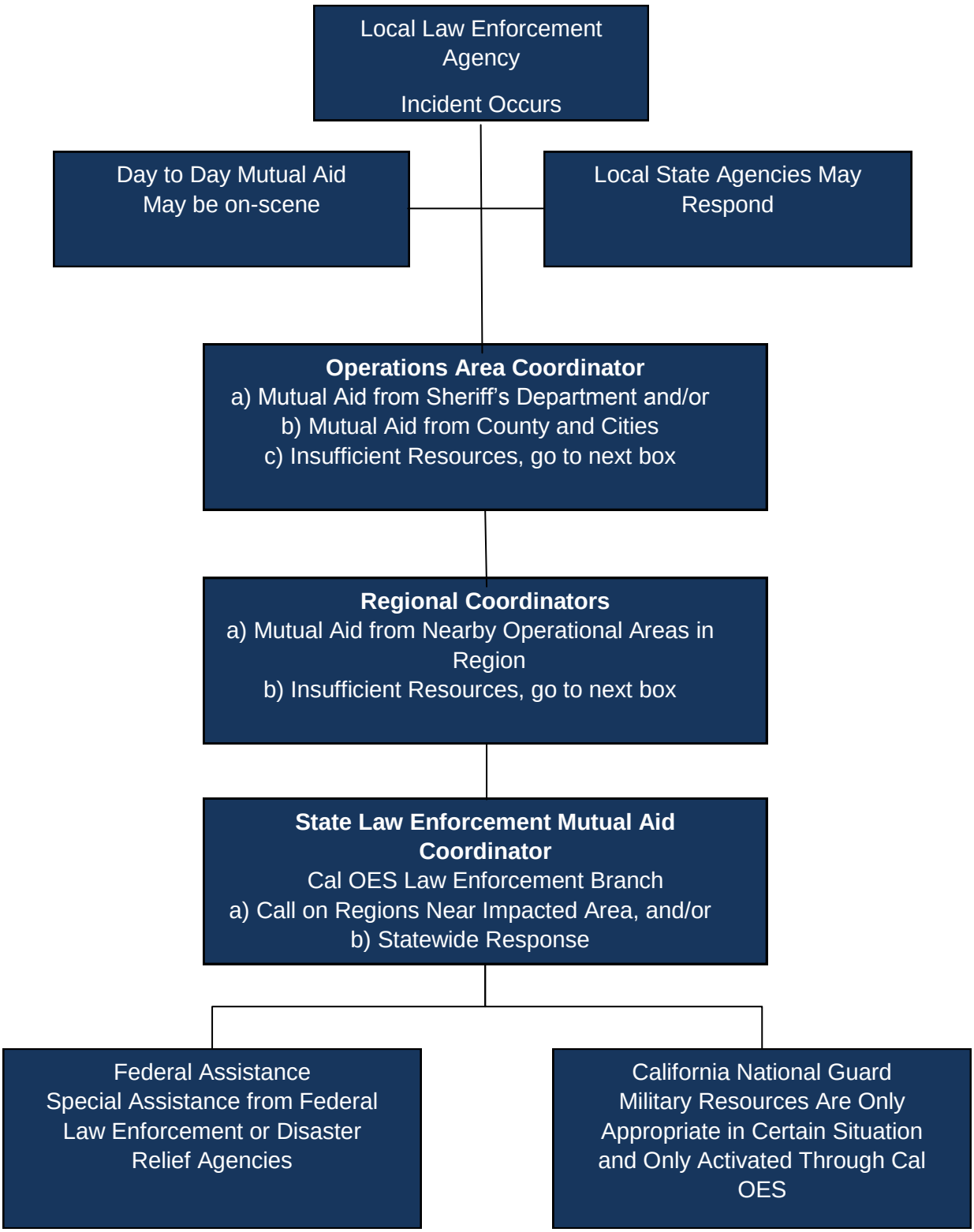
Unless otherwise agreed to:

- The requesting agency is responsible for feeding, billeting, fuel, and other on-scene support.
- The requesting agency is not responsible to provide salary or employment benefits.
- Emergency medical costs for a responder are paid by the responder's agency.
- Damaged equipment (i.e. vehicles) is not reimbursable by the requesting agency. If a State Proclamation or Federal Declaration has been made, the responding agency should submit a claim through the requesting agency.
- Materials used are normally replenished by the requesting agency.

Additional Duties of the Operational Area Law Enforcement Mutual Aid Coordinator

- Coordinate with involved law enforcement agencies to establish a central point of incident information related to law enforcement responsibilities, such as the DOC.
- Coordinate with affected law enforcement agencies to determine objectives and priorities affecting the allocation of mutual aid resources.
- Coordinate with affected law enforcement agencies in developing Operational Area inter-jurisdictional law enforcement activities and plans (evacuation, area control, traffic control, etc.) during widespread emergencies or disasters.
- Provide for representation in the OA EOC Management and Operations Sections.
- Assist the Office of the Medical Examiner in security and mutual aid requirements.

Figure 1
Activation Channels for Law Enforcement Mutual Aid



ORGANIZATION AND ASSIGNMENT OF RESPONSIBILITIES

The Sheriff serves as the Operational Area Law Enforcement Coordinator. When Mutual Aid is requested by a local law enforcement agency, the Sheriff or his/her representative will:

- Confirm an emergency or anticipated emergency exists.
- Establish that the involved local agency's resources are inadequate to meet the demands of the incident (and meet the criteria for a mutual aid request).
- Obtain the mission(s) for responding personnel.
- Through coordination with the Incident Commander, determine the quantity and type of resources needed to accomplish the mission(s).
- Determine where to stage the incoming mutual aid resources.
- Identify the Liaison Officer of the requesting agency who will serve as the point of contact.
- Ensure both the requesting agency and the Law Enforcement Mutual Aid Coordinator establish appropriate documentation procedures.



- Ensure responding resources are demobilized as soon as they are no longer needed.

If the Operational Area Law Enforcement Mutual Aid Coordinator determines there are insufficient resources within the OA, he/she will contact the Regional Law Enforcement Mutual Aid Coordinator (Region VI). The Regional Law Enforcement Mutual Aid Coordinator will then contact all necessary law enforcement agencies within Region VI to obtain the needed resources. If the Regional Law Enforcement Mutual Aid Coordinator determines resources are insufficient within the region, he/she will then contact the Cal OES Law Enforcement Mutual Aid Coordinator who will contact all necessary Regions within the state. Figure 1 (previous page) outlines the Law Enforcement Mutual Aid Regions and progression of requests.

Organization

(See Attachment A)

The following local law enforcement agencies have entered into an agreement for mutual aid within the region:



- Carlsbad Police Department
- Chula Vista Police Department
- Coronado Police Department
- Escondido Police Department
- El Cajon Police Department
- La Mesa Police Department
- National City Police Department
- Oceanside Police Department
- San Diego County District Attorney's Office; Bureau of Investigations
- San Diego County District Attorney's Office
- San Diego County Probation Department
- San Diego County Sheriff's Department
- San Diego Police Department
- San Diego State University Police Department
- Unified Port of San Diego Harbor Police Department
- University of San Diego Police Department

The above law enforcement agencies have entered into a master mutual aid agreement, signed by the Chiefs of each agency.

Assignment of Responsibilities



When mutual aid is activated, supporting agencies will respond to a central law enforcement staging area for assignment. In general, law enforcement will assist with such activities as law enforcement, evacuations, traffic control/direction, scene security, search and rescue operations (if appropriately trained) and a variety of activities that fall within the purview of a law enforcement officer.

During the activation of local DOCs, pre-identified staff will respond to the respective DOC and be assigned as necessary. The Sheriff's Department, California Highway Patrol

(CHP) and Department of Animal Services (DAS) will also provide pre-identified ranking staff members to respond to the OA EOC.

Support Functions

During a natural disaster or other large scale crisis, numerous governmental and non-governmental agencies will be involved in the immediate response as well as the long term efforts of recovery. For clarification on duties related to specific incidents, please see Appendix C-1 through C-5.

DIRECTION, CONTROL, OR COORDINATION

Local Request for Mutual Aid

When a Chief of Police of a local jurisdiction (or the Sheriff, acting as chief law enforcement officer for the unincorporated or a contract area) determines that an unusual occurrence may become or is already beyond the control of local law enforcement resources, it is the chief's (or duly authorized representative's) responsibility to request mutual aid from the Operational Area Law Enforcement Mutual Aid Coordinator.

A proclamation of local emergency may or may not be appropriate for the circumstances; however the Chief of Police may request mutual aid prior to the activation of an EOC or formal proclamation of local emergency. Mutual aid request and response is not dependent on a proclamation of local emergency.

Operational Area Mutual Aid

When an emergency develops or appears to be developing which cannot be resolved by a law enforcement agency within an OA, it is the responsibility of the Operational Area Mutual Aid Coordinator to provide assistance and coordination to control the problem. (Section 26602 GC)

In response to a request for law enforcement mutual aid by a Chief of Police within the OA, the Sheriff will initiate procedures to activate the mutual aid. The Sheriff will coordinate the OA response of law enforcement resources including those of unaffected operational area municipalities, the local CHP, and other law enforcement agencies within the OA, as well as the Sheriff's resources in order to assist the affected local Chief of Police.

If it appears likely that the resources of an OA will become depleted, the Regional Coordinator should be advised in advance.

Regional Mutual Aid

Should an existing or anticipated emergency be of such magnitude as to require the commitment of the resources of one or more OAs, it is the responsibility of the Regional Law Enforcement Mutual Aid Coordinator to organize the notification and response of resources within that region.

The Regional Coordinator will keep the State Law Enforcement Mutual Aid Coordinator, who is the Chief of Cal OES, Law Enforcement Branch, advised of the situation status.

The State Law Enforcement Mutual Aid Coordinator may support the regional response by issuing mission numbers (numbers issued for the use of state agency resources) and tasking state agencies within the region. An unusual occurrence necessitating regional law enforcement mutual aid does not require a proclamation of a state of emergency.

Statewide Mutual Aid

If the combined resources of a region are not sufficient to cope with an emergency situation, the Regional Coordinator may request additional assistance through the State Law Enforcement Mutual Aid Coordinator. The State Law Enforcement Mutual Aid Coordinator may then task law enforcement resources from Regions statewide, via the Regional Law Enforcement Mutual Aid Coordinators, to assist.



Access Control

Law Enforcement will be responsible for evacuations from affected areas and security and control of those areas once evacuated. For further information concerning access control, see Attachment C. For further delineation of roles for evacuation procedures, see Attachment D.

INFORMATION COLLECTION AND DISSEMINATION

In order to establish a common operating picture, law enforcement agencies involved in mutual aid operations will communicate with staff at their assigned staging areas who will then communicate pertinent information to the law enforcement Incident Commander. The law enforcement Incident Commander will then communicate the information to the Sheriff's DOC who will in turn communicate the information to the OA EOC or other affected agency DOC's. Establishing a common operating picture and maintaining situational awareness are essential to effective incident management.

Briefings

Operational Period briefings should be conducted at the beginning of each operational period and present the action plan for the upcoming period. Additional briefings are scheduled as necessary to pass along vital information to those law enforcement officers and agencies persons who need it. Anyone who wishes to pass along information during a briefing or have important incident information/updates should be prepared to disseminate that information during the operational period briefings.

COMMUNICATIONS

Communication is a critical part of incident management. This section outlines communications plan and supports its mission to provide clear, effective internal and external communication between law enforcement entities and other involved governmental and non-governmental entities that are in need of the information. Further information about communications systems and other methods of communication can be found in Annex I: Communications and Warning Systems.



The State of California has established the California Law Enforcement Mutual Aid Radio System (CLEMARS) with special frequencies for emergency law enforcement mutual aid purposes. For a detailed description of CLEMARS, it is recommended that the CLEMARS Plan be reviewed. This system is intended for command and control purposes among agencies taking part in emergency operations. It is not to be used as a primary local channel. Local departments may be allowed to use these channels in their day-to-day operations as an auxiliary to their primary frequency upon approved request.



Emergency Public Information

Emergency public information such as Blackboard (Alert San Diego) notifications for evacuations shall be facilitated through the local agency jurisdiction or the Sheriff's Communications Center through agreement.

ADMINISTRATION, FINANCE, AND LOGISTICS

Under SEMS, special districts are considered local governments. As such, they are included in the emergency planning efforts throughout the OA. The OA Emergency Organization, in accordance with SEMS, supports and is supported by:

- Cities within the OA
- The County of San Diego
- Special districts
- Other Counties
- The State of California

- The Federal Government

NIMS provides a consistent nationwide template to enable Federal, State, local, and tribal governments and private-sector and nongovernmental organizations to work together effectively. NIMS also enables these entities to efficiently prepare for, prevent, respond to, and recover from domestic incidents, regardless of cause, size, or complexity, including acts of catastrophic terrorism.

Mutual aid, including personnel, supplies, and equipment, is provided in accordance with the California Master Mutual Aid Agreement, and other OA Mutual Aid Agreements.

The private sector is an important part of the emergency organization. Business and industry own or have access to substantial response and support resources. Community Based Organizations (CBOs) or Non-Governmental Organizations (NGOs) provide valuable resources before, during, and after a disaster. These resources can be effective assets at any level. OES has established the ReadySanDiego Business Alliance. The Alliance will have a virtual connection to the OA EOC via a social networking system fed through an RSS feed from WebEOC.

There are some City and County personnel who do not have specific task assignments. They are automatically designated by State Law as Disaster Service Workers during a disaster, and serve in the response effort.

- "All public employees and all registered volunteers of a jurisdiction having an accredited disaster council are Disaster Service Workers," per Government Code Title I, Division 4, Chapter 8, and Labor Code, Part I, Division 4, Chapters 1 and 10.
- The term public employees includes all persons employed by the State, or any County, City or public district.
- Other personnel including volunteers can be quickly registered by OES as Disaster Service Workers, which provides Workers Compensation and liability coverage.

OES maintains a list of pre-registered volunteers affiliated with volunteer organizations that have been signed up as Disaster Service Workers (DSWs).

It is imperative that local government maintain duplicate records of all information necessary for restoration of normal operations. This process of record retention involves offsite storage of vital computerized and paper-based data that can be readily accessible.

Vital records of the Unified Organization are routinely stored in records storage rooms at OES in printed hard copy form, on CD-ROM, and electronically. Computer records are routinely backed up and stored separately from the hard drives. All personnel records are stored by the County Department of Human Resources at several locations throughout the OA.

ANNEX DEVELOPMENT AND MAINTENANCE

The County Office of Emergency Services coordinates the maintenance and updates of this annex every three to four years, in accordance with the maintenance schedule established for the Operational Area (OA) Emergency Operations Plan (EOP). Updates to this annex can be made before such time for multiple reasons, including but not limited to changes in policy/procedure, improvements and recommendations based on real life events or exercises, etc. Recommended changes for the law enforcement mutual aid annex should be submitted to the San Diego County Sheriff's Department, Emergency Planning Detail Lieutenant.

AUTHORITIES AND REFERENCES

The State of California Law Enforcement Mutual Aid Plan is issued and revised under the authority of Sections 8550, 8569, 8615 through 8619, and 8668 of the California Government Code, the California Emergency Plan, and the Master Mutual Aid Agreement.

County of San Diego Mutual Aid Agreements

COUNTY OF SAN DIEGO

REGIONAL LAW ENFORCEMENT

MUTUAL AID OPERATIONAL AGREEMENT

THIS AGREEMENT is made and entered into by and between the Sheriff of the County of San Diego and the agencies which now or hereafter become signatories hereto:

WITNESSETH:

WHEREAS, the signatory agencies desire to coordinate public safety service efforts and encourage maximum cooperation between all law enforcement and prosecutorial agencies; and

WHEREAS, the agencies have heretofore determined that the public interest and necessity require mutual aid and participation in joint efforts; and

WHEREAS, all joint efforts of the parties signatory hereto shall be governed by the term and conditions set forth by the participating agencies; and

WHEREAS, it is also necessary and desirable that the resources, personnel, equipment and facilities of any one party to this plan be made available to any other party to prevent, combat, or eliminate a probable or imminent threat to life or property resulting from local peril, local emergency, local disaster, or civil disturbance, or a duly proclaimed "state of extreme emergency" or "state of disaster", or "state of war emergency" and to render

mutual and supplementary public safety services one to the other as the need may arise; and

WHEREAS, extensive loss of life and property may be mitigated by the immediate and adequate response of the forces of local government to what are or may be disturbances and disasters; and

WHEREAS, the parties signatory to this plan have public safety responsibilities within the County of San Diego and, therefore, have mutual interests and objectives to accomplish with reference to the preservation and protection of life and property within said County; and

WHEREAS, the parties signatory to this agreement have powers to provide for common defense, and the power to act in case of emergency or disaster are all powers common to the parties signatory hereto; and

WHEREAS, the provisions of the Sections 8615, 8617 and 8668 of the Government Code of the State of California, California Disaster and Civil Defense Master Mutual Aid Agreement, The California Law Enforcement Mutual Aid Plan, and other laws of the State of California, empower each of the parties to this agreement to so agree; and

WHEREAS, the California Law Enforcement Mutual Aid Plan is issued and revised under the authority of Sections 8550, 8569, 8615 through 8619, and 8668 of the California Government Code, the California Emergency Plan, and the Master Mutual Aid Agreement; and

WHEREAS, the California Law Enforcement Mutual Aid Plan delineates the current State policy concerning law enforcement mutual aid; and

WHEREAS, the California Law Enforcement Mutual Aid Plan describes the standard procedures used to acquire law enforcement mutual aid resources and the method to ensure coordination of law enforcement mutual aid planning and readiness; and

WHEREAS, the county sheriff is the Operational Area Law Enforcement and Mutual Aid Coordinator; and

WHEREAS, the California Law Enforcement Mutual Aid Plan provides, in pertinent part, “When an emergency develops or appears to be developing which cannot be resolved by a law enforcement agency within an Operational Area, it is the responsibility of the Operational Area Mutual Aid Coordinator to provide assistance and coordination to control the problem;” and

WHEREAS, the California Law Enforcement Mutual Aid Plan provides, in pertinent part, “A request for law enforcement mutual aid requires the approval of the chief law enforcement officer of the requesting jurisdiction;” and

WHEREAS, in the event of a duly proclaimed emergency, the signatories agree to document all mutual aid assistance costs related to a mutual-aid request and submit all records and supporting documentation to the Sheriff of the County of San Diego as soon as practicable; and

WHEREAS, it is expressly understood that this agreement and the operation orders adopted pursuant thereto shall not supplant existing agreements between any and or all parties hereto providing for the exchange or furnishing of certain types of facilities and services on a reimbursable exchange or other basis, nor supplant other mandatory agreements required by law.

NOW, THEREFORE, IT IS HEREBY AGREED by and between each and all of the signatory agencies hereto as follows;

1. The Sheriff of the County of San Diego and the signatory agencies hereto may engage in joint efforts which shall be governed by the terms and conditions set forth by the participating agencies.

2. The Sheriff of the County of San Diego and the signatory agencies hereto may furnish supplementary public safety services to other public agencies who are not a signatory to this agreement in the event of local peril; local emergency, local disaster, civil disturbance and such other occasions as may arise.

3. The mutual aid extended under this agreement and the operation orders adopted pursuant to this agreement shall be without reimbursement unless otherwise expressly provided for by the parties to this agreement or as provided by law.

4. The responsible local official in whose jurisdiction an incident requiring mutual aid has occurred, unless otherwise provided, shall remain in charge at such incident including the direction of such personnel and equipment provided him through the operation of such mutual aid operations agreement.

5. That nothing contained in this agreement shall require or relieve any party hereto from the necessity and obligation of furnishing adequate protection to life and property within their own jurisdiction and no party shall be required to deplete unreasonably his own resources, facilities, and services in furnishing such mutual aid.

6. Any services performed or expenditures made in connection with the furnishing of assistance shall conclusively be presumed to be for the direct protection of the inhabitants and property of the signatory party requesting the assistance and for the direct benefit of all the inhabitants of area.

7. This agreement shall not be construed as, or deemed to be, an agreement for the benefit of any third party or parties and no third party or parties shall have the right of action hereunder for any cause whatsoever.

8. The declination of one or more of the signatory parties to participate in this agreement or any amendment, revision, or modification thereof, shall not affect the operation of this agreement nor operation orders adopted pursuant thereto insofar as the validity of the agreement pertains to the signatory parties.

9. This agreement shall become effective as to each party when approved or executed, and shall remain operative and effective as between each and every party that has heretofore or hereafter approved or executed this agreement until participation in this agreement is terminated by the party. The termination by one or more of the parties of its

participation in this agreement shall not affect the operation of this agreement as between the other parties thereto.

10. Termination of participation in this agreement may be effected by any party by giving written notice of said termination of participation in this agreement to the public agencies, a party hereto, and this agreement shall be terminated as to such party thirty (30) days after the filing of such resolution.

11. County of San Diego and the signatory agencies hereto agree the Sheriff of the County of San Diego shall, in the case of a declared emergency, facilitate reimbursement of all reasonable costs associated with the signatory party's law enforcement mutual aid assistance as provided by law.

ATTACHMENT A

Supporting Organizations

- Jurisdictional Law Enforcement Agencies from the Operational Area (OA)
- Port of San Diego Harbor Police
- County Sheriff
- County Probation Department
- County Department of Animal Services
- School District Police
- California Highway Patrol (CHP)
- County District Attorney Investigators
- County Department of Parks and Recreation
- California National Guard
- California Department of Justice
- California Department of Corrections
- California Fire Marshal
- Military Forces of the United States

ATTACHMENT B

Types of Support

Law Enforcement support may be in one or more of the following missions:

- Law Enforcement
- Aerial Support
- Special Teams (SWAT, hostage negotiators, etc.)
- Mobile Field Force (Platoon)
- Traffic Control
- Evacuation
- Search and Rescue
- Field Bookings
- Prisoner Management
- Building and Facility Security
- Mass Care/Collection Center Security
- Explosive Ordnance Disposal
- Investigation of Arson and Bombings
- Waterborne Enforcement/Dive Rescue and Support
- Metropolitan Medical Strike Team (MMST)
- Security
- Animal Control

ATTACHMENT C

Access Control

Introduction

In the event of an existing natural disaster, manmade incident or a nuclear defense emergency, it may be necessary to restrict access to and from a hazard area. There are four aspects to consider:

- Perimeter control and area security
- Access control (to and from the perimeter)
- Command Post coordination
- Temporary Evacuation Points (TEPs)

Objectives

The overall objectives of access control operations will be to:

- Provide a controlled area and prevent entry by unauthorized persons.
- Protect lives by controlling entry into extreme hazard areas, thus reducing public exposure to the current or pending hazard agent.
- Maintain law and order in the hazard area as well as the normal areas of responsibility.
- To control the entry of authorized persons into the closed area.

Situation

A hazard or a potentially hazardous situation could justify the need to control or limit access for a short period of a few hours to several days, weeks, or months, depending on the hazard and its severity. In order to limit access to the closed area, various personnel and devices will be required in the following functions:

- Establish a control point (may be the Command Post).
- Staff access point(s).
- Establish a system of ingress and egress from secured areas for authorized persons and media.
- Route traffic from highway and surface roads away from closed areas.
- Utilize signs and/or markers to provide motorists with advance notice of secured areas.
- Provide security in closed areas with patrols or airborne monitoring.

- Establish and coordinate with the American Red Cross (ARC), TEPs and/or Evacuation Centers for evacuated, displaced or relocated persons.

Operational Considerations

There are seven levels of operation that effect access control. They are listed in priority:

- Lifesaving operations.
- Evacuation operations.
- Medical Examiner operations and continued rescue.
- Safety Inspection Teams.
- Owners and managers of critical facilities.
- Authorized managers and employees of businesses.

Responsibilities

Local

Law Enforcement

- Handle law enforcement duties both inside and outside of the secured areas.
- Direct the placement of barricades and traffic control devices.
- Establish a command post and control point for the perimeter.
- Initiate TEPs and/or Evacuation Centers, with the ARC, if needed.
- Initiate an entry pass system.

Departments of Planning and Land Use, Building Inspection Division

- Determine structural safety of buildings to be used for care and shelter of evacuees.

Environmental Health Department/HIRT

- Determine environmental safety.

Operational Area

Sheriff's Department

- Handle law enforcement for all unincorporated and contracted areas.
- Support access control effort; coordinate with the local law enforcement agency or CHP in the unincorporated area.

Environmental Health Department

- Determine environmental safety.

State

California Highway Patrol

- Manage and direct access control on the state and federal highway systems and, in cooperation with the Sheriff's Department, the unincorporated public roads.

ATTACHMENT D

Evacuation Operations

Introduction

Law enforcement agencies and supporting organizations have the responsibility of evacuation, dispersal, and relocation of persons from threatened or hazardous areas to less threatened areas during natural disasters and manmade incidents. This attachment describes the organization and responsibilities for conducting evacuation operations, with the ultimate goal of protection of lives. **Annex Q – Evacuation** provides more detailed information on this issue.

Objectives

The overall objectives of emergency evacuation notifications and operations are to:

- Expedite the movement of persons from hazardous areas.
- Control evacuation traffic.
- Coordinate transportation for people with disabilities or other access and functional needs, and persons without vehicles.
- Institute access control measures to prevent unauthorized persons from entering vacated, or partially vacated areas.
- Provide for the procurement, allocation, and use of necessary transportation resources and law enforcement resources by means of mutual aid or other agreements.
- Coordinate evacuation to appropriate mass care facilities.

Situation

On-scene public safety personnel can generally handle evacuations involving only a small number of people without elaborate measures. Large-scale evacuation should be supported by the OA EOC, jurisdictional EOCs and the DOCs of the involved agencies.

Legal Considerations

In 2005, the Chief Legal Counsel for the Sheriff maintained an opinion based on case law that Penal Code section 409.5 does NOT authorize forcible evacuations: “In conclusion, without a specific legislative amendment to Penal Code section 409.5, it would be improper to infer statutory authority to forcibly evacuate people who do not wish to be evacuated, unless their presence in the closed area, resulted from an entry made after the area was closed pursuant to 409.5(a) or 409.5(b)”. All procedures in this annex, therefore, will pertain to voluntarily evacuated persons.

Organization and Responsibilities

County

The designated County Evacuation Coordinator is the Sheriff. Other county police resources and support agencies will assist the Evacuation Coordinator.

Law enforcement agencies, highway/road/street departments, and public and private transportation providers will conduct evacuation operations. Procurement, regulation, and allocation of resources will be accomplished by those designated.

Operational Area

In large-scale evacuation operations, the Operational Area Law Enforcement Coordinator is responsible for coordinating transportation resources and operations on a countywide basis. This coordination will be accomplished in the OA EOC with the involved City EOCs and the Sheriff's Department's DOC.

Mutual Aid Region

A designated member of the CHP will function as the Cal OES Mutual Aid Region Movement Coordinator and will coordinate traffic control operations on a region-wide basis. A representative of the State of California's Department of Transportation (CALTRANS), who will function as the Mutual Aid Region Transportation Coordinator, will assist the Movement Coordinator.

These coordinators will work between the OA and Statewide resources.

State

The coordination and support of evacuation operations on a statewide basis will be accomplished according to the State Emergency Plan.

State agencies, which may be involved in a major evacuation, are the CHP, National Guard, CALTRANS, and Public Utilities Commission.

Federal

The U. S. Department of Transportation supports and assists federal, state, and local agencies with disaster relief transportation requirements. The Federal Aviation Administration can assist with communications and search and rescue coordination. The Interstate Commerce Commission coordinates the location and scheduling of common carriers authorized and equipped to provide emergency transportation into and within disaster areas.

Procedures

Identifying the Area and Population to be Evacuated

Site-specific information, which identifies areas at risk for the known hazards that could threaten the OA, is referenced in the Basic Plan, Attachment 2. This information provides guidance in making decisions about the area to be evacuated. For areas not covered by specific plans, data gathered at the time of the threat will determine the hazard area. Throughout the emergency period, it will

be necessary to continuously reevaluate the size and location of the danger area and, if necessary, expand the areas of evacuation.

Coordinating with the American Red Cross (ARC)

The ARC is able to establish evacuation facilities and perform many logistical functions for those facilities. The Evacuation Coordinator should establish liaison with the ARC early in the evacuation process. The Law Enforcement Coordinator will coordinate security at the mass care shelters. If the ARC is not able to respond, the Evacuation Coordinator should work with the Care and Shelter Branch Coordinator in the OA EOC.

Identifying Temporary Evacuation Points (TEPs)

An event may occur that requires an immediate evacuation out of the danger area. For such an event, it may be necessary to evacuate to TEPs. These points can be used as staging areas with the intent to relocate, or as short-term holding areas. The selection of the location will require consideration for the type of incident, location, safety from incident, number of persons involved, and weather conditions. The goal is to safely evacuate to an appropriate, safe location. TEPs ideally should have access to restrooms and adequate space for the numbers involved. Potential sites include middle schools, high schools, parks, elementary schools and parking lots not downwind or in the potential path of the hazard.

Identifying Evacuation Routes

The Evacuation Coordinator will coordinate with the Incident Command Post to select the best routes from the endangered area to mass care facilities or TEPs, considering the size, physical impairments, medical or other access and functional needs of the population to be moved, road capacity, and the roads which could become impassable. For areas not covered by site-specific plans, the best evacuation routes are selected at the time of the event. As the emergency situation develops, the Evacuation Coordinator requests regular updates from field personnel on the condition of the road network and adjusts the selection of evacuation routes accordingly.

Changes in evacuation routes are communicated to traffic control personnel, transportation resource coordinators, access control personnel, Reception and Care Center Directors, and Public Information Officers (PIOs).

Warning the Public and Providing Evacuation Instructions

When the decision to evacuate is made, and facilities and routes are designated, the public is alerted and given evacuation instructions by various means. Emergency Alert System (EAS) broadcast technology is installed at the OA EOC as well as OES. Alert San Diego augments EAS for the dissemination of emergency public information. See Annex L for additional information.

Evacuation information provided to the public will include the following:

- When and why they must evacuate.

- Routes to take, including conditions of roads, bridges, and freeway overpasses.
- Where to go for mass care.
- Anticipated duration of the emergency and evacuation.
- Call 2-1-1 for more information.

PIOs and field units using public address systems may also be necessary. If the need is identified, field units and PIOs can utilize alternate language notifications or refer the public to Alert San Diego and Accessible Alert San Diego for languages other than English.

Evacuating Specific Facilities

Facilities that require special plans and resources to carry out evacuations include hospitals, prisons, institutions for people with disabilities and other access and functional needs, and nursing homes. These facilities should have their own evacuation plans, personnel trained, and logistics arranged, but this may not always be the case. Law Enforcement will provide evacuation assistance to these facilities, as resources are available. Facilities like these will be warned of the emergency situation.

Providing Transportation Assistance

Some people may not have access to a motor vehicle, including households without motor vehicles and people left at home without a vehicle. Some people with disabilities and other access and functional needs may require other forms of transportation assistance. The number of persons requiring transportation assistance varies substantially from area to area, and by time of day, and day of the week. Buses, vans, ambulances, para transit, and other transport vehicles will be requested from transportation providers. In the event that an evacuation warning/order is issued, individuals requiring evacuation assistance should summon help by calling 9-1-1.

Controlling Traffic

Traffic controls are established at key intersections and at access points on evacuation routes, to expedite the flow of traffic. It may be necessary to control traffic on routes outside the hazard area to minimize conflicts with evacuation traffic.

Security of Evacuated Areas

Once an area has been evacuated, Law Enforcement will provide security for the evacuated areas including key facilities, resources and supplies as required.

APPENDIX C-1

Law Enforcement Emergency Action Checklist Response to a Major Earthquake

Action	Responsibility
Dispatch units to survey damage, particularly pre-designated key facilities, and initiates roll call of units.	Local Law Enforcement/ Communication Centers
Provide alternate communications, if telephone or radio communications are not operational	Communications/Watch Commanders
Call in regular personnel and reserves; assign responsibilities according to plan.	Watch Commanders/ Station Commanders/ agency DOCs
Assist or join in establishment of multi-agency staging areas.	Incident Commander/ Sheriff's DOC
Contact American Red Cross for potential and confirmed evacuation and shelter needs of displaced population.	Law Enforcement/ Communication/OES
Coordinate relocation of evacuees to safe areas.	Law Enforcement
Coordinate the evacuation of hazardous areas with other agencies.	Law Enforcement
Assist with the removal and disposition of the dead, if requested by the County Medical Examiner.	As Assigned
Provide law enforcement and crowd control at mass care facilities.	Law Enforcement
Continue surveys for further damage or hazards.	ASTREA/Field Units
Impose curfew, if appropriate.	Sheriff/Law Enforcement
Assist with the evacuation of institutionalized persons, as necessary.	Incident Commanders
Request mutual aid assistance from the Operational Area Enforcement Coordinator, as appropriate.	Law Enforcement
Request mutual aid assistance from the regional coordinator as appropriate.	Sheriff, or his/her designee

Law Enforcement Earthquake Response	
Action	**Responsibility**
Assist in heavy rescue operations.	Incident Commander/ SAR/USAR
Provide security to protect people remaining in area.	Incident Commander
Provide traffic control.	Incident Commander/CHP
Assist emergency vehicles and equipment in entering or leaving the area.	Incident Commander/CHP
Establish perimeter access control, as required.	Incident Commander/CHP
Coordinate with the Construction and Engineering Coordinator for streets/roads barricades.	Incident Commander
Establish security for vital facilities and essential supplies.	Law Enforcement
Control access to these facilities giving priority to utility repair and industrial recovery teams.	Incident Commander
Coordinate with CHP to determine capacity and safety of evacuation routes.	Incident Commander
Coordinate with Public Works and Fire Department for debris clearance and heavy rescue operations.	Incident Commander
Evacuation advisory if dam failure is possible.	Law Enforcement/Fire
Request mutual aid assistance from the Operational Area Enforcement Coordinator, as appropriate.	Law Enforcement
Request mutual aid assistance from the regional coordinator as appropriate	Sheriff, or his/her designee
Invoke and assist with re-entry protocol.	OA EOC Director

APPENDIX C-2

Law Enforcement Emergency Action Checklist Response to a Hazardous Materials Incident

Action	Responsibility
Carry out assigned duties in accordance with the San Diego County Hazardous Materials Area Plan.	Field Units/ Jurisdiction/Communication Center
Determine if evacuation of population is necessary and notify all Law Enforcement agencies in the Operational Area.	Incident Commander/ Communication Center
If area is compromised by Chemical, Biological or Radiological agents, responding personnel will be advised to don appropriate PPE.	Incident Commander/ Communication Center
Notify American Red Cross of any potential evacuation.	Law Enforcement/Communication Centers/ OES
Determine location of mass care facilities, as necessary.	American Red Cross
Dispatch units to survey the situation, and to estimate the extent of the affected area.	Incident Commander/ Jurisdiction
Notify appropriate local, state, and federal hazard response agencies.	Communication Centers/OES
Assist or join in establishment of multi-agency staging areas.	Incident Commander/ Sheriff's/OES
Contact National Weather Service for wind direction and other weather information.	Communication Centers/OES
Notify personnel to remain upwind or upstream of the incident site. This may require repositioning of personnel and equipment as conditions change.	Incident Commander
Establish traffic and perimeter control for affected area.	Incident Commander/ CHP
Assist in the coordination of medical assistance.	Communication Centers/EMS
Direct designated hazardous incident responders to the incident site.	Communication Center/ Incident Commander

Law Enforcement Hazardous Materials Incident	
Action	**Responsibility**
Assist in efforts to identify spilled substance. This would include locating shipping papers, placards and making contact as required.	Hazardous Incident Response Team (HIRT)/ Law Enforcement
Assist in the warning dissemination and search and rescue operations.	Law Enforcement
Establish command post with other emergency responders.	Law Enforcement
Provide law enforcement and crowd control services at mass care facilities.	Law Enforcement
Determine if the use of aircraft will make hazardous conditions worse. If so, convey information to appropriate parties.	HIRT/Incident Commander
Assist with the removal and disposition of the dead, if requested by the County Medical Examiner.	Law Enforcement
Establish traffic and other controls to permit re-entry when safe.	Law Enforcement
Request mutual aid assistance from the Operational Area Law Enforcement Coordinator, as appropriate.	Law Enforcement
Request mutual aid assistance from the regional coordinator as appropriate.	Sheriff, or his/her designee
Invoke and assist with re-entry protocol.	OA EOC Director

APPENDIX C-3

Law Enforcement Action Checklist Response to Imminent/Actual Flooding

Flooding Expected	
Action	**Responsibility**
Issue evacuation advisory, as necessary.	Incident Commander
Warn population in threatened areas, if evacuation is warranted.	Law Enforcement Field Units/Fire Units/Aerial Law Enforcement/ OES
Notify American Red Cross.	Law Enforcement/ Communication Centers/OES
Determine location of mass care facilities, as necessary.	American Red Cross
Prepare to relocate personnel and equipment from stations that are subject to flooding.	Station Commanders
Review evacuation routes and warning procedures, including facilities, such as hospitals, convalescent homes, residential care facilities for people with disabilities and other access and functional needs.	Incident Commander/OES/ Department Operations Centers (DOCs)
Place reserves and auxiliaries on standby.	Law Enforcement/DOCS
Prepare to move personnel from detention facilities subject to flooding.	Law Enforcement/Facility Commander/Warden
Provide security for vacated areas.	Law Enforcement
Establish access controls to vacated areas.	Law Enforcement

Flooding Occurs: Law Enforcement Flood Response	
Action	**Responsibility**
Activate warning procedures.	Fire/Law Enforcement/OES
Notify American Red Cross	Law Enforcement/ Communication Center/OES
Determine location of mass care facilities.	American Red Cross
Implement Evacuation advisory plans	Law Enforcement/OES
Coordinate with fire agencies, lifeguards and other public service agencies for the rescue of persons trapped in flooded areas.	Law Enforcement/Fire
Assist or join with other agencies in establishing multi-agency staging areas.	Incident Commander/ Sheriff's DOC
Provide law enforcement and crowd control at mass care facilities.	Law Enforcement
Conduct aerial survey of impacted area.	ASTREA/ABLE
Request mutual aid assistance from the Operational Area Law Enforcement Coordinator, as appropriate.	Law Enforcement
Request mutual aid assistance from the regional coordinator as appropriate.	Sheriff, or his/her designee
Invoke and assist with re-entry protocol.	OA EOC Director

APPENDIX C-4

Law Enforcement Emergency Action Checklist Response to Imminent/Actual Dam Failure

Dam Failure Imminent	
Action	**Responsibility**
Issue evacuation advisory, as necessary.	Incident Commander
Attempt to warn population in dam inundation area using all available means.	Law Enforcement/Fire /OES
Notify American Red Cross.	Law Enforcement/ Communication Center/OES
Determine location of mass care facilities for displaced population.	American Red Cross
Provide traffic control for evacuation.	Law Enforcement
Provide security for vacated areas.	Law Enforcement
Establish access controls to vacated areas.	Law Enforcement
Dam Failure Occurs: Law Enforcement Dam Failure Response	
Dispatch aerial and ground units to survey extent and severity of damage including aerial survey.	Incident Commander
Provide security for damaged area.	Law Enforcement
Coordinate search and rescue operations.	Incident Commander
Assist fire units and heavy equipment operators in entering or leaving vacated area.	Field Unit/CHP
Coordinate with Public Works and Fire Department for debris clearance and heavy rescue operations.	Incident Commander
Provide law enforcement and crowd control services at mass care facilities	Law Enforcement
Provide alternate mobile communications if necessary.	Incident Commander/ Sheriff's Data Services/ Wireless Services Unit
Assist with the removal and disposition of the dead, if requested by the County Medical	Law Enforcement

Dam Failure Imminent	
Action	**Responsibility**
Examiner.	
Impose curfew, if appropriate.	Law Enforcement
Request mutual aid assistance from the Operational Area Law Enforcement Coordinator, as appropriate.	Law Enforcement
Request mutual aid assistance from the regional coordinator as appropriate.	Sheriff, or his/her designee
Assist or join with other agencies in establishing multi-agency staging areas.	Incident Commander/ Sheriff's DOC
Invoke and assist with re-entry protocol.	OA EOC Director

APPENDIX C-5

Law Enforcement Emergency Action Checklist Response to a Major Fire

Action	Responsibility
Notify Law Enforcement of any potential evacuation.	Incident Commander
Notify American Red Cross.	Law Enforcement/Fire/OES
Provide security and protection.	Law Enforcement
Evacuation advisory to unsafe areas and designate Temporary Evacuation Points (TEPs), as necessary.	Law Enforcement
Warn population in threatened areas.	Law Enforcement/Fire/OES
Determine location of mass care facilities.	American Red Cross
Coordinate transportation Law Enforcement of people in care facilities.	Law Enforcement
Provide crowd/perimeter control.	Law Enforcement
Invoke and assist with re-entry protocol.	OA EOC Director

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Acknowledgements

San Diego County Access and Functional Needs Work Group

ANNEX D

Mass-Casualty Incident Operations



Unified San Diego County Emergency Services Organization And County Of San Diego

Operational Area Emergency Operations Plan

September 2014

GENERAL

Introduction

The Mass-Casualty Incident (MCI) Operations Annex to the San Diego County Operational Area Emergency Operations Plan (OA EOP) describes the basic concepts, policies and procedures for providing a coordinated medical care response to any mass-casualty incident. This annex serves as the unifying document for the emergency plans of local hospitals, jurisdictions and public safety agencies. The Emergency Services Agreement, between and among the County of San Diego and the jurisdictions in the OA, provides for a county wide emergency services program.

Purpose

The purpose of this annex is to establish a disaster medical system and prescribe responsibilities and actions required for the effective operation of the medical response to disasters.

Scope

This annex describes the policies, concepts of operations, roles and responsibilities and capabilities associated with responding to Mass-Casualty Incidents (MCI) within the geographic boundaries of San Diego County, California. This annex serves as the unifying document for the emergency plans of local hospitals, jurisdictions and public safety agencies. It identifies who will be in charge of the incident and provides guidelines for coordinating county government emergency response resources during a multiple casualty incident. It also describes how the on-scene incident command agency will coordinate with county, state, and federal agencies, local jurisdictions and volunteer organizations.

Under the National Response Framework (NRF) - Public Health & Medical Services fall under

EXECUTIVE SUMMARY

Annex D identifies the system of Base hospitals, trauma facilities and satellite hospitals in the San Diego County Operational Area. It also defines the role of paramedics, EMTs, hospital personnel, law enforcement, fire and hazardous materials specialists, among others. It defines communications links between the field and the hospitals and identifies Station M and its role. It also describes the National Disaster Medical System (NDMS) which can be activated in the event of a major emergency where the number of injured exceeds local capabilities.

This annex is routinely used in traffic accidents with more than five or ten injuries and is used in exercises throughout the year by all of the hospitals to meet accreditation requirements.

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Emergency Support Function-8 (ESF-8), the State of California Emergency Function-8 (EF-8) Emergency Medical Services applies to all individuals and organizations that may be involved in emergency medical response activities in the County.

This annex builds upon and incorporates the use of the California Public Health and Medical Emergency Operations Manual (EOM), and incorporates the use of the California Standardized Emergency Management System (SEMS), the National Incident Management System (NIMS), the Incident Command System (ICS) and the role of key participants in the Public Health and Medical System during emergencies. It supports the development of California EF-8 and the Federal ESF-8 Public Health and Medical Services plans.



The overall scope of ESF- 8 involves the supplemental assistance to local governments in identifying and meeting the public health and medical services needs to victims of a major emergency or disaster. This support is categorized in the following functional areas, including but not limited to:

1. Provision of Medical Command and Control.
2. Assessment of emergency medical services needs.
3. Assessment of pre-hospital healthcare personnel.
4. Assessment of emergency medical services equipment and supplies.
5. Assessment of patient evacuation by emergency medical services.
6. Assessment of in-hospital care resources.
7. Assessment of medications and medical device safety.
8. Assessment of emergency medical services worker health and safety.
9. Assessment of chemical, biological, radiological, nuclear and explosive hazards to emergency medical services personnel.
10. Assessment of emergency medical services mental health accessibility (e.g., Critical Incident Stress Debriefing/Critical Incident Stress Management – CISD/CISM).
11. Assessment of public health information pertaining to emergency medical services.
12. Assessment and evaluation of health threat to emergency medical services personnel and the general public.
13. Assessment of victim identification.
14. Provides overall coordination for statewide emergency medical services response.

15. Implements the necessary controls to prioritize the allocation of resources to meet requests which temporarily exceed local and county assets.
16. Provides coordination for obtaining and distributing resources from the state and Federal level in support of local agencies.
17. Provision of emergency responder health and safety.
18. Coordination assistance for evacuation of patients.
19. Coordination assistance for transportation of personnel.
20. Manages Disaster Medical Assistance Teams (DMAT).

Definitions



1. A **Mass Casualty Incident (MCI)** is any single incident that results in enough patients that would strain or overwhelm the responding agency as determined by the Incident Command (IC). The situation is limited in scope and potential impact on the overall system.
2. An **emergency** is a situation larger in scope and more severe in terms of actual or potential effects that may involve a large area, significant population or critical facilities resulting in a sizable multi-agency response under the on-scene Incident Commander.
3. A **disaster** involves the occurrence or threat of significant mass casualties and/or widespread property damage that is beyond the capability of local government to handle.

Situation

1. A significant natural disaster or man-made event that overwhelms the local jurisdictions standard of care capability (resources) would be a defining need for a declaration of emergency. This may require that local and state medical care assistance be provided.
2. Hospitals, nursing homes, public and community health centers, rural health centers, University Health Centers, assisted living facilities, funeral homes, hospital morgues and other medical facilities may be severely structurally damaged or totally destroyed depending on the disaster. Even undamaged or slightly damaged facilities may be unusable due to lack of utilities.
3. Medical facilities that remain in operation and have the necessary utilities and staff will probably be overwhelmed with walking-wounded and seriously injured victims who are may arrive immediately after the occurrence. Medical supplies will be in

short supply. Restocking of medical supplies could be hampered by communication and transportation disruptions. Disruptions in personnel, product and physical plan could seriously impair access to healthcare in impacted areas.

4. In addition to physical injuries, the stress imposed on individuals affected by a disaster may produce a need for increased mental health outreach and crisis counseling to prevent or resolve further emotional problems.

Assumptions



1. The impact of a MCI incident on the EMS and healthcare systems is variable and requires a scaled response up to including a local, state or federal declaration of emergency or disaster.
2. Disaster is a local responsibility. The effectiveness of medical response to disasters depends on the capability, capacity, and preparedness of day-to-day public safety, EMS and health care resources and local government agencies.
3. All agencies and other entities and/or jurisdictions will operate during an incident or evacuation under SEMS, NIMS, and ICS.
4. Incident command structure will expand and contract as necessary based on the size and complexity of the incident, and maintain the span of control. Only those functions/positions that are necessary will be filled (essential services).
5. At risk and access and functional needs populations include children, elderly and medically fragile will depend on government assistance during disaster situations.
6. Medical surge response is the capability to rapidly expand the capacity of the existing healthcare system in order to provide triage and subsequent medical care. This includes providing definitive care to individuals at the appropriate clinical level of care, within sufficient time to achieve recovery and minimize medical complications or loss of life.
7. Hospitals are part of the critical infrastructure within the County.
8. A disaster may result in increased demands on the EMS system requiring supplemental and/or specialized resources.
9. A disaster may impact the county's communications and/or transportation systems, impeding emergency medical services.
10. In some situations, people attempting to go to area hospitals will not have symptoms or need for immediate treatment and can be seen elsewhere. (e.g. worried well)

11. While hospitals, nursing homes, assisted living centers and other medical facilities are required by law to have developed and maintained emergency plans and resources, some disaster situations may require local government (EMS) support and guidance.
12. Systems and resources within San Diego County or through mutual aid agreements will be sufficient to meet the emergency medical needs generated by most disasters.
13. In some occasions, it may be necessary or in the best interest of the patient to transport patients to hospitals outside of the OA.
14. During disasters the Operational Area Emergency Operations Center (OA EOC) and the Emergency Medical Services Department Operations Center (Medical Operations Center or MOC) will need scene situational awareness to appropriately plan healthcare communications and evacuation plans.
15. The county will attempt, consistent with its resources, to ensure there is an adequate response to the incident. Upon exhaustion of local EMS resources, the County will work with the state regional agencies (Cal OES, CDPH, & EMSA) to obtain additional assets.
16. The protection of life and the treatment of injured persons shall have the highest priority in emergency operations.

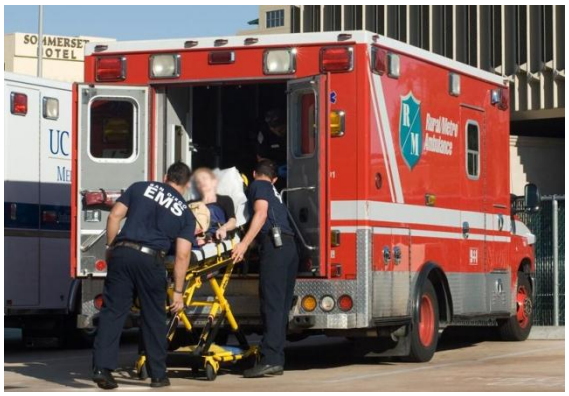


17. Emergency medical treatment of patients will be in accordance with guidelines established by the State of California, local Public Health Officer, and/or EMS Medical Director.
18. Transportation of medical patients to receiving hospitals will be accomplished based on priority of care and severity of patients' injuries. Initial medical destination of patients will be determined by predetermined protocol or Base Hospital.
19. Emergency response personnel may be confronted with situations which can result in emotional distress which may hamper their ability to continue functioning in their current position. Supervisors of emergency response workers are encouraged to monitor workers for symptoms.
20. Ambulance service providers will be initial providers of emergency medical resources and may be supplemented by mutual-aid agreements, private ambulance service agreements, and state and federal resources.
21. The Region VI Regional Disaster Medical Health Coordinator/Specialist (RDMHC/S) will communicate and coordinate with the San Diego Medical Health

Operational Area Coordinator (MHOAC) program on communications, asset / personnel requests, coordination and providing situational awareness updates.

Goals and Objectives

The overall goals of disaster medical operations are to:



- Minimize loss of life, subsequent disability, and human suffering by ensuring, through an all-hazards approach, timely and coordinated medical assistance, to include evacuation of severely ill and injured patients.
- Coordinate the utilization of medical facilities and the procurement, allocation, and distribution of medical personnel, supplies, and accessible communications, specialized equipment to meet the needs of people with disabilities and other access and functional needs and other resources.
- Provide a system for receipt and dissemination of information required for effective response to, and recovery from, the effects of a major disaster.

The objectives of this annex are to:

- Describe the concept of operations, organization, and medical response system to implement this annex.
- Establish procedures for activating and deactivating this annex.
- Provide a system for prompt medical treatment of disaster victims.
- Provide for the management of medical services, facilities, activities, and resources.
- Provide a basis with which County departments and local agencies establish support plans and standard operating procedures.



Whole Community Approach

The whole community concept is a process by which residents, emergency management representatives, organizational and community leaders, and government officials can understand and assess the needs of their respective communities and determine the best ways to organize and strengthen their resources, capacities, and interests. Engaging in

whole community emergency management planning builds a more effective path to societal security and resilience. This annex supports the following whole community principles:

- Understand and meet the needs of the entire community, including people with disabilities and those with other access and functional needs.
- Engage and empower all parts of the community to assist in all phases of the disaster cycle.
- Strengthen what works well in communities on a daily basis.

In keeping with the whole community approach, this plan was developed with the guidance of representatives from the OA, Cities and representatives from County departments, law enforcement, fire services, emergency management, the access and functional needs communities, and various other local stakeholders.

CONCEPT OF OPERATIONS

Overview

The Mass-Casualty Incident Operations Annex will follow basic protocols set forth in the Operational Area Emergency Operations Plan (OA EOP), California Master Mutual Aid Agreement, and California Public Health and Medical Emergency Operations Manual (EOM) that dictate who is responsible for communications and how regional resources will be requested and coordinated.



All jurisdictions, agencies and organizations within the OA will operate according to the National Incident Management System (NIMS), Standardized Emergency Management System (SEMS) and respond utilizing the Incident Command System (ICS).

Response to a Mass-Casualty Incident (MCI) is managed at the lowest level possible. Accordingly, local governments/agencies have primary responsibility for preparedness and response activities and must develop individual plans and annexes in coordination with the OA EOP.

Objective

The objective of the MCI annex is to provide resources to the MCI response that will support life, safety, incident stabilization, and incident mitigation while doing the greatest amount of good for the greatest number of people. In general, the system response is as follows:

- The first local emergency responder to arrive at the scene of the emergency situation may serve as the Incident Commander (IC) or until relieved by a more senior or more qualified individual. The on-scene IC assesses and identifies the size and complexity of the event, identifies response resources required and directs the on-scene response. Coordination for patient triage, medical communication and transportation is managed by the on-scene IC or their designee through the medical branch.
- The Facilitating Base Hospital identifies the number of immediately available beds at receiving hospitals and provides patient destination based on situation, acuity and availability of beds. During a MCI event, the IC or Medical Communications Coordinator (MEDCOM) will declare the size and nature of the event.



Normally, the IC will declare the existence of an MCI event (Annex-D), and notify the agency's dispatch center who will notify the EMS Duty Officer via designated County contact (See Appendix G). The Base Hospital may also notify the Emergency Medical Services (EMS) Duty Officer of a MCI incident and declared "Annex-D", based on information from the scene or multiple scenes.

- During a surge event the Facilitating Base Hospital will determine the number of patients being assigned to the 9-1-1 receiving hospital based on the surge plans/protocols. Surge plans may require assignment "surge" patients to the 9-1-1 receiving hospital without regard to "available beds".
- During a surge event, hospital emergency rooms will initiate internal surge plans, to include relocating or discharging ED patients to accommodate patients assigned by the Base Hospital.
- The EMS Duty Officer will receive notification of the MCI incident and "Annex-D" activation, and will monitor the communications for existence of adequate resources and efficiency.



- During a disaster or MCI event impacting multiple agencies, either or both of the EMS Department Operations Center ("Medical Operations Center" (MOC)) and the Operational Area Emergency Operations Center (OA EOC) may be activated to support field activities.
- Coordination of general population needs is the primary responsibility of the OA EOC, while coordination of medical

and health services is primarily through the EMS DOC (MOC). The EMS DOC (MOC) reports to the OA EOC through the Medical Health Branch Coordinator of the OA EOC Operations Section.

- Emergency Support Function (ESF)-8 and the Medical Health Operational Area Coordination (MHOAC) program provide definitions of the Public and Medical Health functions coordinated by the OA EOC, County Human & Health Services Agency (HHSA) DOC, and EMS DOC (MOC). The primary County contact for the program is the Medical Health Operational Coordinator (MHOAC).
- HHSA DOC is involved in the mitigation, coordination and recovery from an MCI incident and is primarily for responsible for Continuity of Operations (COOP) response for County of San Diego services and public health mitigations and recovery.



- Mutual aid agreements between jurisdictions within San Diego County and with neighboring jurisdictions are in place.
- Medical resource requests are usually coordinated by the EMS DOC (MOC), working with the San Diego Medical Health Operational Area Coordinator (MHOAC) and the OA EOC Medical Health Branch.

Functions

Pre-Hospital Incident Command

ICS is used to provide a management structure and system for conducting on-scene multi-disciplinary / multi-jurisdictional operations (in this case, a mass-casualty incident that involves concurrent tactical field interactions between fire, law enforcement, and medical personnel).

ICS, because of its standardized organizational structure and common organizational and operational terminology, provides a useful and flexible management system that is particularly adaptable to incidents involving multi-disciplinary / multi-jurisdictional response, such as MCIs.

California Firescope Field Operations Guide (ICS 420-1) and any future revisions shall be utilized.

The ICS organizational structure develops in a modular fashion based upon the nature and size of an incident. The organization's structure is built under the authority of the IC or Unified Command (UC) structure, consisting of the most qualified/appropriate fire, law and/or medical officers on scene. The specific organization structure established for any mass-casualty incident is based upon the management of the incident and personnel available to fill functional positions.

- **Unified Command/Incident Commander** – coordinates incident activities including the development and implementation of strategic decisions and approves the ordering and releasing of resources.
- **Operations Chief** – activates and supervises the organization elements and is responsible for the management of operations at the scene.

Mass-Casualty Branch Pre-Hospital Positions



- **First arriving medical personnel** - makes the preliminary medical assessment of the overall incident.
- **Mass-Casualty Branch Director** - establishes command and controls the activities within the Mass-Casualty Branch in direct liaison with the Incident Commander under the Operations Section Chief.
- **Medical Group Supervisor** - controls triage management, treatment, and coordination of all casualties.
- **Medical Supply Coordinator** - identifies, collects, and distributes supplies available at the scene and is responsible for obtaining additional supplies (from hospitals or other sources).
- **Triage Unit Leader** - ensures triage on-scene and designates casualties accordingly.
- **Treatment Unit Leader** - ensures assessment of patients and treatment of casualties and directs movement of patients to loading locations.
- **Patient Transportation Unit Supervisor** - communicates with the Mass-Casualty Branch Director and closely coordinates with the Medical Group Supervisor; may be responsible for communicating with helicopters, ambulances from a variety of different agencies, and the staging area. As personnel become available, the Patient Transportation Group Supervisor fills and supervises the following positions: Medical Communications Coordinator and the Ambulance Staging Managers.
- **Medical Communications Coordinator** - maintains communications and coordinates information with Facilitating Base Hospital(s) to ensure patient transportation and destinations.
- **Ambulance Staging Managers** - manage air and ground ambulance/emergency vehicle staging areas.

Mass-Casualty Branch Implementation



- Incident Command (IC) is determined
- Scene Medical Group – is formulated based on situational assessment (medical-size up) and can include:
    - Scene safety and hazards assessment.
    - Estimated number of victims and type and severity of injuries.
    - Estimated medical resources needed.
    - Determines access routes, and scene set up for triage, treatment, ambulance/bus loading and staging areas.
    - Notifies agencies dispatch of situation and if the MCI incident (Annex-D) is being activated after coordinating with IC.

On Scene Operations

- Incident Command establishes triage, treatment, loading, and staging areas as the incident dictates.
- Victims are collected into a single triage area to maximize care and sorted into treatment areas based on Simple Triage and Rapid Treatment (START) protocols.
- Treatment area co-locates immediate and delayed victims.
- Victims with minor injuries can be directed to a separate location.
- IC and the Medical Branch may determine whether other agencies such as the American Red Cross (ARC), if available, may be needed to help establish First Aid Stations for individuals with “minor” type injuries.
- The Medical Group Supervisor has overall responsibility for coordinating triage management, treatment and transportation of victims on scene.

Triage / Treatment

Triage



Triage and medical care will be initiated under protocols approved by the County of San Diego EMS Medical Director. Key tasks for Triage are:

- The Triage Coordinator is responsible for the Triage Area operations.
- Initial color banding or tagging of victims is completed as part of the initial (Primary) victim assessment.
- The Primary Triage of victims is based on the Simple Triage and Rapid Treatment (START) criteria without moving them. The categories include:
    - Immediate (Red) – Immediate (within 1 hr.) medical intervention and transport required to prevent or minimize loss of limb or life.
    - Delayed (Yellow) – Serious and potentially life-threatening injuries, but not expected to deteriorate significantly over several hours and transport can be delayed.
    - Minor (Green) – Relatively minor injuries and victim is unlikely to deteriorate over one or more days and victim is able to assist in own care known as “walking wounded”.
    - Expectant or Comfort Care (Black) – are victims who are unlikely to survive given the severity of injuries, level of available care or both. Palliative care and pain relief should be provided.
- Triage phase includes life or limb saving treatments usually, and ends with movement to treatment areas.
- After primary triage patients are moved to the appropriate color coded treatment area.



Treatment

Each START category of patients gathered together in one location that is clearly marked (e.g. colored tarp) and stabilizing treatments are given as the incident dictates. Key tasks for Triage are:

- Secondary triage is the second phase of sorting victims and is done in the triage/treatment area. Based on further assessment, the triage category may be changed after the secondary triage.
- Treatments are limited to stabilization, treatment of shock and periodic reassessment of condition until patient is loaded for transport.



- Patient tracking begins in the treatment area and records each victim's injury summary, START category, transport vehicle identification and destination. The last four (4) digits are used for identification (e.g. radio reports).
- Transport should not be delayed for purposes of treatment.
- In large emergencies or disasters, Advanced Treatment Teams consisting of a licensed physician, nurse and a recorder can be assigned to Field Treatment Sites (FTS). There two types of treatment teams:
    - Primary Treatment Team – includes licensed physician, nurse(s) and a recorder(s).
    - Secondary Treatment Team – includes a physician and two nurses.
    - Advance Treatment Teams are deployed by EMS and report to IC upon arrival and are assigned to the Mass-Casualty Branch or Group Coordinator when on scene.
    - Team members may come from hospitals, local community clinics, and medical society, Clinical Disaster Service Workers (CDWS) or Public Health Nurses.
- A FTS may be established by EMS Medical Director upon request from the scene IC. At a FTS the physician assumes medical control if available. The team coordinates with other support personnel and practices austere medical treatment to assist in facilitating transport/evacuation.



- Contaminated patients (designated by triage tag) are to be considered as potentially exposed to chemical, radiological or biological agents or

toxins. These patients, per procedure, are decontaminated at the scene. The tag indicates initial exposure.

Transportation



Transportation of MCI victims is based on hospital bed availability, disaster response plans, polices, procedures and protocols established by the EMS Medical Director, EMS and agencies protocols and situation at the scene. There currently exist two systems of ambulance transportation in the OA; (1) local jurisdiction's medical response (9-1-1) system and, (2) in a MCI situation, supplemental private ambulance resources which may be requested through the EMS Duty Officer, MHOAC or EMS DOC, by the Incident Commander (IC).

Advanced Life Support (ALS) and Basic Life Support (BLS) ambulance transportation includes basic equipment, monitoring capability and trained personnel. The on-scene IC has overall responsibility for the operations. Smooth coordination of loading of victims, victim destinations at the appropriate level of care is the responsibility of the Transportation Unit Supervisor or Group Supervisor. The following apply:

- Upon arrival at the scene, units report to the ambulance staging area unless otherwise directed by the Staging Area Manager.
- Ambulances are systematically sent into the patient loading area to avoid congestion of the scene. Ambulances are assigned patients and destination as directed by the Patient Transportation Group Supervisor as determined by the Medical Communications Coordinator.
- With the initiation of the mass-casualty plan one immediate and one minor patient may be immediately transported to area hospitals.
- Under the MCI plan (Annex-D):
    - Immediate category victims will have priority for ground or air transportation in most cases. Other patients may be transported by other transportation (e.g. buses, trucks, and automobiles for minor patients).



    - Patients who have received ALS care in the field (e.g. IV, hemorrhage control, advanced airway or medication) may be transported without being accompanied by ALS personnel. BLS personnel may accompany to the hospital.

- Upon notification, transport units ascertain the exact location of incident staging areas and access routes. Special hazards or road closures may necessitate specific routing instructions.
- Hospital communication is not required from transporting units, as the Medical Communications Coordinator at the scene is responsible for this function. When patient turnover to the hospital is completed, and the unit has been requested (by the Patient Transportation Group Supervisor) to return to the scene, requested personnel or supplies may be transported back to the scene by that unit.
- To mitigate the impact of a large volume of burn or pediatric patients in San Diego, Facilitating Base Hospital will direct pre-hospital personnel to distribute specialty (burn and pediatric) patients to pre-designated hospitals based on volume of patients and patient condition. Pre-hospital transport will coordinate the distribution of patients to the designated hospitals (See Appendix I, Specialty Surge).

Hospital Evacuations

The MCI plan (Annex-D) may be activated for evacuation of a medical facility. The County Ambulance Coordinator, in coordination with the EMS Duty Officer, the Medical Health Operational Area Coordinator (MHOAC) and/or EMS DOC (MOC), Fire Department Officials and other Public Safety Agencies, assumes direction of pre-hospital transportation resources for the purposes of evacuation of medical facilities.



Jurisdictions

Each jurisdiction has a varied amount and type of medical units. In most jurisdictions, the direction and administration of medical units is under the Fire Department. However, in some regions of the OA, County Service Areas (CSA) and San Diego County, EMS-contracted transporting agencies have response capability.

Private Ambulance Resources

Private industry ambulance response is coordinated by the EMS DOC (MOC), and the County Ambulance Coordinator. Upon notification the County Ambulance Coordinator:

- Establishes contact with IC dispatch center.
- Communicate & Coordinate with the EMS Duty Officer and the Medical Health Operational Area Coordinator (MHOAC).

- Coordinates pre-arrival activation and demobilization of Ambulance Strike Teams (AST) at the request of the EMS DOC (MOC).
- Notifies participating ambulance companies.
- Polls agencies' available resources to include:
    - Number and type of units available.
    - Units already responding to the incident.
    - Number and type of units that could be activated.
    - Number of available staff that could be used to activate backup units from around the OA.
    - Number and type of units for back-fill of depleted areas as requested from OA assets.

Field Treatment Sites/First Aid Stations

Field Treatment Sites (FTS)



FTS are designated sites for the congregation, triage, prophylaxis/ immunization, austere medical treatment, and stabilization for evacuation of casualties during a major disaster or large-scale public health emergency. FTS are an extension of the disaster medical response operations when the evacuation of casualties is substantially delayed by issues such as, but not limited to the depletion of resources, road closures, damage to hospitals, or when sites are needed to provide community based mass prophylaxis/immunization operations.

Medical FTS are utilized to provide only the most austere medical treatment, directed primarily to the moderately/severely injured or ill, who will require later definitive care and who have a substantial probability of surviving until they are evacuated to other medical facilities. FTS should not be viewed as first aid stations for the minimally injured, although provisions may be made to refer them to a nearby site for first aid. Nor should FTS be viewed as only short-term staging areas because evacuation of casualties from the FTS may be delayed due to limited availability of transportation. Given the uncertainty of the flow of casualties, the availability of supplies and personnel, and the timeliness and rate of casualty evacuation, managers of FTS must be cautious in the allocation of resources (especially during the first 24 hours of operation).

Designation of FTS

The designation, establishment, organization, and operation of FTS are the responsibility of County government. Regional and State resources will become available to resupply and augment FTS operations, but are generally unavailable to activate a FTS during the initial response phase.

In selecting FTS locations, consideration is given to: proximity to areas which are most likely to have large numbers of casualties; distribution of locations in potential high-risk areas throughout the affected area; ease of access for staff, supplies and casualties; ease of evacuation by air or land; and the ability to secure the area. In collaboration with EOC, the County of San Diego Emergency Medical Services (EMS) based on the availability of appropriate structures, facilities, and supplies will designate FTS sites at the time of activation.

FTS Functions

FTS should be designed to perform the following tasks; not necessarily in the order indicated below.

- Congregation and registration of casualties for efficient treatment and evacuation.
- Triage of casualties to ensure scarce treatment and transportation resources are given to those for whom they will do the most good. Triage operations will include use of pre-hospital triage tags for tracking purposes.
- Austere medical care to ensure that the maximum number of casualties who require lifesaving medical care receive it.
- Mass Immunization/Prophylaxis.
- Casualty holding to maintain the stability of casualties awaiting evacuation.
- Support functions needed for FTS to meet medical care requirements include:
    - Communications.
    - Security and crowd control.
    - Sanitary facilities for casualties and staff.
    - Food and water for casualties and staff.
    - Logistics (equipment, supplies, inventory maintenance).
    - Administration and record keeping.
- The ability of a particular FTS to implement these functions depends on:

- The number and type of staff available.
- Availability of equipment and supplies.
- The number and severity of casualties.
- The rapidity with which casualties arrive.
- The speed with which casualties are evacuated.

Medical resources at FTS should be directed toward stabilization for transport and relief of pain and suffering. Supplies, personnel, and conditions will not usually allow definitive care of even minor or moderate injuries. Care is ordinarily limited to:

- Controlling/managing airway, breathing and circulation (ABCs).
- Splinting of fractures.
- Maintenance or improvement of hemodynamic conditions by intravenous solutions.
- Pain relief.

FTS Operations

The flow of casualties into a FTS is unpredictable depending on its distance from casualties, the success of public information efforts, its accessibility, and the pace of search and rescue operations. The following assumptions exist:

- If delay is lengthy, reconsideration of triage of the seriously injured and a higher level of pre-hospital care at FTS may be needed.
- Supplies from outside the disaster area to the FTS may be delayed.
- Water, power, and other resources may be scarce, limiting the type of medical treatment feasible at a FTS.
- Inclement weather and other atmospheric conditions can hinder helicopter delivery of personnel and supplies and evacuation of casualties.
- Mass prophylaxis/immunization operations follow the Mass Prophylaxis Plan under the direction and discretion of Public Health Officer (PHO).
- Operational Area officials with knowledge of the location of functioning FTS may notify the public, fire, and police agencies.
- Spontaneous volunteers will not be accepted at these locations but will be directed via the OA Spontaneous Volunteer Management Plan.
- Status reports are made by each FTS to the EMS Duty Officer, EMS DOC (MOC) or MHOAC, describing: numbers and triage category of

casualties; medical supply needs; personnel status and needs; and accessibility by helicopter and ground transportation.

First Aid Stations



The County of San Diego Public Health Services (PHS) has the primary responsibility for the activation, organization and staffing of First Aid Stations. These stations are primarily set up for casualties requiring minimal medical care. If requested, and if available, the American Red Cross (ARC) will support these First Aid Stations. Both stationary and mobile ARC First Aid Stations may be established in coordination with the Medical and Health Operational Area Coordinator (MHOAC), the County Health and Human Services Agency (HHSA) and the ARC.

- First Aid Station(s) will be supervised by a Registered Nurse and an EMT under the direction of a non-ARC physician, and staffed.
- Additionally, and if available the ARC may provide family services, psychological counseling, and spiritual support.
- County Behavioral Health Services may also provide assessment/coordinate referral for counseling.

Hospital System

Facilitating Base Hospitals (Appendix C Figure - 3)



The Facilitating Base Hospital shall have the secondary responsibility of notifying the County of an Alert or Activation of the MCI plan, if the Facilitating Base Hospital feels that the incident the medical coordinating unit is reporting meets the criteria for an Alert or Activation, or if the receiving hospitals within the OA are/or may soon be overwhelmed with incoming patients.

Plan Activation

Once notified by the field to "activate" this plan, the Facilitating Base Hospitals are responsible for notifying the satellite receiving hospitals in their area and trauma system hospitals to obtain the following information: (Appendix D Table - 1)

- Hospital status, including essential services such as utilities, laboratory, x-ray, surgery, and bed counts.
- Treatment Team availability for hospitals with pre-designated teams if requested by Medical Branch Director or IC. (Appendix E Table - 2)
- Number of Emergency Department beds available and, if requested:
    - Number of total beds available.
    - Number of beds that could be made available through early discharges.
    - Blood inventory.
    - Number of functional Operating Rooms.
    - Number of available ventilators.
    - Availability of decontamination operations.
    - Critical resource needs both personnel and supplies.

Once the responding Treatment Teams are determined, requests for transport to the scene are made by coordination/communication with the EMS Duty Officer, MHOAC program, the EMS DOC (MOC) or OA EOC. Transportation arrangements may be coordinated with California Highway Patrol (CHP), San Diego County Sheriff (ASTREA), or other air/ground assets.

Additional areas of consideration in coordinating the area response include:

- Adequate ambulance support en-route.
- Assistance from other EMS planning areas for response.
- Alternate means of transportation.
- Additional supplies and equipment.



Additional resource information is available from the resource list included in this document.

After the initial response is made and if the EMS DOC (MOC) is operating, the Facilitating Base Hospitals are also responsible for providing area updates to the EMS DOC (MOC).

State Medical Mutual Aid

Mutual Aid Region

The State of California is divided into six mutual aid regions. The San Diego OA is in Region VI which also includes the Inyo, Mono, San Bernardino, Riverside and Imperial Counties and their respective OAs.



In the event local medical resources are unable to meet the medical needs of disaster victims, the OA may request assistance from neighboring jurisdictions through the Region VI - Regional Disaster Medical Health Coordinator/Specialist (RDMHC/S),and/or the California Governor's Office of Emergency Services (Cal OES) regional office. The Region VI Regional Disaster Medical Health Coordinator/Specialist (RDMHC/S) coordinates the provision of medical resources to the OA and the distribution of casualties to unaffected areas as conditions permit.

Mutual Aid Implementation

The following information is required for disaster medical mutual aid requests:

- The number, by triage category, and location of casualties.
- The location and helicopter accessibility of FTS.
- Land route information to determine which FTS may be evacuated by ground transportation.
- The resource needs of affected areas.
- Location, capabilities, and patient evacuation needs of operational medical facilities in and around the affected area.

Information is consolidated at the OA EOC and provided to the San Diego Medical Health Operational Area Coordinator (MHOAC) who transmits it to the Emergency Medical Services Authority (EMSA) and California Department of Public Health staff at the Regional Emergency Operations Center (REOC), the Medical Health Coordination Center (MHCC) or State Operations Center (SOC) (See Appendix A Figure - 1).

The San Diego Medical Health Operational Area Coordinator (MHOAC) will:

- Coordinate the acquisition and allocation of critical public and private medical and other resources required to support disaster medical care operations.

- Coordinate medical resources in unaffected counties in the region for acceptance of casualties.
- Request assistance from the Emergency Medical Services Authority (EMSA) and/or California Department of Public Health (CDPH), as needed.

Federal Medical Mutual Aid

Federal aid is normally available only upon declaration of a national disaster requested by the governor when local, regional and state assets are inadequate to cope with a situation. Upon such a declaration, the Federal Emergency Management Agency (FEMA) would set up a Disaster Field Office (DFO) with a Federal Coordinating Officer (FCO) in charge. The DFO staff would have access to resources in all 15 Emergency Support Functional areas including medical. Through California state officials, local requests for federal assistance would be submitted to the DFO.

Part of the federal medical support under Emergency Support Function (ESF-8) is the National Disaster Medical System (NDMS). As a federal resource, NDMS has established and maintains a network of hospital beds across the Country. NDMS assistance consists of the Disaster Medical Assistance Teams (DMAT) and Disaster Mortuary Operational Response Team (DMORT), the Medical Support Unit, the Mental Health and Stress Management Teams and the Veterinary Medical Assistance Teams (VMAT).

Disaster Medical Assistance Teams (DMAT) consists of medical and support personnel with organic equipment to set up field treatment stations or to augment medical infrastructure as needed. If a DMAT team were activated to assist, it would most probably be one from another area of the country as opposed to the San Diego team. Casualty evacuation for definitive medical care (hospitals) in other areas of the country is another NDMS function. Should NDMS assistance be required, it would be requested through the DFO, normally via state officials.

Naval Medical Center San Diego (NMCSD) is the Federal Coordinating Center (FCC) for the San Diego County area. The FCC coordinates incoming regulated patients, and continues to track them within accepting facilities until discharge or repatriation.

The only defined role for FCC is to liaison with Global Patient Movement Requirements Center (GPMRC) primarily through TRAC2ES web-based patient regulating system. GPMRC is the US Air Force command that would arrange/schedule transportation (primarily USAF aircraft) for evacuees. Should the OA become a receiving site, this annex could be activated to move patients to local hospitals. As NDMS Federal Coordinating Center, NMCSD would be in charge of patient reception operations.

In the event that a disaster occurs in this area, The National Disaster Medical System (NDMS) may be activated to evacuate victims from San Diego. Stabilized patients would be taken from the FTS to the Disaster Support Area (DSA) for transport to other counties or states.

Medical Evacuation/Disaster Support Area (DSA)

Medical Evacuation - Medical evacuation of casualties is necessary when one or more of the following conditions exist:

- Hospitals are damaged.
- Hospitals are threatened by an imminent disaster.
- The total Operational Area hospital bed capacity is overwhelmed.

Damaged or threatened hospitals evacuate patients to other medical facilities identified in their areas, as coordinated by the EMS Duty Officer, Medical Health Operational Area Coordinator (MHOAC) and the EMS DOC (MOC) if it is activated. FTS or First Aid Stations can be activated as the numbers and extent of injuries warrant.



In the event a major disaster severely affects the ability of the Operational Area to provide medical care, large numbers of casualties may be evacuated to medical facilities in the Region. The coordination of the medical care, triage, and distribution of these evacuated casualties is a function of the Regional FCC Coordinator and the EMS Chief or designee.

Disaster Support Area (DSA)

The designated Disaster Support Area (DSA) for OA will be determined after assessment of damage to suitable receiving sites. The most appropriate “Site of Opportunity” will be identified for use of the DSA.

The DSA is a pre-designated facility established on the periphery of a disaster area where disaster relief resources (personnel and material) are received, stockpiled, allocated and dispatched into the disaster area. A segregated portion of the facility serves as a medical staging area where casualties requiring hospitalization are transported to medical facilities in the region. A "leap frog" concept is used in evacuating casualties and providing mutual aid resources. Under this concept, casualties are evacuated from Field Treatment Sites (FTS) to the DSA and then to a distant medical facility. Mutual aid resources, both personnel and supplies, are then transported to the DSA on the return trip.

Medical function responsibilities at the DSA include:

- Planning the organization and layout of the medical section of the DSA.

- Establishing procedures for patient flow.
- Directing the establishment of the medical site and implementation of patient care procedures.
- Providing orientation for personnel staffing the DSA medical function.

The DSA also serves as the site for the receipt, storage, and disbursement of medical resources. Satellite medical operations (medical DSA) may be created by the EMSA near large pockets of casualties depending on the amount of resources available.

Organization and Support of Personnel

Physicians and other licensed medical personnel arriving at the DSA sign a log sheet listing their names, specialties, and license numbers. Medical personnel need to carry some proof of licensure with them. This information is used by the Medical Health Operational Area Coordinator (MHOAC) to organize medical assistance teams with appropriate skills. Each team triages and provides austere treatment to an average of 200 casualties per eight-hour shift at FTS (if needed) or at the DSA. Each team may consist of:

- Two (2) physicians with specialties in emergency medicine, surgery, orthopedics, family practice, or internal medicine.
- Four (4) registered nurses (RNs).
- Two (2) physician assistants or nurse practitioners. (May substitute RNs or paramedical personnel, if necessary.)
- One (1) medical assistance personnel (dentist, veterinarian, etc.).
- Four (4) Licensed Vocational Nurses (LVN) or nurse aides
- Two (2) clerks.

As soon as medical personnel arrive at the DSA, they are provided with orientation material (e.g., disaster tags, triage and austere medical care guidelines, and DSA/FTS organization and operations material.

Resources

San Diego County Emergency Medical Services (EMS) develops and maintains a capability for identifying medical resources, transportation and communication services within the OA. Additionally, EMS coordinates the procurement, allocation and delivery of these resources, as required to support disaster medical operations.

Medical Resources

Sources of Personnel:

- Local emergency medical services personnel.
- Clinical Disaster Service Workers (CDSW)/Medical Reserve Corp (MRC)
- State employed physicians and nurses.



- Local volunteer physicians, nurses, dentists, pharmacists, veterinarians, etc.
- Law enforcement and fire EMT personnel, if available.
- Medical school residents and teaching staff from throughout the state.
- Volunteers through professional societies (California Medical Association (CMA), California Nurses Association (CNA), California Ambulance Association (CAA), etc.
- Nursing School students.
- Other volunteer medical personnel from throughout the state.
- California National Guard (CNG).
- U.S. Armed Forces.
- Veterans Administration (VA) personnel.
- Volunteer medical personnel from other states.

Supplies and Equipment

Medical supplies and equipment are needed for:

- Initial supply and resupply of FTS.
- Initial supply and resupply of DSA.
- Resupply of functioning hospitals in the affected areas.
- Resupply of hospitals outside the disaster area receiving casualties.

Sources of medical supplies and equipment include:

U.S. Department of Homeland Security (DHS), Department of Defense (DoD), U.S. Department of Health and Human Services (HHS), Veterans Administration (VA) (through the Federal Emergency Management Agency [FEMA]),the California Department of Public Health (CDPH), State of California Emergency Medical Services Authority (EMSA) and the California Office of Emergency Services (Cal-OES).

Blood and blood derivatives:



Red blood cell products, platelets, plasma and other blood products are supplied to the DSA coordinated by the San Diego Blood Bank as the Regional Area Emergency Operation Center as designated by the California Blood Bank Society disaster plan.

Supplies are transported to the DSA by suitable available transportation. The State Disaster Medical Coordinator may request the provision of refrigeration trucks to act as storage facilities for the blood and blood products.

- Personnel are requested from the California Blood Bank Society to operate a blood bank at the DSA in coordination with the National Guard Medical Brigade.
- Since the DSA will not have resources for the storage of large quantities of blood, only a 24-hour supply is stored there.
- Blood and blood products are used primarily at the DSA and at hospitals in the affected and reception areas. Blood should be sent to FTS only under extraordinary circumstances.

ORGANIZATION AND ASSIGNMENT OF RESPONSIBILITIES

General

Staff and material resources that currently exist within the primary and support agencies, private industry, and community volunteer organizations will be employed to meet the response and public health needs. All agencies/organizations (See Appendix B Figure - 2) assigned to provide health and medical services are responsible for following:

1. Designating and training representatives of their agency, to include Standardized Emergency Management System (SEMS)/National Incident Management System (NIMS) and Incident Command System (ICS) training.
2. Each agency and organization involved in Mass-Casualty Incident (MCI) responses are responsible for developing and maintaining plans, policies, protocols and procedures of their Emergency Operations Plan (EOP).
3. Maintaining current notification procedures to insure trained personnel are available for extended emergency deployment in the emergency operations center (EOC) and in the field.

Support Functions

The operations described in this annex address levels of disaster management from the scene to medical receiving facilities, Field Treatment Sites (FTS's), First Aid Stations (FAS), and the Operational Area (OA) EOC. The plan enables agencies involved in the medical response and their respective roles to provide for an effective disaster medical system.

At the Scene

- The authority for the management of the scene of an emergency shall rest in the appropriate public safety agency having primary authority.
- When primary investigative responsibility is with a law enforcement agency, that agency assumes the scene manager role. This role entails overall function and management of the scene but does not imply internal direction or manipulation of other responding agencies. This role includes management of scene safety.



- Based on the incident, fire or law will assume the role of Incident Commander and/or partner with other disciplines as a Unified Command under the SEMS and the NIMS criteria and manages medical operations within the statewide fire management system known as ICS.

The Mass-Casualty Branch operates as part of the ICS under the IC. As mass-casualty incidents overwhelm the initial responding resources, the IC delineates and expands operational procedures. This system assures that emergency pre-hospital care is provided to victims and aims to aims to prevent further injury to victims, the public and public safety personnel.

The expansion and contraction of this operation is done in accordance with California Firescope, Field Operations Guide (ICS 420-1).

- The medical organizational structure is designed to utilize all aspects of emergency medical service response resources, including on-scene physician medical direction.



Emergency Operations Centers (EOC)

City EOCs

Each City has a central facility designated as an EOC from which disaster operations are coordinated. City plans may call for a medical liaison representative to be present when their

EOC is activated. In each city, the City Manager is designated as Director of Emergency Services, by ordinance, and manages emergency operations from the EOC.

County/Operational Area EOC

- **The County/Operational Area EOC** serves the same function for the County as the City EOCs for their cities with the County of San Diego Chief Administrative Officer (CAO) serving as Coordinator of Emergency Services. The OA EOC is also used as the central point for resource acquisition and allocation as well as coordination.
- **The Medical Health Branch of the EOC** (Figure 1) is normally activated when the EOC is activated based on the operational need. It is staffed by pre-designated emergency medical personnel. The section coordinates the emergency medical response for the OA. The EOC medical staff serves as medical advisor to the CAO, as well as makes decisions about resource allocation, priorities, and other medical matters.
- **Joint Information Center (JIC)** – is where public information staff representing all agencies and organizations involved in emergencies/disaster can coordinate and disseminate timely, accurate, easy-to-understand information to the public. For certain incidents the OA EOC will host the JIC.
- **Chief Administrative Officer (CAO)** – directs, or coordinates, the Emergency Services Organization and the emergency management program. In a disaster located entirely within the County unincorporated area, the CAO directs emergency operations. In a disaster involving more than one jurisdiction, the CAO serves as coordinator of emergency operations.
- **Director, County of San Diego Health and Human Services Agency (HHSA)** – reports to the CAO and is responsible for policy decisions involving incident.
- **Public Health Officer (PHO)** – Reports to the CAO and is responsible for public health related decisions to protect the health and safety of the community.
- **Emergency Medical Services (EMS) Chief** – reports to the PHO or designee, and in consultation with the EMS Medical Director or designee, is primarily responsible for directing the medical response and EMS system operations for the OA. The EMS Chief or designee assesses the EMS system problems, identifies and anticipates the resources needed, and allocates the resources accordingly. If medical mutual aid is needed, the EMS Chief or designee makes requests to the Regional Disaster Medical/Health Specialist/Coordinator (RDHMS/C) or designee via the Medical and Health Operational Area Coordinator (MHOAC) or designee in accordance with the state guidelines, and advises the EMS Medical Director or designee of medical mutual aid status.

In public health events, the EMS Chief or designee is responsible for implementing the directives of the PHO or designee. Other duties include coordinating and providing support to medical activities at the disaster scene(s), FTS, and FAS. These activities include the coordination of requests for Triage/Treatment Teams, transportation coordination and liaison with American Red Cross (ARC), Hospital Association, Ambulance Association, rescue teams, and the San Diego Blood Bank.

- **EMS Medical Director** – The EMS Medical Director or designee provides medical direction and management of the EMS System, approving standards, polices protocols, procedures and waivers. The EMS Medical Director integrates with other components of the medical health system and serves as the medical liaison between EMS and the County OA Ops section/division, and may act as the incident medical director.

  The EMS Medical Director may serve as an alternate to the PHO in the OA EOC Policy Group. The EMS Medical Director may issue situational guidance (e.g. responder safety). Pre-hospital personnel work under the EMS Medical Director's license.

- **Medical & Health Operational Area Coordinator (MHOAC**) or designee - reports to the EMS Public Health Nurse Manager, coordinates with EMS Chief or designee and EMS Medical Director or designee, and is the contact for the disaster medical operational functions (MHOAC Program) within the Operational Area. The MHOAC responsibilities, include but are not limited to:

  - Coordinating the procurement and allocation of public and private medical, health and other resources required to support disaster medical and health operations in affected areas.
  - Communicating requests for out-of-county assistance to and responding to requests from the Regional Disaster Medical Health Coordinator (RDMHC/S) or Regional Disaster Medical Health Specialist (RDMHS).
  - Developing a capability for identifying medical and health resources, medical transportation, and communication resources within the Operational Area.
  - Maintaining liaison with the Operational Area Coordinators of other relevant emergency functions, e.g., communications, fire and rescue, law, transportation, care and shelter, etc.
  - Ensuring that the existing OA medical and health system for day-to-day emergencies is augmented in the event of a disaster requiring utilization of out-of-area medical and health resources.

Emergency Medical Services Departmental Operations Center (DOC)

The Emergency Medical Services (EMS) Department Operation Center (DOC) is commonly known as the "Medical Operations Center" (MOC). The EMS DOC (MOC) is responsible for communications and coordination for pre-hospital EMS services and healthcare provider operations.

The EMS DOC (MOC) reports through OA EOC Medical Health Branch and serves an extension of those functions. EMS DOC (MOC) includes community liaisons based on situational need (e.g. Ambulance Coordinator, Base Hospital Coordinator, Skilled Nursing Facility Coordinator, Clinic Coordinator, Public Health Nursing, Hospital Public Information Officer, ARC, etc.). The EMS DOC (MOC):

- Coordinates disaster medical operations within the OA.
- Coordinates the procurement and allocation of the medical resources required to support disaster medical operations.
- Coordinates the transporting of casualties and medical resources to health care facilities, including FTS's, within the area and to other areas, as requested.
- Monitors the healthcare system functional capability and capacity.
- Develops and organizes a system for staffing and operation of FTS's and Disaster Support Areas which may include Clinical Disaster Service Workers (CDSW) or Medical Reserve Corps (MRC) volunteers.
- Develops and maintains a capability for identifying medical resources, transportation, and communication services within the OA.
- Coordinates and provides support to medical activities at the scene.
- Assists with contacting and coordinating critical incident stress management providers through County Behavioral Health Services.
- Coordinates Specialty Surge clinical expert support from the specialty hospitals for impacted hospitals and works with specialty centers to coordinate transfers to appropriate levels of care within or outside of the County of San Diego.
- Coordinates activation and demobilization activities.

Support Agencies / Organizations

Local

Support Agencies/Organizations provide essential services by:

- Preparing Standard Operating Procedures (SOP's) and functional checklists for response to a mass-casualty incident, including a system for automatic reporting of pre-designated personnel to assigned disaster posts. Participating agencies must comply with State and Federal training requirements for the effective use of the SEMS, NIMS, while utilizing ICS.

- Training personnel and alternates.
- Maintaining an active liaison with the San Diego Healthcare Disaster Council, the Unified Disaster Council (UDC), San Diego County Fire Chiefs Association (SDCFCA) and other Operational Area planning committees.
- Maintaining an active liaison with EMS DOC (MOC).

Local Support Agencies support functions include, but are not limited to:

- Fire Agencies – acts as IC or as part of the UC.
- First Responders –provide scene situational awareness, communications, triage, treatment and transport.
- Law Enforcement – If a UC structure is appropriate, law enforcement may have a role in the Command component. Law provides security, perimeter control, crowd and traffic control and evacuation routes.
- County of San Diego Departments include:
    - Disaster Service Workers (DSWs) – County employees who may be reassigned to disaster response and recovery activities in support of clinical and general population needs. Some of the DSW are licensed clinical personnel.
    - Behavioral Health Services (BHS) – provides a network of behavioral health disaster responders and recovery services for critical incident support, de-briefings and assessment.
    - San Diego County Sheriff's Communications Center (Station-M) & Sheriff Wireless Division – The San Diego & Imperial County Regional Communication System (RCS) is the primary Operational Area radio system (800 MHz radio) for coordinating the emergency response to an emergency/disaster. The local Government Communications System is overseen by the San Diego Sheriff's Department Wireless Communications Services.
    - Department of Environmental Health (DEH) / Hazardous Materials – provide subject matter experts, and Hazardous Materials Incident Response Team (HIRT) or HAZMAT and work a member of the Metropolitan Medical Strike Team (MMST).

- Emergency Medical Services (EMS) is the Local Emergency Medical Services Agency (LEMSA) – Updates the Mass Casualty Incident (MCI) plan (Annex-D), develops medical emergency response plans, procedures and protocols. EMS Coordinates disaster medical and health operations within the Operational Area.
- Office of Emergency Services (OES) – is the lead agency for disaster preparedness and coordination, alert notifications, and activation and management of the OA EOC.
- Public Health Services (PHS) – provides human and public health services to minimize loss of life and human suffering by providing epidemiological surveillance, immunizations, prevention, optimizing health, and supporting shelter needs within the operational area. PHS provides shelter personnel and surveillance.
- Office of Education – assists school districts in furnishing and maintaining services and coordination of local schools with OES and the local ARC.

- Metropolitan Medical Strike Team (MMST) - is an operational team which integrates medical tactical medics, fire service, law enforcement, hazardous materials specialists (DEH) and EMS during field operations responding to incidents that involve chemical, biological, radiological, and nuclear or explosive (CBRNE) agents. (Additional information can be found in Annex B and Annex P).
- Public School Districts – Coordinate with OES, EMS and ARC with designation of schools for mass care and medical sheltering.
- Urban Search & Rescue (USAR) - California Task Force 8 (CA-TF8) is one of 28 Federal Urban Search & Rescue Teams (US&R) ready to respond to a multitude of natural and manmade disasters. CA-TF8 is 1 of 8, Type 1 US&R teams in the State of California. CA-TF8 is coordinated by the San Diego Fire–Rescue Department (SDFD).



Local Support Organizations and support functions include but are not limited to:

- Ambulance Agencies – provide victim triage, treatment and transportation.
- Ambulance Association (Private) – Coordinates private ambulance resources through the County Ambulance Coordinator who, during activation, is stationed in the EMS DOC (MOC).

- ARC San Diego & Imperial Counties Chapter – Coordinates and staffs general population shelter operations and First Aid Stations (FAS). ARC assists with locating missing family and exchanging family messages.
- Clinical Disaster Service Workers (CDSW) & Medical Reserve Corps (MRC) - are variety of medical, veterinary and associated health provider volunteers registered through State Disaster Health Volunteer (DHV) network and members of the local Medical Reserve Corps (MRC) managed by EMS.
- Facilitating Base Hospital - coordinates medical communications between field and hospitals for medical control, and with EMS for hospital operational status, bed counts and bed availability.
- Hospital Association of San Diego & Imperial Counties – assists in coordination between hospitals.
- Hospitals – provide definitive medical care, subject matter expertise, and field treatment teams for catastrophic events.
- Amateur Radio Emergency Support (ARES) - are amateur radio (HAM) back-up/redundant communications support for the healthcare system EMS DOC (MOC), hospitals and the scene.



San Diego Amateur Radio Emergency Service

Volunteer Disaster Radio and Digital Communications for Public Safety

- Regional Armature Civil Radio Service (RACES) - mission is to operate the EOC and maintain amateur, Public Safety, and other communications systems, and to perform unique, accurate, and efficient communication services to assist government officials in the protection of life and property.
- San Diego Blood Bank – mobiles resources to meet blood product demands within the County.
- San Diego County Medical Society – assists in notification of and recruitment volunteer physicians.
- San Diego Health Care Disaster Council (SDHDC) – Provides coordination among healthcare coalition partners

State

- Responds to requests for resources from the OA EOC.
- Coordinates medical mutual aid within the State.
- Coordinates the evacuation of injured persons to medical facilities throughout the State.
- Assists the OA in recovery efforts.

- Coordinates and maintains directory of medical personnel statewide through the Disaster Health Volunteers (DHV) Program.
- California Highway Patrol (CHP) has primary responsibility for interstate ground transport of medical teams and emergency medical supplies.
- National Guard (when assigned):
    - Provides support for field treatment of casualties.
    - Provides evacuation of casualties to medical facilities.
    - Provides communication and logistics support for the medical response.
    - Provides chemical and biological response capabilities.

Federal Government

- As shortfalls occur in State resources, Federal agencies make their resources available, coordinated by the Federal Emergency Management Agency (FEMA) or through the Department of Homeland Security (DHS).
- In a major disaster, the National Disaster Medical System (NDMS) may be activated, and patients from this OA may be sent to other counties and states for treatment.
- Disaster Medical Assistance Teams (DMAT) – may be activated through National Disaster Medical System (NDMS) and Emergency Support Function (ESF-8) via request to the State of California EMS Authority (EMSA), California Department of Public Health (CDPH) or the California Office of Emergency Services (Cal OES).
    - A DMAT can perform the following:
        - Field Treatment Site(s) (FTS).
        - Regional Evacuation Points (REP).
        - Patient Reception Points (PRP), when the hospital bed component of NDMS is activated.
        - Hospital staff relief or augmentation.
        - Shelter care.
        - Mass prophylaxis.
- Other response assistance teams available from the National Disaster Medical System (NDMS) are:

- DMORT – Disaster Mortuary Operations Response Team.
- Mental Health Specialty Teams - for large scale Critical Incident Stress Debriefing.

- Federal Military – may provide supplies, equipment, personnel and air-sea lift logistical supports and technical advisory assistance.
- FEMA Urban Search and Rescue (US&R) Response System – provides coordinated response to disasters in the urban environment with emphasis on capability to locate and extricate victims trapped in collapsed buildings.

DIRECTION, CONTROL, OR COORDINATION

Authority to Activate Mass-Causality Incident (MCI) Plan (Annex-D)



The Mass-Causality Incident (MCI) plan (Annex-D) is primarily activated by the field responders which can include but are not limited to the on-scene Incident Commander (IC), or first arriving fire/medical personnel (EMT or Paramedic) through the agencies dispatch center or facilitating hospital.

The IC or his/her designee shall notify their dispatch center to Alert or Activate the MCI plan (Annex-D). The dispatch center will notify the Base Hospital and Emergency Medical Services (EMS) Duty Officer via county contact (See Appendix H Figure - 3) of the MCI and activation of Mass-Casualty Incident (MCI) plan (Annex-D).

The County Chief Administrative Officer (CAO), Public Health Officer (PHO), EMS Chief or designee (e.g. EMS Duty Officer) and the Base Hospital MICN may activate the Mass-Casualty Incident (MCI) plan (Annex-D), if the cumulative impact of one or multiple events is assessed to need additional resources.

Implementation of the Annex

Once the Mass-Casualty Incident (MCI) plan (Annex-D) notification has been communicated the EMS Duty Officer monitors the situational via RCS 800 MHz radio communications, assessing for adequate resources and efficiency of the operations. The EMS Department Operations Center (DOC) (Medical Operations Center (MOC)) may be activated by the EMS Duty Officer at the direction of the PHO, EMS Chief or EMS Medical Director or their designee (e.g. EMS Public Health Nurse Manager, MHOAC).

Command Responsibilities

1. At the scene of a mass casualty or medical surge incident, the responsibility for on-scene management falls under the jurisdiction of the local department best qualified to conduct the rescue, recovery, evacuation, and control operations.

2. A unified or area command structure may utilize during complex operations involving law, fire, hazardous material and/or medical responses.



3. During the effective period of any declared local emergency, including a mass casualty or medical surge incident, local Emergency Operations Centers (EOCs) function as the central point of emergency management operations. The Operational Area (OA) EOC coordinated disaster response operations for the County through the Section Chiefs.
4. Various agencies and departments under the direction of the OA EOC will conduct emergency operations.
5. OA EOC, City EOCs, County agencies and agencies providing emergency medical services response utilize Standardized Emergency Management System (SEMS), National Incident Management System (NIMS), and Incident Command System (ICS) trained personnel.

INFORMATION COLLECTION AND DISSEMINATION

First emergency medical unit on-scene acts as Incident Commander (IC) until relieved and:

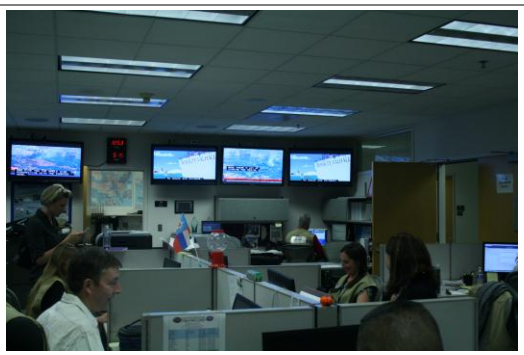
1. Conducts a scene safety assessment defining hazards and threaten activities.
2. Survey's scene to determine how many injured and severity of injuries, type/cause of event and location.
3. Provides dispatch with situational summary.
4. Requests additional resources, as needed.
5. Notifies Base Hospital of situational status.

Facilitating Base Hospital MICN assesses the hospital's immediate ability to accept patients and triage category, The MICN may also call for facility operational status during events impacting structures (e.g. earthquake).

Emergency Medial Services (EMS) Duty Officer monitors the Mass-Casualty Incident (MCI) (Annex-D) activations and collects information on the number and destination of patients transported.

EMS Department Operations Center (DOC) (Medical Operations Center (MOC)) and EMS Duty Officer will monitor hospital capacity, bed availability, operational status, resource demands and staffing levels at Operational Area (OA) hospitals.

County Communications Public Information Officers (PIOs) collect and communicate with public officials, other jurisdictions and agencies to maintain situational awareness. Sources of information include social media, internet, news media, OA EOC, jurisdictions, hospitals, and other key stakeholder groups. Large events may necessitate the activation of the Joint Information Center (JIC) in coordination with the OA EOC.

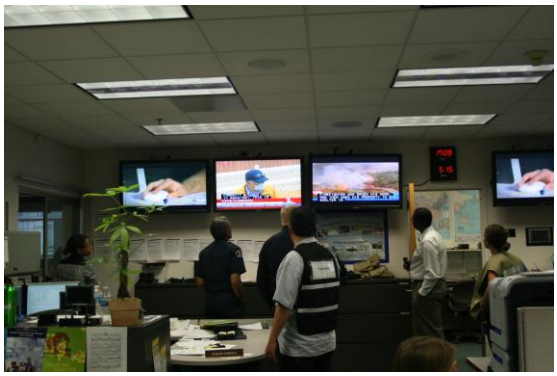


OA EOC establishes public and private liaisons to support information collection and dissemination. The JIC is staffed by County Communications Office personnel, agency liaisons, jurisdictional PIOs, and hospital PIOs (if necessary).

MHOAC (in OA EOC Medical Health Branch) communicates situational awareness and medical resource requests through the Regional Disaster Medical Health Coordinator/Specialist (RDMHC/S) in parallel to the OA EOC resource requests to the State. RDMHC/S will assist and coordinate within the region.

COMMUNICATIONS

Inter-jurisdictional and inter-agency coordination will be conducted through the Incident Command Posts ICPs), Operational Area Emergency Operations Center (OA EOC), San Diego County EMS DOC/Medical Operations Center (MOC), jurisdictional EOC's and department operations centers (DOCs) utilizing available communications equipment and infrastructure. Situational awareness will be supported through data-sharing systems such as WebEOC to expedite the transfer of information regarding the status of the incident and operational capacities.



