Unified San Diego County Emergency Services Organization Operational Area Emergency Plan

Executive Summary

October 2010

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

Background: The San Diego County Operational Area 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 San Diego County Operational Area consists of the County and all jurisdictions within the County.

The Operational Area Emergency Plan 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 and many city departments.

The Cities are encouraged to adopt the Operational Area Emergency Plan as their own, with modifications as appropriate for their city. The Plan is updated every four years by the Office of Emergency Services and the Unified Disaster Council of the Unified San Diego County Emergency Services Organization.

THE PLAN

A. The Basic Plan

The Basic Plan portion of the Operational Area Emergency Plan contains information on the San Diego County Operational Area 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 material incidents
- Landslides

The County of San Diego and the cities within the County have all agreed to work together in the area of emergency management. The cities within the County are dues paying members of the Unified San Diego County Emergency Services Organization.

1. Overview

The San Diego County Operational Area consists of 19 jurisdictions that range in population from several thousand to over 1,000,000. To foster a regional approach, the cities and County joined together in 1961 to form an Operational Area and

entered into a Joint Powers Authority (JPA). The JPA establishes procedures and protocols for assisting each other in the event of a disaster or major emergency which would be beyond the capability of any single jurisdiction to handle.

An Operational Area is defined as a County and each of its political jurisdictions, including Special Districts. The Unified Disaster Council is the policy making body for the Unified Organization, and the Office of Emergency Services is staff to the Unified Organization.

The Operational Area Emergency Plan has been designed to follow 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 fire departments for years. The California Emergency Management Agency (Cal EMA) has certified that the Plan meets State guidelines.

This Emergency Plan has been designed to be used by individual jurisdictions within the Operational Area in the development of their own plans. In most cases, with just a few changes, the Operational Area Emergency Plan can be used as the basis for city plans.

2. Purpose

The San Diego County Operational Area Emergency Plan 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.

3. The Annexes

The Plan is complete with 17 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
Annex R	Operational Area Recovery Plan

A. Annex A - Emergency Management

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 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 within the EOC mirror the Incident Command System position titles in the field. Communications at the field and EOC levels occur laterally between sections and vertically between levels of government, except the Policy Group which is called Command in the field.

Annex A also provides information on the warning systems used to notify the public of the need to evacuate or take protective action.

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 from the Operational Area Fire Coordinator (California Department of Forestry and Fire Protection), also known as CAL FIRE. CAL FIRE will then put together Strike Teams to provide assistance to the requesting agency.

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. Once the request has been made, it is the responsibility of the Coordinator to tell the incoming units where to stage and put them in touch with the Incident Commander.

The rescue portion of the plan acknowledges the existence of the **Urban Search and Rescue** teams that are available throughout the State of California and the United States. It identifies the Fire Mutual Aid Zones within the county and discusses the use of communications equipment and frequencies.

C. Annex C - Law Enforcement Mutual Aid Operations

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. It identifies the Regional Law Enforcement Coordinator, which is the San Bernardino County Sheriff, and states the responsibilities of law enforcement in the San Diego Operational Area, which consist of:

(1) Law enforcement
(2) Evacuation
(3) Traffic control in contract cities and
(4) 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. He/she is the Mutual Aid Coordinator for law enforcement resources in the incorporated cities.

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 Emergency Medical Services 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 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.

E. Annex E - Public Health Operations

Annex E describes the roles and responsibilities of the Public Health Divisions of the San Diego County Health and Human Services Agency, 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.

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 Department of the Chief 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 Chief Medical Examiner is also responsible for the identification and listing of the victims, and the notification of next of kin.

G. Annex G - Care and Shelter Operations

This annex defines the role of the Health and Human Services Agency 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.

H. Annex H - Environmental Health Operations

This annex describes the role of the Department of Environmental Health. It has several roles and responsibilities, including:

- ☞ Health inspection of shelters,
- ☞ Hazardous Material response,

- ☞ Inspection of filtration plants and the determination of water potability,
- ☞ Establishing methods and procedures for dealing with vector and rodent control,
- ☞ Supervision of food delivery systems.

I. Annex I – Communications and Warning Systems

This Annex describes all of the communications capabilities that exist in the Operational Area at this time. Managing 24-hour interoperable communications is completed by jurisdictional and Regional Communications System (RCS) staff.

J. Annex J - Construction and Engineering Operations

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.

K. Annex K - Logistics

Annex K deals with personnel, supplies and equipment and how they are obtained and supported. Some of the needed assets may come from other counties and other states. All of the costs need to be tracked so that claims can be made to federal agencies during the recovery process.

L. Annex L - Emergency Public Information

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).

M. Annex M - Behavioral Health Operations

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 Emergency Operations Center. Many of their practitioners are trained to assist both disaster workers and people in shelters, who have lost their homes and possessions.

N. Annex N

Annex N is not assigned at this time.

O. Annex O - Animal Services

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.

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 San Diego County Operational Area. It is a blueprint for the development of Operational Area 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 San Diego County Operational Area (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 San Diego OA.

R. Annex R – Operational Area Recovery Plan

This annex describes a coordinated system for disaster recovery operations in disaster situations. It delineates operational concepts relating to recovery, identifies components of the recovery organization and describes the overall responsibilities intended to expedite public and private recovery. The OA Recovery Plan is designed to provide guidance to the County of San Diego and jurisdictions, agencies, organizations and businesses interacting with the County.

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

Operational Area Emergency Plan

October 2010

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Record Of Changes

Date Of Change	Section Number	Page Numbers	Entered By	Date

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Unified San Diego County Emergency Services Organization
Operational Area Emergency Plan

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This Operational Area Emergency Plan was adopted by the Unified Disaster Council in October 2010. The Unified Disaster Council has referred this Operational Area Emergency 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.

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D. Mass Casualty Operations
E. Public Health Operations
F. Department of the Chief Medical Examiner Operations
G. Care and Shelter Operations
H. Environmental Health Operations
I. Communications and Warning Systems
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K. Logistics
L. Emergency Public Information
M. Behavioral Health Operations
O. Animal Services
P. Terrorism
Q. Evacuation
R. Operational Area Recovery Plan

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Foreword

Saving lives, the protection of life, the environment and property are the primary goals of governmental public safety agencies. Emergency plans provide the basis from which response and recovery operations are executed. 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 which established the Unified San Diego County Emergency Services Organization and the Unified Disaster Council (UDC) which is the policy making group of the organization. It also created the San Diego County Office of Emergency Services (OES), which is staff to the Unified Emergency Services Organization.

Utilizing the Standardized Emergency Management System (SEMS), the National Incident Management System (NIMS) regional emergency planning has been a comprehensive approach to prepare and plan for all-hazards disasters and emergencies. Recent events such Firestorms in San Diego County in 2007, Hurricanes Katrina in 2005, the San Diego County Firestorms in 2003, the destruction of the World Trade Center on September 11, 2001, and many other events throughout the world, have demonstrated the need for preparedness. San Diego County OES is the agency charged with developing and maintaining the San Diego County Operational Area Emergency Plan. This Operational Area Emergency Plan should be considered a preparedness document - intended to be read and understood ***before*** an emergency. It is designed to include the San Diego County Operational Area 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 a National Incident Management System (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 National Incident Management System (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 ensuring that it adequately reflects the importance of preparedness.

Homeland Security Presidential Directive (HSPD)-5 also directed the development of the National Response Framework (NRF). The chart on page iii provides an outline of the Emergency Support Functions (ESF) of the NRF and the corresponding functional annexes of the Operational Area Emergency Plan.

This Operational Area Emergency Plan was reviewed by representatives of the jurisdictions and agencies in the Operational Area with responsibilities in the Plan. It is intended to be adopted by all of the jurisdictions in the Operational Area. The goal is to have standardized emergency plans throughout the Operational Area.

Comparison Chart for the
San Diego County Operational Area Emergency Plan
and the National Response Framework

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
#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	Multi-Casualty Operations
		E	Public Health Operations
		F	Office of the 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	R	Recovery
#15	External Affairs	L	Emergency Public Information

***SAP - San Diego County Stand-Alone Plan**

BASIC PLAN

I. Purpose, Scope, Situation And Assumptions

Purpose

The San Diego County Operational Area Emergency Plan 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 a comprehensive emergency management system 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.

Every jurisdiction and Special District shall have an individual Emergency Operations Plan (EOP). The "Operational Area Emergency Plan" will support or supplement the plan for each local government. The plan is complete with 17 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
Annex J	Construction and Engineering Operations
Annex K	Logistics
Annex L	Emergency Public Information
Annex M	Behavioral Health Operations
Annex O	Animal Services
Annex P	Terrorism
Annex Q	Evacuation
Annex R	Operational Area Recovery Plan

In addition, there are stand-alone emergency plans that are referenced within some 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; and 7) San Diego County Terrorist Incident Emergency Response Protocol. They are, by reference, a part of this plan.

Scope

The Operational Area Emergency Plan (OAEP) defines responsibilities, establishes an emergency organization, defines lines of communications, and is designed to be part of the statewide Standardized Emergency Management System.

The "Operational Area" consists of the county and each of its political subdivisions including Special Districts. The "Operational Area Coordinator" (OAC) is elected by the Unified Disaster Council, and is currently the County's Chief Administrative Officer.

During multi-jurisdictional emergencies, each jurisdiction and Special District is responsible for conducting and managing emergencies within its boundaries. The Operational Area Coordinator serves as the primary focal point for coordination of mutual aid, assistance, and information between jurisdictions and Special Districts.

The Operational Area Emergency Operations Center in Kearny Mesa will normally serve as the Operational Area Coordinator's point of contact. In some cases, Area Coordinators for specific disciplines may operate from other locations, or may be designated representatives of the Coordinator. When this is the case, all agencies will be advised of the point of contact.

Situation

No single jurisdiction or agency has the capability and resources to address all disasters or major emergency situations. 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 San Diego County Operational Area is 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 Operational Area is approximately 4,261 square miles in area, and varies in terrain from coastal to mountainous to desert. As of January 2009, the San Diego Association of Governments (SANDAG) lists a population estimate of 3,173,407 for the San Diego County Operational Area.

This "Operational Area Emergency Plan" has been developed to provide guidance for the San Diego County Operational Area based on the following objectives:

1. Provide a system for the effective management of emergency situations.
2. Identify lines of authority and relationships.

3. Assign tasks and responsibilities.
4. Ensure adequate maintenance of facilities, services, and resources.
5. Provide a framework for adequate resources for recovery operations.

Planning Assumptions

The following assumptions apply to this plan:

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

II. Concept Of Operations

General

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. 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, the responsibility for and command of the incident remains with the local jurisdiction.

All jurisdictions within the San Diego Operational Area operate under the Standardized Emergency Management System (SEMS) and the National Incident Management System (NIMS). SEMS and NIMS are based on the Incident Command System (ICS) which is a management system designed to provide a structure for response to any emergency, large or small, and MACS, the Multi-Agency Coordination System. ICS is used nationally by many emergency services organizations, and has been in operation for about 20 years.