Activation, coordination and use of the Joint Information Center (JIC) will be initiated as soon as possible following an incident. The OA EOC JIC will function to coordinate information to the media. All information released to the public regarding the incident will be vetted by Public Information Officers (PIOs) in the JIC and approved for release by the OA EOC Director, in coordination with the Public Health Officer (PHO) if necessary.

All communication efforts will follow the protocols established under the San Diego Urban Area Tactical Interoperable Communications Plan and Annex I, Communications of the Operational Area Emergency Operations Plan (OA EOP).

Notification

There is a two-tiered system of medical disaster notification in the OA. This system, "Alert" and/or "Activate", allows hospitals, transporting agencies, and other components of the emergency medical system to prepare for mass-casualty incidents. This system can be initiated at either of the tiers, depending on the circumstances, by the field Incident Commander, the Medical Coordinating Unit, or the Facilitating Base Hospital.

Alert

When a Mass-Casualty Incident (MCI) is suspected, but not confirmed, the affected agencies/health care providers are notified of an ALERT. At this point, designated hospitals and agencies only consider notifying their personnel and making other necessary preparations.

Activate

The IC or designee shall notify their dispatch center of the Alert or Activation of the Mass-Casualty Incident (MCI) plan (Annex-D). The dispatch center notifies the EMS Duty Officer of the Alert or Activation of MCI plan (Annex-D) (See Appendix H Figure – 3).

Medical personnel at scene will contact the Facilitating Base Hospital at earliest opportunity and advise of the MCI incident and that an (Annex-D) Alert or Activation is being declared. The following agencies will be notified of an activation/alert, and will be given pertinent information (such as the nature of the emergency, the location and the number of dead or injured). (See Appendix H Figure - 3)

- Emergency Medical Services (EMS) – Duty Officer
- Office of Emergency Services (OES) – Staff Duty Officer
- County Ambulance Coordinator

Upon notification, agencies should follow their Standard Operating Procedures (SOP) for activation, and respond if requested. After the initial Mass-Casualty Incident (MCI) (Annex-D) notification is received additional notification activities take place:

- County Ambulance Coordinator notifies other ambulance companies as needed and coordinates resources.
- Designated hospitals notify their Treatment Teams and stand-by staff if requested by IC.
- EMS notifies the EMS Medical Director, the local Medical Health Operational Area Coordinator (MOHAC), Regional Disaster Medical Health Coordinator/Specialist (RDMHC/S), if needed, and other medical/health staff as necessary.
- County OES notify the Chief Administrative Officer (CAO), California Office of Emergency Services (Cal OES), and OES staff, if needed.

Communications

- Hospitals in the OA are part of the San Diego County Regional Communications System (RCS). Please refer to Annex I, for more information regarding the Regional Communications System (RCS).



- Pre-hospital personnel responding to the mass-casualty incident (MCI) will be assigned to a common talk group. This talk group is to be used by the medical transportation coordinator to direct incident assigned resources. This talk group is assigned by the local communication center directing operations. This identified talk group should be available to responder's county-wide.
- Upon notification of a MCI incident (Annex-D) Alert or Activation, the County of San Diego Sheriff's Communications Center (Station-M) may assign a county-wide talk group to the County Ambulance Coordinator for the purpose of coordinating the provision of medical transportation resources to the incident.

Multiple Site Incidents

In the event of a multiple site mass-casualty incident, communications can be handled by the base hospital, EMS DOC (MOC) Area Command or EOC level activation. Hospitals participating in the event and the Medical Communications Coordinator at the scene can be on the same talk group as the Facilitating Base Hospital.

In the event of an Operational Area wide disaster, the EMS DOC (MOC) may operate as the Area Command for Medical Communication and the County EOC may be activated and act as a clearinghouse for incoming information and coordinates resource allocation at disaster sites. Non-affected facilities will be directed to assist in staffing at the EMS DOC (MOC),

Back-up Communications

- See the San Diego County Mutual Aid Radio Plan.
- Amateur radio operators may be called upon to act as back-up communicators at the scene, hospitals, first aid stations, blood banks, mass care centers, ARC Service Centers, OA EOC, and the EMS DOC (MOC).

ADMINISTRATION, FINANCE, AND LOGISTICS

Under SEMS, special districts are considered local governments. As such, they are included in the emergency planning efforts throughout the OA. The OA Emergency Organization, in accordance with SEMS, supports and is supported by:

- Cities within the Operational Area
- The County of San Diego
- Special districts
- Other counties
- The State of California
- The Federal Government

NIMS provides a consistent nationwide template to enable Federal, State, local, and tribal governments and private-sector and nongovernmental organizations to work together effectively. NIMS also enables these entities to efficiently prepare for, prevent, respond to, and recover from domestic incidents, regardless of cause, size, or complexity, including acts of catastrophic terrorism.

Mutual aid, including personnel, supplies, and equipment, is provided in accordance with the California Master Mutual Aid Agreement, and other local Mutual Aid Agreements.

The private sector is an important part of the emergency organization. Business and industry own or have access to substantial response and support resources. Community Based Organizations (CBOs) or Non-Governmental Organizations (NGOs) provide valuable resources before, during, and after a disaster. These resources can be effective assets at any level. OES has established the ReadySanDiego Business Alliance. The Alliance will have a virtual connection to the OA EOC via a social networking system fed through a RSS feed from WebEOC.

There are some City and County personnel who do not have specific task assignments. They are automatically designated by State Law as Disaster Service Workers (DSWs) during a disaster, and serve in the response effort.

- "All public employees and all registered volunteers of a jurisdiction having an accredited disaster council are Disaster Service Workers", per the Government Code, Title I, Division 4, Chapter 8, and Labor Code, Part I, Division 4, Chapters 1 and 10.
- The term public employees includes all persons employed by the State, or any County, City or public district.
- Other personnel including volunteers can be quickly registered by OES as DSWs, which provides Workers Compensation and liability coverage.

OES maintains a list of pre-registered volunteers affiliated with volunteer organizations that have been signed up as DSWs.

It is imperative that local government maintain duplicate records of all information necessary for restoration of normal operations. This process of record retention involves offsite storage of vital computerized and paper-based data that can be readily accessible.

Vital records of the Unified Organization are routinely stored in records storage rooms at OES in printed hard copy form, on CD-ROM, and electronically. Computer records are routinely backed up and stored separately from the hard drives. All personnel records are stored by the County Department of Human Resources at several locations throughout the OA.

ANNEX DEVELOPMENT AND MAINTENANCE

This annex is a product of the OA Emergency Operations Plan (EOP). As such, the policies, procedures, and practices outlined in the OA EOP govern this annex. The Office of Emergency Services coordinates the maintenance and updates of this annex every three to four years, in accordance with the maintenance schedule established for the OA EOP. Record of changes, approval, and dissemination of the OA EOP will also apply to this annex.

Updates to this annex can be made before such time for multiple reasons, including but not limited to changes in policy/procedure, improvements and recommendations based on real life events or exercises, etc. Recommended changes should be submitted to the Office of Emergency Services at oes@sdcounty.ca.gov

Maintenance of this annex is the responsibility of OES and Emergency Medical Services. In addition to the maintenance scheduled established in the OA EOP, this annex will be reviewed every two years by Emergency Medical Services for operational detail with the Emergency Medical Care Committee (EMCC). The Mass-Casualty Incident (MCI) plan (Annex-D) revision is approved by the Emergency Medical Care Committee (EMCC).

AUTHORITIES AND REFERENCES

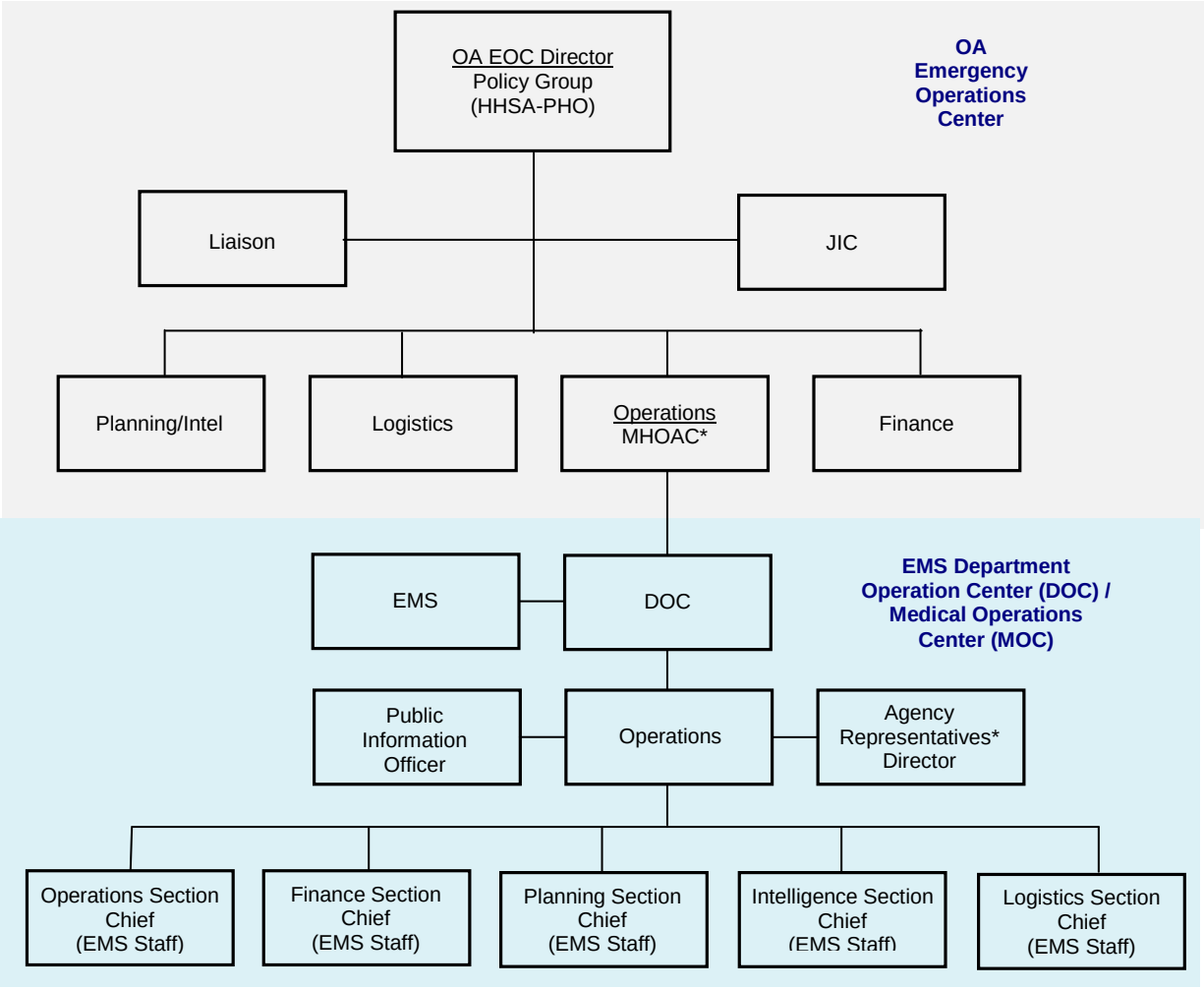
- The California Health and Safety Code, Division 2.5, Chapter 4 – Local Administration, provides the authorities for the development and implementation of this annex by Office of Emergency Services and County Emergency Medical Services Agency (Sections 1797.103, 1797.204, 1797.250 and 1797.252).
- Within the Public Health and Medical System, coordinating functions exist at the level of the Operational Area, Mutual Aid Region, and State.
- Medical Health Operational Area Coordinator (MHOAC**)** program coordinates the functions identified in statute under the Health & Safety Code §1797.153. Within the Mutual Aid Region, the Regional Disaster Medical Health Coordinator

(RDMHC) program coordinates the functions identified in Health and Safety Code §1797.152.

- Southern California Cooperative Medical Assistance Agreement (Intra-County Cooperative Agreement) – California Office of Emergency Services (Cal-OES) Regions I and VI.
- Unified San Diego County Emergency Services Agreement (Joint Powers Agreement) 5th Amended
- County Ambulance Coordinator MOA.
- National Disaster Medical System (NDMS) MOA between hospitals and Navy.
- Southern California Cooperative Medical Assistance Agreement (Intra-County Cooperative Agreement) – California Office of Emergency Services (Cal-OES) Regions I and VI.

APPENDIX A: ORGANIZATIONAL STRUCTURE AND OVERVIEW OF MEDICAL HEALTH INCIDENT COMMAND FRAMEWORK

Figure 1: Medical Health Operations at the San Diego County EMS Departmental Center (DOC) / Medical Operations Center (MOC) and the Operational Area Emergency Operations Center.



***Medical Health Operational Area Coordinator (MHOAC):**
Is the link for situational awareness updates, resource requests of Medical & Health assets/personnel within their Operational Area (OA) and coordinates with the Mutual Aid Region VI Region Disaster Medical and Health Coordinator/Specialist (RDMHC/S) and the Southern Regional Emergency Operations Center (REOC) Medical & Health Desk for resources from other OAs, regions and the State of California EMSA & CDPH and the Medical Health Coordination Center (MHCC).

***Agency Representatives:**

- Base Hospital Nurse Coordinator (BHNC)
- Hospital Association of San Diego & Imperial Counties (HASDIC)
- Council of Communities Clinics (CCC)
- American Red Cross (ARC)
- County Ambulance Coordinator
- San Diego County Medical Society (SDCMS)
- Skilled Nursing Facilities (SNF)

APPENDIX B: MASS-CASUALTY OPERATIONAL RESPONSIBILITIES

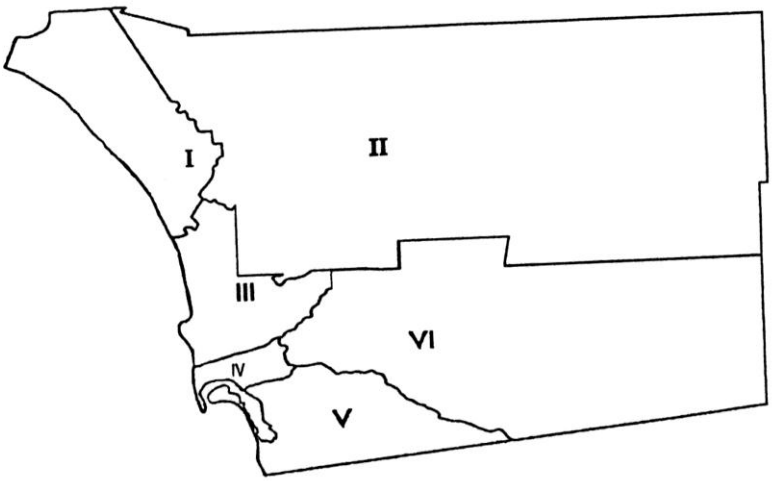
Figure 2: Mass-Casualty Agency Operations Responsibility

AGENCIES	Planning, training & exercising	Notifications	Communications	Incident Command/ Scene Management	Triage & Treatment	Transportation	Field Treatment Site	First Aid Stations	Medical Evacuation	Special Resources	OA EOC	Medical Mutual Aid
All Affected Agencies	X											
San Diego Healthcare Disaster Council (SDHDC)	X											
County of San Diego Sheriff's Communication Center		X	X									
ARES		X	X									
Local Fire Departments	X	X	X	X	X	X	X			X	X	X
Local Law Enforcement	X	X	X	X		X			X	X	X	
California Highway Patrol (CHP)				X		X			X			
Local Base Hospitals	X	X	X		X		X		X			
Local Hospitals	X	X	X		X		X		X			
Healthcare Association of San Diego & Imperial Counties			X								X	
Local Ambulance Association			X			X			X			
Aeromedical	X		X		X	X			X			
County of San Diego EMS	X	X	X	X			X		X	X	X	X
County of San Diego Public Health Services / Emergency Preparedness	X	X	X	X			X	X		X	X	
Public School Districts							X	X				
American Red Cross – San Diego & Imperial Counties Chapters	X							X	X	X	X	
San Diego Blood Bank			X							X		
County of San Diego Office of Emergency Services (OES)	X	X	X							X	X	X

California Office of Emergency Services (Cal-OES)		X	X	X		X			X	X	X	X
California Department of Public Health (CDPH)		X	X	X	X	X	X	X	X	X		X
California Emergency Medical Services Authority (EMSA)		X	X	X	X	X	X		X	X		X
Local Military / National Guard		X	X							X		X
Federal Agencies		X	X	X						X		X
Community Health Centers					X							
Local Council of Community Clinics		X	X									
San Diego County Medical Society		X	X									

APPENDIX C:BASE HOSPITALS

Figure 3: Base Hospitals by EMS Planning Area



EMS Planning Area	Base Hospital	Thomas Bros
I	Tri City Medical Center 4002 Vista Way Oceanside, CA 92054	1107-B2
II	Palomar Medical Center 2085 Citricado Parkway Escondido, CA 92029	1085- J5
III	Scripps Memorial Hospital La Jolla 9888 Genesee Ave. La Jolla, CA 92037	1167-D1
III	Sharp Memorial Hospital 7901 Frost St. San Diego, CA 92123	1249-B5
IV & V	UCSD Medical Center-Hillcrest 200 West Arbor Dr. San Diego, CA 92103	1269-A4
IV & V	Scripps Mercy Hospital San Diego 4077 Fifth Ave. San Diego, CA 92103	1269-A5
VI	Sharp Grossmont Hospital 5555 Grossmont Center Dr. La Mesa, CA 91941	1251-A7

APPENDIX D: HOSPITAL LOCATIONS

Table 1
San Diego County Hospitals

Hospital Name (Full)	Address	Thomas Bros	Designation*
Alvarado Hospital	6655 Alvarado Rd., San Diego, 92120	1270-D1	ED
Rady Children's Hospital San Diego	3020 Children's Way, San Diego, 92123	1249-B5	ED T
Fallbrook Hospital	624 East Elder St., Fallbrook, 92028	1027-G2	ED
San Diego Medical Center/Kaiser Foundation Hospital	4647 Zion Ave., San Diego, 92120	1249-J6	ED
Naval Hospital-Camp Pendleton	200 Mercy Circle, Camp Pendleton, CA	1085- J5	ED
Naval Medical Center-San Diego	34800 Bob Wilson Dr., San Diego, 92134	1289-C1	ED
Palomar Medical Center	2085 Citricado Pkwy, Escondido, CA	1129- D2	ED B T
Paradise Valley Hospital	2400 E. 4th St., National City, 91950	1290-B7	ED
Pomerado Hospital	15615 Pomerado Rd., Poway, 92064	1170-C5	ED
Promise Hospital of San Diego	5550 University Ave., San Diego, 92105	1270-B5	Not a Receiving ED
Scripps Green Hospital	10666 N. Torrey Pines Rd., San Diego, 92037	1207-J6	UC
Scripps Memorial Hospital-Encinitas	354 Santa Fe Dr., Encinitas, 92024	1330-J2	ED
Scripps Memorial Hospital La Jolla	9888 Genesee Ave., San Diego, 92037	1167-D1	ED B T
Scripps Mercy Hospital-Chula Vista	435 H St., Chula Vista, 91910	1228-B1	ED
Scripps Mercy Hospital San Diego	4077 Fifth Ave. San Diego, 92103	1269-A5	ED B T
Sharp Chula Vista Medical Center	751 Med. Center Ct., Chula Vista, 91911	1330-J2	ED
Sharp Coronado Hospital and Health Care Center	250 Prospect Pl., Coronado, 92118	1289-A6	ED
Sharp Grossmont Hospital	5555 Grossmont Center Dr. La Mesa, 91942	1251-A7	ED B
Sharp Mary–Birch Hospital	3003 Health Center Dr., San Diego, 92123	1249-B5	L&D
Sharp Memorial Hospital	7901 Frost St., San Diego, 92123	1249-B5	ED B T
Tri-City Medical Center	4002 Vista Way, Vista, 92056	1107-B2	ED B
UCSD Medical Center-Hillcrest	200 West Arbor Dr., San Diego, 92103	1269-A4	ED B T Burn
Thornton Hospital	9300 Campus Point Dr., La Jolla, 92037	1228-B1	ED
Veteran's Affairs San Diego Medical Center	3350 La Jolla Village Dr., San Diego 92161	1228-A2	Veterans

*(B) Designated Base Hospital (T) Designated Trauma Hospital (ED) Emergency Department (Burn) Designated Burn Center (L&D) Labor (UC) Urgent Care (L&D) Labor and Delivery (Veterans) No emergency department for persons other than veterans

APPENDIX E: HOSPITAL TREATMENT TEAMS

PRIMARY TREATMENT TEAMS

EMS AREA	HOSPITAL SOURCE
I	Tri-City Medical Center
II	Palomar Medical Center
	Naval Hospital-Camp Pendleton
III	Sharp Memorial Hospital
	Scripps Memorial Hospital -La Jolla
IV	UCSD Medical Center-Hillcrest
	Naval Medical Center-San Diego
	Scripps Mercy Hospital-San Diego
V	Scripps Mercy Hospital Chula Vista
	Paradise Valley Hospital
VI	Sharp-Grossmont Hospital

SECONDARY TREATMENT TEAMS

EMS AREA	HOSPITAL SOURCE
I	Scripps Memorial Hospital-Encinitas (2)
II	Pomerado Hospital (2)
	Fallbrook Hospital
III	Veterans Affairs San Diego Medical Center (2)
	Rady Children's Hospital (Pediatric Incidents)
	UCSD Thornton Hospital
IV	San Diego Medical Center/Kaiser Foundation Hospital (2)
V	Sharp Chula Vista Medical Center
	Sharp Coronado Hospital and Health Care Center
VI	Alvarado Hospital

*Two (2) treatment teams

APPENDIX F: LOCAL MEDICAL SUPPORT FUNCTIONS

San Diego Healthcare Disaster Council (SDHDC)

The San Diego Healthcare Disaster Council addresses issues that affect emergency preparedness by:

- Encouraging the development and application of effective practices, including, but not limited to planning, education, and evaluation as they relate to disaster medical and health emergency preparedness.
- Promoting quality in the delivery of disaster patient/victim care services.
- Supporting the needs of healthcare organizations/agencies.
- Reviewing and recommending changes in County policies and procedures, including, but not limited to the Mass-Casualty Incident (MCI) plan, (Annex-D).
- Promoting professional interaction and collaboration with organizations and interchange of ideas among members (e.g.; American Red Cross, law enforcement, fire, pre-hospital agency providers (EMS) and the National Disaster Medical System).

County of San Diego Sheriff's Communication Center (SCC)

Facilitates assignment of mutual aid radio frequencies and trunked radio talk groups on the 800 MHz Regional Communications System as needed and may assist with radio communications planning and coordination for agencies involved.

The San Diego & Imperial County Regional Communication System (RCS) is the primary Operational Area radio system (800 MHz radio) for coordinating the emergency response to an emergency/disaster. The local Government Communications System is overseen by the San Diego Sheriff's Department Wireless Communications Services.

Communication efforts will follow the protocols established under the San Diego Urban Area Tactical Interoperable Communications Plan, and the San Diego County Emergency Operational Plan - Communications Annex (Annex-I).

RACES/ARES

RACES/ARES will provide back-up/redundant communications support at the scene, the hospitals, the EMS Departmental Operations Center / Medical Operations Center (DOC (MOC)) and the EOC, as well as throughout the Operational Area as needed. RACES' primary communication responsibilities include Public Safety communication, whereas ARES' primary communication responsibilities include the health and welfare system.

Fire Department

- Acts as Incident Commander or as part of a Unified Command.

- Establishes the ICS positions needed to mitigate the incident.
- Provides firefighting.
- Provides extrication.
- Provides rescue.
- Provide gross decontamination operations as necessary.
- Provides for triage and treatment of patients.
- Declares MCI and activates Annex D.
- Maintains communications with appropriate DOC's/EOC's.
- Coordinates air operations at the scene.
- Coordinates patient transportation.
- Ensures Medical Communications is established with the Base Hospital.
- Determines need for treatment teams on scene.
- Determines the need for additional resources and orders as necessary.
- Ensures the OA EOC and jurisdictions are periodically informed of field situation (e.g. fire perimeters and wind direction).

Law Enforcement Agency

- If a Unified Command structure is appropriate for management of the incident, law enforcement may have a role in the Command component.
- Responsible for crowd and traffic control.
- Assists with aeromedical or aerial support, if capable.
- Establishes and coordinates ingress and egress routes for emergency vehicles.
- Responsible for perimeter control.
- Communicates road closures to OA EOC and jurisdictions
- Responsible for security at the scene.
- Assists with and coordinates evacuation notifications and evacuations as directed by the IC/UC.
- Assists with emergency transportation of blood, blood products, and other needed medical supplies, as resources are available.
- Conducts crime scene investigations.
- Responsible for obtaining alternative transportation resources.

- California Highway Patrol (CHP) has the primary responsibility for the ground transport of medical teams and emergency medical supplies when resources permit.
- The law enforcement agency with jurisdiction has responsibility for incidents occurring within their jurisdiction. If additional resources are needed, they will request and coordinate those through the Local Law Enforcement Mutual Aid Coordinator (Sheriff's Department).

Facilitating Base Hospital (APPENDIX C FIGURE - 3)

- Upon activation from the Field Medical Coordinating Unit / Medical Communication Leader, the base coordinates area hospital disaster response, including utilization of the regional trauma system.
- Coordinates medical communications with Medical Communication Leader and hospitals, and provides hospital resource information and status to the Medical Communication Leader (MEDCOMM).
- Provides medical direction of care. During an MCI event (Annex-D) activation, personnel deliver care under standing orders (SO). Base Hospital Orders and Base Hospital Physician Orders may become Standing Orders.
- Activates the Specialty Surge Plan for burns and pediatrics based on volume criteria and system conditions (See Appendix I, Specialty Surge)
- Activates and dispatches area Treatment/Triage Teams, as outlined in this document (if resources are available), when requested from the scene by the Incident Commander.
- Facilitates use of the Regional Communication System (RCS) pre-hospital/hospital 800 MHz radio communication network.
- In conjunction with the EMS Chief or their designee, assists in coordinating community medical resources for evacuation of medical facilities.

Hospital

- Provides care for victims from the incident.
- Advises Facilitating Base Hospital of bed capacity and other status information.
- Provides Field Treatment Sites (FTS)/CCP with medical staff when/if staffing permits.
- Provides Treatment/Triage Teams when/if staffing permits, if the Incident Commander (IC) requests.
- Provide care for victims from the incident as appropriate in a primary care setting.

- Activates internal Specialty Surge Plans when a specialty surge is activated.
- Advises the EMS on triage capability, non-urgent care as well as current victim numbers.
- Provides volunteer physicians, nurses and other staff when/if staffing permits.
- Maintain up to date evacuation plans).

Hospital Association of San Diego and Imperial Counties

- Assists with coordination of hospitals
- Provides current hospital resource directory.

Council of Community Clinics (CCC)

- Serves as a communication liaison between the County of San Diego and community health centers.
- Provides current emergency contact information for key leadership.
- Provides staff to EMS DOC (MOC) upon request.

Community Health Centers (Clinics)

- Maintains Continuity of Operations during a disaster event.
- Coordinates medical communications.
- Triage and treatment.

Ambulance Agencies/First Responders

- Upon request, will provide appropriate personnel to staff role or position under ICS structure.
- Coordinates medical communications at the scene.
- Triage, treatment, and transportation.

Ambulance Coordinator

- Coordinates private industry ambulance resources.
- Reports to the EMS DOC upon request.
- Provides staff to EMS DOC (MOC) upon request.

Aeromedical

- Provides aeromedical assistance, which may be in the form of treatment, Triage Teams, or transportation, as requested.

County of San Diego, Emergency Medical Services (EMS), Local Emergency Medical Services Agency

- Writes and updates the Mass-Casualty Incident (MCI) Operations (Annex-D) and any other medical emergency plans and procedures.
- Maintains an EMS Duty Officer (7/24/365) on-call program under the Medical Health Operational Area Coordinator (MHOAC) program.
- The Medical Health Operational Area Coordinator (MHOAC) point of contact is located within EMS.
- Provides staff to the San Diego County Healthcare Disaster Council (SDHDC), San Diego County Fire Chiefs Association (SDCFCA) –other planning and response committees for assistance in coordinating area exercises.
- Coordinates disaster medical operations within the Operational Area.
- Coordinates the procurement and allocation of the medical resources required to support disaster medical operations.
- Coordinates the transporting of casualties and medical resources to health care facilities, including FTS's, within the area and to other areas, as requested.
- Develops and organizes a system for staffing and operation of FTS's and Disaster Support Areas (DSA) which can include Clinical Disaster Service Workers (CDSW).
- Requests and responds to requests from the Regional Disaster Medical/Health Coordinator/Specialist) (RDMHC/S) for disaster assistance.
- Develops and maintains a capability for identifying medical resources, transportation, and communication services within the Operational Area.
- Maintains liaison with the American Red Cross (ARC), volunteer service agencies, Clinical Disaster Services Workers (CDSW), and other representatives within the Operational Area.
- Maintains liaison with the coordinators of other emergency functions such as communications, fire and rescue, health, law enforcement, military and traffic control, transportation, care and shelter, etc.
- Coordinates and provides support to medical activities at the scene.
- Assists with contacting and coordinating critical incident stress management providers through County Behavioral Health Services.
- Participates in the development and planning of operational area exercises/drills.
- EMS and the San Diego Healthcare Disaster Council maintain a Hospital/Healthcare EOC contact list that is updated regularly or as needed.

- Coordinates Specialty Surge clinical expert support from the specialty hospitals for impacted hospitals and works with specialty centers to coordinate transfers to appropriate levels of care within or outside of the County of San Diego
- Activates and manages the EMS DOC (MOC).
- Provides staff to OA EOC.

Public Health

- The overall goal of Public Health disaster operations is to minimize loss of life and human suffering, prevent disease and promote optimum health for the population by controlling public health factors that affect human health, and by providing leadership and guidance in public health disaster related activities.
- The overall objectives of Public Health disaster operations are to:
    - Provide preventive health services.
    - Coordinate health-related activities among other local public and private response agencies or groups.
    - Maintains Continuity of Operations for essential services during a disaster event.
    - Advise in the rapid assessment or evaluation of disease or exposure potentially related to Bioterrorism or public health threats of uncommon origin.
    - Has primary responsibility for the activation, organization, and staffing of mass medical care in shelters. As well as providing an accurate assessment of people with disabilities and other access and functional needs in congregate care shelters.
    - Provide trained personnel to mass care shelters (see Care and Shelter Operations, Annex-G).
    - Provides staff to the Operational Area EOC Care and Shelter Branch positions and Medical and Health Public Health liaison position.

County of San Diego Department of Environmental Health (DEH) – Hazardous Materials Division

- Provides specialists to perform inspections, agent identification, and assess conditions at designated treatment/triage, first aid stations, or FTS's.
- Provides hazardous materials assistance from the Hazardous Materials Division (Haz-Mat).
- Provide technical assistance (decontamination) in conjunction with the City of San Diego's Hazardous Materials Response team to Emergency Department

staff for incidents involving self-referral victims or victims transported from an incident that may be contaminated with hazardous materials.

County Office of Education

- Assist School Districts in the development of Standard Operating Procedures to facilitate "furnishing and maintaining such services as the governing board may deem necessary to meet the needs of the community." (Reference: Section 40041.5, Education Code).

Public School Districts

- Coordinate with OES in the designation of schools that provide facility space for disaster response and recovery activities.

American Red Cross San Diego & Imperial Counties Chapter

- Upon request and if available, American Red Cross disaster operations San Diego/Imperial Counties Chapter will open First Aid Stations and staff them with HHSA personnel and trained ARC volunteers.
- HHSA may provide personnel to assist with staffing American Red Cross (ARC) Mass Care (general population) Shelters and/or First Aid Stations.
- Upon request, from DHHS or designee blood and blood products are made available for disaster victims through the nearest Red Cross regional blood center under separate agreement with the American Red Cross Blood Services Division.
- Clinical Disaster Service Workers and/or Medical Reserve Corps (MRC) may provide care in ARC First Aid Stations in conjunction with HHSA personnel and trained ARC volunteers.

San Diego Blood Bank

- Mobilizes resources to cope with disaster needs, according to its disaster plan.
- Provides blood in coordination with American Association of Blood Banks (AABB), America's Blood Centers (ABC) and California Blood Bank Society (CBBS) to designated disaster treatment facilities/locations.
- Performs the duties of the Southern California - CBBS Area Emergency Operations Center (AEOC) as outlined in the CBBS Disaster Response Plan.

County of San Diego, Office of Emergency Services (OES)

- Is the lead agency for disaster preparedness and coordination.
- Develops and provides disaster preparedness materials for the public.
- Alerting and notifying appropriate agencies.

- Assists with medical mass-casualty planning and training.
- Is responsible for the development, maintenance and testing of the OA EOP.
- Activate and manages the Operational Area EOC.
- Activates the Joint Information Center (JIC) with adequate representation from impacted sectors.
- Approves release of warnings, instructions, and other emergency public information related to the Mass Casualty Incident (MCI) event.
- Supports the American Red Cross, HHSA, local municipalities and School Districts in the coordination and planning activities.
- Activates and develops plans and procedures.
- Coordinates efforts to obtain resources, both within and outside of the Operational Area, including supplies and logistical support.
- Reports situational status to the Governor's Office of Emergency Services (Cal-OES).
- Requests/obtains military assistance in accordance with military plans and procedures.
- Serves as Operational Area Coordinator for mutual aid other than fire, law enforcement, medical and medical examiner.
- Assists with recovery efforts, particularly in obtaining State and Federal reimbursement funds.
- Oversees regional (mobile) Mass-Casualty Incident (MCI) caches/trailers readiness.
- Develops plans and procedures for recovery from disasters.

San Diego County Behavioral Health Services (BHS)

- Provides on-scene defusing and post-incident debriefings. Request BHS support via the County EMS Duty Officer or HHSA DOC.
- Develops emergency/disaster specific response and recovery activities based on the nature and impact of the event.
- Develops a network of behavioral health disaster responders that include County staff and staff from behavioral health contract providers. Maintains and regularly updates the roster of these personnel.
- Responds to requests for critical incident support by arranging for and conducting debriefing of the impacted emergency workers by a team composed of behavioral health professional(s) and peer members.

- Responds to requests for on-scene support by activating a behavioral health team to respond to the Incident Command Post and/or Rehab site for rapid defusing service. Most public safety responder agencies have their own disaster mental health staff either through internal means or external contracted agreements. Behavioral Health Services will provide first line or augmented services as requested.
- (See Annex M – Behavioral Health Operations)

Clinical Disaster Service Workers

- Clinical Disaster Service Workers (CDSW): It is the policy of the County of San Diego, Health and Human Services Agency (HHSA), that upon the orders of the Public Health Officer (PHO), the Medical Health Branch Coordinator at the EOC, EMS Chief or designee, the EMS DOC (MOC) will activate Clinical Disaster Service Workers (CDSW) volunteers during an event in which local established clinical resources are exceeded.

San Diego County Medical Society

- Assist in notification of Physicians in San Diego.
- Assist in obtaining Physician volunteers.

APPENDIX G: STATE AND FEDERAL MEDICAL SUPPORT FUNCTIONS AND AGENCIES

State

The following state agencies are responsible for providing the disaster medical care services:

Emergency Medical Services Authority (EMSA)

The EMSA Director (State Disaster Medical Coordinator) is, in coordination with the California Department of Public Health (CDPH) and California Office of Emergency Services (Cal-OES) are responsible for:

- Coordinating state emergency medical response.
- Allocating medical resources, both public and private, from outside the affected area.
- Provides staff support to the Medical Health coordination Center (MHCC) in Sacramento including: medical personnel unit; patient deployment unit; facilities liaison unit; and medical supplies unit.
- Authorizing emergency travel and related expenditures and allied personnel, both public and private.
- Responding to requests for emergency medical assistance from Regional Coordinator and/or County Health Officers.
- Coordinating the evacuation of injured persons to medical facilities statewide using available ground and air transportation resources.
- Assisting local government to develop effective disaster response plans.
- Assisting local government to restore essential emergency medical services.

California Department of Public Health (CDPH)

- Provides staff support to the EMSA in disasters resulting in mass-casualty incidents (MCI) events as needed.
- Provides staff support to the Medical Health Coordination Center (MHCC) in Sacramento including: medical personnel unit; patient deployment unit; facilities liaison unit; and medical supplies unit.
- Staffs various administrative functions including: record keeping; finance; transportation liaison; communications; and medical personnel.
- Technical support for emergent infectious disease outbreaks.

Military

Provides, as directed by the Governor at the request of OES:

- Medical support for the emergency field treatment of casualties.
- Evacuation of casualties to appropriate disaster medical facilities as required.
- Emergency medical care and treatment.
- Communication and logistics support for medical response.

Other State Agencies

- Department of Finance.
- CAL FIRE – California Department of Forestry & Fire Protection.
- Department of General Services.
- Department of Youth Authority.
- California Conservation Corps (CCC).
- Department of Social Services.

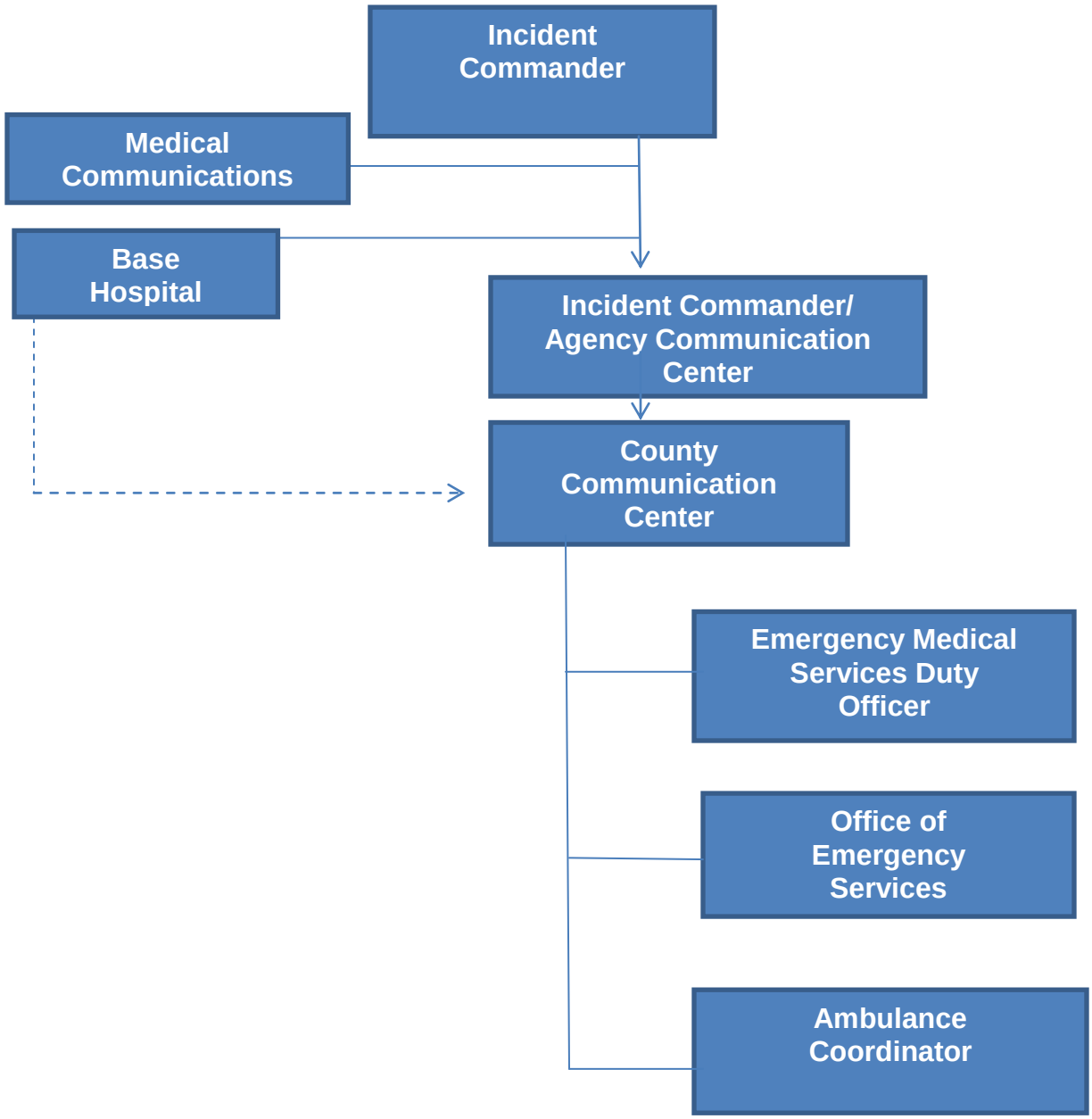
Federal

Federal agencies operating under their own statutory authority may render direct assistance; however, following a Presidential Declaration, the Department of Homeland Security (DHS), through the Federal Emergency Management Agency (FEMA), will coordinate the federal response system supporting emergency medical needs resulting from disasters. FEMA is supported by the Sixth U.S. Army Headquarters, the Department of Homeland Security (DHS), the U.S. Department of Health and Human Services (DHHS), and the Department of Defense (DoD).

As State shortfalls occur, federal agencies will make their resources available to support state/local medical response efforts.

APPENDIX H: MASS-CASUALTY INCIDENT (MCI) PLAN (ANNEX-D) NOTIFICATION PROCESS

Figure 3: Annex-D Notification Organization Chart June 2014



APPENDIX I: SPECIALITLY SURGE

Tier I -Specialty Hospital (e.g. burns or pediatrics)

Tier II -Trauma Centers (<29 patients)

Tier III – Hospitals (30-79 patients)

All Hospitals (=>80 patients)

Specialty **Tier I**	**Trauma Center (Tier II)**	**Tier III**
U.C.S.D. Regional Burn	UCSD Medical Center	Non-Trauma Center 9-1-1- Receiving Hospitals
Rady Children's Hospital	Rady Children's Hospital (<15 years)	
	Scripps Memorial – La Jolla	
	Sharp Memorial	
	Palomar Medical Center	
	Scripps Mercy – San Diego	

APPENDIX J-1: MEDICAL EMERGENCY ACTION CHECKLIST (EARTHQUAKE)

RESPONSE TO A MAJOR EARTHQUAKE

Action	Responsibility
Determine condition and capacity of hospitals; request.	EMS
Determine availability and condition of medical supplies; take appropriate action to maintain inventories or resupply.	All Agencies
Determine availability and condition of blood supplies; take appropriate action to maintain inventories or resupply.	San Diego Blood Bank / EMS
If there are only a few or no casualties, prepare to support more heavily damaged jurisdictions.	
If there is extensive damage and a large number of casualties, take the following actions as appropriate:	
Take action to expand hospital care capacity.	Hospitals
Augment personnel.	All Agencies
Obtain emergency supplies.	EMS
Provide emergency power to undamaged facilities.	SDG&E
Periodically poll health facilities to determine patient load and support requirements.	EMS
Activate plans to obtain supplementary services such as public information, records, reports, etc.	OES
Inform the Public Information Officer (PIO) of current information for dissemination to the public.	EMS/OES
Activate Field Treatment Sites (FTS's).	EMS
Provide field medical care, including triage, near or in affected areas.	Responding Agencies
Determine number and location of casualties that require hospitalization.	EMS
Determine transportation needs and capabilities. Have units dispatched to pick up injured.	OES / EMS / Public Health Ambulance Providers
Allocate casualties to hospitals to make best use of facilities. Facilitating Base Hospital	Incident Commander
Determine availability and location of medical personnel.	EMS
Allocate personnel to medical facilities as required.	EMS

Request assistance from the Regional Disaster Medical Health Specialist/Coordinator (RDMHS/C) as required.	EMS
Access supplies and resources for people with disabilities and other access and functional needs (AFN).	EMS / OES

APPENDIX J-2: MEDICAL EMERGENCY ACTION CHECKLIST (HAZARDOUS MATERIALS INCIDENT)

RESPONSE TO HAZARDOUS MATERIAL INCIDENT

Action	Responsibility
Determine if specialized equipment is needed for medical personnel operating in the affected area. This may include activation of the San Diego Metropolitan Medical Strike Team (MMST).	HAZMAT Incident Response Team (HIRT) / IC
Determine number and location of casualties that require hospitalization.	Incident Commander
Activate hazard identification procedures.	DEH, Hazardous Materials Division (Haz-Mat)/ HIRT
If a large number of casualties have occurred, request establishment of Field Treatment Site (FTS) and provide field medical care, including triage, near or in affected areas.	Incident Commander
Determine capabilities and capacity of hospitals.	Facilitating Base Hospital
Request hospitals to activate disaster plans if there are a large number of casualties.	EMS
Dispatch units to transport injured.	Ambulance Providers
Allocate casualties to hospitals to make best use of facilities.	Facilitating Base Hospital
Coordinate distribution of specialized medical supplies.	EMS
Periodically poll medical facilities to determine caseload and support requirements.	Hospital Association
Activate plans for supplementary services such as public information, records, and reports.	OES
Inform the Public Information Officer (PIO) of current information for public dissemination.	DEH, Hazardous Materials Division (Haz-Mat)/HIRT
Request assistance from the Regional Disaster Medical Health Coordinator/Specialist (RDMHC/S) as required.	EMS
Coordinate with the Transportation Coordinator, the movement of patients from any medical facility threatened by a hazardous material release.	EMS

APPENDIX J-3: MEDICAL EMERGENCY ACTION CHECKLIST (FLOOD)

RESPONSE TO IMMINENT/ACTUAL FLOODING

Action	Responsibility
Flooding Expected	
Identify facilities subject to flooding and prepare to relocate people from facilities.	OES
Communication/Coordination about hazardous materials products & environmental health issues.	DEH, Hazardous Materials Division (Haz-Mat)/HIRT
Arrange to have standby emergency power at medical facilities.	Each Facility
Accelerate patient releases from facilities in flood-prone areas.	Each Facility
Designate an acute care facility to handle the medical needs of flood victims.	Facilitating Base Hospital
Store water for medical facilities.	Each Facility
Place medical personnel on standby status.	Each Facility
Assign medical liaison to the Emergency Operating Center (EOC), if activated.	EMS
Plan for alternate communications.	EMS/ San Diego Sheriff's Communications Center (SCC)
Begin evacuation of medical facilities if flood conditions worsen.	Incident Commander
Assist with patient evacuation with Transportation Coordinator, if available/able.	Local Law Enforcement
Assist with coordinating evacuation to non-institutionalized persons who require medical/nursing support, if available/able.	Local Law Enforcement
Relocate ambulance services from flood-prone areas.	Ambulance Providers
Evacuate flood-prone medical facilities, or move patients and personnel to floors above flood waters.	Each Facility
Flooding Occurs	
Initiate alternate communications, if needed.	EMS/ San Diego Sheriff's Communications Center (SCC)
Determine number and location of casualties that require hospitalization.	Facilitating Base Hospital

If required activate Field Treatment Sites (FTS) and coordinate resources for field medical care.	EMS
Request assistance from the Regional Disaster Medical Health Coordinator/Specialist (RDMHC/S), as required.	EMS

APPENDIX J-4: MEDICAL EMERGENCY ACTION CHECKLIST (DAM FAILURE)

RESPONSE TO IMMINENT/ACTUAL DAM FAILURE

Action	Responsibility
Dam Failure Imminent	
Put medical care personnel on standby.	All Agencies
Identify medical care facilities subject to inundation.	OES
Communication/Coordination about hazardous materials products & environmental health issues.	DEH, Hazardous Materials Division (Haz-Mat)/HIRT
Assist with the notifications and evacuation of patients from facilities, available/able.	Local Law Enforcement
Arrange to have standby emergency power on hand at medical facilities.	All Facilities
Move pharmaceuticals out of inundation areas.	All Facilities
Plan for alternate communications.	EMS / Sheriff Communications Center (SCC)
Coordinate the evacuation of patients with the Transportation Coordinator.	EMS / OES
Assist with the coordination of evacuations of non-ambulatory patients in private residences, if available/able.	Local Law Enforcement
Dam Failure Occurs	
Mobilize medical care personnel.	All Agencies
Reconfigure shifts as necessary.	All Agencies
Relocate ambulance services from inundation area.	Ambulance Providers
Assist with the notifications and evacuation of patients from facilities, if available/able.	Local Law Enforcement
Move patients and personnel to floors above floodwaters.	All Facilities
Initiate alternate communications, if needed.	EMS/ San Diego Sheriff's Communications Center (SCC)
Activate Field Treatment Sites (FTS) on high ground and coordinate resources for field medical care if required.	EMS
Determine number and location of casualties that require hospitalization.	Facilitating Base Hospital

Request assistance from the California Office of Emergency Services (Cal-OES) for Mutual Aid; work with Regional Disaster Medical & Health Coordinator Specialist/Coordinator (RDMHS/C) as required.	EMS / Cal-OES / CDPH / EMSA

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- San Diego County Access and Functional Needs Work Group

ANNEX E

Public Health Operations



Unified San Diego County Emergency Services Organization And County of San Diego

Operational Area Emergency Operations Plan

September 2014

GENERAL

Introduction

The Public Health Operations Annex (Annex-E) to the San Diego County Operational Area Emergency Operations Plan (OA EOP) describes the basic concepts, policies and procedures for providing public health services in the event of any emergency or disaster. Organizationally, public health services are provided under the coordination of the Health and Human Services Agency (HHSA), Public Health Services (PHS). This annex serves as the unifying public health document for the San Diego County Operational Area (OA).

California's disasters often have public health and medical impact. Many organizations, both public and private, contribute to a Public Health and Medical System that must be prepared to successfully respond to the public health and medical consequences of disasters.

Effective disaster response is served by having a Public Health and Medical System that uses common operating procedures that are well understood and used by organizations involved in the response. The complexity of California's disasters has led to increased interaction between many public health, environmental health and medical functions. This interaction has driven the need for a coordinated system that articulates common procedures across functional components of the Public Health and Medical System.

This annex builds upon and incorporates the use of the California Public Health and Medical Emergency Operations Manual (EOM), and incorporates the use of the California Standardized Emergency Management System (SEMS), the National Incident Management System (NIMS), the Incident Command System (ICS) and the role of key participants in the Public Health and Medical System during emergencies. It supports the development of California Emergency Function-8 (EF-8) and the Federal Emergency Support Function (ESF-8) Public Health and Medical Services plans.

EXECUTIVE SUMMARY

Annex E describes the roles and responsibilities of the Public Health Divisions of the San Diego County Health and Human Services Agency (HHSA), including Public Health Nurses, the Public Health Lab and various other divisions. The primary missions of Public Health include preventative health measures and communicable disease control.

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Purpose



To establish emergency public health operations (including planning, response and operations), assign responsibilities, and provide actions and responses to public health problems associated with emergencies or disasters.

Public Health will follow activities, operations as listed under State of California EF-8 and Federal ESF-8 in response to a public health and/or medical disaster, or potential incident requiring a communication and coordination with State and Federal response agencies.

Scope

The phrase “medical needs” is used throughout this annex. Public Health and Medical Services include responding to medical needs associated with mental health, behavioral health, and substance abuse considerations of incident victims and response workers. Services also cover the medical needs of people with disabilities and other access and functional needs described in the Pandemic and All-Hazards Preparedness Act and in the National Response Framework (NRF) Glossary, respectively. It includes a population whose members may have medical and other functional needs before, during, and after an incident.

Public Health and Medical Services includes behavioral health needs consisting of both mental health and substance abuse considerations for incident victims and response workers and, as appropriate, medical needs groups defined in the core document as individuals in need of additional medical response assistance and veterinary and/or animal health issues.

Public Health Services (PHS) works to prevent epidemics and the spread of disease, protect against environmental hazards, prevent injuries, promote and encourage healthy behaviors, respond to disasters and assist communities in recovery and assure the quality and accessibility of health services throughout the OA. Stakeholders are involved in a wide spectrum of activities involving public health, environmental health, emergency medical services and health care delivery, to include the following scope of activities:

Health and Human Services, Public Health Services:

- Communicable Disease.
    - Epidemiology and Surveillance.
- Emergency Medical Services (EMS):
    - Patient Movement, Evacuation, Distribution and Tracking.
    - Field Disaster Services (e.g. Ambulance Strike Teams).
    - 911 and Dispatch Centers.
    - Pre-hospital, Hospital and Trauma Systems.
- Healthcare volunteers and personnel resource management.

- Laboratories.
    - Laboratory Networks.
    - Testing and Reporting.
    - Laboratory Surge.
    - Local Public Health Laboratory.
- Patient Care.
    - People with disabilities and other access and functional needs (AFN).
    - Mental/Behavioral Health.
    - Emergency Licensure and resolution of licensing Issues.
    - ESF-8
    - Medical Shelters and Medical Support to general Population Shelters in Coordination with the Care and Shelter EF-6
    - Medical Surge, including Facility Expansion and Government Authorized Alternate Care Sites (ACS).
- Public Information and Risk Communications relative to health and medical issues.
- Safety and Security of Drugs, Biologics, and Medical Devices.
- Worker Health and Safety/Occupational Health, including First Responder and healthcare provider safety in coordination with California Occupational Safety and Health Administration (Cal-OSHA).

Services provided by State or other County Departments:



- Communicable Disease.
    - Zoonotic Veterinary Disease Surveillance.
- Blood, Organs and Blood tissues.
- Drinking Water.
    - .
- Food and Agricultural Safety and Security.
    - Foodborne Epidemiology.
    - Product Trace-backs.
- Foster Care.
- Hazardous Materials relative to Public Health and Safety.
- Healthcare Facility Safety.
- Mass Fatality Management.
- Medical waste management.
- Non-Personnel Resources.
- Public Information and Risk Communications relative to health and medical issues.
- Safety and Security of Drugs, Biologics, and Medical Devices.
- Vector Control.
- Wastewater and solid waste disposal.

Goals and Objectives

The overall goal of emergency/disaster public health operations is to minimize loss of life and human suffering, prevent disease and promote optimum health for the population by controlling public health factors that affect human health and by providing leadership and guidance in emergency/disaster public health-related activities.

The overall objectives of emergency/disaster public health operations are to:

- Provide preventive health services and control disease outbreaks.
- Conduct rapid disease surveillance activities.
- Issue public health advisories (water, air, food, soil).
- Respond to public health related incidents/events.
- Coordinate health-related activities among other local public and private response agencies or groups.
- Develop and execute recovery plan; assist in Operational Area recovery planning
- Establish procedures for activation and termination of this annex.

Whole Community Approach



The whole community concept is a process by which residents, emergency management representatives, organizational and community leaders, and government officials can understand and assess the needs of their respective communities and determine the best ways to organize and strengthen their resources, capacities, and interests. Engaging in whole community emergency management planning builds a more effective path to societal security and resilience. This annex supports the following whole community principles:

- Understand and meet the needs of the entire community, including people with disabilities and those with other access and functional needs.
- Engage and empower all parts of the community to assist in all phases of the disaster cycle.
- Strengthen what works well in communities on a daily basis.

In keeping with the whole community approach, this annex was developed with the guidance of representatives from the OA Cities and representatives from County departments, law enforcement, fire services, emergency management, the access and functional needs communities, and various other stakeholders. The effectiveness of the emergency response is largely predicated on the preparedness and resiliency of the community.

Community Resiliency Consists of Three Key Factors:

1. The ability of first responder agencies (e.g. fire, law and EMS) to divert from their day-to-day operations to the emergency effectively and efficiently.

2. The strength of the emergency management system and organizations within the region, to include Emergency Operations Centers (EOCs), mass notification systems and communication systems.
3. The civil preparedness of the region's citizens, businesses and community organizations.

Focusing on enhancing all three of these components constantly focuses the OA on improving the region's resiliency.

CONCEPT OF OPERATIONS



The County of San Diego is structured into five separate organizational groups. The Land Use and Environmental Group (LUEG), and HHSA are responsible for health/medical and environmental mitigation of impact or potential impact resulting from a public health emergency or disaster.

The County of San Diego Department of Environmental Health (DEH) is part of the LUEG group, separate from HHSA and PHS, but works closely with PHS and communicates with the local Public Health Officer (PHO) and other key health officials when there is a potential or actual effect to the public health of the general population related as related to water, air, food, soil or other or environmental factors.

When an incident or disaster occurs, PHS supports the OA response by working to protect against further environmental hazards, preventing injuries, responding to the disaster in a coordinated effort and assisting communities in recovery to assure the quality and accessibility of health services throughout the county.

Coordination

HHSA functions as the local public health department, including agencies such as PHS, EMS, Behavioral Health Services (BHS), Epidemiology and Immunizations Services and Public Health Laboratory. In support of the OA response, HHSA, Public Health and EMS may send staff to assist at the OA EOC and fill positions in Medical & Health Branch, Care and Shelter Branch, and/or the Emergency Medical Services/Public Health Departmental Operations Center (DOC) locally known as the Medical Operations Center (MOC).

PHS is responsible for coordinating measures to protect the public health prior to, during and following a health emergency or disaster. PHS activities described in the California Health and Safety Code include the following: communicable disease control (reportable diseases), maternal and child health/family planning, vital records, environmental surveillance, laboratory services and public nursing.

PHS Administration includes the office of the Public Health Officer (PHO), Public Health Policy.

While generally open and staffed whenever the OA EOC is activated, the HHSA DOC may be activated independently for emergency/disasters that are localized or primarily HHSA-related events. The HHSA DOC is typically activated for recovery activities as part of the agency Continuity of Operations Plan (COOP) operations.



EMS is responsible for disaster medical response coordination between OA EOC and healthcare providers within the County of San Diego and the State. EMS is considered the Local Emergency Medical Services Agency (LEMSA) and is responsible for the on-going oversight of the pre-hospital response system (Emergency Medical Technician (EMT) & Paramedic certifications) and pre-hospital medical direction. As the LEMSA, EMS coordinates with emergency medical responders and first receivers (hospitals and medical facilities) to ensure efficient and effective response to emergency situations including disaster and catastrophic emergencies. The EMS DOC (MOC) is primarily responsible for health and medical response operations, activities, coordination and communications.

Within the Public Health and Medical System, coordinating functions exist at the level of the OA, Mutual Aid Region, and State. The Medical Health Operational Area Coordinator (MHOAC**)** program coordinates the functions identified in statue within the Mutual Aid Region, Regional Disaster Medical Health Coordinator (RDMHC) program.

BHS division of HHSA provides services under three major categories: Alcohol and Drug Services, Inpatient Health Services and Outpatient Mental Health Services.

- Inpatient services are available at the San Diego County Psychiatric Hospital (SDCPH), Edgemoor Skilled Nursing facility and other contracted facilities.
- BHS contracts private providers to provide response activities that may include:
    - Daily crisis briefing with providers to oversee patient issues;
    - Identification of enrolled mentally ill clients in the shelters;
    - Assignment of mental health counseling teams to shelters;
    - Critical incident stress debriefing with first responders and first receivers;
    - Relocation and evacuation of group homes; and
    - Transport of hospitalized patients to psychiatric facilities.

(See Annex-M Behavioral Health Services Operations)

State Mutual Aid

The State of California is divided into six mutual aid regions. The OA is located in Region VI, which also includes the Counties of Inyo, Mono, San Bernardino, Riverside, and Imperial. In the event local public health/medical resources are unable to meet the needs within OA, assistance from the neighboring jurisdictions maybe requested. This process is done through the local MHOAC working with the Regional Disaster Medical Health

Coordinator/Specialist (RDMHC/S) who coordinates with the California Department of Public Health (CDPH) and State of California Emergency Medical Services Authority (EMSA). The California Office of Emergency Services (Cal OES) regional office may also be notified to assist in this process.

The RDMHC/S communicates and coordinates the provision of medical and public health resources through the local MHOAC.

Emergency/disaster public health requests are consolidated at the OA and provided to the RDMHC/S to:

- Coordinate the acquisition and allocation of critical public and private medical and public health resources required to support emergency/disaster medical operations.
- Coordinate medical resources in unaffected counties in the Region for acceptance of casualties.

ORGANIZATION AND ASSIGNMENT OF RESPONSIBILITIES



In accordance with the principles of ICS, SEMS, and NIMS, the response to an emergency or disaster is managed at the lowest level possible. Accordingly, local government has the primary responsibility for the response to an emergency or disaster. HHSA is responsible for public health, medical emergency response within the OA.

PHS, directed by the Public Health Officer, is the HHSA division responsible for providing public health services during a the response and recovery phases of a public health emergency or disaster. EMS is a branch within PHS and is responsible for the MHOAC contact, medical emergency response and logistics support during a public health emergency or disaster. Details about the various components within HHSA may be found in the following:

- ESF #8: Public Health and Medical Services.
- ESF #6: Mass Care, Housing and Human Services.

During a disaster, the County and jurisdictional agencies provide staff to the OA EOC.

The OA EOC, the HHSA DOC, and the EMS DOC (MOC) follow SEMS, NIMS, and ICS criteria, and are key to successful emergency/disaster response and recovery operations.

Medical Health Operational Area Coordination

The MHOAC program is based on the functional activities described in Health and Safety Code 1797.153. County of San Diego MHOAC is the primary point of contact for the MHOAC program and liaisons with the RDMHC/S.

The MHOAC Coordinator, or designee, is assigned to the EMS Medical Health Branch of the OA EOC Operations Section. The MHOAC program is accomplished by a number of departments. Some of these functions are outside of HHSA. The medical and health plans include preparedness, response, recovery and mitigation functions in accordance with the State Emergency Plan (SEP), as established under Sections 8559 and 8560 of the Government Code, at a minimum, the medical and health disaster plan(s), policy and procedures include the following:

1. Assessment of immediate medical needs.
2. Coordination of disaster medical and health resources.
3. Coordination of patient distribution and medical evaluation.
4. Coordination with inpatient and emergency care providers.
5. Coordination of out-of-hospital medical care providers.
6. Coordination and integration with fire agency personnel, resources, and emergency fire pre-hospital medical services.
7. Coordination of providers of non-fire based pre-hospital emergency medical services.
8. Coordination of the establishment of temporary field treatment sites.
9. Health surveillance and epidemiological analyses of community health status.
10. Assurance of food safety.
11. Management of exposure to hazardous agents.
12. Provision or coordination of mental health services.
13. Provision of medical and health public information protective action recommendations
14. Provision or coordination of vector control services.
15. Assurance of drinking water safety.
16. Assurance of the safe management of liquid, solid, and hazardous wastes.
17. Investigation and control of communicable disease.

City Emergency Operations Center

In the event that a City EOC is activated for a localized emergency/disaster that may threaten or endanger the public health the city may request a public health consultation. This request may be made by notifying the on-duty officer for Epidemiology, EMS, and/or DEH.

Operational Area Emergency Operations Center



The OA EOC serves the entire OA, including the 18 cities, military bases and special districts, with the Chief Administrative Officer (CAO) serving as Director of Emergency Services for the unincorporated area, and Coordinator of Emergency Services for the incorporated areas.

The Health Branch of the OA EOC (Figure 1) is activated based on operational need. It is staffed by pre-designated public health personnel and coordinates the emergency medical response for the OA. The OA EOC Health Branch staff serves as advisors to the Director/Coordinator of Emergency Services, as well as makes decisions about resource allocation, priorities, and other public health matters. Additional members of the Health Branch may be physically located at an alternate site, the EMS DOC (MOC), maintaining constant communication with the OA EOC Health Branch Coordinator.

The following HHSA personnel may staff the OA EOC:

Policy Group:

- Director, HHSA (or designee) reports to the Director/Coordinator of Emergency Services and is responsible for the long-range planning and policy decisions.
- PHO (or designee) reports to the HHSA Director, and is responsible for the overall management of Public Health within the OA. The PHO in consultation with the Director of HHSA makes policy decisions related to emergency/disaster health services.

Operations Section

Health & Medical Branch:

- Health Branch Coordinator position within the OA EOC is filled by the Chief, EMS (or designee). This position reports to the Operations Section Chief and is responsible for overall coordination of health and medical care operations and providing health and medical services expertise required in the OA. Public Health Unit Leader is assigned to the OA EOC by HHSA and PHS. The Public Health Unit Leader is responsible for coordinating disaster public health operations throughout the OA. This position reports to the Health Branch Coordinator.
- EMS Unit Leader is assigned to the OA EOC by HHSA and PHS. The EMS Unit Leader is responsible for the management and needs assessment of County EMS units and hospitals, and clinics located in the OA. This position reports to the Health Branch Coordinator.

- Currently, the EMS Unit Leader also serves as the MHOAC for the County.

- MHOAC will assist with the communications and coordination of medical and health resource coordination within the OA. The MHOAC serves as OA point of contact for coordination with the LEMSA, Local Health Department (LHD), Department of Environmental Health (DEH), Regional Disaster Medical Health Coordinator (RDMHC) program, CDPH, Emergency Medical Services Authority (EMSA), and Cal OES.
- Behavioral Health Unit Leader is assigned to the OA EOC by HHSA and BHS. The Behavioral Health Unit Leader is responsible for the safety and well-being of Behavioral Health clients and the provision of critical incident stress de-briefing and crisis intervention services to emergency workers, OA EOC staff and the general public during and after an emergency. This position reports to the Health Branch Coordinator.

Care and Shelter Branch (also see Annex-G Care & Shelter):



- Care and Shelter Branch Coordinator is filled by the staff from HHSA and PHS. This position reports to the Operations Section Chief and is responsible for overall coordination of care and shelter activities.
- AFN Unit Leader is filled by HHSA Department of Human Resources (DHR). This position reports to the Care and Shelter Branch Coordinator. This position coordinates with local government and the Care and Shelter Branch Coordinator to ensure specialized services and resources are provided as required for people with disabilities and other AFN.
- County Shelter Unit Leader is filled by staff from HHSA and this position reports to the Care and Shelter Branch Coordinator. This position coordinates care and shelter activities for government run shelters.

Other Operations Positions:

- The HHSA Public Information Officer is assigned to the Joint Information Center (JIC) at the OA EOC.
- Other Operation Section positions may be assigned by HHSA and PHS. These pre-designated staff will report to the OA EOC and fill a variety of positions to support activities in the Operations Section. These positions will report to the Operations Section Chief.

EMS Departmental Operations Center (Medical Operations Center)

The EMS DOC (MOC) coordinates operational disaster medical activities during a disaster and provides logistics support during a public health emergency. The EMS DOC (MOC) communicates and places resource requests through the OA EOC Medical Health Branch

The EMS DOC (MOC) serves as a support and procurement entity of medical & health supplies to the County OA EOC or HHSA DOC during a public health emergency. EMS DOC (MOC) is the primary coordinator for hospital and clinic information exchange, resources requests, logistics and tactical operations.

While generally open and staffed whenever the OA EOC is activated, the EMS DOC (MOC) may also be activated independently for emergency/disasters that are localized, low level emergencies or are primarily health-related. In addition to the EMS staff, agency and community members, the following are PHS staff positions that may have liaisons in the EMS DOC (MOC) based on event and situation:

- Chief, Public Health Nursing (or designee) coordinates the activities and deployment of PHS nursing staff.
- Epidemiology and Immunization Services (or designee) coordinates surveillance and case investigation activities.
- Public Information Officer (PIO) coordinates information from the EMS DOC (MOC) to the Joint Information Center (JIC) at the OA EOC.
- PHS staffs fill positions to support the health-related needs and activities of the OA EOC and EMS DOC (MOC). Staff may be assigned to fulfill a variety of required roles/positions within Operations, Finance, Planning, Intelligence and Logistics.

HHSA Departmental Operations Center

The HHSA DOC is involved in the mitigation, coordination, and recovery from a disaster or emergency event. The HHSA DOC is primary responsible for HHSA COOP response and recovery efforts for HHSA related services. The HHSA DOC may also be activated independently for emergency/disasters that are localized emergencies, public health emergencies or primarily HHSA related events.

The HHSA DOC is typically activated for disaster or emergency events for COOP activation and during recovery activities. The following are staff positions in the HHSA DOC:

- HHSA Chief Operations Officer position is generally filled by an Executive Staff member. This position coordinates the activities of the HHSA DOC.
- HHSA Chief Financial Officer (or designee) coordinates aspects of HHSA financial documentation related to the event.
- HHSA Human Resources Representative coordinates with the OA EOC and EMS DOC (MOC) for support to manage Disaster Service Worker (DSW) deployment.
- Public Information Office provides support for public information activities; drafts communications messages for HHSA DOC. When the OA EOC JIC is activated

the PIO provides support and coordination of information to the HHSA DOC from the OA EOC.

- Other HHSA Representatives may be assigned to the HHSA DOC from the following programs: Aging & Independence Services (AIS), PHS, EMS, BHS, and Regional Management Teams.

Assignment of Responsibilities

California Department of Public Health (CDPH) is the lead State agency for what the NRF calls ESF-8: *Public Health & Medical Services* as well as a supporting agency for ESF-6: *Mass Care, Emergency Assistance, Housing, and Human Services.* HHSA is the public health agency for the County and coordinates County health, medical and human services assets in the event of a public health emergency or major natural or man-made disaster.

To accomplish its mission, the County of San Diego integrates DEH and PHS which are in separate organizational groups. HHSA utilizes a public – private partnership in respects to health and medical services and engages many sectors of the community to promote health and disaster preparedness and to provide services. HHSA and DEH provide representatives to the Medical Health Branch of the OA EOC.

HHSA Divisions provide coordination and services for the following general areas:

Public Health Services



- Biological Agent Identification and Laboratory Diagnostics.
- Disease Surveillance and Outbreak Management.
- Disease Prevention and Mass Prophylaxis.
- Emergency Medical Services and Medical Transport.
- Healthcare Facilities and Alternative (Surge) Care Sites (ACS).
- Mass Fatality and Death Certificates.
- Pharmaceuticals and Strategic National Stockpile Reception and Distribution.
- Environmental Laboratory Diagnostics.
- Food Quality and Protection – limited testing for identification (no disposal).

Human Services

- Behavioral Health.
- Disaster Case Management and Social Services (Medicaid, Disaster Food Stamps, etc.). Unmet Needs Assistance as appropriate.

- People with disabilities and other access and functional needs, coordinating timely and appropriate support to individuals in need of additional access and functional needs assistance.

County of San Diego Public Health Services (PHS)

PHS Administration and Emergency Medical Services

- Edits/updates the Public Health Operations Annex of the OA EOP and any other emergency public health plans and procedures.
- Maintains and updates the annual Hospital Capacity Plan.
- Coordinates emergency/disaster/emergency public health operations within the OA.
- Coordinates the procurement, allocation and distribution of public health resources required to support emergency/disaster public health operations.
- Requests and responds to requests from the RDMHC/S.
- Develops and maintains a capability for identifying public health resources within the OA.
- Coordinates public health-related activities among other local public and private response agencies or groups, as well as state and federal agencies.



- Coordinates, in collaboration with the Care and Shelter Branch, the County Disaster Response Assessment Team(s) (DRAT) and deploys the trained team to assess potential or current shelters for the need of medical resources and/or other specialized services for people with disabilities or other access and functional needs.
- Disseminates information vital to the emergency response efforts of disasters (including bioterrorism) via California Health Alert Network (CAHAN) alerts to local health care and public safety professionals.
- Activates and assists in staffing the EMS DOC (MOC).
- Coordinates the deployment of DSWs from the Medical Reserve Corp (MRC) to response.
- Provides Medical and Health Coordination:
    - LHD is mandated to coordinate, plan and administer an emergency response to public health threats and to secure, compile and disseminate information concerning the prevention and control of

epidemics and conditions affecting or endangering the public health. LHD responsibilities include:

- Consult with local public health officials, hospitals, nursing homes and other health/medical facilities as appropriate to determine the magnitude and extent of the public/health/medical problems associated with a catastrophic disaster and assist local public health officials in developing appropriate strategies to address such problems;
- Define the types and amounts of public health and medical assistance required by public and private health/medical organizations, developing specific requests for assistance under ESF-8, including medical personnel, equipment, and supplies;
- Determine assistance needed to move patients to definitive care facilities that are part of the National Disaster Medical System (NDMS) network;
- (E.g. hospitals, clinics, Skilled Nursing Facilities (SNF), Long-Term Care Facilities (LTC)) and other medical provider partners.

- The EMS Duty Officer monitors the hospital system capacity and surge in accordance with the Hospital Capacity Plan.
- Provide ongoing field assessments in conjunction with state and federal officials as available; and possibly deploying DRAT to identify public health, medical and/or AFN issues.

Epidemiology and Immunization Services Branch (EISB), HIV Services Hepatitis B/Sexually Transmitted Disease (HSHB/STD) Branch and Tuberculosis (TB) Branch

- Receives and registers reports of legally reportable communicable diseases and conditions
- Conducts epidemiologic surveillance to identify potential events and outbreaks of public health concern. Investigates reports of suspected communicable diseases, conditions and outbreaks.



- Conducts disease investigations of possible contacts associated with an infected case.
- Conducts routine identification and monitoring of indicators which are associated with increased health care services utilization and impact
- Monitors syndromic surveillance indicators of disease activity among emergency departments and 911 call centers and similar data sources.
- Collects and utilizes multiple, cross-referenced sources of communicable disease information, such as reportable diseases, Public health Laboratory

results, electronic laboratory reporting, Center for Disease Control (CDC) PulseNet, San Diego Immunization Registry (SDIR) and other similar sources.

- Coordinates with HHSA and other County departments and our medical and community partners to investigate suspected disease reports, to conduct surveillance and monitor disease trends, and to prevent or reduce disease transmission by providing alerts, education and assistance to implement guidelines and recommendations.
- Manages vaccine supply and influenza vaccine distribution.
- Provides immunizations as required.
- Provides PIOs with communicable disease information and statistics to be disseminated to the public. Determines when special control measures (i.e. quarantine or prophylactic treatment) should be instituted based on epidemiological findings.
- In collaboration with DEH and the Public Health Laboratory, works toward restoration of normal water supply and environmental control and surety measures.
- Increases level of surveillance activity and situational awareness monitoring as necessary. Disseminates information vital to the prompt recognition and control of disease transmission, including CAHAN releases to health care professionals.
- Initiates public messaging in collaboration with Health Officer, as to risk-reducing behaviors to the media and public via the County Communications Office.

Public Health Laboratory



- Conducts environmental testing, especially food, drinking water and possible sewage spills.
- Provides public health surveillance and assessment support.
- Performs microbiological testing of human specimens as needed for disease control and support of clinics and hospitals.
- Performs microbiological testing of food supplies as needed for disease control.
- Assists in microbiological testing of the environment as needed.
- Performs appropriate testing to identify animal to human disease exposure.

Public Health Nursing & Public Health Nursing Administration



- Chief Public Health Nurse (or designee) may coordinate the activation of public health nurses from the HHSA regions and PHS branches during a public health emergency/disaster response and during the recovery period.
- Provides outreach, teaching, and/or provide mass immunization/prophylaxis to the community at large (when directed by the PHO or designee).
- Assists with environmental and disease control measures when requested.
- Assists with assessment of community health status.
- Conduct communicable disease investigations.
- Provides assistance to vulnerable risk groups as designated by the PHO or designee.
- Provides limited behavioral health assistance related to emotional trauma and makes referral to BHS staff as needed (See Annex-M, Behavioral Health Operations).
- Triage injured or ill individuals arriving at shelters to appropriate level of care (See Annex-G)
- May assist in providing staffing at Field Treatment Sites (FTS) and First Aid Stations (FAS) or other mass care operations, as requested (See Annex-D, Mass-Casualty Incident (MCI) plan). For planning purposes, their role at the sites should normally be limited to public and preventive health activities.
- Chief Public Health Nurse or designee, with the Regional General Manager, will communicate the needs of the region through the HHSA DOC and then coordinate implementation and delivery of these services.

Public Health Centers

Throughout the OA, there are six Public Health Centers: Central Region, East Region, North Inland, North Central, North Coastal, and South Region. In addition to the six Public Health Centers, there is a Vaccine Immunization Program (VIP) Clinic. These sites may be opened during an emergency/disaster, depending on the location and nature of the emergency and the availability of personnel and resources. Each Public Health Center is the primary assembly point for Public Health Center personnel during emergency/disaster activation. If an office, clinic, or a Public Health Center is destroyed or inaccessible, staff members will move to an alternate location as designated in the COOP, assuming it is safe to do so. Emergency public health activities will be coordinated and priorities set under the direction of the PHO, the Chief Public Health Nurse, or designees.

County Communications Office

As part of OA EOC activation the JIC is staffed by representatives of the County Communications Office and other County departments. During day-to-day operations subject matter expert staff from various PHS branches will work with the County Communications Office. These subject matter experts work with the PIO to prepare Public Health Advisories for broadcast during an emergency/disaster. During a disaster or emergency, the Public Health Officer will work closely with the JIC staff and other County Department subject matter experts (e.g., air pollution control) to prepare and release all health-related press releases or public health advisories. Public Health Advisories inform the public of any immediate or long-term public health issues. Public Health Advisories may include, but are not limited to, emergency information regarding recommendations in the following types of activities:

- Water
- Sanitation
- Food Preparation
- Communicable Disease Control
- Vectors
- Radiological Protection
- Hazardous Materials
- Laboratory Testing

County of San Diego Office of Emergency Services (OES)



- Assists with public health emergency/disaster planning and training.
- Coordinates efforts to obtain resources both in the OA and outside of the OA, including supplies and logistical support.
- Requests, obtains, and allocates military assistance in accordance with military plans and procedures.
- Activates, manages, and staffs the OA EOC.
- Assists with recovery efforts, particularly in obtaining state and federal reimbursement funds.
- Serves as the OA Coordinator for mutual aid.

Department of Environmental Health (DEH)

- Food and Housing Division (FHD) conducts restaur ant and food truck / food cart inspections and issues the appropriate A-B-C grade card. The division is also responsible for inspecting swimming pools, checking for everything from water quality and filtration systems, to safety equipment and enclosures. Food and Housing personnel also inspect body art facilities, as well as apartments, hotels and motels, camps and even detection facilities. FHD responds to public health threats and environmental hazards associated with these regulated facilities, including fires, food recalls and boil water orders, all in the interest of promoting safe communities
- Land and Water Quality Division test the water of our beaches and bays and posts the results for residents and visitors. Deals with recycled water, testing and removal of underground storage tanks, inspection of small drinking water systems, wells, and mobile home parks in the unincorporated county.
- Community Health conducts collection of household hazardous materials in the unincorporated county; coordinates the county's asbestos and lead programs; and runs the vector control program to keep us safe from diseases such as West Nile virus, Hantavirus, Lyme disease, and others. Other programs under the community health umbrella include radiological health and the solid waste local enforcement agency dealing with landfills and composting facilities.
- Hazardous Material Division regulates more than businesses to ensure that hazardous materials, hazardous and medical wastes, are property catalogued, stored and managed. The HIRT (Hazardous Incident Response Team) responds to spills and works with various other agencies in cleanup operations.

Support Agency/Organizations

Local

Support Agencies/Organizations provide essential services by:

- Maintaining an active liaison with the San Diego Healthcare Disaster Council, the Unified Disaster Council (UDC), San Diego County Fire Chiefs Association (SDCFCA) and other OA planning committees.
- Maintaining an active liaison with EMS DOC (MOC).
- Preparing Standard Operating Procedures (SOP's) and functional checklists for response to a mass-casualty incident, including a system for automatic reporting of pre-designated personnel to assigned disaster posts. Participating

agencies must comply with State and Federal training requirements for the effective use of SEMS and NIMS, while utilizing ICS.

- Training personnel and alternates.

Local Support Agencies support functions include, but not limited to:

- County of San Diego Departments include:
  - OES is the lead agency for disaster preparedness and coordination, alert notifications, and activation and management of the OA EOC.
  - EMS is the LEMSA and maintains and updates the Mass Casualty Incident (MCI) Annex, develops medical emergency response plans, procedures and protocols. EMS coordinates disaster medical operations within the OA.
  - PHS – provides human and public health services to minimize loss of life and human suffering by providing epidemiological surveillance, immunizations, prevention, optimizing health, and supporting shelter needs within the operational area. PHS provides shelter personnel and surveillance. HHSA DOC and PHS may be the lead agency for public health emergencies in the county.



  - DEH - provides subject matter experts and oversees the following areas: Hazardous Materials Response Team and works a member of the Metropolitan Medical Strike Team (MMST), conducts restaurant and food truck / food cart inspect ions, test water and septic systems, conducts collection of household hazardous materials in the unincorporated county; coordinates the county's asbestos and lead programs; and runs the vector control program to keep us safe from diseases such as West Nile virus, Hantavirus, Lyme disease, under the community health umbrella include radiological health and the solid waste local enforcement agency dealing with landfills and composting facilities.



  - BHS – provides a network of behavioral health disaster responders and recovery services for critical incident support, de-briefings and assessment.
  - Sheriff's Communications Center (SCC) – provides regional communications (radio) systems support.



    - DSWs – are County employees who may be reassigned to disaster response and recovery activities in support of clinical and general population needs. Some of the DSW are licensed clinical personnel.
    - Office of Education – assists school districts in furnishing and maintaining services and coordination of local schools with OES and the local American Red Cross (ARC).
- In a widespread disaster, San Diego County Office of Education (Public School Districts) – Coordinate with OES, EMS and ARC with designation of schools for mass care, prophylaxis and medical sheltering. In a localized disaster, the coordination may be directly with the Superintendent of the district involved.
- Fire Agencies – acts as Incident Commander or as part of the Unified Command.
- First Responders – provides scene situational awareness, communications, triage, treatment and transport.
- Law Enforcement – if a Unified Command structure is appropriate, law enforcement hay have a role in the Unified Command component. Law provides security, perimeter control, crowd and traffic control and evacuation routes.

Local Support Organizations support functions include, but not limited to:

- Ambulance Agencies – provide victim triage, treatment and transportation
- Ambulance Association (Private) – Coordinates private ambulance resources through the County Ambulance Coordinator who, during activation, is stationed in the EMS DOC (MOC).
- ARC San Diego/Imperial Counties Chapter – provides personnel and structure for First Aid Stations and general population shelters.
- Clinical Disaster Service Workers (CDSW)/Medical Reserve Corps (MRC) - are variety of medical, veterinary and associated health provider volunteers registered through State Disaster Health Volunteer (DHV) network and members of the local MRC managed by EMS.
- Facilitating Base Hospital - coordinates medical communications between field and hospitals for medical control, and with EMS for hospital operational status, bed counts and bed availability.
- Hospital Association and San Diego and Imperial Counties – assists in coordination between hospitals.
- Hospitals – provide definitive medical care, subject matter expertise, and field treatment teams for catastrophic events.
- Radio Amateur Civil Emergency Service (RACES)/Amateur Radio Emergency Service (ARES) – are amateur radio (ham) organizations that provide back-

up/redundant communications support to OA EOC, EMS DOC (MOC), hospitals and the scene.

- San Diego County Medical Society – assists in notification of and recruitment volunteer physicians.
- San Diego Health Care Disaster Council (SDHDC) – Provides coordination among healthcare coalition partners

State (Appendix A)

- Responds to requests for resources from the OA EOC.
- Coordinates medical mutual aid within the State.
- Assists the OA in recovery efforts.
- Coordinates and maintains directory of medical personnel statewide through the DHV Program.

Federal Government (Appendix B)

- As shortfalls occur in State resources, Federal agencies make their resources available, upon request coordinated by the Federal Emergency Management Agency (FEMA) or through the Department of Homeland Security (DHS).
- In a major disaster, the NDMS may be activated, and patients from this OA may be sent to other counties and states for treatment.
- Disaster Medical Assistance Teams (DMAT) – may be activated through the NDMS and ESF-8 via request to the State of California EMSA, CDPH, or Cal OES.
    - A DMAT can perform the following:
        - Field Treatment Site(s) (FTS).
        - Regional Evacuation Points (REP).
        - Patient Reception Points (PRP), when the hospital bed component of NDMS is activated.
        - Hospital staff relief or augmentation.
        - Shelter care.
        - Mass prophylaxis.
- Other response assistance teams available from the NDMS are:
    - DMORT – Disaster Mortuary Operations Response Team.
    - Mental Health Specialty Teams - for large scale Critical Incident Stress Debriefing.
- Federal Military – may provide supplies, equipment, personnel and air-sea lift logistical supports and technical advisory assistance.

DIRECTION, CONTROL, OR COORDINATION

For the purposes of the OA EOP and this annex, public health emergency/disaster events are those incidents that may pose a threat of disease or loss of optimum health to the citizens of San Diego County. Public Health serves as the unifying public health entity for the OA.

When the Governor declares a "State of Emergency", the state's ICS at the State Emergency Operations Center (SOC) is activated. The SOC includes State agency representatives from California OES, Emergency Medical Services Authority (EMSA) and CDPH.

In a public health emergency, the CDPH will activate their Medical Health Coordination Center (MHCC) to coordinate public health operations.

Country of San Diego PHS may increase staffing levels based on extent of the threat and/or impact of the public health emergency or disaster.



The EMS DOC (MOC) is the focal point of command and control, communications, response operations, specialized technologies, information collection, assessment, analysis and dissemination for HHSA components under non-emergency and emergency conditions to support a common operating picture.

The PHO for the County is the public health executive for PHS and exercises associated statutory responsibilities under State and Federal law. The PHO is required to observe and enforce orders and ordinances from local governing body, pertaining to public health and sanitary matters; Orders, including quarantine and other statues and regulations, prescribed by the department and statues relating to public health (Health & Safety Code § 101030, 101470). Upon the finding of the PHO that a public health emergency exists, the County Board of Supervisors may declare a state of emergency, officially referred to as a Local Emergency Declaration.

The PHO is a member of the OA EOC Policy Group.

In public health emergencies focused on epidemiological investigations and vaccinations, the Incident Command may shift to the HHSA DOC for primary coordination and the EMS DOC (MOC), may primarily function in a support role. During both public health emergencies and disasters, the EMS DOC (MOC) is focused primarily on coordination of the medical response and communications with first responders and healthcare providers.

Plan Activation and Termination

Activation and termination of this annex shall be by the direction of one of the following:



1. County Chief Administrative Officer (CAO) in that capacity, or as Director/Coordinator of Emergency Services; or
2. Designated Deputy CAO; or
3. Director, OES or designated representative; or
4. PHO or designated representative; or
5. Chief, EMS or designated representative.

Upon activation, the PHO determines the extent of public health services needed for the emergency or disaster and notifies the appropriate divisions and agencies.

Activation of this annex shall be declared under the following conditions:

- Annex-E is activated whenever a Level III full activation of the OA EOC is called. Dependent on the public health impact of the emergency/disaster, Annex-E may be activated at emergency Levels I and II, as described below:

- An event is imminent, or has occurred, in a populated area such that extensive casualties are inevitable, (e.g. structure collapse, major transportation emergency, hazardous materials release, or another public health emergency such as an infectious/communicable diseases outbreak.

- Notification from cognizant authority that a significant number of casualties from outside the OA are expected to be brought into the OA via the State Mutual Aid System or the NDMS (e.g., casualties from domestic or international war).

The need to activate a public health response for a communicable disease and/or terrorism-related incident may be recognized following unusual disease reports from medical community, laboratories and hospitals.

The HHSA DOC Director contacts the OES Staff Duty Officer (SDO) to request activation of the OA EOC if the situation requires resources beyond HHSA.

The HHSA DOC Director or PHO (or designee) may need to contact OES at the OA EOC to request a local state of emergency declaration to establish the PHO authorities.

Termination of Annex-E occurs when the PHO, in consultation with the County's CAO; designated Deputy CAO; Director, OES; and the Chief, EMS or their designees determine that the situation has stabilized, and emergency/disaster public health operations are no longer required.

INFORMATION COLLECTION AND DISSEMINATION

Healthcare providers (e.g. hospitals, clinics) are expected to utilize the available OA EOC communication capabilities (e.g. WebEOC) to communicate with agencies within the county. Hospitals report facility structural damage, operational status, bed availability and resources needs through EMS DOC (MOC). State agencies may require situational updates.

Sharing appropriate situational information early and throughout an incident will assist with emergency management operations. Achieving a common operating picture allows on-scene response personnel and entities involved in support and coordination, including the operation centers, to share common situational information. Data collection and dissemination are based on existing policies and procedures used in daily operations.

The Medical and Health Situational Report (SitRep) is prepared by the EMS Duty Officer, MHOAC, EMS DOC (MOC) or Medical Health Branch of the OA EOC in accordance with the California Public Health and Medical EOM. The SitRep information is shared with relevant state partners including CDPH, EMSA, and the Region VI RDMHC/S.

Epidemiological and Public Health Lab surveillance and findings are gathered and disseminated to local and state agencies, healthcare providers, schools and general public, to include identified populations with access and functional needs.

Public communications are developed and generated by County Communications Office and OA EOC under the direction of the PHO and/or the OA EOC Policy Group.

COMMUNICATIONS

Inter-jurisdictional and inter-agency coordination will be conducted through the Incident Command Posts, OA EOC, County of San Diego HHSA DOC, EMS DOC (MOC), and jurisdictional EOC's utilizing available communication equipment and infrastructure (e.g. WebEOC).

Situational awareness will be supported through data-sharing systems to expedite the transfer of information regarding the status of the incident and provider operational capacities to meet demands of the event. Activation, coordination and use of the JIC will be initiated as soon as possible following an incident.

The OA EOC JIC will function to coordinate information to the media for public consumption. Information released to the public regarding the incident will be cleared by the Director, OES, the PHO, and the OA EOC Policy Group.



Communication efforts will follow the protocols established under the San Diego Urban Area Tactical interoperable Communications Plan, and Annex I:

Communications and Warning Systems.

The San Diego & Imperial County Regional Communication System (RCS) is the primary OA radio system (800 MHz radio) for coordinating the emergency response to an emergency/disaster. RCS is overseen by the San Diego Sheriff's Department Wireless Communications Services.

There are currently six county Regional Public Health Centers, in the OA that are part of the enhanced RCS:

- Central Region, San Diego
- East Region, El Cajon
- North Inland Region, Escondido
- North Central Region, San Diego
- North Coastal Region, Oceanside
- South Region, Chula Vista

RCS allows for direct communications between Public Health Centers, the HHSA DOC, EMS DOC (MOC) and the OA EOC.

Talk-groups

County agencies have been assigned their own talk groups. Mutual aid talk groups provide the ability for various agencies to talk to each other. (See Annex I – Communications)

Back-Up Communications

- Telephones, faxes, and wireless systems will be utilized when available.
- Amateur radio operators may be called upon for back-up communications at the scene(s), hospitals, clinics, first aid stations, the blood bank, field treatment sites, ARC Service Centers, the OA EOC, EMS DOC (MOC) and HHSA DOC if necessary. For more information on amateur radio operations capabilities see the San Diego County Mutual Aid Radio Plan.

Response Alert and Notification

a. Hospitals, community-based organizations (CBOs), urgent care centers, SNFs, and the medical community providers will be notified regarding the nature of the magnitude of the incident and the required response. Notification will be made via a mass notification system by the EMS Duty Officer or EMS DOC.

b. The State of California SOC utilizes three levels of activation with staffing scaled to the demand of the incident. HHSA and EMS DOC's may be activated independent of the OA EOC or each other based on the situational assessment.

i. Level I – is a minimum activation that initially requires minimal personnel to maintain situational assessment activity and provide support to healthcare coalition members. Public health/medical response from normal working locations for a serious but manageable event.
ii. Level II – is used for emergencies or planned events that would require more than a minimum staff but would not call for a full activation. HHSA DOC is opened when response is limited to a public health, disease control or mass care.
iii. Level III – is a complete and full activation with organizational elements at full staffing. Representatives from other agencies or healthcare coalition members may be required under Level Three to support functional area activations. HHSA provides staffing to the OA EOC for the Medical Health and the Care and Shelter Branches of the EOC. The HHSA representative is the Care and Shelter Coordinator in the OA EOC.

ADMINISTRATION, FINANCE, AND LOGISTICS

Under SEMS, special districts are considered local governments. As such, they are included in the emergency planning efforts throughout the OA. The OA Emergency Organization, in accordance with SEMS, supports and is supported by:

- Cities within the OA
- The County of San Diego
- Special districts
- Other Counties
- The State of California
- The Federal Government

NIMS provides a consistent nationwide template to enable Federal, State, local, and tribal governments and private-sector and nongovernmental organizations to work together effectively. NIMS also enables these entities to efficiently prepare for, prevent, respond to, and recover from domestic incidents, regardless of cause, size, or complexity, including acts of catastrophic terrorism.

Mutual aid, including personnel, supplies, and equipment, is provided in accordance with the California Master Mutual Aid Agreement, and other OA Mutual Aid Agreements. More information about mutual aid is contained in individual annexes, appendices and attachments within this Plan.

The private sector is an important part of the emergency organization. Business and industry own or have access to substantial response and support resources. Community Based Organizations (CBOs) or Non-Governmental Organizations (NGOs) provide valuable resources before, during, and after a disaster. These resources can be effective

assets at any level. OES has established the Ready San Diego Business Alliance. The Alliance will have a virtual connection to the OA EOC via a social networking system fed through an RSS feed from WebEOC.

There are some City and County personnel who do not have specific task assignments. They are automatically designated by State Law as Disaster Service Workers during a disaster, and serve in the response effort.

- "All public employees and all registered volunteers of a jurisdiction having an accredited disaster council are Disaster Service Workers," per Government Code Title I, Division 4, Chapter 8, and Labor Code, Part I, Division 4, Chapters 1 and 10.
- The term public employee includes all persons employed by the State, or any County, City or public district.
- Other personnel including volunteers can be quickly registered by OES as Disaster Service Workers, which provides Workers Compensation and liability coverage.

OES maintains a list of pre-registered volunteers affiliated with volunteer organizations that have been signed up as Disaster Service Workers (DSWs).

It is imperative that local government maintain duplicate records of all information necessary for restoration of normal operations. This process of record retention involves offsite storage of vital computerized and paper-based data that can be readily accessible.

Vital records of the Unified Organization are routinely stored in records storage rooms at OES in printed hard copy form, on CD-ROM, and electronically. Computer records are routinely backed up and stored separately from the hard drives. All personnel records are stored by the County Department of Human Resources at several locations throughout the OA.

Logistics

HHSA and PHS Administration activate the HHSA DOC and oversee PHS in general. Many of the HHSA services are implemented by private contractors who by disaster clauses in their contracts are expected to maintain essential services during and after a disaster. The HHSA DOC may be the lead agency during a public health emergency. HHSA DOC manages PHS financials and makes resource requests through the EMS DOC (MOC) and/or the OA EOC Logistic section.

EMS DOC (MOC) is activated by the EMS Duty Officer at the direction of the PHO, EMS Chief or designee or EMS Medical Director. The EMS DOC (MOC) coordinates operational disaster medical activities during a disaster and provides logistics support during a public health emergency. The EMS DOC (MOC) communicates and places resource requests through the OA EOC Medical Health Branch. The OA EOC Logistics section is responsible for procurement and contracting during the OA EOC activation.

Healthcare providers communicate and submit resource requests through the EMS DOC (MOC). The EMS DOC (MOC) logistics section may coordinate fulfillment of healthcare

requests from existing caches or from OA EOC Logistics. The OA EOC Logistics section may delegate logistical coordination to the EMS DOC (MOC).

The Hospital Preparedness Program (HPP) hospitals have equipment and supplies purchased with HPP funding that may be used as caches to meet local needs.

The Strategic National Stockpile (SNS) Coordinator through the EMS DOC (MOC) may be responsible for mass population prophylaxis. The Cities Readiness Initiative (CRI) program works in tandem with the infectious disease detection system by preparing to prophylaxis the total residential and visitor population. Agreements with trucking companies, private organizations and public agencies exist to support the distribution of medical countermeasures.

ANNEX DEVELOPMENT AND MAINTENANCE

This annex is a product of the OA EOP. As such, the policies, procedures, and practices outlined in the OA EOP govern this annex. OES coordinates the maintenance and updates of this annex every three to four years, in accordance with the maintenance schedule established for the OA EOP. Record of changes, approval, and dissemination of the OA EOP will also apply to this annex.

Updates to this annex can be made before such time for multiple reasons, including but not limited to changes in policy/procedure, improvements and recommendations based on real life events or exercises, etc. Recommended changes should be submitted to OES at oes@sdcounty.ca.gov

Maintenance of this annex is the responsibility of OES and PHS. In addition to the aforementioned maintenance schedule, this annex will be reviewed every two (2) years by PHS. The Public Health Operations (Annex-E) revision is approved by the PHO, or designee, and forwarded to OES for inclusion with the OA EOP.

AUTHORITIES AND REFERENCES

In 2006, the CDPH within California Health and Human Services Agency was created. There are 61 local health jurisdictions in California: 58 counties and three cities: Berkeley, Long Beach, and Pasadena.

The authority to enforce Health Officer Orders is derived from the police powers of the state, county or city. Article XI, Section 7 of the California Constitution provides that: "A county or city may make and enforce within its limits local, police, sanitary, and other ordinances and regulations not in conflict with general laws" (Health and Safety Code-H&S §101025 and §101450,). Public Health Officers must enforce and observe orders and ordinances of the Board of Supervisors or the City Council, (H&S §101030, §101470) as applicable, CDPH orders (H&S §120195) and state statutes and regulations relating to public health (C.C.R. §2501).

The legal basis for the enforcement of Health Officer orders derives from the Health Officer's duty to uphold and enforce statutes, regulations, local ordinances and CDPH orders.(H&S §101375, §101400, and §101405) Additional enforcement authority is contained in statutes that expressly mandate compliance with specified Health Officer orders.(H&S §120220 and §1221365). The *"Health Officer Practice Guide for Communicable Disease Control in California", last published on 6/7/2013 by Public Health Law Work Group provides additional references.*

In order to understand the authorities and responsibilities that arise during emergencies or disasters, it is necessary to understand the basic authorities that apply in day-to-day public health operations. These references include:

- County Board of Supervisors appoints a Public Health Officer (HSC-Health and Safety Code- §101000).
- HSC § 101025 Preservation and protection of public health.
- HSC § 101030 Enforcement duties.
- HSC § 101375 Consent of city; enforcement duties of county health officer.
- HSC § 101400 Contracts for county performance of city health functions.
- HSC § 101405 Powers of county health officers in city.
- HSC § 101415 Contract for city performance of county health functions.
- HSC § 101450 Duties of governing body of city.

HSC § 101460 Health Officer Appointment. "Every governing body of a city shall appoint a health officer, except when the city has made other arrangements as specified in this code, for the county to exercise the same powers and duties within the city, as are conferred upon city health officers by law."

- There are three conditions of emergency defined in the Emergency Services Act, "state of war emergency," "state of emergency," and "local emergency" defined in California Government Code (GC) § 8558 Degrees of emergency.
- When the County Board of Supervisors proclaims a local emergency, the proclamation does apply to cities within the geographic borders of the County.
- GC § 8630 Proclamation by local governing body. "When the county has declared the local emergency based upon conditions which include both incorporated and unincorporated territory of the county, it is not necessary for the cities to also declare the existence of a local emergency independently"
- GC § 8630(b) Proclamation by local governing body: the local health officer may proclaim a local emergency if specifically designated to do so by ordinance adopted by the governing body of the jurisdiction.
- A "local emergency" as defined by GC § 8558(c) includes such health-related conditions as air pollution, epidemic, and plant or animal infestation or disease. A "local emergency" may also be proclaimed upon the existence of "other conditions"
- GC § 8625 State of Emergency Proclamation by Governor

- GC § 8625(b) The Public Health Officer may not request that the Governor proclaim a "State of Emergency," Only the Mayor or chief executive of the affected city, or by the chairman of the county board of supervisors or county administrative officer may request the Governor proclaim a "state of Emergency."
- HSC § 101040 Authority to take preventive measures during emergency.
- HSC § 101080 Declaration of health emergency; conditions; duration; review: The term "health emergency" is narrowly defined in HSC § 101080 as a spill or release of hazardous waste or medical waste, as described in § 101075 that is determined by the director (DHS) or local health officer to be an immediate threat to public health or "whenever there is an imminent and proximate threat of the introduction of any contagious, infectious, or communicable disease, chemical agent, non-communicable agent, toxin or radioactive agent."
- HSC §101085 Health emergencies; powers of health officials.
- HSC § 101310 Health emergencies. "In the event a health emergency is declared by the board of supervisors in a county, or in the event a county health emergency is declared by the county health officer pursuant to Section 101080, the local health officer shall have supervision and control over environmental health and sanitation programs and personnel employed by the county during the state of emergency."
- The "health emergency" that is declared by the board of supervisors in HSC §101310 is a "local emergency" which has been proclaimed for a health-related reason as defined under GC § 8558(c) pursuant to GC § 8630.
- Section 101310 (originally § 1155.7) was added to the Health and Safety Code in Chapter 1364, Statutes of 1974.

  The purpose of the section was to ensure that health officers had field personnel available to respond to an emergency. This became necessary when environmental health programs were granted the authority to form comprehensive environmental health agencies outside of the health department in accordance with §§ 1155.5 and 1155.6 of this legislation. Section 1155.7 was renumbered to §1158 in 1979 and later amended to include the ability to respond to health emergencies created by a spill or release of hazardous wastes, in Chapter 927, Statutes of 1980.
- Penal Code § 409.5 provides the local health officer with authority to order an evacuation if there is an immediate menace to the public health from a calamity such as a flood, storm, fire, earthquake, explosion, accident or other disaster.
- At the federal level, the U.S. Department of Health and Human Services (HHS) provides the framework for its management of public health and medical response to an emergency or disaster. The HHS CONPS is consistent with Homeland Security Presidential Directive (HSPD) 5 and National Response Framework (NRF). The Assistant Secretary for Preparedness and Response (ASPR) directs

and coordinates federal public health and medical assistance provided under ESF-8.