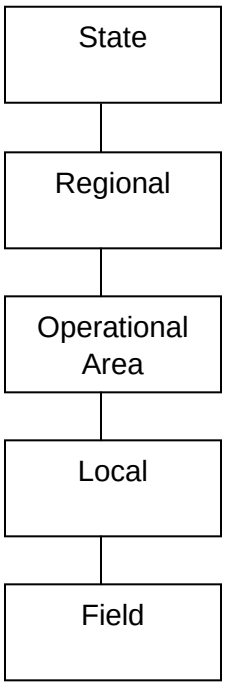
The Operational Area Emergency Plan is based on SEMS and NIMS and the concept that the emergency function of an agency will generally parallel its normal function. Those day-to-day activities, which do not contribute directly to the emergency operation, may need to be suspended for the duration of the emergency.

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

Fully activated, the Standardized Emergency Management System consists of the emergency management systems of all local jurisdictions (including Special Districts), Operational Areas (county-wide), Cal EMA 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



State – Statewide resource coordination integrated with federal agencies.

Regional – Manages and coordinates information and resources among operational areas.

Operational Area – Manages and/or coordinates information, resources, and priorities among all local governments within the boundary of a country.

Local – County, city of special districts.

Field – On-scene responders.

The State of California Emergency Plan identifies three levels of emergencies used to categorize the response. These same levels are used by the Operational Area 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.

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 Operational Area, 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 which descend their seaward slopes.

The San Diego County Operational Area 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 a terrorism or war-related incident such as a nuclear, biological, chemical, or conventional attack. Other disaster situations 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 Operational Area, 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 Operational Area'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 Unified Disaster Council (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 Land Use 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 San Diego County Operational Area. 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 Operational Area'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 fire fighting, and insure 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. 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 local policies for hazard mitigation capability, provide inter-jurisdictional coordination of mitigation-related programming, and to achieve regulatory compliance.

III. 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. As previously stated, the County of San Diego Operational Area uses SEMS and NIMS. These emergency management systems provide not only for the local on-scene management of an incident, but also for the coordination of response activities between the jurisdictions.

General

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

   A. Compatibility with the structure of governmental and private organizations.

   B. Clear lines of authority and channels of communication.

   C. Simplified functional structure.

   D. Incorporation into the emergency organization of all available personnel resources having disaster capabilities.

   E. Formation of special-purpose units to perform those activities peculiar to major emergencies.

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

   A. Consolidation of several departments under a single chief, even though such departments normally work independently.

B. 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.

C. Formation of multiple agency or multiple jurisdiction commands to facilitate the response to an emergency.

3. Changes in the emergency organization as designed may be required to meet specific situations.

Coordinator of Emergency Services

The Coordinator of Emergency Services (Coordinator) for the Unified San Diego County Emergency Services Organization (Organization) also functions as the Vice-Chairperson of the Organization. The Coordinator is elected by the members of the Organization from among the County 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 Chief Administrative Officer (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. That person shall continue to serve until the CAO can resume his/her responsibilities or until the Board of Supervisors can appoint a successor. An individual serving as Acting CAO/Director has the authority and powers of the position of CAO/Director.

	Alternate
Assistant Chief Administrative Officer	First
General Manager/Deputy CAO Public Safety Group	Second
General Manager/Agency Director, Health and Human Services Agency	Third
General Manager/Deputy CAO, Land Use & Environment Group	Fourth
General Manager/Deputy CAO, Community Services Group	Fifth
General Manager/Chief Financial Officer, Finance & Gen. Gov. Group	Sixth

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:

	Alternate
County Operations Center Annex (DPLU)	First
El Cajon Regional Center	Second
South Bay Regional Center	Third
Vista Regional Center	Fourth

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 Unified Disaster Council in the event of a major emergency.

Emergency Preparedness Structure

In this plan, local emergency operations are divided into the emergency functions indicated 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 the Emergency Management Staff and field forces.

The following matrix (see Figure 1) identifies the local agencies and private organizations responsible to the Operational Area 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	**DEPTS./AGENCIES**	Board of Supervisors	CAO/ACAO/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 Recreation	Planning and Land Use	Public Works	Veterinarian	Animal Services	General Services	Housing & Comm. Develop.	Purchasing & Contracting	Area Fire Coordinator	California Highway Patrol	American Red Cross	County Office of Education	Salvation Army	Volunteer San Diego	Humane Society	San Diego Gas & Electric	2-1-1 San Diego	County Water Authority
FUNCTIONS/RESPONS.																																									
Policy																																									
Emergency Proclamations		P	S				S				S																														
Public Information/JIC		S				S			P		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										
Law Enforcement												P	S		S	S																	S								
Evacuation												P																S				S	S					S			
Traffic Control												P														S							S								
Fire & Rescue											S													S							P										
Hazardous Materials																							P																		
Radiological Protection											P												S																		
Health																	P	P																							
Medical Multi-Casualty												S		S			S	S		P											S	S									
Public Health																	S	P		S																					
Behavioral Health																			P																						
Care and Shelter																	P	P					S	S										P							
Animal Rescue																S		S								S		P										S			
Field Liaison											P				S	S																									
Utilities																													P										S		S
Construction and Engineering																									S	P															

P = Primary; S = Support

Figure 1 (Cont.) SAN DIEGO OA EOC ROLES/FUNCTIONAL RESPONSIBILITIES

				Finance & Gen. Govt.						PSG							HHSA				LUEG							CSG				External Support Agencies									
Agency Responsibilities Primary and Support Functions	**DEPTS./AGENCIES**	Board of Supervisors	CAO/ACAO/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 Recreation	Planning and Land Use	Public Works	Veterinarian	Animal Services	General Services	Housing & Comm. Develop.	Purchasing & Contracting	Area Fire Coordinator	California Highway Patrol	American Red Cross	County Office of Education	Salvation Army	Volunteer San Diego	Humane Society	San Diego Gas & Electric	2-1-1 San Diego	County Water Authority
FUNCTIONS/RESPONS.																																									
PLANNING/INTELLIGENCE																																									
Section Chief										S	P				S																									
Situation Status										S	P				S	S								S	S															
Documentation										S	P				S																									
Technical Support																					S	S	S				S													
GIS											S														S	P														
Advanced Planning										S	P				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	P				S																									
Volunteer Coordination								S																													P				
FINANCE/ADMIN.																																									
Section Chief										P	S																														
Time Unit										S	P																														
Compensation & Claims								S		S	P																														
RECOVERY*																																									
Recovery Lead											P															S															
Damage Assessment				S							S														P							S		S	S				S		S
Cost Accounting					P																																				
Donations Management																																		S		S	S			S	

*Activities may occur outside of EOC.
P = Primary; S = Support

Assignment of Responsibilities

The Unified San Diego County Emergency Services Organization consists of the County and the cities within the Operational Area. It was established in 1961 by signed agreement. The Agreement basically provides for "preparing mutual plans for the preservation of life and property and 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 such services as health, medical, traffic control, public information, and radiological safety, in addition to services provided by the Office of the County Medical Examiner.

The Unified Disaster Council is the policy making body of the 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 Board of Supervisors 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 Unified Disaster Council.

The County Chief Administrative Officer (CAO) has two roles in an emergency situation if elected:

1. **Director** of Emergency Services in a situation involving only the unincorporated area of the Operational Area.
2. **Coordinator** of Emergency Services in a situation involving the unincorporated area and one or more cities, or one involving any two or more cities.

The Office of Emergency Services (OES) is the lead agency in the Operational Area's emergency response effort and serves as staff to the Coordinator of Emergency Services, as well as to the Unified Disaster Council (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 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)
An effective functional EOC is the key to successful emergency response and recovery operations. Local government employees conduct their daily business from offices that are widely dispersed; however, when a major emergency or disaster occurs, centralized

management is needed to enable coordinated response by the decision makers, other emergency service personnel, and representatives from any other organizations that have emergency responsibilities. Management is accomplished under emergency conditions by providing a single site from which key officials and staff operate.

With the decision makers located together, staff and other resources can be most effectively utilized and activities can be coordinated so that duplication of effort is avoided. The EOC provides a central location of authority and information and allows for face-to-face coordination among those persons who direct disaster response.

The following functions are performed in the EOC: receipt and dissemination of warning, 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.

Local jurisdictions and Special Districts should designate specific primary and alternate locations that serve as Emergency Operations Centers. In the case of the County of San Diego, the primary and alternate EOC locations are: County Operations Center in Kearny Mesa (primary) and Kearny Mesa and City of Escondido.

In the Operational Area EOC the Policy Group consists of the senior executive of the jurisdiction or special district. For the County this would be the Chief Administrative Officer (CAO). For incorporated cities this position would be filled by the City Manager. Special Districts would fill this position with their senior executive. These senior executives fill the role of the jurisdiction's Director of Emergency Services. The Policy at the OA EOC Group includes the Director of the Office of Emergency Services (OES). The Policy Group also contains those representatives whom the senior executive believes are required for the particular situation or emergency.

The EOC Director is in charge of all aspects of the Emergency Operations Center including overseeing the six EOC Sections (Policy, Operations, Planning, Information/Intelligence, Logistics and Finance/Administration). Additionally, the EOC Director is responsible for all of the specialized functions that fall under the six sections including but not limited to Alert/Warning; Damage Assessment; Radiological Protection; Technical Support; EOC Support and Safety.

Fire and Rescue Mutual Aid Operations (Annex B)

All Fire Departments, Fire Protection Districts and other agencies with fire responsibilities. In San Diego County, Cal Fire is the Area Fire Coordinator. Tasks include: maintenance and coordination of Community Emergency Response Teams (CERT) fire protection and suppression, coordination of rescue operations, search and rescue, medical treatment and response, assisting with evacuation, and assisting with hazardous materials incidents, etc.

Fire mutual aid is coordinated through the Area Fire Coordinator. During a disaster, the Area Fire Coordinator will appoint at least one liaison representative from the fire community to the Operational Area EOC.

Law Enforcement Mutual Aid Operations (Annex C)

In San Diego County, the Sheriff is the Area Law Enforcement Coordinator. Law Enforcement

Mutual Aid Operations) Tasks include: 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.

Multi-Casualty Operations (Annex D)

The main agencies responsible are Health and Human Services Agency (HHSA), Emergency Medical Services (EMS) Division, and local Fire and Law Enforcement Agencies. Tasks include 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.

Public Health Operations (Annex E)

The main agency responsible is Health and Human Services Agency, (HHSA) Public Health Services (PHS). Since this function is provided by Health and Human Services Agency for all jurisdictions and special districts within the Operational Area, this function will be accomplished from the Operational Area EOC and HHSA Department Operations Center. Tasks include: coordinating public health response and resources, determining/identifying public health hazards, including hazardous materials, and providing response. HHSA 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.