The ASPR coordinates the Federal ESF-8 response through the HHS Emergency Management Group or EMG, which operates from the Secretary's Operations Center at HHS headquarters in Washington, D.C. The legal authority of the Secretary includes: Legal Authority without declaration of a Public Health Emergency

- Section 319 of the Public Health Services Act, HHS Secretary has broad legal authorities to provide assistance to states and local entities and to conduct studies, to include establishing isolation and quarantine, maintain Strategic National Stockpile (SNS), Activating National Disaster Medical System (NDMS), deploying Medical Reserve Corps (MRC), maintain safety of food, drugs, biological products and medical devices, and providing temporary assistance to needy families and responding to needs of "at-risk" individuals.
- The Secretary may waive certain requirements for drugs covered by risk evaluation and mitigation strategies or permit the dispensing of medical products intended to prevent, diagnose, or treat a disease or condition caused by such a product described for emergency use. Legal Authority with Declaration of a Public Health Emergency.
- Make grants to State and local agencies.
- Provide awards for expenses & contract.
- Conduct and support investigation into cause, treatment or prevention of specific disease or disorder.

- The Medical Health Operational Area Coordinator (MHOAC**)** program coordinates the functions identified in statue under the Health & Safety Code §1797.153. Within the Mutual Aid Region, the Regional Disaster Medical Health Coordinator (RDMHC) program coordinates the functions identified in Health and Safety Code §1797.152.

Access Funds to the Public Health Emergency Fund

Funding during a public health emergency may come from several sources:

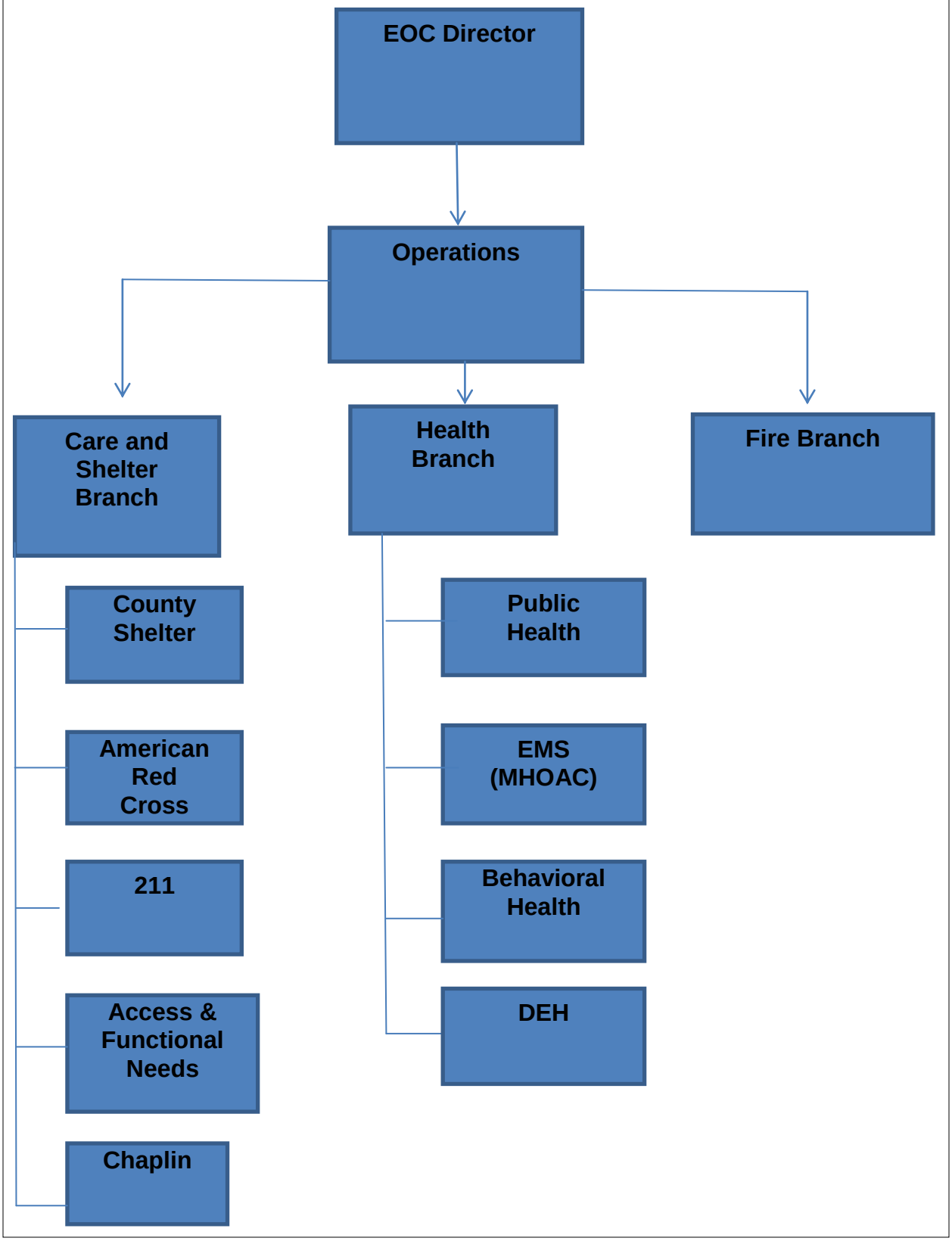
- Grant extensions or waive sanctions related to deadlines for data/reports
- Modify practice of telemedicine.
- Allow temporary reassignment of State and local personnel during a public health emergency.
- Adjust Medicare reimbursement for certain Part B Drugs.
- Legal Authority When the President declares a Major Disaster or an Emergency.

- In addition to regular authorities, HHS Secretary may be authorized or directed to take other actions under the Robert T. Stafford Act or an emergency under the National Emergencies Act.

- Emergency Authority When the President and the HHS Secretary Issue a Declaration.
  - Under section 1135 of the Social Security Act, the HHS Secretary may temporarily waive certain Medicare, Medicaid and Children's Health Insurance Program (CHIP) requirements to ensure that sufficient health care items and services are available to meet need of individuals enrolled in Social Security Act programs, to include but not limited to waivers or modifications to:
    - Emergency Medical Treatment and Labor Act (EMTALA) sanctions for direction or reallocation of an individual to another location to receive medical screening or transfer. A waiver is effective only if actions under the waiver do not discriminate on the basis of patient's source of payment or ability to pay.
    - Health Insurance Portability and Accountability Act (HIPAA) sanctions and penalties relating to the following:
      - Obtaining a patient's consent to speak with family members.
      - Honoring a patients request to opt out of the facility directory.
      - Distributing a note of privacy practices.

Honoring the patient's right to request privacy restrictions or confidential communications

FIGURE 1 - PUBLIC HEALTH OPERATIONS POSITIONS OA EOC



APPENDIX A

State Responsibilities

The Health Officer of the California Department of Public Health (CDPH) has the overall responsibility for coordinating statewide emergency/disaster public health operations and support.

The following state agencies have varied capabilities and responsibilities for providing support to public health emergency/disaster operations:

California Department of Public Health (CDPH)

The State Health Officer or designee is primarily responsible for the administration and coordination of a statewide emergency/disaster public health program. This includes coordinating, supervising, and assisting those essential services required to:

- Assure availability of safe drinking water.
- Prevent and control communicable disease.
- Provide technical assistance in the safe operation of sewage collection, treatment, and disposal systems.
- Assure prevention and control of vectors, including flies, mosquitoes, and rodents.
- Assure observance of health aspects in management of solid waste disposal, including proper disposal of dead animals and human remains.
- Assure safe management of hazardous wastes, including handling, transportation, and disposal.
- Ensure safety of emergency supplies of food, drugs, medical devices, and other products.
- Ensure rapid restoration or replacement of facilities for processing, storing, and distributing food, drugs, medical devices, cosmetics, and other products.
- Rapidly establish measures to mitigate damage to public health from radiological accidents, including safety criteria for recovery, re-occupancy, and rehabilitation of contaminated areas.
- Provide support to the California Air Resources Board in carrying out the public health aspects of the California Air Pollution Emergency Plan.

Department of Food and Agriculture

- Administers programs for the control and eradication of diseases, pests or chemicals affecting animals, poultry or crops.
- Provides information on the protection of human and animal food from contamination by harmful residues or chemicals.
- Provides entomological and veterinary assistance in support of emergency operations.

Air Resources Board

- Develops plans to prevent substantial endangerment to the health of persons by anticipating and preventing or abating air pollution emergencies.
- Coordinates execution of air pollution emergency plans with Operational Areas and Regional Air Pollution Control Districts, California Office of Emergency Services (Cal-OES), and other public agencies.
- Coordinates the monitoring of air quality and issues bulletins consistent with public safety as required by the California Department of Health Services.

State Water Resources Control Board

Assures safe operation of sewage collection, treatment, and disposal systems; and provides water quality advice and support in emergency operations.

Solid Waste Management Board

Responsible for the proper disposal of solid wastes.

APPENDIX B

Federal Responsibilities

Federal agencies operating under their own statutory authority may render direct assistance; however, following a Presidential Declaration on March 1, 2003, , the Department of Homeland Security (DHS), through the Federal Emergency Management Agency (FEMA), has the responsibility to coordinate the federal response system supporting emergency medical needs resulting from disasters.

The following federal agencies have varied capabilities and responsibilities for providing support to public health emergency/disaster operations:

Federal Emergency Management Agency (FEMA)

FEMA is supported by the Sixth U.S. Army Headquarters, the Department of Homeland Security (DHS), the U.S. Department of Health and Human Services (HHS), and the Department of Defense (DoD). The National Response Framework built on over 20 years of Federal response, streamlined guidance and integrated lessons learned from Hurricane Katrina and other incidents. All levels of government, the private sector, and nongovernmental organizations are integrated into a common incident management framework, and align with the National Incident Management System. The Framework includes 15 Emergency Support Function Annexes. Many state governments, including California, organize response resources and capabilities under the ESF construct.

The Emergency Support Function (ESF-8) – Public Health and Medical Services Annex, provides the mechanism for coordinated Federal assistance to supplement State, tribal, and local resources in response to a public health and medical disaster, potential or actual incidents requiring a coordinated Federal response, and/or during a developing potential health and medical emergency. Public Health and Medical Services include responding to medical needs associated with mental health, behavioral health, and substance abuse considerations of incident victims and response workers. Services also cover the medical needs of members of the “at risk” or “Access and Functional Needs” (AFN) population described in the Pandemic and All-Hazards Preparedness Act and in the National Response Framework (NRF) Glossary, respectively. It includes a population whose members may have medical and other functional needs before, during, and after an incident.

ESF-8 provides supplemental assistance to State, tribal, and local governments in the following core functional areas:

- Assessment of public health/medical needs
- Health surveillance
- Medical care personnel
- Health/medical/veterinary equipment and supplies
- Patient evacuation
- Patient care

- Safety and security of drugs, biologics, and medical devices
- Blood and blood products
- Food safety and security
- Agriculture safety and security
- All-hazard public health and medical consultation, technical assistance, and support
- Behavioral health care
- Public health and medical information
- Vector control
- Potable water/wastewater and solid waste disposal
- Mass fatality management, victim identification, and decontaminating remains
- Veterinary medical support

Department of Health and Human Services

The Department of Health and Human Services (DHHS), which includes the Centers for Disease Control and Prevention (CDC), and in collaboration with FEMA, has the primary federal responsibility for activities associated with health hazards resulting from emergencies. Is responsible to:

- Assist state and local communities in taking protective and remedial measures for ensuring sanitary food and potable water supplies; adequate sanitary systems; rodent, insect, and pest control; care of sick and injured; and control of communicable disease.
- Assign professional and technical personnel to augment state and local forces.

Food and Drug Administration

Guides state and local governments in establishing public health controls including decontamination or condemnation of contaminated food and drugs.

APPENDIX C: PUBLIC HEALTH OPERATIONS EMERGENCY ACTION CHECKLIST

Action	Responsibility
Report to the EOC at Kearny Mesa, other designated staff report to EMS DOC (MOC) or HHSA DOC.	Public Health Officer and Designated PHS Staff
Issue appropriate public health orders, including orders of quarantine, and protective guidelines, as needed.	Public Health Officer
Request proclamation of Local Emergency (if emergency is of a public health nature only).	Public Health Officer
Coordinate health-related activities among local public and private response agencies or groups.	Public Health Services
Communicate with local hospitals/clinics to determine surge needs.	Public Health Services / MHOAC / EMS
Coordinate with the County Medical Examiner, on any health-related problems associated with the disposal of the dead.	Public Health Services
Request assistance from the State Mutual Aid Regional Disaster Medical Health Coordinator (RDMHC/S), as required.	Public Health Services / MHOAC / EMS
Determine potential health hazards and establish standards for control.	Public Health Services
Coordinate a systematic inspection of health hazards in affected areas as needed.	Public Health Services MHOAC / EMS
Assist in environmental protection activities.	Public Health Services / DEH
Implement preventive health measures, including the control of communicable diseases and other public health threats.	Public Health Services
Provide laboratory testing as needed to prevent environmental or human-to-human disease transmission.	Public Health Laboratory
Conduct appropriate laboratory testing to monitor situation throughout event response.	Public Health Services / Public Health Laboratory
Assist in disease control activities.	Public Health Services / Public Health Nursing
Assist in community health assessment.	Public Health Services / Public Health Nursing
Assist in Field Treatment Sites, First Aid Stations, and Mass Care Shelters when requested.	Public Health Services / Public Health Nursing
Provide supportive health care at operating Public Health Centers.	Public Health Nursing

Conduct preventive health services as needed.	Public Health Services / Public Health Nursing

ANNEX F

Department of the Chief Medical Examiner Operations



Chief Medical Examiner Principal Planners

Glenn N. Wagner, D.O.
Chief Medical Examiner

Steven Campman
Deputy Medical Examiner

Acknowledgements

San Diego County Access and Functional Needs Work Group

Unified San Diego County Emergency Services Organization
And
County Of San Diego

Operational Area Emergency Operations Plan

September 2014

GENERAL

Introduction

This annex establishes organizational responsibilities, policies, and procedures for the operation of the Department of the Medical Examiner, hereinafter referred to as "Medical Examiner" during an extraordinary emergency involving multiple deaths, particularly following major natural disasters, technological incidents, terrorist attacks or a nuclear accident.

Purpose

Annex F defines the actions, roles, and expectations necessary to provide a coordinated response to incidents resulting in mass fatalities in San Diego County.

Scope

The San Diego County Department of the Medical Examiner is the agency responsible for investigating deaths primarily resulting from sudden and unexpected causes, and certifying the cause and manner of such deaths, in San Diego County, according to California Government Code Section 27491, and Health and Safety Code Section 102850. With that responsibility, the Medical Examiner also has a role in identifying victims of mass fatality incidences, and in storage of human remains until final disposition can be made. The Medical Examiner will operate under normal procedures unless one or more of the following conditions exists:

- The number of fatalities overwhelms Medical Examiner local resources.
- Conditions in the recovery of bodies present a hazard to personnel, i.e., hazardous materials, radiation, etc.
- Access to Medical Examiner's facility is blocked or impeded.
- Medical Examiner's facility is severely damaged.
- A local pandemic exists limiting the availability of Medical Examiner staff.

EXECUTIVE SUMMARY

This annex defines the role of the Department of the Medical Examiner during and following a disaster, and discusses statewide Mutual Aid. The Department of the Medical Examiner is responsible for setting up Medical Examiner Emergency Teams, temporary morgues, search and rescue teams for body recovery, and the procurement and allocation of supplies and resources. The Department of the Medical Examiner is also responsible for the identification and listing of the victims, and the notification of next of kin.

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Objectives

The overall objectives of the Medical Examiner operations will be to:

- Recover, identify and facilitate adequate disposition of human remains.
- Coordinate evidence identification and collection with the appropriate law enforcement agency.
- Determine the cause and manner of death.
- Inventory and protect the personal effects of the deceased.
- Prepare and coordinate the list of deceased, both identified and unidentified.
- Notify next of kin.
- Process and maintain necessary records.
- Coordinate information and notification with local law enforcement jurisdictions, public health, and other related agencies.

Whole Community Approach

The whole community concept is a process by which residents, emergency management representatives, organizational and community leaders, and government officials can understand and assess the needs of their respective communities and determine the best ways to organize and strengthen their resources, capacities, and interests. Engaging in whole community emergency management planning builds a more effective path to societal security and resilience. This annex supports the following whole community principles:

- Understand and meet the needs of the entire community, including people with disabilities and those with other access and functional needs.
- Engage and empower all parts of the community to assist in all phases of the disaster cycle.
- Strengthen what works well in communities on a daily basis.

In keeping with the whole community approach, this annex was developed with the guidance of representatives from the OA Cities and representatives from County departments, law enforcement, fire services, emergency management, the access and functional needs communities, and various other stakeholders. The effectiveness of the emergency response is largely predicated on the preparedness and resiliency of the community.

Community Resiliency Consists of Three Key Factors:

1. The ability of first responder agencies (e.g. fire, law and EMS) to divert from their day-to-day operations to the emergency effectively and efficiently.

2. The strength of the emergency management system and organizations within the region, to include Emergency Operations Centers (EOCs), mass notification systems and communication systems.
3. The civil preparedness of the region's citizens, businesses and community organizations.

Focusing on enhancing all three of these components constantly focuses the OA on improving the region's resiliency.

CONCEPT OF OPERATIONS

Partial or full activation of this annex shall be by the direction of the Chief Medical Examiner or his designated representative.



In general, when activated, the Medical Examiner will change daily operations to meet the requirements of the emergency, and, as required, will be inserted into the standard National Incident Management System (NIMS) model activated by the County Office of Emergency Services (OES). The most likely changes will be to temporarily expand the capacity to store human remains, property and evidence, and to temporarily expand communication capabilities, especially concerning communicating with the next-of-kin of victims. The Medical Examiner will maintain usual operations, expanding in the necessary areas, with assistance from outside agencies (as described below), including use of the California Coroner's Mutual Aid Agreement, depending on the situation, and the US Department of Health and Human Services' Disaster Mortuary Operations Response Teams (DMORT).

ORGANIZATION AND ASSIGNMENT OF RESPONSIBILITIES

Organization

The Chief Medical Examiner shall direct and coordinate all Medical Examiner-related objectives and services within the OA. When possible the Medical Examiner will coordinate operations from the Medical Examiner Facility. Depending on the extent of the activation of this annex, the Medical Examiner or representative will direct emergency operations from the OA EOC. The organization of, and assignment of responsibility for Medical Examiner's functions is summarized in the sections that follow.

Assignment of Responsibilities

The Medical Examiner's responsibilities are:

- Designate a Disaster Control Staff Coordinator.

- Establish a Medical Examiner Incident Commander and integrate the position into the Incident Command structure.
- Provide a representative to the OA EOC.
- Establish Field Medical Examiner and Collection Teams.
- Establish Field or Site Body Collection Locations.
- Establish a FAC.
- Implement a record keeping system for numbers and identity of fatalities.
- Establish body storage and examination facilities and transportation.
- Coordinate with search and rescue teams for body recovery.
- Coordinate with Law Enforcement and the Public Administrator's Office for recording, storing and protection of the personal effects of the deceased.
- Notify of next of kin of identified decedents.
- Coordinate the services of:
    - Funeral Directors
    - Dentists
    - American Red Cross
    - Salvation Army
    - X-Ray Technicians
    - 2-1-1 San Diego
    - California Coroner Mutual Aid Agencies
    - Ambulance or other transportation agencies
    - Other supporting agencies (see "Support Functions", below)



- Establish requests for mutual aid, if required, in accordance with the California Medical Examiner/Coroner's Mutual Aid System, or from the US Department of Health and Human Services DMORT.
- Determine disposition of human remains. In the event of mass fatalities beyond the local burial capacity, establish mass grave locations and a burial and preservation system, including marking graves for potential future recovery, in conjunction with the County Public Health Officer (PHO).
- Respond to public inquiry.

Functions

Body Collection Site

Whenever possible, the Medical Examiner team responds to the location of the body for recovery. In the event of multiple casualties or inaccessible recovery areas a Body Collection Site might be established in the field. Depending upon the circumstances of the event, the Medical Examiner will employ its mobile morgue vehicle and/or mobile morgue trailers to hold recovered bodies at the Body Collection Site. In mass fatality incidences involving broad areas of the OA, multiple regional Body Collection Sites may be established. The Body Collection Site will be a designated point for the collection of all recovered bodies.

The Medical Examiner Field Emergency Team(s) will work at the Body Collection Site performing the following functions:

- Tag and log recovered bodies as they are received.
- Preliminary identification of remains.
- Tag and log all property and personal effects.
- Prepare remains for transportation to the Medical Examiner.

Mass Fatality/Temporary Morgue Facility



In mass fatality incidents, temporary refrigeration containers will be used to augment the Medical Examiner's Office permanent capacity. When the fatality numbers exceed the expanded capacity of the Medical Examiner facility or the facility is unusable, the Medical Examiner will establish a Temporary Field Morgue. Assistance with this task is available from the National Disaster Medical System (NDMS) in the form of a DMORT. During an emergency response, DMORT's work under the guidance of the local Medical Examiner by providing technical assistance, personnel, and equipment to recover, identify, and process deceased victims. The functions of a Temporary Field Morgue will be:

- Receive and log the remains into a systematic accounting system with a unique identifying number, and place bodies in proper temporary storage.
- Identify a preliminary cause and manner of death.
- Catalog, secure, and make proper disposition of property and personal effects.
- Identify remains.
- Provide wellness counseling for staff.
- Maintain necessary reports and records.

Facility

The Temporary Morgue Facility should be:

- A large storage facility with a warehouse-type receiving area away from the front entrance.
- Equipped with showers, water, electricity, parking areas, and telephone communications.
- Fenced or locked for security.
- Equipped with a front office reception area.

Staff

Depending on the incident, the Temporary Field Morgue staff needs include any of the following:

- Medical Examiner Field Emergency Teams
- Law enforcement for security
- Outside x-ray technologist (non-Medical Examiner staff) and portable field x-ray units, if available
- Dentists
- Anthropologists
- Forensic Autopsy Assistants/Embalmers
- Toxicology laboratory personnel
- Clerical staff
- Transportation coordinators

Equipment

Depending on the incident, the Temporary Field Morgue Equipment needs may include any of the following:



- Cold storage capability (can be mobile refrigerator vans, trucks, trailers, or Conex containers)
- Dental and portable whole body x-ray equipment
- Telephones/radio communication to field agents
- Office and record keeping supplies
- Portable autopsy tables

- Source of running water
- Source of electricity
- Lighting source
- Laptop(s)
- Body pouches
- Bar-coding equipment, if available
- Generator(s)

Family Assistance Center (FAC)

Purpose

- Guide families through the administrative process of reclaiming their loved ones.
- Facilitate the providing of timely and accurate information to families.
- Provide appropriate emotional support for grieving families by coordinating a mental health/spiritual professional to work with them.
- Collect information from the next-of-kin to facilitate identification of remains.

Victim Identification Data Collection

The FAC is the primary location for collecting antemortem data for victims of a mass fatality incident for identification purposes. In the event of a natural disaster, such as flood or earthquake, the FAC will also be a data collection point to gather information to reunify separated family members.

Family Interview Process

The Medical Examiner's Office requires antemortem data for identification of remains. This information will be gathered from family members by interview with an investigator, mortuary officer, or staff assigned to the FAC. During the interview family members will be asked to provide very detailed information regarding their loved one's body and medical history, especially the location of any existing dental or other x-rays. Interviewers will collect this information in a caring and compassionate manner. Information collected will be compared to postmortem data for identification purposes. Translators may be required and must be used as appropriate to sufficiently meet the needs of the family during the interview.

FAC Location

The facility should be located away from the disaster site or the morgue. Access to the FAC should be easy and the site should have ample parking. The facility must be in Americans with Disabilities Act (ADA). The location must be large enough to accommodate the following rooms/spaces:

- Family Briefing Room – Medical Examiner/National Transportation Safety Board/Federal Bureau of Investigations or other briefings will take place in the Family Briefing Room. The room should comfortably accommodate 150-300 people or more (the actual size of the room will be incident specific).
- Reception Area – Required to evaluate needs of family members or any visitors to facility.
- Family Interview /Death Notification Rooms – Private rooms that will accommodate up to 10 people.
- Family Refreshment Room
- Childcare Room
- Chapel
- Information Resources Center – Houses database administration, network/technical support.
- Administrative Office Space – Work area for Medical Examiner and other governmental agencies such as the National Transportation Safety Board (NTSB), chaplaincy, security, mental health professionals, etc.

Mass Burial

Necessary Conditions

Mass burial may become necessary when the number of victims becomes a public health hazard and the dead cannot be:

- Adequately refrigerated or embalmed to prevent decomposition.
- Released to the next of kin.
- Transported to and/or cared for by cemeteries, mausoleums, crematoriums, etc.

Joint Decision

The decision to begin mass burial must be made jointly by the Chief Medical Examiner and County PHO, the County's Director of Emergency Services (CAO), OES, the California Governor's Office of Emergency Services (Cal OES), and applicable city/special district officials and leaders within the community.

Location

The site of mass burial must also be agreed upon by the above agencies. Ideally, an existing cemetery would be the most logical location for mass burial. However, should this type of site not be available, County-owned open space, parks and recreational areas, flood control basins (weather permitting), sides of freeways, areas beneath power lines, and rail yards and areas along rail lines are suggested alternate sites.

Record Keeping and Final Disposition

The burial, preservation and record keeping system (grids and numbers) will be supervised by the Medical Examiner. Efforts will be made to mark graves for potential future recovery. Further disposition of buried bodies would be handled by the Medical Examiner in conjunction with the next of kin, local authorities, and cooperating funeral homes.

Support Functions

The following agencies have potential roles supporting this annex, as follows:

- Public Administrator's Office, County of San Diego: Property of deceased
- General Services, County of San Diego: Provide equipment and supplies
- Purchasing and Contracting, County of San Diego: Purchasing emergency supplies
- Environmental Health, County of San Diego: Public health hazard of un-disposed remains; environmental safety for Medical Examiner Field Teams
- American Red Cross and Salvation Army: Assist with the FAC; Public Inquiry Report record keeping assistance
- County Communications Office, County of San Diego: Assist with media and public requests
- Health and Human Services Agency (HHSA) Behavioral Health, County of San Diego: Critical incident stress management
- Emergency Medical Services (EMS), County of San Diego: Temporary morgue



- Fire departments/districts: Temporary morgue
- Law enforcement agencies: Medical Examiner Field Teams; field security; property security; FAC security
- Dentists, x-ray technicians and anthropologists: Identification process
- Funeral Directors: Transportation and final disposition of remains
- Ambulance and Transportation Companies: Transportation and recovery of remains
- 2-1-1 San Diego: Coordination of spontaneous volunteers
- San Diego County Access and Functional Needs Work Group: Provide necessary assistance for the AFN community

- US Department of Health and Human Services: DMORT assistance with most phases of response, as appropriate
- California Coroner's Association: Mutual Aid with most phases of response, as appropriate

DIRECTION, CONTROL, OR COORDINATION



The Chief Medical Examiner shall direct and coordinate all Medical Examiner-related objectives and services within the OA. The level and extent of the activation of this annex is contingent on the actual event and the severity of the conditions.

LEVEL I RESPONSE: The Chief Medical Examiner will direct and coordinate operations from the Medical Examiner & Forensic Center. On-duty personnel will immediately be assigned to the emergency. Normal operations will continue as called-back employees arrive to work.

LEVEL II RESPONSE: The Chief Medical Examiner will direct and coordinate operations either from the Medical Examiner & Forensic Center, a secondary headquarters, or the OA EOC. On-duty and called-back employees will be assigned to the emergency as needed. Normal operations will possibly be suspended for the duration of the emergency.

LEVEL III RESPONSE: The Chief Medical Examiner will direct and coordinate operations from the OA EOC. All employees will be assigned to the emergency. There is a complete activation of this annex.

Notification and Call-Back

Upon notification of an event of emergency or disaster, all Medical Examiner staff will contact their supervisor, or appropriate person in the chain of command, as soon as possible for assignment. If communications cannot be established with the supervisor, or appropriate person within the chain of command, personnel are to report to the closest Sheriff's substation or police station for reporting their location via law enforcement radio.

Medical Examiner Field Emergency Teams

The Chief Medical Examiner will determine the need for utilizing Medical Examiner Field Emergency Teams, depending on the nature and the condition of the emergency. A Medical Examiner Field Emergency Team will consist of some or all of the following staff persons:

- Deputy Medical Examiner
- Medical Examiner Investigator
- Law enforcement officer (field investigation, security)

- Contract removal personnel
- Forensic Autopsy Assistants
- Clerical staff (record keeping, reports)

INFORMATION COLLECTION AND DISSEMINATION

Information collection and dissemination are among the Medical Examiner's most important functions.

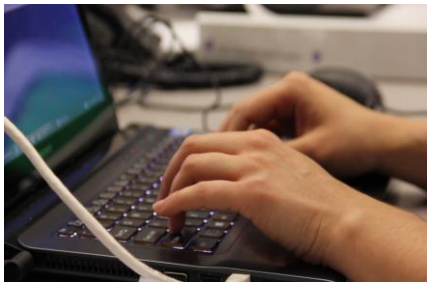
Notification of Deaths:

In the event of a mass fatality incident, the Medical Examiner will likely by notified of deaths by multiple sources, including hospitals, law enforcement and fire/rescue agencies on-scene, and possibly members of the community. In a mass fatality incident, the Medical Examiner will likely establish and publicize a dedicated phone number to receive notification of deaths and to handle inquiries pertaining to the incident.

- Hospitals will report deaths to the Medical Examiner, and if the death is under jurisdiction of the Medical Examiner or the hospital's morgue capacity is exceeded, the Medical Examiner will coordinate removal of the remains from the hospital. The report will include the number of dead, any identifying information, and the presumed cause of death.
- At a mass fatality scene, deaths will be reported through the Incident Command structure, for accounting and for planning Medical Examiner's response.
- Telephone or radio communications are the most likely mechanisms of communication from law enforcement agencies, other first responders, and hospitals.
- The Medical Examiner representative at the OA EOC will be the liaison between the Medical Examiner, those on-scene, and other County and responding agencies, including two-way information about fatality statistics and Medical Examiner response capabilities.

Other Collection of Information:

Information about missing persons and those thought to have been killed will be collected from next-of-kin at the FAC (as above), or by personal or telephone interview by a Medical Examiner's Investigator. The primary goal of this communication is to facilitate identification of the deceased.



Release of Information:

The Medical Examiner will use coordinated release of information to the media through the OA EOC. The Medical Examiner web page will also have updated press releases. Whenever possible, the Medical Examiner will hold family briefings prior to press conferences.

As with any death falling under the jurisdiction of the Medical Examiner, it is the responsibility of the Medical Examine to ensure that the next-of-kin is notified of the death.

COMMUNICATIONS

Various agencies of County Government utilize voice radio communications in the furtherance of their duties. These agencies operate on the Regional Communications System (RCS) and have been assigned their own talk groups. Countywide and mutual aid talk groups provide the ability for these agencies to talk to each other and with other RCS using agencies. When required, these agencies coordinate via the Sheriff's Communications Center (Station M). The Medical Examiner is included in this category.

ADMINISTRATION, FINANCE, AND LOGISTICS

Under SEMS, special districts are considered local governments. As such, they are included in the emergency planning efforts throughout the OA. The OA Emergency Organization, in accordance with SEMS, supports and is supported by:

- Cities within the OA
- The County of San Diego
- Special districts
- Other Counties
- The State of California
- The Federal Government

NIMS provides a consistent nationwide template to enable Federal, State, local, and tribal governments and private-sector and nongovernmental organizations to work together effectively. NIMS also enables these entities to efficiently prepare for, prevent, respond to, and recover from domestic incidents, regardless of cause, size, or complexity, including acts of catastrophic terrorism.

Mutual aid, including personnel, supplies, and equipment, is provided in accordance with the California Master Mutual Aid Agreement, and other OA Mutual Aid Agreements.

The private sector is an important part of the emergency organization. Business and industry own or have access to substantial response and support resources. Community Based Organizations (CBOs) or Non-Governmental Organizations (NGOs) provide valuable resources before, during, and after a disaster. These resources can be effective

assets at any level. OES has established the ReadySanDiego Business Alliance. The Alliance will have a virtual connection to the OA EOC via a social networking system fed through an RSS feed from WebEOC.

There are some City and County personnel who do not have specific task assignments. They are automatically designated by State Law as Disaster Service Workers during a disaster, and serve in the response effort.

- "All public employees and all registered volunteers of a jurisdiction having an accredited disaster council are Disaster Service Workers," per Government Code Title I, Division 4, Chapter 8, and Labor Code, Part I, Division 4, Chapters 1 and 10.
- The term public employees includes all persons employed by the State, or any County, City or public district.
- Other personnel including volunteers can be quickly registered by OES as Disaster Service Workers, which provides Workers Compensation and liability coverage.

OES maintains a list of pre-registered volunteers affiliated with volunteer organizations that have been signed up as Disaster Service Workers (DSWs).

It is imperative that local government maintain duplicate records of all information necessary for restoration of normal operations. This process of record retention involves offsite storage of vital computerized and paper-based data that can be readily accessible.

Vital records of the Unified Organization are routinely stored in records storage rooms at OES in printed hard copy form, on CD-ROM, and electronically. Computer records are routinely backed up and stored separately from the hard drives. All personnel records are stored by the County Department of Human Resources at several locations throughout the OA.

Logistics

During normal day-to-day operations the Medical Examiner will prepare and update these emergency plans, Standard Operating Procedures, pre-arranged agreements, resource listings and checklists. For most administration, finance and logistics, the Medical Examiner will use its existing Administrative Services, as the Medical Examiner's daily function is generally the same as it is in mass fatality incidences, although on a smaller scale. Acquisition of equipment or other resources unique to mass fatality responses will also be coordinated through the Emergency Operations Center and the Departments of General Services and Purchasing and Contracting, and other Departments, as appropriate.

The Medical Examiner participates in the California Coroner Mutual Aid Plan and its planning and maintenance, and has a Statement of Understanding with the American Red Cross regarding its role with the Medical Examiner in mass fatality response, and maintains contracts with contractor companies for supply of supplies like body pouches and personal protective equipment.

ANNEX DEVELOPMENT AND MAINTENANCE

This annex is a product of the OA Emergency Operations Plan (EOP). As such, the policies, procedures, and practices outlined in the OA EOP govern this annex. OES coordinates the maintenance and updates of this annex every three to four years, in accordance with the maintenance schedule established for the OA EOP. Record of changes, approval, and dissemination of the OA EOP will also apply to this annex.

Updates to this annex can be made before such time for multiple reasons, including but not limited to changes in policy/procedure, improvements and recommendations based on real life events or exercises, etc. Recommended changes should be submitted to OES at oes@sdcounty.ca.gov

This annex was originally prepared by the Unified San Diego County Emergency Services Organization, its Operational Area Plan Review Committee, staff and principal planners. Updated information was provided by Steven Campman, M.D., Deputy Medical Examiner in 2014, and was last edited in 2010.

AUTHORITIES AND REFERENCES

The San Diego County Department of the Medical Examiner is the agency responsible for investigating deaths primarily resulting from sudden and unexpected causes, and certifying the cause and manner of such deaths, in San Diego County, according to California Government Code Section 27491, and Health and Safety Code Section 102850.

Additional information and guidance on Medical Examiner mass fatality response is available from the National Association of Medical Examiners (The National Association of Medical Examiners Standard Operating Procedures for Mass Fatality Management) and the Centers for Disease Control and Prevention (Guidelines for Handling Decedents Contaminated with Radioactive Materials).

ATTACHMENT F-1

Medical Examiner Emergency Action Checklist Response to a Major Earthquake

Action	Responsibility
Staff OA EOC	Medical Examiner
Coordinate Medical Examiner Field Teams	Medical Examiner/Law Enforcement
Establish Body Collection Sites	Medical Examiner
Determine and procure additional supplies	Medical Examiner/OES/General Services/Purchasing and Contracting
Set up reporting/record keeping system	Medical Examiner
Determine transportation needs and route status	Medical Examiner
Establish field morgue, if needed	Medical Examiner
Assign support personnel for identification and field processing	Medical Examiner
Coordinate with law enforcement for security	Medical Examiner/Law Enforcement
Notification of next of kin	Medical Examiner
Response to public inquiry	Medical Examiner/OES/County Communications Office/American Red Cross/ Salvation Army/2-1-1
Provide and release information to the public	Medical Examiner/OES/County Communications Office
Request Mutual Aid, as needed	Medical Examiner

ATTACHMENT F-2

Medical Examiner Emergency Action Checklist Response to Hazardous Material Incident

Action	Responsibility
Staff OA EOC	Medical Examiner
Coordinate Medical Examiner Field Teams	Medical Examiner/Law Enforcement
Coordinate with Field Command Post	Medical Examiner Field Teams
Determine hazard to responding personnel	Environmental Health (Hazardous Materials Division)
Determine requirement of special procedures in body recovery	Medical Examiner/ Environmental Health (Hazardous Materials Division)
Establish Body Collection Site	Medical Examiner
Set up reporting/record keeping system	Medical Examiner
Determine and procure additional supplies	Medical Examiner/OES/ General Services/ Purchasing and Contracting
Provide for transportation of bodies	Medical Examiner
Identify and provide for the disposition of bodies	Medical Examiner
Notification of next of kin	Medical Examiner
Response to public inquiry	Medical Examiner/OES/ County Communications Office/American Red Cross/ Salvation Army/2-1-1
Secure personal property of deceased	Public Administrator/Medical Examiner
Provide and release information to the public	Medical Examiner/OES/ County Communications Office
Request Mutual Aid, as needed	Medical Examiner

ATTACHMENT F-3

Medical Examiner Emergency Action Checklist Response to Imminent/Actual Flooding

Action	Responsibility
Staff OA EOC	Medical Examiner
Coordinate Medical Examiner Field Teams	Medical Examiner/Law Enforcement
Coordinate with Field Command Post	Medical Examiner Field Teams
Establish Body Collection Sites	Medical Examiner
Set up reporting/record keeping system	Medical Examiner
Determine and procure additional supplies	Medical Examiner/OES/ General Services/ Purchasing and Contracting
Determine transportation needs and route status	Medical Examiner
Identification and determination of disposition of bodies	Medical Examiner
Secure personal property of deceased	Public Administrator/Medical Examiner
Provide and release information to the public	Medical Examiner/OES/ County Communications Office
Request Mutual Aid, as needed	Medical Examiner
Coordinate the reburial of any cemetery coffins that may be unearthed at inundated cemeteries	Medical Examiner/Funeral directors
Coordinate with continued search efforts for body recovery	Medical Examiner/Law Enforcement

ATTACHMENT F-4

Medical Examiner Emergency Action List Response to Imminent/Actual Dam Failure

Action	Responsibility
Staff OA EOC	Medical Examiner
Coordinate Medical Examiner Field Teams	Medical Examiner/Law Enforcement
Coordinate with Field Command Post	Medical Examiner Field Teams
Establish Body Collection Sites	Medical Examiner
Determine and procure additional supplies	Medical Examiner/OES/General Services/Purchasing and Contracting
Determine transportation needs and route status	Medical Examiner
Identification and determination of disposition of bodies	Medical Examiner
Secure personal property of deceased	Public Administrator/Medical Examiner
Coordinate the reburial of coffins that may be unearthed at inundated cemeteries	Medical Examiner/Funeral directors
Continued coordination with downstream search and rescue operations for body recovery	Medical Examiner/Law Enforcement
Provide and release information to the public	Medical Examiner/OES/ County Communications Office
Request Mutual Aid, as needed	Medical Examiner

ATTACHMENT F-5

Medical Examiner Emergency Action Checklist Response to Major Transportation Accident

Action	Responsibility
Staff OA EOC	Medical Examiner
Coordinate Medical Examiner Field Teams	Medical Examiner/Law Enforcement
Coordinate with Field Command Post	Medical Examiner Field Teams
Establish Body Collection Site	Medical Examiner
Set up reporting/record keeping system	Medical Examiner
Determine and procure additional supplies	Medical Examiner/OES/ General Services/ Purchasing and Contracting
Establish Field Morgue, if needed	Medical Examiner
Assign personnel for identification and field processing of bodies	Medical Examiner
Disposition of property of deceased	Public Administrator/Medical Examiner
Provide for transportation of bodies	Medical Examiner
Notification of next of kin	Medical Examiner
Response to public inquiry	Medical Examiner/OES/ County Communications Office/American Red Cross/ Salvation Army/2-1-1
Provide and release information to the public	Medical Examiner/OES/ County Communications Office
Request Mutual Aid, as needed	Medical Examiner

ATTACHMENT F-6

Medical Examiner Emergency Action Checklist Response to Pandemic Influenza Incident

Action	Responsibility
Staff OA EOC	Medical Examiner
Coordinate Medical Examiner Field Teams	Medical Examiner/Law Enforcement
Coordinate with Field Command Post	Medical Examiner Field Teams
Establish Body Collection Sites	Medical Examiner
Set up reporting/record keeping system	Medical Examiner
Determine and procure additional supplies	Medical Examiner/OES/ General Services/ Purchasing and Contracting
Establish Field Morgue, if needed	Medical Examiner
Assign personnel for identification and field processing of bodies	Medical Examiner
Disposition of property of deceased	Public Administrator/Medical Examiner
Provide for transportation of bodies	Medical Examiner
Notification of next of kin	Medical Examiner
Response to public inquiry	Medical Examiner/OES/ County Communications Office/American Red Cross/ Salvation Army/2-1-1
Provide and release information to the public	Medical Examiner/OES/ County Communications Office
Request Mutual Aid, as needed	Medical Examiner

Care and Shelter Subcommittee

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- Walter Amadee, National City
- Joe Barry, San Diego Sheriff's Department
- Buck Martin, City of San Marcos
- David Racela, City of San Diego
- Don Rawson, City of Escondido
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Acknowledgements

San Diego County Access and Functional Needs Work Group

ANNEX G

Care and Shelter Operations



Unified San Diego County Emergency Services Organization
And
County of San Diego

Operational Area Emergency Operations Plan

September 2014

GENERAL

Introduction

Mass care and shelter is an organized way of providing safe havens for large numbers of people temporarily displaced from their dwellings by natural, technological or man-made emergencies or disasters. This annex is specifically designed to address the need for temporary shelter during large-scale emergencies and/or major disasters. This annex does not apply to day-to-day emergencies. Typically, the American Red Cross (ARC) Chapter is capable of responding to day-to-day emergencies that require sheltering, using their own resources.

Purpose

The purpose of this annex is to:

- Define the collective and individual responsibilities of County and/or City governments and non-governmental agencies responding to or acting in support of mass care and shelter operations.
- Establish lines of authority and communications in support of the activation and operation of this annex.
- Describe care and shelter operations within the San Diego County Operational Area (OA)

Scope

Based upon the county's hazard analysis, there are several emergencies for which shelters may be required including floods, hazardous material accidents, fires, earthquakes, wildfires or acts of terrorism. The County of San Diego is responsible for the coordination of shelter operations.

There are many identified locations that may be used as shelters. These locations will be used depending on area of impact and type of situation.

EXECUTIVE SUMMARY

This annex defines the role of the Health and Human Services Agency (HHSA) and the American Red Cross (ARC) in providing care and shelter. In San Diego County, mass care services may be provided by a combination of any one of the following agencies: ARC, County of San Diego, local governments and/or faith-based organizations. This annex addresses the following areas:

- **Identifies options for providing mass care and shelter services to those impacted during a disaster.**
- **Identifies the roles and responsibilities of each partner agency involved in care and shelter operations.**
- **Provides guidance regarding possible resources for meeting the needs of people with disabilities and other access and functional needs.**

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Sheltering for San Diego County evacuees will be coordinated through the Operational Area Emergency Operations Center (OA EOC).

Assumptions

A high percentage of evacuees will seek shelter with friends, relatives or find their own means of shelter rather than go to a public shelter. Historically only 10% - 20% of the affected population will seek public shelter.

Evacuees will be provided with information in the shelter concerning the current situation of the disaster.

Objectives

The overall objectives of care and shelter operations are to:

- Coordinate and provide food, shelter, medications, medical assistive equipment, crisis counseling and other basic disaster caused needs.
- Coordinate and provide inquiry service to reunite separated families or respond to inquiries from relatives and friends outside of the affected areas.

Whole Community Approach



The whole community concept is a process by which residents, emergency management representatives, organizational and community leaders, and government officials can understand and assess the needs of their respective communities and determine the best ways to organize and strengthen their resources, capacities, and interests. Engaging in whole community emergency management planning builds a more effective path to societal security and resilience. This annex supports the following whole community principles:

- Understand and meet the needs of the entire community, including people with disabilities and those with other access and functional needs.
- Engage and empower all parts of the community to assist in all phases of the disaster cycle.
- Strengthen what works well in communities on a daily basis.

In keeping with the whole community approach, this annex was developed with the guidance of representatives from the OA Cities and representatives from County departments, law enforcement, fire services, emergency management, the access and functional needs communities, and various other stakeholders. The effectiveness of the emergency response is largely predicated on the preparedness and resiliency of the community.

Community Resiliency Consists of Three Key Factors:

1. The ability of first responder agencies (e.g. fire, law and EMS) to divert from their day-to-day operations to the emergency effectively and efficiently.
2. The strength of the emergency management system and organizations within the region, to include EOCs, mass notification systems and communication systems.
3. The civil preparedness of the region's citizens, businesses and community organizations.

Focusing on enhancing all three of these components constantly focuses the OA on improving the region's resiliency.

CONCEPT OF OPERATIONS

Shelter Management/Operations

The County of San Diego Health and Human Services Agency (HHSA) will be the lead agency responsible for coordinating mass care, medical services, and mental health services during a disaster. The ARC will provide mass care services until the ARC determines that it has reached its maximum capability to provide mass care services.

Below is a list of potential ways that shelter operations could be organized:

American Red Cross (ARC) Shelters



The traditional ARC shelter model is one in which the ARC occupies a facility, plans, organizes, directs and controls every aspect of the services provided at the shelter.

County Operated Shelters

The County of San Diego assumes all responsibility for the services provided in the shelter, including liability and fiscal accountability. The primary workers will be the members of the County's Shelter Team Program.

City Operated Shelter

Shelters operated by a City government assume all responsibility for the services provided in the shelter, including liability and fiscal accountability.

American Red Cross Managed Shelters with City/County Support

Also referred to as "Partner Shelters", the majority of the shelter staffing will come from the partner agencies (City/County). The shelter will be under the administrative control of the ARC. The ARC will plan, organize, direct and control the services provided at the shelter. Direct delivery related expenses will be provided by the ARC. However, the ARC and the facility owner will share liability and the partner based

upon their respective responsibilities. All agencies participating in such a shelter must adhere to the ARC Code of Conduct.

City/County Managed Shelters with American Red Cross Support

The managing agency maintains administrative control and assumes responsibility for planning, organizing, directing, and controlling every aspect of the shelter and the relief services provided. The ARC may support the shelter with pre-negotiated levels of financial, logistical, material or technical support. All agencies participating in such a shelter must adhere to the ARC Code of Conduct.

Independent Shelters

These are shelters that spontaneously appear due to community-based organizations or faith-based organizations trying to meet a perceived need. Independent shelters are outside of the established response mechanism. In the event that a group of citizens or a community organization opens a shelter without ARC, OA EOC, or local jurisdiction approval, that entity will assume financial and legal responsibility for the shelter.



Congregate Care Shelter

It is the goal of the County of San Diego to accommodate, to the best of its abilities, all people in need at a congregate care shelter during a disaster. People impacted by the disaster with life threatening conditions should seek hospital care for the appropriate level of medical care.

NOTE: The Skilled Nursing Facilities (SNF) in the San Diego County have partnered together with a Memorandum of Agreement (MOA) indicating they agree to assist with providing space for patients displaced from other like facilities in a disaster. Provided space can be empty beds or 'surge' space providing shelter in alternate spaces in their facility. The process of identifying this space and moving patients is conducted through the Emergency Medical Services Department Operations Center (Medical Operations Center) (EMS DOC (MOC)). Congregate Care sheltering is not ideal for patients from SNF or Residential Care Facilities for the Elderly (RCFE). Every effort should be made to place them in an appropriate (like-bed) facility. Only in extreme situations would SNF residents be housed and cared for in a congregate care shelter serving as an Alternate Care Site (ACS). All decisions regarding relocation of a resident in a SNF must be approved through the EMS DOC (MOC).

Alternate Care Site (ACS)

The establishment of an ACS would be evaluated when demands exceed resources and other relief is not available, this would likely occur when hospitals are overwhelmed and when people required skilled care, continuous observation or

specialized equipment and services usually found in a hospital. An ACS would typically be staffed by Medical Reserve Corps (MRC) members

Unique Populations

Convicted Sex Offenders

The safety of all shelter residents and children is paramount. It is essential that parents/guardians provide oversight of their children at all times.

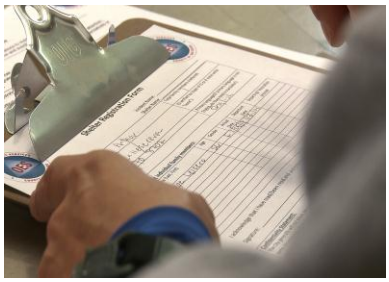
Pursuant to California Penal Code 3003.5 (b) "Notwithstanding any other provision of law, it is unlawful for any person for whom registration is required pursuant to Section 290 to reside within 2000 feet of any public or private school, or park where children regularly gather." An emergency temporary shelter is not a residence, and therefore the law does not apply. A convicted sex offender may temporarily reside at a school or facility in a park, provided the stay is provisional and not permanent.

Pursuant to the provisions of the California Emergency Services Act, during a locally proclaimed disaster, the County of San Diego has the ability to authorize functions or duties to be performed in order to provide emergency services to the residents of San Diego County.

Convicted sex offenders have the legal right to lodge at all mass care shelters without the need to divulge criminal record information. If the offender chooses to inform any authority, this information shall only be provided to the appropriate personnel. No information shall be publicly revealed.

When a convicted sex offender does disclose their status:

- If only the Shelter Manager/workers are aware of the situation, confidentiality must be maintained and the person should remain in the shelter until they are able to return home, unless other actions are determined necessary by the Shelter Manager/ Workers.



- If other shelter residents are aware of the situation, the resident must be relocated to another facility for their safety.
- Individual agencies may provide alternate housing at the agencies' expense as the situation warrants.

Pre-disaster Homeless Population

Congregate care shelters are designed to assist residents displaced from their homes due to a disaster by providing for their disaster caused emergency needs.

Pre-disaster homeless populations may reside at a shelter and have their basic needs met, however, a shelter will not remain open only for the homeless population.

Every effort should be made to assist the pre-disaster homeless population with relocation and other assistance they may require.

The OA EOC will be able to assist in requesting resources from the homeless resources in San Diego County. These resources include, but are not limited to the Homeless Outreach Team, Interfaith Shelter Network, and St. Vincent de Paul Village. 2-1-1 San Diego is another resource to find available services for the pre-disaster homeless.

Unaccompanied Minors

Mass care shelters shall provide food, shelter, and safety for those under the age of 17 that arrive at a shelter without their parents/guardians.

In order to ensure the health and safety of unaccompanied minors, they must reside in a separate but co-located area/room within the shelter where they shall be monitored and cared for by appropriate staff until they can be reunited with their parents/guardians.

If a child is unable to be reunited with their parents, the Law Enforcement Branch in the OA EOC should be contacted to request appropriate Law Enforcement agency for assistance.

Institutionalized Populations

Generally speaking, County detention facilities will not evacuate prisoners unless there is an immediate danger to the specific facility. If there is a specific threat, sworn jail staff will relocate prisoners based on the Continuity of Operations Plan (COOP) and care for the prisoners at whichever detention facility they are relocated to. If the threat to the facility can be reasonably mitigated, the prisoners will remain at the facility but may be in a state of lockdown. All laws and internal policies pertaining to inmate rights and detention facility operations will be adhered to.

Skilled Nursing Facilities (SNF)

As mentioned, above, congregate care sheltering is not ideal for patients from SNF or RCFE. Every effort should be made to place them in an appropriate (like-bed) facility utilizing the MOA that exists among the individual SNFs. Only in extreme situations would SNFs be housed and cared for in a congregate care shelter serving as an ACS. All decisions regarding relocation of a resident in a SNF must be approved through the EMS DOC (MOC).

Language Barriers

When a population is affected that is unable to communicate with the shelter team on site, there are various sources for translators: County of San Diego Department of Human Resources, 2-1-1 San Diego, ARC, and Deaf Community Services for American Sign Language specifically. The Shelter Manager should work with the Care and Shelter Branch in the OA EOC to arrange for the appropriate interpreter to respond to the shelter.

Administration of Mass Care

A collaborative effort between the Care and Shelter Branch Coordinator or designee, appropriate Public Safety entities, including local fire services and law enforcement representatives, and the ARC will determine where mass care facilities will be needed and which facilities are suitable.

First Aid and Health Services



- The task of medical services in the shelters is to promote health, to prevent disease, to treat minor illnesses and injuries, and to refer for the care of the seriously ill and injured.
- Medical services and basic emergency first aid will be provided in all shelters either by ARC Disaster Health Services, County of San Diego Public Health Nursing, or the County of San Diego MRC.
- County of San Diego HHSA, Behavioral Health Services (BHS) will be available to provide crisis counseling at identified sites, if requested (refer to **Annex M**).

Resources and Support

All requests for mass care assistance should be requested through the OA EOC Care and Shelter Branch Coordinator as required. This could include requesting trained personnel, emergency services support, or assistance in securing supplies.

Records and Reports

- All documents generated at shelters will remain with the appropriate Shelter Administrator.
- As requested by the Care and Shelter Branch Coordinator, ARC will share statistics on care and shelter operations which do not violate their client confidentiality requirements.

Closing Shelters

- Shelters will remain open until victims can return to their own homes, make their own arrangements for shelter, or until an alternate longer-term housing plan is implemented. All shelter residents should be encouraged to seek assistance from Local Assistance Centers (LAC), if established.

ORGANIZATION AND ASSIGNMENT OF RESPONSIBILITIES

Organizations and Agencies

- County of San Diego Health and Human Services Agency (HHSA)
- Health and Human Services Agency, Public Health Nursing
- Health and Human Services Agency, Behavioral Health Services (BHS)
- County of San Diego, County Shelter Team Program
- American Red Cross, San Diego/Imperial Counties Chapter (ARC)
- Unified Disaster Council Care and Shelter Subcommittee (UDC)
- County of San Diego, Office of Emergency Services (OES)
- Area Law Enforcement Coordinator
- County of San Diego, Department of Animal Services (DAS)
- County of San Diego, Department of Human Resources (DHR)
- Emergency Medical Services Department Operations Center (EMS DOC (MOC))
- County of San Diego, Medical Reserve Corps (MRC)
- Disaster Rapid Assessment Team (DRAT)
- San Diego County, Public School Districts
- San Diego County Office of Education
- All Affected Agencies and Organizations

Assignment of Responsibilities

County of San Diego Health and Human Services Agency (HHSA)

HHSA will be responsible for leading care and shelter operations.

Responsibilities are defined as follows:

- During non-disaster times, preparedness efforts for HHSA care and shelter staff will include:
    - Ensure that an adequate number of HHSA personnel are trained in shelter operations to be able to provide medical services.
    - Co-chair the Care and Shelter Subcommittee of the UDC.
    - Develop, maintain, and test Care and Shelter Operations plans for the OA in conjunction with UDC Care and Shelter Subcommittee.
- During an emergency or proclaimed disaster, the Director of County HHSA, or designee, shall report to the OA EOC and serve as the Care and Shelter Branch Coordinator.

- During a disaster/OA EOC activation, the Care and Shelter Branch Coordinator shall:
    - Coordinate local government support for Care and Shelter Operations.
    - Coordinate resources and mutual aid requests for government agencies or departments.
    - Assist with communications as needed, to establish required communication between the OA EOC, ARC Disaster Operations Center (ARC DOC), and City EOCs.
    - Provide trained personnel to mass care shelters as available and upon request.
    - Coordinate care for unaccompanied minors.
    - Coordinate care for those with disabilities and other access and functional needs.

Health and Human Services Agency, Public Health Nursing

When requested by the shelters through the OA EOC Care and Shelter Branch (including County, City, and ARC Shelters) Public Health Nurses (PHN) may be deployed to work in a disaster shelter. They may work alongside MRC members. When resources are available, PHNs may perform the following actions according to the Public Health Nursing Scope of Practice:



- Administer first aid for minor illness and injury and refer clients to a higher level of care when appropriate.
- Assess the medical needs of shelter residents and develop a plan to meet clients' immediate health needs.
- Monitor persons identified with special health concerns such as chronic diseases and pregnancy.
- Assist the shelter manager with maintaining the shelter in a manner that protects the clients from contracting communicable diseases common in group living situations.
- Provide resources to crisis counseling services and provide support to clients.
- Promote the protection from food-borne diseases in cooperation with the Department of Environmental Health (DEH).
- Assist shelter residents with general health education and advice.
- Assist shelter residents with replacing lost medications and medical devices.
- Provide referrals to other local, county and state agencies that provide medical and social services.
- Provide status reports to the Public Health Nursing representative at the EMS DOC (MOC) or the HHSA DOC.

- Assist with requests for trained nurses, health care providers, social services, and supplies based on shelter needs and assessment to the EMS DOC (MOC).
- Assist with the initial screening of evacuees as they come to the shelter and refer as needed
- Filling the role of a Medical Manager to oversee the overall management of the medical services in the shelter.
- Oversee and assist evacuees with Activities of Daily Living (ADLs) as needed with shelter workers.
- Assist as appropriate for any additional needs that are identified.

Health and Human Services Agency, Behavioral Health Services (BHS)



Provide crisis counseling at sites as requested, per Annex M, Behavioral Health Operations, as available. Collaborate with community partners to extend required services as necessary.

County of San Diego, County Shelter Team Program

- The County Shelter Team Program is designed to augment the sheltering resources of the ARC and is also a resource for all the Cities within the OA.
- The County Shelter Team Program may operate shelters once ARC resources are exhausted or shelter needs go beyond that of the capabilities of an ARC shelter.
- Teams are made up of County employees from various departments that have been trained prior to a disaster in either Shelter Management or Shelter Operations. The medical services providers will be assigned through the EMS DOC (MOC) and will be either PHNs or MRC members.
- For an average shelter accommodating 100-200 residents, teams are made up of one Shelter Manager and three to four Shelter workers per shift, and can be scaled up depending upon the requirements of the shelter to an approximate ratio of 1 shelter worker to 30 shelter residents. The ratio of Medical Staff should be 1 medical professional to 50 shelter residents and 1 Mental Health professional to 100 shelter residents.

American Red Cross, San Diego/Imperial Counties Chapter

The ARC, as mandated by Federal Law 36 USC 3 and reaffirmed in Public Law 93 288 (Federal Disaster Relief Act of 1974), provides disaster relief in peacetime and works cooperatively with state and local governments and other private relief organizations.

ARC (San Diego/ Imperial Counties Chapter) may open an average of 7 shelters (estimated population between 3,500 to 5,000 people) within the first 72 hours of an incident. These figures are dependent upon the facilities available during a given disaster and overall situational safety.

Prior to a disaster requiring congregate sheltering, ARC will assist in the following ways:

- Assist in the development and maintenance of the Care and Shelter Operations Annex to the OA EOP in conjunction with HHSA, OES, and the Care and Shelter Subcommittee of the UDC.
- Provide mass care training to requesting government agencies, non-governmental agencies, and community based organizations.
- Serve as Co-Chair to the Care and Shelter Subcommittee.

During an emergency or when requested, provide:

- Emergency lodging in congregate care facilities for disaster victims.
- Food for persons in emergency congregate care facilities.
- In a non-federally declared disaster, if funding exists and with the support of other disaster response agencies/organizations; a means to purchase new clothing, temporary housing, possible assistance with rent and security deposit, medication and health needs and occupational supplies.
- In a federally declared disaster, with the approval from the National American Red Cross office; the local chapter will provide for the emergency support needs (such as food, shelter, and medical services), and bulk distribution of mass care supplies as defined by the incidents' needs to support the efforts of government agencies.



- Physical Health Services: provide support to persons who have disaster-related or disaster-aggravated health needs. Assist clients in the procurement of prescribed medications lost in the disaster. Provide financial assistance as needed for medications and durable medical equipment. Provide minor first aid treatment of patients. Disaster Health Workers do not provide treatment for pre-existing injuries or provide medical diagnosis.
- Crisis Counseling Services: provide emergency and preventive crisis counseling services to people affected by the disaster. This includes methods to cope with disasters, crisis intervention and referral services to meet behavioral health-related concerns. Disaster crisis counselors do not provide diagnosis, long term therapy, or prescribe/administer medications.

- Food for disaster workers if normal commercial feeding facilities are not available.
- Welfare Inquiry for family members and friends trying to relocate/reunite with people in the affected area. Individuals must register themselves and their families by calling or through the ARC website. Typically, there is a 48-72 hour moratorium on requests in order for the ARC to concentrate on the immediate needs of the disaster victims.
- Liaison personnel to the OA EOC and/or to the Incident Command Post. This position must possess:
    - A thorough knowledge of the ARC system and procedures.
    - Ability to make decisions on behalf of the ARC
    - Understanding of the OA EOC and its purpose.
    - Familiarization with WebEOC.
    - Ability to work within the established County protocols to meet the needs of the community.
    - Ability to assist DAS with coordinating and management of animals brought to ARC Shelters.
- Distribute appropriate bulk supplies as required by the needs of the affected community.
- During a disaster when local ARC resources are exhausted, initiate mutual aid requests from local agencies, neighboring ARC Chapters and/or if needed, request assistance from National American Red Cross. All efforts should be made to meet the needs with local resources before bringing in outside representatives.



Unified Disaster Council (UDC) Care and Shelter Subcommittee

Responsibilities of this subcommittee shall include the following:

- Develop, maintain, and test Care and Shelter Operations plans for the OA in conjunction with the ARC and HHSA.
- Delineate criterion and method of justification for activation of this annex.
- Review and update Care and Shelter Operations Annex as needed.

County of San Diego, Office of Emergency Services (OES)

As primary responsibilities, OES shall:

- Support the ARC, HHSA, local jurisdictions, and School Districts in the coordination and planning activities of the Care and Shelter Subcommittee of the UDC as well as applicable trainings and exercises.

- Activate and manage the OA EOC.

Area Law Enforcement Coordinator

Responsibilities of the Area Law Enforcement Coordinator for the unincorporated area are as follows:

- Law Enforcement agencies will ensure that they coordinate with the Care and Shelter Branch of the OA EOC during a disaster, so as to ensure adequate locations for sheltering or temporary evacuation points are identified for residents that may be displaced from their homes. Whenever possible, coordination with the Care and Shelter Branch Coordinator should occur prior to evacuation of a given area.
- Any time additional evacuations are ordered, Law Enforcement agencies should be in contact with the Care and Shelter Branch of the OA EOC, when reasonable.
- Law Enforcement should confer with the Care and Shelter Branch of the OA EOC before announcing shelter facility locations.
- Law Enforcement agencies will provide temporary security at shelter sites if theft or aggression issues become problematic. This is only temporary until alternate arrangements can be made for security at the site.

County of San Diego, Department of Animal Services (DAS)

DAS shall:

- Coordinate with the Care and Shelter Branch in the OA EOC to ensure care for pets brought to shelters as required.
- Provide referrals to evacuees for animal services and resources, included but not limited to, evacuation assistance, animal sheltering sites, animal care supplies and/or veterinary care.



- Assist with missing and/or misplaced pets, stray animals, injured stray animals and reunification of owner's with their pets.

County of San Diego, Department of Human Resources (DHR)

The Director of DHR shall appoint an AFN Unit Leader to the OA EOC, who shall:

- Ensure necessary services are provided as required for people with disabilities and other access and functional needs.
- Coordinate local government support for people with disabilities and other access and functional needs at shelters.

- Collaborate with the Care and Shelter Branch Coordinator to coordinate resources and requests for people with disabilities and other access and functional needs in shelters.

Emergency Medical Services Department Operations Center (Medical Operations Center) (EMS DOC (MOC))

EMS will be responsible for the activation of the EMS DOC (MOC).

Upon this activation, the DOC will coordinate the following to support shelter operations:

- The overall medical response to the specific event.
- The dispatching of medical service providers to shelters as requested – either with the MRC members, PHNs, and others.
- Dispatching the Disaster Rapid Assessment Team (DRAT)
- Providing access (through Ambulance Coordinator) to medical transportation in order to move victims to or from shelters if necessary.

County of San Diego, Medical Reserve Corps (MRC)



- Upon the orders of the Public Health Officer, the Medical/Health Branch Manager at the OA EOC, or the Medical Mass Care Coordinator through the EMS DOC, will activate MRC volunteers during an event in which local established clinical resources are exceeded.
- These volunteers, as clinically skilled disaster service workers, will provide medical support to shelters as needed and as available.

Disaster Rapid Assessment Team (DRAT)

- A DRAT is a designated unit consisting of MRC volunteers and County of San Diego health care professionals, trained to respond in a disaster situation as a coordinated team to assess potential/current shelters for the need of additional resources.
- The intent and purpose of the DRAT will be to provide information for the EMS DOC (MOC) regarding the need for medical staff, supplies and care at shelters that have been established or spontaneously opened during an evacuation event They may also be sent to healthcare facilities to assess their need for support and/or resources.
- The DRAT will respond to events requiring sheltering or other sites as assigned. They perform assessments at shelter sites for the

medical/functional needs, or other information as requested. They will not be sent into a hot or warm zone, but may serve in a field situation.

- A DRAT will be deployed as quickly as possible in order to ensure that all shelter resident's needs are met in a timely manner.
- DRATs are made up of appropriate compositions of staff as needed, and as available, and determined at the time of the disaster.
- A DRAT may also be joined by health care or response personnel, such as BHS, Child Protective Services (CPS), or Aging and Independence Services (AIS) if required.

San Diego County, Public School Districts

Reference Section 40041.5 of the Education Code, concerning the granting of school facilities for "mass care and welfare shelters during disasters or other emergencies affecting the public health and welfare."

- Collaborate with the OA EOC in the post-incident designation of facilities for use as Mass Care Shelters.
- Enter into written agreements with ARC and the County of San Diego concerning the use of facilities and each year provide an updated 24-hour emergency contact for each facility.
- Ensure that building maintenance, and if required, food service personnel are provided in those facilities opened as Mass Care Shelters.

San Diego County Office of Education

- Assist School Districts in the development of Standard Operating Procedures (SOPs) to facilitate "furnishing and maintaining such services as the governing board may deem necessary to meet the needs of the community." (Reference: Section 40041.5, Education Code).

All Affected Agencies and Organizations

Responsibilities of all other affected agencies and organizations are as follows, where appropriate:

- Prepare SOP for response to Care and Shelter Operations, including a notification system for automatic personnel and maintenance of this system.
- Train personnel and alternates.
- Each City shall designate a representative for the Care and Shelter Subcommittee of the UDC. This representative should maintain an active involvement with the Care and Shelter Subcommittee of the UDC.

Support Functions

San Diego County Feeding Task Force (FTF)

The purpose of the Feeding Task Force (FTF) is to provide a coordinated, timely and efficient feeding response in San Diego County during a disaster. The coordination of a multi-agency feeding task force will limit the duplication of efforts and maximize the use of available resources to respond to community needs.

FTF activation will be based upon the type of disaster and conditions within the operational area. Conditions for activating the FTF may include the following:



- Feeding need is greater than the collective capacities of traditional disaster relief feeding operations
- Disaster overwhelms resources of traditional disaster relief feeding organizations
- FTF is needed to coordinate the procurement of assets, which may include food, food production supplies, refrigeration trucks, food delivery vehicles, etc.
- Disaster covers multiple jurisdictions
- Multiple shelters are opened
- Large populations are affected by the disaster
- The decision to activate the FTF will be made by the OA EOC Care & Shelter Branch Coordinator in communication with the ARC liaison and affected jurisdictions.

The FTF may not always be activated during all disasters. If the traditional disaster relief organizations can meet the feeding needs of a disaster, there will be no need to activate the FTF.

2-1-1 San Diego



In a disaster scenario, 2-1-1 San Diego's primary role will be to maximize access to community resources by responding via telephone and Internet to non-life threatening requests for information, including but not limited to, general assistance, referrals to shelters, LACs, mental health resources, food banks, etc. 2-1-1 San Diego has phone specialists who are bilingual in Spanish and have access to other languages through an interpreter service. 2-1-1 San Diego has Telephone Text (TTY) capabilities for the hard of hearing as well as, the capability to utilize the Relay Service 711 to communicate with community members who are deaf or hard of hearing.

Once the OA EOC is activated, 2-1-1 San Diego will serve as support to the OA EOC by providing public information and rumor control. 2-1-1 San Diego will actively seek new and updated information on the emergency/disaster, and disseminate such information to agencies, community-based organizations, the countywide disaster response and recovery network, and the general public in accordance with the public information guidelines within the OA EOC.

DIRECTION, CONTROL, OR COORDINATION

Activation and Termination

Activation Conditions: This annex is activated when a real or potential emergency or situation exists in which Mass Care is required.

Activation of this annex shall be by the direction of:

- The County's Chief Administrative Officer (CAO), or designated Assistant CAO, in the capacity of Director of Emergency Services for the Unincorporated area, or as Coordinator of Emergency Services for the OA; or
- The Director of HHSA, County of San Diego; or
- The Director, OES, or designee; or
- The Incident Commander; or
- The Emergency Services Director or the designee of any jurisdiction signatory to the Emergency Services Agreement; or
- The Regional Disaster Program Officer, or designee, ARC San Diego/Imperial Counties Chapter.

Termination of this annex shall take place once there is no longer a threat to community members, and all displaced residents are able to find alternate lodging. The care and shelter provider must indicate that there is no need for this annex to remain activated.

Agencies will respond under the established Standardized Emergency Management System (SEMS) and National Incident Management System (NIMS) structure of the OA EOC. All local first response agencies within the OA have adopted NIMS and SEMS responders and response and comply with all requirements. The OA EOC is also NIMS and SEMS compliant and all personnel staffing positions within the OA EOC have been trained in NIMS and SEMS.

INFORMATION COLLECTION AND DISSEMINATION

In order to establish a common operating picture, the OA EOC requires information to be shared by all agencies involved in the incident response, whether in the field or staffing the OA EOC Care and Shelter Branch of the Operations Section. Establishing a common operating picture and maintaining situational awareness are essential to effective incident management.



All necessary partners in the field, including law enforcement, fire service, and the ARC, must provide the Care and Shelter Branch with as much information as possible to make educated decisions about congregate care sheltering requests and needs. The Care and Shelter Branch in the OA EOC requires information such as type of incident/disaster, population/communities affected, number of evacuees, resources available, and any other relevant incident information that would aid or should be consider in decision-making. Information is shared via WebEOC so that all Care and Shelter Branch personnel maintain situational awareness and information is used by intended recipients to take appropriate response actions.

Resource Requests

Resource requests are submitted through the appropriate channels according to NIMS and the ICS structure established within the OA. Resource request will be addressed with the OA, regionally, and then statewide if necessary.

Briefings

OA EOC Operational Period briefings are conducted at the beginning of each operational period and present the Action Plan for the upcoming period. Additional briefings are scheduled as necessary to pass along vital information to all OA EOC responders. Any representatives, who have important incident information/updates, should be prepared to disseminate that information during the operational period briefings.

COMMUNICATIONS

Notification

Responsibility for notifying the ARC of an incident requiring Shelter Operations rests with the Incident Commander/Scene Manager of the agency in charge at the scene of the incident. Procedures for alerting and notifying ARC should be incorporated into departmental SOPs. Each department with potential for being an Incident Commander/Scene Manager should establish procedures for notifying ARC during emergency and disaster situations.

Notification shall consist of access to the Incident/Scene Commander for current situation intelligence, including human resource and information needs and ongoing updates. This information should include incident type, Command Post locations, Incident Commander/Scene Commander's name, number of persons affected, estimated duration, communications frequencies in use and specific requests of ARC. Notification may also be initiated by OES.

Should ARC be unable to respond, OES Staff Duty Officer (SDO) must be notified immediately in order to work collaboratively with the impacted jurisdiction to determine specific needs as related to mass care requirements. If necessary and the OA EOC is not yet activated, the OES SDO may activate the County Shelter Team Program.

Communications



Communications in support of Care and Shelter Operations are primarily determined by the available infrastructure (i.e. Land-line, Cellular phones, etc.). However, when these methods are not available, the use of Radio Amateur Civil Emergency Service (RACES) through the Sheriff's Department when available, could be dispatched to shelter facilities in order to relay information to the OA EOC. The alternate form of communications for ARC is a commercial trunk UHF radio system. ARC also works closely with the San Diego County RACES group by providing an amateur radio operator liaison to them. This relationship provides the ARC a direct link to the OA EOC in the event of a major disaster resulting in communication outages.

ADMINISTRATION, FINANCE, AND LOGISTICS

Under the SEMS, special districts are considered local governments. As such, they are included in the emergency planning efforts throughout the OA. The OA emergency organization, in accordance with SEMS, supports and is supported by:

- Cities within the OA
- The County of San Diego

- Special districts
- Other counties
- The State of California
- The Federal Government

NIMS provides a consistent nationwide template to enable Federal, State, local, and tribal governments and private-sector and nongovernmental organizations to work together effectively. NIMS also enables these entities to efficiently prepare for, prevent, respond to, and recover from domestic incidents, regardless of cause, size, or complexity, including acts of catastrophic terrorism.

Mutual aid, including personnel, supplies, and equipment, is provided in accordance with the California Master Mutual Aid Agreement, and other local Mutual Aid Agreements.

The private sector is an important part of the emergency organization. Business and industry own or have access to substantial response and support resources. Community Based Organizations (CBOs) or Non-Governmental Organizations (NGOs) provide valuable resources before, during, and after a disaster. These resources can be effective assets at any level. OES has established the ReadySanDiego Business Alliance. The Alliance will have a virtual connection to the OA EOC via a social networking system fed through a RSS feed from WebEOC.

There are some City and County personnel who do not have specific task assignments. They are automatically designated by State Law as Disaster Service Workers (DSWs) during a disaster, and serve in the response effort.

- "All public employees and all registered volunteers of a jurisdiction having an accredited disaster council are Disaster Service Workers", per the Government Code, Title I, Division 4, Chapter 8, and Labor Code, Part I, Division 4, Chapters 1 and 10.
- The term public employees includes all persons employed by the State, or any County, City or public district.
- Other personnel including volunteers can be quickly registered by OES as DSWs, which provides Workers Compensation and liability coverage.

OES maintains a list of pre-registered volunteers affiliated with volunteer organizations that have been signed up as DSWs.

It is imperative that local government maintain duplicate records of all information necessary for restoration of normal operations. This process of record retention involves offsite storage of vital computerized and paper-based data that can be readily accessible.

Vital records of the Unified Organization are routinely stored in records storage rooms at OES in printed hard copy form, on CD-ROM, and electronically. Computer records are routinely backed up and stored separately from the hard drives. All personnel records are stored by the County DHR at several locations throughout the OA.

ANNEX DEVELOPMENT AND MAINTENANCE

This annex is a product of the OA EOP. As such, the policies, procedures, and practices outlined in the OA EOP govern this annex. OES coordinates the maintenance and updates of this annex every three to four years, in accordance with the maintenance schedule established for the OA EOP. Record of changes, approval, and dissemination of the OA EOP will also apply to this annex.

Updates to this annex can be made before such time for multiple reasons, including but not limited to changes in policy/procedure, improvements and recommendations based on real life events or exercises, etc. Recommended changes should be submitted to OES at oes@sdcounty.ca.gov

AUTHORITIES AND REFERENCES

The Unified San Diego County Emergency Services Organizations' UDC is supported by OES. As staff to the UDC, OES is mandated by federal, state, and local laws to ensure that mitigation efforts are enhanced, preparedness is encouraged, responsiveness is assured, and recovery is achieved efficiently and effectively, before, during, and after man-made or natural disasters (i.e., wildland fires, earthquakes, tsunamis, chemical spills, floods etc.) which may occur within the OA. OES conducts all emergency management operations/activities under the following authorities:

- Unified San Diego County Emergency Services Organization, Fifth Amended Emergency Services Agreement, 2005.
- County of San Diego Emergency Services Ordinance No. 8183, dated December 15, 1992.
- Article 9, Emergency Services, Section 8605 of the Government Code, Operational Areas.

ATTACHMENT A

San Diego County Care and Shelter Subcommittee of the Unified Disaster Council

American Red Cross

City Care and Shelter Coordinators (18)

County of San Diego, Health and Human Services Agency
- Behavioral Health Services
- Emergency Medical Services
- Public Health Services

County of San Diego, Department of Human Resources

County of San Diego, Office of Emergency Services

Operational Area Fire Coordinator

Operational Area Law Enforcement Coordinator

San Diego County Office of Education

ATTACHMENT B

San Diego County Care and Shelter Coordinators

Jurisdiction	Title of Designee
Carlsbad	*
Chula Vista	*
Coronado	*
County of San Diego	Director, Health and Human Services Agency
Del Mar	*
El Cajon	Emergency Preparedness Coordinator
Encinitas	*
Escondido	*
Imperial Beach	*
La Mesa	Emergency Preparedness Coordinator
Lemon Grove	Emergency Preparedness Coordinator
National City	*
Oceanside	*
Poway	Assistant Director, Department of Community Services
City of San Diego	*
San Marcos	Director of Community Services
Santee	*
Solana Beach	*
Vista	*

***To be identified by the local Jurisdiction**

ATTACHMENT C

Understanding between the Unified San Diego County Emergency Services Organization and the San Diego County Chapter of the American Red Cross

Purpose

This understanding defines the cooperative relationship existing between the San Diego County Chapter of the American Red Cross and the Unified San Diego County Emergency Services Organization in preparing for and dealing with disasters and other emergency situations. It is designed to implement, at a local level, those agreements reached at federal and state levels between the American Red Cross, the Defense Civil Preparedness Agency, and the State of California Office of Emergency Services.

Recognition

The San Diego County Chapter of the American Red Cross (hereinafter referred to as American Red Cross) recognizes the Unified San Diego County Emergency Services Organization as a special purpose body created by mutual agreement between and among the County of San Diego and the cities in the county, to perform extraordinary functions for both city and county governments in planning for and during the time of disaster.

The Unified San Diego County Emergency Services Organization recognizes American Red Cross as a volunteer disaster relief agency chartered by Congress through which the American people extend assistance to individuals and families affected by disaster. The American Red Cross does not assume responsibility for government functions but supports the work of government authorities in alleviating the results of disaster.

Cooperation and Coordination

American Red Cross and the Unified San Diego County Emergency Services Organization responsibilities in natural disasters have a close relationship. In order to achieve effective operations, avoid duplication of effort, and to ensure that all disaster needs are met, it is essential that the employment of all available resources be coordinated.

Therefore, it is agreed that:

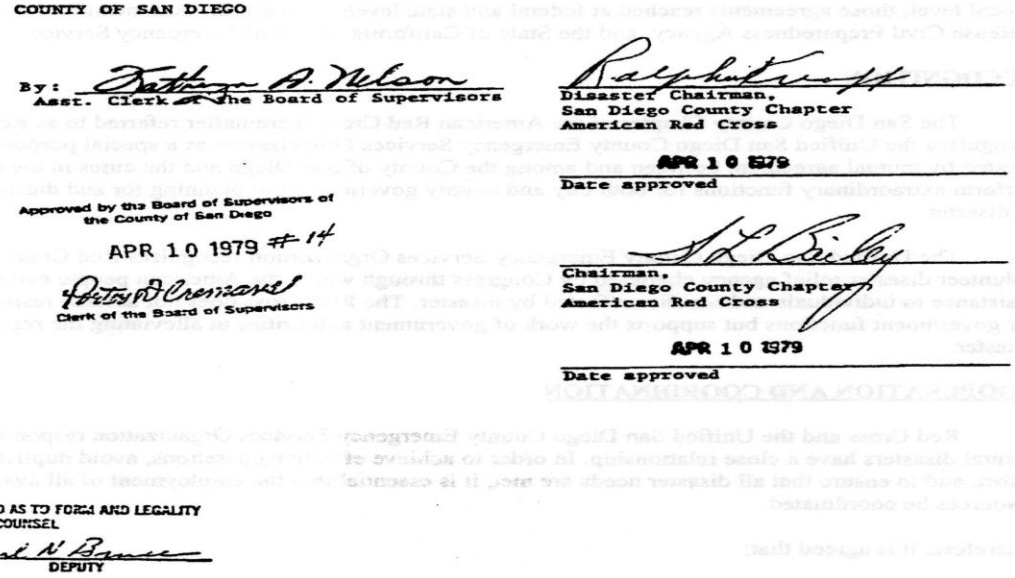
1. Cooperative arrangements for planning, exchange of information and continuing liaison regarding preparedness for disaster operations will be maintained. Upon activation of the emergency plan, American Red Cross will provide liaison personnel at the Primary Decision Center, field operations center (assistance center), and such other disaster operational headquarters as may be designated.
2. During natural disasters, the American Red Cross will carry out its responsibilities in coordination with the Unified San Diego County Emergency

Services Organization. Special emphasis will be placed upon Mass Care Service with mutual selection, staffing and equipping of congregate care facilities. Additionally, American Red Cross will assist the Medical and Health Service, to the extent practicable, in the handling of mass casualties and the selection, staffing and equipping of Emergency Aid Stations.

3. Regardless of responsibility, whenever there is suffering and want from any cause, and basic human needs are not being met, American Red Cross will participate in community action in extending relief.

4. Although American Red Cross responsibilities in civil disturbance and war-caused disaster are clearly defined, American Red Cross will incorporate its activities, to the extent possible, and continue to serve as a component of the Unified San Diego County Emergency Services Organization with administrative and financial responsibility resting with the local government.

Signatory



ATTACHMENT D

Memorandum of Understanding between the American National Red Cross and the State Of California Department of Social Services

STATE OF CALIFORNIA-HEALTH AND HUMAN SERVICES AGENCY
DEPARTMENT OF SOCIAL SERVICES
744 P Street • Sacramento, CA 95814 • *www.cdss.ca.gov*

CDSS

JOHN A. WAGNER
DIRECTOR

ARNOLD SCHWARZENEGGER
GOVERNOR

September 3, 2009

Ms. Lisa Bennett
Area Director, Western Region
Disaster Services
American Red Cross
712 -5th Avenue
San Rafael, CA

Dear Ms. Bennett:

Enclosed is the revised and finalized Memorandum of Understanding between the

American Red Cross and the California Department of Social Services (CDSS). It has been reviewed by our Legal Division and signed by John Wagner, CDSS Director, and is now being sent to you for signature.

Please return the fully executed copy to: Mr. Randy Linthicum, Chief

California Department of Social Services,
Disaster and Client Services Bureau,
744 P Street, MS 8-3-143
Sacramento, CA 95814

If you have any questions, please contact Randy Linthicum at 916-651-8880 or at randy.linthicum@dss.ca.gov.

We look forward to continuing our valuable and productive relationship in the years to come.

Sincerely,

L B. WEBER, Chief Management and Staff Services Branch

Memorandum of Understanding

Between The

American Red Cross

and

California Department of Social Services

Purpose

The purpose of this Memorandum of Understanding (MOU) is *to* define a working relationship between The American Red Cross (hereinafter "Red Cross") and the California Department of Social Services, (hereinafter "CDSS"), in preparing for and responding to certain disaster situations. This MOU provides the broad framework for cooperation between the Red Cross and the CDSS in rendering assistance and service to victims of disasters, as well as other services for which cooperation may be mutually beneficial.

Independence of Operations

Each party to this MOU will maintain its own identity in providing service. Each organization is separately responsible for establishing its own policies and procedures and financing its own activities.

Disasters Covered by this MOU

The Red Cross provides disaster services pursuant to its Bylaws and other internal policies and procedures as well as its Congressional Charter, codified at Title 36, Sections 300101-300111, of the United States Code.

In the Charter, Congress authorized the Red Cross "to carry out a system of national and international relief in time of peace, and apply that system in mitigating the suffering caused by pestilence, famine, fire, floods, and other great national calamities, and to devise and carry out measures for preventing those calamities."

The Red Cross role was reaffirmed in the 1974 Disaster Relief Act (Public Law 93-288), the 1988 Robert T. Stafford Disaster Relief and Emergency Assistance Act (Public Law 100-707), and the Disaster Mitigation Act of 2000 (Public Law 106-390). The federal law governing disaster relief, found in Title 42, Chapter 68 of the United States Code, defines "emergencies" and "major disasters" as follows:

- "Emergency" means any occasion or instance for which, in the determination of the President, federal assistance is needed to supplement state and local efforts and capabilities to save lives and to protect property and public health and safety, or to lessen or avert the threat of a catastrophe in any part of the United States.

- "Major disaster" means 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 chapter to supplement the efforts and available resources of states, local governments, and disaster relief organizations in alleviating the damage, loss, hardship, or suffering caused thereby.

On a local level, the Red Cross responds to all kinds of disasters, whether or not they are the subject of a presidential declaration. The disasters to which the Red Cross responds include any threatening event of such destructive magnitude and force as to dislocate people, separate family members, damage or destroy homes, or injure or kill people. A disaster produces a range and level of immediate suffering and basic human needs that cannot be promptly or adequately addressed by the affected people and impedes them from initiating and proceeding with their recovery efforts.

Some disasters are natural disasters, such as floods, tornados, hurricanes, typhoons, winter storms, tsunamis, hail storms, thunderstorms, wildfires, windstorms, epidemics, and earthquakes. Human-caused disasters, which may be intentional or unintentional, include residential fires, building collapses, transportation accidents, hazardous materials releases, explosions, and domestic acts of terrorism. All of these are within the Red Cross mission.

Organization of the American Red Cross

The national headquarters of the Red Cross is located in Washington, D.C. National headquarters is responsible for implementing policies and procedures that govern Red Cross activities and providing administrative and technical supervision and guidance to the chartered units, which include chapters and blood services regions. Each chapter has certain authority and responsibility for carrying out Red Cross disaster preparedness and response activities, delivering local Red Cross services, and meeting corporate obligations within the territorial jurisdiction assigned to it.

Each chapter is familiar with the hazards of the locality and surveys local resources for personnel, equipment, supplies, transportation, emergency communications, and facilities available for disaster relief. The chapter also formulates cooperative plans and procedures with local government agencies and private organizations for relief activities should a disaster occur. In carrying out their disaster preparedness and response activities, each regional chapter coordinates with one of ten divisional vice presidents that provide immediate technical and logistical support to chapters within their jurisdictions.

Through its nationwide organization, the Red Cross coordinates its total resources for use in large disasters. Services are provided to those in need regardless of citizenship, race, religion, age, sex, or political affiliation. In providing disaster services, the Red Cross follows the Fundamental Principles of the International Red Cross and Red Crescent Movement.

American Red Cross Disaster Relief Assistance

Red Cross emergency assistance is designed to minimize the immediate suffering caused by a disaster by providing food, clothing, shelter, first aid, and other assistance to address basic human needs. Red Cross emergency assistance may be provided either as mass care, individual assistance, or a

combination of the two, depending on the victims' needs. Mass care is provided through any combination of three integrated elements: 1) individual or congregate temporary shelters; (2) fixed or mobile feeding operations, and (3) distribution of relief supplies. Individual assistance is provided to individuals and families through the purchase of needed items and/or services or referrals to other agencies and organizations that offer assistance to disaster victims at no charge. The Red Cross also processes welfare information requests. In addition to emergency assistance, the Red Cross participates in community recovery programs after major disasters.

Red Cross disaster response activities vary depending upon the nature and scope of the required response, as follows:

- *Mass Casualty Incidents:* Mass casualty incidents are usually the result of transportation accidents, fires in high-occupancy structures, industrial accidents or similar disasters. In mass casualty disasters, the Red Cross closely coordinates with the authorities at the scene (including firefighters, police, and government agencies) and representatives of the owner/operator. Depending on the nature and scope of the disaster, the needs of the victims and workers, and the response of the owner/operator, the Red Cross may engage in a number of activities to assist victims, survivors, families of victims or survivors, emergency workers or others. These services include but are not limited to shelter, food, basic first aid, and mental health services.

- *Aviation Disasters:* The Red Cross has a special role in major aviation disasters. Under the provisions of the Aviation Disaster Family Assistance Act of 1996 (P.L. 104-264), airlines, the National Transportation Safety Board (NTSB), and a "designated independent nonprofit organization" were given specific responsibilities with regard to coordinating the emotional care and support of the families of passengers involved in aviation disasters. The NTSB, as part of its Federal Family Assistance Plan for Aviation Disasters, has designated the Red Cross as the organization responsible for Family Care and Mental Health. The Red Cross has accepted this role and has specially trained staff on call on its' 'Critical Response Team" (CRT) who initiate support within hours of a request from the NTSB for services.

- *Hazardous Material Situations:* When an actual or potential hazardous material situation results in an evacuation, the Red Cross provides emergency mass care until families can return home. If public authorities deem it necessary for families to relocate permanently, the Red Cross works with other community organizations to provide temporary mass care or casework assistance.

  The Red Cross does not provide disaster assistance where government officials or agencies require building evacuation as a result of chronic deferred maintenance, code violations, radon contamination or fire hazards.

- *Nuclear Facility or Transportation Accidents:* In the event of an evacuation due to a nuclear power plant accident or transportation accident involving radioactive materials, the Red Cross provides mass care services for the evacuees and emergency workers. The Red Cross coordinates with public health authorities with respect to health concerns and the possible need for decontamination, but the Red Cross does not engage in decontamination activities. If the Red Cross is operating evacuation shelters, evacuees and workers must undergo any necessary decontamination before they are admitted to the shelter.

- *Civil Disorder:* Situations involving civil disorder-such as riots or hostage incidents- are not within the usual scope of the Red Cross's disaster relief activities. Nevertheless, when basic human needs are not being met as a result of civil disorder, the Red Cross may participate in community actions to supplement the efforts of civil authorities by providing mass care and other services upon request of appropriate government authorities if Red Cross resources are available. The Red Cross will provide services only in a safe and secure area.

- *Catastrophic Incident:* A catastrophic incident, as defined by the National Response Plan, is any natural or manmade incident, including terrorism that results in extraordinary levels of mass casualties, damage or disruption, and severely affects the population, infrastructure, environment, economy, national morale and/or government functions. A catastrophic incident results in sustained national effects over a prolonged period. In a catastrophic incident, the Red Cross will work closely with appropriate state and local government and non-government partners to provide mass care, including shelter, feeding, first aid, and other assistance to address basic human needs in a safe environment.

- *Repatriation of U.S. Citizens and Dependents:* During the emergency repatriation of U.S. citizens and dependents evacuated from foreign countries during emergencies, the Red Cross will, at designated ports of entry, cooperate with federal, state, local and voluntary agencies involved with their reception, temporary care and onward transportation, to provide shelter, feeding and basic first aid among other services.

- *Other Events or Situations:* In the event of other unforeseen events or situations in which human suffering is involved, the Red Cross will coordinate with appropriate government and non-government partners to provide mass care, including shelter, feeding, first aid, and other assistance to address basic human needs, as resources are available to assist.

Role of California Department of Social Services in Disaster Response Activities

The mission of the Disaster Services Section within the CDSS is to serve, aid, and protect individuals and families affected by disasters and emergencies, by providing

excellent response and recovery services. To accomplish this mission, CDSS is responsible for supporting counties' mass care and shelter programs; maintaining and directing the State Supplemental Grant Program and assisting in emergency group repatriation.

Authority for CDSS to provide disaster and emergency services for California was formalized by the enactment of the California Disaster Act (Chapter 7.5 of Division 1 of Title 2 of the Government Code: Statutes of 1974,) Executive Order W-9-91, the California Emergency Plan (draft, 2008) and CDSS Administrative Order.

According to the California Emergency Plan (CEP, draft 2008), "a single State Agency is assigned to lead each California Emergency Function based on its authorities, resources and capabilities." The California Health and Human Services Agency (CHEALTH AND HUMAN SERVICES AGENCY) is the lead agency for Care and Shelter Function, which coordinates actions to assist local jurisdictions to meet the needs of victims displaced during an emergency, while CDSS is identified as a lead supporting agency within CHEALTH AND HUMAN SERVICES AGENCY to coordinate resources to support mass care and shelter responses.

CDSS is organized by Divisions, Branches, Bureaus, Sections and Units, with each organizational level respectively focusing on increasingly specialized functions. The Disaster Services Section (DSS), a section under the Disaster and Client Services Bureau, within the Administration Division of CDSS, is tasked to implement the emergency and preparedness responsibilities of CDSS, which include working cooperatively and in coordination with the California Governor's Office of Emergency Services (Cal OES) to develop plans and procedures for mass care and shelter.

In response to a request from Cal OES, the DSS activates its Department Operations Center (DOC), and under the supervision of a DOC Manager employs the Standardized Emergency Management System (SEMS) to manage, support and coordinate a mass care and shelter incident or event, and identifies Planning, Operations, Logistics and Fiscal Section Chiefs and other necessary Incident Command System (ICS) functions to carry out its mission.

California Department of Social Services

CDSS has the responsibility to ensure that care and shelter plans and capabilities are maintained enabling the state to provide shelter for residents displaced by disasters. During disaster care and shelter responses, the CDSS is responsible for:

1. Coordination of support of state level care and shelter activities and ensuring that state resources are effectively utilized in support of care and shelter relief efforts. In this role, the CDSS will work with both public and private agencies, like the Red Cross, to ensure the effective provision of coordinated services to the residents of the State of California.

2. Providing usual public assistance services during and after a disaster situation or a declared emergency.

3. Coordination and direction of emergency actions and support from other state agencies during and after an emergency.

4. Acting as an advocate to ensure all appropriate state resources, including mission assignments, are utilized to support care and shelter operations.

Cooperative Actions

The Red Cross and CDSS will coordinate in rendering their respective disaster relief activities in the following manner:

The American Red Cross:

1. Will provide no-cost Care and Shelter Operations training to members of the CDSS and County Social Services staff who may be assigned to Red Cross Operations.

2. Will meet regularly with representatives of the CDSS to engage in care and shelter planning and preparedness/training activities, including the sharing of response capability information.

3. Will collaborate with other community agencies that want to assist in providing disaster care and shelter services to the community.

4. Will provide and regularly update Red Cross Disaster Services point of contact information to CDSS representatives.

5. If local or state government establishes a large-scale (mega) shelter utilizing a unified command, Red Cross will provide dormitory support and additional mass care services as feasible.

6. Will provide personnel to participate in disaster exercises and drills and assist CDSS with exercise development.

7. Will provide opportunities for CDSS' personnel to participate in Red Cross Disaster Service delivery programs, like the national Disaster Services Human Resources (DSHR) system.

8. Will register occupants of Red Cross shelters in accordance with existing Red Cross systems.

9. Will share information about Red Cross' human and material resources to the extent feasible.

10. If the Red Cross requests CDSS staff to deploy and assist in Red Cross operations, such staff will provide assistance as CDSS staff and CDSS will maintain full responsibility for staff salaries and benefits. If Red Cross staff is managing the operations, CDSS staff assigned to the operations may take guidance and direction from Red Cross staff as appropriate while still under CDSS supervision. If the Red Cross requests CDSS staff to deploy and

assist in Red Cross operations outside of California, any apportionment of travel and maintenance expenses will be agreed to in writing by both parties prior to incurring such expenses.

11. Will provide care and shelter liaison personnel, in addition to the usually assigned RED CROSS Government Liaison, when a government Emergency Operation Center (EOC) is activated for disasters involving care and shelter, and when this additional Care and Shelter Liaison is deemed necessary.
12. During disaster response operations, will provide CDSS with a daily update of service delivery statistics, such as number of shelters, location, number of residents and meals fed, in accordance with established AMERICAN RED CROSS 24-hour reporting schedule.

The California Department of Social Services:

1. Will provide CDSS staff to meet regularly with Red Cross representatives. This involves mutual discussions in care and shelter planning and preparedness/training activities, including, sharing of risk and response capability information.
2. Will provide and regularly update CDSS point of contact information to Red Cross representatives.
3. Will share CDSS care and shelter resources, disaster response, and other care and shelter capability information.
4. When tasked by the Cal OES to open and operate shelters, CDSS will coordinate with Red Cross with respect to the management and staffing of shelters as feasible. CDSS staff may be allowed state time to participate in Red Cross training courses. Staff salaries and benefits will be provided by CDSS for both preparedness training and operational assignments of CDSS staff.
5. Will work with Red Cross in time of disaster and emergency in the coordination of other private agencies. CDSS will participate with collaborative agencies during care and shelter planning and drills.
6. When deemed necessary, will incorporate additional Red Cross liaison personnel into the Care and Shelter Section at the Regional and State Emergency Operations Center (REOC). This is in addition to the usually assigned Red Cross Government Liaison.
7. Will ensure that Red Cross requests for government resource support are properly evaluated and forwarded to the State Operations Center (SOC), when requested resources are not available locally.
8. Will recruit volunteer staff from the HEALTH AND HUMAN SERVICES AGENCY to be trained as shelter staff.
9. Upon successful completion of Mass Care and Shelter Operations training, personnel from CDSS shall be permitted to participate in Red Cross operations for mutually agreed upon tasks or functions. As appropriate, the Red Cross will provide identifying apparel or badges to wear in any activities performed in accordance with this MOU.

Other Considerations

1. As defined in the California Emergency Plan (draft dated July 2009) the Secretary of the HEALTH AND HUMAN SERVICES AGENCY has been designated the primary agency for sheltering disaster victims. CDSS and Red Cross, as support agencies, are required to comply with the provisions of the California Emergency Plan in support of providing mass care and shelter for disaster victims.
2. The CDSS will encourage participation and coordination of services between its departments and the Red Cross for mutual service to the community effort, through their public information offices, during the time of disaster, to keep the public informed of their cooperative efforts and coordinate any public affairs releases that pertain to Red Cross.
3. The Red Cross and CDSS will actively seek to determine other areas/services within their respective organizations where cooperation and support will be mutually beneficial and to amend this MOU accordingly to include such agreements.
4. The two organizations agree that each organization will be responsible for its own expenses incurred as a result of cooperation or collaboration under the terms of this MOU, except as may be agreed to in writing by both parties prior to incurring such expenses. The use of the name and emblem of the Red Cross by the CDSS shall be allowed only in the case of particular projects undertaken pursuant to the prior express written consent of the Red Cross.
5. The CDSS recognizes that the Red Cross is dependent primarily upon voluntary public financial support to carry out its programs.
6. CDSS and Red Cross will work cooperatively to deploy CDSS employees when needed in *catastrophic* events. CDSS staff may not be available to assist in disaster response in all disaster situations due to other assigned responsibilities.

Periodic Review

The parties will, on an annual basis, on or around the anniversary date of this MOU, jointly evaluate their progress in implementing this MOU and revise and develop new plans or goals as appropriate.

Term and Termination

This MOU is effective as of August 1. 2009. It expires on September 30, 2014. Six months prior to expiration, the parties will meet to review the progress and success of the cooperative effort. In connection with such review, the parties may decide to extend this MOU for an additional period not exceeding five years, and if so shall confirm this in a signed writing. This MOU may be terminated by written notification from either party to the other at any time and for any reason or for no reason.

Miscellaneous

This MOU does not create a partnership or a joint venture. Neither party has the authority to bind the other to any obligation. It is not intended that this MOU be enforceable as a matter of law in any court or dispute resolution forum. The sole remedy for non-performance under this MOU shall be termination, with no damages or penalty.

Signature as
follows.

California Department of Social Services

(Signature)

JOHN A. WAGNER
Director

8/20/09

The American Red Cross

BY
(Signature)

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9/22/09

Attached hereto: Operational Activation procedures (attachment 1) & Agreement Point of Contact Information (attachment 2)

Attachment 1- Operational Activation Procedures

When a disaster occurs, representatives of the American Red Cross will contact the following representative of the California Department of Social Services to request assistance:

Contact Order	Name	Title	Contact Numbers
Primary	Randy Linthicum	Chief, Disaster and Client Services	Home: 209-745-2321 Work: 916-657-1901 Work Cell: 916-216-4782 Personal Cell: 209-210-7717
Alternate #1	Tracy L. McBroom	Chief, Disaster Services Section	Home: 916-457-7352 Work: 916-651-8860 Work Cell: 916-214-9019 Personal Cell: 916-420-7133
Alternate #2	Kyle B. Weber	Chief, Management and Staff Services	Home: 916-686-7097 Work: 916-654-1316 Cell: 916-416-4477

When a disaster occurs, representatives of the California Department of Social Services will contact the following representative of American Red Cross to request assistance:

Contact Order	Name	Title	Contact Numbers
Primary	Gregory Smith	Disaster Director, Bay Area Chapter (Currently State Lead Chapter for Disaster)	Work: 415-427-8027 Cell:415-279-7082
Alternate #1	John Ruiz	Assistant Director, Bay Area Chapter	Cell: 415-297-4806
Alternate #2	Anne Reynolds	State Disaster Office	Work: 415-721-2370 Cell: 202-286-7080
Alternate #3	Michael Logan	State Disaster Office	Work: 626-799-0841, x603 Cell: 202-345-1329

Attachment 2 - Agreement Point of Contact Information (Not for Operational Response)

California Department of Social Services

Mailing Address: 744 P Street, MS 8-3-143, Sacramento, CA 95814

Name	Title	Contact Numbers
Tracy L. McBroom	Chief, Disaster Services Section	Home: 916-457-7352 Work: 916-651-8860 Work Cell: 916-214-9019 Personal Cell: 916-420-7133 Fax: 916-651-8884

American Red Cross

Mailing Address: 712 5th Avenue, San Rafael, CA 94901

Name	Title	Contact Numbers
Anne Reynolds	State Disaster Office	Work: 415-721-2370 Cell: 202-286-7080 Fax: 415-721-2377

ATTACHMENT E

STATEMENT OF OPERATIONAL RELATIONSHIPS BETWEEN THE AMERICAN RED CROSS AND CALIFORNIA OFFICE OF EMERGENCY SERVICES

(This statement supersedes all previous agreements.)

Cal OES
GOVERNOR'S OFFICE
OF EMERGENCY SERVICES

Memorandum of Understanding
Between

The American Red Cross

and

The Governor's Office of
Emergency Services

American Red Cross

Purpose

The purpose of this Memorandum of Understanding ("MOU") is to define a working relationship between The American Red Cross (hereinafter "Red Cross") and Cal OES, in preparing for, responding to and recovering from disasters. California Department of Social Services (CDSS) is the lead for EF 6 at the state-level. This MOU provides the broad framework for cooperation and support between the Red Cross and the State of California:

- Co-leading with CDSS mass care activities under Emergency Function (EF) 6 at the state-level
- Assisting individuals and families who have been impacted by disaster
- Providing other humanitarian services
- Readiness and response activities, including planning, training, and human and material resource support, and
- Other services for which cooperation may be mutually beneficial

Parties

Governor's Office of Emergency Services (Cal OES)

1. Cal OES was established as part of the Governor's Office on January 1, 2009 – created by Assembly Bill 38 (Nava), which merged the duties, powers, purposes, and responsibilities of the former Governor's Office of Emergency Services with those of the Governor's Office of Homeland Security.

   Article 5 of the California Emergency Services Act identifies Cal OES as state agency responsible for the state's emergency and disaster response services for natural, technological, or manmade disasters and emergencies, including responsibility for activities necessary to prevent, respond to, recover from, and mitigate the effects of emergencies and disasters to people and property. It further declares that during a state of war emergency, a state of emergency, or a local emergency, the Director, Cal OES, shall coordinate the emergency activities of all state agencies in connection with that emergency.

2. Key laws and other authorities:
   a. California Emergency Services Act
   b. California Disaster Assistance Act
   c. California Code of Regulations, Title 19
   d. State of California Emergency Plan

American Red Cross

1. Services for people affected by disasters

   Founded in 1881, the American Red Cross is the nation's premier emergency response organization. As part of a worldwide movement that offers neutral and impartial humanitarian care, the American Red Cross is the community-based organization that mobilizes people to aid victims of disasters with the aim of preventing and relieving suffering. The Red Cross provides disaster services without regard to race, color, national origin, religion, gender, age, disability, sexual orientation, citizenship or veteran status. It follows the Fundamental Principles of the International Red Cross and Red Crescent Movement. The Red Cross is closely integrated into community response efforts, including the efforts of federal, state and local government and non-government organizations. Our goal is to work with all partners to lead a well-integrated, effective and efficient response to every disaster.

   The Red Cross provides disaster services pursuant to its Bylaws and other internal policies and procedures as well as its Congressional Charter (USC 36 §300101-300111). In the Charter, Congress authorized the Red Cross "to carry out a system of national and international relief in time of peace, and apply that system in mitigating the suffering caused by pestilence, famine, fire, floods, and other great national calamities, and to devise and carry out measures for preventing those calamities."

   Following a disaster, whether natural or human-made, the Red Cross will provide some or all of the following services:

Food, Shelter and Emergency Supplies

During a disaster, our first priority is to ensure that people have a safe place to stay, food, and emergency supplies. Red Cross works with government and community partners to open shelters where residents will find comfort with a hot meal, recovery information, and a place to rest. For emergency workers and people returning to their homes, the Red Cross mobilizes emergency response vehicles from which disaster workers distribute food, water, and essential clean-up items that might not be immediately available in the community.

Welfare Information

Disasters often disrupt regular communication channels and can separate families. Through the Red Cross' nationwide network of chapters, family members may request welfare information regarding their loved ones. The Red Cross "Safe and Well" Web site enables people within a disaster area to let their families and friends outside of the affected region know that they are all right. Clients register on *Safe and Well* at www.redcross.org/safeandwell . During large-scale disasters, individuals without internet access can call 1-800-RED-CROSS to register.

Client Casework and Recovery Planning and Assistance

Red Cross provides individual client services through casework for people with disaster-related needs, with particular attention to those who have experienced significant damage or loss of their homes. This casework process helps the worker to assess the client's immediate needs, and connect the client with items, which may include referrals to local resources and/or financial assistance to meet those needs. The caseworker also engages the client in a brief planning process which can help identify action steps for the client to follow in the first few days or weeks after a disaster. Red Cross caseworkers protect client confidentiality and work closely with other organizations and groups to ensure clients have access to all available resources.

Disaster Health and Mental Health Services

After an emergency, injuries can ensue, essential prescription medicines lost, and the shock and stress of sudden loss can overwhelm a person's normal coping skills. The Red Cross deploys licensed health and mental health professionals who are trained and equipped to provide assistance at the time of a disaster. Disaster health services professionals can provide emergency first aid and medical assessment, triage and replacement of emergency medications with item distribution, financial assistance or referrals to community partners. Disaster mental health professionals provide mental health assessments, crisis intervention and a sympathetic ear to those in need.

2. Services Related to the National Response Framework

   The American Red Cross is a co-lead for the mass care component of Emergency Support Function #6 of the National Response Framework. In this role, the Red Cross engages in a variety of activities to support states in their planning, coordinating and executing of mass care programs and strategies. The Red Cross also takes a leadership role in working with other non-governmental organizations and private companies that provide services during a disaster.

3. Aviation Disasters

   The National Transportation Safety Board (NTSB) and a "designated independent nonprofit organization" have specific responsibilities for coordinating the emotional care and support of the families of passengers involved in aviation disasters. The NTSB, as part of its Federal Family Assistance Plan for Aviation Disasters and in accordance with the Aviation Disaster Family Assistance Act of 1996 (P.L. 104-264), has designated the Red Cross as the organization responsible for Family Care and Mental Health.

4. Organization

   The American Red Cross is a single corporation, chartered by the United States Congress to provide humanitarian services. Its national headquarters, located in Washington, D.C., is responsible for implementing policies and procedures that govern Red Cross activities and provides administrative and

technical oversight and guidance to the chartered units, which include chapters and blood services regions. Each chapter has certain authority and responsibility for carrying out Red Cross disaster preparedness and response activities, delivering local Red Cross services, and meeting corporate obligations within the territorial jurisdiction assigned to it. Each chapter is familiar with the hazards of the locality and surveys local resources for personnel, equipment, supplies, transportation, emergency communications, and facilities available for disaster relief. The chapter also formulates cooperative plans and procedures with local government agencies and private organizations for relief activities should a disaster occur.

Through its nationwide organization, the Red Cross coordinates its total resources for use in large disasters. In order to provide these services, the Red Cross may call on the Federal, state or local government for assistance when voluntary contributions are not sufficient to meet community needs.

Cooperative Actions

The Red Cross and Cal OES shall partner to carry out disaster preparedness and relief activities as follows:

1. Maintain close coordination, liaison, and support at all levels through meetings, training, exercises, and other means of communication. Include a representative of the other party in appropriate committees, planning groups and task forces formed to mitigate, prepare for, respond to, and recover from disasters and other emergencies. Develop joint Standard Operating Procedures for notification of disaster and emergency situations.

2. During disasters and emergencies, in cooperation with CDSS, share critical information on human needs and services provided, such as shelter data.

3. During a disaster or emergency situation the Red Cross will, at the request of Cal OES, provide liaison personnel to the Regional Emergency Operations Centers, State Operations Center, and Joint Field Office. Cal OES will provide work space and, whenever possible, access to necessary equipment. Access to Cal OES disaster information management systems (i.e. WebEOC) will be provided at all times.

4. In addition to existing agreements at the local and state level as coordinated by CDSS, Cal OES will, as needed, facilitate the use of state-owned facilities to augment shelters and service delivery capability.

5. In cooperation with CDSS, develop plans and secure resources to address needs and deliver disaster relief services to people with disabilities and/or access and functional needs, multilingual populations, and other populations with specific needs, in particular during care and shelter operations. During disasters, ensure appropriate coordination occurs with agencies and operations providing emergency animal care/animal shelter.

6. During times of disaster and readiness, the agencies shall keep the public informed

of the parties' cooperative efforts through the public information offices of the Red Cross and Cal OES, as well as the Joint Information Center.

7. Jointly carry out activities that increase community, family and citizen preparedness within California, such as educational events, preparedness campaigns, and preparedness guidance using a whole community approach.

8. Ensure Red Cross capabilities and activities are closely coordinated with lead state agencies and other entities, and are integrated into the California Emergency Functions in accordance with the State Emergency Plan, including, but not limited to, EF 6 – Care and Shelter, EF-8 Public Health and Medical, EF-11 Food and Agriculture, and EF – 17 Volunteers and Donations Management.

9. Actively seek to determine other areas, projects, and services within the Red Cross and Cal OES where cooperation and support will be mutually beneficial with jointly defined goals and objectives.

Periodic Review and Distribution

The parties will, on an annual basis, on or around the anniversary date of this MOU, jointly evaluate their progress in implementing this MOU and revise and develop new plans or goals as appropriate. This MOU shall be widely distributed within the Red Cross' and Cal OES departments and administrative offices.

Term and Termination

This MOU is effective as of April 3, 2013. It expires on April 3, 2018. Six months prior to expiration, the parties will meet to review the progress and success of the cooperative effort. In connection with such review, the parties may decide to extend this MOU for an additional period not exceeding five years, and if so shall confirm this in a signed writing. This MOU may be terminated by written notification from either party to the other at any time and for any reason or for no reason.

Miscellaneous

This MOU does not create a partnership or a joint venture and does not create any financial commitments from one party to the other. Neither party has the authority to bind the other to any obligation. It is not intended that this MOU be enforceable as a matter of law in any court or dispute resolution forum. The sole remedy for non-performance under this MOU shall be termination, with no damages or penalty. The use or display of the name, emblem, or trademarks of the American Red Cross or Cal OES will be in the case of defined projects and only with the prior express written consent of the other organization.

ATTACHMENT F

MEGA-Shelter Operations

Introduction

Hurricane Katrina and the 2007 Southern California Firestorms have proven the significance of an infallible emergency plan for mass evacuations. In the event of a prolonged disaster, the government may need to activate and operate a mega-shelter. A mega-shelter is a major facility that is used to house thousands of evacuees from a major disaster area. Attachment F of Annex G is a standard operating procedure for the establishment and operation of a mega-shelter in San Diego County. It is a conglomeration of "best practices," lessons learned, and standards from valuable resources such as the International Association of Assembly Managers (IAAM), the American Red Cross (AMERICAN RED CROSS), and the 2007 Southern California Firestorms After-Action Report.

Mega-Shelter Activation/Termination

The selection and activation of a Mega-Shelter site is facilitated by the Activating Authority outlined in this annex. All efforts should be taken to ensure that the facility meets safety, health, and security standards and/or indicators:

- Air-Conditioned
- Back-up Power Supply
- Adequate Restroom Facilities
- Adequate Area for Feeding Sheltered Population
- Located on Public Transportation Route
- Meet Americans with Disabilities Act Accessibility Guidelines

In the event of an earthquake, contact the following personnel for facility inspections:

- City's Development/Engineering/Maintenance and Inspection Department of the designated facility's jurisdiction
- County of San Diego Department of General Services

Within the OA are various facilities that could potentially be utilized as a mega-shelter. As planning continues, each facility will undergo a hazard-analysis inventory to determine its vulnerability to differing disasters. MOUs with the said facilities will be pursued at a later date. The following is a list of potential sites for a mega shelter facility within San Diego County:

San Diego Convention Center 111 W. Harbor Dr. San Diego, CA 92101

Petco Park 100 Park Blvd. San Diego, CA 92101

Qualcomm Stadium 9449 Friars Rd. San Diego, CA 92108

San Diego Sports Arena 3500 Sports Arena Blvd. San Diego, CA 92110

San Diego State University (Cox Arena) 5500 Canyon Crest Dr. San Diego, CA 92182

University of San Diego (Jenny Craig Pavilion) 5998 Alcala Park San Diego, CA 92110

University of California San Diego (RIMAC Arena) 9500 Gilman Dr. San Diego, CA 92093

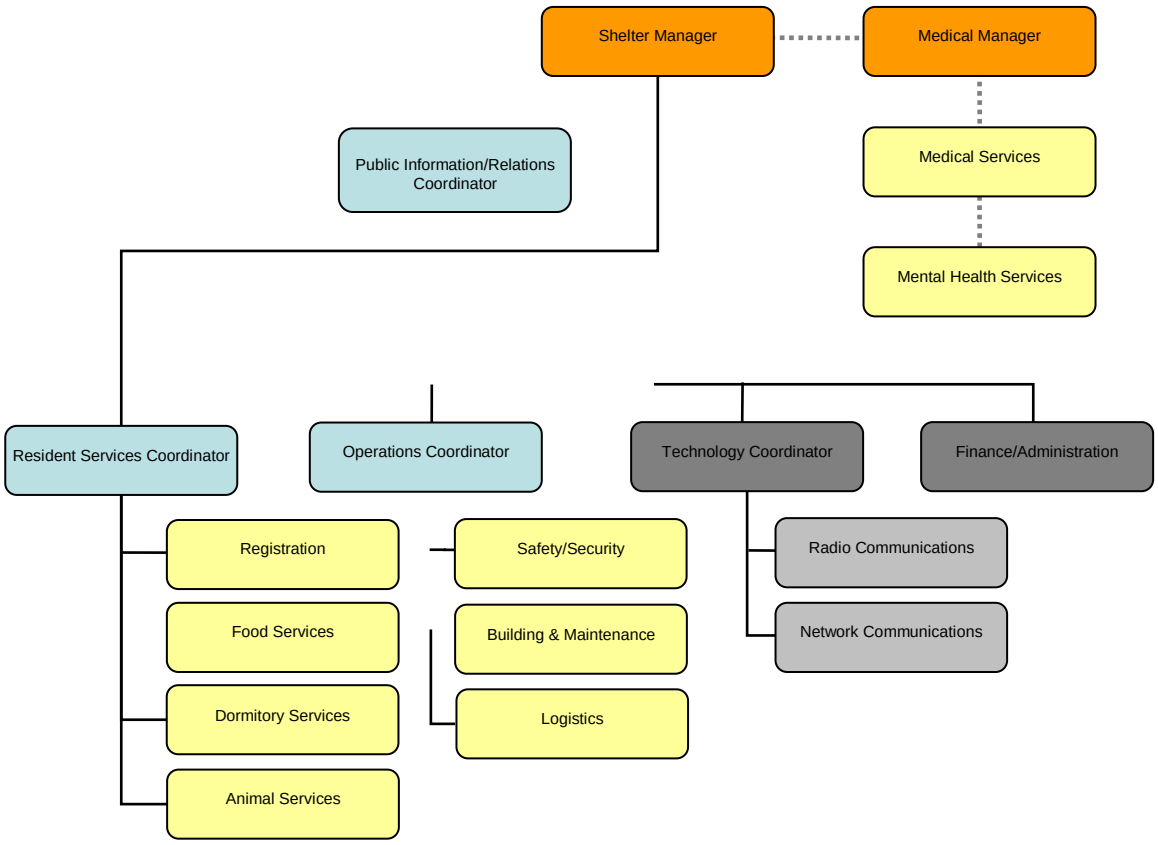
Del Mar Fairgrounds 2260 Jimmy Durante Blvd. San Diego, CA 92014

The Activating Authority will coordinate the shelter contracts, liabilities, and reimbursements through the OA EOC. Upon activation, a Shelter Manager will be appointed in which he/she will review the Shelter Manager Handbook located at the OA EOC, and commence shelter operations.

NOTE: Termination of the mega-shelter operations will commence after the Activating Authority has officially secured from the disaster situation, and normal phase-down and deactivation operations have been completed.

Organization

The functional organization structure of a mega-shelter operation is shown below:



Shelter Manager

Responsible for overall operations at the mega-shelter. Will coordinate resources and services with the appointed directors and report to the Care and Shelter Coordinator at the OA EOC. Shall be a San Diego County government representative.

Medical Manager

If activated, will be responsible for the coordination and operation of medical services. Will maintain communications and provide updates to the Shelter Manager. Shall be a representative from the San Diego County Health and Human Services Agency.

Resident Services Coordinator

Responsible for the coordination and operation of shelter resident services. Will report all updates to the Shelter Manager and maintain communications with appropriate directors. Shall be a San Diego County representative, or from the American Red Cross.

Operations Coordinator

Responsible for coordinating services vital to shelter operations. Will report updates to the Shelter Manager and maintain communications with appropriate directors. Shall be a San Diego County government representative.

Technology Coordinator

If activated, will be responsible for the coordination and operation of technology services. Will report all updates to the Shelter Manager. Shall be a San Diego County Technology Office representative.

Finance/Administration Coordinator

If activated, will be responsible for finance and administration services. Will report updates and make requests through the Shelter Manager. Shall be a San Diego County government representative.

Public Information/Relations Coordinator

Responsible for establishing and maintaining effective relations with the public, the media, facility clients, shelter partners and shelter residents. Will report all updates to the Shelter Manager. Shall be a representative from the San Diego County Department of Media/Public Relations.

Mega-Shelter Operations

Registration Services

The Resident Services Coordinator will coordinate assistance and oversee the following services:

- Evacuee Registration – Registration shall be conducted at a dedicated entry point in order to maintain flow of operations. Different colored wristbands will be used to identify the resident's accessible areas.
- Spontaneous Volunteer Registration – Registration, credentialing and tracking of all volunteers for mega-shelter operations shall be held at an alternate site to ensure proper credentialing procedures. A form of identification will be utilized to identify volunteers.

Food Services

The Resident Services Coordinator will coordinate assistance with the appropriate agencies to provide the following services:

Kitchen Management

Cook and prepare all meals for shelter residents and volunteers.

- All Kitchen units abide by local, State, and Federal sanitation codes.
- The projected food is forecasted within the initial 24-48 hours. Prepare only the quantity of food sufficient for immediate use.
- Food temperatures are kept within appropriate ranges to preserve their quality. Store and maintain food outside the temperature danger zone (TDZ) of 41° F and 135° F.
- Food or water from unapproved sources ARE NOT ACCEPTED.

Catering Management

Ensure that all food and beverages are served in a safe and efficient manner.

- All catering staff has received required training, including safe food handling, and possesses appropriate qualifications to deliver feeding services.
- A designated dining area is established. Food is not permitted outside the area.
- Require all residents to sanitize hands before entering the food service line.

Beverage/Snacks Management

Provide beverages and snacks for the facility to shelter residents, volunteers, and staff.

- Beverages and snacks should be available 24/7.
- Water quality must meet all applicable local, state, and federal sanitation standards.

Nutrition Management

Ensure that foods are consistent with individual needs and dietary recommendations of USDA Guidelines.

- Provide a daily diet of at least 2,000 calories with sufficient amounts of vitamins and nutrients.
- When able, strive to serve meals that meet the cultural and ethnic needs of the shelter population.
- Ensure that serving sizes for meals are 8 oz. entrées, 6 oz. side dishes and 6 oz. desserts, measured in volume. Establish standard meal service times. Avoid serving food after 8:00 pm.

Shelter Resident Services

The Resident Services Coordinator will coordinate assistance with the appropriate agencies to provide the following services:

Lodging

The essential supplies to sustain life in a mega-shelter include:

- Cots/air mattresses
- Pillows & Blankets
- First aid supplies
- Personal care products
- Sanitation supplies
- Hand/bath towels, antibacterial hand soap
- Diapers
- Baby food, infant formula
- Infant care products

Laundry

Coordinate with various agencies/organizations

Pet and Large Animal Services –

Shelter and feed animals for shelter residents

- Plan and establish a safe but separate environment for pets at the mega-shelter. Household pets are not permitted to reside in the shelter.
- Service animals will be allowed into the shelter to assist their owners; however, the owner should be prepared to care for the animal.
- When necessary, identify a location, may be offsite, to house large animals.

Provide Information

Provide periodic briefings to shelter residents

- When appropriate, provide access to media regarding situation of disaster
- Schedule regular briefing, when possible have law enforcement/ fire officials available

Spiritual Care Services and Crisis Counseling

Provide services and counseling

- Spiritual care services and counseling should be provided at identified sites.

Recreation

Provide recreational activities

- Board games, playing cards, books, and stuffed animals would be a welcome diversion for children.
- Family movies can be played on independently run screens.
- If the mega-shelter is expected to be open for more than a week, an entertainment schedule should be created.

Social Services

Provide information on local services, if available

- Flyers should be readily available to provide the following information:
    - Job opportunities
    - Banking needs
    - Pharmacies and hospitals (for services not provided on-site)

Transportation

Provide information regarding possible transportation modes for evacuees to/from shelter facilities

Quality Control

All personnel

It is the responsibility of all personnel to assess and report quality control issues that may be detrimental to the morale, welfare, or safety of shelter residents.

Public Information and Shelter Relations

The Public Information/Relations Coordinator will coordinate with the appropriate agencies to provide the following services:

Information Flow

Ensure accurate, timely information is provided to the OA EOC JIC.

Public Relations

Coordinate media events and coverage

The following information should be determined:

- Designated parking at the facility for all media vehicles
- Press conference area
- Spokesperson for the facility
- Press release writer for the facility
- Telephone policy for dealing with the media
- Drop-off location for special appearances
- Holding location for VIP's while awaiting PIO
- Communication plan to include facility, Red Cross, and FEMA
- Maintain communications with the Shelter Manager.

Resident Relations

Provide disaster recovery assistance to shelter residents

In coordination with the American Red Cross, FEMA and other shelter partners, provide shelter residents with information pertaining to temporary housing and other financial assistance programs

Booths should be established that provide the following information to residents:

- The status of disaster and relief efforts
- List of repopulations as they occur
- Status of family members (if possible)
- Types of available assistance

- A general map of the facility
- Information on bus and trolley times
- A list of Frequently Asked Questions
- Announcements and Updates

Shelter Partner Relations

Coordinate resources/services from supporting agencies. Establish relations with the multiple nonprofit agencies and faith-based organizations to augment services for the mega-shelter operation.

Medical Services

If activated, the Medical Manager will coordinate with the appropriate agencies to provide the following services:

Assessment Team

An assessment team will assess the medical conditions of evacuees to determine the priority of medical attention/services required.

Medical Clinic

Assess the need and coordinate personnel for the following medical services:

- Basic First Aid
- Primary care
- Nephrology
- OB/GYN
- Ear, Nose and Throat
- Pediatrics
- Optometry
- Orthopedics
- Psychology

Assess the need and coordinate the following medical staff:

- Physicians
- Mental Health Counselors
- Nurses
- Emergency Medical Technicians (BLS and ALS)
- Dentists

- Physicians Assistants
- Nurse Practitioners

Medical Transportation

Provide transportation for medical patients to surrounding hospitals and other care facilities.

Morgue

The San Diego County Medical Examiner will assess and facilitate the proper handling of deceased victims at the mega-shelter.

Functional Needs

The Resident Services Coordinator should coordinate with the medical staff on-site to provide the necessary other-than-medical-services for residents with functional needs.

Mental Health Services

When needed, the Medical Manager will coordinate with the appropriate agency to provide crisis counseling at identified sites. If necessary, extended services can be collaborated with community partners.

Technology Services

When activated, the Technology Coordinator will coordinate with the appropriate agencies to provide the following services:

Radio Communications

Provide radios and certified radio operators.

- Assign radio frequencies to designated talk groups.
- Identify and map locations of radio infrastructures to maintain continuity of communications.
- Assign and distribute radios to essential personnel.
- Ensure large inventory of spare radio batteries and harnesses for replenishment.

Network Communications

Provide computer and network services to mega-shelter facility

- Assess the resource compatibility with existing technology services
- Install and configure laptops, facsimile and scanning devices, printers, PDA's, pagers, and 3C video conferencing equipment as necessary.
- Provide network and data support to system operators

Telephone Banks/Internet Connection Centers/Message Centers

Phone banks, internet connection centers, and a message board for should be established for shelter residents in order to allow communications with loved ones.

- Phone banks should be located in the dormitory area as well as in the services area.
- 24 phones/1,000 residents.
- Internet communication centers should be located in an area that can be locked.
- Message center should be a large wall, dry erase board, or chalk board, and in a central location near the dormitory.

Building Maintenance

The Operations Coordinator will coordinate with the appropriate agencies to provide the following services:

General Repairs

Coordinate facility repairs with the facility manager/maintenance director.

Custodial Services

Cleaning crews should be posted at each restroom using a ratio of one person for every eight toilets/urinals. Normal and customary cleaning schedules should be maintained.

Neoprene rubber gloves and tongs that are 12 inches long should be distributed for protection.

Anti-bacterial soap should be distributed throughout the facility.

Custodians and housekeepers should be trained to handle trash cautiously to make sure that they protect themselves against hazards such as needles, blood, stool, and vomit.

Every four hours, cleaning crews should clean the following surfaces in each restroom:

- Walls, up to 8 ft. high
- Partitions
- Doors and knobs
- Counters and face bowls
- Mirrors
- Floors, including around and in back of toilets and urinals
- Trash cans and Diaper bins, cleaned inside and out after each change

- Urinals and Toilets
- Diaper changing stations
- Hand towel surfaces
- Faucets
- Showers

The following areas, throughout the facility, should be cleaned at least once a day:

- Hand rails, including escalators
- Door knobs and panic hardware throughout
- Water fountains
- Public telephones
- Walls, up to eight feet high
- Resident living areas
- Computer keyboards
- Floors and steps
- Exterior sidewalks near the facility

Security Services

The Operations Coordinator will coordinate with the appropriate agencies to provide the following services:

Dormitory Security

Foot patrols to increase visibility should be used to prevent any criminal activity in both the perimeter and the interior of the facility.

Shower times should be extended to 24/7 if necessary to provide convenient access to residents. Security should include a staff member(s) near the designated shower area(s).

A procedure for residents to make complaints about misconduct of all types should be established. Law enforcement officials should be notified of such activities immediately.

External/Perimeter Security

Security posts should be in the outermost areas of the facility, including areas designated for parking, reception, and triage.

Posts should be at all entrances to the facility. An aggressive screening process should be employed utilizing the devices necessary to detect prohibited items.

All doorways leading into the facility that are not declared to be access points should be manned to ensure re-direction through the authorized security checkpoints.

Devices such as bicycle barricades can be used to facilitate an orderly queue of evacuees and assist in processing large numbers of people.

A secured area designated for smoking should allow persons to flow back into the facility without re-screening. Barriers may be used to keep this area secure.

Exceptions to the access rule should be made for facility employees, ARC employees, volunteers, medical staff, etc.

At the authorized access points, a sign listing all of the shelter rules including but not limited to prohibited items, reentry times, and applicable policies should be displayed to encourage compliance. In some cases, signs may need to be in other languages.

Traffic and Parking Operations

The Traffic Coordinator should develop a traffic/parking plan so that traffic, parking, and security are organized, safe, and efficient.

Parking should be predetermined for the following working agencies:

- Facility Staff
- American Red Cross Staff
- City/County/Government Officials
- Medical Staff

Items to be taken into consideration: delivery locations, media traffic and parking, and emergency response accessibility.

Inventory Control

The Operations Coordinator will coordinate with the appropriate agencies to ensure the following:

Designate a Distribution/Receiving Center (parking lot, or secured area)

- Site should be able to be locked or fenced off to establish a security zone
- Should be away from arterial entry points
- Establish shift supervisors to control/oversee bulk inventory
- Pre-position assets for ease of inventory and accessibility
- Create a list of fork lift operators, drivers, laborers
- Determine the need and priority of bulk items

ANNEX H

Environmental Health Operations



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San Diego County Access and Functional Needs Work Group

Unified San Diego County Emergency Services Organization
And
County of San Diego

Operational Area Emergency Operations Plan

September 2014

GENERAL

Introduction

The Environmental Health Operations Annex to the San Diego County Operational Area Emergency Operations Plan (OA EOP) describes the basic concepts, policies and procedures for providing environmental health services in the event of a disaster. This annex serves as the unifying environmental health document for the County of San Diego and the Cities in the Operational Area (OA) as authorized by the Emergency Services Agreement.

Note: This annex is not applicable for incidents at the San Onofre Nuclear Generating Station (SONGS). For all events at SONGS, refer to the San Diego County Nuclear Power Plant Emergency Response Plan.

Purpose

To establish emergency environmental health operations, assign responsibilities, and provide actions and responses to environmental health problems associated with disasters.

Scope

The Environmental Health Operations Annex provides for a coordinated Environmental Health response to actual or potential public and environmental health problems associated with disasters. Response to these issues is generally carried out in accordance with the National Response Framework (NRF).

The scope of Environmental Health Operations Annex includes the appropriate actions to prepare for, respond to, and recover from a threat to public health, welfare, or the environment caused by actual or potential natural disasters and/or acts of terrorism. Appropriate general actions can include, but are not limited to: actions to prevent, minimize, or mitigate a hazardous materials release; efforts to ensure food, pool, and housing safety to the community; develop methods and procedures to prevent vector borne disease transmission; to ensure a safe and sanitary potable water supply; and to determine actions to contain and prevent contamination to the groundwater of waste water releases. Examples of specific actions may include: sampling a drinking water supply to determine if there has been contamination or if it is potable; stabilizing a hazardous materials release through the use of berms, dikes, or impoundments; inspection of mass feeding stations and temporary shelters; decontaminating buildings and structures; using

EXECUTIVE SUMMARY

This annex describes the role of the Department of Environmental Health (DEH). DEH has several roles and responsibilities, including:

- **Health inspection of shelters**
- **Hazardous materials response**
- **Inspection of filtration plants and the determination of water potability**
- **Establishing methods and procedures for dealing with vector and rodent control, and**
- **Supervision of food delivery systems.**

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drainage controls, fences, warning signs, or other security or site-control precautions; removing drums, barrels, or other containers that contain hazardous materials; and other measures as deemed necessary.

Goal and Objectives



The overall goal of environmental health operations during a disaster is to minimize loss of life and human suffering, prevent disease, and promote optimum health by controlling environmental factors.

The overall objectives of environmental health operations during a disaster are to:

- Provide leadership and guidance in all environmental health-related incidents.
- Provide environmental health protection measures.
- Provide guidance in food handling, mass feeding and sanitation in emergency facilities.
- Inspect and advise on general sanitation matters.
- Coordinate environmental health-related activities among other local public and private response agencies and groups.
- Assist with damage assessments.

Whole Community Approach

The whole community concept is a process by which residents, emergency management representatives, organizational and community leaders, and government officials can understand and assess the needs of their respective communities and determine the best ways to organize and strengthen their resources, capacities, and interests. Engaging in whole community emergency management planning builds a more effective path to societal security and resilience. This annex supports the following whole community principles:

- Understand and meet the needs of the entire community, including people with disabilities and those with other access and functional needs.
- Engage and empower all parts of the community to assist in all phases of the disaster cycle.
- Strengthen what works well in communities on a daily basis.

In keeping with the whole community approach, this annex was developed with the guidance of representatives from the OA Cities and representatives from County departments, law enforcement, fire services, emergency management, the access and functional needs communities, and various other stakeholders. The effectiveness of the emergency response is largely predicated on the preparedness and resiliency of the community.

Community Resiliency Consists of Three Key Factors:

1. The ability of first responder agencies (e.g. fire, law and Emergency medical Services (EMS)) to divert from their day-to-day operations to the emergency effectively and efficiently.
2. The strength of the emergency management system and organizations within the region, to include Emergency Operations Centers (EOCs), mass notification systems and communication systems.
3. The civil preparedness of the region's citizens, businesses and community organizations.

Focusing on enhancing all three of these components constantly focuses the OA on improving the region's resiliency.

CONCEPT OF OPERATIONS

There are three levels of Operational Area Emergency Operational Center (OA EOC) activation during a disaster. These levels are based on the nature and severity of the situation and the availability of resources. These three levels are described in the Basic Plan.



OA EOC

The OA EOC performs the same function as the City EOCs, with the Chief Administrative Officer (CAO) serving as Coordinator of Emergency Services for disasters/emergencies within the OA, and the Director of Emergency Services for disasters/emergencies affecting the unincorporated area.

The OA EOC is located at the County Operations Center, and is used as the central point for resource acquisition and allocation, as well as coordination. The Environmental Health Section of the OA EOC is normally activated when the OA EOC is activated at a level 2 or 3. It is staffed by pre-designated environmental health personnel who will coordinate the environmental health response for the OA. OA EOC Environmental Health staff serve as advisors to the Director/Coordinator of Emergency Services and the Management Section, coordinate all activities with the Department Operations Center (DOC), and make decisions about resource allocation, priorities and other public environmental health matters.

Director/Coordinator of Emergency Services

Directs or coordinates the Emergency Services Organization and the emergency management program. In a disaster located entirely within the County unincorporated area, the CAO is the Director of Emergency Services (emergency operations). In a disaster involving more than one jurisdiction, the CAO serves as the Coordinator of Emergency Services (emergency operations).

Director, Department of Environmental Health (DEH)

Reports to the CAO and is primarily responsible for providing and coordinating the provision of countywide environmental health and sanitation services. The Director of DEH, identifies environmental health problems, and coordinates activities with public works agencies, fire departments, and utilities (sewage, water, etc.). The Director advises the Director/Coordinator of Emergency Services of the need for mutual aid.

Assistant Director, DEH

Reports to the Director of DEH and is primarily responsible for coordinating the oversight of environmental health services. The Assistant Director acts for the Director when necessary, identifies environmental health problems, and directs and coordinates the Division Chiefs in resource allocation and service delivery. Additionally, the Assistant Director coordinates activities with public works agencies, public health, fire departments, and other public service providers.

City Emergency Operations Centers (EOC)

Each City has a central facility designated as an EOC. From the EOC, disaster operations are directed or coordinated. It is activated when a disaster occurs and is staffed by City employees from departments with emergency responsibilities, as well as liaison representatives from other agencies and jurisdictions. City EOC's communicate/coordinate their actions with the OA EOC during disasters.

City plans may call for an environmental health liaison representative to be present when their EOC is activated. In each city, the Mayor, City Manager or their designee is designated as Director of Emergency Services by ordinance and directs or delegates emergency operations from the EOC.

DEH Departmental Operations Center (DOC)

The DEH-DOC supports the OA EOC. The DEH-DOC is staffed based on the level of emergency.

ORGANIZATION AND ASSIGNMENT OF RESPONSIBILITIES

Organization

DEH Departmental Operations Center (DOC)

The DEH-DOC supports the OA EOC. The DEH-DOC is staffed based on the level of emergency. Staff at the DEH-DOC have the following roles or responsibilities:

Management Section

DOC Manager

- Activates the DEH-DOC at the direction of the Director of DEH and oversees all activities of the DEH-DOC to ensure environmental priorities are being addressed and completed.

- Provides briefing to the DEH-DOC.
- Communicates with the OA EOC environmental health duty desk.

Public Information Officer (PIO)

- Formulate and release approved information about the incident that could be released to the news media and other agencies.
- Works in conjunction with the Joint Information Center (JIC) operating through the OA EOC.

Safety Officer

- To develop and recommend measures for assuring personnel safety, accountability and to assess and/or anticipate hazardous and unsafe situations.
- Responsible for developing DEH safety plans specific to the disaster.

Operations Section Chief

- Supervises the environmental assessment teams to ensure the operational objectives are achieved.

Planning Section Chief

- Collects, evaluates, disseminates and uses information about the development of the incident and status of resources. Information is needed to understand the current situation, predict probable course of incident events, prepare alternative strategies and control operations for the incident.

Situation Status

- Monitors the information about the development of the incident and status of resources.

Geographic Information Systems (GIS)

- Generates situation maps for planning and operations use.

Logistics Section Chief

- Manages those units responsible for power, equipment, facilities and personal needs in support of the incident and DOC needs.
- Coordinates activities and resource requests with the Logistics section of the OA EOC.

Finance Section Chief

- Tracks all financial and cost analysis aspects of the disaster, payments and the reimbursement efforts.

- Issues Project/Task codes to track payroll records of DEH staff operating in support of the emergency.

Assignment of Responsibilities

San Diego County DEH



- Writes and updates the Environmental Health Annex H and any other emergency environmental health plans and procedures.
- Coordinates environmental health disaster operations within the OA.
- Develops and maintains a capability for identifying environmental health resources within the OA.
- Coordinates all environmental health related activities among other local public and private response agencies or groups, as well as state and federal agencies.
- Requests and responds to requests from the Regional Disaster Medical Health Coordinator/Specialist (RDMHC/S) and the Health and Human Services Agency (HHSA) DOC for disaster assistance.

Environmental Health

All Divisions

- Prepare Standard Operating Procedures (SOPs) and functional checklists for environmental health response to a disaster, including a system for automatic reporting of pre-designated personnel to assigned disaster posts. This information is maintained in the DEH Disaster Preparedness Plan (DPP).
- Train personnel and alternates.

Community Health Division

Vector Control Program



- Establishes methods and procedures for vector control activities to include the control of flies, mosquitoes, and ectoparasites.
- Develops and supervises methods and procedures for control of rodents.
- Coordinates disposal/removal of dead animal activities with Animal Control services to minimize vectors such as flies ectoparasites and rodents.

- Conducts surveys and surveillance to determine the potential for vector-borne disease transmission and control measures needed to prevent and control vectors.
- Test submitted specimens for vector-borne zoonotic diseases.



- Communicate diagnostic test results to vector and public health staff.
- Implement animal quarantine when necessary to control animal reservoirs of zoonotic diseases.
- Develop disease prevention recommendations and strategies as they pertain to animal vectors and animal disease reservoirs.
- Assist with the coordination of the safe disposal of contagious animals and vectors.
- Train staff in biology, risks and personal protection from new and emerging vector-borne pathogens.

Radiological Health Program

- The Senior Radiological Health Physicist coordinates actions with the California Radiologic Health Branch (RHB).
- Advises on radioactive contamination of the environment and the population.
- Assists with the coordination of radiation monitoring teams as well as decontamination activities.
- Advises on control measures and recovery efforts from radiological incidents.
- Advises the DEH Director of the need for administration of potassium iodide (KI) or other radiation preventative measures for emergency workers. The Director relays those recommendations to the County Public Health Officer (PHO).

NOTE: Appendix II discusses emergency response to various radiological incidents.

Occupational Health Program

- Assist in the evaluation of County facilities for safe occupancy following a disaster.
- Assist the Department of General Services (DGS) with ventilation issues in County buildings during/following a disaster.

- Conduct air monitoring (for asbestos, lead, mold, smoke/dust etc.) as needed.
- Provide recommendations to County employees regarding personal protective equipment.
- Provide health and safety training to County employees.
- Assist Department of Human Resources (DHR) with worker's compensation claims investigations relating to the disaster.
- Assist departments with employee protection issues for pandemic and other biological hazards.

Solid Waste Local Enforcement Agency (LEA)

- Approves emergency waiver requirements of State standards and permit conditions for solid waste operators to accept disaster-related solid waste.
- Processes and issues approvals for temporary Emergency Transfer/Processing Operations and Emergency Construction and Demolition/Inert Debris Processing Operations.
- Monitors the storage, handling, and disposal of solid waste within the LEA's jurisdiction.



- Inspects the disposal of special wastes, such as food waste generated from mass feeding centers and quarantines, and human waste generated from lack of sanitary facilities. Human waste from emergency toilet facilities may have to be disposed of at sanitary landfills or specially prepared and selected sites, including excavations or fill and cover sites if the sewer treatment facilities are not in operation.
- Monitors for the potential migration of landfill gas due to damaged gas control systems or emergency construction activities adjacent to landfills.

Food and Housing Division

- Provides information on food, pool, and housing safety including the salvaging and protection of perishable foods under emergency conditions.
- Conducts food-borne and water-borne illness outbreak investigations in coordination with HHSA.

- Inspects and advises on general food safety for impacted permitted food facilities, mass feeding centers and temporary emergency shelters. Guidance and oversight include assessment of damaged or spoiled food and verification of approved sources of food.



- Assists with conducting assessments of emergency shelters and advises on health and safety hazards related to food, sanitation, and housing.
- Assists building departments with the damage assessment of permitted multi-family dwelling units in areas where DEH is the housing authority.
- Conducts damage assessments to identify impacted public swimming pools that may pose an imminent safety threat.
- Provides guidance to permitted food facilities, mass feeding centers, and emergency shelters that may be impacted by boil water orders, power outages, and water outages.
- Examines facilities for Americans with Disabilities Act (ADA) compliance.

Hazardous Materials Division

- Conducts damage assessments to identify any hazardous materials, including biological substances and radiologic materials released at permitted facilities due to a natural disaster.



- Evaluates the risks that the hazardous substances may pose to the general public and environment if released.
- Advises on mitigation measures necessary to modify or reduce adverse conditions effecting public or environmental health.
- Coordinates environmental health mitigation and response activities with other public and private response organizations. Coordinate Federal funding for clean-up. Reporting and funding for clean-up. Reporting and access to state and federal funding/stabilization
- Provides assessment of underground storage tank systems to determine the integrity of the systems after a natural disaster.
- Coordinates a joint response within the operational area to mitigate and control chemical, biological and radiological emergencies.

Land & Water Quality Division

General



- Determines the risks and hazards for the disposal of sewage where the public may come in contact or where it may contaminate drinking water supplies.
- Establishes quarantine areas in the event of sewage contamination.
- Evaluates sources of water for use as a potable water supply. Issues boiled water orders as needed for compromised small water systems.
- Confirms the sanitary transportation and treatment of water to be used as a potable water supply and verifies that the water is potable prior to consumption.
- Coordinates the provision of temporary measures for the collection of and the sanitary disposal of human waste and other refuse.
- Assists building departments with the damage assessment of residential family dwelling units in county unincorporated areas.
- Enforces Health and Safety code with regards to substandard housing within the Unincorporated County and contract Cities.

Site Assessment

- Conducts environmental surveys to determine the extent of releases from underground storage tanks and other chemical contamination sources.
- Evaluates the risks posed to public health and water resources from hazardous substance releases.
- Advises on mitigation measures necessary to mitigate hazardous substance releases from abandoned or contaminated sites.
- Coordinates site assessment and mitigation activities with other public agencies and private entities.

State

(see Attachment A)

- Responds to requests for resources from the OA.
- The Director, State Department of Health Services, serves as the State Director of Public Health and has the overall responsibility of coordinating statewide disaster environmental health operations and support requirements.

Federal

(see Attachment B)

Public Health Service

- Assists state and local communities in taking protective and remedial measures for ensuring sanitary food and potable water supplies; adequate sanitary systems; rodent, insect, and pest control; care of sick and injured; and control of communicable disease.
- Assigns professional and technical personnel to augment state and local forces.

Food and Drug Administration

- Works with state and local governments in establishing environmental health controls through the decontamination or condemnation of contaminated food and drugs.

Functions

Food Safety

Due to damage to restaurants, grocery stores, and residences, mass feeding centers and/or emergency shelters will be used to maximum capacity. Some food facilities may attempt to continue to operate following an emergency. Maintaining food safety at these facilities will be a high priority. Several aspects of food safety will require monitoring to prevent the food-borne illnesses. These functions may include:

- Providing guidance on food safety.
- Surveying the food delivery system to prevent food contamination or spoilage.
- Conducting inspections as necessary to ensure food is prepared and served in a manner that minimizes the risks of food-borne illnesses.
- Providing guidance and inspecting feeding centers and shelters. Monitor and investigation of these facilities for foodborne illnesses and outbreaks.
- Advising permitted and non permitted food facilities on required food safety modifications
- Providing assistance to food facilities that continue to operate under emergency conditions, and advise them of any food safety requirements related to such emergency conditions.

Sanitation

Several aspects of waste disposal and solid waste management will need supervision to prevent the spread of disease. These may include:

- Inspection of pumping trucks used to remove liquid wastes.

- Inspection of sewage disposal units including community trench latrines, pit privies, and mobile latrines or chemical toilets.
- Inspections of organic and inorganic waste at mass feeding and care facilities
- Inspection to ensure proper disposal of collected waste in an approved landfill or by burial, incineration or open dumping as a last resort.

Vector Control

Vectors are animals or insects capable of transmitting the causative agent of human diseases. Vectors are present in virtually every environment, and at times are involved in the transmission of serious diseases, particularly under crowded or poor sanitary conditions. Vector Control Program functions during disasters may include:

- Mapping of vector sources to determine the extent of infestations, potential for disease occurrence, level of nuisance to be eliminated, and amount of damage to be expected.
- Identification, control and elimination of mosquito and fly breeding sources and rodent infestations.



- Implementation of a vector awareness education program to enhance public cooperation.
- Test insect vectors and animal disease reservoirs for zoonotic pathogens.
- Implement or develop new diagnostic tests for emerging vector borne diseases.
- Monitor status of emerging and reemerging vector borne diseases at local, state, federal and international levels.
- Coordinate diagnostic responses with appropriate local, state and federal agencies (County Public Health, California Department Public Health, Centers for Disease Control and Prevention).
- Assist with epidemiologic investigation of vector borne disease outbreaks in vectors, animals or people.

Emergency Water Supply

During emergency conditions, most major water districts have emergency and mutual aid agreements to try to supply water to the most critical needs. Where potable water sources may be limited, Environmental Health functions to:

- Provide proper health and disinfection information when alternate water resources are used, such as trucked-in water, use of agricultural wells, streams, pools and ponds.

- Provide proper health and disinfection information for potable water sources at Field Treatment Sites, mass feeding and housing and shelter areas.
- Assist the Public Health Laboratory by sampling water supplies to test for the presence of Coliform bacteria or other suspected contaminants.

Hazardous Materials Division (HMD)

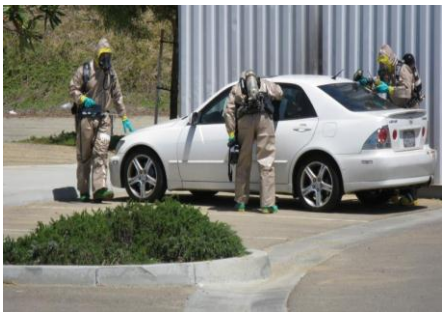


The HMD of the DEH is trained and equipped to respond to hazardous materials incidents associated with a chemical, biological or radiological emergency. Through an agreement between the Unified Disaster Council (UDC) members, HMD and the City of San Diego Fire-Rescue Department, the Joint Hazardous Incident Response Team (HIRT) was formed to provide a regional response program, serving the OA.

Upon activation, a responding unit will proceed to the incident site and coordinate with other on-site agencies under the operations section.

HMD will assist the designated Incident Commander as requested and will provide the following services as needed:

- Conduct environmental surveys to identify the hazardous materials and wastes.
- Continuously monitor the status of the incident to determine the population at risk, the effect on environmentally sensitive areas, and the impact to economically sensitive areas.
- Conduct field sampling to determine the extent of contamination in soil, water, or air.



- Conduct on-site screening for identification of chemical unknowns.
- When feasible, mitigate and stabilize a hazardous materials release to protect the health and safety of the population around the incident.
- Provide laboratory analysis of unidentified hazardous materials that may adversely affect individuals, the general public, or the environment, on an as needed basis.
- Provide health and safety information to all response agencies and act as an on-site safety officer as necessary.
- Assist the Incident Commander in determining the necessity for area evacuation and/or post incident site entry.

- Make recommendations to the Incident Commander and other private or public response agencies concerning methods to be used in spill control, cleanup and site restoration.
- Evaluate the adequacy of final site clean up and help coordinate the removal of the hazardous materials.
- As necessary, assist the Incident Commander in obtaining outside financial aide and other resources from State and/or Federal agencies to help in any environmental cleanup in the absence of a responsible party.
- Provide technical information concerning the characteristics of released or spilled substances to the medical and other response agencies having need of such information.

NOTE: Responses to a significant oil spill impacting, or with the potential to impact, the OA are addressed in the San Diego County Operational Area Oil Spill Contingency Element of the Area Hazardous Materials Plan.

Land and Water Quality Division

The Land & Water Quality Division (LWQD) of the DEH regulates water and wastewater issues, mobile home parks, substandard housing, monitoring and drinking water wells, and onsite wastewater disposal systems. In the event of an emergency, LWQD staff will be able to expedite the review of emergency plans for the repair or reconstruction of private drinking water wells, small water system wells and onsite wastewater disposal systems.

LWQD will assist other departments and divisions in the following ways:



- Provide technical information concerning the characteristics of released or spilled substances from underground storage tanks and other facilities containing hazardous substances and evaluate remediation strategies and the final site cleanup.
- Expedite the review of plans for the repair of onsite wastewater disposal systems and drinking and monitoring wells.
- Assist in the inspection of mobile home parks in the unincorporated areas and contract cities for safety and habitability.
- Assist with conducting environmental surveys of permitted and un-permitted establishments for releases of hazardous substances, septic wastes, and non-potable drinking water supplies.
- Assist in the inspection of tenant occupied structures to determine if substandard conditions exist.

Radiological Health Protection

During a disaster involving a radiological (nuclear) incident, the HIRT and the CHD Senior Health Physicist will coordinate with the County PHO and assist as follows:

- Monitoring radiological exposure and environmental contamination.
- Coordinate with other local, state, and federal monitoring teams
- Decontamination of exposed persons, personnel, and property
- Advise on the need to administer potassium iodide (KI) or other radioactive preventative measures.

NOTE: Additional information regarding the response to radiological incidents is in Appendix II.

Local Enforcement Agency

The County of San Diego, Solid Waste Local Enforcement Agency (LEA) regulates solid waste issues in the County (excluding the City of San Diego) before and after disasters that impact solid waste handling and disposal. The California Department of Resources Recycling and Recovery (CalRecycle) can/has adopted regulations for the LEA to:

- Maximize the availability of handling, processing, transportation, storage, and disposal capacity through the period of increased need during emergencies.
- Provide trained staff to monitor any potential public health and safety issues related to the migration of landfill gas.
- Coordinate issues and environmental concerns related to solid waste and disposal sites with other regulatory agencies, the operator/owners, and the community. These issues may include odors, noise, dust, extended operating hours and changes in permitted tonnages at disposal sites and transfer stations, site security, vectors, and landfill gas.
- Investigate and monitor solid waste issues in the general community related to commercial storage and illegal solid waste facilities and operations.

Occupational Health Section

- Assists DGS in the evaluation of County facilities for safe occupancy following a disaster.
- Assesses ventilation issues in County buildings.
- Conducts air sampling for asbestos, lead, mold, smoke and dust, etc. as necessary.
- Provide recommendations to County employees regarding personal protective equipment.

- Assist the DHR with worker's compensation claim investigations relating to the disaster.
- Assist other Departments of the County of San Diego with employee protection issues for pandemic and other biological hazards.

Resources

DEH develops and maintains a capability for identifying specific resources that are helpful to DEH within the OA. Additionally, DEH, through the Logistics Section of the OA EOC, is responsible for the procurement, allocation and distribution of all environmental resources required to support environmental health operations.

Environmental Health Disaster Preparedness Plan (EHDPP) includes information, SOPs and checklists to facilitate a disaster environmental health response. The following information is included in the plan:

- Notification and Recall Lists of Environmental Health Personnel
- Environmental Health Emergency Telephone Numbers
- Designated Amateur Radio Operators
- Hazardous Material Haulers and other Emergency Transportation Resources
- Septic Tank Pumpers
- Emergency Chemical Toilet and Portable Restroom Suppliers
- Location of Emergency Water Supplies
- National Guard Resources (Public Health specific)
- Water Purveyors
- List of Analytical Laboratories
- Pesticide Emergencies Reference List
- Miscellaneous Support Agencies
- Chemical and Biological Sampling Devices

For Radiological Health Protection, the following information is available:

- Members of Radiation Monitoring Teams
- Location of Field Monitoring Equipment
- Location of Potassium Iodide and Issue Log Sheets
- Hospitals with capability to handle ill or injured patients contaminated with radioactive material (coordinated with the Health and Human Services Agency of the County of San Diego)

NOTE: The EHDPP is maintained by the Department's Disaster Coordinator with the assistance of the Division Chiefs. The plan can be accessed in the DEH s: drive

DIRECTION, CONTROL, OR COORDINATION

Plan Activation and Termination

This annex is automatically activated when the OA EOC is activated. This annex is terminated when the OA EOC is deactivated. Upon activation, the DEH Director/Assistant Director determines the extent of environmental health services needed for response to the disaster and activates the DEH-DOC. The DEH-DOC will coordinate all environmental activities for DEH and relay the activities to the OA EOC environmental health desk. Additionally, once activated, the Director/Assistant Director of DEH will ensure the annex is implemented and executed according to the policies, priorities, and direction established by the Management Section of the DEH-DOC.

Response

The DEH-DOC Manager will oversee the emergency management operation within the DEH-DOC. Each section of the DHE-DOC will be led by a Section Chief responsible for managing their section in order to accomplish the emergency management objectives established by the Management Section. Once activated, the DEH-DOC will coordinate the support of the field level response through effective coordination and communication of all divisions involved in the incident response.

Field response teams will respond under the established Standardized Emergency Management System (SEMS) and National Incident Management System (NIMS) structure of the DEH-DOC and will comply with all requirements. The DEH-DOC is also NIMS and SEMS compliant and all personnel staffing positions within the DEH-DOC have been trained in NIMS and SEMS.

INFORMATION COLLECTION AND DISSEMINATION

In order to establish a common operating picture, the OA EOC requires information to be shared by all agencies involved in the incident response, whether in the field or staffing the OA EOC. Establishing a common operating picture and maintaining situational awareness are essential to effective incident management. For Environmental Health issues, information will be provided to the Management Section from the DEH-DOC via the Environmental Health desk at the OA EOC.

The DEH-DOC must provide the Management Section with as much information as possible to make educated decisions about incident response priorities and objectives. The Management Section requires information such as type of incident/disaster,

population/communities affected, resources available, and any other relevant incident information that would aid or should be consider in decision-making. Information is shared via WebEOC so that all incident response personnel maintain situational awareness and information is used by intended recipients to take appropriate response actions.

Resource Requests

Resource requests are submitted through the appropriate channels according to the NIMS ICS structure established within the OA. Resource request will be addressed locally, regionally, and then statewide if necessary. Resource requests will be channeled to the DEH-DOC via the Environmental Health desk at the OA EOC and by WebEOC.

Briefings

OA EOC Operational Period briefings are conducted at the beginning of each operational period and present the action plan for the upcoming period. Additional briefings are scheduled as necessary to pass along vital information to those persons who need it. Any information or incident updates from the DEH-DOC that needs to be passed along during a briefing will be provided to the Environmental Health desk in the OA-EOC who will then disseminate that information during the operational period briefings.

Joint Information Center (JIC)

The DEH-DOC will provide the JIC with information regarding Environmental Health issues and recovery response. The JIC in turn will craft a message with accurate information, get the message approved by the OA EOC Director, and then disseminate the information to the public in the form of a press release, interview, or other methods of dissemination.

The DEH-DOC will have the added task of ensuring that relevant information be current and accurate for posting on the DEH website and/or other social media outlets. This information is for use by the general public to assist them in disaster recovery.

COMMUNICATIONS

Communication is a critical part of incident management. This section outlines DEH' communications plan to provide clear, effective internal and external communication between the OA EOC, incident response personnel, and the general public.

Notification and Warning

Timely warnings of an emergency conditions or an incident are essential to preserving the safety of County residents as well as establishing an effective incident response. Upon learning of an incident, the Office of Emergency Services (OES) is responsible for disseminating a public message, and notifying personnel of an OA EOC activation. DEH personnel assigned to the OA EOC will be notified by OES.

Upon notification of an OA EOC activation, the DEH personnel notified will activate the DEH-DOC using the Blackboard Connect system. This system will be utilized to notify all DEH staff as needed.

Emergency Public Information

The County Public Information Team and Public Information Officer (PIO) will be notified to report to the OA EOC and are responsible for the public communications efforts relative to the incident or emergency. All emergency communications from DEH will be forwarded from the DEH-DOC to the OA EOC JIC for dissemination.

Non-Emergency External Communications

During an incident, the DEH-DOC expects a high volume of calls from the public seeking incident related information as it pertains to Environmental Health. A help desk line will be set up as needed however; most information will be distributed through Environmental Health duty desks. The DEH-DOC will also ensure that information posted on DEH's web site is current and will provide the information related to environmental health issues.

Internal Communications

All communications should be a two-way flow from DEH-DOC Section Leadership to support staff and field responders, and vice versa. When communicating, all incident response personnel should use plain language to avoid any confusion (no acronyms or abbreviations). All incident related information should be communicated and displayed in the OA EOC for everyone to see. This multi-faceted approach for communication provides quick, reliable, and consistent information to all incident response personnel while ensuring that the appropriate information reaches all intended recipients.

ADMINISTRATION, FINANCE, AND LOGISTICS

Under SEMS, special districts are considered local governments. As such, they are included in the emergency planning efforts throughout the OA. The OA Emergency Organization, in accordance with SEMS, supports and is supported by:

- Cities within the OA
- The County of San Diego
- Special districts
- Other Counties
- The State of California
- The Federal Government

NIMS provides a consistent nationwide template to enable Federal, State, local, and tribal governments and private-sector and nongovernmental organizations to work together effectively. NIMS also enables these entities to efficiently prepare for, prevent, respond to, and recover from domestic incidents, regardless of cause, size, or complexity, including acts of catastrophic terrorism.

Mutual aid, including personnel, supplies, and equipment, is provided in accordance with the California Master Mutual Aid Agreement, and other OA Mutual Aid Agreements.

The private sector is an important part of the emergency organization. Business and industry own or have access to substantial response and support resources. Community Based Organizations (CBOs) or Non-Governmental Organizations (NGOs) provide valuable resources before, during, and after a disaster. These resources can be effective assets at any level. OES has established the ReadySanDiego Business Alliance. The Alliance will have a virtual connection to the OA EOC via a social networking system fed through an RSS feed from WebEOC.

There are some City and County personnel who do not have specific task assignments. They are automatically designated by State Law as Disaster Service Workers (DSWs) during a disaster, and serve in the response effort.

- "All public employees and all registered volunteers of a jurisdiction having an accredited disaster council are Disaster Service Workers," per Government Code Title I, Division 4, Chapter 8, and Labor Code, Part I, Division 4, Chapters 1 and 10.
- The term public employees includes all persons employed by the State, or any County, City or public district.
- Other personnel including volunteers can be quickly registered by OES as DSWs, which provides Workers Compensation and liability coverage.

OES maintains a list of pre-registered volunteers affiliated with volunteer organizations that have been signed up as DSWs.

It is imperative that local government maintain duplicate records of all information necessary for restoration of normal operations. This process of record retention involves offsite storage of vital computerized and paper-based data that can be readily accessible.

Vital records of the Unified Organization are routinely stored in records storage rooms at OES in printed hard copy form, on CD-ROM, and electronically. Computer records are routinely backed up and stored separately from the hard drives. All personnel records are stored by the County Department of Human Resources at several locations throughout the OA.

Logistics

Upon activation, the Administration, Finance, and Logistics unit will provide the following services as needed:

- Issue project/task codes to track payroll records of DEH staff operating in support of the emergency.
- Provide a Sign-In Sheet at the start of DEH-DOC activation. Maintain and account for Sign-In sheet throughout the entire event.
- Distribute ICS 214 template forms to staff reporting on DEH-DOC Sign-In and collect ICS 214 forms at the end of shift for DEH-DOC Manager.
- Provide/procure needed Equipment, Supplies, Food, Refreshments, etc. for the on-site DEH-DOC Manager and Team Members, using P-Card or Petty Cash.

- Complete and submit claim forms for any P-Card/Petty Cash purchases related to DEH-DOC meeting exercise/activation (e.g. Equipment, Supplies, Food, & Refreshments).
- Contact DGS Property Manager regarding facility related building issues/requests (e.g. power, ventilation, and room temperature).
- Contact DGS Security regarding ID badge access issues/programming

ANNEX DEVELOPMENT AND MAINTENANCE

This annex is a product of the OA EOP. As such, the policies, procedures, and practices outlined in the OA EOP govern this annex. OES coordinates the maintenance and updates of this annex every three to four years, in accordance with the maintenance schedule established for the OA EOP. Record of changes, approval, and dissemination of the OA EOP will also apply to this annex.

Updates to this annex can be made before such time for multiple reasons, including but not limited to changes in policy/procedure, improvements and recommendations based on real life events or exercises, etc. Recommended changes should be submitted to OES at oes@sdcounty.ca.gov

AUTHORITIES AND REFERENCES

DEH enhances San Diegans' quality of life by protecting public health and safeguarding environmental quality, educating the public to increase environmental awareness, and implementing and enforcing local, state, and federal environmental laws. DEH regulates the following: retail food safety; public housing; public swimming pools; small drinking water systems; mobile-home parks; onsite wastewater systems; recreational water; aboveground and underground storage tanks and cleanup oversight; and medical and hazardous materials and waste. In addition, DEH serves as the Solid Waste LEA, prevents disease carried by rats and mosquitoes and helps to ensure safe workplaces for County employees. Environmental Health Laws and Regulations the DEH enforces can be found in, but not limited to the California Health and Safety Code and the California Code of Regulations.

DEH Staff are a vital and important part of the OA EOP and under State Law, all government employees are DSWs who can be called upon during an emergency. Specifically, Government Code 3100-3102 states that “All public employees are hereby declared to be disaster service workers subject to disaster service activities as assigned to them by superiors or by law.” This means that in addition to our everyday duties, DEH has the added responsibility to help in a disaster

ATTACHMENT A

State Responsibilities

The Director, State Department of Public Health, serves as State Director of Public Health and will have the overall responsibility for coordinating statewide disaster environmental health operations and support.

The following state agencies have varied capabilities and responsibilities for providing support to environmental health disaster operations.

Department of Health Services (DHS) or Department of Public Health (CDPH)

DHS is primarily responsible, under the State Director of Public Health, for the administration and coordination of a statewide disaster environmental health program. This includes coordinating, supervising, and assisting those essential services required to do the following.

- Assure availability of safe drinking water.
- Prevent and control communicable disease.
- Provide technical assistance in the safe operation of sewage collection, treatment, and disposal systems.
- Assure prevention and control of vectors, including flies, mosquitoes, and rodents.
- Assure observance of health aspects in management of solid waste disposal, including proper disposal of dead animals and human remains.
- Assure safe management of hazardous wastes, including handling, transportation, and disposal.
- Ensure safety of emergency supplies of food and other products.
- Ensure rapid restoration or replacement of facilities for processing, storing, and distributing food, and other products.
- Rapidly establish measures to mitigate damage to environmental health from radiological accidents, including providing technical assistance, safety criteria for recovery, re-occupancy, and rehabilitation of contaminated areas.
- Provide support to the California Air Resources Board in carrying out the public health aspects of the California Air Pollution Emergency Plan.

Department of Food and Agriculture

- Administers programs for the control and eradication of diseases, pests or chemicals affecting animals, poultry or crops.
- Provides information on the protection of human and animal food from contamination by harmful residues or chemicals.

California Environmental Protection Agency - Air Resources Board

- Develops plans to prevent substantial endangerment to the health of persons by anticipating and preventing or abating air pollution emergencies.
- Coordinates the execution of air pollution emergency plans with OA EOC and Regional Air Pollution Control Districts, State OES and other public agencies.
- Coordinates the monitoring of air quality and issues bulletins consistent with public safety as required by DHS.

California Environmental Protection Agency - State Water Resources Control Board

- Ensures safe operation of sewage collection, treatment, and disposal systems.
- Provides water quality advice and support in emergency operations.

California Department of Resources Recycling and Recovery (CalRecycle) [formerly known as California Integrated Waste Management Board]

- Ensures proper disposal of solid wastes.
- Adopted regulations for LEA's to provide maximum availability for the proper disposal of solid waste during emergencies.

ATTACHMENT B

Federal Responsibilities

The Department of Health and Human Services, operating under its own statutory authority or following a Presidential Declaration of an Emergency, may provide disaster environmental health services.

Public Health Service

Has the primary federal responsibility for activities associated with health hazards resulting from emergencies and will:

- Assist state and local communities in taking protective and remedial measures for ensuring sanitary food and potable water supplies; adequate sanitary systems; rodent, insect, and pest control; care of sick and injured; and control of communicable disease.
- Assign professional and technical personnel to augment state and local forces.

Food and Drug Administration

Works with state and local governments in establishing public health controls through the decontamination, recall, or condemnation of contaminated food and drugs.

Policies and Procedures

If local resources (both public and private) are inadequate to cope with the situation(s), required support will be requested through the OA EOC to the appropriate California Governor's Office of Emergency Services (Cal OES) Mutual Aid Regional Emergency Operations Center (REOC). If the requirement cannot be met through resources available within the counties in the Region, the REOC staff or Director will request assistance from the State Operations Center (SOC) in Sacramento who will then forward the request to CDPH for assistance.

The provision of Federal resources prior to a Presidential emergency declaration, under the authorization of the Robert T. Stafford Disaster Relief and Emergency Assistance Act 42 U.S.C. §5191-5193 (The Stafford Act), is justified where prompt action is essential for the protection of life and property. After a Presidential declaration is made, and upon instructions from the Director, Region IX, Federal Emergency Management Agency, Federal agencies will make their resources available to support local and state emergency public health and sanitation efforts.

APPENDIX H-1

Department of Environmental Health General Emergency Action Checklist Response to a Major Earthquake

Action	Responsibility
Conduct field survey to detect damage to water and sewage systems.	DEH
Locate and check status of potable water sources	DEH
If little or no damage is reported, prepare to support more heavily damaged jurisdictions. **If extensive damage is reported, take the following actions as required (water, sewage, food, housing, others**	
Assist in the development of emergency community water supplies.	Land & Water Quality (LWQD)
Provide technical information on water disinfection and storage of water supplies.	LWQD
Coordinate with Logistics and Finance after water has been purchased to test and confirm the water is potable.	LWQD
Supervise the development of new and repaired water systems.	LWQD
Conduct field survey to detect damage to onsite wastewater disposal and sanitary sewer systems.	LWQD
Direct and advise on the use of emergency chemical toilets, portable restrooms and other temporary facilities for the disposal of human wastes.	LWQD
Direct and advise the public on the proper collection and disposal of human wastes from chemical toilets, portable restrooms, latrines, emergency toilet facilities and private homes. As necessary will use accessible formats for communication.	LWQD
Supervise the development of mass housing and sewage disposal facilities.	LWQD

Action	Responsibility
Provide sanitation inspection services in emergency facilities.	LWQD
Conduct inspections to ensure the proper collection and disposal for human waste for mass housing and feeding facilities.	LWQD/Food and Housing Division (FHD)
Provide information on food, pool, and housing safety under emergency conditions.	FHD
Conduct food-borne and water-borne illness outbreak investigations in coordination with Health and Human Services Agency (HHSA).	FHD
Inspect and advise on general food safety, for impacted permitted food facilities, mass feeding centers, and temporary emergency shelters.	FHD
Assist with conducting assessments of emergency shelters and advise on health and safety hazards related to food, sanitation, and housing.	FHD
Assist the building departments with the damage assessment of permitted multi-family dwelling units in areas where DEH is the housing authority.	FHD
Conduct damage assessments to identify impacted public swimming pools that may pose an imminent safety threat.	FHD
Provide guidance to permitted food facilities, mass feeding centers, and emergency shelters that may be impacted by boil water orders, power outages, and water outages.	FHD
Provide information on the salvaging and protection of perishable foods under emergency conditions.	FHD
Provide mutual aid when requested.	DEH
Establish methods and procedures for control of flies, mosquitoes, and ectoparasites.	CHD (Community Housing Division)
Develop and supervise methods and procedures for control of rodents.	CHD

Action	Responsibility
Conduct surveys and surveillance to determine densities, species, distribution, disease-bearing, and control measures needed to prevent/control vectors.	CHD
Supervise disposal of radioactive waste.	CHD/HMD (Hazardous Materials Division)
Supervise radiological monitoring and decontamination (if required) of evacuees housed in emergency shelters and incoming patients in medical centers.	CHD/HMD
Assess risk to public health and safety and the environment from releases of hazardous materials.	HMD
Assess risk to public health and water resources from sewage releases.	LWQD
Assess risk to the public health and water resources from damage to public and private potable water supply wells and distribution systems.	LWQD
Coordinate risk assessment activities with other responsible agencies.	HMD
Assess risk to public health and water resources from hazardous material releases.	HMD/LWQD
Coordinate site assessment and mitigation activities with other agencies and private entities.	LWQD
Approve emergency waiver requirements based on regulations adopted by the California Department of Resources Recycling and Recovery.	CHD
Review the handling and acceptance of solid waste with solid waste haulers and disposal site operators.	CHD
Monitor the storage, handling and disposal of solid waste.	CHD
Monitor the potential migration of landfill gas.	CHD

Action	Responsibility
Inspect the collection, storage, land disposal of all garbage and refuse within the County LEA's jurisdiction.	CHD
Assist County Departments performing damage assessments with health and safety issues (e.g., personal protective equipment [PPE], asbestos, lead, sampling, etc.),	CHD
Assist Department of General Services with issues at County buildings.	CHD

APPENDIX H-2

Department of Environmental Health Emergency Action Checklist Response to a Hazardous Materials Incident

Action	Responsibility
Coordinate with the Medical Examiner, on health problems associated with the disposition and decontamination of the dead.	HMD (Hazardous Materials Division)
Preliminary Assessment	
Conduct environmental surveys to identify the hazardous materials released. Determine the population at risk and characterize the degree of hazard.	HMD
Determine if specialized monitoring and survey equipment is necessary to assess the risk.	HMD
Provide information acquired during surveys to monitor the fate of the release.	HMD
Provide risk assessment information to other agencies involved in chemical incidents.	HMD
Evaluation/Risk Assessment	
Evaluate the risks that the hazardous substances pose to the general public and/or environment.	HMD
Continually monitor the migration of contaminates released during chemical emergency.	HMD
Determine any populations at risk.	HMD
Determine the impact to environmentally sensitive areas (i.e., endangered species and ecosystems).	HMD
Determine the impact to economically sensitive areas.	HMD
Safety/Control	
Make recommendations for control actions to modify or reduce impact.	HMD
Provide information on cleanup techniques and resources.	HMD
Can act as "site safety officer" during chemical	HMD

emergencies.	
Make recommendations for cleanup, restoration methods, and disposal of hazardous wastes.	HMD
Potentially mitigate the release to stabilize the scene and protect the public and environmental health and safety.	HMD
Coordination	
Coordinate public health mitigation and response activities with other public and private response organizations.	HMD

APPENDIX H-3

Department of Environmental Health Emergency Action Checklist Response to Imminent/Actual Flooding

Action	Responsibility
Flooding Expected	
Determine potential health hazards and establish standards for control.	DEH
Coordinates actions necessary to mitigate potential sewage releases caused by flood waters.	LWQD (Land & Water Quality Division)
Issue standby orders for self-contained chemical toilets or portable restrooms. When flooding may cause human waste disposal systems to become inoperable.	LWQD
Provides guidance and inspection of permitted food facilities, mass feeding centers, and emergency shelters.	FHD (Food and Housing Division)
Enlist additional personnel to handle increased vector activities.	CHD (Community Housing Division)
Identify buildings that contain hazardous materials.	HMD (Hazardous Materials Division)
Advise on mitigation and control measures. Take environmental samples to determine extent of contamination.	HMD
Flooding Occurs	
Conduct survey to detect water and sewage system damage.	LWQD
Locate and check status of potable water sources.	LWQD
Provide guidance for the disinfection of transported water. Direct and advise on the use of chemical toilets and other temporary facilities for the disposal of human waste.	LWQD
Cordon off areas where sewage effluent is present.	LWQD

Action	Responsibility
Coordinate mosquito and other vector control operations.	CHD
Advise on mitigation control and clean-up measures.	DEH
Survey underground storage tank sites to determine if tanks have floated and if releases have occurred.	HMD
Assess risk to public health and water resources from hazardous materials releases.	HMD/LWQD
Coordinate site assessment and mitigation activities with other public agencies and private entities.	LWQD
Survey landfills and evaluate damage.	CHD
Survey transfer stations and evaluate damage.	CHD
Monitor the storage, handling and disposal of solid waste.	CHD
Provides information on the salvaging and protection of perishable foods under emergency conditions.	FHD
Inspects and advises on general sanitation matters, such as food safety and sewage disposal for impacted permitted food facilities, mass feeding centers, and temporary emergency shelters.	FHD
Conducts surveys to identify impacted public swimming pools that may pose a safety threat.	FHD
Assists building departments with the damage assessment of permitted multi-family dwelling units in areas where DEH is the housing authority.	FHD
Conducts foodborne and waterborne illness outbreak investigations in coordination with Health and Human Services Agency (HHSA).	FHD
Assist County Departments performing damage assessments with health and safety issues (e.g., personal protective equipment (PPE), mold,	CHD

Action	Responsibility
sampling, etc.).	
Assist Department of General Services with County facilities (e.g., moisture mapping, mold, indoor air quality, decontamination)	CHD

APPENDIX H-4

Department of Environmental Health Emergency Action Checklist Response to Imminent/Actual Dam Failure

Action	Responsibility
Dam Failure Imminent	
Coordinate actions necessary to mitigate potential sewage back-up caused by flood waters.	LWQD (Land & Water Quality Division)
Direct and advise on the use of chemical toilets and other temporary facilities for the disposal of human wastes.	LWQD
Provide guidance and inspect permitted food facilities, mass feeding centers, and emergency shelters.	FHD (Food and Housing Division)
Identify additional resources to handle increased vector activities.	CHD (Community Housing Division)
Enlist additional personnel to handle increased vector activities.	CHD
Conduct surveys to determine adverse impact to facilities handling, storing, or disposing of hazardous materials.	HMD (Hazardous Materials Division)
Advise on mitigation, control, and clean-up measures involving hazardous material releases.	HMD
Dam Failure Occurs	
Coordinate survey to detect water and subsurface sewage system damage.	LWQD
Provide damage assessment of potable water sources and Provide guidance on the disinfection of water source prior to consumption.	LWQD
Direct and advise on the use of chemical toilets and other temporary facilities for the disposal of human wastes.	LWQD
Provide information on food, pool, and housing safety under emergency conditions.	FHD
Inspect and advise on general food safety, for impacted permitted food facilities, mass feeding	FHD

Action	Responsibility
centers, and temporary emergency shelters	
Assist with conducting assessments of emergency shelters and advises on health and safety hazards related to food, sanitation, and housing.	FHD
Assist building departments with the damage assessment of permitted multi-family dwelling units in areas where DEH is the housing authority.	FHD
Conduct damage assessments to identify impacted public swimming pools that may pose an imminent safety threat.	FHD
Provide guidance to permitted food facilities, mass feeding centers, and emergency shelters that may be impacted by boil water orders, power outages, and water outages.	FHD
Provide information on the salvaging and protection of perishable foods under emergency conditions.	FHD
Cordon off areas where sewage effluent is present.	LWQD
Provide mosquito and other vector control.	CHD
Advise on mitigation, control, and clean-up measures.	DEH
Conduct surveys to determine adverse impact to facilities handling, storing, or disposing of hazardous materials.	HMD
Survey underground storage tank sites to determine if tanks have floated and if releases have occurred.	LWQD
Assess risk to public health and water resources from hazardous materials releases.	HMD/LWQD
Coordinate site assessment and mitigation activities with other public agencies and private entities.	LWQD
Assist County Departments performing damage assessments with health and safety issues (e.g.,	CHD

Action	Responsibility
personal protective equipment (PPE), mold, sampling etc.)	

APPENDIX H-5

Department of Environmental Health Emergency Action Checklist Response to Imminent/Actual Fire

Action	Responsibility
Determine potential health hazards and establish standards for control.	DEH
Initiate actions to accommodate potential sewage releases caused by fire impacting collection, treatment, and disposal facilities.	LWQD (Land & Water Quality Division)
Direct and advise on the use of chemical toilets and other temporary facilities for the disposal of human wastes.	LWQD
Provide food safety guidance and inspection for mass feeding centers	FHD (Food and Housing Division)
Enlist additional personnel to handle increased vector activities.	CHD (Community Housing Division)
Identify buildings that contain hazardous materials.	HMD (Hazardous Materials Division)
Advise on mitigation and control measures. Take environmental samples to determine extent of contamination.	HMD
Fire Impacts Populated Areas	
Conduct field survey to detect damage to sewage collection and disposal systems.	LWQD
Provide damage assessment of potable water sources and provide guidance on the disinfection of water sources prior to consumption.	LWQD
Provide guidance drink ability of water in the area.	LWQD
Direct and advise on the use of chemical toilets and other temporary facilities for the disposal of human wastes.	LWQD
Provide information on food, pool, and housing safety under emergency conditions.	FHD
Inspect and advise on general food safety, for	FHD

Action	Responsibility
impacted permitted food facilities, mass feeding centers, and temporary emergency shelters.	
Assist with conducting assessments of emergency shelters and provide advice on health and safety hazards related to food, pools, and housing.	FHD
Assist building departments with the damage assessment of permitted multi-family dwelling units in areas where DEH is the housing authority.	FHD
Conduct damage assessments to identify impacted public swimming pools that may pose an imminent safety threat.	FHD
Provide guidance to permitted food facilities, mass feeding centers, and emergency shelters that may be impacted by boil water orders, power outages, and water outages.	FHD/LWQD
Provide information on the salvaging and protection of perishable foods under emergency conditions.	FHD
Cordon off areas contaminated with sewage.	LWQD
Coordinate mosquito and other vector control operations.	CHD
Advise on mitigation control and clean-up measures.	HMD
Survey above and underground storage tank sites to determine if tanks have been impacted and if releases have occurred.	HMD
Assess risk to public health and water resources from hazardous materials releases.	HMD/LWQD
Coordinate site assessment and mitigation activities with other public agencies and private entities.	HMD
Survey landfills and evaluate damage.	CHD
Survey transfer stations and evaluate damage.	CHD

Action	Responsibility
Monitor the storage, handling and disposal of solid waste.	CHD
Assist County Departments performing damage assessments with health and safety issues (e.g., personal protective equipment (PPE), asbestos, lead, dust, air sampling etc.),	CHD
Assist Department of General Services with County facilities (e.g., indoor air quality, ventilation issues)	CHD

APPENDIX H-6

Department of Environmental Health Emergency Action Checklist Radiological Incident

Action	Responsibility
Ensure that operations are conducted from an upwind position.	Senior Health Physicist (SHP)/HMD (Hazardous Materials Division)
Determine the magnitude of the incident and establish perimeter to prevent spread of contamination.	HMD/(SHP)
Identify spilled or leaked substance. This would include locating shipping papers and placards and contacting, as required.	HMD/(SHP)
Take necessary steps to protect or save human life.	HMD/(SHP)
Establish perimeter controls to keep the public a safe distance from the scene.	HMD/(SHP)
Identify radioactive element involved in incident. Evaluate the radiological component of the hazard.	HMD/(SHP)
Re-evaluate perimeters as the radioactive element is identified and/or environmental conditions change.	HMD/(SHP)
Assist medical personnel in identifying, isolating and removing contaminated or injured persons from the scene.	HMD/(SHP)
Take action to contain and/or prevent the spread of the material.	HMD/(SHP)
Ensure proper notifications have been made.	HMD/(SHP)
Recommend evacuation or shelter in place as appropriate.	HMD/(SHP)
Maintain radiological exposure records on all emergency personnel.	HMD/(SHP)
Coordinate clean-up activities of private radioactive materials companies with Radiological	HMD/(SHP)

Health Branch (RHB)	
Advise Public Information Officer of specific radiological information that should be given to the public.	HMD/(SHP)

APPENDIX H-7

Department of Environmental Health Radiological Protection

General

Introduction

This appendix establishes the basic operational concepts, responsibilities and techniques to support governmental efforts to save lives and minimize exposure to radiation in the event of a radioactive materials emergency. These emergencies may involve transportation accidents, industrial/medical facility accidents, Naval Nuclear Propulsion Program (NNPP) facilities or vessels*, or an incident at the San Onofre Nuclear Generating Station.

The basic capabilities required for response to a radiological emergency are:

- Utilizing a radiation monitoring system to detect, measure, and report radiation dose and exposure rates.
- Trained personnel to receive, analyze, and evaluate information provided by the monitoring teams.

Objectives

- To establish organizational responsibilities and prescribe those actions required to provide timely and coordinated protective actions to minimize the loss of life and human suffering.
- Provide a system for monitoring, reporting, processing and analyzing radiological data.
- Provide technical support to implement radiological countermeasures and situation analysis.
- Provide a system for receipt and dissemination of information required for effective response and recovery operations.
- Provide a basis on which local jurisdictions can establish coordinated and supporting plans and Standard Operating Procedures (SOPs).

* See Appendix II-3 for more specific information on NNPP facility and vessel response.

Authorities and References

- Federal Radiological Emergency Response Plan.
- California Emergency Services Act.
- California Emergency Plan.
- California Health and Safety Code

- Control of Radioactive Contamination of the Environment (Division 20, Chapter 7, Sections 25600 - 25610).
- Transportation of Radioactive Materials Division 20, Chapter 7.3, Sections 25650 - 25654).
- Radiation Control Law (Division 20, Chapter 7.6, Sections 25800 - 25876).
- California Administrative Code Title 17.
- California Master Mutual Aid Agreement.
- County of San Diego Emergency Services Ordinance No. 8183 dated December 15, 1992.
- County of San Diego Resolution Adopting the California Master Mutual Aid Agreement, dated December 11, 1950.
- NUREG - 0654/Rep 1, Criteria for Preparation and Evaluation of Radiological Response Plans and Preparations in Support of Fixed Site Nuclear Power Plants.
- NUREG - 0610, Draft Emergency Action Level Guidelines for Nuclear Power Plants.
- Agreement between the State of California and the Nuclear Regulatory Commission (NRC) pursuant to Section 274 of the Atomic Energy Act of 1954, as amended.
- San Diego County Nuclear Power Station Emergency Response Plan
- Commander Submarine Force U.S. Pacific Fleet Representative, West Coast Procedures for the Notification of the State of California in Support of the Radiological Emergency Plan for Naval Nuclear Propulsion Plants in the San Diego Area.
- CPG 1-7 Guide for Increasing Local Government Civil Defense Readiness during Periods of International Crisis.
- State of California Nuclear Blackmail Plan.

Coordination with Other Jurisdictions and Agencies

Although the response for radiological emergencies is addressed in various emergency plans, the basic policies and procedures for emergency operations remain unchanged from those used in response to other emergencies or disasters. In most cases, the responsibilities assigned in this annex fall within the normal purview of the organization(s) to which these assignments are made.

Concept of Operations

Preparation for coping with a radiological emergency is a joint cooperative effort by local and state government, federal agencies and private organizations. Each organization or agency must define its role, prepare plans and procedures, train personnel, conduct exercises and develop and maintain the appropriate resources in order to ensure the capability to effectively coordinate with other agencies and to provide effective response to the emergency.

During the normal day-to-day operating mode, emphasis is placed on:

- Developing plans, SOPs and emergency checklists.
- Training of Radiological Officers, Radiological Monitors and the Radiological Response Team. The Radiological Response Team for the San Diego County Operational Area is the Hazardous Incident Response Team (HIRT).
- Identification of radiological threats or hazards.
- Maintaining calibrated monitoring equipment.
- Maintaining a supply of radiological survey instruments. This is accomplished by County OES and DEH.
- Maintaining current list of facilities licensed to store and use radioactive materials.
- Assist with isotope verification when a radiological source is detected by any responders (e.g. HIRT or the Small Vessel Project)
- Developing and conducting drills and exercises for emergency personnel (both tabletop and functional exercises).

Emergency Response Phase

This phase begins with the threat of a release of radioactive material either from an incident at the San Onofre Nuclear Generating Station (SONGS), a terrorist threat involving nuclear or radioactive materials, or other events such as major fires threatening facilities with large inventories of radioactive materials. Smaller incidents, such as those that may arise from transportation accidents, will usually be handled by DEH/HMD normal response procedures but may require full or partial implementation of this annex. Actions required during this phase may include:

- Activating the Operational Area (OA) and local EOCs.
- Reviewing/updating plans, SOPs and checklists.
- Testing/inventory of equipment, supplies and facilities.
- Distributing equipment to monitoring teams.
- Dissemination of radiological protection guidance.

- Providing radiological protection information to the public.
- Assigning radiological monitors as necessary.
- Activating medical care facilities, first aid stations, etc.
- Activating emergency communications systems such as Radio Amateur Civil Emergency Service (RACES) and the Emergency Alert System (EAS).
- Mobilization and pre-positioning of personnel and equipment.

Recovery Phase

Early Recovery

This phase continues the assessment of radiological hazards to determine if they are a threat to life or health. Detect exposure hazards, hazards from water sources and the food chain must be identified. Decontamination of critical facilities will be undertaken or coordinated.

Final Recovery

The objective is to restore the environment to a safe radiation level as quickly as possible. All areas will be carefully monitored to determine the degree of contamination with appropriate actions taken to reclaim such areas for human habitation and crop protection as soon as possible.

Activation

The Coordinator of Emergency Services, or his/her designated representative (as outlined in the basic portion of Annex H), may direct this appendix be activated upon receiving information of an actual or potential radiological emergency in the OA.

Upon activation, the Operational Area Radiological Officer (RO) will:

- Receive, collate and assess data from the radiological monitoring teams.
- Forward all radiological data, operational information and situation intelligence summaries to the Southern Regional State Operations Center (REOC).
- Maintain dose and exposure records for emergency response personnel within the unincorporated area.
- Ensure response personnel read their personal dosimetry equipment at appropriate intervals and in no case less frequently than once an hour.
- Establish and maintain coordination with local government Radiological Officers, the Senior Radiological Health Physicist, and appropriate private agencies.
- Advise senior decision-makers on the radiological situation.

- Coordinate information with the OA Public Information Officer (PIO) and the Joint Information Center (JIC).
- Provide an Operational Area-wide overview of the radiological situation to officials and the public.

Radiological Monitoring Teams - Operate the radiological monitoring instruments and report the data. Each team consists of a minimum of two trained monitors.

- Radiological monitors will be assigned as required.
- Teams will assist or conduct the decontamination of personnel and property.

Emergency response personnel will not be permitted to receive radiation doses exceeding Environmental Protection Agency (EPA) protective action guides (PAGs) without the approval of the County Health Officer.

Emergency workers who may be exposed to high levels of radioactive iodine will be directed by the County Health Officer to take Potassium Iodide (KI). The purpose for administering KI is to limit the uptake of radioactive iodine by the thyroid. KI should not be issued to the general population since other methods will be employed to limit their dose.

Local Radiological Officers will perform those functions listed under the Operational Area Radiological Officer for their respective jurisdictions.

Deactivation

This Appendix will be deactivated at the discretion of the Emergency Services Coordinator or his/her designated representative.

Organization and Responsibilities

The OA will respond to a radiological emergency as outlined in this annex and the Standard Operating Procedures (SOPs) for all-hazards emergency response. The San Diego County Nuclear Power Plant Emergency Response Plan will be used for events at the SONGS.

Local Governments

The Emergency Services Director for each jurisdiction has ultimate responsibility for direction and control of that jurisdiction's response actions.

Each jurisdiction is responsible for:

- Planning for the safety of employees and the protection of property in the event of a radiological emergency.
- Coordinating plans and actions with other jurisdictions and agencies within the OA.
- Maintaining SOPs and call lists.

- Training personnel assigned to emergency tasks.
- Participating in drills and exercises.
- Preparing damage and loss survey reports.

Supporting Organizations And Responsibilities

State Agencies

- California Office of Emergency Services (Cal OES):
    - Provide radiological training.
    - Organize and staff the State Dose Assessment Center.
    - Manage state radiological fallout and monitoring system.
    - Disseminate radiological intelligence.
    - Evaluate monitoring data and advise those concerned.
    - Act as liaison between Federal and local government.
    - Provide technical guidance.
    - Coordinate radiological recovery operations.
    - Coordinate state agency assistance to local governments.
    - Maintain the State Nuclear Power Plant Emergency Plan.
    - Monitor and evaluate data, then advise those concerned.
- Cal OES Southern Region Staff:
    - Function as an intermediate coordinating level (Regional EOC) between the OA and the State Operations Center (SOC).
    - Compile and transmit operational information and situation intelligence summaries to the SOC and OAs.
- Other State agencies that have responsibilities during a radiological emergency response are:
    - Department of Public Health, Radiologic Health Branch
    - Emergency Medical Services Authority
    - California Highway Patrol (CHP)
    - California Department of Transportation (CalTrans)
    - Department of Justice
    - Department of Forestry and Fire Protection (Cal Fire)
    - National Guard

- Department of Fish and Game (DFG)

Federal Agencies

- Federal Emergency Management Agency (FEMA): Coordinate Federal response actions and agencies.
- Other Federal Agencies: May assist by providing support or services as requested by State or Local governments.

APPENDIX H-8

Radiological Protection Fixed Nuclear Power Station Emergency Response Plan

Purpose

To develop and maintain a response capability to adequately safeguard life and property in the event of an incident at the San Onofre Nuclear Generating Station (SONGS).

Concept of Operations

The nature of the threat posed by SONGS coupled with the requirements of NUREG 0654 and those imposed by the Inter-jurisdictional Planning Committee dictate that a separate plan for this emergency be developed and maintained. The current plan for such an emergency is the San Diego County Nuclear Power Plant Emergency Response Plan adopted February 1982. That plan by reference is made a part hereof.

APPENDIX H-9

Radiological Protection Nuclear Terrorist Emergency Response Plan

Purpose

To develop and maintain a response capability to minimize the threat to public safety caused by a terrorist action involving nuclear weapons or radiological material.

Background

General

Terrorist activities around the world continue to increase in sophistication. More ominously, terrorist attacks appear to be aimed towards maximizing damage and publicity rather than the accomplishment of political goals. When this is combined with the fact that weapons grade nuclear material is becoming increasingly more common, the possibility of a terrorist act involving radiological and lower grade radioactive material nuclear weapons also increases.

Scenario

The scenario for a nuclear threat could begin with the theft of radiological material that would pose a health threat. Federal, state or local governments may be notified of the presence of a nuclear weapon by the terrorist organization.

Credibility

The credibility of the threat would depend on knowledge of any previous theft of radiological material or nuclear weapon and any knowledge of the nature of the terrorist group. The most important information required is an assessment of the ability of the terrorists to successfully detonate the weapon or radiological dispersion device (RDD). The FBI, Department of Defense (DoD), DOE, and other federal agencies assisted by state and local law enforcement organizations would perform evaluation of the situation.

Concept of Operations

Activation

Upon receipt of information of a radiological threat by a terrorist group, the Emergency Services Coordinator, or his/her designated representative, may proclaim a Local Emergency for the San Diego County Operational Area (OA) and activate the OA EOC. Once a Local Emergency is proclaimed the Emergency Services Coordinator may request the Proclamation of a State of Emergency from the Governor.

Upon activation of the OA EOC, radiological resources within the OA will be mobilized to respond to the threat. Cal OES will be notified through the Cal OES Southern Region.

Deactivation

This appendix will be deactivated at the discretion of the Emergency Services Coordinator or his/her designated representative.

Response

The nature of the response would depend on:

A. Nature of the threat. It is possible that the terrorists may threaten to detonate the device if any public protective measures are taken.

B. Size of the threatened population and the length of time available for evacuation.

C. Size and type of weapon.

Protective measures may take two forms:

A. Evacuation of the population at risk.

B. Sheltering actions.

The situation will determine the best course of action. If the weapon is located in a heavily populated area and there is little time before the threatened detonation, evacuation may not be possible. In this case, protective, sheltering actions would be called for.

Effects of Detonation

The overall impact of the detonation of a single nuclear or RDD device would be devastating to the immediate area. However, the infrastructure of the OA would remain intact, allowing for rapid rescue and decontamination actions.

All responders entering the Exclusion Zone around the blast area are to wear respiratory protection to protect themselves from airborne particles. This can include but is not limited to SCBA, CBRN certified respirators or even N95 rated Air Purifying Respirators.

Responders need to take appropriate protective actions by adhering to the principles of time, distance and shielding. Personal monitors should be used to measure their exposure to the radiation for the duration of the responses using appropriate equipment. Exposure to radiation should be maintained at less than 10 REM for the duration of the incident unless lifesaving efforts are underway. A onetime maximum exposure level of 50 REM can be taken provided the responders are trained, not pregnant, and voluntarily responding according to the specific exposure level above.

While the immediate response actions would center around rescue and decontamination operations, equally important will be those activities aimed at preventing contamination of the water or food chain in outlying areas. Long range responses will include long term medical care and screening of survivors and emergency response personnel who have received exposure to radiation.

These activities may/will require federal and state resources.

APPENDIX H-10

Radiological Protection

Radiological Emergency Onboard a Naval Nuclear Propulsion Program Facility or Vessel in San Diego

(Unclassified Protocols)

Purpose

This document provides information about the Naval Nuclear Propulsion Program (NNPP) facilities and vessels located in the County of San Diego. It provides ready reference for NNPP related radiological emergencies that could occur at NNPP radiological work facilities, on nuclear powered vessels, or off-site transportation accidents that might have an impact on the public health and safety of San Diego citizens.

Background

General

Although the likelihood of a radiological emergency occurring in NNPP facilities or vessels is extremely remote, prudence dictates that provisions be made to deal with such an occurrence. At any given time there may be one or more nuclear powered aircraft carriers or submarines in-port in San Diego.

It is the policy of the NNPP to ensure that state or local officials are notified of occurrences that might cause concern. Such occurrences will not necessarily be classified as unusual events, alerts or emergencies.

Naval Nuclear Propulsion Program Areas of Planning Attention

Emergency Planning Zones (EPZs) established by NUREG-0654/FEMA-REP-1 are not applicable to naval nuclear propulsion plants. Because of differences in the design and operation of naval nuclear propulsion plants when compared to commercial nuclear power plants, the exposure to the public would be localized and not severe in the highly unlikely event of a release of radioactivity from a vessel. To assist State and local authorities in assessing the need for any preplanning in the vicinity of naval facilities where nuclear-powered vessels are berthed, the NNPP has designated Areas of Planning Attention (APAs). The APAs extend 0.5-mile around every location where nuclear powered vessels are normally berthed (i.e., from the actual dock or pier—not the Federal Property Boundary). The 0.5-mile distance is based on detailed, conservative analysis of worst-case and highly unlikely, but credible scenarios—the actual radius of the impacted downwind area will most likely be smaller.

For Naval Base Point Loma and Naval Air Station North Island, the APAs do not extend onto public land areas outside the Federal Property Boundary. (See maps attached as Figures 1 through 3 of this Appendix) State and local government

officials are responsible for making Protective Action Decisions and implementing appropriate protective measures to protect persons within their jurisdictions, but outside of the affected facility Federal Property Boundary.

Classification/Emergency Action Levels

The NNPP uses the four classes of Emergency Action Levels (EALs) specified in NUREG-0654/FEMA-REP-1. While the NNPP uses the same four classes as commercial nuclear power plants, the NNPP's methodology for establishing the EALs is different. The Nuclear Regulatory Commission (NRC) and Federal Emergency Management Agency (FEMA) guidance for establishing EALs contained in NUREG-0654/FEMA-REP-1 is primarily based on plant or site conditions (e.g., loss of offsite power, loss of one or more fission product barriers). Because of the differences in the design and operation of NNPP nuclear propulsion plants, the NRC/FEMA guidance is not applicable to NNPP nuclear propulsion plants.

The NNPP EALs are normally classified based on a conservative estimate of total radiation exposure to a hypothetical member of the public located near the Federal Property Boundary (or nearest downwind public location not on Federal Property) in terms of dose to the whole body (i.e., Total Effective Dose Equivalent (TEDE)) or dose to the thyroid (Committed Dose Equivalent (CDE)) during the plume phase. The NNPP used the Protective Action Guides (PAGs) specified by the Environmental Protection Agency (EPA), in EPA 400-R-92-001 of October 1991, to establish the General Emergency threshold doses (1 Rem TEDE, 5 Rem CDE thyroid). The dose thresholds for the lower tier event classes (Site Emergency, Alert, and Unusual Event) were then established using fractions of the EPA PAGs.

Event Classification*	Radiation Dose*	Radioiodine Dose*
Unusual Event	<0.01 Rem	<0.05 Rem
Alert	>0.01 to <0.1 Rem	>0.05 to <0.5 Rem
Site Emergency	>0.1 to <1.0 Rem	>0.5 to <5.0 Rem
General Emergency	>1.0 Rem	>5.0 Rem

*Normally based on exposure levels of a hypothetical person located at the Federal Property Boundary or the nearest downwind public location not on Federal Property.

The dose estimates are made using actual field survey data taken near the Federal Property Boundary and a two-hour release is assumed if the duration of the release is unknown. Since field survey data will not be immediately available, the NNPP will normally assign an event classification of "Alert" if an event involves actual or potential for reactor core damage and there is an actual or potential for a release of radioactivity to the environment. An event that involves the actual or potential degradation of the level of safety of the plant will be initially classified as an "Alert". Based on detailed, conservative analysis of worst-case and highly unlikely, but credible scenarios, NNPP events are not expected to exceed an

"Alert" event category. No action by civil authorities or the public is required for these events.

An initial event classification of "Unusual Event" will be normally assigned if a reactor core is not involved (e.g., facility fire involving radioactive materials), and a release of radioactivity to the environment has occurred with potential for measurable dose to a hypothetical member of the public near the Federal Property Boundary. Classification levels do not apply to radiological insignificant discharges, such as valve leakage or process piping joint leakage, involving a small volume of liquid into a large body of water. Other Navy reporting processes will report this type of discharge to the appropriate civil officials at the time of the event if warranted.

Class: UNUSUAL EVENT

Description: Unusual events are in progress, or have occurred, which indicate a potential degradation of the level of safety of the plant. No releases of radioactive material requiring offsite response are expected unless further degradation of safety systems occurs. If minor releases of radioactivity off-site do occur, releases are expected to result in whole body radiation exposures of <0.01 REM or thyroid exposures of <0.05 REM at the Federal Property Boundary (or nearest downwind public location not on Federal Property).

Class: ALERT

Description: Events are in progress, or have occurred, which involve an actual or potential substantial degradation of the level of safety of the plant. Any releases are expected to be limited to small fractions of the EPA PAG exposure levels near the Federal Property Boundary (or nearest downwind public location not on Federal Property). Radioactivity releases are expected to result in whole body radiation exposures of >0.01 to <0.10 REM or thyroid exposures of >0.05 to <0.50 REM at the Federal Property Boundary (or nearest downwind public location not on Federal Property).

Class: SITE EMERGENCY

Description: Events are in progress, or have occurred, which involve actual or likely major failures of plant functions needed for protection of the public. Any releases are not expected to exceed EPA PAG exposure levels beyond the Federal Property Boundary. Releases are expected to result in whole body radiation exposures of >0.1 to <1.0 Rem or thyroid exposures of >0.5 to <5 Rem at the Federal Property Boundary.

Class: GENERAL EMERGENCY

Description: Events are in progress, or have occurred, which involve actual or imminent substantial core degradation or melting with potential for loss of containment integrity. Releases can be expected to exceed EPA PAG exposure levels near the Federal Property Boundary. Releases are expected

to result in whole body radiation exposures >1.0 REM or thyroid exposures of >5.0 REM at the Federal Property Boundary.

Recovery, Relocation, and Re-entry

The Recovery, Relocation and Re-entry Phase will begin when the NNPP Emergency Control Center terminates the Alert, Site Emergency or General Emergency Phase or when events at the site have been downgraded and conditions stabilized. Off-site radiological monitoring, assessment, and environmental sampling will be continued until terminated by the State Radiation Safety Officer and State Dose Assessment Center (SDAC) officials or when missions have been completed. State and local government officials will continue to take actions deemed necessary to provide for the safety and economic well-being of the population and to return impacted areas to normalcy.

Concept of Operations

Notification

Area Commanders of NNPP facilities use a two-tiered approach for accident notification. The Area Commander (Commander Submarine Force, U.S. Pacific Fleet Representative West Coast (COMSUBPACREP West Coast)) will immediately notify State and local officials via a Heads-Up phone call whenever any of the four levels of radiological emergencies occur. The Heads-Up phone call is executed within 10 minutes of manning the NNPP Area Commander Emergency Control Center via established notification procedures using the following precedence: the affected city, the non-affected city, the County of San Diego, and the State of California. During the Heads-Up notification call, the NNPP Area Commander will request the above agencies to dial into a conference circuit to provide updated information and coordinate response efforts. The NNPP Area Commander will then provide each agency a formal written notification within approximately 30 minutes after the Emergency Control Center is staffed using the NNPP Civil Authority Notification Form.