Medical Examiner Operations (Annex F)

Since this function is provided by the Medical Examiner for all jurisdictions and special districts within the Operational Area, this function will be accomplished from the Operational Area EOC. Tasks include recovering, identifying, coordinating disposition of the deceased, collect and preserve decedent property, and act as ex-officio Public Administrator. The Medical Examiner will also register deaths, prepare and coordinate lists of the deceased, maintain necessary records, inform law enforcement, health, public agencies, and 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)

Mass care services may be provided by a combination of any one of the following agencies: American Red Cross, County of San Diego, local governments and/or faith-based organizations. Care and shelter operations at the Operational Area EOC is coordinated by the Health and Human Services Agency (HHSA) and may include the following tasks: managing and operating reception and mass care centers, providing shelter registration and locator services, and registering displaced persons.

Environmental Health (Annex H)

This function is accomplished by the County of San Diego Department of Environmental Health (DEH) throughout the Operational Area. Accordingly, the coordination of environmental health activities will be accomplished from the Operational Area EOC. Tasks include coordinating of inspections for purity and usability of consumables, developing and supervision of methods and

procedures for vector and rodent control, conducting environmental surveys to determine risks and hazards and identifying hazardous materials released.

Communications (Annex I)
Managing 24-hour interoperable communications is completed by jurisdictional and Regional Communications System (RCS) staff. Responsibilities also include determining and maintaining appropriate systems available for emergency alert and warning.

Construction and Engineering Operations (Annex J)
Tasks include providing supervision for the repair, modification, and/or construction of emergency facilities and housing, inspecting Inspect damaged structures, performing field damage assessment, restoring, maintaining and operating essential services, such as roads, sewers, drainage and water systems. Supporting agencies include: Cal Trans, San Diego Gas and Electric and San Diego County Water Authority.

Logistics (Annex K)
Logistics and resource management during a disaster or emergency includes: maintaining an inventory of sources and providing for procurement and allocation of resources. Responsibilities may also include: assisting with coordination of Operational Area 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)
Responsibilities include all aspects of public notification, alert and warning including the activation and operation of a Joint Information System (JIS) and or Operational Area Joint Information Center (JIC) to: 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 and prepare local EAS messages for dissemination and coordinating with 2-1-1 San Diego for public inquiry.

Behavioral Health Operations (Annex M)
Health and Human Services Agency, Behavioral Health Services is the lead agency responsible for providing emergency behavioral health intervention services, behavioral health counseling support to shelters, and Local Assistance Centers (LACs) and EOCs.

Animal Services (Annex O)
Departments of Animal Control or Animal Services are the main agencies responsible for coordination of: evacuating endangered animals, establishing temporary holding facilities, provision of care for injured animals and animals'' return to owners. Tasks may also include disposal of unclaimed, infirm, or dead animals, providing liaison with wildlife, ecological, and conservation groups. Supporting agencies may include the County Veterinarian, Humane Societies and R.A.C.E.S. (Radio Amateur Civil Emergency Service).

Terrorism (Annex P)
Annex P contains a brief summary of the San Diego County "Terrorist Incident Emergency Response Protocol." The Protocol describes the countywide collective initial actions that should

be taken to prevent or mitigate the effects of a threatened or actual terrorist attack against any jurisdiction within the county.

Evacuation (Annex Q)

The San Diego County Operational Area (OA) Evacuation Annex is intended to be sued 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 OA.

Recovery (Annex R)

The OA Recovery Plan describes a coordinated system for disaster recovery operations in disaster situations. It delineates operational concepts relating to recovery, identifies components of the recovery organization, and describes the overall responsibilities intended to expedite public and private recovery. The OA Recovery Plan is designed to provide guidance to the County of San Diego and jurisdictions, agencies, organizations and businesses interacting with the County. Each jurisdiction and special district in the Operational Area must develop an individual recovery plan or recovery annex to complement existing Emergency Operations Plans (EOPs).

IV. 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 Operational Area. The Operational Area emergency organization, in accordance with SEMS, supports and is supported by:

1. Cities within the Operational Area
2. The County of San Diego
3. Special Districts
4. Other counties
5. The State of California
6. The Federal Government

The National Incident Management System (NIMS) provides a consistent nationwide template to enable Federal, State, local, and tribal governments and private-sector and nongovernmental organizations to work together effectively and efficiently to 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. The Office of Emergency Services has established the ReadySanDiego Business Alliance. The Alliance will have a virtual connection to the Operational Area Emergency Operations Center 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 during a disaster, and serve in the response effort.

A. "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.

B. The term public employees includes all persons employed by the State, or any County, City or public district.

C. Other personnel including volunteers can be quickly registered by OES as Disaster Service Workers, which provides Workers Compensation and liability coverage.

The Office of Emergency Services maintains a list of pre-registered volunteers affiliated with volunteer organizations that have been signed up as Disaster Service Workers.

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.

Preservation of vital records of the Unified Organization are routinely stored in records storage rooms at the Office of Emergency Services in printed hard copy form, on CD-ROM and on computer. 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 Operational Area

V. Plan Development And Maintenance

The Office of Emergency Services coordinates the updating of the Operational Area Emergency Plan 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 Plan Review Committee (OAPRC) of the Unified Disaster Council (UDC) reviews the plan, provides feedback, and approves revisions. Upon completion of their review, they recommend for adoption of the Plan to the UDC. The objective of any Emergency Management Organization is efficient and timely response during emergencies. The Operational Area Emergency Plan 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 workplan of the Unified San Diego County Emergency Services Organization.

VI. 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 (May, 1998) 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, March 2004.

R. San Diego Urban Area Tactical Interoperable Communications Plan, February 2006.

S. San Diego County Terrorist Incident Emergency Response Protocol, Draft, June 2005.

T. Unified San Diego County Emergency Services Organization Recovery Plan, June 2006.

U. Unified San Diego County Emergency Services Organization Resolution adopting the National Incident Management System dated September 15, 2005.

All Authorities and References listed apply to the Basic Plan and all the corresponding annexes. They are on file at the Office of Emergency Services. Also on file are other agreements with voluntary organizations and other governmental and private organizations.

VII. 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.

ACRONYMS

A

AABB	American Association of Blood Banks
ABC	America's Blood Centers
ACAO	Assistant Chief Administrative Officer
ACP	Access Control Point
AEOC	Area Emergency Operations Center
AFC	Area Fire Coordinator
AGC	Associated General Contractors of America, Inc.
AGCESMP	Associated General Contractors Emergency Services Mobilization Program
ADL	Activities of Daily Living
ALARA	As Low as Reasonably Achievable
ALS	Advanced Life Support
ANRC	American National Red Cross
AP	Area Plan
APA	Area of Planning Attention
APCD	Air Pollution Control District
ARC	American Red Cross
ARES	Amateur Radio Emergency Service
ARR	Animal Rescue Reserve
ARRL	American Radio Relay League
ASD	AlertSanDiego.org
ASO	Administrative Services Organization
ASTREA	Aerial Support to Regional Enforcement Agencies (Sheriff's Helicopters)
ATC	Applied Technology Council

B

BCA	Building Contractors Association
BHNC	Base Hospital Nurse Coordinator

BIA	Bureau of Indian Affairs
BLM	Bureau of Land Management
BLS	Basic Life Support
BUOC	Business and Utility Operations Center
BOS	Board of Supervisors

C

CAA	California Ambulance Association
CAC	County Administration Center
CAD	Computer Aided Design
CAHAN	California Health Alert Network
CALAPR	California Accidental Release Prevention Program
CALEMA	California Emergency Management Agency
CALFIRE	California Department of Forestry and Fire Protection
CALRECYCLE	California Department of Resources Recycling and Recovery
CALREP	California Radiological Emergency Preparedness
CALTRANS	California Department of Transportation
CALWAS	California Warning System
CALWARN	California Water/Wastewater Agency Response Network
CATS	Consequences Assessment Tool Set
CANG	California Air National Guard
CAO	Chief Administrative Officer
CAP	Civil Air Patrol
CAPS	Community Access Phones System
CANG	California Air National Guard
CBBS	California Blood Bank Society
CBRNE	Chemical, Biological, Radiological, Nuclear, or Explosive
CCC	Council of Community Clinics
CCC	California Conservation Corps
CCO	County Communications Officer
CD	Civil Defense
CDE	Committed Dose Equivalent
CDF	California Department of Forestry
CDHS	California Department of Health Services
CDMG	California Division of Mines and Geology
CDPH	California Department of Public Health

CDSW Clinical Disaster Services Workers
CENS Community Emergency Notification System
CERO Coronado Emergency Radio Organization
CERT Community Emergency Response Team
CFS Cubic Feet (per) Second
CHEMTREC Chemical Transportation Emergency Center
CHD Community Health Division
CHP California Highway Patrol
CICCS California Incident Command System Committee
CIF Construction Industry Federation
CLEMARS California Law Enforcement Mutual Aid Radio System
CLETS California Law Enforcement Telecommunications System
CMA California Medical Association
CNA California Nurses Association
CNG California National Guard
COA Course of Action
COC County Operations Center
COE U.S. Army Corps of Engineers
COML Communications Unit Leader
COMNAVBASE Commander, Naval Base San Diego
COMSUBPACREP Commander, Submarines, Pacific Representative West Coast
CONOPS Concept of Operations
CPG Civil Preparedness Guide
CPR Cardiopulmonary Resuscitation
CPUC California Public Utilities Commission
CRT County Response Team
CSA County Service Areas
CSTI California Specialized Training Institute
CTN Country Television Network
CUPA Certified Unified Program Agency
CWA County Water Authority

D

DAS Dept. of Animal Services (County) - See Annex O
DAT Disaster Action Teams
DBA Doing Business As
DCAO Deputy Chief Accounting Officer

DDA	Detailed Damage Assessment
DEH	Department of Environmental Health
DFG	Department of Fish & Game
DFO	Disaster Field Office
DHHS	Department of Health and Human Services
DHR	Department of Human Resources
DHS	Department of Homeland Security
DHUD	Department of Housing and Urban Development
DMAT	Disaster Medical Assistance Teams
DMORT	Disaster Mortuary Operations Response Team
DMPR	Department of Media and Public Relations
DOC	Department of Commerce
DOC	Department Operations Center
DOD	Department of Defense
DOE	Department of Energy
DOEd	Department of Education
DOI	Department of Interior
DOJ	Department of Justice
DOL	Department of Labor
DOSs	Department of State
DOT	Department of Transportation
DPLU	Department of Planning and Land Use (County)
DPP	Disaster Preparedness Plan
DPW	Department of Public Works
DRAT	Disaster Rapid Assessment Team
DRC	Disaster Recovery Center
DSA	Disaster Support Area
DSR	Damage Survey Report
DSS	California Department of Social Services
DSW	Disaster Service Worker
DWI	Disaster Welfare Inquiry
DWR	Department of Water Resources (State)

E

EAL	Emergency Digital Info Service
EAS	Emergency Alert System
ECC	Emergency Communications Center

ECHO I	Area Fire Coordinator
ECHO III	Echo III Command Vehicle
EDD	Employment Development Department
EHDPP	Environmental Health Disaster Preparedness Plan
EIC	Emergency Information Center
EIZ	Emergency Information Zone (SONGS)
EMA	Emergency Management Assistance
EMAC	Emergency Management Assistance Compact
EMAN	Emergency Medical Alert Network
EMI	Emergency Management Institute
EMMA	Emergency Managers Mutual Aid
EMP	Electromagnetic Pulse
EMS	Emergency Medical Services
EMSA	Emergency Medical Services Authority
EMT	Emergency Medical Technician
ENC	Emergency News Center (SONGS)
EOC	Emergency Operations Center
EOD	Explosive Ordinance Disposal
EOF	Emergency Operating Facility (SONGS)
EOP	Emergency Operations Plan
EPA	Environmental Protection Agency
EPI	Emergency Public Information
EPIC	Emergency Public Information Center
EPT	Exercise Planning Team
EPZ	Emergency Planning Zone (SONGS)
ERT	Emergency Response Team
ERT	Environmental Response Team
ESF	Emergency support functions
ESP	Emergency Storage Project
EW	Emergency Work

F

FAA	Federal Aviation Administration
FAS	First Aid Station
FAST	Federal Agency Support Teams
FBI	Federal Bureau of Investigation
FCC	Federal Communications Commission

FCO	Federal Coordinating Officer
FCP	Forward Control Point
FD	Fire Department
FEMA	Federal Emergency Management Agency
FHA	Federal Housing Administration
FHWA	Federal Highway Administration
FIA	Federal Insurance Administration
FIRMARS	Fire Incident Response Mutual Aid Radio System
FLIR	Forward Looking Infrared
FOG	Field Operations Guide
FPD	Fire Protection District
FTS	Field Treatment Site
FWS	Fish & Wildlife Service

G H

GAR	Governor's Authorized Representative
GIS	Geographic Information System
GPMRC	Global Patient Movement Requirements Center
GSA	General Services Administration
HAZMAT	Hazardous Materials
H/CD	Housing and Community Development (County)
HDOC	Human Services Departmental Operations Center
HF	High Frequency
HHSA	Health and Human Services Agency
HIRT	HAZMAT Incident Response Team
HMMD	Hazardous Materials Management Division
HSAS	Homeland Security Advisory System
HSPD-5	Homeland Security Presidential Directive - 5
HST	Health Services Team
HUD	Department of Housing and Urban Development

I

IA	Individual Assistance
IAP	Incident Action Plan
IC	Incident Commander
ICBO	International Conference of Building Officials

ICC	Interstate Commerce Commission
ICP	Incident Command Post
ICS	Incident Command System
IDE	Initial Damage Report
IFG	Individual and Family Grants
IH	Incident History
IID	Imperial Irrigation District
IMT	Incident Management Team
INF	Immediate Needs Funding
IPC	Interjurisdictional Planning Committee (SONGS)
IPZ	Ingestion Pathway Zone (SONGS)
IRS	Internal Revenue Service
IRT	National Guard WMD Civilian Support Teams
IT	Information Technology

J K

JEOC	Joint Emergency Operating Center
JFO	Joint Field Office
JIC	Joint Information Center
JIS	Joint Information System
JNACC	Joint Nuclear Accident Coordinating Committee
JPA	Joint Powers Agreement
JTTF	Joint Terrorism Task Force
KI	Potassium Iodide

L

LAC	Local Assistance Center
LEAN	Law Enforcement Assistance Network
LNO	Liaison Officer

M

MACS	Multi-Agency Command System
MASA	Mutual Aid Staging Area
MCAS	Marine Corps Air Station

MCB	Marine Corps Base
MCC	Mass Care Center
ME	Medical Examiner
MEDMARS	Medical Mutual Aid Radio System
MHFP	Multihazard Functional Plan
MHOAC	Medical and Health Operational Area Coordinator
MIAS	Major Incident Alert System
MMRS	Metropolitan Medical Response System
MMST	Metropolitan Medical Strike Team
MOA	Memorandum of Agreement
MOU	Memorandum of Understanding
MPRS	Media and Public Relations Specialist
MRC	Medical Reserve Corps
MSA	Multipurpose Staging Area
MSL	Mean Sea Level
MVICC	Monte Vista Interagency Communication Center
MWD	Metropolitan Water District of Southern California

N

NALEMARS	National Law Enforcement Mutual Aid Radio System
NAS	Naval Air Station
NASA	National Aeronautics and Space Administration
NASAR	National Association of Search and Rescue
NAWAS	National Warning System
NBC	Nuclear, Biological or Chemical
NCFD	North County Fire District
NCS	National Communications Systems
NDMS	National Disaster Medical System
NETRIMS	Internet Response Information Management System Site
NGO	Nongovernmental Organization
NIMS	National Incident Management System
NMCSD	Naval Medical Center San Diego
NMRT	National Medical Response Team
NNPP	Naval Nuclear Propulsion Program
NOAA	National Oceanic and Atmospheric Administration
NOI	Notice of Interest

NOSC	Naval Ocean Systems Center
NRAD	Naval Research and Development
NRC	Nuclear Regulatory Commission
NRF	National Response Framework
NUREG	Nuclear Regulatory Commission Publication
NWS	National Weather Service

O

OA	Operational Area
OAC	Operational Area Coordinator
OAEPT	Operational Area Exercise Panning Team
OASIS	Operational Area Satellite Information System
ODAC	Off-site Dose Assessment Center (SONGS)
OES	Office of Emergency Services (Operational Area)
OPAREA	Operational Area
OPM	Office of Personnel Management
OSALT	Off-Site Agency Liaison Team
OSC	On-Scene Coordinator

P

PA	Public Assistance
PD	Police Department
PDA	Preliminary Damage Assessment
PIO	Public Information Officer
PL 920	Public Law 920, 81st Congress, Federal Civil Defense Act of 1950
PL 93-288	Public Law 288, 93rd Congress, Disaster Relief Act of 1974
PO	Purchase Order
POLREP	Pollution Report
PPE	Personal Protective Equipment
PPP	Population Protection Planning
PRP	Patient Receptor Points
PSA	Public Service Announcement
PSG	Public Safety Group
PSI	Pounds Per Square Inch
PST	Pacific Strike Team
PVO	Private Voluntary Organizations

Q R

RACES	Radio Amateur Civil Emergency Service
R&D	Research and Development
RADEF	Radiological Defense
RADMON	Radiological Monitoring
RAT	Radiological Assistance Team
RATCF	Radar Air Traffic Control Facility (Miramar)
RCS	Road Crew Supervisor
RCS	Regional Communications System
RDD	Radiological Dispersion Device
RDMHC	Regional Disaster Medical Health Coordinator
RDO	Radiological Defense Officer
REOC	Regional Emergency Operations Center
REM	Radiation Equivalent Man
RESTAT	Resources Status
RHB	State Department of Health Services, Radiologic Health Branch
RIMS	Response Information Management System
RMO	Radiological Monitor Operator
RO	Radiological Officer
ROSS	Resource Ordering and Status System
RPA	Request for Public Assistance
RRT	Regional Response Team
RSP	Render-Safe Procedure
RSS	Receiving, Staging, and Storage
RUIS	Regional Urban Information System
RWQCB	Regional Water Quality Control Board

S

SAC	State Agency Coordinator
SANDAG	San Diego Association of Governments
SAP	Stand Alone Plan
SAR	Search and Rescue
SAST	State Agency Support Teams
SBA	Small Business Administration
SC	Special Consideration

SCC	Sheriff's Communication Center
SCE	Southern California Edison
SCO	State Coordinating Officer
SDGE	San Diego Gas and Electric
SDHA	San Diego Humane Society
SDIVOAD	San Diego/Imperial Counties Voluntary Organizations Active in Disasters
SDO	Staff Duty Officer
SDO	Standards Development Organizations
SEMS	Standardized Emergency Management System
SITREP	Situation Report
SO	Safety Officer
SO	Sheriff's Office
SOA	State Operating Authority
SOC	State Operations Center
SOCALEDISON	Southern California Edison
SONGS	San Onofre Nuclear Generating Station
SOP	Standard Operating Procedure
START	Simple Triage and Rapid Treatment
SWAT	Special Weapons and Tactics (Team)
SM	Scene Manager
SNS	Strategic National Stockpile
SWRCB	State Water Resources Control Board

T

TCP	Traffic Control Points
TEP	Temporary Evacuation Point
TEW	Terrorism Early Warning
TIC	Tactical Interoperable Communications
TSDF	Treatment, Storage and Disposal Facilities
TREAS	Department of the Treasury

U

UBH	United Behavioral Health
UCS	Unified Command System
UC	Unified Command
UDC	Unified Disaster Council

USA	United States Army
USAF	United States Air Force
US&R	Urban Search and Rescue
USC	United Stated Code
USCG	United States Coast Guard
USDA	United States Department of Agriculture
USDCESO	Unified San Diego County Emergency Services Organization
USFS	United States Forest Service
USGS	United States Geological Survey
USMC	United States Marine Corps
USN	United States Navy
USPS	United States Postal Service

V W X Y Z

WMD	Weapons of Mass Destruction
VA	Department of Veterans Affairs
VOAD	Voluntary Organizations Active in Disasters
VSC	Volunteer Services Coordinator

Numbers

3C's	Regional Command and Control Communications

DEFINITIONS

A

AERIAL RECONNAISSANCE
An aerial assessment of the damaged area which includes gathering information on the level and extent of damage and identifying potential hazardous areas for on-site inspections.

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

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

AMATEUR RADIO EMERGENCY SERVICE (ARES)
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.

AREA COMMAND (UNIFIED AREA COMMAND)
An organization established (1) to oversee the management of multiple incidents that are each being handled by an ICS organization or (2) to oversee the management of large or multiple incidents to which several Incident Management Teams have been assigned. Area Command has the responsibility to set overall strategy and priorities, allocate critical resources according to priorities, ensure that incidents are properly managed, and ensure that objectives are met and strategies followed. Area Command becomes Unified Area Command when incidents are multi-jurisdictional. Area Command may be established at an emergency operations center facility or at some location other than an incident command post.

AREA COMMANDER (NAVY)
The U.S. Navy command predesignated as having responsibility for implementing and executing actions for immediate and on-site mitigation of a radiological or reactor accident involving Naval Nuclear Propulsion Program facilities, vessels or equipment.