For more information on response to a NNPP radiological emergency, refer to the State of California Naval Nuclear Propulsion Program Facilities and Vessels. Naval Nuclear Propulsion Program Facilities and Vessels is a supporting document to the California Radiological Emergency Preparedness (CalREP) Plan that provides information about NNPP facilities and vessels for ready reference to NNPP related radiological emergencies.

Specific Response Actions

This document and the Operational Area (OA) Emergency Operations Center Standard Operating Procedures (SOPs) for all-hazards emergency response including the San Diego Operational Area Hazardous Materials Incident Response Team Standard Operating Guidelines will guide the OAs response to an event involving a NNPP facility or vessel. The standard notification procedure contained in the OA EOC SOPs will be instituted when activating this appendix.

Upon verification of an Unusual Event, the County OES Staff Duty Officer (SDO) will notify the Director, County OES and the other operations officers, as appropriate. County OES will coordinate with the cities of Coronado and San Diego, or others as necessary.

Upon verification of an Alert, the OA EOC will be partially activated in accordance with the OA EOC SOPs. The following actions should be given priority.

Notify the City of San Diego Fire Communications Center. Request that Hazardous Incident Response Team (HIRT) Radiological Monitoring teams be mobilized. Specific response locations will be provided at the time of the notification since events may vary.

Notify the City of Oceanside and request the Radiological Monitoring (RadMon) Teams be placed on standby. If the situation warrants, the RadMon teams may be requested to stage at the OA EOC to facilitate their use in a timely manner.

Notify the cities of Coronado (Police/Fire Communications) and San Diego, or others as necessary.

Notify the County Health Officer and the Department of Environmental Health and request the County Health Officer and Senior Health Physicist report to the OA EOC.

All other notifications will be made in accordance with the standard notification procedure contained in the SOPs.

Upon verification of a Site Emergency or General Emergency the OA EOC will be fully activated in accordance with the SOPs.

Activation

This appendix shall be activated by the Emergency Services Coordinator, his/her designated representative, or the County OES Director, whenever the County has verified an incident onboard a NNPP facility or vessel which has a classification of Alert or higher.

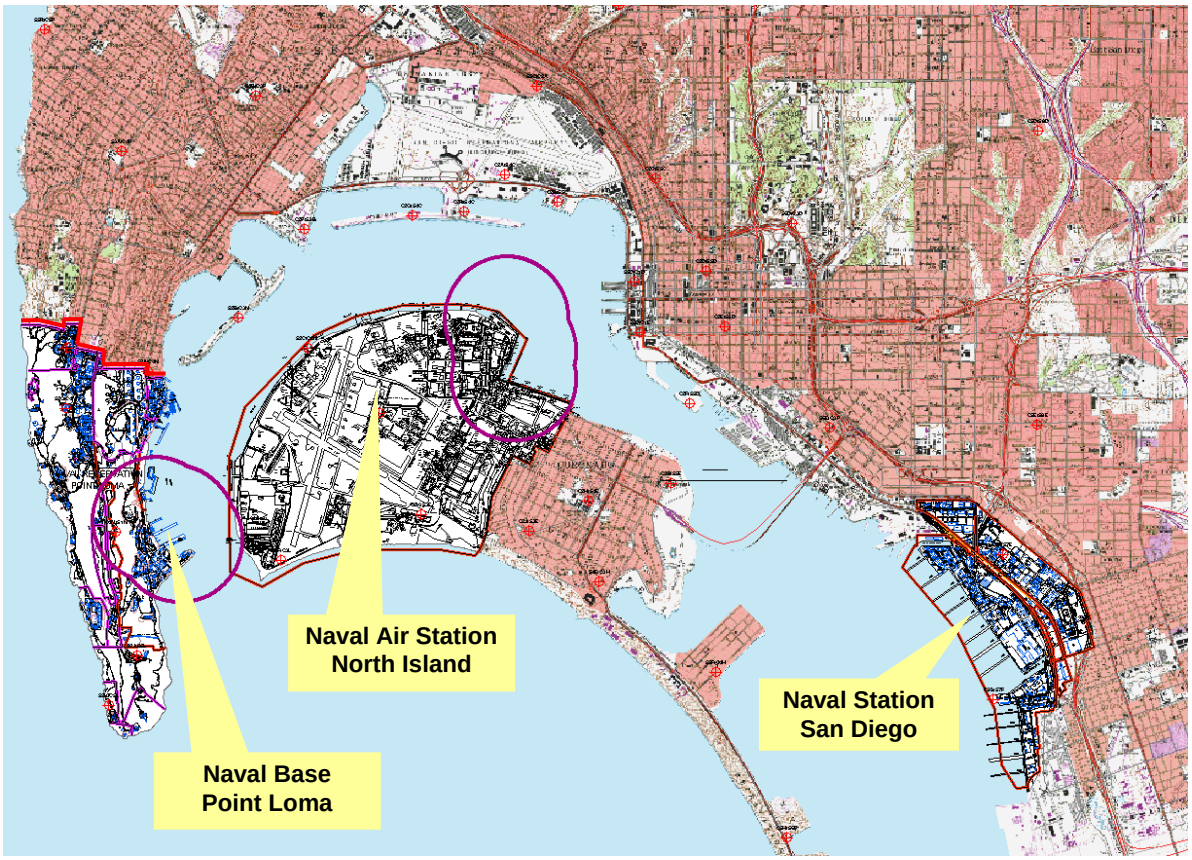
If the County OES SDO believes the situation requires it, he/she may begin notification prior to receiving authorization to activate the OA EOC.

Deactivation

This appendix shall be deactivated when the NNPP Emergency Control Center terminates the Event Category or when events at the site have been downgraded and conditions stabilized. Off-site radiological monitoring, assessment, and environmental sampling will be continued until terminated by the State's Radiological Health Branch and SDAC officials or when missions have been completed. State and local government officials will continue to take actions deemed necessary to provide for the safety and economic well-being of the population and to return impacted areas to normalcy.

APPENDIX H-11

FIGURE 1 NAVAL NUCLEAR PROPULSION PROGRAM SAN DIEGO AREAS OF PLANNING ATTENTION

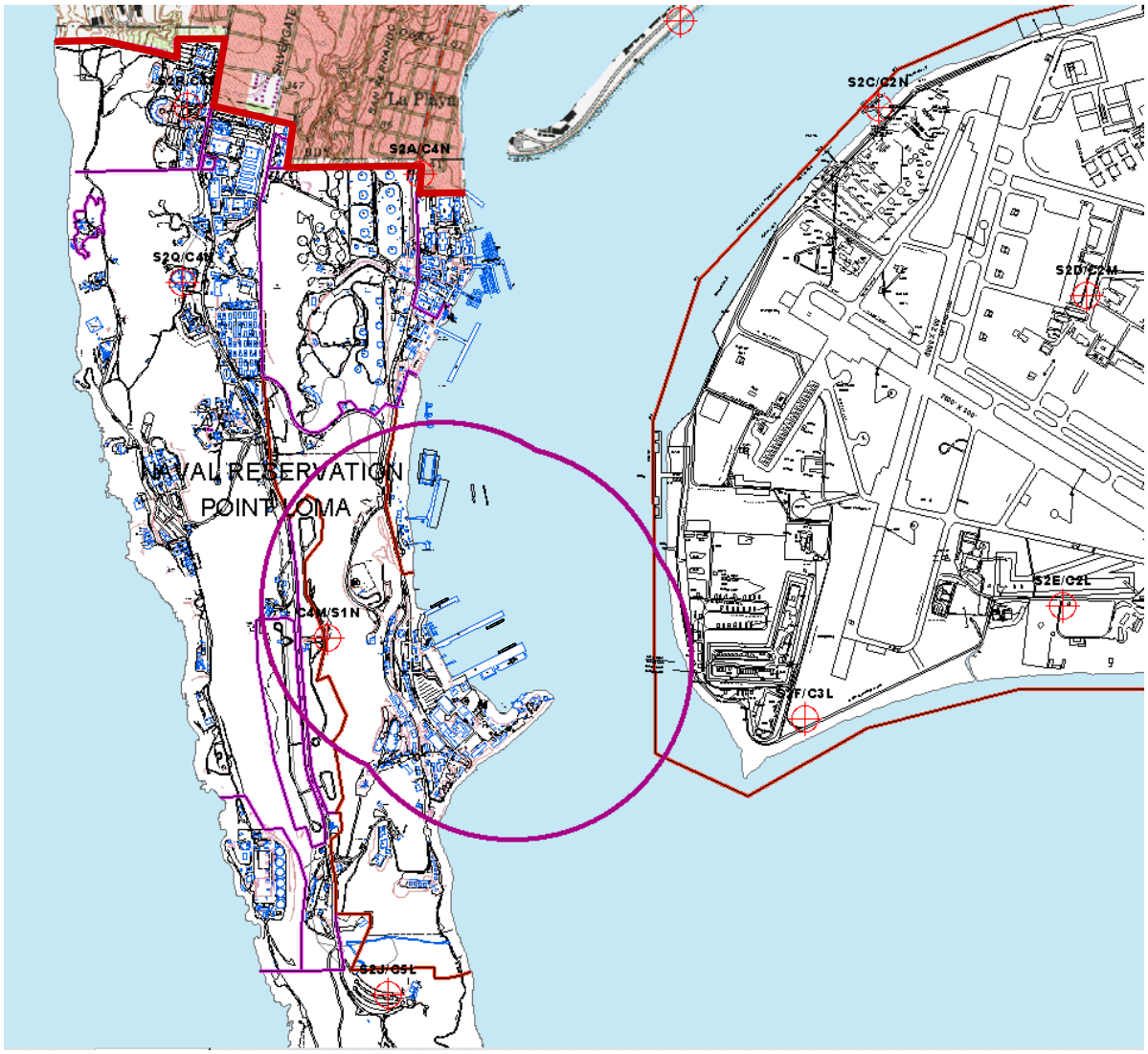


0.5 Mile Area of Planning Attention

Federal Property Boundary

APPENDIX H-12

FIGURE 2 NAVAL NUCLEAR PROPULSION PROGRAM, NAVAL BASE POINT LOMA, CA AREA OF PLANNING ATTENTION



0.5 Mile Area of Planning Attention

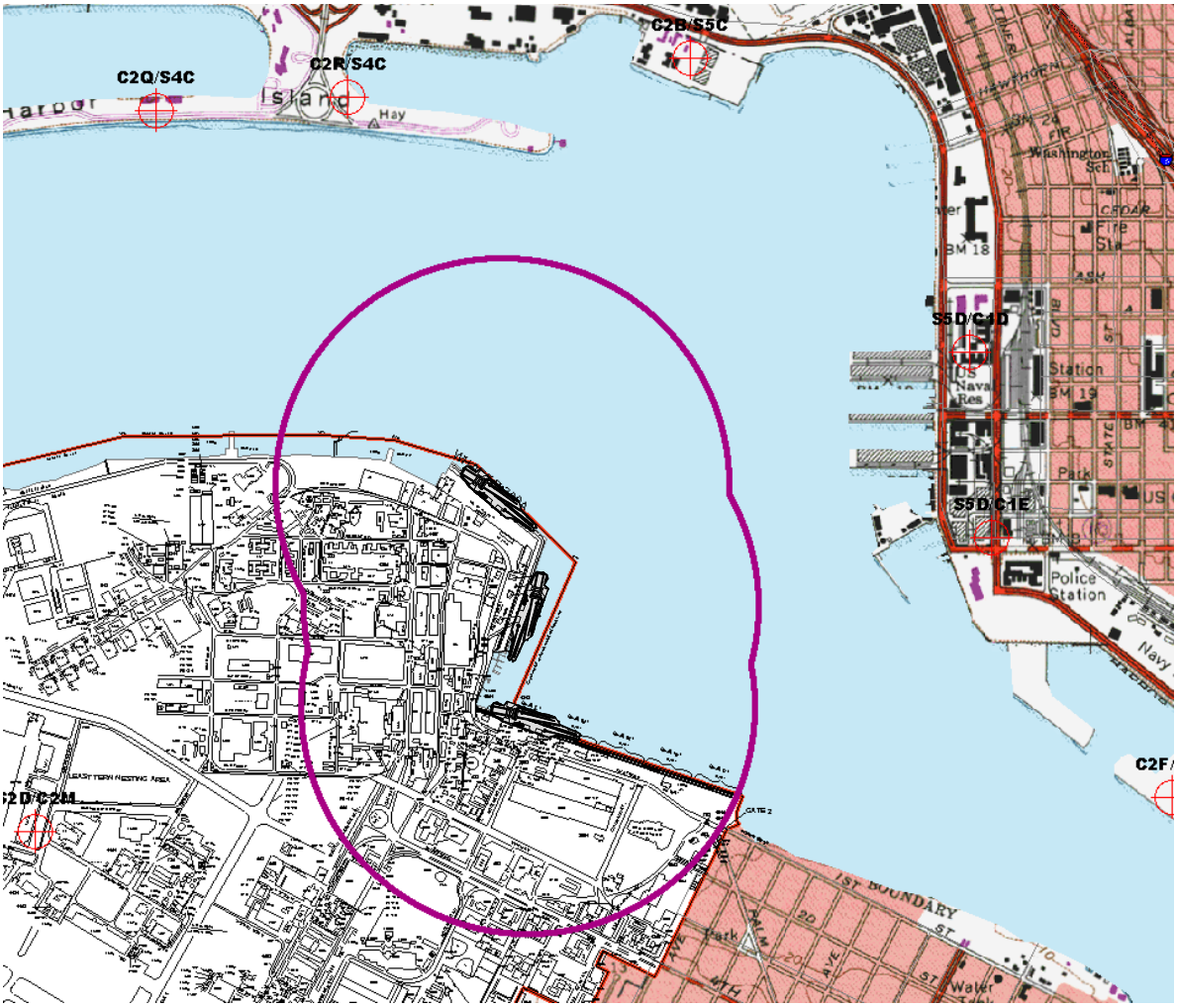
Federal Property Boundary

Limiting Distance to Federal Property Boundary

North Pier – 1.12 miles

APPENDIX H-13

FIGURE 3 NAVAL NUCLEAR PROPULSION PROGRAM NAVAL AIR STATION NORTH ISLAND, CA, AREA OF PLANNING ATTENTION



0.5 Mile Area of Planning

Federal Property Boundary

Limiting Distance to Federal Property Boundary

LM Berth – 0.5 Miles

APPENDIX H-14

Radiological Protection Emergency Action Checklist for Radiological Response Major Earthquake

Action	Responsibility
If little/no damage reported, prepare to support and assist more heavily damaged jurisdictions.	Director, OES
If extensive damage reported, take the following actions:	
Verify reports.	OES SDO
Determine if any damage reports involve radiological material.	All Radiological Officers
Alert radiological monitoring personnel of any reported radiological incidents.	All Radiological Officers
Dispatch monitor team(s) to survey and report damage.	All Radiological Officers
Provide protective actions as required for each incident.	All Radiological Officers
Ensure radiological exposure records properly maintained for RadMon personnel.	All Radiological Officers
Keep responders informed of areas threatened by radiological hazards.	All Radiological Officers
Determine current and forecasted wind conditions and predict the winds affect on dispersion of radioactive particles.	All Radiological Officers
Ensure priority given to life-saving actions.	Incident Commander
Establish safe access controls to damaged/contaminated areas and assist people to safe areas.	Incident Commander
Recommend evacuation, if necessary.	All Radiological Officers
Obtain transportation, supplies and equipment needed for response teams.	All Radiological Officers
Provide radiation monitors for areas without qualified personnel.	All Radiological Officers

APPENDIX H-15

Radiological Protection Emergency Action Checklist for Radiological Response Hazardous Materials Incident

Action	Responsibility
Ensure that operations are conducted from an upwind position.	Incident Commander
Determine the magnitude of the incident and establish perimeter to prevent spread of contamination.	Incident Commander
Identify spilled or leaked substance. This would include locating shipping papers and placards.	Incident Commander
Take steps necessary to protect or save human life.	Incident Commander
Establish perimeter controls to keep the public a safe distance from the scene.	Incident Commander
Assure all responders within Exclusion Zone are wearing appropriate Respiratory Protection if airborne particulate release	Incident Commander
Reevaluate perimeters as the radioactive element is identified and/or environmental conditions change.	All Radiological Officers
Assist medical personnel in identifying, isolating and removing contaminated or injured persons from the scene.	RadMon Team
Take action to contain and/or prevent the spread of the material.	Incident Commander
Ensure OES has been notified.	Incident Commander
Recommend evacuation, if necessary.	All Radiological Officers
Maintain radiological exposure records on all personnel.	All Radiological Officers
Coordinate clean-up activities of private radioactive materials companies with RHB.	All Radiological Officers
Advise Public Information Officer and JIC of specific radiological information that should be given to the public.	Incident Commander/Radiological Officers

APPENDIX H-16

Radiological Protection Emergency Action Checklist for Radiological Response Imminent/Actual Flooding

Action	Responsibility
Flooding Expected	
Establish liaison with OA EOC and provide technical support.	All Radiological Officers
Prepare to relocate radiological equipment from flood plain.	All Radiological Officers
Provide monitoring support for flood fighting activities.	All Radiological Officers
Contact Radiological Health Branch to ascertain if any licensed facility has problems requiring attention.	OA Radiological Officers
Stand by to provide support as the situation develops.	All Radiological Officers
Provide advice to licensees on how to protect their facilities.	All Radiological Officers
Flooding Occurs	
Provide monitoring support for rescue operations if required.	All Radiological Officers
Provide support on damage assessment teams.	All Radiological Officers
Report situation and support requirements to REOC Southern Region via OA EOC.	All Radiological Officers

APPENDIX H-17

Radiological Protection Emergency Action Checklist For Radiological Response Imminent/Actual Dam Failure

Action	Responsibility
Dam Failure Imminent	
Prepare to relocate any radiological equipment in inundation areas.	All Radiological Officers
Provide monitoring support, if needed, to workers in inundation areas.	All Radiological Officers
Establish liaison with, and provide technical support to, the OA EOC.	All Radiological Officers
Provide advice to licensees on how to protect their facilities and secure their material.	All Radiological Officers
Stand by to provide support as the situation develops.	All Radiological Officers
Dam Failure Occurs	
Stand by to provide support:	All Radiological Officers
Monitoring for rescue operations	All Radiological Officers
Support for damage assessment teams	All Radiological Officers
Report on situation and requirements to REOC Southern Region via OA EOC.	All Radiological Officers

ANNEX I

Communications and Warning Systems



Principal Planners

Don Root, Communications Systems Manager
Wireless Services Unit

County of San Diego Sheriff's Department

Acknowledgements

San Diego County Access and Functional Needs Work Group

Unified San Diego County Emergency Services Organization
And
County of San Diego

Operational Area Emergency Operations Plan

September 2014

GENERAL

Introduction

Essential to all organizations is an effective communications capability to support their daily operations. In a disaster, these communications systems become critical. The magnitude of a particular emergency situation will determine the degree to which communications systems are utilized.

The San Diego County Operational Area (OA) has 19 jurisdictions (18 incorporated cities and one unincorporated area), numerous special districts and many military facilities which support a number of communications systems. In addition to common carrier communications (wired and cellular) networks, the OA has developed robust interagency and interoperable wireless voice and data communications capabilities.

Most of the jurisdictions in the OA operate in the 800 MHz spectrum. The majority of these agencies operate on the San Diego County – Imperial County Regional Communications System (RCS), a voice network which provides a coordinated communications capability for the OA.

EXECUTIVE SUMMARY

This annex describes all of the communications capabilities that exist in the Operational Area (OA) at this time. Managing 24-hour interoperable communications is completed by jurisdictional and Regional Communications System (RCS) staff.

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Many fire and support agencies also operate on 150 MHz (VHF High Band) spectrum to facilitate voice fire communications under the California Master Mutual Aid Agreement.

In addition to an effective communications capability, government must have an effective means to provide warning alerts to the population impacted or at risk as the result of an emergency. There are two OA alert and warning systems designed to provide San Diego County residents with emergency warning information. These systems are the Emergency Alert System (EAS) and the AlertSanDiego/Accesible AlertSanDiego system.

Purpose

The purpose of this annex is to address the communications systems and the Alert and Warning systems that are currently in place in the OA. This annex will be updated as new systems are developed and existing system information is revised.

Whole Community Approach

The whole community concept is a process by which residents, emergency management representatives, organizational and community leaders, and government officials can understand and assess the needs of their respective communities and determine the best ways to organize and strengthen their resources, capacities, and interests. Engaging in whole community emergency management planning builds a more effective path to societal security and resilience. This annex supports the following whole community principles:

- Understand and meet the needs of the entire community, including people with disabilities and those with other access and functional needs.
- Engage and empower all parts of the community to assist in all phases of the disaster cycle.
- Strengthen what works well in communities on a daily basis.

In keeping with the whole community approach, this annex was developed with the guidance of representatives from the OA Cities and representatives from County departments, law enforcement, fire services, emergency management, the access and functional needs communities, and various other stakeholders. The effectiveness of the emergency response is largely predicated on the preparedness and resiliency of the community.

Community Resiliency Consists of Three Key Factors:

1. The ability of first responder agencies (e.g. fire, law and Emergency Medical Services (EMS)) to divert from their day-to-day operations to the emergency effectively and efficiently.
2. The strength of the emergency management system and organizations within the region, to include Emergency Operations Centers (EOCs), mass notification systems and communication systems.
3. The civil preparedness of the region's citizens, businesses and community organizations.

Focusing on enhancing all three of these components constantly focuses the OA on improving the region's resiliency.

CONCEPT OF OPERATIONS

Incidents are local, impacting areas and citizens within the OA. The response to these incidents are managed by first responders operating under the Incident Command System (ICS). As incidents grow, or when multiple incidents are taking place simultaneously within the OA, existing procedures provide that EOCs at the local and OA level are staffed as required to coordinate information and provide resource support to the incidents.

Communications resources available for multiple incidents are finite, and must be coordinated to ensure the needs of the incident(s) are met while maintaining adequate resource capability for day-to-day operations.



At the OA level, the OA EOC is activated by the County Office of Emergency Services (OES). The Communications Unit Coordinator (COMC) within the OA EOC communicates with the Communications Unit Leaders (COML) at the incident(s) or with the Incident Ordering Points to ascertain which communications resources are committed to the various incidents and what anticipated requirements exist as response continues and the various incidents transition into recovery operations. The COMC works with counterparts at the Regional and State levels to keep them informed on which common channel resources are being used within the OA, and to coordinate for additional resources once the available resources within the OA have been assigned.

ORGANIZATION AND RESPONSIBILITIES

Organization

Within the OA EOC communications is managed by a COMC, who has operational oversight of all communications-related activities in the OA EOC and maintains an awareness of the tactical communications picture of all of local incidents in the OA.



Staffing of the COMC position in the OA EOC is provided by the Sheriff's Department's Communications Division. Technical support for the OA EOC is provided by the Sheriff's Department's Wireless Services Division for radio-related issues, and by Hewlett Packard, the County's contracted Information Services provider for data and telephone-related issues.

Assignment of Responsibilities

The Sheriff's Department's Communications Division is the lead organization for communications operations within the OA EOC. The Communications Division is located adjacent to the OA EOC, and Division staff have been identified and trained to perform the duties of the COMC position. The Radio Amateur Civil Emergency Service (RACES) provides additional radio operating personnel to augment County staff.



Technical support for the OA EOC is provided by the Sheriff's Department's Wireless Services Division for radio-related issues. Support for IT and telephone-related issues is provided by Hewlett Packard, the County's contracted Information Services provider. Representatives of each of these organizations report to the COMC in the OA EOC whenever the OA EOC or the annex are activated.

DIRECTION, CONTROL, OR COORDINATION

Authority to Initiate Actions

This annex will be activated whenever the OA EOC is fully activated, or upon the direction of the Director (or designee) of OES. The Sheriff's Department's Communications Division is responsible for the implementation of this annex, through the designated COMC.

Command Responsibility for Specific Actions



1. The COMC is responsible for determining the level of emergency operations under this annex, in consultation with the OA EOC General Staff and in conformance with OA EOC Standard Operating Procedures (SOPs).
2. The COMC will coordinate the operations of the Communications Unit within the OA EOC.
    a. The Sheriff's Wireless Services Division will provide operational radio-related technical support to the OA EOC Communications Unit.
    b. The County's IT contractor will provide IT and telephone-related support to the OA EOC Communications Unit.

Incident Command System

Under the Incident Command System, local incident command structures are responsible for directing on-scene emergency operations and maintaining command and control of on-scene incident operations. This annex establishes the Communications Unit functions within the OA EOC, and supports the local incident command structures through the coordination of frequency and specialized equipment resources.

Personnel performing the functions to implement this annex are trained in accordance with NIMS standards.

INFORMATION COLLECTION AND DISSEMINATION

The COMC is responsible for providing and maintaining an overall inventory of communications resources being utilized in the incident(s) within the OA to the OA EOC. To provide this information, the COMC must coordinate with each Incident Commander or designated representative and Ordering Points to gather this information. This information is usually provided using form ICS-205, *Incident*

Communications Plan. The information is gathered and disseminated once each Operational Period.

COMMUNICATIONS



The County of San Diego and most of the jurisdictions within the OA participate in the RCS. This 800 MHz public safety trunked radio network provides voice communications coverage over the entire OA. The RCS network provides access to conventional mutual aid / interoperability frequencies that can be used to communicate with non-member agencies when there is a need to coordinate information and / or operations.

The City of San Diego operates a separate 700 / 800 MHz public safety trunked radio network serving the City's Fire and Rescue, Law Enforcement, and EMS voice communications operations. In addition, the City network supports the safety voice communications needs of the San Diego Unified School District and the San Diego Community College District, and other municipal fire departments.

Military facilities within the OA are served by UHF trunked networks. Non-military Federal agency and many State agency voice operations are typically in the VHF Lo-band (30 – 50 MHz), VHF Hi-band (150 – 174 MHz) and UHF (450 – 470 MHz) spectrum using conventional communications networks. Some Tribal safety communications are conducted on the RCS, while others operate in the VHF and UHF bands.

The OA has developed a data communications capability (the Regional Command and Control Communications [3Cs] Network) to remove much of the operational coordination communications load from the field voice communications networks.

The OA has established varying levels of interoperability among the voice communication networks within the County. The San Diego Urban Area Tactical Interoperable Communications (TIC) Plan has been developed and is maintained by the Interoperable Communications Committee. The TIC Plan documents the interoperable communications resources available within the OA, including which agency controls each resource, and what rules of use or operational procedures exist for the activation and deactivation of each resource.

Functional Element Communications

The communications systems available to the various functional elements within the OA are as follows.

Operational Area Coordination Communications

Emergency Management coordination communications between the OA EOC, jurisdictional EOCs, and Incident Command Posts, and department operations

centers (DOC) within the OA are conducted using a mix of systems and technologies, including:

Regional Command and Control Communications Network (3Cs)

The 3Cs Network is a dedicated high speed private data microwave and fiber communications network interconnecting EOCs, Public Safety Answering Points and other key decision making facilities in the OA. The 3Cs Network is equipped to support video teleconferencing, transmission of video signals from the region's airborne public safety operations platforms, digital telephone services, Geographic Information Systems data, and WebEOC data, among other applications.

Regional Communications System (RCS)

The San Diego County – Imperial County Regional Communications System provides dedicated common talk groups available for use as needed for Direction and Control communications.

Radio Amateur Civil Emergency Service (RACES)

RACES provides redundant voice and low-speed data communications circuits to EOCs and other key decision making facilities as needed.

Fire and Rescue Communications

The majority of the fire agencies in the OA use the RCS and the City of San Diego's 800 MHz systems for day-to-day fire and EMS response operations. A unified 800 MHz fire communications fleet map has been developed and programmed into every Fire and Rescue user radio on the RCS and the City networks. This unified fleet map provides command, tactical and support channel resources for incident operations, while allowing apparatus to move within the county and operate with any other 800 MHz-based agency as needed.

A large area of rural San Diego County is undeveloped wild land for which fire protection is the responsibility of the State or Federal fire protection agencies. These agencies primarily operate in the VHF Hi-Band spectrum, but they also have 800 MHz capabilities in dispatch and their field units.

The western boundary of San Diego County is the Pacific Ocean. There are a number of bays and other navigable waterways used for commerce and recreation under the jurisdiction of Federal, State and local agencies. These agencies use a combination of VHF Hi-band and 700 / 800 MHz systems for life safety communications operations.



The State Fire and Rescue Mutual Aid system primarily operates mutual aid incidents on the VHF Hi-Band spectrum. The majority of local agency resources that would participate in wild land or mutual

aid operations are equipped with VHF Hi-Band voice radios.

The Unified Fire fleet map, Fire and Rescue agency Mutual Aid Zone and agency Dispatch center assignments and contact information are listed in the San Diego Urban Area Tactical Interoperable Communications (TIC) Plan.

In an incident where mutual aid has been requested, the responsible Dispatch center will inform responding resources what the command frequency will be - either 800 MHz or VHF. Command vehicles have 800 MHz (trunked and conventional) and VHF capabilities. Talk groups within the unified fleet map have been established on 800MHz for the purpose of on-scene and en route coordination, and are grouped by dispatch center / response area of the county. Assignments will be given to the incoming command units on a compatible frequency with the Incident Commander, and then passed to the other members of the strike team on their identified frequency or talk group.

Due to the complex nature of communications and the varied systems and networks in place, it is imperative that a qualified COML be assigned to the incident and/or to the Operational Area Coordinator's office. The persons filling this position must have knowledge and an understanding of all radio systems used by the Fire Service within the county, including but not limited to the RCS, Cal OES and CDF networks, United States Forest Service (USFS), Bureau of Land Management (BLM) and BIA communications resources.

When the OA EOC has been activated, each incident-based COML needs to communicate on a regular basis with the Communications Unit Coordinator (COMC) in the OA EOC to ensure that incident operations are not in conflict with other incidents using frequency resources within the county.

Law Enforcement Communications



The majority of the Law Enforcement agencies in the OA use the RCS and/or the City of San Diego's 700 / 800 MHz systems for day-to-day response operations. The California Highway Patrol (CHP) primarily uses VHF Low Band, but the El Cajon Area Office of the CHP uses the RCS as their primary system and the low band frequencies as backup. Other State and Federal law enforcement operations take place on VHF Hi-Band and UHF frequencies.

While different types of radios and frequencies are used, the OA has established varying levels of interoperability among the voice communication networks within the OA. Mutual Aid fleet map, Law Enforcement agency Mutual Aid Zone and agency Dispatch center assignments and contact information are listed in the San Diego Urban Area Tactical Interoperable Communications (TIC) Plan.

Emergency Medical Services (EMS) Communications System

The OA does not have established communications capabilities for the National UHF EMS radio frequencies in the 462 MHz band.

The OA EMS Radio System is a component of both the RCS and the City of San Diego's 800 MHz networks. All ambulances and hospitals are using 800 MHz radios for communications. The Base Hospitals are contacted by incoming Emergency Medical Technicians (EMTs) and Paramedics directly.

There are currently seven Base Hospitals in the County. These Base Hospitals are:

- Tri-City Medical Center
- Sharp Grossmont Hospital
- Scripps Mercy Hospital and Medical Center
- Palomar Medical Center
- Scripps Memorial Hospital La Jolla
- Sharp Memorial Hospital
- U.C.S.D. Medical Center

In the event of a disaster, the facilitating Base Hospital for the affected area is responsible for gathering patient bed availability information from the satellite receiving hospitals.

County Government Communications System

Various agencies of County Government utilize voice radio communications in the furtherance of their duties. These agencies operate on the RCS and have been assigned their own talk groups. Countywide and mutual aid talk groups provide the ability for these agencies to talk to each other and with other agencies utilizing the RCS. When required, these agencies coordinate via the Sheriff's Communications Center. Some of the County agencies that are on this system include:

- Medical Examiner
- Parks and Recreation
- Environmental Health
- Public Works
- Probation
- Animal Control
- Humane Society
- Office of Emergency Services

Amateur Radio

There are volunteer Amateur Radio Operators in San Diego County who devote many hours to supporting and improving the communications capabilities of all of our emergency services. RACES and ARES operate across jurisdictional borders in San Diego County. There are also local jurisdiction radio groups that support communication efforts during disasters.

Radio Amateur Civil Emergency Services (RACES)



RACES is supported by OES and the Sheriff's Department's Wireless Services Division. These volunteers have registered with the County as Disaster Service Workers (DSWs), and have trained to provide communications and other services to Emergency Management, Fire and Rescue, Law Enforcement and other Public Safety agencies as requested when other normal communications systems need to be augmented or replaced. They also have established radio stations in each city to provide communications between that City and the OA EOC.

RACES volunteers have the ability to obtain a great deal of information for local government even when other communications systems are unavailable. Their ability to communicate over a long distance is vital in the absence of primary communications links.

OA RACES network operations and procedures are covered in the Unified San Diego County Radio Amateur Civil Emergency Services Plan.

The services of RACES can be requested through the Sheriff's Communications Center or OES.

Amateur Radio Emergency Service (ARES)



ARES is an organization under the auspices of the American Radio Relay League (ARRL), the national association of Amateur Radio Operators. ARES members volunteer their services primarily to agencies involved in health and welfare activities. ARES works closely with RACES, the County's EMS agency, the American Red Cross (ARC), and the Salvation Army, and provides emergency communications to all of the area hospitals.

ARES can be requested through the Sheriff's Communications Center or County EMS.

Operational Area Alert and Warning

Emergency information, advice, and action instructions are given to the public by various media. The Emergency Alert System (EAS), AlertSanDiego/Accesible AlertSanDiego and mobile loudspeakers are the primary media. Other available media are bulletins, handbills, and the press. OES maintains pre-scripted, hazard-specific warning messages for high impact events that require time sensitive warnings.

Emergency Alert System (EAS)

The State of California has been divided into "EAS Operational Areas" for the purpose of disseminating emergency information. The San Diego EAS Operational Area encompasses the entire County. Under Federal guidelines, local EAS operational plans are written by the broadcast community. Two radio stations, KOGO (600 AM) the LP-1 and KLSD (1360 AM) the LP-2 have emergency generators and have volunteered to be the local primary stations for the OA. Other radio and television stations continue to operate as conditions permit.

All radio and television stations in San Diego County along with all cable TV providers will be broadcasting emergency public information in the event of an activation of the EAS. The system is designed so that all of the radio, TV and cable stations/systems monitor the LP-1 and LP-2 stations and forward the information to their listeners and viewers.

OES is authorized to activate the EAS. Any jurisdiction in the OA can contact OES to activate the system in the event of the need to notify its citizens of the need to take protective actions or to provide them with emergency information.

Weather-related warning messages will originate at the National Weather Service's facility in Rancho Bernardo.

AlertSanDiego

In 2006, the County of San Diego implemented the AlertSanDiego (ASD) communications system. ASD is currently available throughout the San Diego Region. ASD enables emergency dispatchers to call residents, via a reverse 911 callout system, and alert them to emergency actions which may need to be taken. ASD combines GIS mapping technologies with 9-1-1 calling data in an easy-to-use interface.

AlertSanDiego is also available in accessible formats. Accessible AlertSanDiego provides emergency management the capability of alerting and informing residents of San Diego County who are deaf, blind, hard of hearing, and deaf/blind before, during, and after a disaster. Accessible AlertSanDiego sends accessible alerts and

information to internet and video capable devices, such as computers, cell phones, smart phones, tablet computers, and wireless Braille readers. These alerts are offered in American Sign Language (ASL) with English voice and text.

The ASD system, which is hosted by Blackboard Connect, has the capability of making thousands of calls per hour by using automated calling technology. OES, incorporated Cities or Sheriff's Communications Center is responsible for the activation of ASD.

AlertSanDiego has limitations which include:

- Phone lines and power must be working for residents to receive calls and/or messages. If residents have registered their cell phones through AlertSanDiego, then it is still possible for them to receive messages.
- Cell phones or private branch exchange (PBX- most businesses have their phones hooked up to a PBX) numbers are not in the database, then those residents will not receive the call unless they have registered their cell phones through AlertSanDiego.
- Smart phones and other such mobile communication devices must also be registered through Accessible AlertSanDiego in order for the recipient to receive the messages in their preferred format.
- If residents are on a dial-up internet connection, currently using the phone, or subscribe to call blocking services, they will not receive the call unless they are registered through AlertSanDiego.

Federal and State Alert and Warning

This warning system is the means for relaying to the public, notice from the Federal, State or local government of impending or actual disaster or attack. Appropriate responses and the most effective use of warning information may be limited by the amount of time available.

Actions

Warning actions are characterized by requiring high priority for a short period of time, the use of mass media systems for passing warning to the public, the small number of workers necessary to operate the system, the demand for fast activation of the system on short notice, and the need to maintain readiness to repeat all actions in the event of successive alerts or attacks.



The California Warning System (CALWAS), a component of the National Warning System (NAWAS) sends out warning information, which is received at the Sheriff's

Communication Center and relayed to OES. The public is then warned by means of EAS and any other means, including mobile loudspeakers.

Alternate means of warning are via the California Law Enforcement Telecommunications System (CLETS), public safety radio systems, and RACES network.

Notice of warning is also broadcast from the various county and city communications centers to special facilities (schools, hospitals, fire stations, utility stations, etc.). Key workers of emergency organizations may be alerted by telephone or radio. EAS and the AlertSanDiego systems are expected to provide coverage for a large part of the population.

Warning Types

Attack Warning
A warning that an actual attack against this country has been detected.

Fallout Warning
A warning of radiation hazards resulting from a nuclear cause.

Warning Information

Authorized EAS stations will broadcast warning information as requested under the EAS Operational Area Agreement.

War Emergency

Emergency Services authorities will route war emergency warnings via designated EAS program entry points to the media.

Peacetime Emergencies

Warning of an extraordinary peacetime emergency may be received by local government over the CLETS, public safety radio systems, NAWAS, and/or other means.

Other Communications Capabilities

Operational Area Satellite Information System (OASIS)

OASIS is a State of California owned satellite system established to provide Emergency Management voice and data communications independently of commercial networks. A terminal in the OA EOC provides data connectivity and several phone lines for voice communications with



State Emergency Management officials and adjacent OAs.

Cellular Telephones

Most, if not all agencies have cellular phone capabilities. All agencies should have cellular phone numbers for all of their staff who have cellular phones, and the cellular phone numbers for their closest jurisdiction.

7-1-1 Telecommunications Relay Service (TRS)

TRS is a free service that permits a person with a hearing or speech disability to use the telephone system via a text telephone (TTY) or other accessible devices to call people with or without the same disabilities or other access and functional needs.

EOC Communications Systems



The communications systems installed in or controlled from the OA EOC support the field activities of the emergency organization. Other communications systems provide links to nearby jurisdictions and to higher levels of the statewide emergency organization. The communications systems in the OA EOC include the radio systems licensed to the County. Such radio systems are augmented, in an emergency, by radio systems licensed to other governmental agencies, to private industry, and to individuals. During a State of War emergency, privately owned radio systems, equipment, and facilities, subject to approval of the licensee, will generally be used to support field activities of the emergency services not already linked directly to the OA EOC.

The Communications Unit is a technical support position in the Logistics Section which provides communications for the management of emergency operations. Messages sent outside the OA EOC are handled by operators assigned to the communications section. The County communications operation is under command of the Sheriff.

The Sheriff's Wireless Services Division provides staff to make provisions for additional equipment in addition to maintaining communications equipment. The operations personnel assess their communications requirements and advise the COML. Procurement of communications resources and services will be managed by the County Technology Office, in consultation with and on advice from the resources group.

Mobile Communications and Command Vehicles



In the event the OA EOC or a jurisdictional EOC must be relocated, the County has two mobile communications and command vehicles ("ECHO III" and "RACES 1") available to support EOC communications operations. These vehicles are maintained by the Sheriff's Department Wireless Services Division and are operated by volunteers the County's RACES Unit. These vehicles are also available to support incident operations as necessary.

To support incident-based management and operations, there is an extensive inventory of Mobile Command Vehicles owned by the various jurisdictions in the OA.

ADMINISTRATION, FINANCE, AND LOGISTICS

Under SEMS, special districts are considered local governments. As such, they are included in the emergency planning efforts throughout the OA. The OA Emergency Organization, in accordance with SEMS, supports and is supported by:

- Cities within the OA
- The County of San Diego
- Special districts
- Other Counties
- The State of California
- The Federal Government

NIMS provides a consistent nationwide template to enable Federal, State, local, and tribal governments and private-sector and nongovernmental organizations to work together effectively. NIMS also enables these entities to efficiently prepare for, prevent, respond to, and recover from domestic incidents, regardless of cause, size, or complexity, including acts of catastrophic terrorism.

Mutual aid, including personnel, supplies, and equipment, is provided in accordance with the California Master Mutual Aid Agreement, and other OA Mutual Aid Agreements.

The private sector is an important part of the emergency organization. Business and industry own or have access to substantial response and support resources. Community Based Organizations (CBOs) or Non-Governmental Organizations (NGOs) provide valuable resources before, during, and after a disaster. These resources can be effective assets at any level. OES has established the ReadySanDiego Business Alliance. The Alliance will have a virtual connection to the OA EOC via a social networking system fed through an RSS feed from WebEOC.

There are some City and County personnel who do not have specific task assignments. They are automatically designated by State Law as Disaster Service Workers during a disaster, and serve in the response effort.

- "All public employees and all registered volunteers of a jurisdiction having an accredited disaster council are Disaster Service Workers," per Government Code Title I, Division 4, Chapter 8, and Labor Code, Part I, Division 4, Chapters 1 and 10.
- The term public employees includes all persons employed by the State, or any County, City or public district.
- Other personnel including volunteers can be quickly registered by OES as Disaster Service Workers, which provides Workers Compensation and liability coverage.

OES maintains a list of pre-registered volunteers affiliated with volunteer organizations that have been signed up as Disaster Service Workers (DSWs).

It is imperative that local government maintain duplicate records of all information necessary for restoration of normal operations. This process of record retention involves offsite storage of vital computerized and paper-based data that can be readily accessible.

Vital records of the Unified Organization are routinely stored in records storage rooms at OES in printed hard copy form, on CD-ROM, and electronically. Computer records are routinely backed up and stored separately from the hard drives. All personnel records are stored by the County Department of Human Resources at several locations throughout the OA.

ANNEX DEVELOPMENT AND MAINTENANCE

This annex is a product of the OA Emergency Operations Plan (EOP). As such, the policies, procedures, and practices outlined in the OA EOP govern this annex. OES coordinates the maintenance and updates of this annex every three to four years, in accordance with the maintenance schedule established for the OA EOP. Record of changes, approval, and dissemination of the OA EOP will also apply to this annex.

Updates to this annex can be made before such time for multiple reasons, including but not limited to changes in policy/procedure, improvements and recommendations based on real life events or exercises, etc. Recommended changes should be submitted to the Office of Emergency Services at oes@sdcounty.ca.gov

Annex I was developed and is maintained by the Interoperable Communications Committee (ICC), a committee chartered by the Unified San Diego County Disaster Council. The ICC is chaired by the Sheriff's Department's Wireless Services Division with members drawn from the jurisdictions and agencies within the OA.

The annex is a living document. The ICC will periodically review and revise the annex and supplementary documents as needed to ensure the documents are up to date.

AUTHORITIES AND REFERENCES

Legal Basis for Emergency Operations

- Unified San Diego County Emergency Services Organization, Fifth Amended Emergency Services Agreement, 2005
- County of San Diego Emergency Services Ordinance No. 8183, dated December 15, 1992
- County of San Diego Resolution adopting the California Master Mutual Agreement, dated December 11, 1950
- California Emergency Services Act, Chapter 7 of Division 1 of Title 2 of the Government Code
- California Emergency Plan (July, 2009) and sub-plans
- Governor's Orders and Regulations for a War Emergency, 1971
- Article 9, Emergency Services, Section 8605 of the Government Code, Operational Areas
- Petris (SEMS) SB 1841 Chapter 1069 - Amendments to the Government Code, Article 7, California Emergency Services Act
- Incident Command System, Field Operations Guide, ICS 420-1
- San Diego Urban Area Tactical Interoperable Communications Plan, February 2006
- Unified San Diego County Emergency Services Organization Resolution adopting the National Incident Management System dated September 15, 2005

Reference Documents

- Federal Communications Commission Regulations (Title 47, Code of Federal Regulations), Parts 11, 90, 97 and 101
- National Emergency Communications Plan (DHS, 2008)
- California Statewide Communications Interoperability Plan (CalOES, 2013)
- Regional Command and Control Communications (3Cs) network
- SDUA Interoperable Communications Plan SOP (May, 2013)
- SDUA Regional TIC Field Operations Guide (May, 2013)
- SDUA Fire-EMS Radio System Failure Procedure Quick Reference Guide (May, 2013)

- SDUA Law Enforcement Radio System Failure Procedure Quick Reference Guide (May, 2013)
- SDUA Lifeguard / Other User Radio System Failure Procedure Quick Reference Guide (May, 2013)
- San Diego County Operational Area Radio Amateur Civil Emergency Service Plan (2001 Edition under revision by RACES Staff)
- San Diego EAS Operational Area Plan (2006 Edition prepared by the San Diego Local Emergency Communications Committee)
- San Diego Operational Area EOC Communications Systems Overview (2014 Edition)

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Acknowledgements

San Diego County Access and Functional Needs Work Group

ANNEX J

Construction and Engineering Operations



Unified San Diego County Emergency Services Organization
And
County Of San Diego

Operational Area Emergency Operations Plan

September 2014

GENERAL

Introduction

This annex is created and intended to be an integral part of the San Diego County Operational Area Emergency Operations Plan (OA EOP). In addition, it identifies the implementation procedures for mutual aid and other support.

Construction and Engineering Operations is structured to provide public works and engineering-related support for the changing requirements of domestic incident management to include preparedness, prevention, response, recovery, and mitigation actions. Activities within the scope of this function include conducting pre and post-incident assessment of public works and infrastructure; executing emergency contract support for life-saving and life-sustaining services; providing technical assistance to include engineering expertise, construction management, and contracting and real estate services; and providing emergency repair of damaged infrastructure and critical facilities.

The construction and engineering operations section of Annex J describes the basic concepts in coordinating and organizing the capabilities and resources of local government to facilitate the delivery of services, technical assistance, engineering expertise, construction management, and other support to prevent, prepare for, respond to, and/or recover from an incident of extreme significance. While local agencies have individual construction and engineering responsibilities, Annex J serves as a unifying document in the event of a major disaster.

Intent

No single community or agency has the ability or resources sufficient to cope with any and all emergencies for which a potential exists. This annex is designed to meet the anticipated needs of local agencies and to access the resources of other agencies to meet the needs of emergency incidents. Agencies that are members of the Unified Emergency Services Organization have agreed to assist each other with resources, if they are available, provided their own recovery operations are not compromised. In addition, some special districts have signed Mutual Aid agreements with other districts throughout Southern California. The State of California Fire and Rescue Emergency Mutual Aid Plan has been signed by most, if not all, Cities within the State.

EXECUTIVE SUMMARY

This annex defines the role of public works departments at the County and City levels. Tasks include providing supervision for the repair, modification, and/or construction of emergency facilities and housing, inspecting damaged structures, and restoring, maintaining and operating essential services.

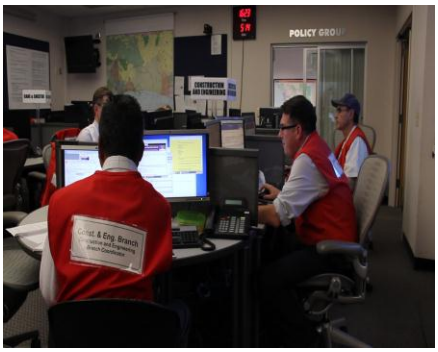
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Purpose

This annex establishes the organizational responsibilities and prescribes actions and procedures required for the provision of restorative services and Mutual Aid during a disaster or extreme emergency within the San Diego County Operational Area (OA).

- Coordination and support of infrastructure risk and vulnerability assessments.
- Provide the basis for the coordination of operations for Public Works Agencies and other special districts within the OA.
- Provide assistance in the monitoring and stabilization of damaged structures and the demolition of structures designated as immediate hazards to public health and safety.



- Coordinate and provide structural specialists expertise to support inspection of mass care facilities and urban search and rescue operations.
- Execution of emergency contracting support for life-saving and life-sustaining services, to include providing potable water, ice, emergency power, and other emergency commodities and services. This may be in conjunction with other annex activations.
- Managing, monitoring, and/or providing technical advice in the clearance, removal, and disposal of contaminated and uncontaminated debris from public property. This may include waste sampling, classification, packaging, transportation, treatment, demolition, and disposal of contaminated debris and soil. This shall be general debris/rubble and only performed to support clearing roads or public property.
- Providing emergency repair of damaged infrastructure and critical public facilities. This may include but is not limited to:
    - Transportation systems - roads, bridges, airports, railway and shipping systems.
    - Environmental systems - waterways, habitats, coastal erosion and landslides.
    - Domestic utilities - water, electrical, natural gas, and sewer systems.
    - Structural systems – foundation, building components and contents.
- Restoration of critical navigation, flood control, and other water infrastructure systems.

Scope

This annex is structured to provide public works and engineering-related support for the changing requirements of domestic incident management to include preparedness, response, recovery, and mitigation actions. Activities within the scope of this function

include conducting pre-incident and post-incident assessments of public works and infrastructure; executing emergency contract support for life-saving and life-sustaining services; providing technical assistance to include engineering expertise, construction management, and contracting and real estate services; and providing emergency repair of damaged public infrastructure and critical facilities.

Planning Basis



- No community has resources sufficient to cope with any and all emergencies for which potential exists.
- Construction and Engineering coordinators must preplan emergency operations to ensure efficient utilization of available resources.
- Basic to California's emergency planning is a statewide system of mutual aid in which each local jurisdiction relies first upon its own resources.
- Agencies that are members of the Unified Emergency Services Organization have agreed to assist each other with resources if they are available.
- The California Disaster and Civil Defense Master Mutual Aid Agreement (MMAA) between the State of California, each of its counties and those incorporated cities and special districts signatory thereto:
    - Creates a formal structure for provision of mutual aid.
    - Provides that no party shall be required to unreasonably deplete its own resources in furnishing mutual aid.
    - Provides that the responsible local official in whose jurisdiction(s) an incident occurs requiring mutual aid shall remain in charge at such incident including the direction of personnel and equipment provided through mutual aid plans pursuant to the agreement.
- Per the Standardized Emergency Management System (SEMS), Mutual Aid requests from jurisdictions and special districts within the OA must be sent to the Operational Area Emergency Operations Center (OA EOC). The Logistics Section at the OA EOC will coordinate requests for mutual aid and will keep track of who needs what and where assets have been sent. The Logistics Section coordinates and forwards the requests to other jurisdictions, or the State Office of Emergency Services (Cal OES).
- When the Mutual Aid assets are ordered, the requester will provide a staging area where the resources will be sent, and a point of contact. It is the responsibility of the requesting jurisdiction to provide any additional logistical support, i.e., food, water, fuel and sleeping accommodations, for the additional resources.
- The state is divided into six mutual aid regions to facilitate the coordination of mutual aid. San Diego County is located in Mutual Aid Region VI. Through this

system, Cal OES is informed of conditions in each geographic and organizational area of the state and is informed of the occurrence of an imminent threat of disaster.

- In addition to Public Works resources, this annex includes both public and private agencies with support capability and/or emergency responsibility.
- Certain types of resources may be considered outside the mutual aid agreement by the responding agency and therefore may be subject to a pre-established agreement, which may be available only on a reimbursement basis.
- This annex, as part of the OA EOP, should be distributed to and discussed with management, command, operational, and support level personnel within each jurisdiction.
- This annex must be continuously reviewed, revised when necessary, and tested to encompass change and refinement consistent with experience gained through disaster operations and training, and changes in resource availability.

Whole Community Approach



The whole community concept is a process by which residents, emergency management representatives, organizational and community leaders, and government officials can understand and assess the needs of their respective communities and determine the best ways to organize and strengthen their resources, capacities, and interests. Engaging in whole community emergency management planning builds a more effective path to societal security and resilience. This annex supports the following whole community principles:

- Understand and meet the needs of the entire community, including people with disabilities and those with other access and functional needs.
- Engage and empower all parts of the community to assist in all phases of the disaster cycle.
- Strengthen what works well in communities on a daily basis.

In keeping with the whole community approach, this annex was developed with the guidance of representatives from the OA Cities and representatives from County departments, law enforcement, fire services, emergency management, the access and functional needs communities, and various other stakeholders. The effectiveness of the emergency response is largely predicated on the preparedness and resiliency of the community.

Community Resiliency Consists of Three Key Factors:

1. The ability of first responder agencies (e.g. fire, law and Emergency Medical Services (EMS) to divert from their day-to-day operations to the emergency effectively and efficiently.
2. The strength of the emergency management system and organizations within the region, to include EOCs, mass notification systems and communication systems.
3. The civil preparedness of the region's citizens, businesses and community organizations.

Focusing on enhancing all three of these components constantly focuses the OA on improving the region's resiliency.

CONCEPT OF OPERATIONS

Policies and Procedural Guidelines

The following general procedures have been developed to provide guidance in the implementation of this annex:

Emergency Work Station

- All Public Works Agency personnel should have a designated emergency workstation. This will generally be the station they normally report to during regular work hours unless a different emergency workstation has been previously assigned.

Alternate Emergency Work Station

- In the event that Public Works' normal or emergency work stations are inoperable as a result of the disaster, or staff cannot get to their normal or emergency work stations, the following is a guide used by County Department of Public Works (DPW) for reporting to alternative stations:

Regular or Emergency Work Station	Alternate Work Station
Co. Operations Center-San Diego	Div. I Headquarters-Jamacha
Div. I Headquarters-Jamacha	Co. Operations Center, San Diego
Div. II HQ San Marcos	Ramona Road Maintenance Station
Maintenance Stations Countywide	Appropriate Division HQ
Wastewater Division-Kearny Mesa	Wastewater Operations/Spring Valley
Gillespie Field El Cajon	Ramona Airport
Palomar Airport Carlsbad	Ramona Airport
Ramona Airport	Gillespie Field, El Cajon

Reporting Procedures during Plan Activation

- Unless assigned to an emergency station, personnel will report to their regular workstation. When assigned to an emergency workstation prior to the emergency, or if telephone communications are disrupted, personnel will report in person to their workstation.

Operational Area

- The OA covered under this annex is the entire county and all cities. County DPW responsibilities are within the unincorporated areas of San Diego County. When requested by proper authority, mutual aid services within incorporated cities and adjacent counties can be provided.

Departmental Operations Centers (DOC's)

- All Public Works Agencies should designate alternate locations for their Departmental Operations Centers (DOCs) in the event that the primary location is inoperable. For example, the County DPW is headquartered at the County Operations Center in Kearny Mesa. In the event this facility was damaged to the extent that it could not serve as a DOC, the DOC would be located at Division I Headquarters in Spring Valley, as first choice, and then to Division II Headquarters in San Marcos, as second choice.

ORGANIZATION AND ASSIGNMENT OF RESPONSIBILITIES

Organization

Most Cities within the OA have Public Works Departments. In the event of a major emergency or disaster, the Director(s) of Public Works in the affected jurisdiction(s) will coordinate the implementation of this annex. In unincorporated areas of the county, this responsibility falls upon the County Public Works Director. In many instances because of size and complexity of the incident, some agencies/jurisdictions may not have the personnel to fill all the positions at the EOC as shown at the OA level. This may require the assistance of all affected and non-affected agencies and special districts for additional resources.

Assignment of Responsibilities/Responsibilities of Local Agency

Activities include but are not limited to the following:

- Reasonably exhaust local resources before calling for outside assistance.
- Render the maximum practicable assistance to all emergency stricken communities, under provisions of the San Diego County Mutual Aid Plan.
- Provide for receiving and disseminating



information, data and directives.

- Maintain a call-back list of primary response personnel.
- Coordinate and conduct necessary training to adequately perform functions and responsibilities during emergencies.
- Provide department personnel to staff the OA EOC.
- Provide department personnel to support public information officers with accurate messaging.
- Coordinate all interdepartmental contacts with other Deputy Directors.
- Coordinate with OA EOC Construction and Engineering Branch.
- Develop and maintain current records of road and flood conditions throughout their jurisdiction.
- Provide engineering and public service work. Tasks (where applicable) include:
    - Restore, maintain and operate essential services within their jurisdiction:
        - Roads and bridges and/or traffic control devices
        - Storm drainage facilities
        - Wastewater disposal plants, trunk sewers and laterals
        - Airport facilities
        - Rural transportation facilities
    - Repair, modify and/or construct emergency facilities and housing:
        - Bridges
        - Alternate road access
        - Alternate airport landing strips
        - Temporary solid waste collection areas
        - Temporary wastewater transmission lines
        - Temporary housing



- Provide engineering expertise and equipment to assist in search and rescue operations. Additional personnel for engineering assistance will be drawn from other public and private sectors.
- Maintain an inventory of heavy equipment and equipment operators. Additional equipment and personnel may be drawn from other public and private sectors.
- Manage and coordinate contracted transportation vehicles and facilities.
- Maintain an inventory of resources and provide for procurement and allocation of transportation resources.

Responsibilities of County Public Works Administrator

The County Deputy Director of Public Works/Transportation Division has the primary responsibility to respond for the department in the event of an emergency. During disaster conditions, the Deputy Director shall:

- Reasonably exhaust county resources before calling for outside assistance.
- Render the maximum practicable assistance to all emergency stricken communities, under provisions of the San Diego County Mutual Aid Plan.
- Provide for receiving and disseminating information, data and directives.
- Maintain a callback list of primary response personnel.
- Coordinate and conduct necessary training to adequately perform functions and responsibilities during emergencies.
- Provide department personnel to staff the OA EOC.
- Provide department personnel to staff the County Joint Information Center (JIC).
- Coordinate all interdepartmental contacts with other Deputy Directors.
- Coordinate with City EOCs.
- Develop and maintain current records of road and flood conditions throughout their jurisdiction.
- Provide engineering and public service work.

  Tasks (where applicable) include:

  - Restore, maintain and operate essential services within their jurisdiction:
    - Roads and bridges and/or traffic control devices
    - Storm drainage facilities
    - Wastewater disposal plants, trunk sewers and laterals
    - Airport facilities
    - Rural transportation facilities
  - Repair, modify and/or construct emergency facilities and housing:
    - Bridges
    - Alternate road access
    - Alternate airport landing strips
    - Temporary solid waste collection areas
    - Temporary wastewater transmission lines
    - Temporary housing



- Provide engineering expertise and equipment to assist in search and rescue operations. Additional personnel for engineering assistance will be drawn from other public and private sectors.
- Maintain an inventory of heavy equipment and equipment operators. Additional equipment and personnel may be drawn from other public and private sectors.
- Manage and coordinate contracted transportation vehicles and facilities.
- Maintain an inventory of resources and provide for procurement and allocation of transportation resources.
- Utilize established emergency construction contracts and basic order agreements for services and supplies to assist in emergency response and recovery efforts.

California Department of Transportation (Caltrans)

Dispatch field crews accordingly to assist the California Highway Patrol (CHP), other emergency responders, and the public with State highway closures, signage, and/or clearance activities in an effort to maintain and/or restore the State highway transportation network to safe and normal operating conditions.

The Caltrans EOC will be activated and staffed accordingly to provide centralized coordination, communication, command, and control of emergency operations and the management of resources. This would include monitoring and providing status of state highways within the region, communicating damage reports, and initiating emergency contracts where appropriate for repairs on the State highway system.

San Diego Gas and Electric (SDG&E)

Provide initial and updated SDG&E damage assessments to include: number of gas and electric outages, areas impacted and number of customers affected, overall estimated restoration time as well as estimated restoration times for each outage, workforce status including use of mutual assistance crews and any critical operational issues or conditions.

Initiate and coordinate SDG&E requests for assistance from the region via the OA EOC.

San Diego County Water Authority

In an emergency in which the county's water supply or quality is affected, the Water Authority and its member agencies, Department of Environmental Health (DEH), California Department of Public Health (CDPH), County Public Health Officer (PHO), and OES will act in concert to:

- Conduct damage assessments and provide situation status
- Restore water systems and supply
- Ensure the quality of the water
- Determine need for supplemental drinking water
- Provide public notifications on the safety of the water

For additional information on Water Operations, see **Appendix W**.

Support Functions

Department of General Services

- Provide vehicles as needed.
- Provide vehicle maintenance, repair and fueling services.
- Provide architects, engineers, electricians and plumbers.
- Provide communications support in the form of personnel and/or equipment.

Parks and Recreation Departments

- Provide miscellaneous construction equipment and operators.
- Provide staff for damage assessment activities, as well as for recovery efforts.

Planning and Development Services

- Provide structural engineers and building inspectors for damage assessment activities, as well as for recovery efforts.
- Provide geologists for technical support.

Construction Industry

- Provide structural engineers and building inspectors for damage assessment activities, as well as for recovery efforts.

Transportation Industry

- Provide ground and rail transportation, including operators, for emergency transportation and evacuation, including transportation for people with disabilities and others with access and functional needs.

- Provide additional vehicular support.

Fire and Life Safety Department

- Respond to requests for rescue and treatment following Annex B and the California State Mutual Aid Plan.
- Provide emergency structural stabilization and hazard abatement for damage assessment activities, as well as for recovery efforts.

DIRECTION, CONTROL, OR COORDINATION

Activation and Termination

Activation and termination of this annex shall be by the direction of:

- The County Chief Administrative Officer (CAO) as the Coordinator of Emergency Services for disasters/emergencies in the OA and the Director of Emergency Services for disasters/emergencies in the unincorporated area..
- A designated Deputy CAO.
- The Director of OES or a designated representative.
- The Director of DPW.

Activation normally occurs based on: notification by OES that the scope of an emergency will exceed local resources; a disaster which by its nature or severity automatically initiates activation of the plan; and/or a public media announcement that a disaster has occurred and that all personnel are to report to their disaster assignments.

Deactivation is normally accomplished by a phase-down procedure and a return to normal, pre-disaster operations. Operations then revert to activities for reconstituting local government activities, as needed and as directed by the Unified Disaster Council (UDC) in accordance with standing policies and unified agreements.

INFORMATION COLLECTION AND DISSEMINATION

Types of Information to Be Relayed

Certain information should be relayed immediately to respective division and administration offices, to Station M, to the Public Information Office (619-595-4633), and to the OA EOC if activated (858-565-3490). Pertinent information to be relayed includes:



- Road closures and re-openings
- Inoperative wastewater pumping stations
- Inoperative water pollution control facilities

- Closed airports or runways, and re-openings
- Flooded dip crossings
- Isolated communities
- Closed, isolated or blacked out County facilities
- Major slides, washouts or culvert failures
- Major snow operations

IF IN DOUBT, REPORT IT!

COMMUNICATIONS

Effective Communications

Quick and effective communication is vital to the Department's emergency response and recovery operations. The communications system provides the basis for effectively coordinating these efforts, and to provide timely damage assessment information.

Communications Maintenance Responsibility

The Wireless Services Unit of the Sheriff's Department has responsibility for operation and maintenance of all Public Works communications equipment. They should be contacted for information or problems regarding the system.

Elements of Public Works Communications System

The primary elements of DPW's communications system are the telephone system and radio network. Additionally, numerous DPW staff have cellular phones which provide other methods of contact. Support for the communications systems in the event of breakdown consists of messenger traffic, and the Radio Amateur Civil Emergency Services (RACES) network. They may be used to supplement or back up the phone and radio systems. Phone number: 858-565-3490, RACES: http://www.races.sandiego.ca.gov.

Individual Responsibility for Communicating Emergency Status

It is the responsibility of all emergency response personnel to establish communications with their respective divisions, the Public Information Officer (PIO), and the OA EOC (if activated) as quickly as possible to keep them informed. If the phone system is inoperative, use your radio. If the phone and radio systems are inactive, utilize messengers to relay information.

ADMINISTRATION, FINANCE, AND LOGISTICS

Under SEMS, special districts are considered local governments. As such, they are included in the emergency planning efforts throughout the OA. The OA Emergency Organization, in accordance with SEMS, supports and is supported by:

- Cities within the OA
- The County of San Diego
- Special districts
- Other Counties
- The State of California
- The Federal Government

NIMS provides a consistent nationwide template to enable Federal, State, local, and tribal governments and private-sector and nongovernmental organizations to work together effectively. NIMS also enables these entities to efficiently prepare for, prevent, respond to, and recover from domestic incidents, regardless of cause, size, or complexity, including acts of catastrophic terrorism.

Mutual aid, including personnel, supplies, and equipment, is provided in accordance with the California Master Mutual Aid Agreement, and other OA Mutual Aid Agreements.

The private sector is an important part of the emergency organization. Business and industry own or have access to substantial response and support resources. Community Based Organizations (CBOs) or Non-Governmental Organizations (NGOs) provide valuable resources before, during, and after a disaster. These resources can be effective assets at any level. OES has established the ReadySanDiego Business Alliance. The Alliance will have a virtual connection to the OA EOC via a social networking system fed through an RSS feed from WebEOC.

There are some City and County personnel who do not have specific task assignments. They are automatically designated by State Law as Disaster Service Workers (DSWs) during a disaster, and serve in the response effort.

- "All public employees and all registered volunteers of a jurisdiction having an accredited disaster council are Disaster Service Workers," per Government Code Title I, Division 4, Chapter 8, and Labor Code, Part I, Division 4, Chapters 1 and 10.
- The term public employees includes all persons employed by the State, or any County, City or public district.
- Other personnel including volunteers can be quickly registered by OES as DSWs, which provides Workers Compensation and liability coverage.

OES maintains a list of pre-registered volunteers affiliated with volunteer organizations that have been signed up as DSWs.

It is imperative that local government maintain duplicate records of all information necessary for restoration of normal operations. This process of record retention involves offsite storage of vital computerized and paper-based data that can be readily accessible.

Vital records of the Unified Organization are routinely stored in records storage rooms at OES in printed hard copy form, on CD-ROM, and electronically. Computer records are routinely backed up and stored separately from the hard drives. All personnel records are stored by the County Department of Human Resources at several locations throughout the OA.

ANNEX DEVELOPMENT AND MAINTENANCE

This annex is a product of the OA Emergency Operations Plan (EOP). As such, the policies, procedures, and practices outlined in the OA EOP govern this annex. OES coordinates the maintenance and updates of this annex every three to four years, in accordance with the maintenance schedule established for the OA EOP. Record of changes, approval, and dissemination of the OA EOP will also apply to this annex.

Updates to this annex can be made before such time for multiple reasons, including but not limited to changes in policy/procedure, improvements and recommendations based on real life events or exercises, etc. Recommended changes should be submitted to OES at oes@sdcounty.ca.gov

AUTHORITIES AND REFERENCES

A. Unified San Diego County Emergency Services Organization, Fifth Amended Emergency Services Agreement, 2005.

B. County of San Diego Emergency Services Ordinance No. 8183, dated December 15, 1992.

C. County of San Diego Resolution adopting the California Master Mutual Agreement, dated December 11, 1950.

D. California Emergency Services Act, Chapter 7 of Division 1 of Title 2 of the Government Code.

E. California Emergency Plan (June, 2009) and sub-plans.

F. Governor's Orders and Regulations for a War Emergency, 1971.

G. Article 9, Emergency Services, Section 8605 of the Government Code, Operational Areas.

H. Petris (SEMS) SB 1841 Chapter 1069 - Amendments to the Government Code, Article 7, California Emergency Services Act.

I. California Master Mutual Aid Agreement.

J. California Fire and Rescue Emergency Plan.

K. Incident Command System, Field Operations Guide, ICS 420-1.

L. San Diego County Mutual Aid Agreement for Fire Departments.

M. San Diego County Animal Control Mutual Aid Agreement.

N. California Law Enforcement Mutual Aid Plan.

O. California Coroners Mutual Aid Plan.

P. Public Works Mutual Aid Plan.

Q. San Diego County Multi-Jurisdictional Hazard Mitigation Plan, August 2010.

R. San Diego Urban Area Tactical Interoperable Communications Plan, February 2006.

S. San Diego County Terrorist Incident Emergency Response Protocol, Draft, October 2010.

T. Unified San Diego County Emergency Services Organization Recovery Plan, January 2014.

U. Unified San Diego County Emergency Services Organization Resolution adopting the National Incident Management System dated September 15, 2005.

All Authorities and References listed are on file at the Office of Emergency Services. Also on file are other agreements with voluntary organizations and other governmental and private organizations.

APPENDIX W

WATER OPERATIONS

Introduction

The Water Sector in San Diego County consists of public departments, public agencies, private companies, tribal governments, and other individual suppliers of water to the San Diego region's population. Water is imported into the county by the San Diego County Water Authority (Water Authority) providing approximately 90-percent of the county's water through wholesale transportation and distribution to its 24 member agencies. The 24 member agencies deliver water to approximately 97-percent of the county's population and are made up of six cities, one military installation, one authority representing a city and an irrigation district, two irrigation districts, and 14 water districts. Approximately 165 small water systems serve 3-percent of the population, principally located in the unincorporated areas of San Diego County. The owners and operators of small and large water systems have a responsibility to consumers to provide a safe and reliable supply of water.

Authorities

The principal federal law that ensures safe drinking water for the public is the Safe Drinking Water Act (SDWA). The Environmental Protection Agency (EPA) sets the standards for drinking water quality and oversees all states to ensure that the standards are met. EPA delegated implementation of the SDWA to California. The California SDWA is contained in the Health and Safety Code, which also contains the statutory responsibilities and requirements defined for the California Department of Public Health, Drinking Water Program. The Drinking Water Program and any regulations developed must be equal to or more stringent than the federal program. The regulations are contained in Title 22 California Code of Regulations. The Drinking Water Program's District Engineer is the regional representative of the primacy agency for all water suppliers in the county. Through the Local Primacy Agreement issued to the County of San Diego, the Department of Environmental Health regulates small water systems with 199 or less service connections (California Safe Drinking Water Act, Article 1, Section 116330).

Objectives

The primary objective of the Water Sector in an emergency is to maintain or restore water systems function in order to deliver a safe and reliable water supply. Functional objectives of the Water Sector are:

- Provide situational awareness to the OA EOC.
- Coordinate drinking water safety and environmental health issues with the appropriate regulatory agencies.
- Facilitate the use of mutual aid agreements in restoring water systems.

Organizations and Responsibilities

In an emergency, the roles and responsibilities are as follows. A diagram of the Water Sector is shown in **Attachment A**.

A. California Department of Public Health, Drinking Water Program, San Diego District Office (CDPH)

CDPH is the primacy agency for all California water systems. CDPH staff act as disaster service workers in response to natural disasters and emergencies. The primary role for CDPH staff from the onset of an incident is to conduct water system damage assessments and determine the necessity of issuing water quality advisories. Water system assessments are performed by contacting water system personnel by phone, e-mail, or other available forms of communication and by obtaining water system status reported through the Water Authority. In addition, field survey teams can be dispatched to affected public water systems and integrate into the local emergency operations center established for the incident. In these instances, CDPH staff report as a CDPH representative and technical specialist. CDPH staff coordinates with the San Diego District Engineer, Regional Engineer, San Diego County Department of Environmental Health and water systems on water supply and water quality issues. CDPH staff work with public water systems during restoration operations to determine appropriate actions to be taken for the lifting of water quality advisories. Only CDPH, or its delegate for small water systems (DEH), can lift a water quality advisory.

B. San Diego County Department of Environmental Health (DEH)

CDPH has delegated authority to DEH as the primacy agency for small public water systems. Small water systems are defined as those having more than 4 and fewer than 200 connections. Small water systems supply water to approximately 3-percent of the population and typically use groundwater wells as a source of water. A map of the small public water systems is shown in Attachment B. DEH staff act as disaster service workers in response to natural disasters. The Land and Water Quality Division is responsible for monitoring the small water systems, responding to small water systems, and providing assistance in an emergency. The Land and Water Quality Division conducts water system damage assessments through field survey teams and coordinates assistance for its regulated water systems through the department's Operational Center and County Emergency Operations Center. See Annex H Environmental Health Operations for more information.

C. San Diego County Water Authority

The Water Authority, a wholesale water agency, purchases both treated and untreated water from Metropolitan Water District of Southern California and delivers the water to 24 member agencies through a system of pipelines and facilities. Each member agency then delivers water directly to consumers through its own retail distribution system. A map of the 24 member agencies is shown in Attachment D. More information about the Water Authority and its member

agencies is available at www.sdcwa.org and on the individual member agency websites.

In an emergency, the primary responsibility of the Water Authority and the member agencies is water system restoration in order to deliver a safe and reliable water supply. The Water Authority sends a representative to the OA EOC to assume the Water Unit Liaison position under the Construction and Engineering Branch. The Water Unit Liaison provides situational awareness and coordination for the Water Sector and the OA EOC.

D. San Diego County Health and Human Services Agency (HHSA), Public Health Services (PHS)

Specific roles and responsibilities of Public Health Services include:

- Public Health Officer: In accordance with state water quality regulations will assist in enforcing water restrictions; may impose a higher level of restriction than regulations require if deemed to be protective of the public health
- Public Health Laboratory: Bacteriological testing of drinking water for potability, environmental testing, especially food, water and sewage.

See Annex E Public Health Operations for more information.

Concept of Operations

In an emergency in which the county's water supply or quality is affected, the Water Authority and its member agencies, DEH, CDPH, County Public Health Officer, and OES will act in concert to:

- Conduct damage assessments and provide situation status
- Restore water systems and supply
- Ensure the quality of the water
- Determine need for supplemental drinking water
- Provide public notifications on the safety of the water

Water Supply

Up to 90-percent of the region's water is imported from the Colorado River and Northern California by a single supplier, the Metropolitan Water District of Southern California (Metropolitan). The water is delivered by the Water Authority through two aqueducts containing five large-diameter pipelines. The pipelines have a maximum capacity to carry 925 million gallons a day and bring both treated and untreated water into San Diego County. The remaining 10-percent comes from local water sources including groundwater, local surface water, recycled water, seawater desalination and conservation. Overall, there is capacity to store up to 700,000 acre feet of surface water spread between 25 reservoirs owned by 12 agencies.

As of June 2014, 165 small water systems serve a population of approximately 25,500 in rural north and east areas of the county. These water systems service residences, schools, workplaces, businesses, restaurants, recreational vehicle parks, and county parks.

Available supply in an emergency is dependent upon many factors. Most small water systems have a single source of supply and minimal water storage capacity that may last one to two days. Water Authority member agencies have the ability to remain off the aqueduct for a ten-day period through storage, conservation, and other means. The Water Authority's Emergency Storage Project (ESP) is system of reservoirs, interconnected pipelines, and pumping stations. ESP is planned to supply enough water for two-months, if there is no water from Metropolitan, and up to six months, if there is some water available from Metropolitan. Metropolitan plans for a six-month emergency water storage supply. As water systems are being restored, strategies for supplying water to the population may include establishing temporary connections, rerouting water, conservation, and distribution of bottled water.

1. Treated and Untreated Water

The Water Authority purchases treated and untreated water from Metropolitan for delivery to its member agencies. The untreated water is either processed by the Water Authority at its Twin Oaks Valley Water Treatment Plant or sold to agencies with their own reservoirs and treatment facilities. All treated water served in San Diego County meets or exceeds rigorous state and federal water quality regulations. Water Authority member agencies that own and operate water treatment plants within the county are:

- City of Escondido – joint ownership with Vista Irrigation District
- Helix Water District
- City of Oceanside
- Olivenhain Municipal Water District
- Pendleton Military Reservation
- City of Poway
- Ramona Municipal Water District
- City of San Diego
- Santa Fe Irrigation District – joint ownership with San Dieguito Water District
- Sweetwater Authority (operating for South Bay Irrigation District and National City)
- Yuima Municipal Water District

2. Public Notifications

Public water systems, CDPH Drinking Water Division, DEH, and the County's Public Health Officer can independently or jointly issue water quality advisories. However, it is the public water system's and the small water system's responsibility to make public notifications to their consumers in accordance with their emergency response and/or emergency notification plan. Notices are delivered door to door, signposted, announced by the media, and through public notification systems such as AlertSanDiego and Accessible Alert San Diego (See Annex L, Emergency Public Information).

Following public notification of a water quality advisory, a series of laboratory tests and evaluation will be conducted. Lifting the water quality advisory is the sole responsibility of the CDPH, Drinking Water Division or its delegate for small public water systems (DEH). Once the water quality advisory is lifted, then the public water system makes the public notification in a similar manner to the original public notification.

3. Drinking Water Distribution

In the event of an insufficient water supply due to a water quality advisory or outage, a drinking water distribution plan coordinated by the OA EOC will be implemented. Water agencies will provide information about the affected service area to the OA EOC. Close coordination between the San Diego County Public Health Officer, the CDPH, Drinking Water Program, District Engineer, DEH, and the OA EOC are crucial to the safety and health of the public when distributing drinking water. Guidance for distribution of emergency drinking water is located in the CAL OES publication Multi-Agency Response Guidance for Emergency Drinking Water Procurement & Distribution.

Water Sector Mutual Aid Agreements

In non-emergency times, water suppliers operate as independent entities. During emergencies, each entity continues to operate independently until it determines that outside resources are necessary. Depending upon the extent of the incident, the entity may request mutual aid through established mutual aid agreements or through the OA EOC. Requests and coordination of resources will first be made at the local level, and when necessary, requests will be forwarded to the Regional Emergency Operations Center (REOC) located in Los Alamitos and then to the State Operations Center's (SOC) Business and Utility Operations Center (BUOC).

The Water Sector maintains several mutual aid/assistance agreements that can be activated in an emergency when water related resources are exhausted or nearing exhaustion. These agreements are generally used to obtain materials, equipment, and personnel required for system restoration.

1. California Water/Wastewater Agency Response Network (CalWARN)

Signatories to the CalWARN agreement (members) can request resources from other CalWARN members. CalWARN is a standard omnibus mutual assistance

agreement consistent with other statewide mutual aid programs, the Standardized Emergency Management System (SEMS) and the National Incident Management System (NIMS).

This statewide mutual aid agreement provides a contractual relationship under which public and private water agencies can share resources such as equipment, materials, and staff during emergencies at the discretion of each participating agency. The agreement also provides liability and workers compensation protection and includes repayment provisions for agencies that choose to loan resources. Access www.calwarn.org to see which agencies participate in CalWARN and to request resources. The Water Authority and other participating water agencies in San Diego County are listed on the Southern OES Region VI section of the map of California. The core of the CalWARN website is its emergency equipment database that matches utility resources to a member's needs during an emergency. A member can locate emergency equipment such as pumps, generators, chlorinators, excavators, and trained personnel such as treatment plant operators.

Requests for emergency assistance under the agreement are directed to the appropriate designated official(s) from the list of participating water and wastewater agencies. There is no requirement for issuance of a state of emergency by the Governor before making requests for assistance.

2. The Metropolitan Water District of Southern California Member Agencies Response System (MARS)

The Water Authority entered into the Metropolitan Water District of Southern California Member Agency Response System Indemnification Agreement with certain other Metropolitan Water District of Southern California agencies. This agreement has a mutual aid component in addition to an alternate means of communication in emergencies component. Make requests directly to MWD and the participating agencies when it is determined that needs may not or cannot be met within San Diego County. Requests may be made over the Member Agency Response System (MARS), or by phone, fax, and email. It is important to determine, when the request is made, whether reimbursement is expected from the borrowing agency.

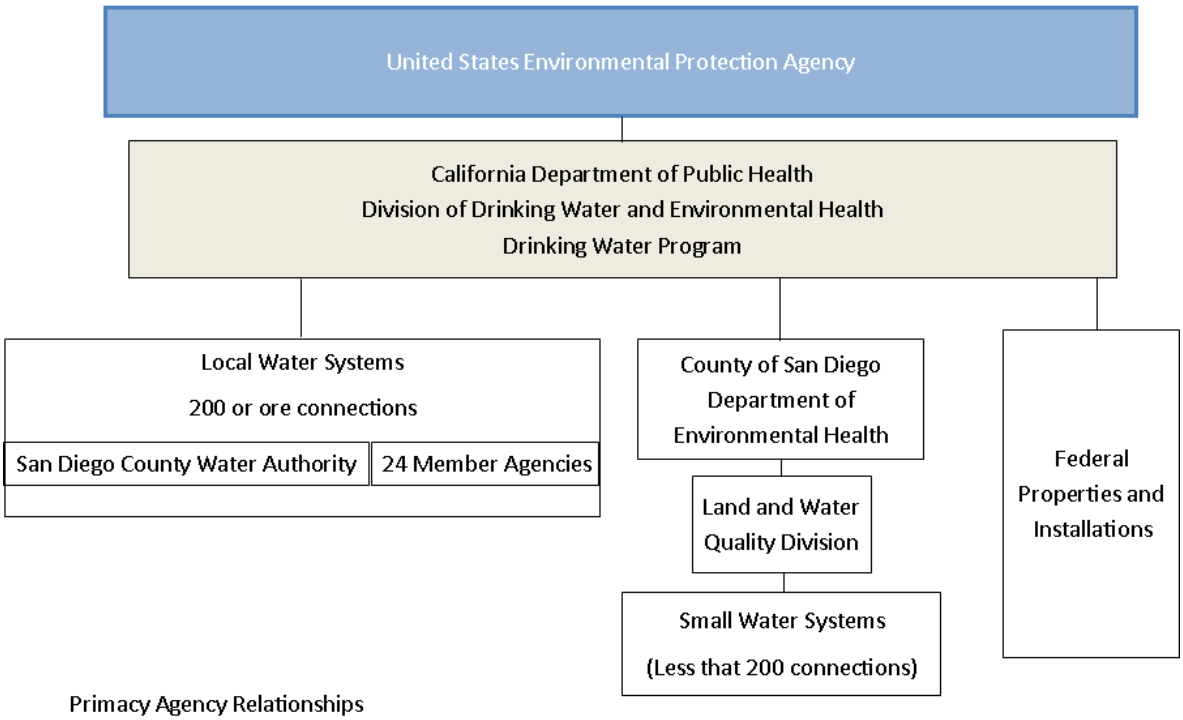
3. Mutual Aid Agreement Providing for Emergency Assistance among the Member Agencies

In 1992 the Water Authority established a mutual aid agreement among its member agencies. The Mutual Aid Agreement Providing for Emergency Assistance Among the Member Agencies of the San Diego County Water Authority provides for the interchange of materials, facilities, services, equipment, and personnel to cope with problems that may arise in the event of an emergency. This agreement was renewed in 2002. The agreement outlines when and how each member agency will voluntarily aid and assist each other. Assistance may be given when the member agency’s resources are exhausted or about to be exhausted. The Water Authority, in cooperation with the member

agencies, maintains an inventory list of resources in WebEOC. Attachment D Mutual Aid Matrix shows the participation of Water Sector entities in the water-related mutual aid agreements.

ATTACHMENT A

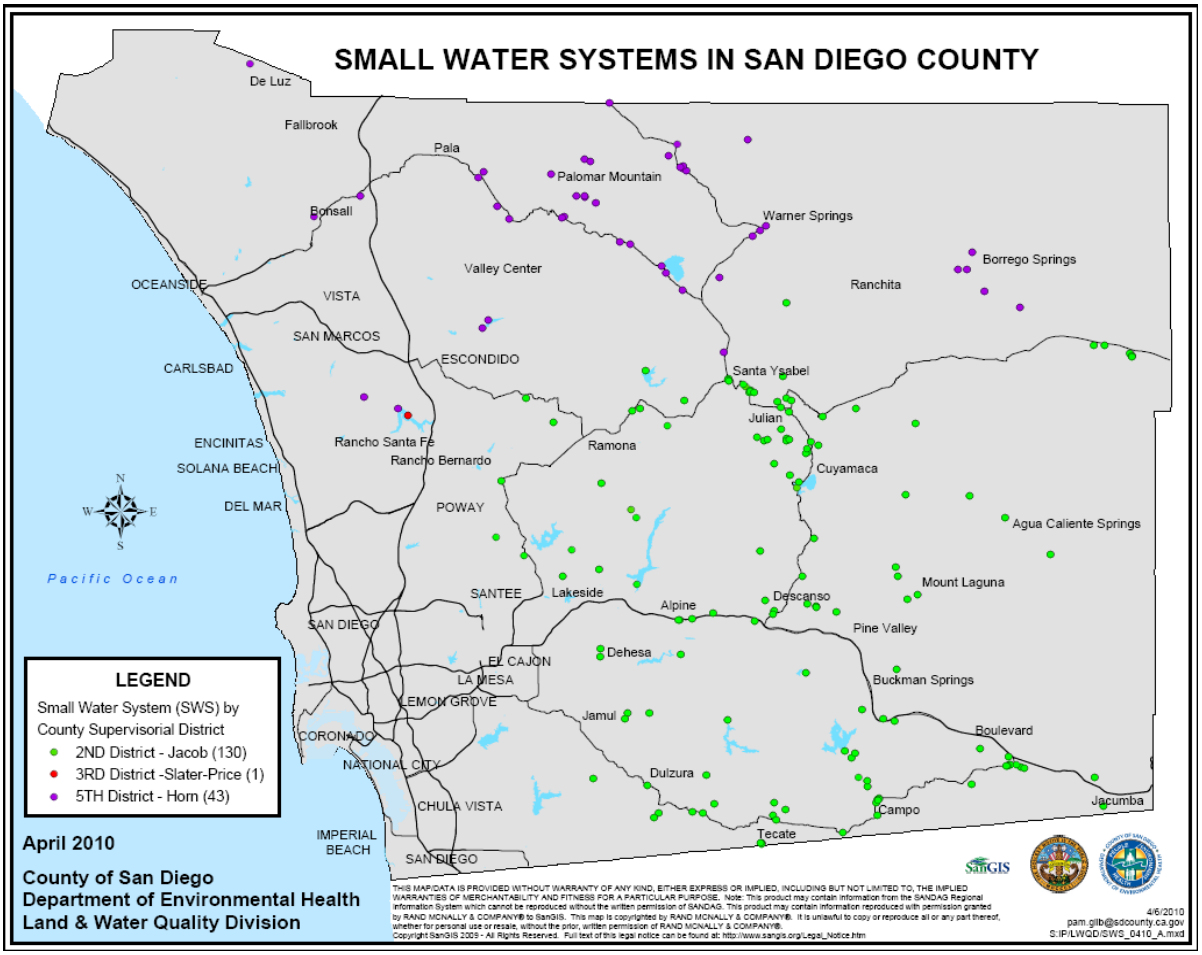
Water Sector



Primacy Agency Relationships

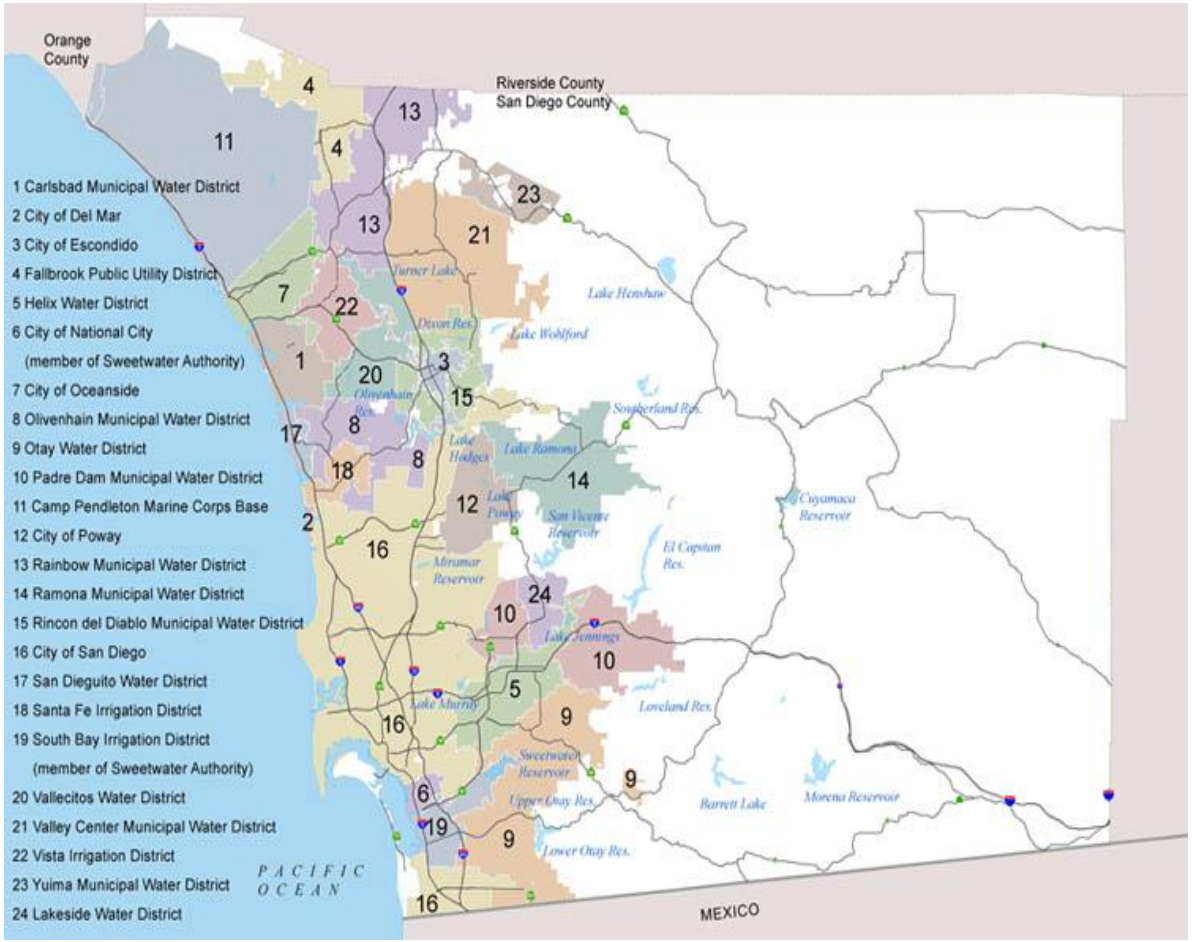
ATTACHMENT B

Small Public Water Systems



ATTACHMENT C

San Diego County Water Authority Member Agencies



A member of the San Diego County Board of Supervisors also serves as a representative to the Water Authority board of directors.

ATTACHMENT D

Mutual Aid Matrix

Agency	Member Agency Agreement w/ Water Authority	Cal WARN	MARS (Metropolitan Water District of Southern California)	Other
San Diego County Water Authority	Y	Y	Y	
Carlsbad Municipal Water District	Y			
Del Mar, City of	Y			
Escondido, City of	Y			
Fallbrook Public Utility District	Y			
Helix Water District	Y	Y		*
Lakeside Water District				*
Oceanside, City of	Y			
Olivenhain Municipal Water District	Y			
Otay Water District	Y			*
Padre Dam Municipal Water District	Y	Y		*
Camp Pendleton Marine Corps Base				
Poway, City of	Y			
Rainbow Municipal Water District	Y	Y		
Ramona Municipal Water District	Y	Y		
Rincon del Diablo Municipal Water District	Y	Y		
San Diego, City of	Y			
San Dieguito Water District	Y	Y		
Santa Fe Irrigation District	Y			

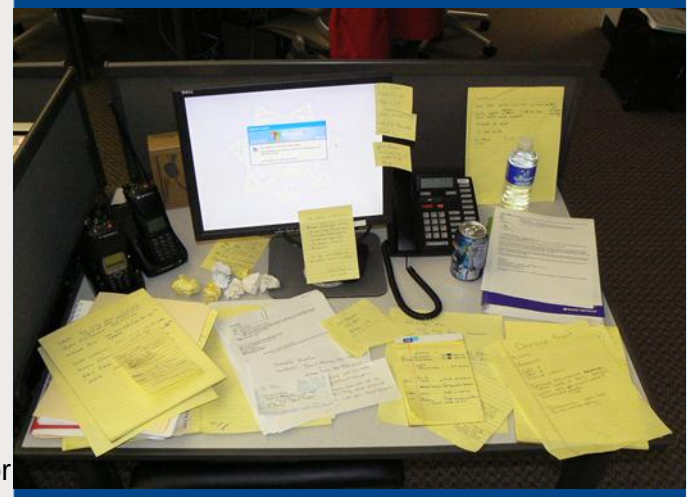
Sweetwater Authority for the City of National City and South Bay Irrigation District	Y	Y		*
Vallecitos Water District	Y	Y		
Valley Center Municipal Water District	Y	Y		
Vista Irrigation District	Y	Y		
Yuima Municipal Water District	Y	Y		

Current as of June 2014

*Shared services with Padre, Helix, Otay, Sweetwater, and Lakeside

ANNEX K

Logistics



Unified San Diego County Emergency Services Organization
And
County of San Diego

Operational Area Emergency Operations Plan

September 2014

Staff and Principal Planners

- Allen Hunsberger, Purchasing Manager
  Department of Purchasing and Contracting
- Lou Cavagnaro, Assistant Director,
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- Danielle Enriquez, Assistant Group Finance
  Director, Public Safety Group
- Marlon King, Emergency Services Coordinator
  Office of Emergency Services

Acknowledgements

San Diego County Access and Functional Needs Work Group

GENERAL

Introduction

The Logistics Annex to the Operational Area Emergency Operations Plan (OA EOP) introduces the basic concepts, policies and procedures for providing and/or coordinating the provision of services, personnel, equipment and supplies to support operations associated with natural disasters and technological perils and incidents within the San Diego County Operational Area (OA). It describes the governmental organizations responsible for providing such logistics (facilities, supply/procurement, personnel, transportation, equipment, and utilities) and the elements of the private sector that normally offer commodities and services. The Unified Disaster Council (UDC) of the Unified San Diego County Emergency Services Organization and the Unified San Diego County Emergency Services Agreement between and among the County of San Diego and the cities in the OA, provide for a countywide emergency services program and support the Standardized Emergency Management System (SEMS) and the National Incident Management System (NIMS).

This annex is intended to be a model for the county, cities and special districts to use in their emergency plans, with the realization that a city or special district may not have the personnel to fill all of the positions that will be filled at the OA level.

EXECUTIVE SUMMARY

The Logistics Annex addresses personnel, supplies, and equipment and how they are procured and supported within the OA. Some assets may come from other counties/states, and the Logistics Annex outlines how these resources will be accounted for. All costs need to be tracked so that claims can be made to state and federal agencies during the recovery process. The Logistics Annex describes how the functions will be carried out within the OA EOC.

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- Organization and Assignment of Responsibilities 7
- Direction, Control, or Coordination 13
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- Communications 16
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- Authorities and References 18
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Purpose

The purpose of this annex is to describe the process in which the logistics function will be executed to support the logistical needs of an emergency response within the OA.

Scope

The Logistics Annex applies to an emergency response operation within the OA and is typically executed during an OA Emergency Operations Center (EOC) activation. This annex applies primarily to major or potentially life-threatening or property loss situations which can result in demands upon the Unified Organization that exceed the capabilities of local resources, and possibly the OA's resources.

Counties, cities and special districts are responsible for the receipt and local distribution of vital resources and the implementation of control procedures, to ensure that basic human needs are met. They also use locally prescribed procurement, contracting, and claim procedures, in order that documentation required for the ultimate payment of emergency costs can be accomplished and incurred expenses can be reimbursed.

Objectives



The overall objectives of logistics operations are:

- Implement emergency logistics functions through pre designated assignments from the Policy Group.
- Locate, procure, and allocate essential resources (personnel, services and material) to support incident and OA EOC operations.
- Locate, procure, and allocate required transportation, fuel and like-equipment resources.
- Locate, procure, and allocate supplies for care and shelter facilities, local assistance centers, points of distribution, multipurpose staging areas, and fixed or mobile clinical and medical facilities.
- Oversee the distribution and inventory of food stocks and other essential supplies for emergency subsistence.
- Support the Operations Section with maintaining communications systems, potable water systems, electrical, sanitation, and other utility systems and services. If required, coordinate the emergency restoration of disrupted private services with public utilities.
- Establish control of resources in a manner compatible with the OA EOP, under the direction or coordination of the County Chief Administrative Officer (CAO) through the OA EOC staff.
- Coordinate with the Planning Section (Resources Unit Leader if staffed) to provide accountability of resources requested and expended for emergency and disaster events.
- Coordinate with the Finance Section to identify appropriate funding mechanisms or financially responsible parties prior to procurement.

Whole Community Approach

The whole community concept is a process by which residents, emergency management representatives, organizational and community leaders, and government officials can understand and assess the needs of their respective communities and determine the best ways to organize and strengthen their resources, capacities, and interests. Engaging in whole community emergency management planning builds a more effective path to societal security and resilience. This annex supports the following whole community principles:

- Understand and meet the needs of the entire community, including people with disabilities and those with other access and functional needs.
- Engage and empower all parts of the community to assist in all phases of the disaster cycle.
- Strengthen what works well in communities on a daily basis.

In keeping with the whole community approach, this annex was developed with the guidance of representatives from the OA Cities and representatives from County departments, law enforcement, fire services, emergency management, the access and functional needs communities, and various other stakeholders. The effectiveness of the emergency response is largely predicated on the preparedness and resiliency of the community.

Community Resiliency Consists of Three Key Factors:

1. The ability of first responder agencies (e.g. fire, law and Emergency Medical Services (EMS)) to divert from their day-to-day operations to the emergency effectively and efficiently.
2. The strength of the emergency management system and organizations within the region, to include EOCs, mass notification systems and communication systems.
3. The civil preparedness of the region's citizens, businesses and community organizations.

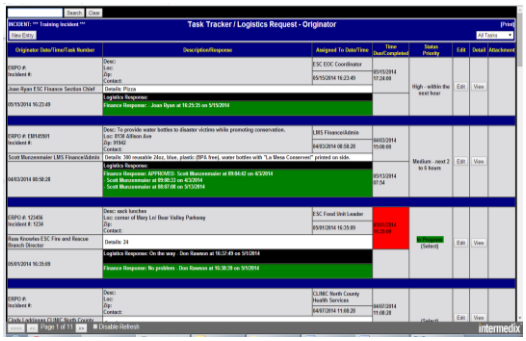
Focusing on enhancing all three of these components constantly focuses the OA on improving the region's resiliency.

CONCEPT OF OPERATIONS

When an emergency occurs within the OA, the emergency response will be handled at the lowest level possible (locally), until the emergency can no longer be handled with local resources. If the emergency exceeds the capabilities of the local emergency response, the OA EOC will be activated along with the OA EOP and the necessary annexes, including the Logistics Annex.

Once activated, the Logistics Annex will enable the Logistics Section of the OA EOC to support the emergency response and provide the logistical needs (personnel, facilities, equipment, supplies, etc.) to responders.

Coordination

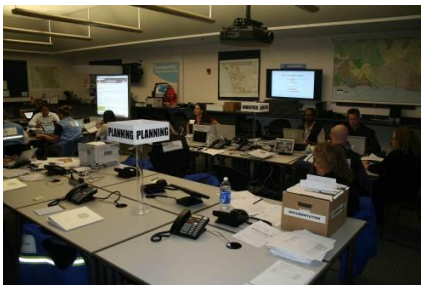


The Logistics Section will begin monitoring and addressing resource requests submitted through WebEOC Task Tracker or by other methods of request (via telephone, etc.). All resource requests within the OA EOC should be submitted through Task Tracker. There may be instances when external resource requests are submitted and the receiving party in the Logistics Section should manually enter the request into Task Tracker.

The members of the Logistics Section will work to identify how to fulfill the request. Resources may be available internally (County owned, mutual aid, etc.) or may need to be ordered/requested from outside vendors via vendor lists and other emergency agreements.

The Logistics Section will continually monitor Task Tracker and address the resource requests that fall under their responsibility. The Logistics Section will work through appropriate contacts, vendors, etc. to locate the resources needed and allocate the resources to the appropriate locations.

Resource Ordering



When fulfilling a resource request, the Logistics Section staff will typically follow the general sequence for locating the resource to fulfill the request:

- Use internal resources first
- Attempt to borrow the resource
- Look for donated goods/services
- Rent or lease the resource
- As a last resort, buy the resource (if the Logistics Section must resort to purchasing the resource, the Logistics Section Chief will confer with the Finance Section to ensure the purchase is approved before placing the order, and all purchases will be in accordance with Purchasing guidelines)

Additionally, if the resource is a critical and immediate need, the general sequence may need to be bypassed in order to address immediate concerns. The Logistics Section

Chief, Finance Section Chief and Policy Group will coordinate to make the determination on the appropriate action.

Resource Tracking

After the Logistics Section locates and procures the resources necessary to fulfill the request, the Logistics Section will coordinate with the Resources Unit Leader in the Planning Section to ensure the resource was delivered to the appropriate location and has been checked in to the response.

Volunteer and Donations Management

Volunteers



The County of San Diego Office of Emergency Services (OES) has a standing agreement with 2-1-1 to serve as the primary agency responsible for the jurisdiction-wide mobilization and deployment of volunteers and service programs. The Logistics Section will coordinate with 2-1-1 to utilize volunteers during an emergency. If volunteers can be utilized to fulfill a personnel request, the Logistics Section will poll 2-1-1 for qualified volunteers and 2-1-1 will allocate volunteers to the requesting agency. 2-1-1 will utilize the County of San Diego Spontaneous Volunteer Management Plan to support the Logistics Section with utilizing volunteers.