AREA OF PLANNING ATTENTION (APA)
Emergency Planning Zones (EPZs) established by NUREG 0654/FEMA-REP-1 are not applicable to naval nuclear powered plants. Because of differences in design and operation between naval nuclear propulsion plants and commercial nuclear power plants, the exposure to the public would be localized and not severe in the highly unlikely event of release of radioactivity from a vessel. To assist State and local authorities in assessing the need for any preplanning in the vicinity of naval bases where nuclear powered vessels are berthed, the Naval

Nuclear Propulsion Program has designated Areas of Planning Attention. The Area of Planning Attention extends 0.5 mile around the location where nuclear powered vessels are normally berthed (i.e., from the actual dock or pier where the ship is berthed – not from 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.

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

ASSIGNMENTS
Tasks given to resources to perform within a given operational period that are based on operational objectives defined in the IAP.

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

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

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

B

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

C

CHAIN OF COMMAND
A series of command, control, executive, or management positions in hierarchical order of authority.

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

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

CIVIL DEFENSE (CD) (See Emergency Management)
All activities and measures designed or undertaken (1) to minimize the effects upon the civilian population and Government caused, or which would be caused by natural disaster, techno-logical incidents, manmade disaster or an attack upon the United States, (2) to deal with the immediate emergency conditions which would be created by such events, and (3) to effectuate emergency repairs to, or the emergency restoration of vital utilities and facilities destroyed or damaged by such events. Was expanded to include Natural Disasters in the 1970s, the term is not used much anymore.

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

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

COMMON OPERATING PICTURE
A broad view of the overall situation as reflected by situations reports, aerial photography, and other information or intelligence.

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

COMMUNITY EMERGENCY RESPONSE TEAMS – CERT
Community volunteers who have trained with their local fire department to provide assistance to the community in the event of a disaster or emergency.

COOPERATING AGENCY
An agency supplying assistance other than direct operational or support functions or resources to the incident management effort.

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

CUBIC FEET PER SECOND - C.F.S. (liquid)
Used to describe the amount of flow passing a given point in a stream channel. One cubic foot per second is equivalent to approximately 7.5 gallons per second.

D

DAMAGE ASSESSMENT
The appraisal or determination of the actual damage resulting from a disaster.

DECONTAMINATION/CONTAMINATION CONTROL

RADIOACTIVE MATERIALS
The reduction (normally by removal) of contaminating radioactive material from a structure, area, person, or object. Decontamination may be accomplished by treating (e.g., washing down or sweeping) the surface so as to remove the contamination. Contamination control is accomplished by isolating the area or object and letting the material stand so that the radioactivity is decreased as a result of natural decay. Contaminated material may be covered to prevent redistribution and/or to provide shielding.

OTHER HAZARDOUS MATERIALS
Decontamination consists of physically removing contaminants and/or altering the chemical properties to render them less toxic. How extensive decontamination must be depends on a number of factors, the most important being the type of contaminants involved. The more toxic or dangerous contaminants require more thorough decontamination procedures. Combining decontamination, the correct method of doffing personnel protective equipment, and the use of site work zones minimizes cross-contamination from protective clothing to wearer, equipment to personnel, and one area to another. Only general guidance can be given on methods and techniques for decontamination. The exact procedure to use must be determined after evaluating a number of factors specific to the incident.

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

DISASTER
An occurrence threatening the health, safety, or property of a community or larger area, generally beyond the capability of a single jurisdiction to handle. Types of disasters include man-made, natural, or war-related; such as nuclear attack, earthquakes, tidal waves, floods, hurricanes, terrorism and dam failures.

DISASTER ACTION TEAMS
Established in small unincorporated communities as a focal point for emergency services in coordination with the American Red Cross (ARC) and the Office of Emergency Services (OES) and utilizes all volunteers.

DISASTER FIELD OFFICE (DFO)
A central facility established by the Federal Coordinating Officer within or immediately adjacent to disaster impacted areas to be utilized as a point of coordination and control for state and federal governmental efforts to support disaster relief and recovery operations.

DISASTER SERVICE WORKER
Includes public employees and any registered 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 citizens in the execution of his duties. It does not include any member registered as an active firefighting member of any regularly organized volunteer fire department, having official recognition, and full or partial support of the county, city, town or district in which such fire department is located.

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. Marine Corps Air Station (MCAS) Miramar and Brown Field on Otay Mesa have been designated DSAs in this region.

DISASTER WELFARE INFORMATION (DWI)
A service that provides health and welfare reports about relatives and certain other individuals believed to be in a disaster area and when the disaster caused dislocation or disruption of normal communications facilities precludes normal communications. This is a function of the American Red Cross.

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

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

DOSIMETER

An instrument for measuring and registering total accumulated exposure to ionizing radiations.

E

ECONOMIC STABILIZATION
The intended result of governmental use of direct and indirect controls to maintain and stabilize the nation's economy during emergency conditions. Direct controls include such actions as the setting or freezing of wages, prices, and rents or the direct rationing of goods. Indirect controls can be put into effect by government through use of monetary, credit, tax, or other policy measures.

ELECTROMAGNETIC PULSE (EMP)
A large amount of energy is released by the detonation of a high altitude nuclear weapon. A small proportion of this energy appears in the form of a high intensity, short duration, electromagnetic pulse (EMP), somewhat similar to that generated by lightning. EMP can cause damage or malfunction in unprotected electrical or electronic systems. When nuclear weapons are detonated at high altitudes, EMP damage can occur essentially instantaneously over very large areas. All unprotected communications equipment is susceptible to damage or destruction by EMP, including broadcast stations, radios, televisions, car radios, and battery-operated portable transistor radios.

EMERGENCY (NIMS DEFINITION)
Absent a Presidentially declared emergency, any incident(s), human-caused or natural, that requires responsive action to protect life or property. Under the Robert T. Stafford Disasters Relief and Emergency Assistance Act, an 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.

EMERGENCY (STATE DEFINITION - ALSO SEE LOCAL EMERGENCY AND STATE OF EMERGENCY)
A disaster situation or condition of extreme peril to life and/or property, resulting from other than war or labor controversy, which is or is likely to be beyond local capability to control without assistance from other political entities.

EMERGENCY ALERT SYSTEM (EAS)
This system has replaced the Emergency Broadcast System. It is a modern system designed to alert the public of impending disaster or emergency conditions. It can be used for all hazards and utilizes many different media to notify the public, including; Cable TV, AM and FM radio, Satellite and the Weather Service Radio System.

EMERGENCY COMMUNICATIONS CENTER (ECC)
That facility designated by a political entity as a focal point for receiving and transmitting emergency communications.

EMERGENCY CONTROL CENTER
The location from which the NNPP Area Commander exercises management of overall emergency response, coordination of radiological assessments, management of recovery operations and coordination of emergency public information dissemination.

EMERGENCY MANAGEMENT (Command and Management)
The provision of overall operational control and/or coordination of emergency operations at each level of the Emergency Organization, whether it be the actual direction of field forces or the coordination of joint efforts of governmental and private agencies in supporting such operations.

EMERGENCY OPERATIONS
Comprises all actions that are taken during the emergency period to protect life and property, to care for affected people, and to temporarily restore essential community services.

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

EMERGENCY OPERATIONS PLAN (EOP)
The “steady-state” plan maintained by various jurisdictional levels for responding to a wide variety of potential hazards.

EMERGENCY ORGANIZATION
Civil government augmented or reinforced during an emergency by elements of the private sector, auxiliaries, volunteers, and persons impressed into service.

EMERGENCY PLANS
Those official and approved documents which describe principles, policies, concepts of operations, methods and procedures to be applied in carrying out emergency operations or rendering mutual aid during emergencies. These plans include such elements as continuity of government, emergency functions of governmental agencies, mobilization and application of resources, mutual aid, and public information.

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 PUBLIC INFORMATION CENTER (EPIC)
A facility located within, or immediately adjacent to, an Emergency Operations Center and/or Disaster Field Office, established and utilized as a central point for preparation and release of coordinated emergency public information.

EMERGENCY MANAGEMENT MUTUAL AID (EMMA)
A formalized system of providing emergency management assistance to emergency managers in jurisdictions which 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 EMA and assistance is brought in only to assist, not to direct and control.

EMERGENCY RESPONSE PROVIDER
Includes Federal, State, local, and tribal emergency public safety, law enforcement, emergency response, emergency medical (including hospital emergency facilities), and related personnel, agencies, and authorities. See Section 2 (6), Homeland Security Act of 2002, Pub. L. 107-296, 116 Stat. 2135 (2002). Also known as Emergency Responder.

EPICENTER
The geographical location of the point on the surface of the earth that is vertically above the earthquake focus. It is near the area of highest intensity shaking.

ESSENTIAL FACILITIES
Facilities that are essential for maintaining the health, safety, and overall well-being of the public following a disaster (e.g., hospitals, police and fire department buildings, utility facilities, etc.). May also include buildings that have been designated for use as mass care facilities (e.g., schools, churches, etc.). These facilities should be constructed to Seismic Zone 4 requirements or be Base-Isolated as well as being in an area that is as safe as possible.

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

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

F

FALLOUT SHELTER
A habitable structure, or space therein, used to protect its occupants from radioactive fallout. Criteria (National Shelter Survey requirements) include a protection factor of 40 or greater, a minimum of 10 square feet of floor space per person, and at least 65 cubic feet of space per person. In unventilated underground space, 500 cubic feet of space per person is required. These facilities have existed in San Diego County, but they are no longer maintained, signed or stocked with supplies.

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

FEDERAL COORDINATING OFFICER (FCO) (FEDERAL DEFINITION)
The person appointed by the President to coordinate federal assistance following an emergency or major disaster declaration.

FEDERAL DISASTER ASSISTANCE
Provides in-kind and monetary assistance to disaster victims, state, or local government by federal agencies under the provision of the Federal Disaster Relief Act and other statutory authorities of federal agencies.

FEDERAL DISASTER RELIEF ACT
Public Law 93-288, as amended, gives the President broad powers to supplement the efforts and available resources of State and local governments in carrying out their responsibilities to alleviate suffering and damage resulting from major (peacetime) disasters.

FIRST AID STATION
A location where first aid may be administered to disaster victims.

FLASH FLOOD
A flood that reaches its peak flow in a short length of time (hours or minutes) after the storm or other event causing it. Often characterized by high velocity flows.

FLOOD OR FLOODING
Temporary inundation of normally dry land areas from the overflow of inland and/or tidal waters, and/or from the usual and rapid accumulation or runoff of surface waters from any source.

FLOOD FREQUENCY
A statistical expression of the average time period between flood equaling or exceeding a given magnitude. For example, a 100-year flood has a magnitude expected to be equaled or exceeded on the average of once every hundred years; such a flood has a one-percent chance of being equaled or exceeded in any given year. Often used interchangeably with “recurrence interval”.

FLOOD FRINGE
The portion of the floodplain outside of the floodway or coastal high hazard area but still subject to flooding. Sometimes referred to as “floodway fringe”. Also used to refer to areas subject to flooding by water with little or no velocity.

FLOOD PLAIN
Is commonly divided into a floodway: which carries flood waters and average flow and a flood-fringe: the land outside the floodway which is inundated by a 100-year flood.

FLOOD WARNING
The issuance and dissemination of information about an imminent or current flood.

FLOODWAY
The channel of a watercourse and those portions of the adjoining floodplain required to provide for the passage of the selected flood (normally the 100-year flood) with an insignificant increase in the flood levels above that of natural conditions.

FUNCTION
Function refers to the five major activities in ICS: Command, Operations, Planning, Logistics,

and Finance/Administration. The term function is also used when describing the activity involved, e.g., the planning function. A sixth function, Intelligence, may be established, if required, to meet incident management needs.

G H

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

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

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

HAZARD ANALYSIS
The analysis of situations or natural events having the potential for doing damage to life, property, resources, or the environment.

HAZARDOUS MATERIAL
Any substance or material in a quantity or form which may be harmful or injurious to humans, domestic animals, wildlife, economic crops or property when released into the environment. Hazardous materials are classified in this plan as chemical, biological, radiological or explosive.

> **Chemical** – Toxic, corrosive, or injurious substance because of inherent chemical properties and includes but is not limited to such items as petroleum products, paints, plastics, acids, caustics, industrial chemicals, poisons, drugs, mineral fibers (asbestos).
>
> **Biological** – Microorganisms or associated products which may cause disease in humans, animals or economic crops and includes pathogenic wastes from medical institutions, slaughterhouses, poultry processing plants, and imported unprocessed wood fibers.
>
> **Radiological** – Any radioactive substance emitting ionizing radiation at a level to produce a health hazard.
>
> **Explosive** – Material capable of releasing energy with blast effect in a split second upon activation; the released energy usually damages or destroys objects in close proximity to the blast.

I

INCIDENT
An occurrence or event, natural or human-caused, that requires an emergency response to protect life or property. Incidents can, for example, include major disasters, emergencies, terrorist attacks, terrorist threats, wild land and urban fires, floods, hazardous materials spills, nuclear accidents, aircraft accidents, earthquakes, hurricanes, tornadoes, tropical storms, war-related disasters, public health and medical emergencies, and other occurrences requiring an emergency response.

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

INCIDENT COMMAND POST (ICP)
The field location at which the primary tactical-level, on-scene incident command functions are performed. The ICP may be collocated with the incident base or other incident facilities and is normally identified by a green rotating or flashing light.

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

INCIDENT COMMANDER (IC)
The individual responsible for all incident activities, 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.

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

INITIAL ACTION
The actions taken by those responders first to arrive at an incident site.

INITIAL RESPONSE
Resources initially committed to an incident.

INTELLIGENCE
The process of obtaining information to understand existing conditions, to foresee problems, and to make effective decisions.

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

INTENSITY (ACTUAL EFFECTS)
A number describing the effects of an earthquake on man, on man-made objects, and on the earth's surface. It is a noninstrumented rating of the degree of shaking at a specified place as determined by experienced investigators working in the field. While an earthquake can have only one magnitude, it can have several intensities. Modified Mercalli Intensity Scale is most commonly used today in the United States. Grades of intensity are indicated by roman numerals I through XII.

J

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 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.

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

K L

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

LIAISON OFFICER
A member of the Command Staff responsible for coordinating with representatives from cooperating and assisting agencies.

LIFELINES
Includes the infrastructure for (storage, treatment, and distribution) fuel, communication, and water and sewage systems.

LIQUEFACTION
The phenomena by which the soil loses its ability to support buildings or other heavy objects. It is caused by the vibration of the earthquake loosening up sandy particles which allows underground water to rise towards the surface creating a type of quicksand.

LOCAL EMERGENCY (State Definition)
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 or county, or city, caused by such conditions as air pollution, fire, flood, storm, epidemic, riot, or earthquake or other conditions 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 political subdivisions to combat.

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

LOGISTICS
Providing resources and other services to support incident management.

LOGISTICS SECTION
The section responsible for providing facilities, services, and material support for the incident.

M

MAJOR DISASTER
As defined under the Robert T. Stafford Disaster Relief and Emergency Assistance Act (42 U.S.C. 5122), a major disaster is any natural catastrophe (including any hurricane, tornado, storm, high water, wind-driven water, tidal wave, tsunami, earthquake, volcanic eruption, landslide, mudslide, snowstorm, or drought), or, regardless of the 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 disaster assistance under this Act to supplement the efforts and available resources of the States, tribes, local governments, and disaster relief organizations in alleviating the damage, loss, hardship, or suffering caused thereby.

MAJOR INCIDENT ALERT SYSTEM (MIAS)
An alert system that Public Information Officers from various agencies in San Diego County can use to notify the media, via email, of any major incidents or emergencies occurring in San Diego County.

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

MASS CARE FACILITY
A location such as a school at which temporary lodging, feeding, clothing, registration, welfare inquiry, first aid, and essential social services can be provided to disaster victims during the immediate/sustained emergency period. In San Diego Operational Area, may be used interchangeably with Mass Care Center (MCC) or congregate lodging facility.

MASTER MUTUAL AID AGREEMENT (State Definition)
The California Disaster and Civil Defense Master Mutual Aid Agreement made and entered into by and between the State of California, its various departments and agencies, and the various political subdivisions of the state.

METROPOLITAN MEDICAL STRIKE TEAM
A locally available, trained, nuclear, biological or chemical incident response team which will assist requesting jurisdictions with immediate response issues to an NBC event.

MITIGATION
The activities designed to reduce or eliminate risks to persons or property or to lessen the actual

or potential effects or consequences of an incident. Mitigation measures may be implemented prior to, during, or after an incident. Mitigation measures are often informed by lessons learned from prior incidents. Mitigation involves ongoing actions to reduce exposure to, probability of, or potential loss from hazards. Measures may include zoning and building codes, floodplain buyouts, and analysis of hazard related data to determine where it is safe to build or locate temporary facilities. Mitigation can include efforts to educate governments, businesses, and the public on measures they can take to reduce loss and injury.

MOBILIZATION

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

MODIFIED MERCALLI SCALE

An observed measurement indicating the shaking intensity or damage caused by an earthquake. Scale has 12 intensity grades which express degree of earth movement. (See Earthquake Intensity)

MULTI-AGENCY COORDINATION ENTITY

A multi-agency coordination entity functions within a broader Multi-agency Coordination System. It may establish the priorities among incidents and associated resource allocations, deconflict agency policies, and provide strategic guidance and direction to support incident management activities.

MULTI-AGENCY COORDINATION SYSTEM

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.

MULTI-JURISDICTIONAL INCIDENT

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

MULTIPURPOSE STAGING AREA (MSA)

A predesignated location such as a County/District Fairgrounds having large parking areas and shelter for equipment and operators, which provides a base for coordinated localized emergency operations, a rally point for mutual aid coming into an area, and a site for post-disaster population support and recovery activities.

MUTUAL-AID AGREEMENT

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

MUTUAL AID REGION (State Definition)
A subdivision of the State emergency services organization, established to facilitate coordination of mutual aid and other emergency operations within an area of the state consisting of two or more operational areas.

MUTUAL AID STAGING AREA
A temporary facility established by the State Office of Emergency Services within, or adjacent to, affected areas. It may be supported by mobile communications and personnel provided by field or headquarters staff from state agencies, as well as personnel from local jurisdictions throughout the state.

N

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

NATIONAL DISASTER MEDICAL SYSTEM
A cooperative asset-sharing partnership between the U.S. Department of Health and Human Services, the U.S. Department of Veterans Affairs, the U.S. Department of Homeland Security, and the U.S. Department of Defense. NDMS provides resources for meeting the continuity of care and mental health services requirements of the Emergency Support Function 8 in the Federal Response Plan.

NATIONAL INCIDENT MANAGEMENT SYSTEM
A system mandated by 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
A plan mandated by HSPD-5 that integrates Federal domestic prevention, preparedness, response, and recovery plans into one all-discipline, all-hazards plan.

NATIONAL WARNING SYSTEM (NAWAS)
The Federal portion of the Civil Defense Warning System, used for the dissemination of warning and other emergency information from the Warning Centers or Regions to Warning Points in each State.

NAVAL NUCLEAR PROPULSION PROGRAM (NNPP)
The NNPP is a joint program of the U.S. Department of Energy and the U.S. Navy. All naval nuclear propulsion repair work and operations on naval nuclear ships, tenders and submarines

or at nuclear capable public and private shipyards, naval stations and submarine bases are under the regulatory authority of the Naval Nuclear Propulsion Program pursuant to the Atomic Energy Act and Executive Order 12344 (enacted as permanent law in 42 USC 7158).

NONGOVERNMENTAL ORGANIZATION
An entity with an association that is based on interests of its members, individuals, or institutions and that is not created by a government, but may work cooperatively with government. Such organizations serve a public purpose, not a private benefit. Examples of NGOs include faith-based charity organizations and the American Red Cross.

O

OPERATIONAL AREA (State Definition)
An intermediate level of the state emergency services organization, consisting of a county and all political subdivisions within the county area.

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

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

P Q

PERSONNEL ACCOUNTABILITY
The ability to account for the location and welfare of incident personnel. It is accomplished when supervisors ensure that ICS principles and processes are functional and that personnel are working within established incident management guidelines.

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

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

PLATE TECTONICS
The study of the origin, development and movement of the broad structural plates of the earth. The movement of the plates accounts for the earthquake, volcanic and tsunami activity

experienced around the world.

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

PREPAREDNESS ORGANIZATIONS
The groups and fora that provide interagency coordination for domestic incident management activities in a non-emergency context. Preparedness organizations can include all agencies with a role in incident management, for prevention, preparedness, response, or recovery activities. They represent a wide variety of committees, planning groups, and other organizations that meet and coordinate to ensure the proper level of planning, training, equipping, and other preparedness requirements within a jurisdiction or area.

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

PRIVATE SECTOR
Organizations and entities that are not part of any governmental structure. It includes for-profit and not-for-profit organizations, formal and informal structures, commerce and industry, and private voluntary organizations (PVO).

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

PUBLIC INFORMATION OFFICER (PIO)
A member of the Command Staff responsible for interfacing with the public and media or with other agencies with incident-related information requirements.

PUBLICATIONS MANAGEMENT
The publications management subsystem includes materials development, publication control, publication supply, and distribution. The development and distribution of NIMS materials is

managed through this subsystem. Consistent documentation used in a particular incident regardless of the location or the responding agencies involved.

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

R

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.