Donations

The Logistics Section will coordinate with the Salvation Army to manage non-monetary donations. The County is currently in the process of finalizing a Memorandum of Understanding (MOU) between the County of San Diego and the Salvation Army to manage donations on behalf of the County during an emergency. The types of donations that the Logistics Section will coordinate with the Salvation Army include:

Items (clothing, furniture, household items)



The Salvation Army will pick up and/or collect from drop off locations, donations provided to the victims of the emergency. The Salvation Army will transport donations to their existing sorting facilities and distribute the donations to their stores throughout the county. The Salvation Army will provide disaster victims vouchers (five dollar increments with no cash back) that will allow them to visit Salvation Army locations and purchase the supplies they need. The Salvation Army is the only organization that will be distributing the vouchers and the distribution of vouchers is managed through the Salvation Army case work process.

Monetary

If possible, the Logistics Section will support the Finance Section in establishing a temporary non-profit organization that can receive and manage monetary donations with the purpose of helping those most affected by the emergency. If a temporary non-profit cannot be established, the County will most likely not be able to accept monetary donations and will encourage donators to supply donations to organizations directly responding to the emergency.

In-Kind

In-kind donations include larger bulk items (i.e. pallets of water, etc.) The Logistics Section will inventory and track the type of in-kind donation and the donor. The donations will be distributed to distribution points and staging areas as necessary. The Logistics Section will work with the Operations Section to determine where the donations are needed.



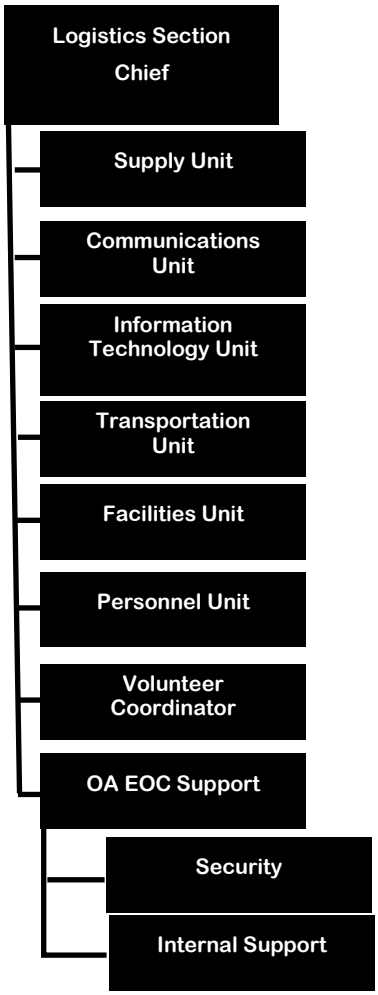
Time

Once 2-1-1 has allocated spontaneous volunteers to the requesting agency, if it is a County agency, the volunteers become affiliated volunteers and are therefore required to be sworn in as a Disaster Service Worker (DSW). Once a DSW, the volunteers' time need to be tracked according to time charging policies established by the Finance Section. If the spontaneous volunteers are not allocated to a County agency, their time must still be tracked and recorded so that they can be properly thanked for their services.

ORGANIZATION AND ASSIGNMENT OF RESPONSIBILITIES

Organization

The Logistics Section of the OA EOC is organized according to the organizational chart below. The Logistics Section is one of the five sections which make up the OA EOC. The Logistics Section reports to the OA EOC Director. The roles and responsibilities of all personnel assigned with duties in executing this annex are summarized in the following sections.



Operational Area - San Diego County

The County of San Diego CAO coordinates the Emergency Services Organization and the County emergency management program. In a disaster located entirely within the County unincorporated area, the CAO serves as the Director of Emergency Services and directs emergency services and operations. In a disaster involving one or more jurisdictions, or special districts, the CAO serves as the Coordinator of Emergency Services. The OA Logistics Coordinator in the OA EOC serves at the direction of the CAO via the OA EOC Director.

The OA Logistics Coordinator has the overall responsibility for coordinating countywide Logistics operations and provides relevant information and submits all requests for support to other jurisdictions in the OA, or to the Regional Logistics Coordinator at the Governor's Office of Emergency Services (Cal OES) Regional EOC (REOC) at Los Alamitos.

Assignment of Responsibilities

Logistics Section

The Logistics Section coordinates the procurement and provision of emergency resources for the OA. It is one of five functional sections that is operational when the OA EOC is fully activated. It is staffed by a Section Chief and pre-designated emergency personnel, and may be augmented by representatives from private industry, military and charitable organizations. The Logistics Section also provides additional advisors to the CAO, who provide expert advice on resource allocation, distribution, priorities, expenditures and related logistical matters.

Logistics Section Chief



The Logistics Section Chief (provided by OES) directs the Logistics Section and is responsible for providing facilities, services and material in support of an emergency or disaster. The Logistics Section Chief participates in the development and implementation of the OA EOC Action Plan. This Section Chief activates and supervises the units of the Logistics Section during OA EOC operations. He/she has the overall responsibility for coordinating OA Logistics operations and provides information and submits requests for support to the Mutual Aid Region Logistics Coordinator and to the State.

Communications Unit

The Communications Unit Leader, under the direction of the Logistics Section Chief, is responsible for developing plans for the effective use of communications equipment and facilities; installing and testing of communications equipment; coordinating with

the Incident Communications Center; the distribution of communications to incident personnel; and the maintenance and repair of communications equipment.

The Sheriff's Wireless Services Division provides the Communications Unit Leader to the OA EOC. The Communications Unit Leader is responsible for providing and maintaining radio and wireless data communications in support of ongoing operations. During emergencies, the Communications Unit Leader is responsible for restoring failed communications links, and for providing additional communications services as required to facilitate recovery efforts. Radio communications are part of the Sheriff's Wireless Services Division and they will handle all repairs to wireless systems within the OA EOC.

Included among the Communications Unit's responsibilities are to:

- Ensure radio resources and services are provided to OA EOC staff as required.
- Ensure that a communications link is established within the OA EOC.
- Provide management and coordination of County-controlled radio frequency resources assigned to field incidents and their Incident Communications Centers

Information Technology (IT) Unit

The County Technology Office provides the IT Unit Leader. The IT Unit Leader is also responsible for acting as liaison between the OA EOC and the County Technology Office for the request and acquisition of telecommunication and computer services required to support emergency assistance centers as dictated by the OA EOC Policy Group.

Included among the IT Unit's responsibilities are to:

- Ensure telephone and computer resources and services are provided to OA EOC staff as required.
- Determine the specific computer requirements for all OA EOC positions.
- Ensure network access for all OA EOC staff, including access to emergency information management software.
- Ensure requests for telecommunications and computer services are expedited to the appropriate parties for execution as required.

Transportation Unit

The Transportation Unit Leader is provided by the Department of General Services, and is responsible for the transportation of personnel, equipment, supplies and subsistence stocks and the transportation of fuels, energy systems and equipment for emergency operations. The Transportation Unit Leader is also responsible for transportation routing and scheduling, and the work assignments for transportation support during OA EOC operations. This unit is also responsible for the direct servicing, repair, and fueling of all transportation apparatus and equipment, as well

as, providing special transportation and support vehicle services, and maintaining records of transportation equipment use and service.



Included among the Transportation Unit's responsibilities are:

- Process transportation requests, to include all modes of transportation including ground, rail, air, and sea.
- Determine the number and appropriate types of buses and other transportation resources available to support an evacuation to meet the all needs of community members including para transit buses and ambulances.
- Contact County Office of Education and School Districts to determine availability of buses and drivers.
- Coordinate maintenance and repair of primary tactical equipment vehicles and mobile support equipment.
- Manage the operation of a transportation pool which can be used for transporting personnel from one location to another.
- Coordinate with fuel suppliers to establish distribution priorities.
- Coordinate with the Law Enforcement and Construction and Engineering Branches to develop a Transportation Plan that identifies routes of ingress and egress, thus facilitating the movement of response personnel, the affected population and shipment of resources and material.
- Coordinate with the Law Enforcement and Construction and Engineering Branches to identify alternate routes when primary routes are impassable.
- Utilize emergency information management software for the OA's formal resource tracking system.

Facilities Unit

The Facilities Unit Leader is responsible for the activation and maintenance of facilities that are utilized during emergency operations. The Facilities Unit Leader is provided by the Department of General Services. He/she ensures that proper sheltering, housing and personal sanitation facilities are maintained for emergency operations facilities, including the OA EOC. The Facilities Unit is responsible for safeguards at those facilities operated by the County, cities, and/or special districts in response to the emergency, to protect personnel and property from injury, damage or loss.

The Facilities Unit is also responsible for identifying facilities that meet Americans with Disabilities Act (ADA) requirements available to be used in the emergency

response as staging areas, warehouses, distribution centers, collection points, alternate worksites for government employees, etc.

Supply Unit



The Supply Unit Leader is responsible for supporting emergency operations by fulfilling requirements for goods and services, including administering procurements, contracts, and funding allocations including cost sharing agreements between functional organizations (special districts, cities and/or county departments). The Department of Purchasing and Contracting provides the Supply/Procurement Unit Leader and staff.

In coordination with the Finance Section of the OA EOC, the Supply Unit's responsibilities include:

- Requirement control and recording
- Procurement documentation and tracking
- Inter-governmental purchasing control
- Emergency purchasing procedures
- Emergency purchasing administration for unified and mutual aid
- Contract, credit card and purchase order control
- Cost/price data processing
- Claims and negotiations
- Cost estimating
- Maintain a list of contracts for emergency use.
- Maintain a current resource directory and inventory for necessary supplies, equipment and services based on Federal Emergency Management Agency (FEMA)/NIMS Integration Center Resource Types.
- Coordinate the location and support of staging areas, support facilities, and additional resources as necessary with the Facilities and Personnel Units.
- Coordinate the locations of collection points and sorting areas for donations as required.
- Utilize emergency information management software for the OA's formal resource tracking system.

- Ordering equipment, supplies and services (which include food and water as required); receiving and storing provisions, supplies and equipment to support field and OA EOC operations; and managing its inventories.

Personnel Unit

The Personnel Unit Leader, is provided by the Department of Human Resources, and is responsible for registering labor forces, insuring them under the appropriate workers compensation agreements, and keeping employment records. OES should register all non-governmental volunteers as DSWs. The Department of Human Resources tracks DSWs in the County's Human Resources Management System.

Included among the Personnel Unit's responsibilities are

- Provide personnel resources as requested in support of OA EOC and field operations.
- Develop and maintain the OA EOC Organizational Chart, which includes creating a current phone list and inserting the name of the County employee working in each position at the time of OA EOC activation, using templates for the phone lists pre-loaded into the WebEOC system.
- Identify back-up and relief personnel for Branch Coordinator, Unit Leader and Support Staff positions from the Human Resources Management System, as requested by the OA EOC Director or Section Chiefs.
- Coordinate with the Security Officer to assist in the verification of reporting personnel.
- Contact private personnel providers if temporary workers or individuals with specialized skills need to be obtained.
- Request state assistance. In the event of staffing shortfalls and upon request by the OA EOC Director, request State assistance via the Emergency Managers Mutual Aid System (EMMA) or the Emergency Management Assistance Compact (EMAC).
- Coordinate spontaneous volunteers in coordination with the Volunteer Unit Leader in the OA EOC Operations Section.
- Coordinate the requests for and assignments of DSWs and other trained volunteers.

OA EOC Support Staff (Runners)



OA EOC Support Staff are responsible for providing general support to OA EOC staff.

Support Staff duties include:

- Ensure adequate supplies are available in the OA EOC.
- Support the Planning Section and Information and Intelligence Section to ensure message boards/displays updated as necessary, and all OA EOC staff are aware of the updates
- Assist the JIC in disseminating press releases to all OA EOC staff
- Monitor communications locations without assigned personnel (i.e., fax machines).
- Ensure that incoming phone lines are staffed and calls are answered and messages are recorded.
- Provide assistance in the coordination of meals for OA EOC Staff.
- Facilitate requests for OA EOC equipment and supplies where possible, such as position guides, emergency plans, telephone directories, message forms and activity logs.
- Assist the Documentation Unit in collecting, organizing and filing OA EOC documentation.

DIRECTION, CONTROL, OR COORDINATION

Activation and Termination

Activation and termination of this annex occurs at the direction of the Director/Coordinator of Emergency Services for the Unified San Diego County Emergency Services Organization.

Activation of this annex at the OA level normally occurs based on notification by OES that the scope of an emergency will exceed the area's resources; a disaster which by its nature or severity automatically initiates activation of the annex; and/or an announcement that a disaster has occurred and that all personnel are to report to their disaster assignments.

Internal Coordination

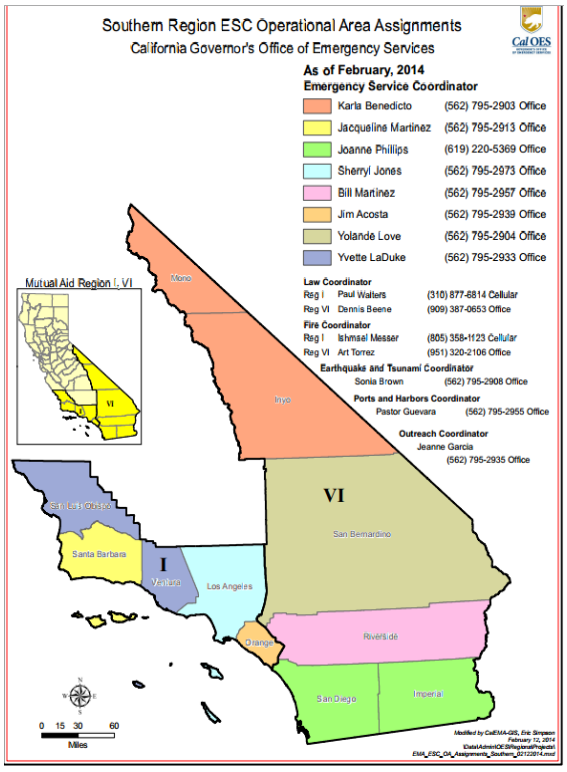
The Logistics Section will coordinate with the Finance Section to ensure the funding is available to sustain the operation and to continue ordering/procuring the resources necessary.

External Coordination

The Logistics Section will coordinate with the following agencies/organizations to support the incident response.

Mutual Aid Region

The Mutual Aid Region Logistics Coordinators, who function under the direction of the Cal OES Regional Administrator, are selected by representatives of the designated state agencies and are responsible for coordinating appropriate resources and/or support activities (assignments depend on regional availability of State agency representatives). The Coordinators have the overall responsibility for coordinating operations within their areas. All relevant information and requests for support are submitted to the appropriate State Resource Coordinators.



State

The Director of Cal OES or a designated representative has overall responsibility for coordinating statewide logistics operations and requirements.

Federal

During emergencies, certain federal agencies can provide logistics to state and local governments under separate statutory authorities. Following a Presidential declaration of an Emergency or Major Disaster, the designated Federal Coordinating Officer coordinates assistance provided by federal agencies.

Private Sector

Transportation Industries

Transportation industries function under their own management and operate their systems and facilities to provide the maximum possible service (within their capabilities) to fill essential needs as specified by federal, state, and local government authorities. This includes responsibility for continuity of management, protection of personnel and facilities, conservation of supplies, restoration of damaged lines and terminals, rerouting, expansion or improvement of operations, and the securing of necessary personnel, materials, and services.

Utility Companies

The utility companies, in mutual support of each other and the state and local governments, have provided a representative working in Cal OES to manage its Utilities Division. The Division has developed the State of California Utilities Emergency Plan, which provides for electric, gas, and water coordinators at the Mutual Aid Region and State levels. The Coordinators, who are representatives of the various utility organizations, provide a channel for mutual aid and other support as required. The Utilities Emergency Plan will be utilized during major emergencies. Additionally, the local utilities have assigned positions, telephones and radio communications links within the OA EOC.

Heavy Construction Industries

Heavy construction industries function under their own management and operate their systems and facilities to provide the maximum possible service (within their capabilities) to fill essential needs as specified by federal, state, and local government authorities. This includes responsibility to furnish materials, operate equipment, and supply skilled personnel as long as necessary, through the direction of civil and military authorities in charge of disaster relief.

INFORMATION COLLECTION AND DISSEMINATION

When locating a resource, it is important that the Logistics Section receive as much information as possible. In order to appropriately and adequately fulfill a request, the Logistics Section will be provided or collect the following information:

- A detailed description of the resource needed
- Approximately how long the resource will be needed (duration of use)
- Does the resource require and operator?
- When is the resource needed?
- Where does the resource need to be delivered?
- Will there be additional maintenance needed for the resource?
- Does the resource require a special permit to operate?

The Logistics Section will share information regarding fulfilled resource request with the Planning Section to ensure the resources are being included into action plans for each operational period.

COMMUNICATIONS

Resource Ordering

The Logistics Section should receive all requests through the established resource request process in WebEOC. The Logistics Section will utilize the most appropriate communication method to contact potential resource providers. Once fulfilled, the Logistics Section will update the resources board in WebEOC to notify the requestor that the order has been fulfilled, with an estimated time of arrival of when the resource can be expected.

Internal Communications

All communications should be a two-way flow from the positions within the Logistics Section to the Logistics Section Chief, and vice versa. When communicating, all personnel should use plain language to avoid any confusion (no acronyms or abbreviations). The Logistics Section should also monitor the situation updates in WebEOC so that the Logistics Section has good situational awareness and can remain ahead of incident needs and be prepared to fulfill request.

The Logistics Section will keep the Planning Section and Operations Section informed of any logistical issues, delays, etc. so that both sections can identify workarounds if necessary. The Logistics Section will also maintain communication with the Finance Section to maintain awareness of purchasing authority.

ADMINISTRATION, FINANCE, AND LOGISTICS

Under SEMS, special districts are considered local governments. As such, they are included in the emergency planning efforts throughout the OA. The OA Emergency Organization, in accordance with SEMS, supports and is supported by:

- Cities within the OA
- The County of San Diego
- Special districts
- Other Counties
- The State of California
- The Federal Government

NIMS provides a consistent nationwide template to enable Federal, State, local, and tribal governments and private-sector and nongovernmental organizations to work together effectively. NIMS also enables these entities to efficiently prepare for, prevent, respond to, and recover from domestic incidents, regardless of cause, size, or complexity, including acts of catastrophic terrorism.

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The private sector is an important part of the emergency organization. Business and industry own or have access to substantial response and support resources. Community Based Organizations (CBOs) or Non-Governmental Organizations (NGOs) provide valuable resources before, during, and after a disaster. These resources can be effective assets at any level. OES has established the ReadySanDiego Business Alliance. The Alliance will have a virtual connection to the OA EOC via a social networking system fed through an RSS feed from WebEOC.

There are some City and County personnel who do not have specific task assignments. They are automatically designated by State Law as DSWs during a disaster, and serve in the response effort.

- "All public employees and all registered volunteers of a jurisdiction having an accredited disaster council are Disaster Service Workers," per Government Code Title I, Division 4, Chapter 8, and Labor Code, Part I, Division 4, Chapters 1 and 10.
- The term public employees includes all persons employed by the State, or any County, City or public district.
- Other personnel including volunteers can be quickly registered by OES as DSWs, which provides Workers Compensation and liability coverage.

OES maintains a list of pre-registered volunteers affiliated with volunteer organizations that have been signed up as DSWs.

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Vital records of the Unified Organization are routinely stored in records storage rooms at OES in printed hard copy form, on CD-ROM, and electronically. Computer records are routinely backed up and stored separately from the hard drives. All personnel records are stored by the County Department of Human Resources at several locations throughout the OA.

Administration/Logistics

Through the Department of Purchasing and Contracting, the Logistics Section maintains a variety of prepositioned contracts. The Logistics Section is also able to secure emergency contracts in the event that no prepositioned contract meets the requirements of the emergency.

In addition to the Logistics Section Personnel, OES staff also has Emergency Purchase Cards which enable them to purchase emergency supplies necessary for emergency response operations both in the field and the OA EOC. All purchases will be in accordance with established policies, and approved by the Finance Section.

Documentation

The Logistics Section will coordinate with the Planning Section Documentation Unit Leader to ensure all documentation is being collected and recorded for all incident related information. Additionally, all resource requests/orders/procurements will be documented for reimbursement purposes.

ANNEX DEVELOPMENT AND MAINTENANCE

This annex is a product of the OA Emergency Operations Plan (EOP). As such, the policies, procedures, and practices outlined in the OA EOP govern this annex. OES coordinates the maintenance and updates of this annex every three to four years, in accordance with the maintenance schedule established for the OA EOP. Record of changes, approval, and dissemination of the OA EOP will also apply to this annex.

Updates to this annex can be made before such time for multiple reasons, including but not limited to changes in policy/procedure, improvements and recommendations based on real life events or exercises, etc. Recommended changes should be submitted to OES at oes@sdcounty.ca.gov

AUTHORITIES AND REFERENCES

- County of San Diego Administrative Code, Article XXIII, Ordinance No. 9297, Sec. 402. Emergency Purchases.
- County of San Diego, California Board of Supervisors Policy A-87

ATTACHMENT 1:

State Resources and Capabilities

The state agencies listed below have varied capabilities and responsibilities for providing, or coordinating the provision of, Logistic services:

Supply Procurement

Primary Agency: Department of General Services (Office Procedure),or Department of Food and Agriculture, Depart of Fish and Game (Food), Energy Commission, Department of Conservation (Fuel).

Personnel

Primary Agency: Employment Development Department

Support Agency: Department of Correction, Education, and Forestry; Military Department; Personnel Board; California Youth Authority; University of California: Community Colleges

Transportation

Primary Agency: Department of Transportation

Support Agency: California Highway Patrol; California Maritime Academy; Department of General Services (Fleet Administration Division), Department of Motor Vehicles, Transportation, Public Utilities Commission

Utilities

Primary Agency: California Emergency Management Agency (Utilities Division)

Support Agency: Energy Commission; Department of Water Resources; Public Utilities Commission

ANNEX L

Emergency Public Information Plan



Staff and Principal Planners

- Michael Workman, Director
  County Communications Office

- Tammy Glenn, Assistant Director
  County Communications Office

- Sarah Gordon, CAO Staff Officer
  Public Safety Group

- Yvette Urrea-Moe, Communications Specialist
  County Communications Office

- Michele Clock, Group Communications Officer
  Office of Emergency Services

Acknowledgements

San Diego County Access and Functional Needs Work Group

Unified San Diego County Emergency Services Organization
And
County of San Diego

Operational Area Emergency Operations Plan

September 2014

GENERAL

Introduction

A vital part of the Unified Emergency Services Organization's responsibility during an emergency or disaster is providing the public with accurate information and instructions. The Office of Emergency Services (OES) and the Operational Area Media Team work closely with the news media to accomplish this task.

Purpose

This annex is designed to provide a framework for the most efficient, accurate, and complete dissemination of information. It provides for the conduct and coordination of public information activities and establishes a mutual understanding of responsibilities, functions and operations.

Scope

The procedures, as outlined, are used in the event of any type of emergency or disaster. Some examples include wildfires, an earthquake, flooding, a hazardous materials incident or acts of terrorism.

This annex is to be used in an emergency situation at the San Onofre Nuclear Generating Station (SONGS), as well, in combination with Inter-jurisdictional Procedure (IP) #6 and Standard Operating Procedure (SOP) #6 of the County's Nuclear Power Plant Emergency Response Plan. The two documents include specialized procedures for public information in an incident at SONGS.

Policies and Guidelines

Information is disseminated according to the following policies:

- The public has the right and need to know lifesaving and other important information related to emergencies or disasters, and the information will be delivered in accessible communication formats as soon as it is approved for public dissemination.
- The news media plays a key role in assisting OES to disseminate emergency or disaster-related information to the public. Representatives of the news media are, therefore, treated with the respect warranted by that role.

EXECUTIVE SUMMARY

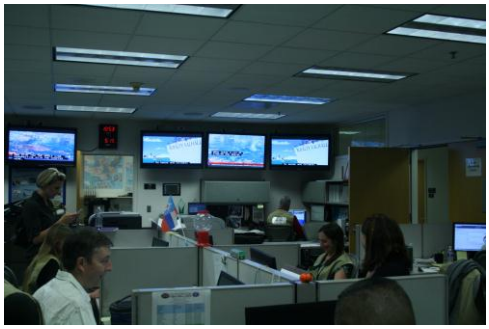
This annex describes the responsibilities for emergency public information including all aspects of public notification, alert and warning including the activation and operation of a Joint Information System (JIS) and Joint Information Center (JIC).

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The following guidelines are in effect:

- Operational Area (OA) disaster-related information is collected and disseminated through the Operational Area Emergency Operations Center (OA EOC).
- The OA Media Team members process emergency information and confirm with the OA EOC Director as to what should be published in emergency updates and/or videos distributed via the San Diego County Emergency Homepage website, social media sites, and via speaking points at news conferences. Spokespeople for each outside agency should speak within that agency's jurisdiction to avoid giving conflicting information to the public. All County departments will speak in a coordinated fashion within the OA EOC and field Joint Information Centers (JICs) and will collaborate with outside agencies.



- The County Media Team generally disseminates information about areas within the County's jurisdiction only, but makes referrals to, and coordinates with, other jurisdictions. This communication will be coordinated through the responding jurisdiction's PIO or a representative present at the jurisdictional EOC. In addition, other agency's websites can be linked to the San Diego County Emergency website.
- The County Media Team initiates and responds to local and national news media, providing information at regular and frequent press briefings as information becomes available. Questions from news media representatives are answered completely and truthfully to the extent possible from information available.
- Only information verified/approved by the Incident Commander and the OA EOC Director can be disseminated by the appropriate EOC County Media Team or agency personnel.
- For more detailed information, refer to a condensed version of the County Communications Office Emergency Communications Plan (Attachment G), which is regularly updated.
- Refer to Attachment H for County Social Media Policy for County Employees During an Emergency/Disaster.

Whole Community Approach

The whole community concept is a process by which residents, emergency management representatives, organizational and community leaders, and government officials can understand and assess the needs of their respective communities and determine the best ways to organize and strengthen their resources, capacities, and interests. Engaging in whole community emergency management planning builds a more effective path to societal security and resilience. This annex supports the following whole community principles:

- Understand and meet the needs of the entire community, including people with disabilities and those with other access and functional needs.
- Engage and empower all parts of the community to assist in all phases of the disaster cycle.
- Strengthen what works well in communities on a daily basis.

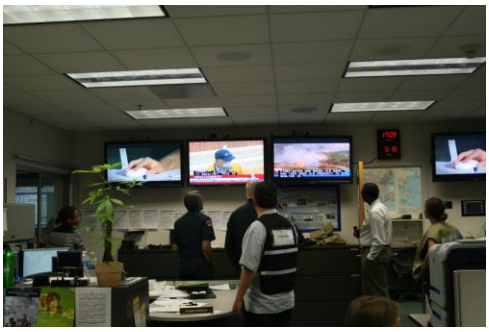
In keeping with the whole community approach, this annex was developed with the guidance of representatives from the OA Cities and representatives from County departments, law enforcement, fire services, emergency management, the access and functional needs communities, and various other stakeholders. The effectiveness of the emergency response is largely predicated on the preparedness and resiliency of the community.

Community Resiliency Consists of Three Key Factors:

1. The ability of first responder agencies (e.g. fire, law and Emergency Medical Services (EMS)) to divert from their day-to-day operations to the emergency effectively and efficiently.
2. The strength of the emergency management system and organizations within the region, to include EOCs, mass notification systems and communication systems.
3. The civil preparedness of the region's citizens, businesses and community organizations.

Focusing on enhancing all three of these components constantly focuses the OA on improving the region's resiliency.

CONCEPT OF OPERATIONS



The County Media Team staffs the OA EOC JIC in response to disasters or emergencies when necessary. Team members must be in contact with each other quickly to determine each person's mobility and ability to access tools such as the emergency website, social media and County network. It is possible that some team members will work from remote locations because they cannot get to the OA EOC. Media Team members have virtual private network (VPN) access to update websites from home and can also update web-based communications tools, such as social media.

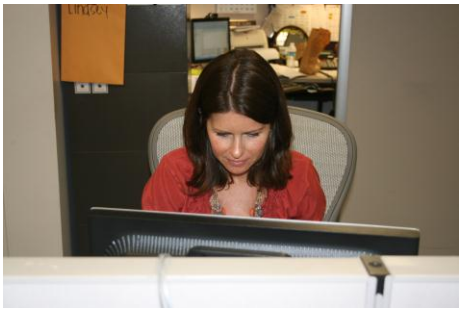
In some situations, a Team member will be sent to the incident command post to acquire up-to-date information for the OA EOC Operational Area Media Team. This Team member would not be authorized to speak to the media unless specifically directed to do so by the County Communications Office (CCO) Director or JIC Manager.

Joint Information Center (JIC)

A JIC is a physical location where public information staff involved in emergencies/disasters can coordinate and disseminate timely, accurate, easy-to-understand information to the public. JIC staff gathers, then vets/verifies information, and works with the OA EOC, other agencies, and jurisdictions as needed to determine what should be released and when. JIC staff then distributes this information through a wide variety of means, including through the San Diego County Emergency app and website, social media, County News Center, an automated email distribution list (GovDelivery), news conferences and incident updates (brief press releases) . Those updates contain public messages describing the nature of the hazard, the timing and the recommended or required protective actions the public needs to implement.

In addition, JIC staff monitors the latest developments with the disaster via WebEOC, social media, media monitoring and the calls and information coming in through 2-1-1 San Diego staff located in the JIC.

JIC staff works closely with the OA EOC to distribute information that addresses the population's short-term and long-term needs. For example, in a wildfire situation, JIC staff will work with the Recovery Manager assigned to oversee the rebuilding and recovery process and begins distributing information about where the public can go for assistance, such as a hotline and email address, the location of a recovery liaison office and more.



For certain incidents, the OA EOC will host the JIC in an office space connected to the OA EOC. Due to space limitations in the JIC, coordination with Public Information Officers (PIOs) from additional agencies and organizations directly participating in the emergency is done virtually through WebEOC, web-based emergency management software. A PIO from another agency may be based in the OA EOC JIC as warranted, and/or OES or the JIC may send a County liaison to another agency's EOC and/or JIC.

The CCO Director or JIC Manager will consult with the responding agency's PIOs to determine if an alternate or secondary JIC is needed. When deciding if an alternate JIC is necessary the following should be taken into account: safety, proximity to incident or incident command, access to electricity, internet connectivity and cell service. Participants at an alternate JIC, including the media, must have access to the most current information.

The JIC will work in coordination with OES to make all necessary efforts to provide accessible information to all residents in San Diego County. This includes Sign Language Interpreters for press conferences.

Staffing

The CCO Assistant Director and/or JIC Manager will coordinate staffing. The JIC Room in the OA EOC is headquarters for the Operational Area/County Media Team. The materials and supplies listed in Attachment A are stored at this location. When necessary, Operational Area Media Team coverage of the OA EOC is set up on a basis of two 12-hour shifts per day. Members are divided into Team 1 (Shift 1) and Team 2 (Shift 2).

ORGANIZATION AND RESPONSIBILITIES

The organization and responsibilities of the County Media Team are detailed in Attachment G, the County Communications Office Emergency Communications Plan.

DIRECTION, CONTROL, OR COORDINATION

Authority to Initiate Actions

1. The CCO Director or his/her designee is responsible for activating the annex in close coordination with OES, the County's executive management team, the responsible public official(s) and the incident commander within the jurisdiction.

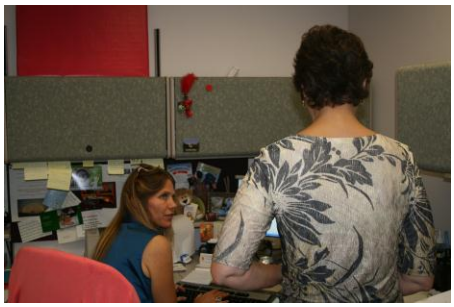
2. The CCO Assistant Director fills the role of the JIC Manager and is responsible for the implementation of the annex.



Command Responsibility for Specific Actions

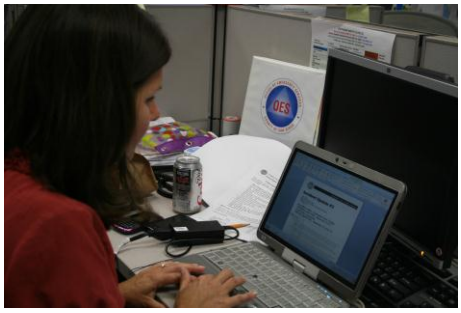
1. General guidance of emergency operations within this annex
    a. The JIC Manager implements and supervises the implementation of this annex under the direction of the Director/Coordinator of Emergency Services for the OA, and the OA EOC Director.
2. Direction of response
    a. CCO employees serve primarily in the JIC under the direction of the OA EOC to conduct emergency operations.
    b. CCO employees who provide public information in the JIC are trained in the National Incident Management System (NIMS) Incident Command System (ICS) through various agencies including the Federal Emergency Management Agency (FEMA), and practice these skills during regular emergency drills with County employees and other regional organizations.
3. Incident Command System
    This annex and its functions support the incident command system within the PIO position of ICS.

INFORMATION COLLECTION AND DISSEMINATION



The County Media Team and OES staff will use a variety of methods to collect and of disseminating emergency information, which is outlined in further detail in Attachment G, the County Communications Office Emergency Communications Plan.

The Media Team will collect information through OA EOC representatives, WebEOC, representatives from other agencies involved in the disaster, information from public calls to 2-1-1, monitoring traditional media, social media the web and other means as appropriate. The goal is to share timely and easy-to-understand disaster details to keep the public safe and informed. Messages should be consistent among agencies involved in the disaster.

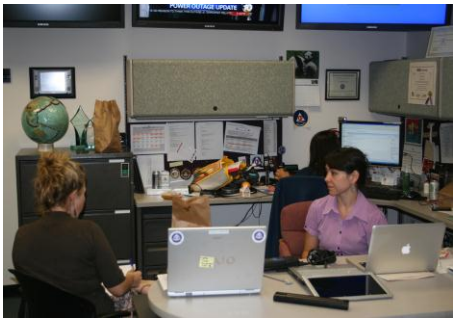


Information will be disseminated to the public and media through many communication channels.

The County News Center (CNC) TV will show continuous Info Guide Pages of relevant emergency information in between airing live news conferences or other emergency programming. Videos of news conferences and other emergency coverage may also be provided online through various websites.

The County Media Team will contact Orange County or Los Angeles County radio stations if local stations in San Diego are off the air due to power failure.

The San Diego County Emergency Homepage website will provide important information about issues such as road closures, evacuation center locations, event chronology, news releases and links to other agencies throughout the region. Website updates are pushed to the County's emergency app and to its automated email delivery system, GovDelivery. The website will be an information source for the public, news media and 2-1-1 San Diego staff.



The County Media Team will share information on social media sites, and links provided in County social media messages will point back to the San Diego County Emergency website and other County resources.

The County Media Team may also help write or edit special projects such as newspaper supplements, leaflets distributed by volunteers, or public safety bullhorn messages broadcast by emergency personnel.

The County Media Team will work in coordination with OES to format messages to meet the needs of the whole community.

Additional Communication Systems

Emergency Alert System (EAS)



In some emergencies, the Emergency Alert System (EAS) is a viable means of communication; however, because of the system's limitations there are many circumstances where it would not be appropriate to use.

- The EAS radio equipment is located at the OA EOC.
- It provides a communication link to the primary EAS stations: KOGO 600 kHz and KLSD 1360 kHz.
- It is operated by personnel at both local radio stations.
- The primary stations, in turn, relay the information to the other radio and television stations and, therefore, to the public.
- Sample EAS messages are kept by OES and on file in the OA EOC. San Onofre messages are included in the Nuclear Power Plant Emergency Response Plan as well. Public health advisories are included in the samples. Each message should instruct viewers or listeners to go to the San Diego County Emergency Homepage Web site for more information and/or to continue to monitor local media.
- The EAS messages are selected by designated staff of OES at the direction of the Sheriff or at the request of other public safety agencies. Messages are approved by JIC, and then broadcast over the EAS radio. The CCO Director or County Media Team may assist in writing messages as needed.

Community Emergency Notification System (CENS)

In 2006, the County of San Diego implemented the AlertSanDiego (ASD) communications system. ASD is currently available throughout the OA. ASD enables emergency dispatchers to call residents, via a reverse 911 callout system, and alert them to emergency actions which may need to be taken. ASD combines GIS mapping technologies with 9-1-1 calling data in an easy-to-use interface.

AlertSanDiego
Get signed up. Get notified.

ASD is also available in accessible formats. Accessible ASD provides emergency management the capability of alerting and informing residents of San Diego County who are deaf, blind, hard of hearing, and deaf/blind before, during, and after a disaster. Accessible ASD sends accessible alerts and information to internet and video capable devices, such as computers, cell phones, smart phones, tablet

computers, and wireless Braille readers. These alerts are offered in American Sign Language (ASL) with English voice and text.

The ASD system, which is hosted by Blackboard Connect, has the capability of making thousands of calls per hour by using automated calling technology. OES, incorporated Cities or Sheriff's Communications Center is responsible for the activation of ASD.

ASD has limitations which include:

- Phone lines and power must be working for residents to receive calls and/or messages. If residents have registered their cell phones through ASD, then it is still possible for them to receive messages.
- Cell phones or private branch exchange (PBX- most businesses have their phones hooked up to a PBX) numbers are not in the database, then those residents will not receive the call unless they have registered their cell phones through ASD.
- Smart phones and other such mobile communication devices must also be registered through Accessible ASD in order for the recipient to receive the messages in their preferred format.
- If residents are on a dial-up internet connection, currently using the phone, or subscribe to call blocking services, they will not receive the call unless they are registered through ASD.

COMMUNICATIONS



CCO staff in the JIC understand the critical need for close coordination with regional public information staff to ensure messages to the public are consistent, timely and accurate.

This is achieved through various methods: the use of WebEOC to monitor and share information among agencies, direct communications with representatives in the OA EOC, direct communication with regional PIOs involved in the disaster, monitoring and sharing information on social media and working with County liaisons positioned with impacted regional organizations.

A PIO from another agency may be based in the County JIC as warranted, and/or OES or the JIC may send a County liaison to another agency's EOC, JIC and/or Incident Command.

JIC staff contact information will be shared through WebEOC during a shift changes to ensure other agencies know who to work with during each shift.

Before and after an emergency, the CCO maintains a regional PIO distribution list and regular meetings of PIOs from other agencies and organizations to build strong relationships and share best practices.

ADMINISTRATION, FINANCE, AND LOGISTICS

Under the Standardized Emergency Management System (SEMS), special districts are considered local governments. As such, they are included in the emergency planning efforts throughout the OA. The OA Emergency Organization, in accordance with SEMS, supports and is supported by:

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Vital records of the Unified Organization are routinely stored in records storage rooms at OES in printed hard copy form, on CD-ROM, and electronically. Computer records are routinely backed up and stored separately from the hard drives. All personnel records are stored by the County Department of Human Resources at several locations throughout the OA.

Administration and Logistics

The CCO Director and Assistant Director are responsible for administration, finance and logistics during the normal course of business. During a OA EOC JIC activation, the Assistant Director fills the role of the JIC Manager and would assign someone from the CCO to support department administration, finance and logistics. In addition, the CCO would rely on its liaison in the Auditor and Controller for further support.

ANNEX DEVELOPMENT AND MAINTENANCE

This annex is a product of the OA EOP. As such, the policies, procedures, and practices outlined in the OA EOP govern this annex. OES coordinates the maintenance and updates of this annex every three to four years, in accordance with the maintenance schedule established for the OA EOP. Record of changes, approval, and dissemination of the OA EOP will also apply to this annex.

Updates to this annex can be made before such time for multiple reasons, including but not limited to changes in policy/procedure, improvements and recommendations based on real life events or exercises, etc. Recommended changes should be submitted to OES at oes@sdcounty.ca.gov

CCO staff will regularly review the annex at the request of OES or when the situation dictates and will work in coordination with Public Safety Group Communications Officer to update and maintain the annex. The CCO Assistant Director will assign CCO employee(s) responsible for updates and maintenance as needed. The CCO Director will review any updates before they are submitted to OES.

AUTHORITIES AND REFERENCES

CCO employees are DSWs per County Ordinance 31.105.1/31.106 and as such their emergency response assignment is to staff the JIC in support of the OA EOC.

Below is a list of Authorities and References specific to the CCO.

- County of San Diego Administrative Manual, Record, Record Management Program, Item Number 0040-09
- County of San Diego, Board of Supervisors Policy, Data/Information and Information Systems, Number A-111
- County of San Diego, Board of Supervisors Policy, Compliance with the Countywide Records Management Program, Number A-129
- County Operational Area Emergency Operations Plan
- County Hewlett Packard Information Technology Contract Minimal Acceptable Service Levels (MASL) –Schedule 4.3- Operational Services
- Continuity of Operations Plan County Communications Plan Feb. 2014
- County Communications Office Emergency Communications Plan (Attachment G)

ATTACHMENT A

Material and Supplies

The Media

In order to facilitate the gathering and dissemination of disaster information, the following items are kept at the OA EOC for news media representatives:

- Adequate working space in the Media Briefing Room separate from that of OA EOC staff.
- Desk space, bulletin boards, WiFi access, electrical access, etc.

Reference Materials

The following reference materials are permanently available in the OA EOC and are regularly updated by OES staff:

- County of San Diego office telephone directory.
- Telephone books, including the North County and suburban editions.
- List of emergency telephone numbers.
- List of referral numbers, comprised of officials in other jurisdictions.
- List of County officials with key roles in emergencies, description of those roles, titles, and phone numbers.
- Copies of the OA EOP.
- List of translators and organizations that can assist with translation services as requested, to include ASL translators for televised press conferences.
- List of local news outlets and contact information.
- Web EOC Login information.

The CCO also maintains reference materials which are distributed to JIC staff electronically on a secure flash drive. Materials include: incident update template, regional PIO contact list, media distribution list, WebEOC login information, and additional resources as needed. The materials are updated by the CCO at least one per year.

Equipment

The following equipment is permanently available in the EOC for use by the Operational Area Media Team and Media representatives.

- Computer and printers
- Adequate telephone lines, local area network (LAN) drops and cables

- Paper, note pads, pens
- Television monitors, computers and radio available for monitoring news reports
- Extra phone chargers
- Extra laptop cords
- Copy machines

ATTACHMENT B

California Emergency Public Information System

The California Emergency Public Information System includes City, OA, Cal OES Mutual Aid Region, State and Federal PIOs and public information representatives from private agencies. The scope of the emergency will determine how many levels of the system become actively involved in Emergency Public Information (EPI) releases.

City and OA/County PIOs will release EPI locally and will provide status information to PIOs at the next higher level of government. They should coordinate in advance with the public information representatives of local private agencies such as the American Red Cross (ARC), Salvation Army, and utility companies, so that mutual needs may be fulfilled during emergencies.

When the Cal OES Emergency Public Information Organization at the State Operations Center (SOC) in Sacramento is activated, PIOs will be assigned to the affected Cal OES Mutual Aid Region(s) to gather information from local jurisdictions and provide it to the Cal OES PIO. Mutual Aid Region PIOs may reply to media calls, and will relay information from the state and federal level to local PIOs.

The Cal OES PIO will summarize the disaster situation for the media and report on state agency response activities. The Cal OES PIO will also establish statewide Emergency Alert System (EAS) programming, keep the Federal Emergency Management Agency (FEMA) PIO informed of developments, and provide EPI Staff support to local jurisdictions on request. The Cal OES PIO will coordinate news releases pertaining to a particular jurisdiction with that jurisdictional PIO prior to dissemination to the news media. When prior coordination is not feasible, the local PIO will be informed at the earliest possible opportunity.

The FEMA PIO will provide information on federal response efforts and federal assistance programs and may provide EPI Staff support to the State on request. The federal government determines nationwide EAS programming.

ATTACHMENT C

Media Access Regulations

The following are extracts from Government Codes and Regulations relating to the granting of access to the media to closed or restricted areas during incidents and disasters:

California Penal Code

Section 409.5 Power of peace officers to close areas during emergencies; Entering or remaining within area as misdemeanor; Exception as to newspaper representatives, etc.

Whenever a menace to the public health or safety is created by a calamity such as flood, storm, fire, earthquake, explosion, accident or other disaster, officers of the California Highway Patrol, California State Police, police departments or sheriff's office, any officer or employee of the Department of Forestry designated a peace officer by subdivision (f) of Section 830.3 and any officer or employee of the Department of Parks and Recreation designated a peace officer by subdivision (I) of Section 830.3, may close the area where the menace exists for the duration thereof by means of ropes, markers or guards to any and all persons not authorized by such officer to enter or remain within the closed area. If such a calamity creates an immediate menace to the public health, the local health officer may close the area where the menace exists pursuant to the conditions which are set forth above in this section.

Officers of the California Highway Patrol, California State Police, police departments, or sheriff's office or officers of the Department of Forestry designated as peace officers by subdivision (f) of Section 830.3 may close the immediate area surrounding any emergency field command post or any other command post activated for the purpose of abating any calamity enumerated in this section or any riot or other civil disturbance to any and all unauthorized persons pursuant to the conditions which are set forth in this section whether or not such field command post or other command post is located near to the actual calamity or riot or other civil disturbance.

Any unauthorized person who willfully and knowingly enters an area closed pursuant to subdivision (a) or (b) and who willfully remains within such area after receiving notice to evacuate or leave shall be guilty of a misdemeanor.

Nothing in this section shall prevent a duly authorized representative of any news service, newspaper, or radio or television station or network from entering the areas closed pursuant to this section.

ATTACHMENT D

Federal Aviation Regulations
Subpart B – Flight Rules
Section 91.137* Temporary Flight Restrictions

Whenever the Administrator determines it to be necessary in order to prevent an unsafe congestion of sight-seeing aircraft above an incident or event which may generate a high degree of public interest, or to provide a safe environment for the operation of disaster relief aircraft, a Notice to Airmen will be issued designating an area within which temporary flight restrictions apply.

When a Notice to Airmen has been issued under this section, no person may operate an aircraft within the designated area unless:

- That aircraft is participating in disaster relief activities and is being operated under the direction of the agency responsible for relief activities;
- That aircraft is being operated to or from an airport within the area and is operated so as not to hamper or endanger relief activities;
- That operation is specifically authorized under an IFR ATC clearance;
- VFR flight around or above the area is impracticable due to weather, terrain, or other considerations, prior notice is given to the Air Traffic Service facility specified in the Notice to Airmen, and en route operation through the area is conducted so as not to hamper or endanger relief activities; or,
- That aircraft is carrying properly accredited news representatives, or persons on official business concerning the incident or event which generated the issuance of the Notice to Airmen; the operation is conducted in accordance with 91.79 of this chapter; the operation is conducted above the altitudes being used by relief aircraft unless otherwise authorized by the agency responsible for relief activities; and further, in connection with this type of operation, prior to entering the area the operator has filed with the Air Traffic Service facility specified in the Notice to Airmen a flight plan that includes the following information:
    - Aircraft identification, type and color.
    - Radio communications frequencies to be used.
    - Proposed times of entry and exit of the designated area.
    - Name of news media or purpose of flight.
    - Any other information deemed necessary by ATC.

*** To activate Section 91.137, contact the**
FAA Regional Operations Center @ (310) 725-3300.

ATTACHMENT E

Emergency Public Information Priorities

Lifesaving/Health preservation instructions:

- What to do (and why).
- What not to do (and why).
- Information (for parents) on status and actions of schools (if in session).
- Hazardous/contaminated/congested areas to avoid.
- Curfews.
- Road, bridge, freeway overpass, and dam conditions, and alternate routes to take.
- Evacuation routes.
- Instructions (including what to do if vehicle breaks down).
- Arrangements for persons without transportation.
- Shelter Locations.
- Location of mass care/medical/coroner facilities, food, safe water.
- Status of hospitals.
- First aid information or health precautions (e.g., for those with respiratory problems).
- Pet/Animal shelter location
- Emphasize the use of 2-1-1 San Diego. 9-1-1 should only be used for life-threatening emergencies. Stress to out-of-area media that people should NOT make calls into the area to keep phone lines open for emergency calls.
- Instructions/precautions about utility use, sanitation, how to turn off utilities.
- Essential services available--hospitals, grocery stores, banks, pharmacies, etc.
- Weather hazards (if appropriate).

Emergency Status Information

Contact information for JIC staff will be provided at the initial activation and at shift changes. The information will be posted in WebEOC for agencies involved in the incident. For the media, it will be posted in incident updates and in advisories sent to the media at shift changes. In addition, JIC staff contact information will be made available to the OES reception desk, CCO reception desk and CCO/GCO staff at initial activation and shift changes.

The public will be directed to get information through the following:

- Call 2-1-1 San Diego for all inquiries other than life-threatening issues.
- Visit the San Diego County Emergency Homepage, www.sdcountyemergency.com, for comprehensive information about the incident
- Download the County Emergency App to receive push notifications with information about the incident.
- Follow County/Cities social media pages.
- In addition, a banner will be placed on the County home page and County News Center to direct the public to the County Emergency Site for information.

County employees will be provided information about the incident, such as whether to report to work, closed facilities, etc. on an employee page on the County emergency website as well as on InSite, the County's intranet site. By posting the information on both sites, employees can access the details even if they do not have access to the County network since InSite is only accessible through the network.

Information posted on these outlets will follow the protocol described in the previous section, emergency public information priorities.

Other Useful Information

Usually this type of information will be released in the Post-Emergency Period because of lack of time and other priorities during other phases:

- State/Federal assistance available.
- LACs (Local Assistance Centers) opening and closing dates/times/locations.
- Historical events of this nature.
- Charts/photographs/statistics from past events.
- Human interest stories.
- Acts of heroism.
- Historical value of property damaged/destroyed.

ATTACHMENT F

2-1-1 San Diego Emergency Services

Background

In July 2000, the Federal Communications Commission dedicated the 2-1-1 dial code to the exclusive use of community information and referral services (I&R). In February 2003, the California Public Utilities Commission (CPUC) issued rules for 2-1-1 services in each county in the State of California. INFO LINE of San Diego County has been designated as the regional provider for the county of San Diego, and introduced 2-1-1 services, effective January 1, 2005.

Accordingly, INFO LINE of San Diego County doing business as (dba) 2-1-1 San Diego, as the regional provider of information and referral services, has developed an emergency operations plan, which is based on the California Standardized Emergency Management System (SEMS), the National Incident Management System (NIMS), and is integrated into the emergency planning and response processes of the San Diego County OA.

The San Diego County Office of Emergency Services (OES has overall disaster planning responsibility for the San Diego County Operational Area and is the lead agency for disaster preparedness and coordination. OES is also responsible for activating the OA Emergency Operations Center (EOC), which is the centralized control and coordination point for emergency operations and decision-making for the OA. Activating the OA EOC, and its corresponding functional responsibilities, are clearly described in the Basic Plan of the OA EOP and follow the guidelines of SEMS and NIMS.

Purpose

To recognize the respective roles and responsibilities of 2-1-1 San Diego and of OES in disaster preparedness, planning and operations for natural disaster, nuclear accidents, civil disorder, terrorism, or other emergencies;

To serve as the basis for mutual understanding and collaboration by which resources of 2-1-1 and OES can be most effectively deployed to assist the citizens of San Diego County in the event of a disaster

Role of 2-1-1 San Diego

In a disaster scenario, 2-1-1's primary role will be to maximize access to community resources by responding to non-life threatening requests for information, including but not limited to: disaster-related emergency public information, general assistance, referrals to shelters, local assistance center locations, lost and found, mental health resources, food banks, etc.

2-1-1 will serve as support to the EOC by providing Public Information, Rumor Control, and Trend Analysis (tracking of community unmet needs).

2-1-1 will also actively seek new and updated information, and disseminate such information to agencies, community-based organizations, the countywide disaster response and recovery network, and the general public in accordance with the public information guidelines within the EOC, and as outlined in Annex L – Emergency Public Information.

Scope of Agreement

Both agencies recognize the importance of obtaining and disseminating accurate information to all citizens in the OA. Further, it is recognized by OES that 2-1-1 has a telecommunications and information systems infrastructure that could be heavily inundated by calls and inquiries for help and assistance, once a disaster is in process. Therefore, 2-1-1 can serve as a major EOC resource for communicating information to callers, which can reduce duplication of effort and public anxiety, while also improving volunteer management, and the strategic deployment of resources to the areas most impacted by the event(s).

- Emergency Operations Center seat assignment;
- Integration of 2-1-1 into the operational area plan;
- Reimbursement of disaster-related expenses;
- Assignment of a County designated location for use as a “Virtual Call Center” for overflow calls into the 2-1-1 system;
- Assignment of county employees as surge staff; and
- Local Assistance Center (LAC) support

The County’s agreement with 2-1-1 San Diego can be accessed through the County’s Purchasing and Contracting Department.

ATTACHMENT G

County of San Diego County Communications Office Emergency Communications Plan

Introduction

The County Communications Office (CCO) Emergency Communications Plan is the roadmap for response during any County disaster or emergency. Because disasters are always unplanned and require a unique response, this plan must be flexible and quickly adaptable. Employees must be prepared for changes and use their best judgment when the plan doesn't make sense under the circumstances and/or their supervisors are unavailable.

Part of the mission of the CCO is to ensure that information moves quickly and accurately to the public, employees and news organizations. During an emergency, this quick and accurate flow of information becomes critical. Therefore, all employees of the CCO are considered essential personnel during an emergency.

What CCO staff should Do When an Emergency Occurs

Prepare to go to work immediately.

When an emergency situation occurs, all CCO staff should prepare to report to work immediately, unless your family or home is threatened. It is important that all CCO personnel have a family emergency plan so you can go to work knowing your family is safe.

Contact your supervisor.

During an emergency, communication with staff is crucial. After you have been assured that your family is safe, call your direct supervisor if you have not already been called. Do not wait to be called. A disaster may shut down some phone services, so be prepared to try more than one phone number. Keep your CCO phone list nearby at all times and also save CCO contacts in your mobile device, such as a smartphone. If phone service is overwhelmed, the use of text messages is an alternate means of communication. If you cannot reach your supervisor, try to call one of the other managers.

Your supervisor will assign your duties. CCO employees with County-issued cell phones are expected to have these items with them at all times. CCO employees should have their go-kits with items such as extra batteries and car chargers close, perhaps in your purse or car. During peak fire conditions or anticipated dangerous conditions, such as a large storm, selected staff will be assigned to have a laptop with them during non-business hours. Video staff will keep go-kits in their cars to provide video coverage in the field as needed.

Report to your designated location.

When you have an assignment from your supervisor, report for duty as soon as possible. If you cannot reach any supervisor, and you have a designated location or responsibility to assume, report there immediately.

If you can't get to work, let someone know as soon as possible. Coordinate working from home on your laptop if possible.

CCO Roles and Responsibilities

The primary job of CCO staff is to make emergency information available to the public as soon as possible.

EOC Activation

When the EOC is activated, the CCO Director will be notified by the Director of OES or the CAO. Depending on the severity of the incident, the CCO Director will contact the Assistant Director and CNC TV manager.

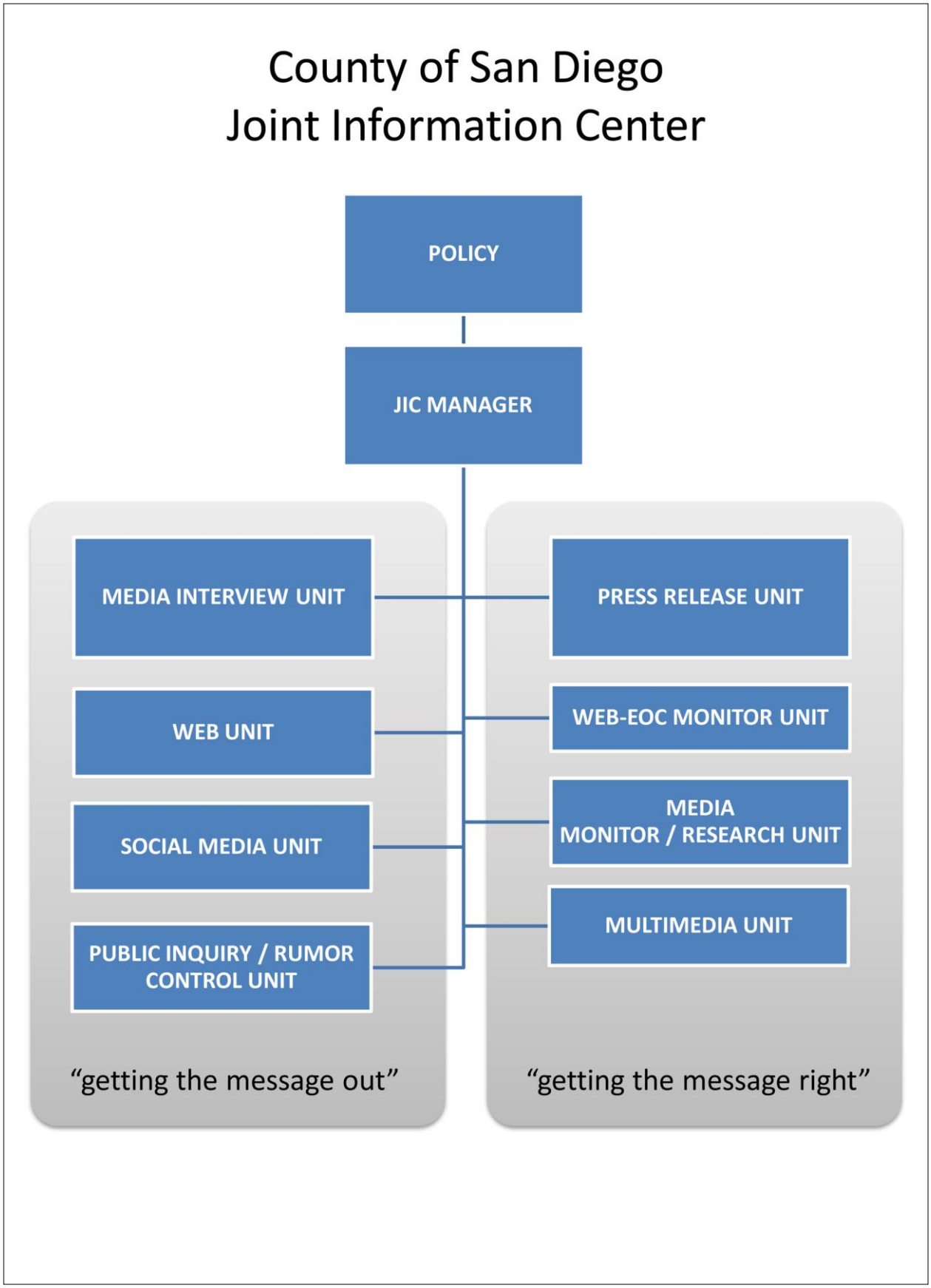
The Assistant Director will contact the Communications Manager and may also contact Communication Specialists, Group Communications Officers, website staff and the Multimedia Manager, taking into consideration the severity and expected duration of the emergency.

When the OES Director contacts the CCO Director to advise of EOC activation and need for media support, OES staff will contact County IT and the CTO's Office to provide to deploy 1 – 2 web support staff and a possible on-call CTO person. If the CCO Director and Assistant Director later decide that a web support person is not needed for the particular incident, they will call the designated CTO contact and advise that the web support person is not needed. CTO staff will contact the County IT provider to cancel the request for Web support. If for any reason County IT provider web staff has been deployed but does not report to the JIC, CCO should contact the designated CTO staff for assistance.

As the incident progresses, a work schedule will be created by the JIC Manager in coordination with the CCO Director, Communications Manager and Multimedia Manager to provide for coverage of 12-hour shifts.

JIC staff will take their go-kits to the EOC or in the field, depending on his/her assignment. The go-kit includes a laptop, cell phone with chargers, emergency flash drive and additional items. Desktop computers, phones and a fax machine in the EOC are also assigned for CCO use. Laptops are kept in the CCO during normal business hours or at home during non-business hours as assigned.

The following JIC diagram provides an outline of CCO roles during an emergency. These roles are described in more details below the diagram. This structure is scalable, with people filling more than one role or several people filling one role, depending on the size, magnitude and duration of a disaster.


County of San Diego
Joint Information Center
POLICY
JIC MANAGER
MEDIA INTERVIEW UNIT
WEB UNIT
SOCIAL MEDIA UNIT
PUBLIC INQUIRY / RUMOR CONTROL UNIT
PRESS RELEASE UNIT
WEB-EOC MONITOR UNIT
MEDIA MONITOR / RESEARCH UNIT
MULTIMEDIA UNIT
"getting the message out"
"getting the message right"

Policy: The CCO Director is assigned to the Policy Group in the EOC and acts as a liaison between the Policy Group and JIC.

JIC Manager: Usually the Assistant Director or Communications Manager, this position will have ultimate responsibility for all Public Information-related duties. This person will direct and coordinate all aspects of the communication with the media and the public. Also, the JIC Manager will coordinate communications with other governmental agencies.

Media Interview: This position responds to local, national and international media requests for interviews and/or information. JIC staff may provide the interview or schedule an interview with a County expert, depending on the situation.

Web Unit: This position maintains the County Emergency website, which provides comprehensive information to the public during a disaster, including road closures, evacuation center locations and the latest developments. Duties may include: posting incident updates to the website and WebEOC, ensuring website updates are pushed to the SD County Emergency app and distributed to the County's automated email system, GovDelivery, and notifying the JIC Manager and web support staff of technical issues.

Social Media Unit: This position provides updates to the public through the County's social media sites. This may include information provided by the County of San Diego, as well as information from other partner agencies shared by the County. This position also monitors social media to keep abreast of messages and possible inquiries from other County departments, partner agencies, the media and the public.

Public Inquiry/Rumor Control Unit: This position is primarily filled by the 2-1-1 representative located in the JIC. The 2-1-1 liaison works with 2-1-1 volunteers who are answering public inquiries to find out which questions are most frequently asked. The liaison uses WebEOC, the emergency website, incident updates and JIC staff as references to provide the correct information to 2-1-1 operators and the public.

Press Release Unit: This position writes incident updates, which are brief news releases sent to the media and posted to the emergency website. The updates provide the latest details about the disaster. Updates will have the time and date and will be posted in the JIC in chronological order.

The information is verified by the appropriate agency representative(s) within or outside of the EOC and approved by the EOC Director prior to distribution.

WebEOC Monitor Unit: WebEOC is web-based emergency management software that serves as a virtual Emergency Operations Center, bringing together information from the County's EOC and other agencies involved in a disaster. The position monitors WebEOC for information that may be of value to the public so that it can be verified and shared with the media and public. JIC staff is responsible

for posting all incident updates in WebEOC to ensure the information is shared with partner agencies.

Media Monitor/Research Unit: This position monitors media coverage including websites, television, newspapers, radio, social media and any other pertinent information sources for trends and possible inaccurate information. Such information is verified through the EOC and partner agencies. If misinformation by the media is noted, it should be reported to the CCO Director or Assistant Director who will decide whether to seek a correction. If neither is available, notify the ranking representative of the CAO.

Multimedia Unit: Duties within this unit are outlined below and are filled as needed depending on the size, magnitude and duration of the disaster.

- Supervisor/Assignment Editor – manages overall responsibility for CNC TV and the County's television station, which may include the live broadcast of County news conferences, InfoGuide stills and/or a crawl at the bottom of the screen with emergency information to provide emergency information to the public. The position may assign duties to multimedia unit staff.
- Engineer – responsible for all technical aspects of CNC TV's operation and should report to the County Administration Center. Ensures CNC TV stays on the air for live or taped broadcasts and performs technical support. May handle directing or technical duties during emergency Board of Supervisors meetings if regular staff is not available.
- Video/Still Photojournalist – may shoot EOC news conferences, as well as video and still photographs of County disaster operations as assigned which can be shared with the public on the web, social media, CNC TV and other communications.
- Graphic Designer – responsible for CNC TV graphic elements as well as InfoGuide stills and graphics for the web and other disaster-related needs.

Additional Assignments during an Emergency

The following positions may be filled if needed.

Board and/or Elected Official Liaison: A CCO staff member may be assigned to facilitate information flow to all Board offices. This employee may also be called upon to handle other elected officials with business at the EOC or involved in the emergency. The BOS liaison will stay in contact with BOS staff from all five districts to ensure the Supervisors are aware of breaking news events. The liaison may also assist with the Chair's speaking points in preparation for a news conference.

Field JIC/Off-Site Command Post: It may be necessary to assign a Communications Specialist or other staff supporting Communications to an outside incident command post managed by a lead agency, i.e. Gillespie Field CDF Command Center during the October 2003 fires. The designated staff would relay

the most recent information for use at the EOC. The Director or Assistant Director will determine the necessity for this position.

Communication within the EOC

JIC staff will receive up-to-date information from EOC briefings, interaction with EOC staff, situation status ("sit-stat") reports and WebEOC. A JIC employee may be stationed in the EOC situation room during periods of rapidly changing events.

During a JIC shift change, the outgoing JIC manager or designated JIC employee will provide a briefing to incoming staff. Incident update hard copies are posted in the JIC in chronological order for reference. Releases can also be found on the County's emergency website and WebEOC.

At the beginning of a shift, the JIC manager or designated JIC employee will keep notes of major developments, and these will be shared with staff during a shift change. Such developments could include: significant press inquiries, FAQ's from rumor control, notations of who spoke during media briefings and their talking points, relevant phone numbers or other pertinent.

News Conferences and Press Releases

The CCO Director in coordination with JIC staff will advise the CAO and EOC Director on the frequency and content of media briefings/press conferences.

JIC staff will work with Board of Supervisors staff and those participating in the news conference to alert the media of the event, provide an outline for the news conference including the order of speakers and general topics to be covered. JIC staff will also research information for the event and provide speaking points as requested. JIC staff will arrange for a sign language interpreter to provide translation at each news conference hosted by the County and will ask the media to show the sign language interpreter in all video of the news conference to ensure her/his interpretation can be seen.

CCO staff will facilitate the taped and live broadcast of County news conferences. Three facilities in the proximity of the EOC have the capability of providing a live broadcast to CNC TV, which is also shown on the County's website: OES (5580 Overland Avenue), the Medical Examiner and Forensic Center (5570 Overland Avenue), Campus Center Public Hearings Chamber (5520 Overland Avenue).

JIC staff is responsible for issuing incident updates, short press releases with details about the disaster, response and recovery. JIC staff will also edit and distribute news releases submitted by other County departments. All releases must be approved by the EOC Director.

Foreign-language Media

The CCO will coordinate with OES, County staff and community partners to provide disaster-related information in Spanish and other commonly spoken foreign languages in San Diego County. County employees who are fluent in another languages may be called upon to provide translation services.

Continuous Improvement

The CCO will participate in drills, both in conjunction with OES and on its own. The Department's performance will be evaluated following drills in order to continuously improve and hone its emergency communications plan.

Many new ways of communicating are developing rapidly, including using various social media sites, video and interactive maps. CCO intends to be flexible to utilize all methods and tools of communicating with the public and the media during an emergency.

The CCO will also work with public information representatives from other Cities and local agencies to build relationships, share best practices and ensure successful collaboration during disasters.

ATTACHMENT H

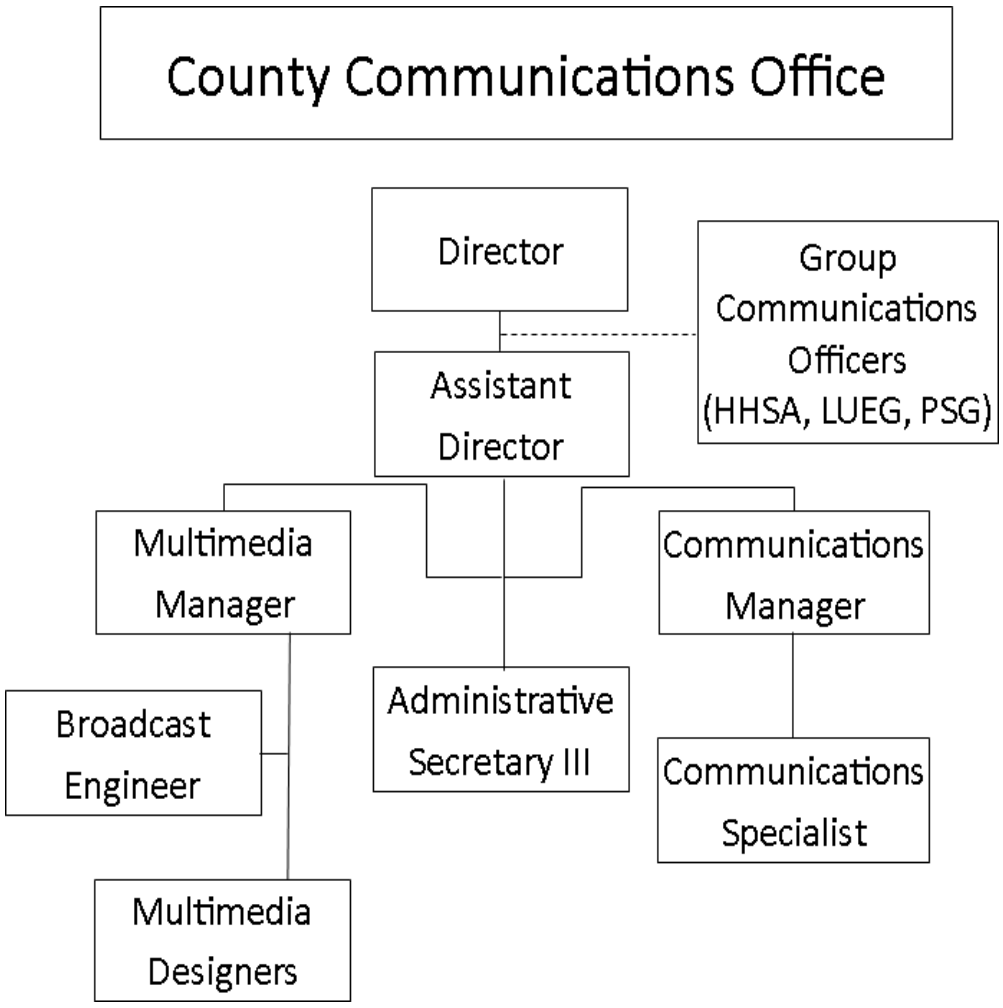
Social Media Policy for County Employees during an Emergency/Disaster

All County employees are required to get permission from the County Media Team at the JIC in the EOC before using social media (i.e. Facebook or Twitter) for any emergency message. The County must coordinate its message and speak with one voice to ensure consistency and credibility.

All County employees should use caution when using social media during an emergency to communicate with the public and/or media. Communicating with the public and/or media could have unintended consequences and/or liability which could interfere with the County Media Team's ability to ensure accurate and consistent information is received by the media and the public.

APPENDIX A

County Communications Office Organizational Chart



ANNEX M

Behavioral Health Operations

San Diego County Health & Human Services Agency (HHSA)

Theresa Vasquez, Administrative Analyst III
HHSA, Behavioral Health Services

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HHSA, Behavioral Health Services

Liberty Donnelly, Principal Administrative Analyst
HHSA, Behavioral Health Services

Acknowledgements

San Diego County Access and Functional Needs Work Group



Unified San Diego County Emergency Services Organization
And
County of San Diego

Operational Area Emergency Operations Plan

September 2014

GENERAL

Introduction

The Behavioral Health Annex to the San Diego County Operational Area Emergency Operations Plan (OA EOP) describes the basic concepts, policies, and procedures for providing a coordinated behavioral health response to any disaster. This annex serves as the unifying behavioral health document for the County of San Diego and the Cities of the OA, as authorized by the Emergency Services Agreement.

Purpose

To establish a behavioral health disaster response system and define responsibilities and actions required ensuring an efficient and effective use of behavioral health resources during a disaster.

Scope

Behavioral Health Services (BHS) are provided to mitigate the effects of acute and longer-term threats to the mental health of the population and to maintain the mental health and safety of responders. Services may include crisis counseling and psychological first aid, and other services to relieve mental health and/or substance abuse problems caused or aggravated by a disaster or its aftermath.

EXECUTIVE SUMMARY

This annex describes the role of the Behavioral Health Division of the Health and Human Services Agency. County Behavioral Health has a role in the field and at the Operational Area Emergency Operations Center (OA EOC). Many of their practitioners are trained to assist both disaster workers and people in shelters, who have lost their homes and possessions.

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Whole Community Approach

The whole community concept is a process by which residents, emergency management representatives, organizational and community leaders, and government officials can understand and assess the needs of their respective communities and determine the best ways to organize and strengthen their resources, capacities, and interests. Engaging in whole community emergency management planning builds a more effective path to societal security and resilience. This annex supports the following whole community principles:

- Understand and meet the needs of the entire community, including people with disabilities and those with other access and functional needs.

- Engage and empower all parts of the community to assist in all phases of the disaster cycle.
- Strengthen what works well in communities on a daily basis.

In keeping with the whole community approach, this annex was developed with the guidance of representatives from the OA Cities and representatives from County departments, law enforcement, fire services, emergency management, the access and functional needs communities, and various other stakeholders. The effectiveness of the emergency response is largely predicated on the preparedness and resiliency of the community.

Community Resiliency Consists of Three Key Factors:

1. The ability of first responder agencies (e.g. fire, law and Emergency Medical Services (EMS)) to divert from their day-to-day operations to the emergency effectively and efficiently.
2. The strength of the emergency management system and organizations within the region, to include Emergency Operations Centers (EOCs), mass notification systems and communication systems.
3. The civil preparedness of the region's citizens, businesses and community organizations.

Focusing on enhancing all three of these components constantly focuses the OA on improving the region's resiliency.



Disaster Response Levels

For the purpose of this annex, a behavioral health disaster applies primarily to a major emergency situation or potential crisis situation creating sufficient casualties or victims to necessitate a reorganization of day-to-day behavioral health operations, which includes three levels of emergency response.

Disaster Levels	Examples
Level 1	Local suicide(s), celebrity suicide, unusual acts of violence with extensive media coverage.
Level 2	Local mass shooting, local airplane crash.
Level 3	Natural disaster such as an earthquake or terrorist incident with national coverage.

At any level, the Behavioral Health Disaster Response is based on the nature and severity of the situation and the availability of resources.

CONCEPT OF OPERATIONS



BHS responds to the disaster assessment to initiate emergency response as provided by the County Chief Administrative Officer (CAO), as the Director of Emergency Services for the unincorporated area or the Coordinator of Emergency Services for the OA, or a designated representative. In response to direction to activate, BHS will provide staff to respond to hazards commensurate to the level of disaster.

BHS assesses the continuity of services, provided by both County-operated programs and by BHS contractors. Service areas are prepared to continue services according to the BHS Continuity of Operations Plan (COOP).

BHS is prepared to dispatch staff to Local Assistance Centers (LAC) or other sites for support to the community. All County staff are designated as disaster service workers (DSW) and are to be prepared to respond. In addition, designated contract service providers will appoint staff to respond as DSWs. Staff at LACs or other sites will conduct outreach among disaster victims and first responders and provide counseling services upon request.

ORGANIZATION AND ASSIGNMENT OF RESPONSIBILITIES

The Office of Emergency Services (OES) is key to successful response and recovery operations. With centralized decision making, personnel and other resources can be more effectively utilized. The OA EOC Director ensures all tasks are accomplished with little or no duplication of effort and with highest probability of success.

Organization

City Emergency Operations Center (EOC)

Each City has a central facility designated as an EOC. From the EOC, disaster operations are directed or coordinated. When the EOC is activated, it is staffed by city employees from departments with emergency responsibilities, as well as liaison representatives from other agencies and jurisdictions. In each city, the Mayor, City Manager or their designee is designated as Director of Emergency Services, by ordinance, and directs or delegate emergency operations from the EOC.

Operational Area Emergency Operations Center (OA EOC)

The OA EOC serves the same function as the City's EOC. The OA EOC has the additional responsibilities of coordinating response activities throughout the entire OA including the unincorporated area. The CAO serves as the Director of the Emergency Services for the unincorporated areas and as Coordinator of Emergency Services for the entire OA.

The OA EOC is located at the County Operations Center in Kearny Mesa and is used as the central point for resource acquisition and allocation, as well as coordination. The Behavioral Health section of the OA EOC (Attachment 1) is normally activated when the EOC is fully activated. It is staffed by pre-designated behavioral health personnel who coordinate, plan and evaluate the behavioral health response for the OA. The OA EOC behavioral health staff serve as advisors to the Director/Coordinator of Emergency Services and make decisions about resource allocation, priorities, and other behavioral health matters.

Director/Coordinator of Emergency Services

Directs, or coordinates, the Emergency Services Organization and the emergency management program.

Director, Health and Human Services Agency (HHSA)

Reports to the CAO and is responsible for the overall management of all disaster health services to include Emergency Medical Services, Public Health Services, Environmental Health Services, and Behavioral Health Services.

The County of San Diego Behavioral Health Services Director

Reports to the Director of HHSA and is responsible for all long-range logistics planning and policy decisions for behavioral health services within the County.

San Diego County Behavioral Health Services Disaster Coordinator

Reports to the Deputy Director of BHS and is primarily responsible for coordinating the provision of behavioral health services in the county. The BHS Disaster Coordinator and designated administrative staff determine the need for behavioral health services and coordinate resource allocation. Additionally, the BHS Disaster Coordinator works closely with medical, health, care and shelter operations, the Administrative Services Officer, other Counties, community organizations and volunteers to coordinate activities.

HHSA Departmental Operations Center (DOC)

The Standardized Emergency Management System (SEMS) dictates the establishment of an OA for response to an emergency situation. The OA is considered the area that encompasses the unincorporated areas of San Diego County and the 18 incorporated cities, and special districts. For all health related issues the County of San Diego, HHSA, Public Health Services (PHS) is the lead agency within this OA. The County Public Health Officer (PHO) will make OA public health decisions.

Once the magnitude of the crisis warrants, the PHO or Director/Coordinator of Emergency Services may request the activation of the OA EOC or the DOC through the OES Staff Duty Officer (SDO). The Emergency Medical Services (EMS) Duty Officer or Director/Coordinator of Emergency Services may activate the Multi-Casualty Plan, Annex D, of the OA EOP. Depending on the scope of the event,

potential responders may include local, state and/or federal emergency/disaster, public health, law enforcement and health agencies.

Upon request by the OA EOC, staff at the HHSA DOC can assist with support needed for a variety of public health functions in an emergency situation. The HHSA DOC also handles supply/resource availability, tracking and mutual aid request. The OA EOC representatives shall relay information regarding availability of resources to OA EOC Management.

Assignment of Responsibilities

Behavioral Health Services (Director or Designee)

- Responsible for updating this Behavioral Health Annex and other emergency behavioral health plans and procedures, as needed.
- Coordinates, plans, and evaluates behavioral health disaster operations within the County.
- Coordinates the procurement and allocation of behavioral health resources required to support disaster operations.
- Develops and maintains a capability for identifying behavioral health resources within the County.
- Coordinates all County-operated and contracted behavioral health-related activities among other local and private response agencies or groups, as well as state and federal agencies.
- Coordinates requests and responses to requests with Cal OES Region VI Disaster Medical Coordinator via County EMS.
- Reports to the OA EOC or send representative.
- Designates BHS Disaster Coordinator.
- Coordinates with jurisdiction Public Information Officer (PIO) for the issuance of appropriate behavioral health messages.

Behavioral Health Executive Team (Directors, Assistant Deputy Directors, Hospital Administrator, Clinical Director)

- Upon notification that a disaster has occurred, the disaster coordinator and disaster response leads meet with the behavioral health director to plan appropriate next steps.
- Clinical Director advises and consults on clinical issues related to the disaster.

County of San Diego, Behavioral Health Services, Disaster Coordinator

- Responsible, under the authority of the Director of BHS, for the overall coordination and implementation of this annex.

- Coordinates behavioral health related activities among local public and private response agencies or groups with designated administrative staff.
- Establishes pre-disaster response linkages with other agencies such as American Red Cross (ARC), law enforcement, law enforcement crisis counseling staff, fire departments, Voluntary Organizations Active in Disasters (VOAD), psychological and psychiatric associations, 2-1-1 San Diego, and other community partners including members of the Health Care Association.
- Informs above agencies of County of San Diego, Behavioral Health Operations Disaster Annex.
- Disseminates printed information on psychological effects and management of disaster.
- Participates in disaster exercises.
- Informs community that 2-1-1 San Diego will manage spontaneous volunteers on behalf of the County when the OA EOC is activated.
- Works with Medical Reserve Corps (MRC) to register licensed Behavioral Health Workers, if requested.



- Works with the Administrative Services Officer and 2-1-1 San Diego to assure emergency referral service lines are sufficiently staffed to support behavioral health disaster operations.
- Develops and maintains an inventory of all available trained staff and supplies.
- Develops a network of behavioral health workers to include County staff and staff from other agencies, and private practitioners. These behavioral health workers will work with behavioral health staff in planning and providing behavioral health outreach services during and after a disaster in the field or in mass care shelters. Creates and maintains roster of Behavioral Health personnel.
- Develops and coordinates disaster activities such as data collection for behavioral health disaster relief funding, outreach, and follow-up programs.
- Assures briefings and debriefings of response team(s) occur.
- Prepares Behavioral Health post-disaster summary report to include an evaluation of behavioral health activities and recommendations.
- Maintains list of County Behavioral Health alternate work sites.
- Maintains linkage with the State Department of Mental Health, Disaster Coordinator.
- Establishes a field response, if requested.

- Provides staff to an assistance center if requested.
- Takes necessary steps to meet communication needs for next of kin notification as appropriate.

Behavioral Health Services Disaster Response Team and Site Leads



BHS will provide a BHS Disaster Response Team comprised of County and contracted staff who have been trained in disaster response. Team membership may fluctuate due to staff availability. In addition, a Site Lead will be established at each LAC or other County-designated assistance site. Site leads will manage set up and organization of the counseling services area, provide site-specific supervision of the BHS disaster response team, and facilitate essential communications. Other responsibilities for Site Leads include:

- Provide on-site orientation and oversight of BHS disaster response team members assigned to assist in disaster response and recovery.
- Manage required site statistics.
- Liaise with LAC Manager and managers of other services.
- Facilitate communication between LAC and BHS Administration.
- Provide daily briefings to BHS Disaster Coordinator and the on-site BHS disaster response team members.
- Assure protocols are being followed.
- Make recommendations for alterations in service provision as needed.

Note: Counseling services for First Responders are frequently available through each responder's organization. BHS counseling and referral services may also be accessed via a request to OES. All BHS response activities must be coordinated via OES.

Administrative Services Organization (ASO) Telephone Access and Crisis Line



(Available 24 hours a day, 7 days a week, 365 days a year for program referral and crisis intervention services)

- Provides emergency telephone counseling and referral to disaster victims seeking psychological services. The ASO provides feedback information to the BHS Disaster Coordinator, as appropriate, including the number of calls, type of calls received and trends.
- Acts as an entry point to the behavioral health system for persons seeking help.
- Reports identified needs in the community for additional disaster-related services, to the BHS Disaster Coordinator. Advise the BHS of critical events.
- The ASO and 24-hour Access & Crisis Line to provide alert information to the Disaster Coordinator of BHS, as appropriate.
- Works with the BHS Disaster Coordinator to identify ASO staff to assist with disaster response, as needed.
- Works with BHS Disaster Coordinator to identify individual practitioners, as needed.

All County of San Diego, Behavioral Health Services Programs



- Prepare COOP and functional checklists for behavioral health response to a disaster, including a system for automatic reporting of pre-designated personnel to assigned disaster posts.
- Train personnel and alternates.
- Maintain accurate and complete records of all disaster related activities concerning personnel timekeeping, mission tasking and resource expenditures during the period of any incident that may become eligible for future reimbursement.

Hospital Administrators - San Diego County Psychiatric Hospital and Edgemoor Distinct Part Skilled Nursing Facility

- Activates hospital disaster plans.
- Keeps the BHS Disaster Coordinator informed of the general status of the hospitals and resource needs.
- As able, contributes available staff and resources to meet the larger behavioral health needs in the community.

- May serve as alternate facility for patients evacuated from other local hospitals.

The County of San Diego, Behavioral Health Services Staff



- Under California Government Code, Title I, Section 3100, all government employees are Disaster Service Workers who can be called upon in an emergency: "All public employees are hereby declared to be Disaster Service Workers (DSWs) subject to such disaster service activities as may be assigned to them by their superiors or by law."
- Be familiar with the contents of this annex.
- Possess a valid County Identification Card, professional license, and other preparedness items, as may be required.
- See to the safety of themselves and their families in a disaster and then be prepared to fulfill their responsibility to the County.
- Be available for callback. Monitor television and radio stations to keep informed of the situation.
- Use discretion in reporting to regular workstations (i.e., road damage, other impending hazards).

Behavioral Health Programs Response

There are a variety of Behavioral Health facilities. During a disaster, the facility management takes the following types of actions:



- Activates facility/program disaster plan.
- Assesses the degree of damage to the facility.
- Determines staffing needs and implements call-back procedures, if necessary.
- Establishes a communication link between the facility and the Behavioral Health Disaster Coordinator.
- If necessary, reorganizes program operations to support County response.

DIRECTION, CONTROL, OR COORDINATION

Plan Activation and Termination

Activation and termination of this annex shall be by the direction of:

1. County CAO in that capacity, or as Director/Coordinator of Emergency Services; or
2. Designated Deputy CAO; or
3. Director, OES or designated representative; or
4. Director of HHSA or designated representative.
5. The BHS Director or BHS Director of Operations may also activate this annex.

Upon activation, the HHSA Director, will determine the extent of behavioral health services needed for the disaster and notify the appropriate parties. The overall goal of the Behavioral Health Annex is to minimize loss of life, human suffering, emotional aftermath, and subsequent disability by ensuring timely and coordinated behavioral health assistance in time of emergency. The strategies to accomplish this goal are to:

- Coordinate the utilization of behavioral health facilities and the procurement, allocation, and distribution of behavioral health personnel, supplies, and other resources.
- Develop a system for County, ASO, and contracted behavioral health staff to provide emergency behavioral health intervention services for disaster victims, emergency response personnel and the community in general.
- Provide a system for receiving and disseminating behavioral health information necessary for effective response to, and recovery from a major disaster.

Direction of Response

The BHS Director, or designee, will establish an internal command center for the collection of information on the status of programs and contracted program services, the status of staff and facilities.

Coordination

BHS staff will respond according to the Incident Command System (ICS) and provide information to the HHSA DOC, for communication to the OA EOC. BHS will provide support to disaster response as requested. When necessary, BHS will request assistance according to NIMS ICS.

INFORMATION COLLECTION AND DISSEMINATION

Information and Education



Dissemination of information and education in the aftermath of a disaster with victims, emergency responders, and the community at large is accomplished in several ways:

- BHS Disaster Coordinator working with administrative leads and media staff assures the broadcasting of information about the immediate availability of behavioral health services using Public Service Announcements (PSAs) and other available resources.
- BHS will cooperate with OES and the Disaster Media Team to get public service messages in appropriate formats to the media concerning the types of behavioral health services available and the location of these services as well as educational information to help victims.
- BHS Disaster Coordinator working with administrative leads assures the establishment of an “information line” available for people to inquire about what specific behavioral health services are available and other details.
- The Emergency Alert System (EAS), radio, television, newspapers and the Internet are mechanisms by which disaster information is disseminated to the public. Posters, flyers, and other printed messages can also be used at disaster sites, emergency shelters and facilities (See Annex L: Emergency Public Information).
- BHS will help staff crisis phones, when necessary.
- BHS will deploy community outreach workers (either door-to-door or via community meetings) to ensure all community members know about available behavioral health services and activities, when necessary.

COMMUNICATIONS

The BHS Director or designee will communicate the status of program service delivery, facility status and staffing levels to the HHSA DOC via email , text messaging, fax, phone, as available.

ADMINISTRATION, FINANCE, AND LOGISTICS

Under SEMS, special districts are considered local governments. As such, they are included in the emergency planning efforts throughout the OA. The OA Emergency Organization, in accordance with SEMS, supports and is supported by:

- Cities within the OA
- The County of San Diego
- Special districts
- Other Counties
- The State of California
- The Federal Government

NIMS provides a consistent nationwide template to enable Federal, State, local, and tribal governments and private-sector and nongovernmental organizations to work together effectively. NIMS also enables these entities to efficiently prepare for, prevent, respond to, and recover from domestic incidents, regardless of cause, size, or complexity, including acts of catastrophic terrorism.

Mutual aid, including personnel, supplies, and equipment, is provided in accordance with the California Master Mutual Aid Agreement, and other OA Mutual Aid Agreements.

The private sector is an important part of the emergency organization. Business and industry own or have access to substantial response and support resources. Community Based Organizations (CBOs) or Non-Governmental Organizations (NGOs) provide valuable resources before, during, and after a disaster. These resources can be effective assets at any level. OES has established the ReadySanDiego Business Alliance. The Alliance will have a virtual connection to the OA EOC via a social networking system fed through an RSS feed from WebEOC.

There are some City and County personnel who do not have specific task assignments. They are automatically designated by State Law as Disaster Service Workers (DSWs) during a disaster, and serve in the response effort.

- "All public employees and all registered volunteers of a jurisdiction having an accredited disaster council are Disaster Service Workers," per Government Code Title I, Division 4, Chapter 8, and Labor Code, Part I, Division 4, Chapters 1 and 10.
- The term public employees includes all persons employed by the State, or any County, City or public district.
- Other personnel including volunteers can be quickly registered by OES as DSWs, which provides Workers Compensation and liability coverage.

OES maintains a list of pre-registered volunteers affiliated with volunteer organizations that have been signed up as DSWs.

It is imperative that local government maintain duplicate records of all information necessary for restoration of normal operations. This process of record retention involves offsite storage of vital computerized and paper-based data that can be readily accessible.

Vital records of the Unified Organization are routinely stored in records storage rooms at OES in printed hard copy form, on CD-ROM, and electronically. Computer records are routinely backed up and stored separately from the hard drives. All personnel records are stored by the County Department of Human Resources at several locations throughout the OA.

Administration

The HHSA DOC has the lead for directing all administration, finance and logistics policies supporting the response of BHS in accordance with this annex and the BHS COOP.

ANNEX DEVELOPMENT AND MAINTENANCE

This annex is a product of the OA EOP. As such, the policies, procedures, and practices outlined in the OA EOP govern this annex. OES coordinates the maintenance and updates of this annex every three to four years, in accordance with the maintenance schedule established for the OA EOP. Record of changes, approval, and dissemination of the OA EOP will also apply to this annex.

Updates to this annex can be made before such time for multiple reasons, including but not limited to changes in policy/procedure, improvements and recommendations based on real life events or exercises, etc. Recommended changes should be submitted to OES at oes@sdcounty.ca.gov

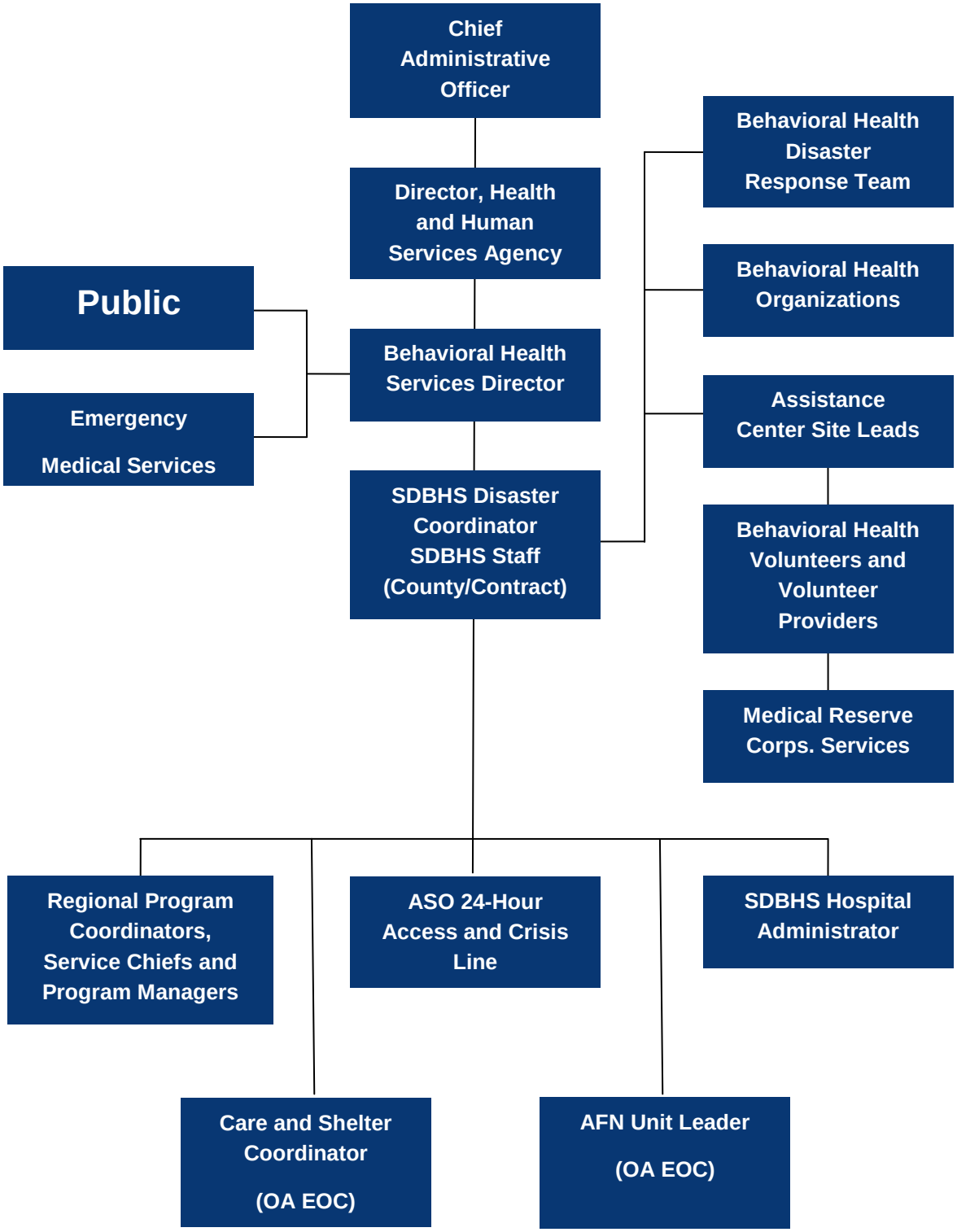
Annex M was developed by County of San Diego BHS is maintained by the BHS Disaster Coordinator.

AUTHORITIES AND REFERENCES

This annex is authorized by the Emergency Services Agreement of the County of San Diego, and in compliance with SEMS as California's emergency response system and the fundamental structure for the response phase of emergency management. SEMS incorporates the use of the ICS, California Disaster and Civil Defense Master Mutual Aid Agreement (MMAA), the OA concept and multiagency or inter-agency coordination.

ATTACHMENT 1

Behavioral Health Disaster Operations



ANNEX O

Animal Services

Staff and Principal Planners

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Department of Animal Services

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Department of Animal Services

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Acknowledgements

San Diego County Access and Functional Needs Work Group



Unified San Diego County Emergency Services Organization
And
County Of San Diego

Operational Area Emergency Operations Plan

September 2014

GENERAL

Introduction

The San Diego Operational Area Emergency Operations Plan (OA EOP) Animal Services Annex describes the basic concepts, policies, and procedures for providing a coordinated animal control response to any disaster. This annex serves as the unifying document for the emergency plans of the County, Cities, and animal care and control agencies. The Animal Control Mutual Aid Agreement, among and between the County of San Diego and the Cities in the County, provides for an Operational Area-wide animal control program.

Purpose

To establish organizational responsibilities and general policies and procedures for the care and control of animals during natural and man-made disasters.

Scope

This annex provides for the management and coordination of animal control activities, including the planning, evacuation, sheltering and reunification of animals and owners in San Diego County during any natural and/or man-made disaster.

Goals and Objectives

The overall goals of animal control operations are:

- Protect the health and safety of the community.
- Provide for the immediate care, control, and safety of animals.
- Minimize animal suffering, loss of life, and potential disability by ensuring a timely and coordinated assistance.
- Provide for the care of animals brought to shelters or housed at staging areas and evacuation sites.
- Provide a system for returning animals to their owners after the event.

EXECUTIVE SUMMARY

This annex describes the role of the San Diego County Department of Animal Services and the other animal control and animal care agencies in the Operational Area. This annex is supported by a Mutual Aid Agreement.

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The objectives of this annex are:

- Describe the animal control response system to implement this annex, concept of operations, and organization.
- Establish procedures for activating and deactivating this annex.
- Provide for the management of animal control services, facilities, activities, and resources.
- Provide a framework on which the County, Cities, and other supporting agencies can develop support plans and standard operating procedures (SOPs).

Whole Community Approach



The whole community concept is a process by which residents, emergency management representatives, organizational and community leaders, and government officials can understand and assess the needs of their respective communities and determine the best ways to organize and strengthen their resources, capacities, and interests. Engaging in whole community emergency management planning builds a more effective path to societal security and resilience. This annex supports the following whole community principles:

- Understand and meet the needs of the entire community, including people with disabilities and those with other access and functional needs.
- Engage and empower all parts of the community to assist in all phases of the disaster cycle.
- Strengthen what works well in communities on a daily basis.

In keeping with the whole community approach, this annex was developed with the guidance of representatives from the OA Cities and representatives from County departments, law enforcement, fire services, emergency management, the access and functional needs communities, and various other stakeholders. The effectiveness of the emergency response is largely predicated on the preparedness and resiliency of the community.

Community Resiliency Consists of Three Key Factors:

1. The ability of first responder agencies (e.g. fire, law and Emergency Medical Services (EMS)) to divert from their day-to-day operations to the emergency effectively and efficiently.
2. The strength of the emergency management system and organizations within the region, to include Emergency Operations Centers (EOCs), mass notification systems and communication systems.

3. The civil preparedness of the region's citizens, businesses and community organizations.

Focusing on enhancing all three of these components constantly focuses the OA on improving the region's resiliency.

CONCEPT OF OPERATIONS

Overview

- A successful response to any disaster is inherent upon the training of first responders, public education, equipment and resource management and communication and collaboration between the responding agencies.
- As the lead agency in any animal-related disaster, the County of San Diego Department of Animal Services (DAS) has personnel trained in the Incident Command System (ICS) thus providing the necessary liaison capabilities in the OA EOC and Incident Command, and is thus National Incident Management System (NIMS) compliant.



- DAS coordinates with the San Diego Sheriff's Department and lead fire agency regarding the areas threatened in any disaster and the status of evacuations.
- DAS will utilize scouts to determine the potential threats and possible evacuations. DAS has access to a list of pre-approved ranches within the county that have agreed to serve as temporary large animal shelters. DAS has access to a limited quantity of animal crates and cages for small animals.
- Through the Joint Information Center (JIC) at the OA EOC, DAS can provide input as to the location of animal sheltering sites and any recommended actions for the public. DAS also has the capability of posting information on its website, social media and the Department's integrated voice recognition system.
- DAS has a cadre of thirty-one (31) animal control officers who are called upon to respond in any disaster. A portion of those officers are considered to be a Strike Team of first responders. DAS also has two volunteer animal rescue groups. DAS has a mutual aid agreement with all of the other animal control agencies within the county and the San Diego Humane Society and SPCA and their volunteer organization (Animal Rescue Reserves). DAS also has a Mutual Aid Agreement with the Los Angeles County Department of Animal Care and Control and the American Society for the Prevention of Cruelty to Animals (ASPCA).
- DAS will respond to the public's requests for the assistance in the evacuation of their animals as well as requests from the public regarding other animals in danger.

- DAS has the capability to provide short-term sheltering of animals in pre-determined locations. For animals that sheltered in place, DAS will provide food, water and care to those animals until the owners are permitted to return to their residences. Local Assistance Centers (LACs) are utilized.
- DAS will assist with the coordination of sheltering and care of animals in long-term cases.

For the purposes of this annex, an animal services disaster applies primarily to a major situation or potential situation, creating sufficient animal-related problems to exceed the capabilities of the local animal control agency.

Triage



Triage is the process of sorting animals for emergency care, euthanasia, transportation, impoundment and disposal. The DAS veterinary or their designee has overall responsibility of coordinating triage management.

- Primary triage is the first sorting of animals in the field to determine which animals are evacuated to secondary triage areas.
- Secondary triage is the second phase of sorting animals, and is performed in the triage treatment area. At this time, an animal's primary triage category may change. Stabilizing treatment may be initiated while awaiting transportation; however, transport should not be delayed for treatment.
- When euthanasia is deemed necessary by DAS veterinary staff or designee, the animal will be promptly euthanized.

Transportation



The coordination of transportation from the scene to operational animal facilities is the responsibility of the local jurisdiction Incident Command.

The coordinator will assess the situation and determine the type and number of the transportation vehicles needed. This information will be relayed by the local jurisdiction Incident Command to the DAS Dispatch Center.

The DAS Dispatch Center will:

- Contact the closest providers,
- Assist the duty Lieutenant or designee with arrangements for transportation, and
- Advise the coordinator of estimated time of arrival, and relay other essential information.

Medical Treatment

Animal control agencies will coordinate the emergency treatment of animals within their care and jurisdiction and provide continued medical care through the event.