RADIOACTIVE FALLOUT
The process or phenomenon of the gravity-caused fallback to the earth's surface of particles contaminated with radioactive materials from a cloud of this matter formed by a nuclear detonation. The term is also applied in a collective sense to the contaminated particulate matter itself. The early (or local) fallout is defined, somewhat arbitrarily, as those particles which reach the earth within 24 hours after a nuclear explosion. Delayed (worldwide) fallout consists of the smaller particles which ascend into the upper troposphere and into the stratosphere and are carried by the winds to all parts of the earth. Delayed fallout is brought to earth mainly by rain or snow, over extended periods ranging from months to years with relatively little associated hazard.

RADIOLOGICAL PROTECTION
The organized effort, through warning, detection, and preventive and remedial measures, to minimize the effect of nuclear radiation on people and resources.

RADIOLOGICAL MONITOR
An individual trained to measure, record, and report radiation exposure and exposure rates; provide limited field guidance on radiation hazards associated with operations to which he/she is assigned; and perform operator's checks and maintenance on radiological instruments.

RECEPTION AREA
This refers to a location separate from staging areas, where resources report in for processing and out-processing. Reception Areas provide accountability, security, situational awareness briefings, safety awareness, distribution of IAPs, supplies and equipment, feeding, and bed down.

RECOVERY
The development, coordination, and execution of service- and site- restoration plans; the reconstitution of government operations and services; individual, private sector, non-governmental and public-assistance programs to provide housing and to promote restoration;

long-term care and treatment of affected persons; additional measures for social, political, environmental, and economic restoration; evaluation of the incident to identify lessons learned; post-incident reporting; and development of initiatives to mitigate the effects of future incidents.

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

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.

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

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

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

RESPONSE
Activities that address the short-term, direct effects of an incident. Response includes immediate actions to save lives, protect property, and meet basic human needs.

Response also includes the execution of emergency operations plans and of mitigation activities designed to limit the loss of life, personal injury, property damage, and other unfavorable outcomes. As indicated by the situation, response activities include applying intelligence and other information to lessen the effects or consequences of an incident; increased security operations; continuing investigations into nature and source of the threat; ongoing public health and agriculture surveillance and testing processes; immunizations, isolation, or quarantine; and specific law enforcement operations aimed at preempting, interdicting, or disrupting illegal activity, and apprehending actual perpetrators and bringing them to justice.

S

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

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

SHELTER AREA
An area, inside existing structures, which by reason of location, may be expected to provide some degree of safety for people, records, and equipment.

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

STAGING AREA
Location established where resources can be placed while awaiting a tactical assignment. The Operations Section manages Staging Areas.

STANDARD OPERATING PROCEDURES (SOPs)
A set of instructions having the force of a directive, covering those features of operations which lend themselves to a definite or standardized procedure without loss of effectiveness.

STATE
When capitalized, refers to any State of the United States, the District of Columbia, the Commonwealth of Puerto Rico, the Virgin Islands, Guam, American Samoa, the Commonwealth of the Northern Mariana Islands, and any possession of the United States. See Section 2 9140, Homeland Security Act of 2002, Pub. L. 107-296,116 Stat. 2135 (2002).

STATE COORDINATING OFFICER (SCO) (Federal Definition)
A person appointed by the Governor to act for the State in cooperation with the Federal Coordinating Officer.

STATE EMERGENCY ORGANIZATION
The agencies, boards, and commissions of the executive branch of state government and affiliated private sector organizations. In California, the Governor's Office of Emergency Services.

STATE OF EMERGENCY (State Definition)
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 (State Definition)
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)
A facility established by the State Office of Emergency Services Headquarters for the purpose of coordinating and supporting operations within a disaster area, and controlling the response efforts of state and federal agencies in supporting local governmental operations. The SOC will be staffed by representatives of state and federal agencies and private organizations, and will have the capability of providing a communications link to a Joint Emergency Operating Center established on the periphery of a disaster area and to any Mobile Emergency Operating Centers established in the disaster area.

STORM SURGE
A rise above normal water level on the open coast due only to the action of wind stress on the water surface. A storm surge resulting from a hurricane or other intense storm also includes the rise in level due to atmospheric pressure reduction as well as that due to wind stress. A storm surge is more severe when it occurs in conjunction with a high tide.

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

STRIKE TEAM
A set number of resources of the same kind and type that have an established minimum number of personnel.

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

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

T

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

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

TERRORISM
Under the Homeland Security Act of 2002, terrorism is defined as activity that involves an act dangerous to human life or potentially destructive of critical infrastructure or key resources and is a violation of the criminal laws of the United States or of any State or other subdivision of the United States in which it occurs and is intended to intimidate or coerce the civilian population or influence a government or affect the conduct of a government by mass destruction, assassination, or kidnapping. See Section 2 (15), Homeland Security Act of 2002, Pub. L. 107-296, 116 Stat. 213 5 (2002)

TEMPORARY EVACUATION POINTS
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
An indication of possible violence, harm, or danger.

TRAFFIC CONTROL POINTS (TCP)
Places along movement routes that are manned by emergency personnel to direct and control the flow of traffic.

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

TORNADO
Relatively short-lived local storms. They are composed of violently rotating columns of air that descend in the familiar funnel shape from thunderstorm cloud systems. Tornadoes usually travel from west to east.

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

Indians.

TSUNAMI
One or a series of long-period great sea waves generated by earth movement or volcanic eruption under the sea. Often incorrectly called tidal waves, “tsunami” is a Japanese word which means “waves that come into harbors”.

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

U

UNIFIED AREA COMMAND
A Unified Area Command is established when incidents under an Area Command are multi-jurisdictional. (See Area Command.)

UNIFIED COMMAND
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.

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

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

V X Y Z

VOLUNTEER
For purposes of the NIMS, a volunteer is any individual accepted to perform services by the lead agency, which has authority to accept volunteer services, when the individual performs services without promise, expectation, or receipt of compensation for services performed. See, e.g., 16 U.S.C. 742f© and 29CFR553.101.

Attachment A
SPECIFIC HAZARDS

I. Major Earthquake

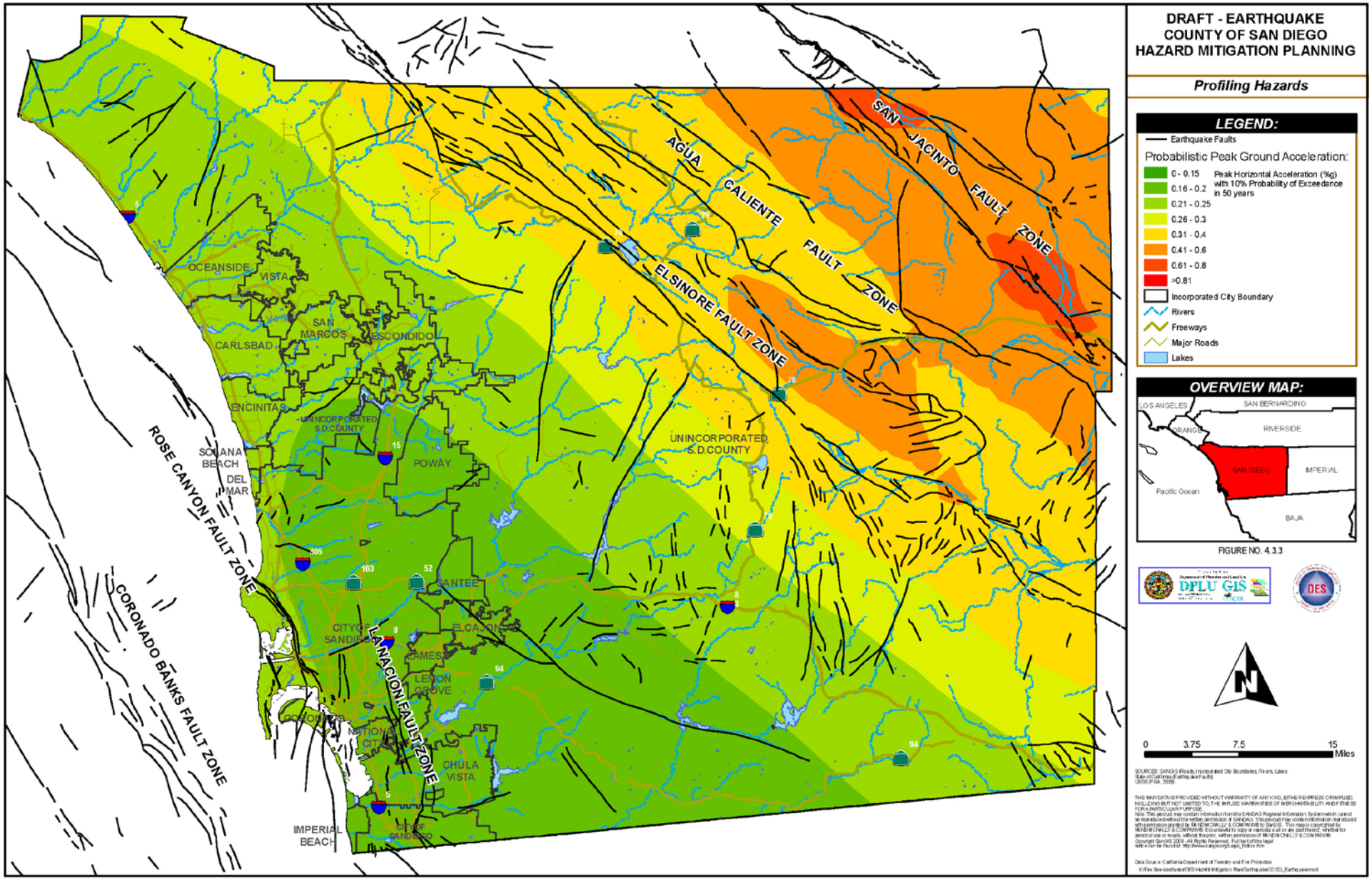
A major earthquake occurring in the San Diego County Operational Area could cause many casualties, extensive property damage, fires, flooding, and other ensuing hazards. The effects could be aggravated by aftershocks and by the secondary effects of fire, landslides, and dam failure. The time of day and season of the year would also have a profound effect on the number of dead and injured and the amount of damage sustained. Such an earthquake could be catastrophic in its effect on the population and could exceed the response capability of the Operational Area. Safety assessments and disaster relief support would be required from all local governments and private organizations as well as the state and federal governments.

Extensive search and rescue operations would be required to assist trapped or injured persons. Emergency medical care, food and temporary shelter would be needed by injured or displaced persons. Identification and burial of the dead would pose difficult problems; and public health would be a major concern. Mass evacuation could be essential to save lives, particularly in areas below dams. Many families would be separated, particularly if the earthquake should occur during working hours and emergency operations could be seriously hampered by the loss of communications; damage to transportation routes; and by the disruption of public utilities and services.

Extensive local, state and federal assistance would be immediately required and could continue over an extended period. These recovery efforts would require activities such as: removal of debris and clearing roadways, demolishing unsafe structures, assisting in reestablishing public services and utilities, and providing continuing care and welfare for the affected population, including temporary housing for displaced persons.