Sheltering of Animals at Human Mass Care Shelters

Mass Care Shelters

The American Red Cross (ARC) or the shelter management personnel will be contacted by DAS or the City animal control agency within three hours after the opening of the facility. DAS will advise and assist the manager in handling and caring for animals at the shelter until transportation can be arranged unless the pets can be co-sheltered at the congregate care shelter or another disaster shelter location.

All animals will be picked up in the field, collected, and transported to shelters (which will be determined at the time of the incident). These animals will be tracked and cared for until picked up by their owners or until other arrangements have been made. As an alternative, DAS may provide temporary enclosures for those animals whose owners are present and willing to take full responsibility for their animals while at the Mass Care Shelter. DAS will assist with providing food and water for the animals as needed.

Service animals are not pets and should remain with their owners at all times. Service animals are defined as a dog or miniature horse and are allowed inside all congregate care shelters.

Care of Animals Left in Evacuated Areas

DAS and the local animal control agency will coordinate for the care and feeding of any animals left within the evacuated areas.



Dead Animals

In order to reduce the chance of the spread of disease and protect the public health, it is essential that local jurisdictions be responsible for coordinating the collection and removal of dead animals.

ORGANIZATION AND ASSIGNMENT OF RESPONSIBILITIES

Organization



The operations described in this annex address all levels of disaster management from the scene to shelters. This annex provides a network of all agencies involved in animal control and care, and their respective roles, for an effective animal control system.

At the Scene

At the scene, the responsibility for animal care and control belongs to the respective animal control agency for the affected area of the county. As the incident overwhelms the initial responding animal control agency, that agency would expand operational procedures and activate the annex.

EOC

City EOCs

Each City has a central facility designated as an EOC. From the EOC, disaster operations are directed or coordinated. The EOC is activated when a disaster occurs and is staffed by City employees with emergency responsibilities, as well as liaison representatives from other agencies and jurisdictions. City plans may call for an animal control representative to be present when the EOC is activated. In each city, the City Manager is designated as Director of Emergency Services, by ordinance, and directs emergency operations from the EOC.

Operational Area EOC

The OA EOC serves the same function as the City EOCs. The OA EOC serves the unincorporated area, and additionally provides coordination and support functions for the local jurisdictions.

The DAS position in the OA EOC is normally activated when the OA EOC is fully activated. It is staffed by a representative of DAS, who will make decisions about resource allocation, priorities, and will coordinate the animal control response for the County.

Chief Administrative Officer (CAO)

Directs or coordinates the Emergency Services Organization and the Emergency Management Program. In a major emergency or disaster located entirely within the county unincorporated area, the CAO directs emergency operations (director of Emergency Services). In a disaster involving more than one jurisdiction, the CAO serves as the Coordinator of Emergency Services.

Director, DAS (or designee)

Reports to the CAO and is responsible for directing emergency animal control operations within the unincorporated area of the county and contract Cities, and is responsible for coordinating emergency operations if one or more jurisdictions are involved. Additionally, the Director of DAS, or designee, maintains active liaison with fire, law enforcement, other animal control agencies, and public and private shelter representatives.

Assignment of Responsibilities

All Affected Agencies

- Prepare and maintain SOPs and functional checklists for animal control response to a disaster or emergency, including a system for automatic reporting of pre-designated personnel to assigned disaster posts.
- Train personnel and alternates.
- Maintain an active liaison with DAS.

Department of Animal Services

- Maintain, update and exercise the Animal Services Annex.
- Maintain and update the Animal Services Mutual Aid Agreement.
- Maintain a system to identify and track animals received during a disaster.
- Maintain criteria establishing County-wide holding time and euthanasia standards for implementation during a disaster.



- Assist with the coordination of training and plan development exercises with other animal related agencies.
- Direct disaster animal control operations within the unincorporated areas San Diego County, and its contract Cities.
- Coordinate DAS affiliated animal-related volunteer groups
- Coordinate the procurement and allocation of resources requested by Cities to support disaster animal control operations.
- Respond to requests for aid to other regions.
- Assign personnel to staff the animal control position at OA EOC.
- Maintain liaison with the coordinators of other emergency functions such as fire and rescue, law enforcement, health, and care and shelter.

- Maintain liaison with the ARC, volunteer agencies, and other representatives within the county. Provide staffing to assist with animal related issues within these groups.
- Coordinate the transportation of animals to animal care facilities within its jurisdiction and to other areas as requested.
- Coordinate the acceptance and distribution of animal-related donations

Public Animal Control Agencies

- Direct disaster operations within their jurisdictions.
- Coordinate the transportation of animals to animal care facilities within their jurisdiction.
- Request and respond to requests for mutual aid within the county.
- Maintain liaison with DAS.
- Maintain liaison with the coordinators of other emergency functions such as fire and rescue, law enforcement, health, and care and shelter.
- Maintain liaison with volunteer agencies within the county.

State Fish and Wildlife Department and Other Wildlife Organizations

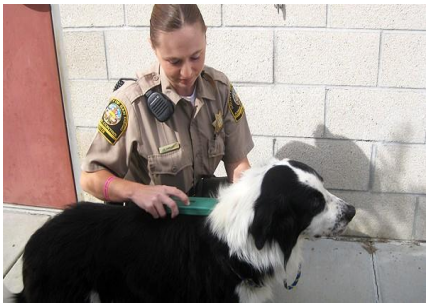
- Provide assistance with wildlife.
- Provide liaison to DAS.

Office of Emergency Services (OES)

- Provide liaison to DAS (as necessary).
- Assist in obtaining necessary resources.
- Assist with communications, as necessary.

Support Functions

San Diego Humane Society and Society for Prevention of Cruelty to Animals (SDHS)



- Assist DAS in recovery and rescue of animals.
- Coordinate recovery and rescue of animals with Animal Rescue Reserves (ARR).
- Provide available animal rescue and sheltering resources.
- Assist with the coordination of training and plan development exercises with other animal related agencies.
- Maintain an active liaison to DAS

Law Enforcement Mounted Units

- Assist with coordinating mutual aid upon request of a local agency.
- Provide resources as resources become available.
- Assist in recovery and rescue of animals.
- Provide liaison to DAS.

Private Animal Care Shelters

- Provide care for animals.
- Assist in sheltering of animals.
- Provide available resources.
- Provide liaison to DAS.

Non-Government Organizations (NGOs)

- Assist in recovery, rescue and sheltering of animals when local resources are exhausted.
- Provide resources as resources become available.
- Provide liaison to DAS.

American Veterinary Medical Association (AVMA)

- Coordinate provision of emergency shelters for animals, as available.
- Coordinate private veterinary medical services to provide triage and necessary medical care for the animals rescued.
- Provide liaison to DAS.

Zoological Society

- Provide expertise and resources to handle and care for exotic animals.
- Request, and respond to requests for assistance.

American Red Cross (ARC)

- Provide liaison to DAS.
- Assist DAS with coordinating and providing care and management of animals brought to ARC Mass Care Shelters.

DIRECTION, CONTROL, OR COORDINATION

Activation

The activation of this annex shall be initiated by the Director of DAS, or designee, at the request of the local animal control agency having jurisdiction.



Termination

Termination of this annex shall take place after the announcement to secure from the disaster situation and normal phase-down and deactivation operations have been completed, and the local animal control agency indicates no further need for this annex to be activated.

Incident Command

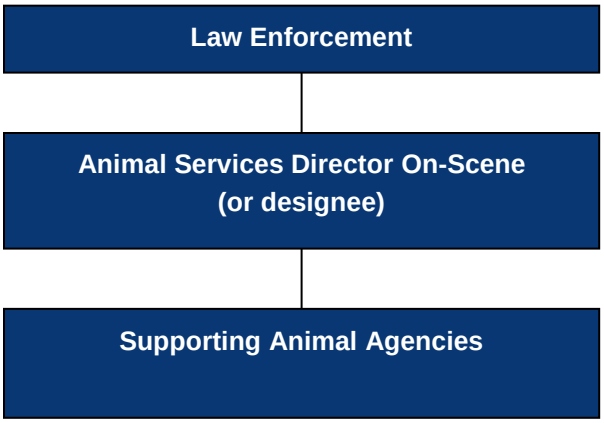
DAS shall assign a liaison to the OA EOC and Incident Command (if necessary) during any activation. Staff assigned to occupy those positions have received training in ICS and are NIMS compliant.



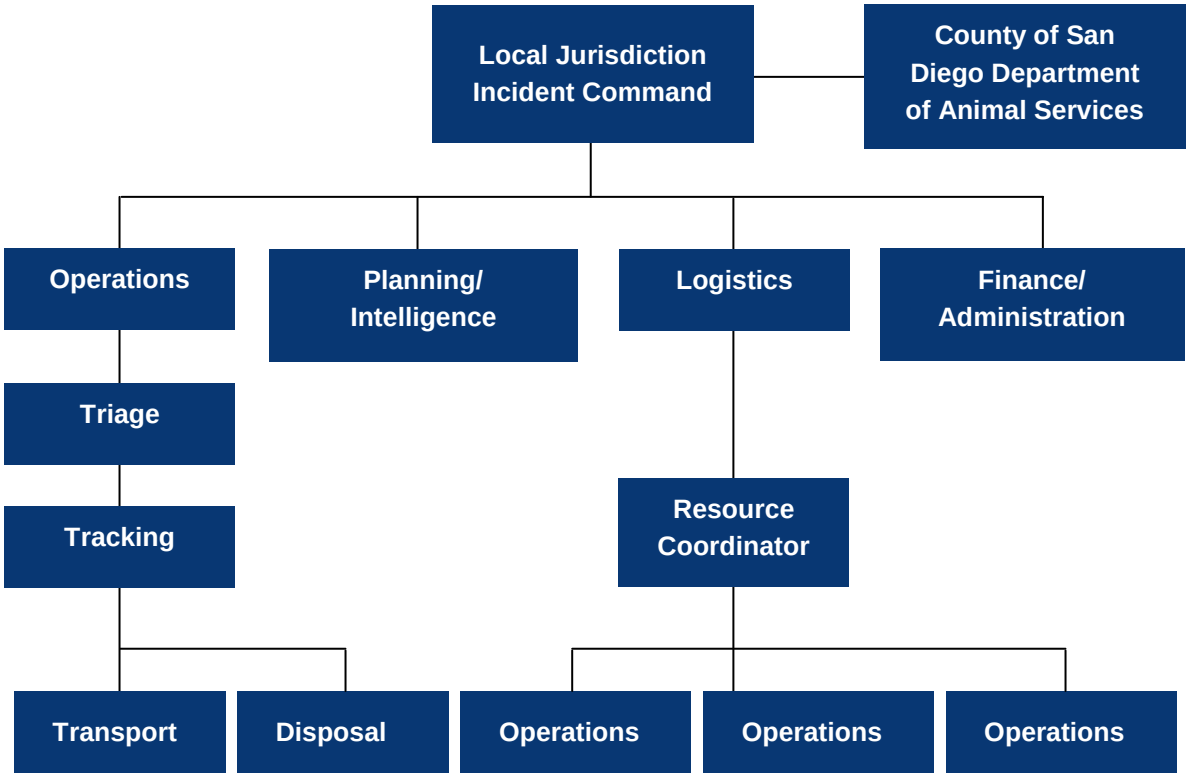
When activated, the responsibility for the evacuation, sheltering and care of animals falls under the Operations branch of the Incident Command Structure.

DAS will coordinate with the OA EOC with the planning, logistics and financial aspects of the response.

Overall Command Structure



Organizational Structure within an Incident



INFORMATION COLLECTION AND DISSEMINATION



Utilizing the AVMA Pet Ownership Statistics, there are an estimated 1.4 million pets within the county. Also taken into consideration are past numbers from previous evacuations, individual community assessments of animal populations, and data contained within the Department's database.

As it pertains to the actual incident, information regarding the impacted/threatened areas shall be obtained from the local law enforcement and fire departments.

COMMUNICATIONS

Notification

Alert



Standby Mode - When a jurisdiction has information indicating that this annex may need to be activated, that jurisdiction will contact DAS. It is not necessary to make a commitment of resources at this time; however, it is the time to start planning and preparing an appropriate response.

Activate

When the need to activate this annex is confirmed, the affected jurisdiction will notify their law enforcement agency, and they will contact DAS. Pertinent information such as the nature of the emergency, the location, the type of animals involved, and the anticipated number of animals should be provided. DAS will make the following notifications:

- Notify the closest DAS unit to respond to the scene and report directly to the animal control authority on scene, or law enforcement representative, to provide direct communications between the scene and DAS.
- Notify animal shelters in the area of the incident.
- Notify all other agencies as needed, which may include:
    - San Diego Humane Society & SPCA and Animal Rescue Reserve
    - Other Public Animal Control Agencies
    - Law Enforcement Mounted Units
    - Non-Government Organizations
    - Private Animal Care Shelters

- Veterinary Medical Association
- Zoological Society
- State Fish and Game
- Office of Emergency Services
- American Red Cross
- American Society for the Prevention of Cruelty to Animals

Internal/External Communications

There may be common radio frequencies or talk-groups on the 800 MHz radio system for use by animal control agencies. For example, there is a radio channel for communications between DAS and the SDHS. The Regional Communications System (RCS) has several mutual aid talk-groups, which could be used if the agencies are all on the 800 MHz system.

DAS shall also utilize VHF and ham-radio systems for communication between DAS and outside agencies/organizations.

DAS has the responsibility of providing communications capability to the animal control authority on scene. Once DAS has been notified of the need to activate this annex, DAS shall assign a liaison to the animal control authority on scene for communication purposes.

ADMINISTRATION, FINANCE, AND LOGISTICS

Under the Standardized Emergency Management System (SEMS), special districts are considered local governments. As such, they are included in the emergency planning efforts throughout the OA. The OA Emergency Organization, in accordance with SEMS, supports and is supported by:

- Cities within the OA
- The County of San Diego
- Special districts
- Other Counties
- The State of California
- The Federal Government

NIMS provides a consistent nationwide template to enable Federal, State, local, and tribal governments and private-sector and nongovernmental organizations to work together effectively. NIMS also enables these entities to efficiently prepare for, prevent, respond to, and recover from domestic incidents, regardless of cause, size, or complexity, including acts of catastrophic terrorism.

Mutual aid, including personnel, supplies, and equipment, is provided in accordance with the California Master Mutual Aid Agreement, and other OA Mutual Aid Agreements.

The private sector is an important part of the emergency organization. Business and industry own or have access to substantial response and support resources. Community Based Organizations (CBOs) or Non-Governmental Organizations (NGOs) provide valuable resources before, during, and after a disaster. These resources can be effective assets at any level. OES has established the ReadySanDiego Business Alliance. The Alliance will have a virtual connection to the OA EOC via a social networking system fed through an RSS feed from WebEOC.

There are some City and County personnel who do not have specific task assignments. They are automatically designated by State Law as Disaster Service Workers (DSWs) during a disaster, and serve in the response effort.

- "All public employees and all registered volunteers of a jurisdiction having an accredited disaster council are Disaster Service Workers," per Government Code Title I, Division 4, Chapter 8, and Labor Code, Part I, Division 4, Chapters 1 and 10.
- The term public employees includes all persons employed by the State, or any County, City or public district.
- Other personnel including volunteers can be quickly registered by OES as DSWs, which provides Workers Compensation and liability coverage.

OES maintains a list of pre-registered volunteers affiliated with volunteer organizations that have been signed up as DSWs.

It is imperative that local government maintain duplicate records of all information necessary for restoration of normal operations. This process of record retention involves offsite storage of vital computerized and paper-based data that can be readily accessible.

Vital records of the Unified Organization are routinely stored in records storage rooms at OES in printed hard copy form, on CD-ROM, and electronically. Computer records are routinely backed up and stored separately from the hard drives. All personnel records are stored by the County Department of Human Resources at several locations throughout the OA.

Tracking

DAS shall maintain records regarding personnel, volunteers, supplies and donations and animal inventory. DAS will coordinate the collection of that information from other impacted agencies which will be forwarded to OES upon request.

ANNEX DEVELOPMENT AND MAINTENANCE

This annex is a product of the OA EOP. As such, the policies, procedures, and practices outlined in the OA EOP govern this annex. OES coordinates the maintenance and updates of this annex every three to four years, in accordance with the maintenance schedule established for the OA EOP. Record of changes, approval, and dissemination of the OA EOP will also apply to this annex.

Updates to this annex can be made before such time for multiple reasons, including but not limited to changes in policy/procedure, improvements and recommendations based on real life events or exercises, etc. Recommended changes should be submitted to OES at oes@sdcounty.ca.gov

The Director of DAS or their designee shall be responsible for the continued development and maintenance of this annex. DAS staff tasked with the review of this document shall include a Deputy Director and animal control Lieutenants assigned to serve as the Department's disaster coordinators.

AUTHORITIES AND REFERENCES

California Government Code Section 8608 requires that the California Office of Emergency Services (Cal OES) shall approve and adopt, and incorporate the California Animal Response Emergency System (CARES) program developed under the oversight of the Department of Food and Agriculture into the standardized emergency management system.

The Pets Evacuation and Transportation Standards Act of 2006 (H.R. 3858) amended the Robert T. Stafford Disaster Relief and Emergency Services Act to ensure that State and local emergency preparedness operation plans address the needs of individuals with household pets or service animals following a major disaster or emergency.

APPENDIX 1: ANIMAL SERVICES ANNEX EMERGENCY ACTION CHECKLIST RESPONSE TO A MAJOR EARTHQUAKE

Action	Responsibility
Determine condition and capacity of shelters; request shelters to activate Disaster Plans.	DAS (Department of Animal Services)
Determine availability and condition of animal supplies; take appropriate action to maintain inventories or resupply.	All Agencies
If there are only a few or no public or citizen casualties, prepare to support more heavily damaged jurisdictions. **If there is extensive damage and a large number of casualties in the public sector, take the following actions as appropriate.**	
Assign Animal Services liaison to OA EOC, if activated.	DAS
Take action to expand shelter capacity.	All Shelters
Augment personnel.	All Agencies
Obtain emergency supplies and specialized equipment.	All Shelters
Activate plans to obtain supplementary services such as public information, records, reports, etc.	DAS
Activate plan to impound animals.	Each Animal Control Agency
Inform the Emergency Public Information Officer of current information for dissemination to the public.	All Affected Agencies
Provide Field medical care, including Triage, near or in affected areas.	All Responding Agencies
Determine number and location of animals that require hospitalization.	Incident Command
Determine transportation needs and capabilities.	Incident Command
Have units dispatched to pick up injured animals.	Incident Command/DAS
Assign animals to shelters to maximize use of our facilities.	Incident Command

Action	Responsibility
Determine availability and location of Animal Control personnel.	Incident Command/DAS
Assign personnel to shelter facilities as required.	Each Animal Control Agency
Request additional assistance from the region or Cal OES through the OA EOC.	Incident Command/DAS
Obtain State mutual aid and resources.	OES
Inventory and determine need for euthanasia and vet supplies.	Incident Command/DAS
Periodically poll ARC shelters for animal care needs.	Each Animal Control Agency
Notify DAS when shelter capacity is reached.	Each affected animal shelter
Store food and water for shelter facilities.	Each Animal Control Agency

APPENDIX 2: EMERGENCY ACTION CHECKLIST RESPONSE TO HAZARDOUS MATERIALS INCIDENT

Action	Responsibility
Assist with evacuation or shelter in place of potentially affected areas if appropriate.	Incident Command
Establish contact with DAS. Assign Animal Services Liaison to OA EOC, if activated.	Incident Command
Determine need for and perform euthanasia.	Incident Command
Removal of animal bodies.	Incident Command/HazMat
Inform the Emergency Public Information Office of current information for public dissemination.	Incident Command/HazMat
Evaluation of animals for decontamination.	Incident Command/HazMat

APPENDIX 3: EMERGENCY ACTION CHECKLIST RESPONSE TO IMMINENT/ACTUAL FLOODING

Action	Responsibility
Flooding Expected	
Identify animal care facilities subject to flooding and prepare to relocate animals. Activate plan to impound animals.	Each Animal Control Agency Each Animal Control Agency
Designate facilities to handle the veterinary needs of flood victims.	Each Animal Control Agency
Store water and food for shelter facilities.	Each Shelter
Place Animal Control personnel on stand by status.	Each Animal Control Agency
Establish contact with DAS. Assign Animal Services Liaison to OA EOC, if activated.	Incident Command
Plan for alternate communications.	DAS
Begin evacuation of animal control facilities, as necessary.	Incident Command
Coordinate animal evacuation with Law Enforcement Movement Coordinator.	Incident Command
Flooding Occurs	
Evaluate flood-prone animal care facilities.	Each Facility
Initiate alternate communications, if needed.	DAS
Request assistance from Cal OES.	Incident Command/ OES
Activate Animal Services Annex, as required.	Incident Command/ DAS

APPENDIX 4: EMERGENCY ACTION CHECKLIST RESPONSE TO IMMINENT/ACTUAL DAM FAILURE

Action	Responsibility
Dam Failure Imminent	
Put Animal Control personnel on standby.	Each affected Animal Control Agency
Identify animal care facilities subject to inundation.	Each affected Animal Control Agency
Evacuate animals from facility, if necessary.	Each Animal Control Agency
Activate plan to impound animals.	Each Animal Control Agency
Plan for alternate communications.	DAS
Establish contact with DAS. Assign Animal Services liaison to OA EOC, if activated.	Incident Command
Coordinate animal evacuation with the Law Enforcement Coordinator.	Incident Command
Store water and food for shelter facilities.	Each Animal Control Agency
Dam Failure Occurs	
Mobilize animal care personnel.	All Agencies
Evacuate Flood prone shelter facilities.	Each Animal Control Agency
Initiate alternate communications, if needed.	DAS
Request assistance from Cal OES, as necessary.	Incident Command/OES
Activate Animal Services Annex, as required	Incident Command/OES

APPENDIX 5: EMERGENCY ACTION CHECKLIST RESPONSE TO IMMINENT/ACTUAL FIRE

Action	Responsibility
Fire Imminent	
Identify animal care facilities that may be threatened, and prepare to relocate animals.	Each Animal Control Agency
Designate facilities to handle the veterinary needs of fire victims.	Each Animal Control Agency
Put Animal Control personnel on stand-by status.	Each Shelter
Establish contact with DAS. Assign Animal Services liaison to OA EOC, if activated.	Incident Command
Plan for alternate communications.	DAS
Begin evacuations for animal facilities, as necessary.	Incident Command
Coordinate animal evacuation with Law Enforcement Movement Coordinator.	Incident Command
Notify DAS when shelter capacity is reached.	Each affected Animal Shelter
Fire Occurs	
Mobilize animal care personnel.	All Agencies
Evacuate fire-prone animal care facilities as needed	Each Facility
Initiate alternate communications, if needed.	Each Facility
Activate Animal Services Annex, as required.	Incident Command/ DAS
Request assistance from Cal OES.	Incident Command/ OES

APPENDIX 6: EMERGENCY ACTION CHECKLIST RESPONSE TO OIL SPILL

Action	Responsibility
Identify facilities that can be used for the cleaning and treatment of birds and other affected wildlife.	DAS
Assist the California Department of Fish and Game, as requested.	DAS
Establish contact with DAS. Assign Animal Services liaison to OA EOC, if activated.	Incident Command

ANNEX P

Terrorism



Unified San Diego County Emergency Services Organization
And
County Of San Diego

Operational Area Emergency Operations Plan

September 2014

Staff and Principal Planners

Tom Amabile, Senior Emergency Services Coordinator
Office of Emergency Services

Marlon King, Emergency Services Coordinator
Office of Emergency Services

Acknowledgements

San Diego County Access and Functional Needs Work Group

GENERAL

Introduction

The San Diego County Operational Area (OA) developed a Terrorist Incident Emergency Response Protocol which is intended for use by law enforcement and other first responder agencies. The Office of Emergency Services (OES) maintains this Protocol which is classified as "For Official Use Only."

The Terrorism Protocol describes the countywide collective initial actions that will be taken to prevent or mitigate the effects of a threatened or actual terrorist attack against any jurisdiction within the county. It does not replace the County's or any jurisdiction's emergency plans or procedures; rather, it augments existing documents to assist in coordinating the initial planning and response efforts.

The Protocol defines the command and control structures for responding to specific types of Weapons of Mass Destruction (WMD) attacks, provides the actions needed to respond to all phases of a terrorist attack, and identifies the critical response tasks and implementation steps necessary to mitigate an attack. The Protocol includes two appendices, Terrorism Response Matrix and Critical Task Implementation Steps that incorporate critical response tasks and implementation steps.

Purpose

This annex provides a summary of the Terrorist Incident Emergency Response Protocol. This protocol defines the framework for developing and sustaining a comprehensive and integrated approach addressing terrorism in the OA. It is a blueprint for the development of OA efforts for responding to and combating terrorism, with special emphasis on terrorist acts employing weapons of mass destruction (WMD) such as nuclear, biological or chemical (NBC) terrorism in addition to conventional weapons (bombs).

EXECUTIVE SUMMARY

This annex provides a summary of the Terrorist Incident Emergency Response Protocol. This protocol defines the framework for developing and sustaining a comprehensive and integrated approach addressing terrorism in the San Diego County Operational Area. It is an overview for the development of Operational Area efforts for responding to and combating all forms of terrorism, with special emphasis on terrorist acts employing weapons of mass destruction (WMD) such as nuclear, biological or chemical (NBC) terrorism in addition to conventional weapons (bombs).

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Scope



The Terrorism Protocol only addresses the coordination efforts expected of jurisdictions within San Diego County. It does not alter or supplant existing plans, Standard Operating Procedures (SOPs), roles and responsibilities listed under the National Incident Management System (NIMS), the San Diego Operational Area Emergency Operations Plan (OA EOP), or the documents that direct the emergency actions of the individual jurisdictions. This Protocol is not intended to usurp the authority or prerogatives of local jurisdictions.

Readiness Condition Activities

OES has defined three phases of readiness conditions and a fourth phase of response actions that correlate with the OA EOP and the OA Emergency Operations Center (EOC) activities and SOPs. The three readiness conditions are:

- Preparedness
- Increased Readiness
- Alert

Response Actions

Response actions are the initial activities that occur for a terrorist attack within the county. These are used as a guide until the Incident Action Plan for the first operational period is developed and implemented.

Movement between readiness conditions may not be progressive as changing circumstances may require skipping to a more proactive readiness condition based on intelligence and actual events. Certain actions in the readiness conditions correlate to the National Terrorism Advisory System (NTAS) conditions. Additionally, the above phases can cross NTAS condition boundaries. The decision to initiate activities for OES within any of these readiness conditions will be made by the Director of OES or his/her designee in response to conditions or intelligence within the OA, the region, state and/or the nation. The actions in the readiness/response phases and related activities are described in the Terrorism Protocol.

Whole Community Approach

The whole community concept is a process by which residents, emergency management representatives, organizational and community leaders, and government officials can understand and assess the needs of their respective communities and determine the best ways to organize and strengthen their resources, capacities, and interests. Engaging in whole community emergency management planning builds a more effective path to

societal security and resilience. This annex supports the following whole community principles:

- Understand and meet the needs of the entire community, including people with disabilities and those with other access and functional needs.
- Engage and empower all parts of the community to assist in all phases of the disaster cycle.
- Strengthen what works well in communities on a daily basis.

In keeping with the whole community approach, this annex was developed with the guidance of representatives from the OA Cities and representatives from County departments, law enforcement, fire services, emergency management, the access and functional needs communities, and various other stakeholders. The effectiveness of the emergency response is largely predicated on the preparedness and resiliency of the community.

Community Resiliency Consists of Three Key Factors:

1. The ability of first responder agencies (e.g. fire, law and Emergency Medical Services (EMS)) to divert from their day-to-day operations to the emergency effectively and efficiently.
2. The strength of the emergency management system and organizations within the region, to include EOCs, mass notification systems and communication systems.
3. The civil preparedness of the region's citizens, businesses and community organizations.

Focusing on enhancing all three of these components constantly focuses the OA on improving the region's resiliency.

CONCEPT OF OPERATIONS



The Terrorist Incident Emergency Protocol addresses actions to be taken during a response to a terrorism event. Activities are described for the three readiness phases as well as the initial response phase.

Each phase is related to the National Terrorism Advisory System (NTAS) and has specific intelligence and warning indicators and triggers. Different actions are defined for County and City governments.

The Protocol contains a matrix that outlines the roles of the multitude of agencies involved in a response to a terrorist attack. This helps to ensure a coordinated response among the different disciplines and provides an understanding of their roles and how they relate to the other responding agencies.

The final portion of the Protocol lists those Critical Tasks identified by the Department of Homeland Security. The tasks address the host of functions necessary for readiness

postures to terrorist threats and for the initial response to attacks. Functions include investigation, detection, identification, health/hazard assessments; monitoring, sampling and surveying operations; alert and mobilization of OA EOC staff; protective actions, emergency public information; etc. The Protocol provides a detailed breakdown of the steps required for each task/function.

ORGANIZATION AND ASSIGNMENT OF RESPONSIBILITIES

Local law enforcement and/or fire agencies will initially serve as the lead agency during any land-based terrorist incident, until such time that the Federal Bureau of Investigations (FBI) can assume the lead role.

If the terrorist incident involves an environmental hazard, the Environmental Protection Agency is likely to be involved in coordinating the response. For any terrorist incident impacting the maritime environment (i.e. oil spill, chemical leak, etc.) the United States Coast Guard Captain of the Port will be the Incident Commander in charge of Response until a Unified Command can be established. The Federal Government may designate a Principal Federal Official for events of national significance.

When the terrorist incident is confined to one of the military bases within the OA, the Department of Defense (DoD) will serve as the lead agency, with support from other federal agencies, and state and local agencies as necessary. If the incident extends beyond the confines of the military base, the DoD will likely initiate a Unified Command structure with the affected jurisdictions.

All other agencies play a supporting role in the response to a terrorist incident, and may be a part of a Unified Command. Supporting agencies/organizations are designated as such based on their ability to provide equipment, personnel and expertise in support of functional tasks.

Organization

A Unified Command structure is commonly utilized for a coordinated response to any terrorist incident. The Unified Command provides the platform for an effective response by allowing individual agencies to carry out their own jurisdictional responsibilities. Whether supporting the lead agency directly, or supporting a Unified Command structure, OES will work with law partners in implementing a coordinated region-wide response effort. OES and other responding agencies will respond under the established structure and direction of the lead agency. The OA EOC and jurisdictional EOCs within the OA will all work together to support the federal response under the National Incident Management System (NIMS).

Assignment of Responsibilities

All agencies are responsible for the following:

- Assist with fulfilling intrastate and interstate mutual aid when possible.

- Provide situational and operational status reports in accordance with existing procedures and/or as requested by the primary agency.
- Support and coordinate services for people with disabilities and other access and functional needs.
- Capture costs associated with response.

For specific agency responsibilities, refer to standard operating procedures (SOPs) and other supporting plans of each individual support agency.

Support Functions

Various support agencies take the lead for specific response activities within a particular function. In all cases, agencies work through or in close contact with federal and state level law enforcement and intelligence agencies that may have actionable threat information, including:

- Law Enforcement Coordination Center
- State Operations Center
- California Highway Patrol
- Regional Emergency Operations Center
- San Diego Sheriff's Department
- California Border Patrol
- Criminal Intelligence Agency
- Department of Justice
- Immigration and Customs Enforcement
- National Security Agency
- Transportation Security Agency
- FBI
- Defense Intelligence Agency
- Department of Homeland Security
- United States Navy
- United States Marine Corps.
- Department of Defense
- Local Law Enforcement
- Local EOCs

DIRECTION, CONTROL, OR COORDINATION

Activation and Termination

The Director of OES activates this annex based on information obtained from credible sources through established relationships. When this annex is activated OES will remain in coordination with the lead agency and also coordinate with the Law Enforcement Coordination Center (LECC) for terrorist related information. This annex will remain activated until the terrorist threat is no longer present and the OA EOC is no longer activated as a result of the emergency subsiding.

Coordination

The OA EOC will assign a liaison to coordinate with the lead agency or Unified Command. Through the liaison, the OA EOC will be able to communicate its needs and support for the response.

The LECC plays a major role in coordination, communication, and information sharing for terrorist related intelligence. OES will typically send a liaison to the LECC during an incident and may even request a liaison be present in the OA EOC. The LECC and the OA EOC support one another on any requests for assistance.

When terrorism is suspected or confirmed at the local level, the local jurisdictions share information with the LECC and vice versa. The LECC disseminates developed information and makes appropriate notifications to affected public safety agencies and state law enforcement agencies. Based on the information received from the LECC, OES will coordinate with the Regional Emergency Operations Center (REOC) and/or the State Operations Center (SOC) to support the local response.

The LECC works with federal, state, regional and local law enforcement agencies and serves as the state repository for homeland security information and incident reporting. The LECC provides real-time intelligence support to law enforcement and public safety authorities and consolidates information and data on suspicious activities and threats from all jurisdictions.

The LECC, the OA EOC, and the REOC and/or SOC actively share information before and during terrorist incidents, and are of central importance in effective information gathering and sharing, enhancing emergency management functions at each response level.



INFORMATION COLLECTION AND DISSEMINATION

The sharing of information is a vital part of the response. The LECC, working with the OA EOC, and other supporting agencies, will attempt to collect, develop, collate, analyze and disseminate important information to the Incident Commander or Unified Command and other appropriate stakeholders. The Incident Commander or Unified Command will coordinate with the appropriate Public Information Officer (PIO) or Joint Information Center (JIC) concerning the dissemination of information to the media and the public.



Law enforcement and emergency management personnel coordinate the release of any specific local warnings or informational messages to the public ensuring accessibility and the needs of the whole community are adequately addressed. Due to the sensitivity of some law enforcement and intelligence sources and methods, it may be necessary to restrict dissemination of information to selected emergency management and health officials in some instances. Information providers, such as the LECC, provide the information, its classification level, and a recommendation on what to share and what not to share. The decision to share the information rests with the Incident Commander or Unified Command. Information being released by the OA EOC will follow the guidelines established in Annex L: Emergency Public Information. All jurisdictional PIOs will coordinate information sharing via the Regional Communications Protocol.

The effectiveness of coordination and control, communications and warning functions depend on teamwork among key decision-makers and responsible entities.

COMMUNICATIONS

All responding agencies will need to maintain constant communication during any terrorist incident response. To ensure a common operating picture, the OA will utilize WebEOC to ensure all partners have a clear understanding of response priorities and operations.

Notification and Warning

The LECC will notify the OA EOC of any terrorist incident and each agency will take appropriate notification actions as outlined in internal SOPs. The OA EOC will notify appropriate partners of an OA EOC activation and notify appropriate personnel to report to the OA EOC.

Timely warnings of an emergency conditions or an incident are essential to preserving the safety of county residents as well as establishing an effective incident response.

Internal Communications

All communications should be transparent between all responding agencies, and incident communications should be kept internal as it may be classified as “for official use only” information. When communicating, all incident response personnel should use plain language to avoid any confusion (no acronyms or abbreviations).

ADMINISTRATION, FINANCE, AND LOGISTICS

Under the Standardized Emergency Management System (SEMS), special districts are considered local governments. As such, they are included in the emergency planning efforts throughout the OA. The OA Emergency Organization, in accordance with SEMS, supports and is supported by:

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This annex is a product of the OA Emergency Operations Plan (EOP). As such, the policies, procedures, and practices outlined in the OA EOP govern this annex. OES coordinates the maintenance and updates of this annex every three to four years, in accordance with the maintenance schedule established for the OA EOP. Record of changes, approval, and dissemination of the OA EOP will also apply to this annex.

Updates to this annex can be made before such time for multiple reasons, including but not limited to changes in policy/procedure, improvements and recommendations based on real life events or exercises, etc. Recommended changes should be submitted to OES at oes@sdcounty.ca.gov

AUTHORITIES AND REFERENCES

According to the State of California Emergency Plan, local government has the primary responsibility for protecting public health and safety in any incident. More specifically, in a terrorism incident, local responders will manage all aspects of the incident until the FBI assumes command, by virtue of its legal authority, of the law enforcement aspects relating to identifying, apprehending, and neutralizing the terrorists and their weapons. Local and state authorities always maintain control of their response resources and continue to operate utilizing SEMS.

ANNEX Q

Evacuation



Staff and Principal Planners

Tom Amabile, Senior Emergency Services Coordinator
Office of Emergency Services

Marlon King, Emergency Services Coordinator
Office of Emergency Services

Acknowledgements

San Diego County Access and Functional Needs Work Group

Unified San Diego County Emergency Services Organization
And
County of San Diego

Operational Area Emergency Operations Plan

September 2014

GENERAL

Introduction

The overarching goal of evacuation planning in the San Diego County Operational Area (OA) is to maximize the preservation of life while reducing the number of people that must evacuate and the distance they must travel to seek safe refuge. The OA Evacuation Annex describes how emergency managers will cooperate and the decisions they will have to make and implement to respond to a disaster that requires an evacuation of residents and their pets. The OA Evacuation Annex also aims to lessen the impact a large-scale evacuation can have on the host communities.

This OA Evacuation Annex is intended to be used as a template for the development of other jurisdictional evacuation plans and will support or supplement the evacuation plans prepared and maintained by each local jurisdiction. This annex outlines strategies, procedures, recommendations, and organizational structures that can be used to implement a coordinated evacuation effort in the OA. In addition, this annex provides general estimates on the number of residents in the OA who may need to be evacuated due to specific hazards in their area. This annex also provides estimates for the number of residents that may require sheltering or transportation assistance, and the estimated number of pets that may need to be evacuated. This annex also provides hazard specific considerations, general evacuation transportation routes and capacities, countywide shelter capacities, evacuation resources available locally and through mutual aid, and access and functional needs considerations.

EXECUTIVE SUMMARY

The Evacuation Annex is intended to be used as a template for the development of other jurisdictional evacuation plans and will support or supplement the evacuation plans prepared and maintained by each local jurisdiction. This annex outlines strategies, procedures, recommendations and organizational structures that can be used to implement a coordinated evacuation effort in the San Diego County Operational Area.

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Background

The devastation caused by Hurricane Katrina, in 2005, has elevated the importance of evacuation planning as a key element of emergency management. Accordingly, there is an increasing recognition across the United States of the need for formal plans on how to evacuate communities and areas that have been or are likely to be stricken by disasters. Moreover, in 2006, Congress issued H.R. 2360, Department of Homeland Security

Appropriations Act, which states, in part that; “It is imperative all States and Urban Area Security Initiative grantees ensure there are sufficient resources devoted to putting in place plans for the complete evacuation of residents, including access and functional needs groups in hospitals and nursing homes, or residents without access to transportation, in advance of and after such an event, as well as plans for sustenance of evacuees.”

Evacuation is a process by which people are moved from a place where there is immediate or anticipated danger, to a place of safety, and offered appropriate temporary shelter facilities. When the threat to safety is gone, evacuees are able to return to their normal activities, or to make suitable alternative arrangements.



Although the OA has never been faced with a need for an area-wide evacuation, analysis of county hazard profiles indicate that an evacuation effort involving thousands of individuals and impacting multiple communities is highly possible. For example, the October 2003 Southern California Firestorm became the largest firestorm in California’s history, forcing thousands of people from the OA to evacuate to temporary shelters. The same was true four years later in 2007, and again in 2014, when firestorms forced a large number of evacuations.

A large-scale evacuation is a complex, multi-jurisdictional effort that requires coordination between many disciplines, agencies, and organizations. It is also only one element of the incident response effort. Emergency services and other public safety organizations play key roles in ensuring that an evacuation is effective, efficient, and safe. In order to establish a framework for implementing a well-coordinated evacuation in the OA, the County of San Diego Office of Emergency Services (OES) has developed this Evacuation Annex as an annex to the Operational Area Emergency Operations Plan (OA EOP).

Purpose



This OA Evacuation Annex is intended to be used as a template for the development of other jurisdictional evacuation plans and will support or supplement the evacuation plans prepared and maintained by each local jurisdiction. This annex outlines strategies, procedures, recommendations, and organizational structures that can be used to implement a coordinated evacuation effort in the OA. In addition, this annex provides general estimates on the number of residents within each jurisdiction of the OA that may be impacted by specific hazards and may require evacuation assistance, sheltering, transportation, and assistance with pet evacuation accommodations. This annex also provides hazard specific considerations, general evacuation transportation

routes and capacities, county-wide shelter capacities, resources available locally and through mutual aid, and access and functional needs considerations.

Scope

This Evacuation Annex applies to the OA, including all jurisdictions and special districts. It is not intended to supersede any other emergency plans. This Evacuation Annex and all supporting appendices support the OA EOP.

Situation and Assumptions

Situation

The OA is exposed to many hazards, all of which have the potential for disrupting communities, causing damage, and producing casualties. Dam failure, earthquake, flooding, tsunami, wildfire, and terrorism were identified by OES as the most plausible hazards to affect the OA; all of which may require an evacuation of several communities within the OA.

Additional evacuations may be required due to the threat of a hazardous materials exposure from the San Onofre Nuclear Generating Station (SONGS). Evacuations due to an incident at SONGS will be conducted according to the Reception and Decontamination Plan, located at OES. Table 1 below outlines the six hazards with the most potential to cause an evacuation in the OA and the jurisdictions which are most likely to be affected by these hazards. Table 2 identifies the number of people expected to be affected by the identified hazards and may need to be evacuated.

Table 1
Major Hazards in the OA Potentially Requiring an Evacuation

Jurisdiction	Dam Failure	Earthquake	Flood (100 Year)	Tsunami	Wildfire/ Structure Fire (High Risk Probability)	Terrorism
Carlsbad	X	X	X	X	X	X
Chula Vista	X	X	X	X	X	X
Coronado		X	X	X		X
Del Mar	X	X	X	X	X	X
El Cajon	X	X	X		X	X
Encinitas	X	X	X	X	X	X
Escondido	X	X	X		X	X
Imperial Beach	X	X	X	X		X
La Mesa	X	X	X		X	X
Lemon Grove		X	X			X
National City	X	X	X	X		X
Oceanside	X	X	X	X	X	X
Poway	X	X	X		X	X

Jurisdiction	Dam Failure	Earthquake	Flood (100 Year)	Tsunami	Wildfire/ Structure Fire (High Risk Probability)	Terrorism
San Diego	X	X	X	X	X	X
San Marcos	X	X	X		X	X
Santee	X	X	X		X	X
Solana Beach	X	X	X	X		X
Vista	X	X	X		X	X
Unincorporated San Diego County	X	X	X	X	X	X

*Exposed population numbers are adapted from the Multi-Jurisdictional Hazard Mitigation Plan, San Diego County, CA, February 2010

Table 2
Individuals in OA Potentially Exposed to Major Hazards and May Require Public Shelter Assistance

	Dam Failure	Earthquake	Flood (100 Year)	Tsunami	Wildfire/ Structure Fire (High Risk Probability)
Carlsbad					
Exposed Population	4,113	104,707	6,906	1,165	9,255
Shelter Estimates	823	20,941	1,381	233	1,851
Chula Vista					
Exposed Population	8,635	232,095	5,947	83	3,840
Shelter Estimates	1,727	46,419	1,189	17	768
Coronado					
Exposed Population	0	23,009	2,853	8,523	0
Shelter Estimates	0	4,602	571	1,705	0
Del Mar					
Exposed Population	1,139	4,591	813	1,023	16
Shelter Estimates	228	918	163	205	3
El Cajon					
Exposed Population	0	98,205	1,870	0	118
Shelter Estimates	0	19,641	374	0	24
Encinitas					
Exposed Population	1,204	64,145	653	388	1,159
Shelter Estimates	241	12,829	131	77	232
Escondido					
Exposed Population	47,700	143,071	8,367	0	1,660

	Dam Failure	Earthquake	Flood (100 Year)	Tsunami	Wildfire/ Structure Fire (High Risk Probability)
Shelter Estimates	9,540	28,614	1,673	0	332
Imperial Beach					
Exposed Population	5,526	28,243	1,206	5,225	37
Shelter Estimates	1,105	5,649	241	1,045	7
La Mesa					
Exposed Population	1,701	56,880	0	0	404
Shelter Estimates	340	11,376	0	0	81
Lemon Grove					
Exposed Population	0	25,650	105	0	0
Shelter Estimates	0	5,130	21	0	0
National City					
Exposed Population	1,998	56,522	2,854	1,306	9
Shelter Estimates	400	11,304	571	261	2
Oceanside					
Exposed Population	33,755	179,626	19,007	2,108	2,795
Shelter Estimates	6,751	35,925	3,801	422	559
Poway					
Exposed Population	0	51,126	3,986	0	4,826
Shelter Estimates	0	10,225	797	0	965
San Diego					
Exposed Population	75,686	1,354,013	36,042	10,294	30,997
Shelter Estimates	15,137	270,803	7,208	2,058	6,199
San Marcos					
Exposed Population	2,481	83,149	2,377	0	11,312
Shelter Estimates	496	16,629	475	0	2,262
Santee					
Exposed Population	20,815	56,848	1,873	0	2,658
Shelter Estimates	4,163	11,370	375	0	532
Solana Beach					
Exposed Population	40	13,547	1,124	324	50
Shelter Estimates	8	2,709	225	65	10
Vista					
Exposed Population	553	96,100	1,988	0	792
Shelter Estimates	111	19,220	398	0	158

	Dam Failure	Earthquake	Flood (100 Year)	Tsunami	Wildfire/ Structure Fire (High Risk Probability)
Unincorporated San Diego County					
Exposed Population	21,862	333,626	10,125	35	8,086
Shelter Estimates	4,372	66,725	2,025	7	1,617

*Exposed population numbers are adapted from the Multi-Jurisdictional Hazard Mitigation Plan, San Diego County, CA, February 2010

* Shelter estimates are based on the assumption that 20 percent of exposed population will require a public shelter (per State and Local Guide 101)

Assumptions

The following assumptions were established in development of this Annex:

- This annex was developed for a Level II (moderate scale) evacuation scenario and will be activated when two or more communities within the OA are impacted by an evacuation. Additional considerations for a Level III (catastrophic) evacuation scenario are provided in Attachment 8.
- Local jurisdictional plans will be consistent with the assumptions identified in this annex.
- For the purposes of this annex, the evacuation distance between the impacted site and the “safe zone” generally does not exceed 30 miles, and the evacuation efforts generally do not extend beyond the OA boundaries.
- A decision to evacuate will be made at the local jurisdiction level with regional collaboration considerations.
- Law enforcement agencies will be the primary agency for evacuation activities with other agencies playing supporting roles.
- If activated, this annex will complement other jurisdictional evacuation plans and the jurisdictional evacuation plans will be consistent with the OA Evacuation Annex.
- The OA has adopted the National Incident Management System (NIMS) and Standardized Emergency Management System (SEMS) and will follow NIMS and SEMS principles and structures for evacuation-related activities.
- The OA will request and coordinate regional resources under the California Master Mutual Aid Agreement.
- The OA Emergency Operations Center (EOC) will coordinate regional evacuation efforts.

- Due to the OA hazard profile, most incidents requiring an evacuation are likely to happen with little or no warning.
- Due to the nature of the threats requiring an evacuation of the OA, there may be insufficient time to evacuate the area and/or special populations (e.g., correctional facilities) and shelter-in-place instructions may need to be provided.
- Most people at risk will evacuate when officials recommend that they do so.
- Some individuals will refuse to evacuate, regardless of the threat.
- Most evacuees will use their personal vehicles to evacuate; transportation will need to be provided to evacuees without access to personal vehicles.
- According to the U.S. Census Bureau's 2013 estimates, of the 1,079,653 occupied housing units in San Diego County, 67,371 (6.2%) of these units do not have a vehicle available[1]. Individuals in these households will require transportation assistance. In addition, a number of access and functional needs populations will require transportation assistance.



- In most emergency situations, the majority of evacuees (80 percent) will seek shelter with relatives or friends or in commercial accommodations rather than in public shelter facilities. Approximately 20 percent of evacuees will require public shelter assistance.
- Ground transportation routes will generally be the primary means of evacuation in the OA. Over-water and air evacuations may be considered on an individual basis by each jurisdiction.
- Major ground transportation corridors in the OA will be used as primary evacuation routes during an evacuation effort.
- Major ground transportation infrastructure within the OA will remain largely intact following an incident.
- Terrorist incidents, as opposed to natural disasters, can occur at any location within the OA and there is no way to precisely estimate the potential number of individuals affected prior to such an incident.
- Naturally-occurring and man-made outbreaks of infectious disease will require only a small scale evacuation (e.g., several buildings)

[1] http://factfinder2.census.gov/faces/tableservices/jsf/pages/productview.xhtml?pid=ACS_12_1YR_DP04&prodType=table

- The OA should generally plan on not receiving Federal Emergency Management Agency (FEMA) assistance for possibly as long as 96 hours after an incident.
- Response decisions, including the decision to evacuate, will be based on maximizing the preservation of life first, then protecting the environment and the economy. Factors such as characteristics of the populations affected, capacity to move or shelter people, roadway conditions, health and safety issues, and the duration of sheltering will be instrumental in making the decision to evacuate or to shelter-in-place.
- The following principles should be considered when making evacuation decisions:
    - Reduce the number of people who must evacuate and the distance they must travel to seek safe refuge.
    - Lessen the impact on the host-shelter community.
    - Evacuation may require relocating people within the OA, to other local jurisdictions or outside of the county as necessary.
    - Evacuees leaving voluntarily will more likely seek shelter with friend or relatives or use hotels rather than public shelter.
    - Most of the public will act in its own interest and evacuate a dangerous area when advised to do so by authorities.
    - Some individuals will refuse to evacuate.

Whole Community Approach

The whole community concept is a process by which residents, emergency management representatives, organizational and community leaders, and government officials can understand and assess the needs of their respective communities and determine the best ways to organize and strengthen their resources, capacities, and interests. Engaging in whole community emergency management planning builds a more effective path to societal security and resilience. This annex supports the following whole community principles:

- Understand and meet the needs of the entire community, including people with disabilities and those with other access and functional needs.
- Engage and empower all parts of the community to assist in all phases of the disaster cycle.
- Strengthen what works well in communities on a daily basis.

In keeping with the whole community approach, this annex was developed with the guidance of representatives from the OA Cities and representatives from County departments, law enforcement, fire services, emergency management, the access and functional needs communities, and various other stakeholders. The effectiveness of the emergency response is largely predicated on the preparedness and resiliency of the community.

Community Resiliency Consists of Three Key Factors:

1. The ability of first responder agencies (e.g. fire, law and Emergency medical Services (EMS)) to divert from their day-to-day operations to the emergency effectively and efficiently.
2. The strength of the emergency management system and organizations within the region, to include EOCs, mass notification systems and communication systems.
3. The civil preparedness of the region's citizens, businesses and community organizations.

Focusing on enhancing all three of these components constantly focuses the OA on improving the region's resiliency.

CONCEPT OF OPERATIONS

Overview

The Evacuation Annex will follow basic protocols set forth in the OA EOP and the California Master Mutual Aid Agreement, which dictate who is responsible for an evacuation effort and how regional resources will be requested and coordinated. The overall objectives of emergency evacuation operations and notifications are to:

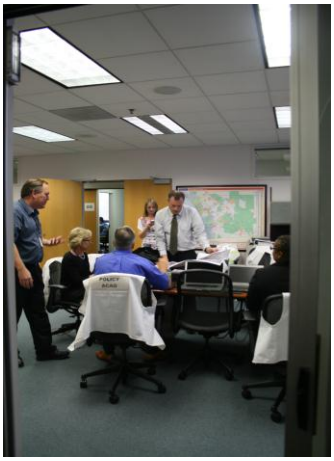
- Expedite the movement of persons from hazardous areas;
- Institute access control measures to prevent unauthorized persons from entering vacated, or partially vacated areas;
- Provide for evacuation to appropriate transportation points, evacuation points, and shelters;
- Provide adequate means of transportation for persons with disabilities, the elderly, other persons with access and functional needs, and persons without vehicles;
- Provide for the procurement, allocation, and use of necessary transportation and law enforcement resources by means of mutual aid or other agreements;
- Control evacuation traffic;
- Account for the needs of individuals with household pets and service animals prior to, during, and following a major disaster or emergency;
- Provide initial notification, ongoing, and re-entry communications to the public through the Joint Information Center (JIC); and
- Assure the safe re-entry of the evacuated persons.



The San Diego Sheriff's Department (SDSD) is the lead agency for evacuations of the unincorporated areas of San Diego County. In the incorporated cities, local law enforcement (or the Sheriff if they are a contract city) will be the lead agency for evacuations. The SDSD, as part of a Unified Command, assesses and evaluates the need for evacuations, and orders evacuations according to established procedures, which are outlined in this annex. Additionally, as part of the Unified Command, the SDSD will identify available and appropriate evacuation routes and coordinate evacuation traffic management with the California Department of Transportation (Caltrans), the California Highway Patrol (CHP), other supporting agencies, and jurisdictions.

The decision to evacuate an area is not made lightly and there is a significant impact to public safety and the economy. The following process describes how emergency evacuation decisions within the OA will be coordinated, allowing emergency managers and other supporting response organizations to make collaborative decisions.

Evacuation Coordination Process



1. If the emergency only impacts a local jurisdiction, the decision to evacuate will be made at the local jurisdiction level with regional collaboration considerations.
    a. Based on the information gathered, local jurisdictions will generally make the determination on whether to evacuate communities as the need arises, on a case-by-case scenario basis.
    b. The decision to evacuate will depend entirely upon the nature, scope, and severity of the emergency; the number of people affected; and what actions are necessary to protect the public.
    c. Local jurisdictions may activate their EOC and conduct evacuations according to procedures outline in their EOP.
    d. The OA EOC may make recommendations on whether a jurisdiction should evacuate and may help coordinate the evacuation effort.
    e. The Evacuation Annex is automatically activated when an incident occurs requiring an evacuation effort that impacts two or more jurisdictions within the OA.
2. If the emergency impacts multiple jurisdictions within the OA:
    a. All impacted jurisdictions may activate their EOCs and the OA EOC will be activated, including the OA EOC JIC.
    b. The OA EOC will begin obtaining situational awareness, understanding the severity of the incident.

c. The OA EOC will coordinate with fire, law enforcement, public health, and other relevant support agencies to obtain recommendations on protective actions.

d. The OA EOC will coordinate with jurisdictional emergency management personnel and other public safety personnel. The Policy Group within the OA EOC will coordinate will other officials from jurisdictions within the OA to identify command decisions, including:

    i. Gaining regional situational awareness

    ii. Determining response status

    iii. Reviewing status of initial protective actions

    iv. Considering additional protective actions

    v. Evaluating public information needs

    vi. Determining next steps

    vii. Establishing a regular time to share updates

e. The OA EOC JIC will coordinate emergency public information to citizens in accordance with procedures established in Annex L Emergency Public Information of the OA EOP.

f. The OA EOC may support coordinating the evacuation response according to the OA EOP, including:

    i. Providing transportation for those who need assistance

    ii. Provide support for people with disabilities and other access and functional needs

    iii. Coordinate and communicate with the private sector, community groups, and faith based organizations to utilize their services and resources available to support the response

    iv. Providing shelter for evacuees

Decision to Evacuate

The decision on whether to evacuate or shelter-in-place must be carefully considered with the timing and nature of the incident. An evacuation effort involves an organized and supervised effort to relocate people from an area of danger to a safe location. Although evacuation is an effective means of moving people out of a dangerous area, due to its complexity and the stress it puts upon the population, it should be considered a last resort option.



Legal Considerations

Evacuation orders should be issued when there is a clear and immediate threat to the health and safety of the population and it is determined that evacuation is the best option for protection. When appropriate, evacuation orders should be described as mandatory to promote public cooperation. However, law enforcement will not use force to remove any person who remains within the affected area when directed to evacuate.

In 2005, the Chief Legal Counsel for the SDSD maintained an opinion based on case law that Penal Code Section 409.5 does not authorize forcible or mandatory evacuations. The Chief Legal Counsel stated “without a specific legislative amendment to Penal Code Section 409.5, it would be improper to infer statutory authority to forcibly evacuate people who do not wish to be evacuated, unless their presence in the closed area, resulted from an entry made after the area was closed pursuant to 409.5(a) or 409.5(b).”

Emergency responders shall make every effort to inform people that failure to evacuate may result in serious physical injury or death and that future opportunities to evacuate may not exist. Law enforcement will document the location of individuals that refuse to evacuate or, if necessary, have these individuals sign waivers. Once a local jurisdiction orders a mandatory evacuation, it is critical that public information dissemination, transportation, sheltering resources, and security and protection of private property are provided to a level where the public feels evacuation is more desirable than staying behind.

Evacuation Reponse Operations

An evacuation of any area requires significant coordination among numerous public, private, and community/non-profit organizations. The most likely threat requiring an evacuation, a wildfire, will allow time for responders to conduct evacuation notification in advance of an immediate threat to life safety; giving residents time to gather belongings and make arrangements for evacuation. On the other hand, other threats, including wildfires, may occur with little or no notice and certain evacuation response operations will not be feasible (for example, establishing contra flow requires between 24 to 72 hours to be implemented; a no-notice event will not allow for contra flow to be established). Evacuation assistance of specific segments of the population may also not be feasible.

Residents are encouraged to help their neighbors, friends and family if doing so will not cause them to put themselves in danger.

Following a decision to evacuate an area, the OA EOC will utilize the Evacuation Annex to support the evacuation order. Table 3 identifies the agency or organizations that are typically responsible for the general response actions necessary to implement an evacuation order. The OA EOC may support the coordination of these general response activities.

Table 3
Response Activities and Responsible Agencies

Response Activity	Lead Agencies	Supporting Agencies
Identify the Estimated Effects of the Event and Recommend Protective Actions		
Assess the impact on public health and safety and offer a recommendation on protective actions	• Public Health	• HAZMAT teams • Local and federal assets such as CDC
Assess the impact on the environment and offer recommendations on protective actions	• Land Use and Environment Group	• HAZMAT teams • Local and federal assets such as USCG
Identify any potential or additional threats or hazards	• San Diego Sheriff's Department (SDSD) • Local jurisdiction law enforcement agencies	• HAZMAT teams • OA EOC • Other federal assets such as FBI or fusion centers
Identify Evacuation Routes and Manage Traffic		
Provide information on the condition of evacuation routes (e.g., determine if roads are clear of debris, evaluate safety and stability of bridges and other transportation infrastructure)	• Caltrans • Department of Public Works	• OA EOC • Transit agencies
Provide weather (wind direction, rain, flooding potential) information that may impact evacuation routes	• National Weather Service	• County of San Diego Flood Control
Use data provided by support agencies and identify evacuation routes to be used	• OA EOC • Local jurisdiction EOCs	• Caltrans • Department of Public Works
Coordinate traffic flow (use of signals, physical barriers, and law enforcement or other public officials to assist with directing traffic)	• California Highway Patrol (CHP) • SDSD • Caltrans	• Department of Public Works • Local jurisdiction law enforcement agencies

Response Activity	Lead Agencies	Supporting Agencies
Provide support services to assist travelers (removal of broken down cars, provision of basic traveler roadside assistance, directions, water, gas, services at highway rest stops)	• California Highway Patrol • SDSD • Caltrans	• Department of Public Works • Local jurisdiction law enforcement agencies
Coordinate and Communicate with the Public		
Provide information to the media (radio, television, internet) in English, Spanish, American Sign Language, and other frequently used languages, including the use of social media	• OA EOC JIC	• Public Information Officers from impacted agencies
Reach out to segments of populations who do not have access to mainstream media technology	• OA EOC JIC • SDSD (if risk and time permits driving through evacuated areas using loudspeakers)	• 2-1-1 • Community and faith-based organizations (e.g., homeless shelters, churches)
Communicate and coordinate with the private sector	• OA EOC ○ Business Liaison	

Communicate with companies most likely to supply services to evacuees as they travel (A key component is to work with gas suppliers to ensure that gas stations along major evacuation routes are open and get supplies as needed)	• OA EOC
	  ○ Construction and Engineering Branch
	• OA EOC
	  ○ Energy Unit Leader
		• Department of General Services
		• OA EOC
		  ○ Business Liaison

Communicate and coordinate with neighboring jurisdictions and states (via neighboring jurisdiction' or state's EMAs)	• OA EOC	

Communicate with hospitals, nursing homes, other medical access and functional needs facilities and identify and coordinate for assistance to be provided as needed and available	• Emergency Medical Services (EMS) DOC	• OA EOC
		  ○ Care and Shelter Branch
		  ○ Fire and Health Branch

Response Activity	Lead Agencies	Supporting Agencies
Communicate and coordinate with Correctional Facilities (most likely to “protect-in–place”, usually unable to evacuate with general population due to security concerns)	• SDSD	• State Department of Corrections • Federal Prisons
Communicate with elderly, homebound and other access and functional needs populations and identify and coordinate for assistance to be provided as needed and available	• OA EOC ○ Care and Shelter Branch	• Local Service Providers
Coordinate and Provide Transportation Evacuation Assistance		
Identify and coordinate use of assembly points for those requiring transportation assistance	• OA EOC ○ Logistics • Local EOCs	• Transit agencies
Set up and provide staff to manage and coordinate assembly points	• SDSD • OA EOC ○ Logistics • Local EOCs	
Arrange for transportation (bus, rail, air) for the general population, those with pets, and medical access and functional needs.	• OA EOC ○ Logistics • Local EOCs	• Transit agencies
Provide Shelters		
Identify, open, and staff shelters	• ARC • OA EOC ○ Care and Shelter Branch • Local EOCs	
Other Response Operations		

Direct other response actions (fatality management, shelter-in-place,
HAZMAT Response)
	• OA EOC
	  ○ Law Branch (Medical Examiner)
	  ○ Fire and Health Branch (Hazmat)	

Secure affected area and limit access	• SDSD	Local law enforcement agencies

Response Activity	Lead Agencies	Supporting Agencies
Maintain records and documentation of response operations	• OA EOC ○ Documentation Unit	• All responders
Coordinate, request, track, and demobilize resources	• OA EOC	
Provide animal care and assist as appropriate with evacuation of animals	• Department of Animal Services	• San Diego Humane Society

Evacuation Points and Sheltering

When the SDSD implements an evacuation order, they should coordinate with the responding fire agency, the OA EOC, and ARC representative located in the OA EOC, to decide on a location to use as a Temporary Evacuation Point (TEP). The SDSD Dispatch Center will utilize the AlertSanDiego system to direct evacuees to the established TEP or shelter. These evacuation points will serve as temporary safe zones for evacuees and will provide basic needs such as food, water, and restrooms. If there are residents unable to evacuate and need transportation assistance to get to a TEP or shelter, the SDSD may establish transportation points to collect and transport people without transportation resources to evacuation points. These points should be large, well known sites such as shopping centers, libraries, and schools. Transportation should be accessible to all populations, including people with disabilities and other access and functional needs.

If the evacuation will be long-term and require sheltering, a collaborative effort between responding agencies will determine the need to establish shelters. Some evacuation points may be converted into shelter locations if necessary and available. Care and shelter operational procedures are outlined in Annex G of the OA EOP.

Sheltering Considerations

All shelters should be Americans with Disabilities Act (ADA) compliant throughout the facility to ensure persons with disabilities and other access and functional needs can access all amenities. All potential shelter sites should be assessed for parking, accessibility, and restroom accommodations to determine if these sites are ADA compliant.

People with Disabilities and Other Access and Functional Needs



The evacuation of people with disabilities and other access and functional needs pose additional requirements with respect to alert and notification, information dissemination, evacuation, emergency transportation, and sheltering requirements.

People with disabilities and other access and functional needs are defined as populations whose members may have additional needs before, during, and after an incident in functional areas, including but not limited to: maintaining independence, communication, transportation, safety, support, and health care. Individuals in need of additional response assistance may include those who have disabilities; who live in the community or long term care facilities; who are elderly; who are children; who are from diverse cultures; who have limited English proficiency or are non-English speaking; or who are transportation disadvantaged.

Due to liability concerns and the effort required to maintain databases, it was determined that self-identification is not an acceptable solution for pre-identifying people with disabilities and other access and functional needs in the OA for notification purposes. Accessible AlertSanDiego and the Community Emergency Response Teams (CERTs) are two options available for notifying these populations during an evacuation effort.

The traditional types of notification methods may not meet the requirements of individuals who are blind or have low vision or are deaf or hard of hearing. Notification procedures must include multiple types of methodologies to ensure all segments of the population are provided with the required information in accessible formats. Specific forms of notification can include telephone, television messages with open captioning or sign language, auto-dialed teletypewriter messages, text messages, or email. Accessible AlertSanDiego is a great resource to disseminate information to community members that have registered to receive notifications in accessible formats. Additionally, OES is currently developing a Risk Communication Plan, which includes options for reaching out to disseminate emergency public information to those communities who may not understand English or speak English as a primary language.

It is critical that modes of available transportation are identified that can accommodate people with disabilities and other access and functional during an evacuation. Transportation that can accommodate personnel in wheelchairs, scooters, or other mobility aids needs to be made available. Some potential options can be the use of lift-equipped school buses or vans. The OA EOC will work with the SDSD to provide appropriate transportation resources during an evacuation.

Care, Protection, and Sheltering of Animals



The Pets Evacuation and Transportation Standards Act of 2006 amends the Stafford Act, and requires evacuation plans to take into account the needs of individuals with household pets and service animals, prior to, during, and following a major disaster or emergency.

The San Diego County Department of Animal Services (DAS) has plans in place to transport and shelter pets in a disaster under Annex O of the OA EOP, including the Animal Control Mutual Aid Agreement. Animal Control Officers, the San Diego Humane Society, and private animal care shelters will assist in the rescue, transport, and sheltering of small and large animals. In addition, potential volunteer resources and private groups should be identified and tracked in WebEOC. Only non-emergency resources and personnel, such as public and private animal services agencies, will be used to rescue and transport animals during an evacuation effort.

In most cases, DAS and the OA EOC will coordinate and attempt to collocate animal shelters with people shelters.

Shelter in Place

Sheltering-in-place is the practice of going or remaining indoors during or following an emergency event. This procedure is recommended if there is little time for the public to react to an incident and it is safer for the public to stay indoors for a short time rather than travel outdoors. Sheltering-in-place may be a more effective protection measure than an evacuation, especially following a chemical, radiological, or biological incident. Sheltering-in-place also has many advantages because it can be implemented immediately, allowing people to remain in their familiar surroundings, and providing individuals with everyday necessities such as telephone, radio, television, food, and clothing. However, the amount of time people can stay sheltered-in-place is dependent upon availability of food, water, medical care, utilities, and access to accurate and reliable information.

Sheltering-in-place is the preferred method of protection for people that are not directly impacted or in the direct path of a hazard. This will reduce congestion and transportation demand on the major transportation routes for those that have been directed to evacuate by police or fire personnel.

ORGANIZATION AND ASSIGNMENT OF RESPONSIBILITIES

Organization

The roles and responsibilities of local, County, State, and Federal governments in an evacuation effort are summarized in the following sections. Refer to Annex A for additional information related to OA emergency management operations. In addition, departments and agencies assigned responsibilities in this annex are accountable for developing and maintaining Standard Operating Procedures (SOPs) which cover those responsibilities. The responsibilities listed in this section expand on and add to the response activities identified in Table 3.

Assignment of Responsibilities

Local Jurisdictions

Each incorporated jurisdiction is responsible for developing an evacuation plan or annex as part of their EOP. The decision to order an evacuation will be made by the Incident Commander at the local level based on situational reports. Impacted jurisdictions will be responsible for activating their EOC during an incident and for communicating and coordinating resources with the OA EOC. If two or more communities are impacted by an evacuation effort, then incident response will be coordinated through the OA EOC under a Unified Command.

County

Annex C: Law Enforcement Mutual Aid describes the roles and responsibilities of the SDSD, regional law enforcement, and other support agencies during an evacuation effort. All other County Department's roles in an evacuation effort will be coordinated through the OA EOC. In general, the various County Departments will help coordinate evacuation efforts for the incorporated areas and will support the conduct of evacuation operations for the unincorporated areas of San Diego County.

During an evacuation effort, the designated County Evacuation Coordinator is the Sheriff, who is also the OA Law Enforcement Coordinator. The Evacuation Coordinator will be assisted by other law enforcement and support agencies. Law enforcement agencies, highway/road/street departments, and public and private transportation providers will conduct evacuation operations. Procurement, regulation, and allocation of resources will be accomplished by those designated. Evacuation operations will be conducted by the following agencies:

- County of San Diego Sheriff's Department
- Fire and Rescue
- County Health and Human Services Agency
- Department of Animal Services,
- Department of Planning and Land Use
- Department of Environmental Health
- Department of General Services

- Department of Public Works
- Department of Agriculture, Weights, and Measures
- Department of Parks and Recreation

The OA Law Enforcement Coordinator is responsible for coordinating transportation resources and operations on a countywide basis. This coordination will be accomplished in the OA EOC with the involved City EOCs, County Department Operations Centers (DOCs), and the Sheriff's DOC.

Specific County roles and responsibilities are described on the next page:

Table 4
County Agency Roles and Responsibilities

Agency	Responsibilities
Office of Emergency Services (OES)	• Responsible for the development, maintenance, and testing of the OA Evacuation Annex. • Coordinate evacuation efforts with local jurisdictions that may be affected by the evacuation. • Direct and coordinate resources in support of evacuation efforts. • Approve release of warnings, instructions, and other emergency public information related to the evacuation effort. • Report situation and damage assessments to Cal OES. • Maintain expenditure records to facilitate reimbursement. • Coordinate and maintain files of all initial assessment reports. • Coordinate the development of after-action reports.
Sheriff's Department/Law Enforcement	• Provide evacuation notification and advisory to unsafe areas. • Identify transportation and evacuation points. • Coordinate relocation of people to safe areas with other agencies. • Search vacated areas to ensure that all people have received warnings. • Provide initial field situation reports and updates from field units and Aerial Support to Regional Enforcement Agencies. • Contact American Red Cross (ARC) for potential and confirmed evacuation and shelter needs of displaced population. • Coordinate the provision of transportation resources to access and functional needs populations. • Provide traffic control measures for evacuation effort. • Provide law enforcement and crowd control measures at transportation points, evacuation points and mass care facilities. • Provide security and access control to vacated areas.

Agency	Responsibilities
	• Request mutual aid assistance from the OA or Regional Law Enforcement Coordinator. • Establish traffic control and other measures to permit re-entry into the impacted communities as dictated by the County of San Diego Re-Entry Protocol.
Fire and Rescue Operations	• Assist with evacuation efforts and medical response. • Coordinate rescue operations. • Provide fire protection and search and rescue in the vacated areas. • Support public safety in evacuation execution.
County Health and Human Services Agency (HHSA)	• Assist ARC in providing mass care. • Ensure specialized services are provided as required for people with disabilities and other access and functional needs. • Assist ARC in coordination with the Logistics Section of the OA EOC to ensure the transportation of evacuees to and from shelters. • Provide care for unaccompanied minors until County shelters are established, and they can be reunited with their legal guardians. If they cannot be reunited with their legal guardians, the Law Enforcement Branch in the OA EOC should be contacted to request appropriate Law Enforcement agency for assistance. • Inspect shelters for food safety and sanitation conditions.
Department of Animal Services (DAS)	• Direct emergency animal control operations during a disaster within the unincorporated areas and contracted jurisdictions. • Coordinate emergency animal control operations during a disaster if more than one jurisdiction is impacted. • Develop and implement a system to identify and track animals received during a disaster. • Coordinate the transportation of animals to animal care facilities as requested.
Department of Planning and Development Services (PDS)	• Work with the Fire Department to conduct damage assessment. • Conduct safety assessments and coordinate with FEMA and Cal OES Damage Assessment Teams. • Deem structures safe to re-enter.
Department of Environmental Health (DEH)	• Evaluate County facilities for re-occupancy after an emergency, including ventilation systems. • Perform health hazard evaluations and provide recommendations to departments regarding disaster-related

Agency	Responsibilities
	issues (including asbestos, lead, mold, etc). • Perform drinking water testing. • Coordinate with shelter managers to ensure sanitation standards are met (including food preparation).
Department of General Services (DGS)	• Inspect and report on the status of communications sites and regional/county facilities. • Provide support to OES for the setup of Assistance Centers (Local, Family and Disaster) if located in County owned facilities or in the unincorporated areas. • Provide generators for County owned facilities.
Department of Public Works (DPW)	• Inspect and report on county roads. • Inspect and report on drainage/flood control facilities. • Inspect and report on County water and wastewater facilities and other county facilities. • At the direction of law enforcement, open and close county roads. • Direct debris removal and recycling in the unincorporated areas. • Maintain the ALERT Flood Warning System. • Perform shelter inspections prior to occupancy.
Department of Agriculture, Weights, and Measures (AWM)	• Assist in interagency operations and public information. • Assist in Geographic Information Systems (GIS)/Mapping and web pages. • Assist in resource ordering and damage assessment.
Department of Parks and Recreation	• Department of Parks and Recreation may be able to provide use of park space for temporary housing in time of a disaster. • All County parks will be available for the evacuated public and large animals at the request of law enforcement. • All County parks and community centers will be available for temporary fire recovery centers and programs as requested.

State Agencies

A designated member of the CHP will function as the Cal OES Mutual Aid Region Movement Coordinator and will coordinate traffic control operations on a region-wide basis. The Movement Coordinator will be assisted by a representative of Caltrans, who will function as the Mutual Aid Region Transportation Coordinator. These coordinators will work between the OA and the State in coordination of resources.

State agencies which may be involved in an evacuation effort include Cal OES, Caltrans, and CHP.

Table 5
State Agency Roles and Responsibilities

Agency	Responsibilities
California's Governor's Office of Emergency Services (Cal OES)	• Coordinate State and Federal resources to aid in disaster recovery for individuals, families, certain private non-profit organizations, local and state government. • Coordinate requests for State and Federal emergency declarations. • Participate in damage assessments. • Provide environmental/historical, engineering and technical assistance. • Administer State and Federal Public Assistance and hazard mitigation grants, including payment and processing. • Provide program oversight of other state-administered disaster recovery. • Lead community relations elements in times of disaster. • Coordinate the establishment of Joint Field Offices, Disaster Resource Centers, and LACs.
California Department of Transportation (Caltrans)	• Provide reports and estimates on state roads, highways and freeways, including all overpasses, underpasses and bridges. • Establish and implement long-term closures for detouring and channelization of traffic. • Activate Changeable Message Signs to inform motorists of changes in road conditions ahead.
California Highway Patrol (CHP)	• Provide initial reports on damage to roads, highways and freeways. • Coordinate with Caltrans and local jurisdictions as applicable to barricade or secure unsafe sections of roadway. • Assist emergency vehicles and equipment in entering or leaving hazardous areas. • Monitor truck traffic to ensure safe transport of debris during debris removal and demolition operations. • Coordinate the Interstate traffic during the evacuation. • Coordinate re-entry of displaced populations per the County's Re-Entry Protocol.

Federal

The overall responsibility for evacuation rests with local government. However, when local capabilities are no longer sufficient to deal with the incident response, local government, through the OA, will request assistance from the State. If State resources are insufficient, the Governor will request assistance from the Federal Government. The President may declare a major disaster and the National Response Framework (NRF), including the Catastrophic Incident Annex may be activated.

Emergency Support Functions (ESF) provide the structure for coordinating Federal interagency support for Incidents of National Significance. The ESF includes mechanisms used to provide Federal support to local, State, tribal governments, or to Federal departments and agencies, both for declared disasters and emergencies under the Stafford Act and for non-Stafford Act incidents. ESFs are groupings of government and certain private-sector capabilities into an organizational structure to provide the support, resources, program implementation, and services that are required to save lives, protect property and the environment, restore essential services and critical infrastructure, and help victims and communities return to normal, when feasible, following domestic incidents. Per the NRF, each ESF has an identified ESF Coordinator as well as primary and secondary support agencies.

Evacuation efforts by local and State governments would be supported under several ESFs, including:

- ESF #1 – Transportation
- ESF #2 – Communication
- ESF #3 – Public Works and Engineering
- ESF #5 – Emergency Management
- ESF #6 – Mass Care, Emergency Assistance, Housing, and Human Services
- ESF #8 – Public Health and Medical Services
- ESF #9 – Urban Search and Rescue
- ESF #10 – Public Safety and Security

Support Functions

In addition to the local, State, and Federal response, many community based and private organizations or agencies support evacuation efforts in the OA.

Table 6
Community Based Organizations and Private Agency Resources

Agency	Responsibilities
American Red Cross	• Provide food, shelter, emergency first aid, disaster welfare information, and bulk distribution of emergency relief items. • Provide health and medical services in the form of donated blood, mental health services, disaster health services, and other support functions. • Provide food for emergency responders if necessary. • Activate the Safe and Well program, and assist in locating/identifying missing persons. • Provide information to families inquiring from outside of the area. • Provide blood and blood products to hospitals for disaster victims. • Assist affected victims identify appropriate disaster assistance resources available. • Support HHSA in providing mass care.
Public and Private Animal Care Agencies	• These groups include San Diego Humane Society, Zoological Society, Veterinary Medical Association, Public Animal Control agencies, and private animal care shelters can provide assistance in animal control operations during an evacuation effort which include: • Assist in the recovery and rescue of animals. • Provide temporary corrals or trailers for large animals. • Coordinate the provision of emergency shelters for animals.
Utility Agencies	San Diego Gas and Electric (SDG&E), the San Diego County Water Authority, AT&T, and other utility agencies will play vital roles following an incident by: • Assess utility damage • Establish guidelines and priority for utility restoration • Coordinate with local and State governments • Assess the need for mutual aid assistance • Assist with emergency fueling if necessary
Salvation Army	• Provide recovery assistance through donations management and collecting and distributing clothing and supplies • Provide mobile feeding • Assist the County in providing emergency shelter

Agency	Responsibilities
	• Assist in tracking of evacuees • Provide disaster counseling for victims and emergency responders • Provide language interpreters
2-1-1 San Diego Information Line	• Accommodate public inquiries and provide personalized information to callers regarding the incident and disaster assistance • Provide callers with information on recovery assistance available • Rumor Control
Businesses	• Provide food and clothing donations • Provide any supplies that can be useful in a disaster situation • Assist in restoring infrastructure and economic recovery
Volunteers	• Register services through 2-1-1 to assist during the disaster.

DIRECTION, CONTROL, OR COORDINATION

Activation and Termination

Local jurisdictions will generally make the determination on whether to evacuate communities prior to, during, or following an incident on a case-by-case basis. The decision to evacuate will depend upon the nature, scope, and severity of the emergency; the number of people affected; and what actions are necessary to protect the public, including maximizing the preservation of life first, then protecting the environment and the economy.

In certain circumstances, the OA EOC may make recommendations on whether a jurisdiction should evacuate and will help coordinate the evacuation effort. However, the OA Evacuation Annex is automatically activated when an incident occurs requiring an evacuation effort that impacts two or more communities within the OA. Activation and termination of this Annex shall be at the direction of:

- The County's Chief Administrative Officer in that capacity, or as the OA Coordinator of the Unified San Diego County Emergency Services/Organization;
- A designated Assistant Chief Administrative Officer /Deputy Chief Administrative Officer; or
- The Director of County Office of Emergency Services (OES) or a designated representative.

The local governing body, or whomever the local governing body has authorized to issue an evacuation order, is primarily responsible for ordering an evacuation. This authorization

can be in the form of an ordinance, resolution, or order that the local governing body has enacted.

Command and Control

Basic command and control of a multi-jurisdictional evacuation effort in the OA will follow the provisions outlined in the OA EOP and the California Master Mutual Aid Agreement, as with any emergency or disaster. All jurisdictions within the OA will operate according to NIMS and SEMS, and respond utilizing the Incident Command System (ICS).



Response to an emergency or disaster is managed at the lowest level possible. Accordingly, local governments have the primary responsibility for evacuation preparedness and response activities and must develop individual evacuation plans or annexes in coordination with their respective EOPs. SEMS, NIMS, and ICS dictate that response to any incident is initiated by local resources. If the event escalates beyond the capability of the local jurisdiction or expands to affect multiple jurisdictions, then OA, State, and possibly Federal resources will be requested through the Mutual Aid System and under the NRF.

Any large-scale response to an incident, including those resulting in the evacuation of more than two impacted communities, should be coordinated through the Incident Command, local fire and law enforcement, the local EOC, and the OA EOC.

The County Chief Administrative Officer (CAO), as the Coordinator of Emergency Services, will coordinate the overall multi-jurisdictional evacuation effort and the OA Law Enforcement Coordinator will be responsible for coordinating OA-wide evacuation activities. All coordination of evacuation will be coordinated with Incident Command, local EOCs, the OA EOC, and the Sheriff's Department Operations Center (DOC). Law enforcement agencies, highway/road/street departments, and public and private transportation providers will conduct evacuation operations in the field.

In addition, it is critical that jurisdictional EOCs coordinate jurisdictional evacuation efforts with the OA EOC to avoid potential conflicts and allow the OA EOC to support if necessary. This may involve phasing community evacuation efforts or the allocation of critical resources. The San Diego County Site Deconfliction and Evacuation Plan will assist with this effort.

Evacuation Order

Local authorities are empowered to make evacuation decisions for their jurisdictions. The Sheriff is empowered to order evacuations for the unincorporated areas of San Diego County. The decision to order and evacuation is a collaborative effort between the SDSD, the responding fire agency, and the OA EOC. In the incorporated areas, elected officials (or whomever the local governing body has authorized to issue an evacuation order) and law enforcement are primarily responsible for ordering an evacuation.

The evacuation order is the official document or proclamation from the responsible official. The OA should generally approve restrictions of the use of local public highways, roads and streets in coordination with the California Department of Transportation (Caltrans) and the California Highway Patrol (CHP).

National Policy Guidance

In order to enhance the Nation's emergency preparedness, the President has issued a series of national policy statements called Homeland Security Presidential Directives (HSPDs). The HSPDs mandated the development of new national planning documents to provide a detailed framework for local, State, and Federal agencies to prepare and respond to major disasters and events, including evacuations.

HSPD-5 Domestic Incident Management was established to enhance the capability of all levels of government across the Nation to work together efficiently and effectively using a national approach to domestic incident management. This policy mandated the Department of Homeland Security to create the NIMS and NRF.

NIMS and SEMS are based on ICS which is a management system designed to provide a structure for response to any emergency, large or small, and the Multi-Agency Coordination System. ICS is used nationally by many emergency services organizations, and has been in operation for over 20 years.

NIMS and SEMS provide a template for an integrated all-hazards approach to incident management. Use of the template enables federal, state, and local governments, as well as private-sector entities, to work together effectively and efficiently to prevent, prepare for, respond to, and recover from actual or potential domestic incidents regardless of cause, size, or complexity.

INFORMATION COLLECTION AND DISSEMINATION

During an evacuation response effort, the OA EOC will utilize information provided by the incident commander and/or unified command, and local EOCs to support an evacuation within the OA. The OA EOC will analyze the information to assess what has happened during a regional disaster and the appropriate actions to recommend. The OA EOC will use the information obtained to support and/or coordinate an evacuation.

Situational awareness is crucial to an effective and successful evacuation. The OA EOC will coordinate with first responders, jurisdictional EOCs, and other supporting agencies to gather incident related information. Information including but not limited to, the type of incident, where it occurred, when it occurred, estimates of injuries, fatalities, and damage estimates are all factors that are relevant to an evacuation. Situational awareness also includes identifying if there are any facilities (schools, hospitals, etc.) in the affected/hazard area, jurisdictions that need to be evacuated, estimates on number of evacuees, and potential transportation and sheltering solutions. The OA EOC can support local jurisdictions in obtaining incident information and provide recommendations

regarding evacuation of the local jurisdiction. The OA EOC is responsible for supporting the direction of an evacuation of the unincorporated area.

For multi-jurisdictional evacuations, the OA EOC Policy Group will coordinate with the Incident/Unified Command to recommend appropriate evacuation actions. OA EOC staff are responsible for providing the Policy Group with the current response status, including:

- Which EOCs are activated
- Incident status: cascading or stabilizing?
- Resource availability, resources being used, and resources needed
- Responding agencies

First responders are responsible for determining initial protective actions before EOCs and emergency management personnel have an opportunity to convene and gain situational awareness. Initial protective actions should be shared/communicated to local EOCs, the OA EOC, and necessary support agencies as soon as possible to ensure an effective, coordinated evacuation. Initial protective action considerations include:

- What initial protective action (e.g., shelter-in-place or lockdown) have been implemented for the following:
    - Critical infrastructures and key resources (CIKR)
    - Schools
    - Healthcare facilities
    - Residents
    - Large workforce facilities
- How have individuals with disabilities and other access and functional needs been addressed?
- Has any initial protective action occurred for transportation (e.g., public transit operational, HOV restrictions lifted)? Are the necessary?
- What additional protective actions should be considered/recommended and coordinated with emergency management, and who else should be involved in discussions?

An evacuation coordination checklist, designed to assist with ensuring appropriate information regarding evacuations is collected. The evacuation coordination checklist can be found in Attachment 1.

COMMUNICATIONS



Effective, interoperable, reliable, timely, and redundant communications and information management are essential to a successful evacuation effort. Communications considerations include the initial evacuation notification to the public, inter-jurisdictional and intra-agency communication, situation report updates, real-time communication updates to evacuees, and communications with access and functional needs populations.

All communication efforts will follow the protocols established under the San Diego Urban Area Tactical Interoperable Communications Plan, Annex I: Communication and Warning Systems, and Annex L: Emergency Public Information.

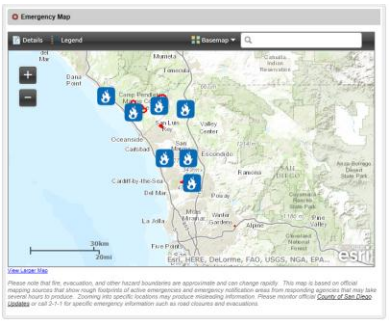
Inter-Jurisdictional and Inter-Agency Communications

Inter-jurisdictional and inter-agency coordination will be conducted through the Incident Command Posts, OA EOC, San Diego County Medical Operations Center (MOC), and jurisdictional EOCs, and DOCs, utilizing available communication equipment and infrastructure and using established procedures (See Annex I of the OA EOP).

Agency liaisons may also be present in the OA EOC and in impacted jurisdictional EOCs to facilitate communication between agency operation centers. Situational awareness will be supported through data-sharing systems such as WebEOC to expedite the transfer of information regarding the status of the incident. Emergency managers must be able to make informed decisions based on changing risks, resources, and capabilities throughout the execution of the evacuation effort. The identification of operational adjustments and alternative evacuation routes based on traffic monitoring, infrastructure damage, and other information must effectively communicated to all affected jurisdictions, agencies, and the public. Effective and efficient communication is essential for information sharing and status updates to all affected jurisdictions. In addition, it is critical that jurisdictional EOCs coordinate evacuation efforts with the OA EOC to avoid potential conflicts. This may involve phasing community evacuation efforts or the allocation of critical resources.

Multiple techniques and systems exist in San Diego County to facilitate the necessary region-wide communication. These interoperable resources, the agencies that control each of these resources, and the protocols and procedures for activating these resources are provided in the San Diego Urban Area Tactical Interoperable Communications Plan.

Emergency Public Information, Notification, and Communications



Effective, accessible, and informative notifications to the public will be vital in convincing them that they should evacuate or shelter-in-place. The public will need to know a variety of factors pertaining to their evacuation or sheltering in place including: why they need to evacuate or shelter-in-place, how long they will need to do so, the location of transportation and evacuation points, the availability of shelters, what they should take with them, how their pets will be accommodated, how they should secure their homes, and the level of security that will be provided when they are away from their homes. If the event happens during the weekday and school children are being evacuated, parents will need timely information on where to pick up their children.

Notification methods will include AlertSanDiego and Accessible AlertSanDiego, the SD Emergency App for smartphones, SDCountyEmergency.com, the Emergency Alert System, use of the local media through television and radio, internet, and social media, etc. Annex L: Emergency Public Information should be activated in support of an evacuation and describes how emergency information will be disseminated to the public. The majority of evacuation advisories will be based on a no-notice or short notice incident. Without proper information, people may evacuate towards a hazard, putting them in greater danger, or may evacuate unnecessarily and create additional congestion on identified evacuation routes.

In the event of a no-notice or short-notice incident that will require an evacuation effort, the media will most likely be the first to notify the public. The OA EOC JIC will not be operational and will not be able to provide information to the media or the public until the OA EOC is activated.

It is also important to note that certain methods of communicating with the public may not be available following an incident, including television and the internet. In the event of a total loss of television or Internet connectivity, the County has the ability to override AM/FM radio bands. KOGO 600AM and KLSD 1360 AM radio stations will function as the primary and secondary local radio stations that broadcast emergency information to the public.

Initial Notification

Effective initial communication to the public will enhance the efficiency of the overall evacuation and reduce the associated mental and physical strains. The public is often confused by evacuation information and unable to make informed decisions on evacuations. Some people will not know if they are in a hazardous area, will evacuate unnecessarily, or may not know when to respond to an order of evacuation. The initial public notification should provide basic information to residents including:

- Whether residents should evacuate or shelter-in-place

- The areas that need to be evacuated, with reference to known geographic features
- Why and when residents should evacuate
- The time required for evacuation efforts
- The designated transportation and evacuation points and evacuation routes
- Available transportation options
- Belongings residents should take with them from their homes
- How long the evacuation is expected to last (if known)
- How pets will be accommodated
- Security plans that are in place to protect residential property
- When informational updates will be made available, including where information updates can be found
- Other information deemed appropriate and required before residents evacuate

For people that will be relying on transportation points, it is important that these people are informed about when transportation services will begin and end, transportation point locations, frequency of pick-ups, travel destinations (evacuation points), and what to bring with them.

It is important that all communication efforts are available in a variety of accessible formats. Available communication tools/capabilities which may be used to notify the general public about the need to evacuate or shelter-in-place include:

- Emergency Alert System
- Community Emergency Notification System
- AlertSanDiego
- Accessible AlertSanDiego
- 2-1-1 San Diego
- Emergency websites, including SDCountyEmergency.com
- SD Emergency App for smartphones
- Wireless Emergency Alerts (WEA)
- Television including County Television Network
- Radio
- Public address systems
- Helicopters equipped with bullhorns

- Low power local radios
- Police cruisers equipped with bullhorns
- Door to door notification
- Changeable Message Signs

Communicating with Access and Functional Needs Populations

The traditional types of notification methods may not meet the requirements of people with disabilities and other access and functional needs, such as those who are blind, have low vision, are deaf or are hard of hearing. As much as possible, notification procedures will be tailored to each group, employing multiple methodologies to ensure that all segments of the population are provided with the necessary information.

AlertSanDiego (including Accessible AlertSanDiego) and Community Emergency Response Teams (CERT) are two additional options of contacting the targeted population. Other forms of notification that are effective include telephone, television messages with open captioning or sign language, auto-dialed teletypewriter messages, text messages, email, or direct door-to-door notification, or special programs such as Project Care “You are not alone.”

Local jurisdictions should also establish relationships with public and private agencies that provide home-based care provision services or work with people with disabilities and other access and functional needs. Additionally, individuals with access and functional needs are also encouraged to develop relationships with community leaders, neighbors, and friends who may be able to support during an emergency.

Evacuation Informational Updates

The public must be provided with coordinated, frequent, and accurate information of any changes during an evacuation effort. Real-time updates must be communicated to evacuees, including the location of transportation and evacuation points; evacuation routes; road and area closures; the availability of hotels, food, fuel, medical and other essential services; traffic conditions; and shelter capacities. Other essential information includes security measures that are being implemented, weather conditions, and any changes to evacuation plans.

Real-time informational updates will be provided to evacuees through radio stations, television, websites, 2-1-1 San Diego, SDCountyEmergency.com, the SD Emergency App for smartphones, 5-1-1 informational lines, and highway Changeable Message Signs. It is also recommended that local jurisdictions consider posting signs along major evacuation transportation corridors that provide information about emergency numbers or radio stations that can be used during an emergency.

The JIC is responsible for providing informational updates to the public and to the media. Depending on the duration of the evacuation, communication methods may

vary from the onset of the evacuation to the conclusion of the evacuation. Therefore, it is important that the public understands how they can continue to access informational updates for the duration of the incident.

Communication Contingency Plans

In the event of total devastation to all local electronic communications, the JIC will contact Orange County or Los Angeles County radio stations to broadcast emergency information to the general public in stricken areas.

Radio Amateur Civil Emergency Service (RACES) has the ability to obtain a great deal of information for local governments even when other communications systems are unavailable. RACES will be heavily relied upon to relay information from the incident site to the EOC.

Additional Sources of Information

Additional sources of information that may be available during an evacuation effort include:

- San Diego County Emergency Homepage: http://www.sdcountyemergency.com
- County of San Diego OES Website: http://www.readysandiego.org
- American Red Cross Website: www.redcross.org/sandiego or (858) 309-1200
- Travel Information phone number: 5-1-1
- Disaster Information: 2-1-1
- Traffic Information Website: www.sigalert.com
- California Department of Transportation website: www.dot.ca.gov

Hazard-Specific Notification Considerations

Dam Failure

A dam failure incident would involve a short-notice evacuation effort and all available means of communicating warnings to the public would need to be utilized as quickly as possible. There would be little time to obtain the necessary personnel and equipment to warn the public; therefore it is essential that jurisdictions that may be impacted by dam inundation hazards have a plan to quickly carry out communication efforts with limited resources.

The OA and appropriate local governments have site-specific dam evacuation plans for the major dams/reservoirs in San Diego County.

Earthquake

An earthquake is a no notice event that may cause power outages or damage to certain communication resources. In these circumstances, back-up communication resources may need to be used.

Additional information on earthquake faults can be found in the Earthquake Annex, or from the United States Geological Survey website at www.usgs.gov.

Flood (100 Year)

Communication of approaching storms and associated precipitation could allow some initial pre-incident preparation and planning (i.e. purchase of sandbags, etc).

The public must be informed that they should not attempt to drive through water on a road. Most vehicles can be swept away by less than two feet of moving water.

The public should also be informed to avoid walking through floodwaters. People can be swept away by as little as two-inches of moving water.

Tsunami

A tsunami incident would involve a short-notice evacuation effort for a near source tsunami. All available means of quickly communicating warnings and instructions to the public would need to be utilized. This would include use of lifeguards to evacuate beaches, moving vehicles with speakers and sirens, and helicopters with bullhorns as potential communication strategies.

Wildfire/Structural Fire

Wildfires may travel large distances relatively fast, and quickly develop into emergency situations. In these situations, advanced warning should be communicated to the public as soon as possible. Information should include preparedness actions such as securing property, assembling disaster supplies, refueling vehicles, and the identification of evacuation routes. Emergency responders must be prepared to make evacuation announcements via all appropriate methods as soon as the situation necessitates.

Special facilities such as correctional facilities, nursing homes, and hospitals that may be impacted should be contacted, and notified to begin reviewing and implementing their evacuation plans.

Terrorism

An act of terrorism is intended to disrupt a community's way of life through violence and psychological fear. Effective, relevant, and timely information will be critical in easing the public's fear following a terrorist incident.

At times, the best response to protect public safety from certain biological or chemical terrorist attacks will be to shelter-in-place. Information and directions on whether the public should evacuate or shelter-on-place must be adequately conveyed during the initial public notification.

Advanced notice may be available for certain terrorist attacks. These types of incidents will be handled on a case-by-case basis and the decision to communicate an evacuation order will be made at the local level through the Incident Commander.

ADMINISTRATION, FINANCE, AND LOGISTICS

Under SEMS, special districts are considered local governments. As such, they are included in the emergency planning efforts throughout the OA. The OA Emergency Organization, in accordance with SEMS, supports and is supported by:

- Cities within the OA
- The County of San Diego
- Special districts
- Other Counties
- The State of California
- The Federal Government

NIMS provides a consistent nationwide template to enable Federal, State, local, and tribal governments and private-sector and nongovernmental organizations to work together effectively. NIMS also enables these entities to efficiently prepare for, prevent, respond to, and recover from domestic incidents, regardless of cause, size, or complexity, including acts of catastrophic terrorism.

Mutual aid, including personnel, supplies, and equipment, is provided in accordance with the California Master Mutual Aid Agreement, and other OA Mutual Aid Agreements, including transportation, sheltering, and feeding agreements.

The private sector is an important part of the emergency organization. Business and industry own or have access to substantial response and support resources. Community Based Organizations (CBOs) or Non-Governmental Organizations (NGOs) provide valuable resources before, during, and after a disaster. These resources can be effective assets at any level. OES has established the ReadySanDiego Business Alliance. The Alliance will have a virtual connection to the OA EOC via a social networking system fed through an RSS feed from WebEOC.

There are some City and County personnel who do not have specific task assignments. They are automatically designated by State Law as Disaster Service Workers (DSWs) during a disaster, and serve in the response effort.

- "All public employees and all registered volunteers of a jurisdiction having an accredited disaster council are Disaster Service Workers," per Government Code Title I, Division 4, Chapter 8, and Labor Code, Part I, Division 4, Chapters 1 and 10.
- The term public employees includes all persons employed by the State, or any County, City or public district.

- Other personnel including volunteers can be quickly registered by OES as DSWs, which provides Workers Compensation and liability coverage.

OES maintains a list of pre-registered volunteers affiliated with volunteer organizations that have been signed up as DSWs.

It is imperative that local government maintain duplicate records of all information necessary for restoration of normal operations. This process of record retention involves offsite storage of vital computerized and paper-based data that can be readily accessible.

Vital records of the Unified Organization are routinely stored in records storage rooms at OES in printed hard copy form, on CD-ROM, and electronically. Computer records are routinely backed up and stored separately from the hard drives. All personnel records are stored by the County Department of Human Resources at several locations throughout the OA.

ANNEX DEVELOPMENT AND MAINTENANCE

This annex is a product of the OA EOP. As such, the policies, procedures, and practices outlined in the OA EOP govern this annex. OES coordinates the maintenance and updates of this annex every three to four years, in accordance with the maintenance schedule established for the OA EOP. Record of changes, approval, and dissemination of the OA EOP will also apply to this annex.

Updates to this annex can be made before such time for multiple reasons, including but not limited to changes in policy/procedure, improvements and recommendations based on real life events or exercises, etc. Recommended changes should be submitted to OES at oes@sdcounty.ca.gov

Methodology

The initial development of this Evacuation Annex was initiated through the establishment of an Evacuation Steering Committee, consisting of various jurisdictions, agencies, and disciplines in the OA. The Committee developed and executed a workshop which produced the first version of the County's Evacuation Plan in 2006. The Evacuation Plan was revised in 2010. Since 2010, the County's evacuation planning has undergone further development in the form of training, exercising, and evacuation deconfliction planning. This planning has allowed the County to develop the relationships and procedures necessary to execute effective and efficient evacuations. Evacuation procedures are ever changing as new technology, resources, best practices, lessons learned, etc. are updated. The County will continue to revise evacuation procedures as necessary.

This Evacuation Annex provides a framework for the County of San Diego to coordinate and respond to a Level II (moderate) evacuation scenario. For the purposes of this annex, a Level II evacuation is defined as an evacuation effort that impacts two or more communities within the OA, where the evacuation distance between the impacted site and the "safe zone" generally does not exceed 30 miles, and the evacuation efforts generally do not extend beyond the OA boundaries. Although this annex focuses on a Level II

evacuation effort, additional considerations for a Level III (catastrophic) evacuation scenario are provided in Attachment 8.

OES will be responsible for maintaining and updating the OA Evacuation Annex. Updates, at a minimum, will integrate new hazard information, established MOU/MOAs, changes in communities, and incorporate lessons learned from exercises or real incidents.

Revisions and updates should include:

- Review of existing evacuation procedures for all identified hazards to ensure continued accuracy and validity;
- Review of the availability of evacuation routes;
- Incorporation of new MOUs/MOA and resources;
- Determination of additional evacuation procedures;
- Assurance that necessary training has been made available to all relevant departments/agencies.

AUTHORITIES AND REFERENCES

Planning and response considerations associated with evacuation procedures are complex and must account for existing local, State, and Federal legislation and plans. This OA Evacuation Annex is intended to be used as a template for the development of other jurisdictional evacuation plans and will support or supplement the evacuation plans prepared and maintained by each local jurisdiction. The following statutes and plans are applicable to this annex:

Federal

- National Incident Management System
- 42 U.S.C. §§ 5121-5206 The Robert T. Stafford Disaster Relief and Emergency Assistance Act, P.L. 93-288, as amended – Provides means by which the federal government may supplement state and local resources in major disasters or emergencies where those state and local resources have been or will be overwhelmed.
- 5 U.S.C. 5709, 5725, 5922, 5923 – Federal employees and their dependents may receive assistance if they must be evacuated.
- 6 U.S.C. 317 – The role of FEMA includes evacuating disaster victims.
- 15 U.S.C. 7301, 7307-7308 – National Construction Safety Teams must evaluate technical aspects of evacuation procedures and recommend research.
- 42 U.S.C. 5195a – Emergency preparedness activities include non-military civilian evacuation and evacuation of personnel during hazards.

- 42 U.S.C. 7403(f)(2) – Computer models for evacuation must be periodically evaluated and improved.
- 42 U.S.C. 9601(23) – Temporary housing and evacuation of threatened persons are to be included in the scope of hazardous substance removal.
- 42 U.S.C. 11003 – Emergency plans completed by local emergency planning committees (LEPCs) must include evacuation plans.
- 42 U.S.C. 11004(b)(2) – Owners of facilities where a hazardous chemical release occurs must provide information on precautions to be taken, including evacuation.
- 46 U.S.C. 70104(b) – Secretary of Transportation must establish incident response plans for facilities and vessels that include evacuation procedures.
- P.L. 108-458, §7305, 118 Stat. 3848 – Congressional finding made that private and public sector emergency preparedness activities should include an evacuation plan.
- H.R. 3 (109th Congress) Sec. 1304 (a) Signed by President George W. Bush on August 10, 2005 – Evacuation routes may be included as components of the National Highway System under the high priority corridor designations.
- National Response Framework – Sets forth the roles and responsibilities of federal and certain non-federal entities after catastrophes overwhelm state and local governments.
- 44 CFR Part 206 – federal disaster relief regulations
- H.R. 3858 (109th Congress) - To amend the Robert T. Stafford Disaster Relief and Emergency Assistance Act to ensure that State and local emergency preparedness operational plans address the needs of individuals with household pets and service animals following a major disaster or emergency.

State

- California Constitution
- Standardized Emergency Management System
- California Code of Regulations, Title 19, Chapters 1 through 6, including:
- Chapter 1, Standardized Emergency Management System
    - Chapter 2, Sub-chapter 1, Individual Family Grant Program
    - Chapter 2, Sub-chapter 2, Hazardous Substances Emergency Response Training
    - Chapter 2, Sub-chapter 3, Disaster Service Worker Volunteer Program
    - Chapter 2, Sub-chapter 4, Dam Inundation Mapping Procedures Regulations

- Chapter 3, Conflict of Interest
    - Chapter 4, Hazardous Materials, RRIRP
    - Chapter 4.5, Hazardous Materials, California Accidental Release Prevention Program
- Chapter 5, State Assistance for Fire Equipment Act
- Chapter 6, Disaster Assistance Act Regulations
- California Department of Water Resources – Flood Fighting: California Water Code, Section 128
- California Master Mutual Aid Agreement
- California Fire Service and Rescue Emergency Mutual Aid Plan
- California Law Enforcement Mutual Aid Plan
- California Coroners Mutual Aid Plan
- California Animal Response Emergency System – Organizes and coordinates the response of state agencies in assisting local government and volunteer organizations to address the needs of animals during disasters.
- Section 8606 of the California Government Code – Requires the OES to enter into a Memorandum of Understanding (MOU) with the California Department of Agriculture to incorporate California Animal Response Emergency System program into their emergency planning.
- Penal Code §§409, 409.5, 409.6
- California Emergency Services Act, 2006

Local

- Unified San Diego County Emergency Services Organization, Fifth Amended Emergency Services Agreement, 2005
- County of San Diego Emergency Services Ordinance No. 8183, dated December 15, 2002
- Unified San Diego County Emergency Services Organization, Operational Area Emergency Operations Plan and Annexes
- San Diego County Mutual Aid Agreement
- Public Works Mutual Aid Plan
- County of San Diego Disaster Debris Recycling and Handling Plan
- County of San Diego Re-Entry Protocol, September 2004
- San Diego County Nuclear Power Plant Emergency Response Plan

- Tactical Interoperable Communications Plan San Diego Urban Area
- San Diego County Multi-Jurisdictional Hazard Mitigation Plan, August 2010
- San Diego County Animal Control Mutual Aid Agreement

ATTACHMENT 1 – EVACUATION COORDINATION CHECKLIST

Purpose

This evacuation coordination checklist may assist chief elected officials, public safety personnel, and emergency managers in the OA in assessing what has happened during a regional disaster (or the threat of a disaster).

This checklist can be used to guide multi-jurisdictional discussion and coordination by helping to quickly review the status of initial actions that may already be in place and determine if additional protective actions are necessary to protect the public.

Immediate Actions for Any Incident

1. Gain jurisdictional situational awareness
    a. Create (or combine) an incident in WebEOC.
2. Determine response status.
3. Review status of initial protective actions.
4. Consider additional protective actions.
5. Evaluate public information needs.
6. Determine next steps to coordinate and implement protective actions.
7. Establish OA led jurisdictional conference call, if necessary.

A. Situational Awareness

1. If an incident has occurred, what happened (including where and when)?
    - Type of incident (natural disaster, accident, terrorism)?
    - Estimated number of injuries/fatalities?
    - Estimated damage to or status of critical infrastructures (transportation, power, medical, water)?
    - What facilities (schools, health care facilities, large residential complexes, workforce facilities) are in the hazard area?
2. What jurisdictions/neighboring jurisdictions have been evacuated and/or sheltered?
    - Estimated number of (residents, animals) evacuated?
    - Are temporary evacuation points (TEPs) are being used?
    - Estimated number of (residents, animals) that will require sheltering?
    - Have shelters been identified?
    - Coordination with adjoining jurisdiction(s)?
3. If incident has not occurred, what is latest information/intelligence about threats to the jurisdiction? What is the potential impact?
    - Estimate of potentially affected population?

- What neighborhoods should be evacuated?

B. Response Status

1. Are emergency operations centers (EOCs) within the OA activated and at what level?
2. Is the incident **cascading** or is the incident **stabilized**?
3. What is the impact on neighboring jurisdictions/zones?
4. Who is leading the response or investigation?
5. What resources/agencies are on scene, available, or needed?
6. What additional resources/agencies are needed?

C. Initial Protective Actions (Schools, Workforce, and Transportation)

1. What initial protective action (e.g., shelter-in-place or lockdown) have been implemented for the following:
    - Critical infrastructures and key resources (CIKR)
    - Schools
    - Healthcare facilities
    - Residents
    - Large workforce facilities
2. How have individuals with access and functional needs been addressed?
3. Has any initial protective action occurred for **transportation** (e.g., public transit operational, HOV restrictions lifted)?
4. What other protective actions (see step D below) should be considered, and who else should be involved in discussions?

D. Additional Protective Actions

1. What additional protective actions may be needed to protect affected general public, schools, workforce, etc.?
    - Consider evacuation, in-place protection, quarantine, school/work dismissal, reunification, cancellation of public meeting, and closing of government facilities.
    - Inform health services sector, mass care facilities, and transportation assets; request mutual aid; issue public advisories.
2. Will additional resources be needed to support protective actions?
3. What considerations should be made when making protective action decisions? *Many factors affect decisions and should be evaluated case-by-case. The following are general considerations.*
    - For a **threat or hazard involving regional impact**, consider partial or full-scale evacuation of potentially impacted area.
    - For a **threat or hazard involving local impact**, consider partial local evacuation unless addressed below.
    - For a **short air release of toxic chemical** (e.g., brief plume), consider initial sheltering-in-place of people downwind of release.

- For a **long air release of toxic chemical** (e.g., continuously leak), consider local evacuation of people downwind of release.
- For an **explosion**, consider evacuating the impacted area and consider secondary devices.
- For an **infectious contamination**, depending on type, consider quarantine, requesting strategic national stockpile, and/or mass prophylaxis.
- For a **dirty bomb**, consider sheltering initially and then evacuation of people downwind.
- For a **dam failure**, use inundation maps to identify areas to be evacuated.
- For an **earthquake**, damage assessments to bridges, overpasses, elevated roadways, utility lines, and roadways will be needed prior to identification of evacuation routes and relayed to the public.
- For a **tsunami**, consider recommending evacuation by foot 2 miles inland or 100 feet above sea level based on traffic conditions and amount of notice available.
- For a **wildfire**, consider using pilot cars to direct traffic through areas with poor visibility due to smoke.

E. Emergency Public Information

1. What should be communicated, when, how (tools and/or mediums being used), and by whom?
2. What information has been communicated to the general public/schools/workforce?
3. Ensure the message is uniform and consistent across all jurisdictions involved.

F. Next Steps

1. What response actions need to be coordinated?
2. What resources are needed and how are they being coordinated?
3. For evacuations, there are numerous operations that need to be coordinated. Below is a summary of the major evacuation tasks and the agencies with a lead role for implementing these tasks.
4. **Identify evacuation routes:** Incident Command/Unified Command, OA EOC, law enforcement officials, Caltrans, California Highway Patrol (CHP), Public Works, local law enforcement agencies and other applicable agencies/departments assist in identifying evacuation routes.
5. **Identify and establish temporary evacuation points:** Local and OA EOC, law enforcement officials, Caltrans, CHP, Public Works, and other applicable agencies/departments work together to establish evacuation points and TEPs.
6. **Coordinate and manage traffic and provide roadside assistance:** Incident Command/Unified Command works with Sheriff's Department/law enforcement agencies, Caltrans, and CHP.
7. **Coordinate and provide transportation for residents:** Local and OA EOC, Metropolitan Transit System, North County Transit District, San Diego Trolley,

School Districts, and Amtrak will coordinate and provide transportation for residents.

8. **Provide support for individuals with disabilities and other access and functional needs:** Local and OA EOC, Sheriff's Department/Law Enforcement, Metropolitan Transit System, North County Transit District, and faith-based, nongovernmental organizations, and other key stakeholders will provide support for individuals with access and functional needs.
9. **Provide shelter for residents:** Sheriff's Department/Law Enforcement, Health and Human Services Agency, American Red Cross, Salvation Army, County of San Diego, Cities within the OA, and other community-based organizations and private agency resource will provide shelter for residents.
10. **Deconflict sites as needed:** Local and OA EOC coordinate using the site deconfliction matrix to identify alternate sites as appropriate.
11. **Assist with other response operations as needed:** Local and OA EOCs, Public Safety, and supporting federal state agencies will assist with other response operations as needed.

ATTACHMENT 2 – EVACUATION ROUTES

Evacuation Routes

Primary evacuation routes consist of the major interstates, highways, and prime arterials within San Diego County. Local jurisdictions will work with the OA EOC, San Diego Sheriff's Department, Caltrans, CHP, Department of Public Works, and other applicable agencies/departments to identify evacuation points and transportation routes.

The following major interstates and highways within San Diego County were identified as the primary transportation routes for an evacuation effort:

Interstate 5	Route 54	Route 78
Interstate 8	Route 56	Route 94
Interstate 15	Route 67	Route 125
Interstate 805	Route 75	Route 163
Route 52	Route 76	Route 905

Evacuation Route Determination

It will be necessary to identify evacuation points before evacuation routes are announced to the public. Evacuation routes will be determined based on the location and extent of the incident and will include as many pre-designated transportation routes as possible. Important roadway characteristics and factors that should be considered when selecting an evacuation route include:

- Shortest route to the designated destination areas;
- Maximum capacity;
- Ability to increase capacity and traffic flow using traffic control strategies;
- Maximum number of lanes that provide continuous flow through the evacuation area;
- Availability of infrastructure to disseminate real-time conditions and messages to evacuees en-route, such as Changeable Message Signs; and
- Minimal number of potentially hazardous points and bottlenecks, such as bridges, tunnels, lane reductions, etc.

Traffic conditions must be monitored along evacuation routes and operational adjustments should be made as necessary to maximize throughput. These adjustments may include the identification of alternative evacuation routes.

Roadway Capacity

Roadway capacity represents the maximum number of vehicles that can reasonably be accommodated on an evacuation route. Roadway capacity is measured in vehicles per hour. Roadway capacities can fluctuate based on the number of available lanes, number of traffic signals, construction activity, accidents, and obstructions. Each roadway classification has a different capacity, with freeways and highways having the highest capacities. Based on Highway Capacity Manual guidelines, and using peak numbers, the average freeway can accommodate 2,200 vehicles per hour per lane, at a speed of 30 miles per hour (mph).

Approximate roadway capacities were determined for major thoroughfares in the San Diego County jurisdictions. OES has the capability, using SANDAG data, to develop peak hourly capacity for the majority of the roadways in the OA. These numbers reflect the peak hourly capacity numbers for the each roadway. These numbers are meant to serve as a representative sample of the major thoroughfares in the OA and are not meant to be an exhaustive list.

The metadata (provided by SANDAG) identified the appropriate data set that would determine peak hourly capacity. Using the "statistics" function, the software populated minimum, maximum, and mean capacities for the selected roadways. For data on specific roadways not represented, please contact OES at oes@sdcounty.ca.gov

Table 2-1 shows the minimum, maximum, and mean peak hourly capacity.

- If the roadway runs east to west, the westbound lanes are represented in the "AB" columns and the eastbound lanes are represented in the BA columns.
- If the roadway runs north to south, the northbound lanes are in the "AB" columns and the southbound lanes are represented in the "BA" columns.
- If a roadway traverses multiple jurisdictions, the roadway boundaries were cut off at the jurisdictional boundary.

Table 2-1[2]

Representative Sample of Major Transportation Thoroughfares Peak Hourly Capacities (vph)

Jurisdiction	Roadway	AB			BA		
		Min	Max	Mean	Min	Max	Mean
		North/ West	North/ West	North/ West	South/ East	South/ East	South /East
Carlsbad	El Camino Real	2154	5100	3892	2154	5100	3892
	Palomar Airport Road	1300	5100	4006	1300	5428	3949
Chula Vista	H Street	1782	5286	3699	1338	5100	3614
	Telegraph Canyon Road	1036	5100	3460	1000	5286	3529

[2] Peak hourly capacity data is provided by SANDAG, from the year 2013.

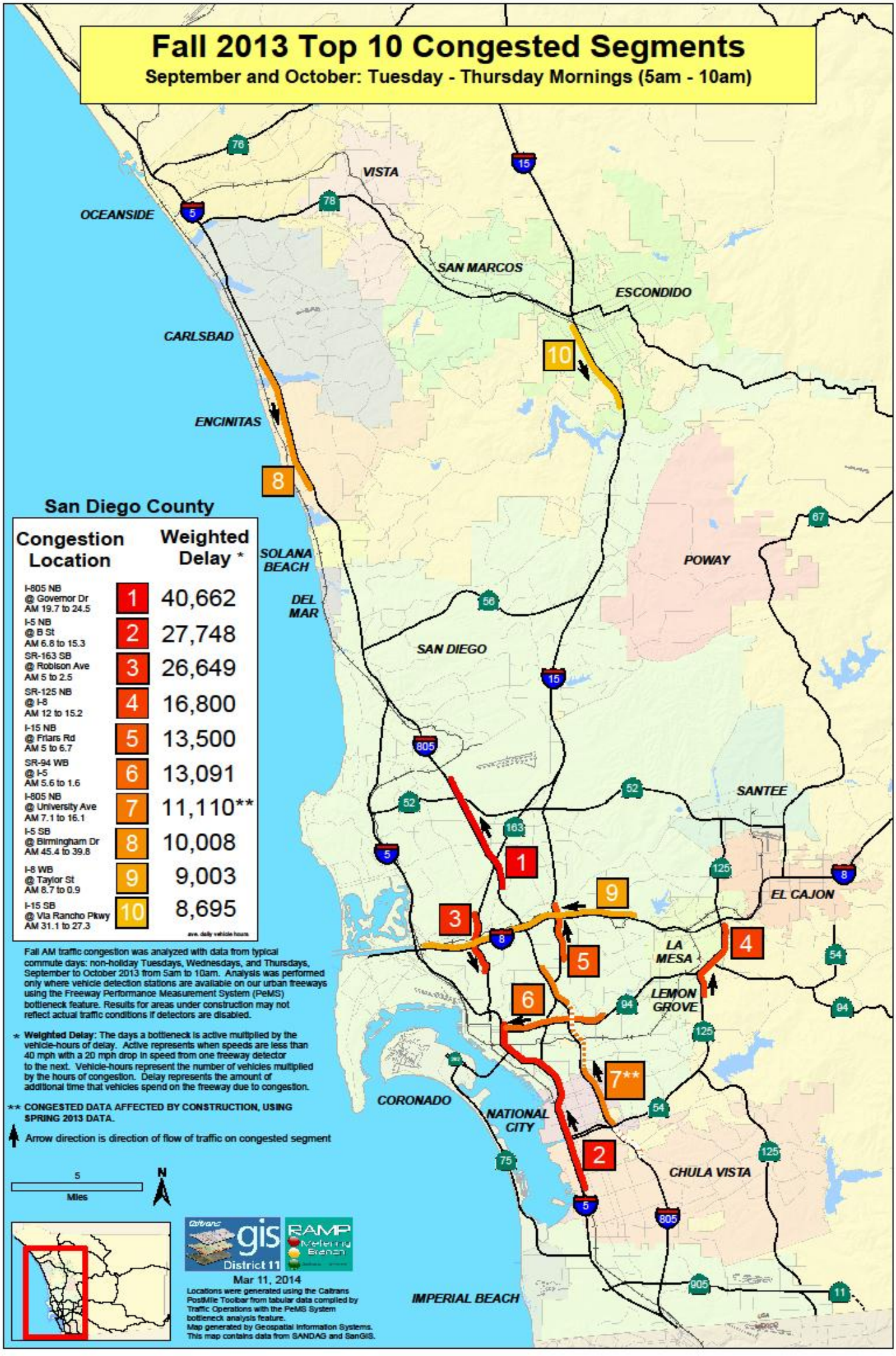
Jurisdiction	Roadway	AB			BA		
		Min	Max	Mean	Min	Max	Mean
		North/ West	North/ West	North/ West	South/ East	South/ East	South /East
Coronado	SR-75 North Bound (Includes Ramp)	1000	6000	3783	NA	NA	NA
	Silver Strand	2122	3254	3082	2122	3524	3050
Del Mar	Camino Del Mar/Jimmy Durante Blvd	1000	3300	2042	1000	3300	2091
	Del Mar Heights	3102	5100	3738	2310	5100	3395
El Cajon	El Cajon/Main St	846	3348	2500	1000	4470	2511
	2nd Street	1632	5100	3683	1782	5100	3760
Encinitas	El Camino Real	702	5324	3819	500	5324	3584
	Hwy 101	1482	3300	2844	1482	3300	2803
	Leucadia_Olivenhain	1152	5100	2536	1000	3760	2473
Escondido	Mission Rd	1000	5100	3030	1000	5100	3027
	Centre City Dr	1300	5100	2661	1300	5100	2901
Imperial Beach	Palm Ave	500	5100	2634	500	5100	2615
	Imperial Beach Blvd	964	3300	2423	964	3300	2377
La Mesa	El Cajon	1482	5100	2940	1482	5100	2985
	University Ave	1476	4578	2428	1000	3300	2379
Lemon Grove	Lemon Grove Ave/Imperial	1482	3300	2765	1482	3300	2703
	Broadway	1482	3300	2820	1482	3300	2803
National City	18th Street	792	3100	1260	792	1522	1196
	Highland Ave	1482	3102	2640	1482	3102	2586
Oceanside	Oceanside Blvd	702	5100	3120	1000	5100	3159
	Mission	964	3300	2613	1000	3300	2671
	El Camino Real	1000	5100	3268	1000	5100	3295
Poway	Espola Road	950	3300	2287	950	3300	2407
	Poway Road	1180	5100	2890	1152	5100	2812
	Twin Peaks/Ted Williams/Camino Del Norte	1626	5100	3183	1654	5100	3379
San Marcos	San Marcos Blvd/Mission Rd	1654	5100	3665	1654	5100	3666
	Twin Oaks Valley/San Elijo	1692	5100	3570	1626	5100	3414
Santee	Cuyamaca	996	5100	2981	996	5100	3020
	Magnolia	1300	4470	2834	1036	4578	2870
	Mission Gorge/Woodside	1656	5178	3741	1782	5100	3696

Jurisdiction	Roadway	AB			BA		
		Min	Max	Mean	Min	Max	Mean
		North/ West	North/ West	North/ West	South/ East	South/ East	South /East
Solana Beach	Lomas Santa Fe Dr	1300	3300	2701	996	3300	2763
	Hwy 101	1482	3300	2745	1482	3300	2983
Vista	Melrose	1654	6404	3869	2050	5100	3660
	Vista Way	1000	5100	3098	1468	5100	3135
San Diego	Mira Mesa	1656	6900	4435	2356	6900	4538
	Rosecrans	1300	5100	2727	1000	5100	3226
	University	1000	4578	2333	1000	3300	2244
	Market	1300	6900	2857	1000	3300	2790
	Balboa/Grand	1482	5100	3549	1482	5100	3600

The maps on the following page show the major highways within the San Diego OA and the most congested segments of those highways during the morning and evening commutes. Evacuations that must be conducted during the standard working commuting hours will severely impact evacuation routes. If possible, alternate routes should be used or contraflow methods should be explored.

Fall 2013 Top 10 Congested Segments

September and October: Tuesday - Thursday Mornings (5am - 10am)



San Diego County

Congestion Location		Weighted Delay *
I-805 NB @ Governor Dr AM 19.7 to 24.5	1	40,662
I-5 NB @ B St AM 6.8 to 15.3	2	27,748
SR-163 SB @ Robison Ave AM 5 to 2.5	3	26,649
SR-125 NB @ I-8 AM 12 to 15.2	4	16,800
I-15 NB @ Friars Rd AM 5 to 6.7	5	13,500
SR-94 WB @ I-5 AM 5.6 to 1.6	6	13,091
I-805 NB @ University Ave AM 7.1 to 16.1	7	11,110**
I-5 SB @ Birmingham Dr AM 45.4 to 39.8	8	10,008
I-8 WB @ Taylor St AM 8.7 to 0.9	9	9,003
I-15 SB @ Via Rancho Pkwy AM 31.1 to 27.3	10	8,695

ave. daily vehicle hours

Fall AM traffic congestion was analyzed with data from typical commute days: non-holiday Tuesdays, Wednesdays, and Thursdays, September to October 2013 from 5am to 10am. Analysis was performed only where vehicle detection stations are available on our urban freeways using the Freeway Performance Measurement System (PeMS) bottleneck feature. Results for areas under construction may not reflect actual traffic conditions if detectors are disabled.

* **Weighted Delay**: The days a bottleneck is active multiplied by the vehicle-hours of delay. Active represents when speeds are less than 40 mph with a 20 mph drop in speed from one freeway detector to the next. Vehicle-hours represent the number of vehicles multiplied by the hours of congestion. Delay represents the amount of additional time that vehicles spend on the freeway due to congestion.

** **CONGESTED DATA AFFECTED BY CONSTRUCTION, USING SPRING 2013 DATA.**

Arrow direction is direction of flow of traffic on congested segment

5 Miles

N

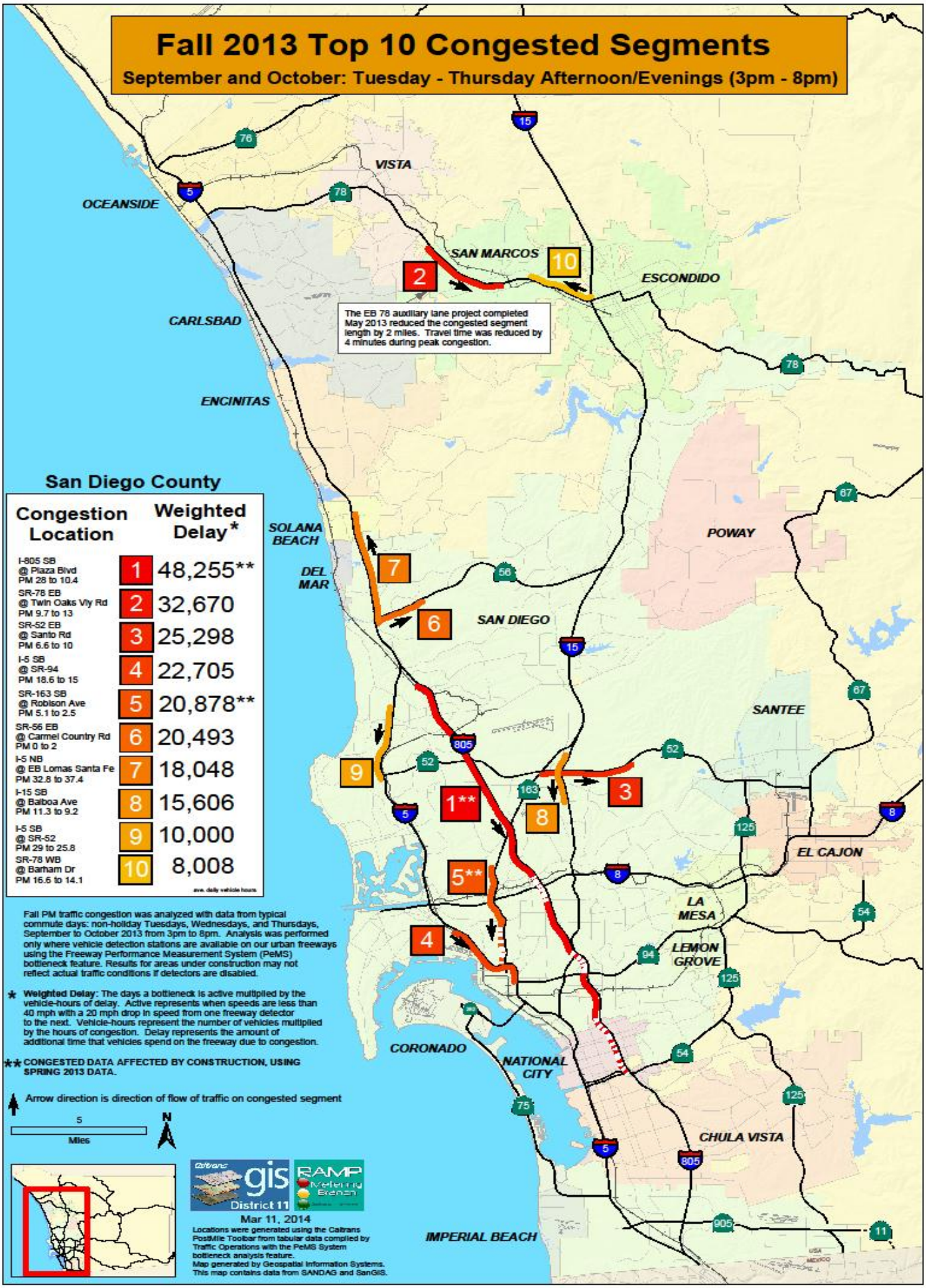
Caltrans gis District 11 | RAMP Mobility Branch

Mar 11, 2014

Locations were generated using the Caltrans PostMile Toolbar from tabular data compiled by Traffic Operations with the PeMS System bottleneck analysis feature.
Map generated by Geospatial Information Systems.
This map contains data from SANDAG and SanGIS.

Fall 2013 Top 10 Congested Segments

September and October: Tuesday - Thursday Afternoon/Evenings (3pm - 8pm)



San Diego County

Congestion Location		Weighted Delay*
I-805 SB @ Plaza Blvd PM 28 to 10.4	1	48,255**
SR-78 EB @ Twin Oaks Vly Rd PM 9.7 to 13	2	32,670
SR-52 EB @ Santo Rd PM 6.6 to 10	3	25,298
I-5 SB @ SR-94 PM 18.6 to 15	4	22,705
SR-163 SB @ Robison Ave PM 5.1 to 2.5	5	20,878**
SR-56 EB @ Carmel Country Rd PM 0 to 2	6	20,493
I-5 NB @ EB Lomas Santa Fe PM 32.8 to 37.4	7	18,048
I-15 SB @ Balboa Ave PM 11.3 to 9.2	8	15,606
I-5 SB @ SR-52 PM 29 to 25.8	9	10,000
SR-78 WB @ Barham Dr PM 16.6 to 14.1	10	8,008

ave. daily vehicle hours

Fall PM traffic congestion was analyzed with data from typical commute days: non-holiday Tuesdays, Wednesdays, and Thursdays, September to October 2013 from 3pm to 8pm. Analysis was performed only where vehicle detection stations are available on our urban freeways using the Freeway Performance Measurement System (PeMS) bottleneck feature. Results for areas under construction may not reflect actual traffic conditions if detectors are disabled.

* **Weighted Delay**: The days a bottleneck is active multiplied by the vehicle-hours of delay. Active represents when speeds are less than 40 mph with a 20 mph drop in speed from one freeway detector to the next. Vehicle-hours represent the number of vehicles multiplied by the hours of congestion. Delay represents the amount of additional time that vehicles spend on the freeway due to congestion.

** CONGESTED DATA AFFECTED BY CONSTRUCTION, USING SPRING 2013 DATA.

Arrow direction is direction of flow of traffic on congested segment

5 Miles

N

Caltrans gis District 11 | RAMP Metering Branch

Mar 11, 2014

Locations were generated using the Caltrans PostMile Toolbar from tabular data compiled by Traffic Operations with the PeMS System bottleneck analysis feature.
Map generated by Geospatial Information Systems.
This map contains data from SANDAG and SanGIS.

Determination of Evacuation Times

The length of time it will take for an area to evacuate can be determined by dividing the number of vehicles that need to evacuate by the total roadway capacity. The formula is provided below:

$$\text{Evacuation Time} = \frac{\left(\frac{\text{Evacuation Population}}{\text{Average Vehicle Occupancy}}\right)}{\text{Roadway Capacity}}$$

Evacuation Strategies

There are many evacuation strategies that are available that can be implemented during an evacuation effort to enhance traffic flow and reduce the overall evacuation time. These strategies include contra-flow, traffic signal coordination, closure of off and on-ramps, Intelligent Transportation Systems, segregation of pedestrian and vehicle traffic, exclusive bus routes, phased evacuation, phased release of parking facilities, use of designated markings, road barriers, and use of the San Diego Freeway Patrol Service.

Contra-Flow Operations

Contra-flow is a tactic in which one or more lanes of a roadway are reversed to allow for an increase of traffic flow in one direction. Contra-flow can be implemented for highway and arterial roadways, however, the divided north bound and south bound directions, access-controlled configurations, and lack of signals on highways make these roadways ideal for contra-flow operations. An important consideration in the development of contra-flow plans is the identification of inception and termination points for the corridor. Congestion at these points can significantly reduce the effectiveness of these operations. Effective implementation of these plans includes the deployment of appropriate signage, signals, and barriers as well as the use of CHP and San Diego Sheriff's Department personnel. For safety considerations, contra-flow operations should only be performed during daylight hours. In addition, an emergency return lane must also be designated.

If contra-flow operations are used in San Diego County in an evacuation effort, it will be implemented for only small segments of roadways. Each jurisdiction will have the option to use contra-flow on their local roadways; however, the use of contra-flow on the highways will be determined by the OA EOC and County Sheriff's Department, and coordinated with CHP and Caltrans.

Traffic Signal Coordination and Timing

Traffic signal coordination and timing plans are intended to maximize traffic flow in the outbound direction during an evacuation effort. Depending on the extent of the

evacuation, coordination may be necessary both locally and regionally to re-time the traffic signal systems. Additionally, it is important to identify the number of non-programmed signals along the evacuation routes. These signals can be plugged into non-centrally programmed traffic signal boxes which will then generate flashing yellow and red lights to help manage traffic.

Individual jurisdictions should determine whether local traffic signals can be controlled from a central location as well as the availability and capability of back-up power sources.

Closure of On and Off-Ramps

Closure of outbound on-ramps on designated evacuation routes will reduce congestion on these roadways resulting from traffic originating at intermediate locations between evacuation origins and destinations. In addition to reducing congestion, closure of outbound on-ramps will also help eliminate entrance queuing. Closure of off-ramps will ensure evacuees remain on designated evacuation routes. These tactics will require coordinated efforts between CHP, Caltrans, Sheriff's, and other emergency personnel to place and staff barricades at the tops of such ramps throughout the evacuation route.

Intelligent Transportation Systems

Intelligent Transportation Systems include a broad range of technologically based tools that enable transportation and emergency managers to monitor traffic conditions, respond to capacity-reducing events, and provide real-time road conditions. San Diego is equipped with numerous forms of Intelligent Transportation Systems technologies including roadway electronic surveillance, automatic vehicle location, Changeable Message Signs, and Highway Advisory Radio. These types of technologies provide real-time information to the San Diego Transportation Management Center. The San Diego Transportation Management Center integrates Caltrans Traffic Operations, Caltrans Maintenance, and CHP Communications into a unified, co-located communication and command center. The Transportation Management Center functions to provide communications, surveillance, and computer infrastructure required for coordinated transportation management. Using Intelligent Transportation Systems technologies, the Transportation Management Center can quickly detect, verify, and respond to incidents, such as recommending a different evacuation route due to congestion.

Segregation of Pedestrian and Vehicle Traffic

This strategy will designate certain urban roadways as pedestrian only. This will provide separation between vehicles and pedestrians during an evacuation, thus reducing confusion and increasing the efficiency and safety of the evacuation. Some short-notice incidents such as a tsunami emergency, would involve an immediate evacuation on foot versus by vehicle. Resources required to accomplish successful implementation of vehicle/pedestrian separation on evacuation routes will include appropriate signage, signals, barriers; and deployment of emergency management personnel and communications equipment.

Exclusive Bus Routes

This strategy involves the designation of certain lanes within an evacuation route exclusively for buses or other large capacity or high occupancy vehicles. Exclusive bus routes may also be established along alternative evacuation routes. The implementation of this strategy will help support and expedite transportation point operations and can greatly increase the number of people that can be evacuated within a set period of time. This strategy will require coordination between the OA EOC, affected local jurisdictions, law enforcement agencies, and Caltrans.

Phased Evacuation

The purpose of a phased evacuation is to reduce congestion and transportation demand on designated evacuation routes by controlling access to evacuation routes in stages and sections. This strategy can also be used to prioritize the evacuation of certain communities that are in proximity to the immediate danger. A phased evacuation effort will need to be enforced by law enforcement agencies and coordinated with the OA EOC and affected jurisdictions.

Phased Release of Parking Facilities

The coordinated release of vehicles from parking facilities will reduce the number of vehicles on evacuation routes. To implement this strategy, parking facilities will be inventoried and categorized according to size, location, or other relevant factors. Additionally, public resources will be allocated to coordinate logistics and to enforce compliance with phased release protocol. This tactic may cause evacuees to use public transportation rather than privately owned vehicles.

Use of Designated Markings

Designated markings and signs will play a key role in accomplishing a safe and efficient evacuation. Signs, flags, and other markings can be used to provide guidance and information to evacuees en-route.

Road Barriers

Road barriers will be used in conjunction with other transportation strategies to ensure evacuees remain on designated evacuation routes or are blocked from entering closed areas.

San Diego Freeway Patrol Service

Through the San Diego Freeway Service Patrol (FSP) and Call Box Program, the San Diego Association of Governments (SANDAG), Caltrans, and CHP work together to provide free motorist aid on major freeways in the San Diego region.

FSP is a free service that improves safety for stranded motorists and reduces traffic congestion during peak hours. A roving fleet of tow trucks and pickup trucks travel on select local freeways to provide roadside assistance to commuters. FSP assists more than 50,000 motorists per year. FSP drivers help stranded motorists with a gallon of gas, a “jump-start,” radiator water, and will even change a flat tire.

The FSP trucks patrol approximately 242 miles of San Diego freeways, including sections of Interstates 5, 8, 15, and 805, and State Routes 52, 54, 56, 67, 78, 94, 125, 163, and 905. The FSP operates during weekday rush hours from 5:30 to 9:30 a.m.; 10 a.m. to 2 p.m.; and 3 to 7 p.m., excluding holidays. Weekend FSP service is now available in most of the metropolitan region, from 10 a.m. to 6 p.m.

The Call Box Program is a free motorist aid service designed to help travelers who experience vehicle problems while on the highway. Call boxes are self-contained, solar-powered cellular telephones with voice communication to a call center. When motorists open the yellow call box, pick up the phone, and press the red "call" button, they are automatically connected to call center staff.

Communication Considerations

It is essential that accurate and timely information is provided to evacuees during an evacuation effort. Evacuees must be provided real-time information updates regarding road conditions, evacuation routes, availability of shelters, evacuation times, and other vital information. Travel and evacuation information can be provided through 5-1-1 and 2-1-1 telephone systems, emergency broadcast radio, and dynamic messaging signs, such as Changeable Message Signs. It is also recommended that local jurisdictions consider posting signs along major evacuation transportation corridors that provide information about emergency numbers or radio stations that can be used during an emergency. KOGO 600AM and KLSD 1360 AM radio stations will function as the primary and secondary local radio stations that broadcast emergency information to the public.

Evacuation of Schools

If evacuation of public schools is required, students will normally be transported on school buses to other schools outside the risk area or to a reunification point where parents/guardians can pick up their children. It is essential that the public is provided timely information on where parents/guardians can pick up their children and the security procedures that are in place to ensure their protection.

Evacuation of Tourists/Visitors

In addition, it assumed that transportation arrangements can be made with hotels/motels for the evacuation of tourists.

Evacuation of People with Disabilities and Other Access and Functional Needs

It is critical that modes of available transportation are identified that can help evacuate people with disabilities and other access and functional needs during an emergency. Transportation that can accommodate personnel in wheelchairs, scooters, or other mobility aids needs to be made available. Some potential options can be the use of lift-equipped school buses or vans. People that are blind or have low vision may also need additional assistance. Buses will most likely be the primary resources used to evacuate people with disabilities and other access and functional needs. Each mass transit bus can accommodate two wheelchairs. Another option is para transit buses which can

accommodate additional wheelchairs. It is also essential that local jurisdictions establish and maintain working relationships with public and private agencies that serve the transportation-dependent populations.

County Health and Human Services Agency (HHSA) determined that there are approximately 25, 000 people enrolled in In Home Supportive Services program who rely upon caregivers for support. About 500 of those individuals are considered most at-risk because they live alone and rely upon a caregiver for support. These are individuals who cannot live independently and are at the greatest risk during an emergency requiring an evacuation. These individuals may live alone, have very limited mobility (wheelchair or bed bound), and need an apparatus to breathe (oxygen or respirator). Other at risk consumers are those with mental disabilities who do not have the cognitive capabilities to make a decision during an emergency. These individuals are at-risk in the event of a disaster or emergency and would need priority assistance at that time.

County OES also has a list of licensed care and in-home support facilities in the region. Local jurisdictions will need to evaluate how many of these people live within their boundaries. It is also important to note that many of the access and functional needs populations will not be able to reach the designated transportation points. Jurisdictions must identify how to evacuate these individuals and the types of vehicles and equipment that will be required.

Specialized facilities such as hospitals, nursing homes, and correctional facilities are required to have their own respective evacuation plans and procedures that will be followed during an incident. Jurisdictions in the OA must ensure that the MOUs/MOAs and private transportation contracts established by jurisdictions are not duplicated and don't rely on the same exact transportation resources as other jurisdictions and organizations.

Evacuation of Animals

Any emergency resulting in the evacuation and sheltering of people will result in emergency managers and first responders having to deal with animals within the impacted area. Ensuring for the evacuation, transportation, care, and sheltering of animals is an important factor in evacuation planning and a successful evacuation of people is a function of human and animal planners integrating their plans. Many people will refuse to evacuate their homes if they cannot take their pets with them. It is estimated that up to 25 percent of pet owners will refuse to evacuate without their animals. Furthermore, about 30-50 percent of pet owners will accidentally leave pets behind, and approximately 50-70 percent of those individuals who leave animals behind, will attempt to re-enter an evacuated site to rescue their animals. Pets left behind in the evacuated area are also a potential danger to the first responders. Therefore, it is imperative that evacuation plans address pet evacuation and sheltering procedures to protect both human and animal health and safety.

Due to the lessons learned from Hurricane Katrina, the Pets Evacuation and Transportation Standards Act of 2006 was established which amends the Stafford Act, and requires evacuation plans to take into account the needs of individuals with

household pets and service animals, prior to, during, and following a major disaster or emergency.

The County Department of Animal Services has plans in place to transport and shelter pets in a disaster under Annex O of the OA EOP, including the Animal Control Mutual Aid Agreement. Animal Control Officers, San Diego Humane Society, and private animal care shelters will assist in the rescue, transport, and sheltering of small and large animals. Only non-emergency resources and personnel, such as public and private animal services agencies, will be used to rescue and transport animals during an evacuation effort.

Small Animal Evacuation

The responsibility to evacuate and shelter a person's pet lies first and foremost with that pet owner. It is assumed that residents that have their own means of transportation will evacuate with their small household pets. Residents that do not have access to vehicles will need to secure their pets in cages or carriers and contact the Department of Animal Services to arrange for their pets to be picked up and transported to animal shelters.

Animal Control Officers will work with animal services agencies and volunteers to develop an animal tracking methodology by tagging individual animals and entering that information into the Department's pre-existing shelter database. If these residents do not have the required cages or carriers, they will be asked to secure their animals in their homes. This strategy places responsibility upon individual owners and will require a public education component that informs the public that carriers, cages, or trailers will be required for pet evacuations and recommends that pet owners microchip their animals for identification purposes. Individual jurisdictions will need to identify strategies to address pet evacuations.

Large Animal Evacuation

Ideally, livestock owners will have their own means of transporting their large animals however; jurisdictions must not assume that owners will have their own means of transporting large animals, such as trailers. Animal Services will provide support with the transportation of large animals, through the use of Animal Services' trailers or through Humane Society or volunteer groups' trailers. In addition, potential volunteer resources and private groups should be identified and tracked in WebEOC. Jurisdictions can also:

- Provide pet owners information of nearby kennels, animal shelters, and veterinary clinics that may be able to be temporarily shelter pets.
- Set up temporary pet shelters at fairgrounds, parks, and other similar facilities.

If local resources become overwhelmed during the disaster response, the OA EOC will request assistance through the Regional EOC from the California Department of Food and Agriculture, the lead agency for the California Animal Response Emergency System. If necessary, the California Department of Food and Agriculture will coordinate requests for Federal assistance.

The California Animal Response Emergency System participants will activate and respond to animal rescue, emergency care and shelter, veterinary care, and general assistance for animals, at or near the facilities sheltering and caring for people.

Pet Estimates

The scope of animals addressed in the plan is based upon the California Animal Response Emergency System definition. The California Animal Response Emergency System defines "animals" as "commercial livestock, companion animals, exotic pets, and restricted species" and further defines these terms as follows:

> **Livestock:** Any cattle, sheep, swine, goat, or any horse, mule, or other equine whether live or dead.
>
> **Pet Animal:** Any household animal including, but not limited to, cats, dogs, or other carnivores whether or not for public exhibition.
>
> **Restricted Species:** Any animal requiring a license or permit from the Department of Fish and Game.
>
> **Service Animals:** Animals specifically trained to guide, signal, or assist people with disabilities or access and functional needs.

U.S. Pet Ownership Statistics from the American Veterinary Medical Association, OA pet estimates are provided in Table 2-2 below.

Table 2-2
OA Pet Estimates

	Households with Pets (%)	Average Number of Animals per Household	San Diego Pet Estimates*
Dogs	36.5%	1.6	623,398
Cats	30.4%	2.1	681,468
Birds	3.1 %	2.3	76,110
Horses	1.5%	2.7	43,232
Total	N/A	N/A	1,424,208

* Based on a household estimate of 1,067,462 from U.S. Census of San Diego County from 2008-2012
**Pet estimates are based on U.S. Pet Ownership Statistics from the American Veterinary Medical Association 2012 U.S. Pet Ownership & Demographic Sourcebook

To provide further information on potential pet evacuation requirements, Table 2-3 on the following page provides estimates for the number of animals in selected jurisdictions within the San Diego OA.

Some additional information related to animal evacuations includes the following:

- Approximately 3,000 large animals (horses and livestock) were rescued by Animal Services during the Cedar Fires in 2003.

- The San Diego Zoo is home to over 3,700 rare and endangered animals representing more than 650 species and subspecies, and the San Diego Zoo Safari Park is an expansive wildlife sanctuary that is home to more than 2,600 animals representing more than 300 species
- Disposing of dead animals requires additional considerations due to the fact that as carcasses decompose, materials are released that can contaminate the environment or cause diseases.

Table 2-3
Pets Estimates by Jurisdiction

	# of Households*	Dogs	Cats	Birds	Horses
Carlsbad (2010)	41,029	23,961	26,193	2,925	1,662
Chula Vista (2008-2012)	74,432	43,468	47,517	5,307	3,014
Coronado (2008-2012)	8,413	4,913	5,371	600	341
Del Mar	2,128	1,243	1,359	152	86
El Cajon (2008-2012)	32,441	18,946	20,710	2,313	1,314
Encinitas (2008-2012)	22,944	13,399	14,647	1,636	929
Escondido (2008-2012)	44,474	25,973	28,392	3,171	1,801
Imperial Beach (2008-2012)	8,972	5,240	5,728	640	363
La Mesa (2008-2012)	23,643	13,808	15,094	1,686	956
Lemon Grove (2008-2012)	8,353	4,878	5,333	596	338
National City (2008-2012)	15,456	9,026	9,867	1,102	626
Oceanside (2008-2012)	57,997	33,870	37,025	4,135	2,349
Poway (2008-2012)	15,669	9,151	10,003	1,117	635
San Diego (2008-2012)	473, 293	276,403	302,150	33,746	19,168
San Marcos (2008-2012)	27,097	15,824	17,299	1,932	1,097

	# of Households*	Dogs	Cats	Birds	Horses
Santee (2008-2012)	18,541	10,827	11,837	1,322	751
Solana Beach (2008-2012)	5,361	3,131	3,422	382	217
Vista (2008-2012)	30,168	17,618	19,259	2,151	1,222
Unincorporated San Diego County	162,342**	94,808	103,639	11,575	6,575

* *Household estimates are from the 2008-2012 U.S. Census Bureau of number of households. The census did not contain data for the City of Del Mar, therefore the previous data was used from the previous draft of this annex (based on 2000 U.S. Census Bureau estimates). U.S. Census Bureau defines a household as the following: "*A household includes all the persons who occupy a housing unit as their usual place of residence".

** Based on 2013 SANDAG Estimates

Hazard-Specific Evacuation Considerations

The maps at the end of this section illustrate the major hazards addressed in this annex and the primary evacuation routes that should be used for an evacuation effort. Hazard specific transportation considerations for each hazard are provided below.

Dam Failure

Due to the short-notice of a dam inundation incident, evacuation of the public to areas of safety may best be conducted by foot.

Sections of the identified primary evacuation routes may become inundated with water and washed out. Emergency personnel will need to access these roads to determine their availability and determine if alternative evacuation routes need to be identified.

Earthquake

An earthquake has the potential to cause considerable damage to transportation infrastructure. Emergency response personnel, in coordination with Public Works, will need to assess damage to bridges, overpasses, elevated roadways, utility lines, and all other roadways before safe evacuation routes can be identified and relayed to the public.

An earthquake has the potential to significantly impair San Diego's regional transportation system, requiring diversions of major evacuation routes, and implementation of numerous transportation management and operational strategies, and technologies.

A major earthquake along the Rose Canyon fault would potentially shut down Lindbergh Field (San Diego International Airport). Montgomery and Brown Fields would have limited capabilities to support the delivery of supplies and materials from

outside of the OA. MCAS Miramar could be utilized to coordinate federal/state support, if necessary.

Flood (100 Year)

The public must be informed that they should not attempt to drive through moving floodwater on roadways. Most vehicles can be swept away by less than two feet of moving water. The public should also be informed to avoid walking through floodwaters. People can be swept away by as little as two-inches of moving water.

Due to the ubiquitous geographic locations of flood hazards in San Diego County, the nature of flooding to exacerbate quickly, and the threat of a fast rising flood hazard, the public should be advised to evacuate to higher ground by foot, if it is more efficient than by vehicle.

Sections of primary evacuations routes may become inundated with water and become impassable. Emergency personnel will need to access these roads to determine their availability and determine if alternative evacuation routes need to be identified.

There is a possibility that flooding may trap people within danger zones. Emergency personnel will need to rescue these people using boats or helicopters. Zodiacs and flat-bottom bass boats are the best resources to use for flood rescue. Some of the cities within the OA have River Rescue Teams, including:

- City of San Diego
- City of Del Mar
- City of Encinitas
- City of Oceanside
- City of Chula Vista

Some of the cities within the OA have Swiftwater Rescue Teams, as well.

Tsunami

Based on traffic conditions and the short-notice of a tsunami incident, the most efficient way to conduct an evacuation effort may be by foot. Evacuees need to evacuate two miles inland from the coast or 100 feet above sea level to reach a safe zone.

Sections of the primary evacuations routes may become inundated with water and washed out. Emergency personnel will need to access the feasibility of these roads to determine if alternative evacuation routes need to be identified.

Wildfire/Structural Fire

Although the majority of wildfire hazards are located in the eastern section of the county, this area only represents a small portion of the overall population.

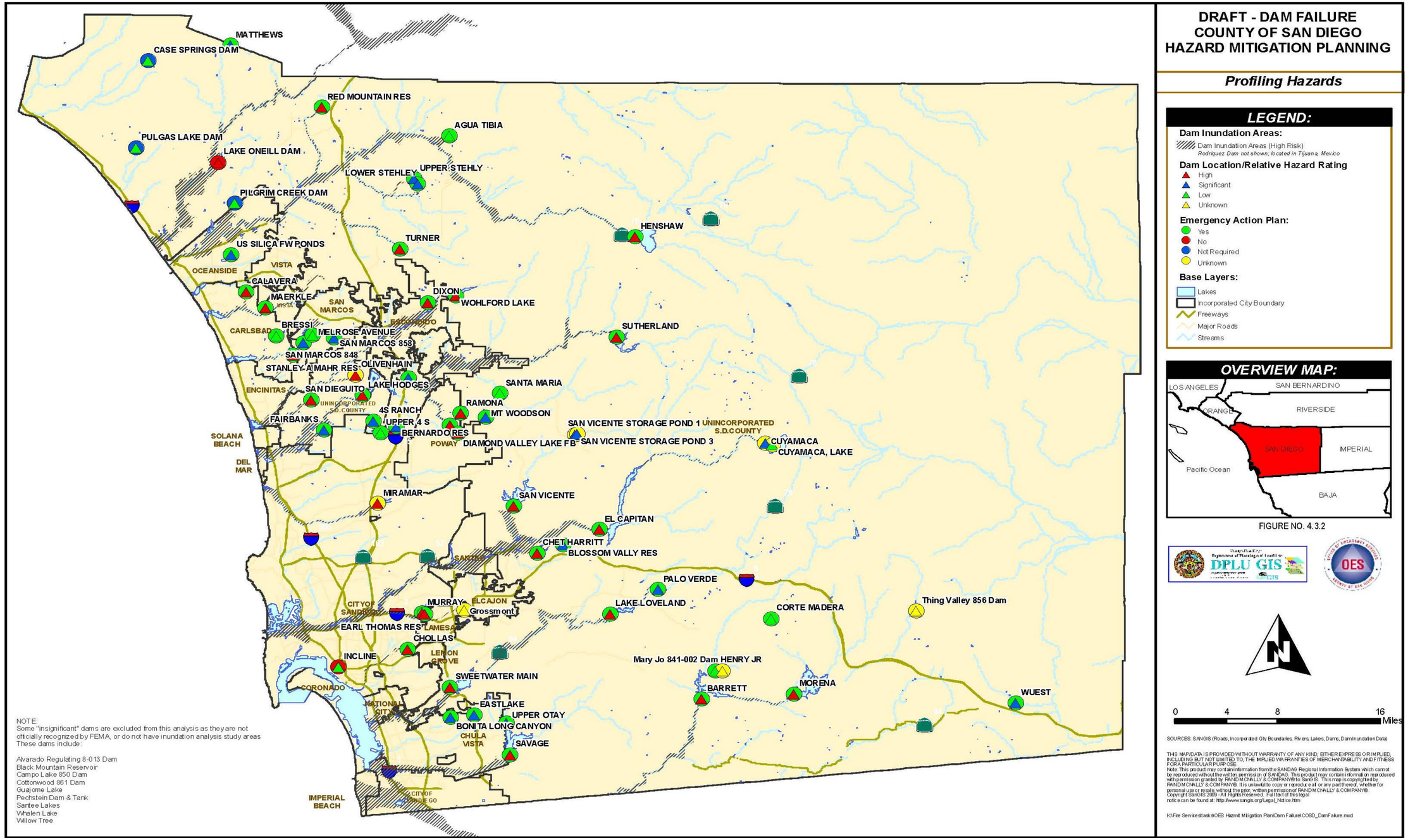
Routes 67, 76, 78, and 79 are some of the primary evacuation routes for east county populations. It is important to note that these roadways decrease in lanes in certain segments, resulting in a reduction in traffic capacity, and leading to potential bottle necking and an increased evacuation time.

Smoke from large wildfires can significantly reduce visibility over a wide area, resulting in reduced speed limits, roadway closures, and evacuation route diversions. Poor visibility may also require the use of pilot cars to direct traffic.

Terrorism

Based on the type of terrorist event, emergency responders may need to conduct a damage assessment of transportation infrastructure.

Figure 2-1: Dam Failure Hazard Specific Map



NOTE:
Some "insignificant" dams are excluded from this analysis as they are not officially recognized by FEMA, or do not have inundation analysis study areas These dams include:

Alvarado Regulating 8-013 Dam
Black Mountain Reservoir
Campo Lake 850 Dam
Cottonwood 861 Dam
Guajome Lake
Pechstein Dam & Tank
Santee Lakes
Whalen Lake
Willow Tree

DRAFT - DAM FAILURE
COUNTY OF SAN DIEGO
HAZARD MITIGATION PLANNING

Profiling Hazards

LEGEND:

Dam Inundation Areas:
Dam Inundation Areas (High Risk)
Rodriquez Dam not shown, located in Tijuana, Mexico

Dam Location/Relative Hazard Rating
- High
- Significant
- Low
- Unknown

Emergency Action Plan:
- Yes
- No
- Not Required
- Unknown

Base Layers:
- Lakes
- Incorporated City Boundary
- Freeways
- Major Roads
- Streams

OVERVIEW MAP:

FIGURE NO. 4.3.2

0 4 8 16 Miles

SOURCES: SANGIS (Roads, Incorporated City Boundaries, Rivers, Lakes, Dams, Dam Inundation Data)

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Figure 2-2: Earthquake Hazard Specific Map

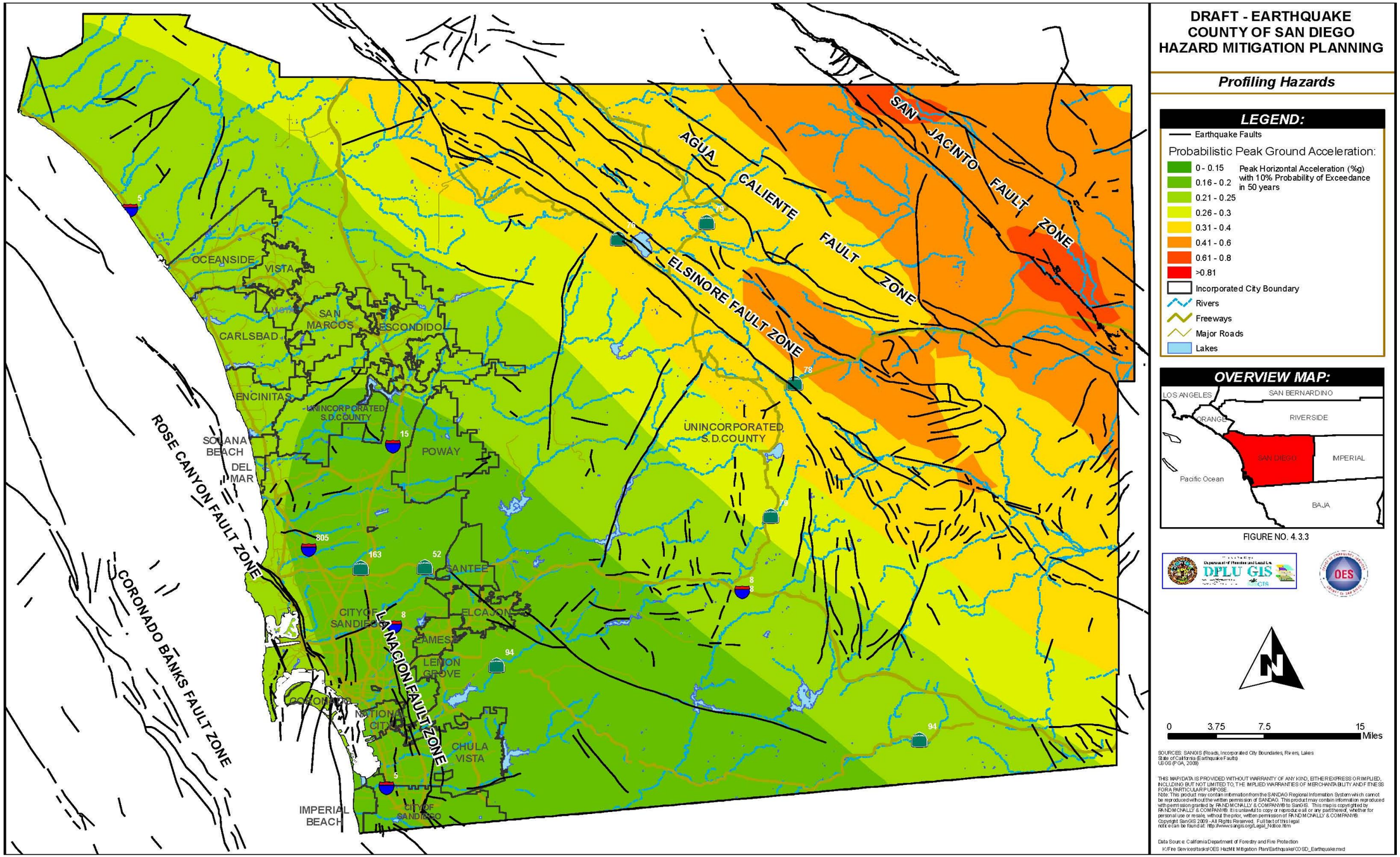


Figure 2-3: Flood Hazard Specific Map

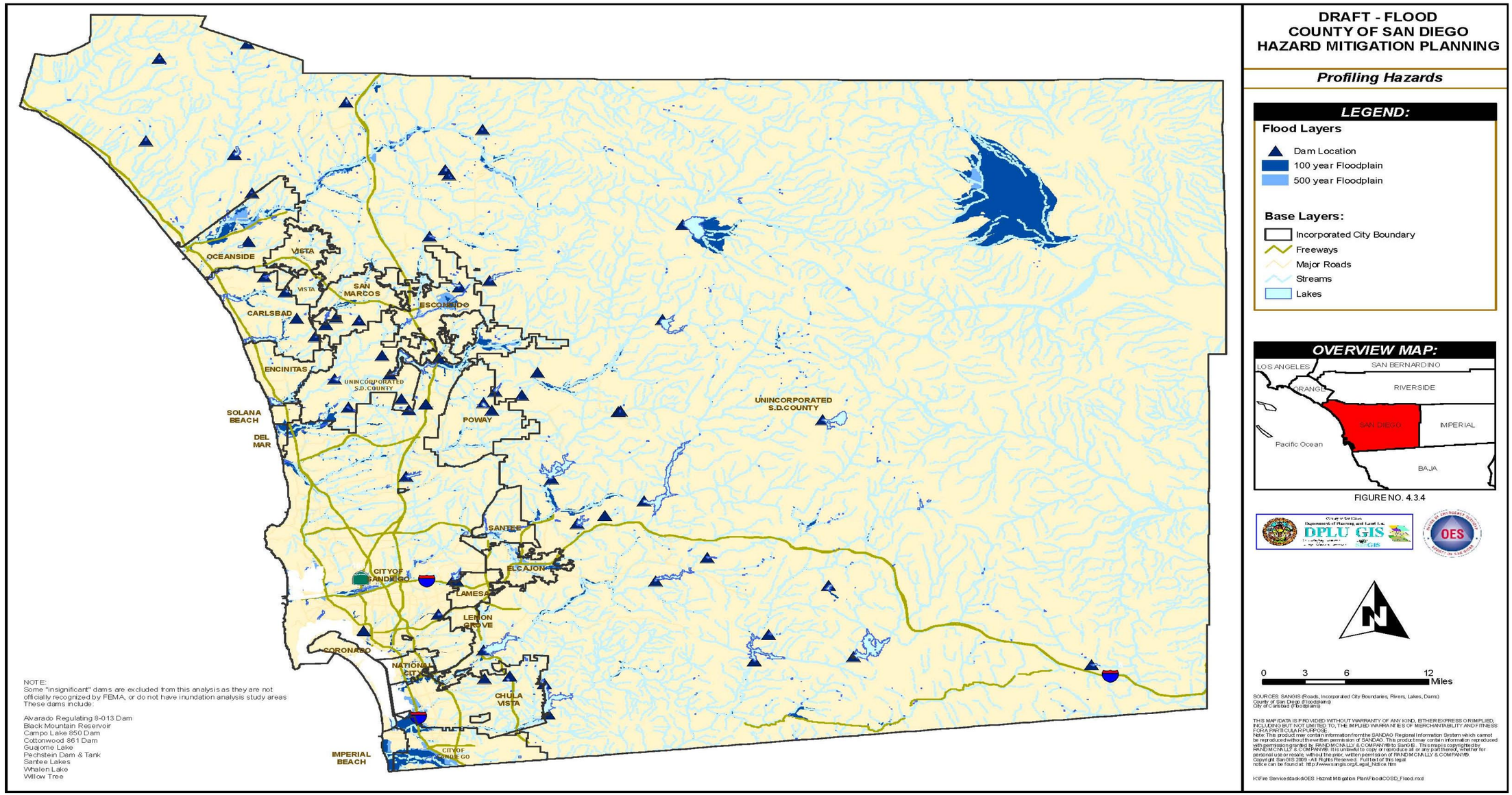
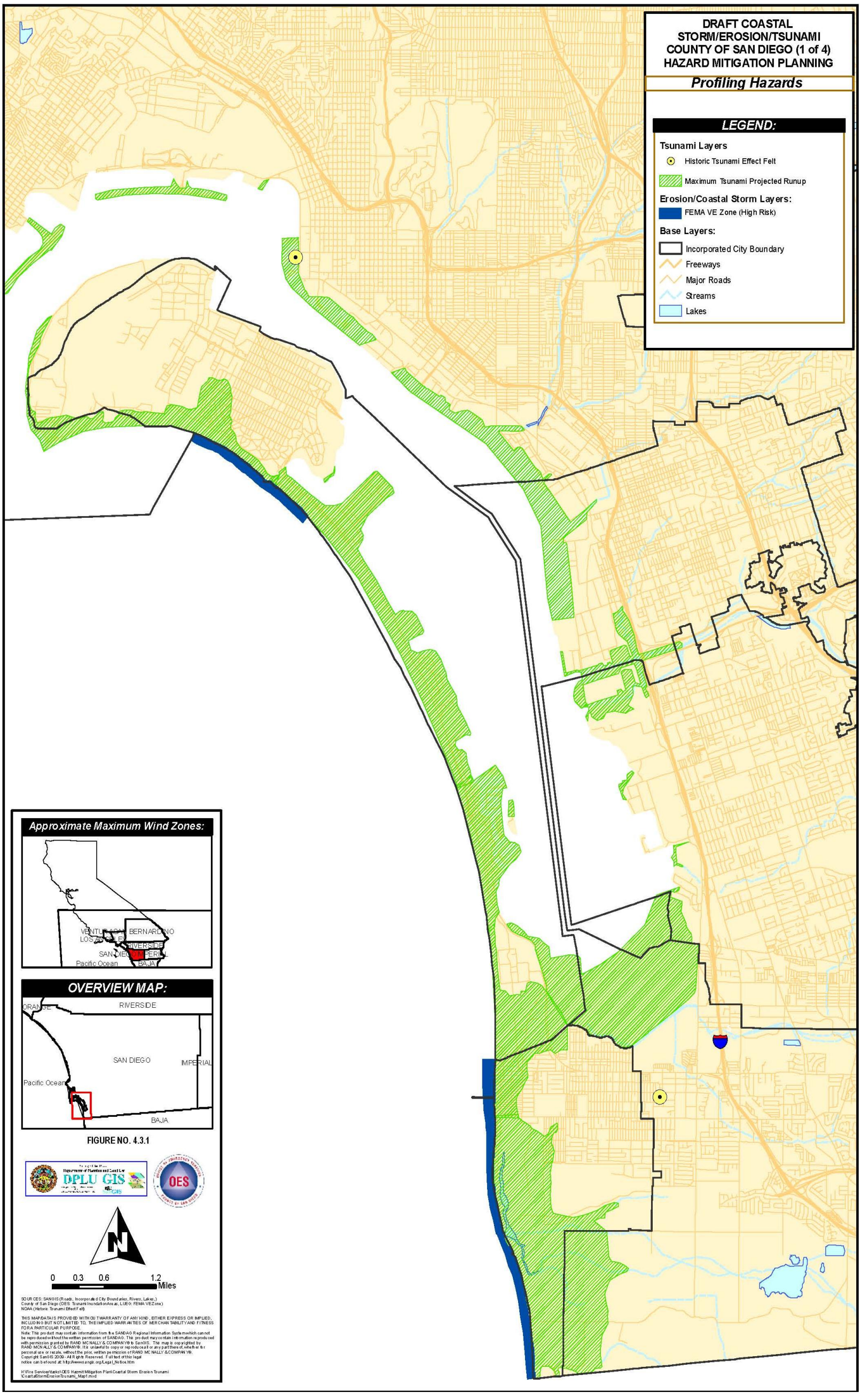
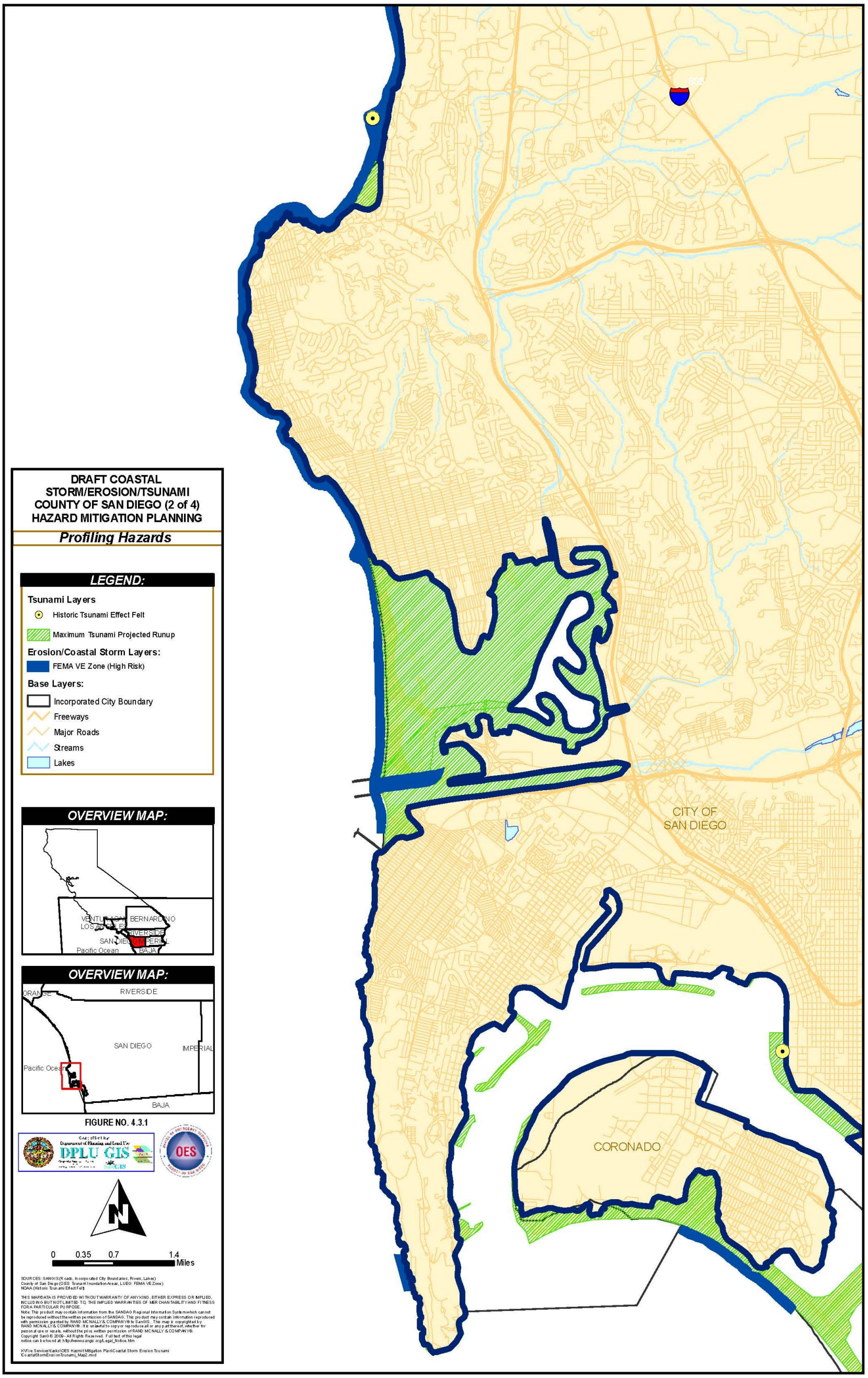


Figure 2-4: Tsunami Hazard Specific Map





DRAFT COASTAL STORM/EROSION/TSUNAMI COUNTY OF SAN DIEGO (2 of 4) HAZARD MITIGATION PLANNING

Profiling Hazards

LEGEND:

Tsunami Layers

- Historic Tsunami Effect Felt
- Maximum Tsunami Projected Runup

Erosion/Coastal Storm Layers:

- FEMA VE Zone (High Risk)

Base Layers:

- Incorporated City Boundary
- Freeways
- Major Roads
- Streams
- Lakes

OVERVIEW MAP:

OVERVIEW MAP:

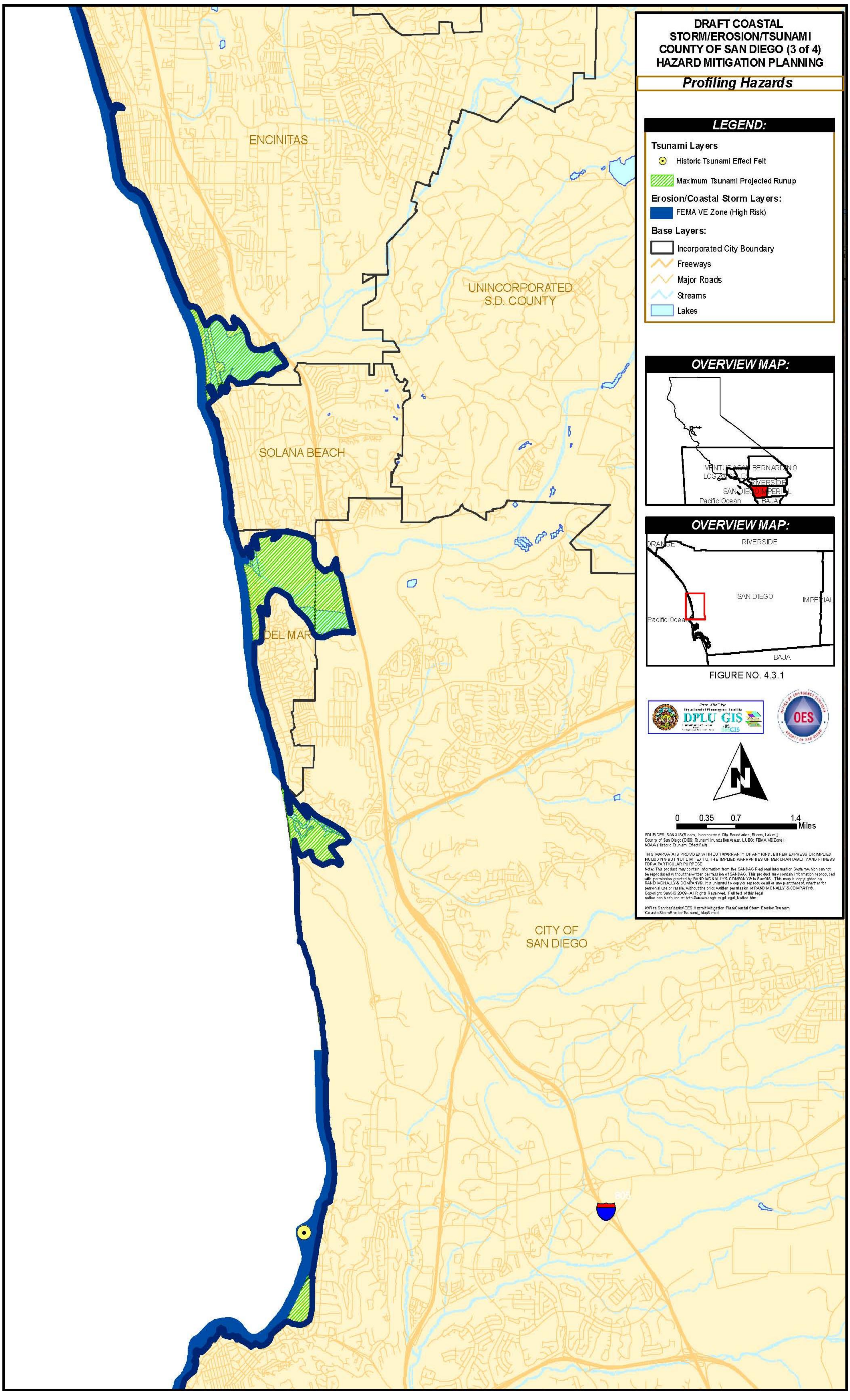
FIGURE NO. 4.3.1

0 0.35 0.7 1.4 Miles

SOURCES: SANGIS (Roads, Incorporated City Boundaries, Rivers, Lakes)
County of San Diego (OES: Tsunami Inundation Areas, LUEG: FEMA VE Zone)
NOAA (Historic Tsunami Effect Felt)

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DRAFT COASTAL
STORM/EROSION/TSUNAMI
COUNTY OF SAN DIEGO (3 of 4)
HAZARD MITIGATION PLANNING
Profiling Hazards
LEGEND:
Tsunami Layers
Historic Tsunami Effect Felt
Maximum Tsunami Projected Runup
Erosion/Coastal Storm Layers:
FEMA VE Zone (High Risk)
Base Layers:
Incorporated City Boundary
Freeways
Major Roads
Streams
Lakes
OVERVIEW MAP:
VENTURA
SAN BERNARDINO
LOS ANGELES
RIVERSIDE
SAN DIEGO
IMPERIAL
Pacific Ocean
BAJA
OVERVIEW MAP:
ORANGE
RIVERSIDE
SAN DIEGO
IMPERIAL
Pacific Ocean
BAJA
FIGURE NO. 4.3.1
DPLU GIS
OES
N
0 0.35 0.7 1.4
Miles
SOURCES: SANGIS(Roads, Incorporated City Boundaries, Rivers, Lakes,)
County of San Diego (OES: Tsunami Inundation Areas, LUEG: FEMA VE Zone)
NOAA (Historic Tsunami Effect Felt)
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ENCINITAS
UNINCORPORATED
S.D. COUNTY
SOLANA BEACH
DEL MAR
CITY OF
SAN DIEGO

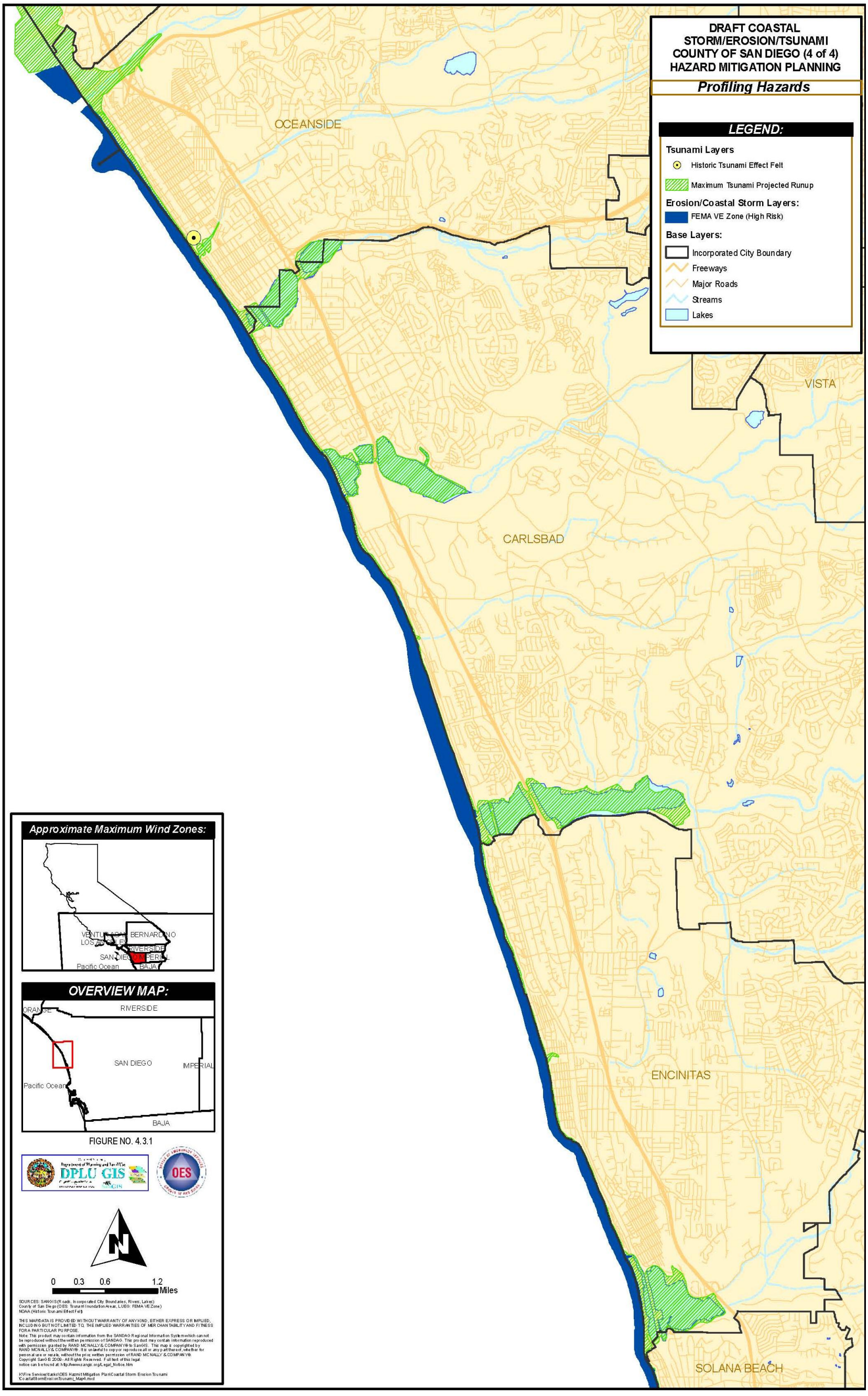
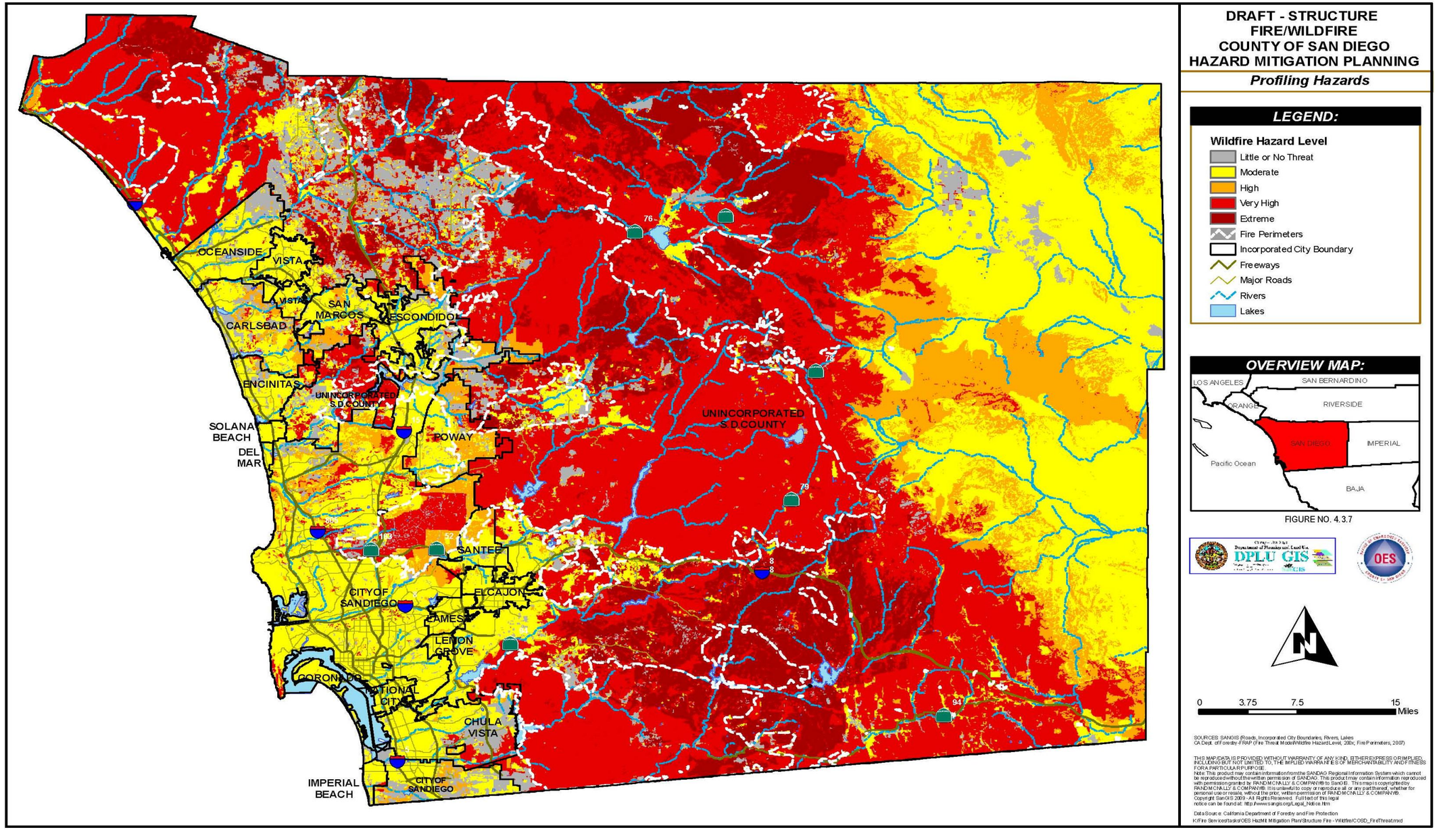

DRAFT COASTAL
STORM/EROSION/TSUNAMI
COUNTY OF SAN DIEGO (4 of 4)
HAZARD MITIGATION PLANNING
Profiling Hazards
LEGEND:
Tsunami Layers
Historic Tsunami Effect Felt
Maximum Tsunami Projected Runup
Erosion/Coastal Storm Layers:
FEMA VE Zone (High Risk)
Base Layers:
Incorporated City Boundary
Freeways
Major Roads
Streams
Lakes
OCEANSIDE
VISTA
CARLSBAD
ENCINITAS
SOLANA BEACH
Approximate Maximum Wind Zones:
VENTURA
SAN BERNARDINO
LOS ANGELES
RIVERSIDE
SAN DIEGO
IMPERIAL
Pacific Ocean
BAJA
OVERVIEW MAP:
ORANGE
RIVERSIDE
SAN DIEGO
IMPERIAL
Pacific Ocean
BAJA
FIGURE NO. 4.3.1
DPLU GIS
OES
N
0 0.3 0.6 1.2
Miles
SOURCES: SANGIS (Roads, Incorporated City Boundaries, Rivers, Lakes)
County of San Diego (OES: Tsunami Inundation Areas, LUEG: FEMA VE Zone)
NOAA (Historic Tsunami Effect Felt)
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Figure 2-5: Tsunami Hazard Specific Evacuation Map



ATTACHMENT 3 – EVACUATION TRANSPORTATION

Modes of Transportation

The primary mode of transportation that will be used during jurisdictional evacuation efforts will be privately owned automobiles. The OA will use available resources, Memorandums of Understanding and Agreement (MOUs/MOAs) with public and private transportation agencies, and mutual aid to procure, coordinate, and provide adequate means of transportation for those people that do not own or have access to automobiles, have disabilities which limit their transportation options, or have other access and functional needs.

The County of San Diego has developed MOUs/MOAs with the Metropolitan Transit System and the North County Transit District for the use of buses, trolleys, and rail resources and the provision of bus drivers, light rail transit operators, and paratransit operators. Agreements with private school and charter bus companies will be pursued in the future. In addition, the County will work on establishing and maintaining working relationships with partner organizations including advocacy organizations, agencies that serve the transportation-dependent populations, and faith and community based organizations. All available transportation resources will be included in the WebEOC tracking system database.

It is critical that modes of available transportation are identified that can help evacuate people with disabilities during an emergency. Transportation needs to be made available that can accommodate personnel in wheelchairs, scooters, or other mobility aids. Some potential options can be the use of lift-equipped school buses or vans. People that are blind or have poor vision will also need additional assistance because they can no longer rely on their traditional orientation and navigation methods. Buses will most likely be the primary resources used to evacuate access and functional needs populations. Each bus can accommodate two wheelchairs. It is also essential that local jurisdictions establish and maintain working relationships with public and private agencies that serve the transportation-dependent populations.

Transportation Points

Transportation points will function as a collection point, where individuals without transportation resources for evacuation can gather and be provided transportation to evacuation points. The estimated number of people in each jurisdiction within the OA that will require transportation assistance for each potential hazard is presented in Table III-1 below.

Transportation points should be large, well known sites such as shopping centers, libraries, and schools. The overall number and location of evacuation points should be based on the population that needs to be accommodated and with the understanding that evacuees will reach these points by foot. Law enforcement personnel should ensure these points are well marked through the use of signs or other forms of identification. It is critical that people are informed of their destinations prior to using provided public transportation.

Table 3-1
Estimated Number of People That Will Require Transportation Assistance

	Dam Failure	Earthquake	Flood (100 Year)	Tsunami	Wildfire/ Structure Fire (High Risk Probability)
Carlsbad					
Exposed Population	4,113	104,707	6,906	1,165	9,255
Assistance Estimate	288	7,329	483	82	648
Chula Vista					
Exposed Population	8,635	232,095	5,947	83	3,840
Assistance Estimate	604	16,247	416	6	269
Coronado					
Exposed Population	0	23,009	2,853	8,523	0
Assistance Estimate	0	1,611	200	597	0
Del Mar					
Exposed Population	1,139	4,591	813	1,023	16
Assistance Estimate	80	321	57	72	1
El Cajon					
Exposed Population	0	98,205	1,870	0	118
Assistance Estimate	0	6,874	131	0	8
Encinitas					
Exposed Population	1,204	64,145	653	388	1,159
Assistance Estimate	84	4,490	46	27	81
Escondido					
Exposed Population	47,700	143,071	8,367	0	1,660
Assistance Estimate	3,339	10,015	586	0	116
Imperial Beach					
Exposed Population	5,526	28,243	1,206	5,225	37
Assistance Estimate	387	1,977	84	366	3
La Mesa					
Exposed Population	1,701	56,880	0	0	404
Assistance Estimate	119	3,982	0	0	28
Lemon Grove					
Exposed Population	0	25,650	105	0	0
Assistance Estimate	0	1,796	7	0	0
National City					
Exposed Population	1,998	56,522	2,854	1,306	9

	Dam Failure	Earthquake	Flood (100 Year)	Tsunami	Wildfire/ Structure Fire (High Risk Probability)
Assistance Estimate	140	3,957	200	91	1
Oceanside					
Exposed Population	33,755	179,626	19,007	2,108	2,795
Assistance Estimate	2,362	12,574	1,330	148	196
Poway					
Exposed Population	0	51,126	3,986	0	4,826
Assistance Estimate	0	3579	279	0	338
San Diego					
Exposed Population	75,686	1,354,013	36,042	10,294	30,997
Assistance Estimate	5,298	94,781	2,523	721	2,170
San Marcos					
Exposed Population	2,481	83,149	2,377	0	11,312
Assistance Estimate	174	5,820	166	0	792
Santee					
Exposed Population	20,815	56,848	1,873	0	2,658
Assistance Estimate	1,457	3,979	131	0	186
Solana Beach					
Exposed Population	40	13,547	1,124	324	50
Assistance Estimate	3	948	79	23	4
Vista					
Exposed Population	553	96,100	1,988	0	792
Assistance Estimate	39	6727	138	0	55
Unincorporated San Diego County					
Exposed Population	21,862	333,626	10,125	35	8,086
Assistance Estimate	1,530	23,354	709	2	566

*Based on the assumption that 7% of the exposed population will require evacuation transportation assistance.

Transportation Coordination

Staging areas will be established to stage transportation resources, and then obtain control of and manage the transportation resources in support of transportation point operations. Strike Teams/Task Forces can then be used to coordinate these resources effectively. The assigned leader of a Strike Team/Task Force will be responsible for coordinating the transportation resources and will have the authority to communicate evacuation directions to each of the drivers. It is critical that control over transportation resources is maintained, especially after evacuees are dropped off at an evacuation point, and drivers must be re-routed to pick up additional evacuees at another transportation point.

Law enforcement escorts can also be used to provide force protection and maintain control over transportation resources. Law enforcement vehicles can maintain communications with authorities via radio. These escorts can therefore be used to coordinate real-time information on road conditions, evacuation and transportation points, and other critical information.

Overall evacuation routes need to be coordinated across jurisdictional boundaries. There may be a need for sustained inter-jurisdictional coordination between evacuated communities and host communities along or near the evacuation routes.

ATTACHMENT 4 - SHELTERING

In the event that it is determined that sheltering overnight is required, Annex G: Care and Shelter Operations of the Operational Area Emergency Operations Plan (OA EOP) will be activated. The American Red Cross (ARC) will be the first option to establish mass care facilities.

ATTACHMENT 5 – MUTUAL AID

Under the terms of the California Master Mutual Aid Agreement, emergency response mutual aid is provided on a voluntary basis from one jurisdiction to another. The Southern Mutual Aid Region VI consists of six counties and includes the County of San Diego. To facilitate mutual aid, discipline-specific mutual aid systems work through designated mutual aid coordinators at the Operational Area (OA), regional, and state levels. Mutual aid coordinators are established for:

- Fire and Rescue;
- Law Enforcement;
- Emergency Services; and
- Disaster Medical.

The basic role of a mutual aid coordinator is to:

- Receive mutual aid requests;
- Coordinate the provision of resources from within the coordinator's geographic area of responsibility; and
- Pass unfilled requests to the next governmental level.

Mutual aid requests that do not fall into one of the discipline-specific mutual aid systems are handled through the emergency services mutual aid system by emergency management staff at the local government, OA, regional, and state levels.

When an OA needs a resource, it forwards a request to the Regional Emergency Operations Center (EOC). The requesting OA generates a mission request tracking form, which includes the following information:

- A description of the current situation;
- A description of the requested staff, equipment, facility, and supply needed;
- Specification of the type or nature of the service to be provided;
- Delivery location with a common map reference;
- Local contact at delivery location with primary and secondary means of contact;
- Name of the requesting agency and/or OA contact person;
- Indication of when the resource is needed and an estimated duration of use; and
- For requested resources that include personnel and/or equipment with operators, a description of logistical support is required (e.g., food, shelter, fuel, and reasonable maintenance).

Fire and Rescue and Law Enforcement mutual aid operations in the San Diego OA are described in Annexes B and C of the Operational Area Emergency Operations Plan (OA EOP). The OA will follow the established Mutual Aid procedures to obtain additional supplies, equipment, and personnel to assist in the evacuation.

American Red Cross

The American Red Cross (ARC) maintains disaster field supply storage facilities in Southern California. The warehouses contain materials for shelters, such as cots, blankets, and comfort kits, and equipment needed for such ARC operations as mobile feeding.

ARC maintains contracts with private vendors for foods to be distributed through mobile feeding operations. Disaster field supplies and supply contracts support ARC operations.

Resources are transported via ARC vehicles, private contractors of ARC, or if needed, through local government or OA support.

ARC chapters maintain their own caches of supplies for smaller scale shelters.

ARC chapters use their own resources and activate existing agreements with local vendors as much as possible to meet local needs

ATTACHMENT 6 - ACCESS CONTROL AND SECURITY

Once an area is evacuated, it needs to be kept clear for security reasons, the safety of responders, and to keep individuals out of hazardous areas. Perimeter control is normally accomplished by establishing Access Control Points, roadblocks, or road closures supplemented by suitably equipped mobile patrols.

Security Requirements

After people have been evacuated, access back into the damaged areas will be controlled to secure the area and protect public safety. Access Control Points will be established through staffed check points, road blocks, or road closures and can be used to establish outer and inner perimeter controls. The outer perimeter control will be used to provide information and reduce sight-seeing traffic. The inner perimeter control will function to restrict traffic to emergency response vehicles and personnel only. When possible, law enforcement personnel will also conduct periodic patrols within the secured areas, to deter theft and looting of abandoned residences. Access back into the evacuated areas should initially be limited to:

- Emergency service and public works personnel;
- Utility companies engaged in restoring utility services;
- Contractors restoring damaged buildings, clearing roads, and removing debris;
- Commercial vehicles delivering food, essential supplies, life support equipment, construction supplies, and other related materials; and
- Media representatives.

Law enforcement will be present at designated evacuation and transportation points and shelter sites for security, crowd control, and to deter criminal activity. Local law enforcement agencies can request mutual aid from the San Diego County Sheriff who serves as the OA Law Enforcement Coordinator.

Law enforcement personnel should also establish protocols for allowing critical employees, including essential medical and volunteer staff through roadblocks. Law enforcement should also consider making allowances at blockades, shelters, and other impacted areas for attendants, home health aides, visiting nurses, guide animals, and other individuals that are crucial to the immediate health care needs of people with disabilities.

ATTACHMENT 7 – RE-ENTRY PROCEDURES

Guidance and procedures to ensure a coordinated, safe, and orderly re-entry into impacted communities following an incident is provided in the County of San Diego Re-Entry Protocol.

Re-entry will be initiated by the Incident Commander/Unified Command of the Incident Management Team, with the support of the Director of Emergency Services, the OA EOC Director, and the Operations Section Chief at the OA EOC. In most cases the OA EOC will remain activated until full re-entry is complete. In the event that the OA EOC has been deactivated, the Incident Commander or the Liaison Officer of the Incident Management Team will initiate re-entry procedures.

The Incident Commander will designate a Re-Entry Coordinator and the Operations Section Chief of the OA EOC will coordinate with and support the re-entry coordinator. The Re-Entry Coordinator is responsible for coordinating the re-entry procedures with all involved agencies and ensuring effective communication. Priorities for re-entry include:

- Safety
- Security
- Damage Assessment
- Restoration of Services
- Communication of Information

The impacted areas must be thoroughly investigated to ensure it is safe for residents to return and normal operations have been restored. This assessment will include verification that:

- Structures and trees are deemed safe;
- Damage and safety assessments have been completed;
- There are no leaking or ruptured gas lines or downed power lines;
- Water and sewer lines have been repaired;
- Search and rescue operations have been completed;
- There are no hazardous materials that can threaten public safety or appropriate warnings of these hazardous materials have been issued;
- Water has been deemed safe or appropriate warnings have been issued;
- Major transportation routes are passable and debris has been removed from public right-of-way; and
- There is no threat to public safety and other significant hazards have been eliminated.

The public will be notified of the re-entry status through the notification measures previously mentioned in this annex, including SDCountyEmergency.com, SDEmergency App for smart phones, emergency broadcast radio, television, press releases, informational phone lines such as 2-1-1, community briefings, and informational updates at shelters.

Once evacuees are permitted to return, it is important that procedures are established to properly identify residents and critical support personnel, as well as ensure the legitimacy of contractors, insurance adjustors, and other personnel. Re-entry points should be staffed by law enforcement personnel.

Transportation resources will be required to return evacuees needing transportation assistance from evacuation points and/or shelters back to their communities. The transportation resources will need to be coordinated with the OA EOC. Traffic management plans identifying preferred re-entry routes will need to be established to direct the return of evacuees to their communities.

When people are cleared to return to their homes, there is a potential that people with disabilities or other access and functional needs may not be able to enter their homes, especially if required ramps or other means of access have been destroyed. Due to these considerations, short-term housing must be identified that can accommodate the needs of personnel with disabilities or other access and functional needs. Potential sites could be hotels or motels, apartment buildings, or portable trailers with ramps. It is also important that these temporary housing sites are located in proximity to necessary support networks.

Each local EOC will be responsible for making the determination that re-entry has been completed for its jurisdiction, and promptly informing the OA EOC. Following confirmation from all affected jurisdictions that the re-entry process is complete, the OA EOC will notify every local EOC in the affected area of the date and time of completion.

ATTACHMENT 8 – LEVEL III EVACUATION (CATSTROPHIC INCIDENT)

Level III Evacuation Considerations

This attachment is intended to provide additional considerations that would be applicable during a Level III (catastrophic) evacuation effort. The National Response Framework defines a catastrophic event as any natural or manmade incident, including terrorism, which results in extraordinary levels of mass causalities, damage, or a disruption severely affecting the population, infrastructure, environment, economy, national morale, and/or government functions. A catastrophic event could result in sustained national impacts over a prolonged period of time, immediately exceed local and State resources, and significantly interrupt government operations and emergency services to such an extent that national security could be threatened.

The following concepts, circumstances, and strategies should be considered during a Level III evacuation effort:

- Food, water, restrooms, fuel, and shelter opportunities need to be available along evacuation routes.
- Rest areas, truck weigh stations, welcome centers, and service plazas should be staffed with emergency personnel to provide information to evacuees.
- Tow trucks will need to be deployed along the evacuation routes to remove stalled or broken-down vehicles.
- Refueling resources will need to be provided for vehicles that operate on gas, diesel, and compressed natural gas.
- Mega shelter sites may need to be identified and staffed.
- The OA EOC will need to coordinate with shelter sites outside the county including Riverside and Orange County. The Riverside ARC has an approximate capacity to accommodate 25,000 people.
- A large scale evacuation effort over a long distance may be very challenging given the transportation network of San Diego County.
- Under SEMS, all disasters are the responsibility of the lowest level of government entity. As such, all response responsibilities are provided at the direction of the responding governmental agency.
- Under Emergency Support Function (ESF) #6: Mass Care, Housing, and Human Services, ARC and FEMA may assist evacuees including people with disabilities and other access and functional needs. The National Response Framework also refers to the use of the National Disaster Medical System, which can be activated by the Department of Homeland Security to assist in medical response and patient evacuations beyond care provided under ESF #6.

- Under the National Response Framework (NRF), a catastrophic incident prompts a comprehensive and integrated Federal, State, and local response. When the Secretary of Defense authorizes Defense Support of Civil Authorities for domestic incidents, the Department of Defense retains command of military forces under Defense Support of Civil Authorities and coordinates its activities under a Unified Area Command.
- FEMA maintains pre-positioned caches of disaster supplies throughout the western United States.
- In the event of a catastrophic incident in San Diego County, FEMA will assign representatives with the authority to commit federal resources to the County and arrange the logistics of federal shipments. This representative will work with the OA EOC staff to meet the prioritized needs of the OA.
- During the first 48 hours following an incident, FEMA transports "push items"—federal assets that include Emergency Response Teams, equipment, and other supplies—to an incident Mobilization Center.
- FEMA ships resources from mobilization centers to Federal Operational Staging Areas and to state staging areas, and relies on state and local agencies to distribute the resources.
- In a catastrophic incident, FEMA will deliver resources and transfer them to state control at any of the following locations:
    - Directly where the resources are needed;
    - Incident Command Post in a local jurisdiction;
    - Point of Distribution;
    - State staging area;
    - Federal Operational Staging Area; or
    - Mobilization Center.
- Federal personnel provide warehousing, transportation, and other labor whenever resources remain under the management of the Federal Government.
- FEMA resources include federal support until the point where supplies are handed off to the state and local authorities for distribution to the public. When supplies and commodities are handed off to the state and local government, labor and logistics support becomes the responsibility of those parties, unless the disaster requires further support from the Federal Government.
- FEMA is responsible for restocking Mobilization Centers and Federal Operational Staging Areas to a 1 to 3 day supply level.
- FEMA validates the eligibility of and prioritizes requests from the State Government.
- FEMA mission tasks the Department of Transportation to activate the National Transportation Contract as part of ESF #1 – Transportation.

- FEMA mission tasks the U.S. Army Corps of Engineers to support requests for ice, water, and emergency power under ESF #3 – Public Works and Engineering.
- Under the NRF and at FEMA's direction, the U.S. Army Corps of Engineers may provide local and State Government with the following direct federal assistance:
- Supplies of bottled or bulk potable water;
- Supplies of packaged ice;
- Transportation of purchased commodities to one or more staging and/or distribution sites, including moving from staging sites to Points of Distribution;
- Loading and unloading of trailers and reefers;
- Storing of purchased or government furnished commodities at staging sites outside of affected areas or Points of Distribution in affected areas;
- Managing commodity contracts to execute assigned mission.
- The Department of Homeland Security and Health and Human Services Agency (HHS) manage the Strategic National Stockpile (SNS) which is a large inventory of medicine and medical supplies used to protect the public if an emergency is severe enough to deplete local medical supplies.
- The SNS, which is strategically located in caches throughout the country, are staged for shipping to a disaster area within 12 hours of notification.
- Technical staff travels with the SNS push packages to coordinate with state and local officials, and to ensure prompt and effective use of the materials.
- HHS transfers authority for the SNS assets to state and local authorities once they arrive at a designated state receiving and storage site.