History

Historical records reveal damaging earthquakes in the San Diego region during 1800, 1812, 1862 and 1986. Although it is impossible to accurately identify many of the faults associated with the earlier quakes, it is known that the 1986 quake occurred on the Coronado Bank Fault and that the other quakes occurred as a result of one of the faults along the coastal region including the Rose Canyon Fault, or the Coronado Bank Fault. The earliest recorded damaging earthquake in the San Diego area was the November 22, 1800 earthquake of an estimated 6.5 magnitude, which damaged both the San Diego and San Juan Capistrano Missions. In 1890 and 1899 the San Jacinto Fault produced quakes stronger than 6.0 magnitude. In 1910, the Elsinore Fault produced a 6.0 magnitude quake, the largest to date on the fault. The San Clemente Fault was responsible for a 5.9 magnitude quake in 1951. In 1968, the San Jacinto Fault was responsible for a 6.8 magnitude earthquake near Ocotillo Wells (see Earthquake Faults in San Diego County).


DRAFT - EARTHQUAKE
COUNTY OF SAN DIEGO
HAZARD MITIGATION PLANNING
Profiling Hazards
LEGEND:
Earthquake Faults
Probabilistic Peak Ground Acceleration:
0 - 0.15
0.16 - 0.2
0.21 - 0.25
0.26 - 0.3
0.31 - 0.4
0.41 - 0.6
0.61 - 0.8
>0.81
Peak Horizontal Acceleration (%g) with 10% Probability of Exceedance in 50 years
Incorporated City Boundary
Rivers
Freeways
Major Roads
Lakes
OVERVIEW MAP:
LOS ANGELES
SAN BERNARDINO
ORANGE
RIVERSIDE
SAN DIEGO
IMPERIAL
Pacific Ocean
BAJA
FIGURE NO. 4.3.3
DPLU GIS
OES
N
0 3.75 7.5 15 Miles
SAN JACINTO FAULT ZONE
AGUA CALIENTE FAULT ZONE
ELSINORE FAULT ZONE
ROSE CANYON FAULT ZONE
CORONADO BANKS FAULT ZONE
LA NACION FAULT ZONE
OCEANSIDE
VISTA
SAN MARCOS
ESCONDIDO
CARLSBAD
ENCINITAS
UNINCORPORATED S.D.COUNTY
SOLANA BEACH
DEL MAR
POWAY
SANTEE
CITY OF SAN DIEGO
EL CAJON
LEMON GROVE
NATIONAL CITY
CHULA VISTA
CITY OF SAN DIEGO
IMPERIAL BEACH
UNINCORPORATED S.D.COUNTY

Local Faults

San Andreas Fault

According to the theory of plate tectonics, the earth's crust is fractured into a series of "plates" that have been moving very slowly over the Earth's surface for millions of years. Two of these moving plates meet in western California; the boundary between them is the San Andreas Fault. The Pacific Plate (on the west) moves northwestward relative to the North American Plate (on the east), causing earthquakes along the fault. The San Andreas is the major fault on an intricate fault network that cuts through the California coastal region. The entire San Andreas fault system is more than 800 miles long and extends to depths of at least 10 miles within the Earth. Many smaller faults branch from and join the San Andreas Fault System. Most scientists agree that a "great" earthquake, one stronger than 7.5 magnitude on the Richter scale, is inevitable somewhere along the San Andreas. On October 17, 1989, a 7.1 magnitude earthquake occurred in the southern Santa Cruz Mountains. It is presumed that the earthquake, which was responsible for at least 63 deaths, over 3,500 injuries and approximately five and one half billion dollars worth of damage, occurred along the northern portion of the San Andreas fault zone. The Loma Prieta earthquake (as it is commonly referred to) is the largest earthquake to strike the San Francisco Bay area since the 1906 San Francisco earthquake (estimated 8.3 magnitude).

The Northridge earthquake which occurred on January 17, 1994 was also significant from the standpoint that it caused similar death and destruction and was the first earthquake to be identified as occurring on a vertically thrusting fault. The 6.8 magnitude Northridge earthquake was responsible for 57 deaths, over 9,000 injuries and at least 20 billion dollars worth of damage.

The mounting concern about the future results from the lack of recent faulting activity along the southernmost section of the San Andreas, extending from the Grapevine southeast to the Salton Sea. This section has had no major ruptures for about 200 years. Geological evidence suggests there has not been a great earthquake there for at least 560 years. This segment of the fault is considered to be "locked" and waiting to release hundreds of year’s worth of stored up energy. A U.S. Geological Survey study projects that there is a 60% chance of a magnitude 7 or greater earthquake on the southern portion of the San Andreas within the next 25-30 years.

Elsinore Fault

The Elsinore Fault is a branch of the San Andreas Fault System. Although it originates near downtown Los Angeles, it enters the San Diego Operational Area in north county through the communities of Rainbow and Pala; it then travels in a southeasterly direction through Lake Henshaw, Santa Ysabel and Julian; then down into Anza-Borrego Desert State Park at Agua Caliente Springs, ending at Ocotillo. The Elsinore Fault is approximately 40 miles east of downtown. It is estimated that a maximum probable event on this fault is on the order of a magnitude 6.9 to 7.0 on the Richter scale with an approximate 100-year recurrence interval. The maximum credible event for this fault is considered to be a magnitude 7.6 earthquake. Of primary concern are the two aqueducts within the Operational Area that cross over the fault. Depending upon the magnitude of an earthquake on this fault, the potential is high for a severe disruption of the water supply to the region.

San Jacinto Fault

The San Jacinto Fault is also a branch of the San Andreas Fault System. The fault branches off from the major fault as it passes through the San Bernardino Mountains. Traveling southeasterly, the fault passes through Clark Valley, Borrego Springs, Ocotillo Wells, and then east toward El Centro in Imperial County. The San Jacinto Fault is the most active large fault within San Diego Operational Area. It is estimated that a maximum probable event on this fault is on the order of a magnitude 7.5 to 7.8. This type of event would cause severe damage in the town of Borrego Springs and Ocotillo Wells, with moderate damage in the coastal area. This fault was responsible for a magnitude 6.5 quake near Ocotillo Wells that occurred in 1968.

Rose Canyon Fault

The Rose Canyon Fault is part of the Newport-Inglewood fault zone, which originates to the north in Los Angeles, and the Vallecitos and San Miguel Fault Systems to the south in Baja California. The Newport-Inglewood fault was the source of the 6.3 magnitude 1933 Long Beach earthquake. The San Miguel Fault was the site of two 1956 earthquakes of magnitude greater than 6.0, and one in 1949 greater than 5.7. All were within 65 km of San Diego. The Rose Canyon Fault extends inland from La Jolla Cove, south through Rose Canyon, along the east side of Mission Bay, and out into San Diego Bay. 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 magnitude 6.9. Some geologists think that the Rose Canyon Fault may be "locked" and that to release the building strain, 25 3.5 magnitude earthquakes would need to occur each year.

Coronado Bank Fault

The Coronado Bank Fault extends in a northwest-southeast direction, about 10 miles offshore. The Coronado Bank Fault was responsible for the June 29, 1983 quake measuring a magnitude 4.6, 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 a magnitude 7.2.

San Clemente Fault

The San Clemente Fault which lies about 40 miles off La Jolla is the largest offshore fault. It is 110 miles or more in length and was the cause of a magnitude 5.9 earthquake offshore in 1951. It is estimated that a maximum probable event on this fault would be a magnitude 7.7.

Damage Scenarios

In the last several years much attention has been given to the probability of major earthquakes occurring within or near the San Diego Operational Area. Several preliminary studies have indicated that San Diego could suffer significant damage from a major earthquake along the Rose Canyon, Elsinore, San Jacinto or San Andreas (southern segment) faults. The following is a threat summary based on some of the hypotheses that geologists have put forth. For the purposes of this discussion, we will limit our focus on a postulated maximum credible magnitude 6.9 earthquake on the Rose Canyon fault.

Intensity

The postulated maximum credible magnitude 6.9 Rose Canyon Fault earthquake would produce a relatively small onshore intensity IX area, including Mission Valley east of Highway 163, Mission Bay, Pacific Beach, coastal La Jolla, Sorrento Valley and coastal north county communities from Del Mar to Cardiff-by-the-Sea.

The rest of coastal metropolitan San Diego plus El Cajon, Santee, Poway, Escondido, and San Marcos would experience intensity VIII. Areas of firmer ground and/or areas which lie further inland will generally be subjected to intensity VII or less. (See Figure 2, Modified Mercalli Intensity Scale)

Structure Damage

A. Older residential construction is predominant on the mesa south of Mission Valley (Mission Hills, Hillcrest, North Park, Kensington), Old Town, and parts of Point Loma, La Jolla, Ocean Beach, Pacific Beach, Coronado, and National City. Some of these are within the forecasted intensity IX zone. It has been observed that nearly 750 unreinforced masonry buildings exist in this high-risk area.

B. Older light industrial and commercial buildings are primarily in the Downtown area. Since much of the commercial growth of San Diego occurred during and since World War II, a large concentration of pre-1940 industrial construction does not exist, as it does in other cities. Redevelopment in downtown areas such as Horton Plaza and the Gaslamp Quarter has eliminated many older buildings. An intensity of VIII could result in considerable damage to older, unreinforced masonry buildings as well as older inadequately reinforced structures.

C. Modern high-rise buildings in Downtown San Diego, Coronado, Loma Portal, Mission Valley and Mission Bay may experience significant damage resulting from ground failure. This will strongly depend on the nature of the individual building foundations.

Lifeline Damage Assessment

For the purpose of this overview, lifelines will be defined as those systems which transport or distribute goods, people, energy, information, and waste.

The effect on lifeline components depends critically on event location and size. Surface rupture clearly poses the greatest threat to lifelines. In the case of the postulated Rose Canyon Fault earthquake, less than one-half of the impacted fault is onshore. It is estimated that in a magnitude 6.9 event the surface displacement could be as much as 80cm (31.5 inches).

Obviously this amount of movement would cause severe damage of lifelines crossing the fault zone.

Highways and Roads

The Rose Canyon Fault crosses and runs closely parallel to several main roads and highways. One can assume that Torrey Pines Road near La Jolla Shores, and Ardath Road as well as Interstate 5 (and roads crossing it) from about La Jolla Village Drive to Old Town will all be subject to closure following the postulated earthquake. Although total collapse is not expected, it is possible that vertical displacement will occur, prohibiting normal use. It is also possible that shaking may induce failure of the built-up approaches to these roads and highways, even though the structures themselves may survive intact. The closure of these roads will seriously impair access to emergency workers trying to assist the affected areas, particularly the beach areas.

Gas and Electric

Gas feeder lines running through Mission Valley cross the fault between Mission Bay and Old Town. It is expected that fault displacement will be small in this area, however, the possibility of a gas line rupture and potential explosion would remain. Although no long-term damage to overhead transmission lines is anticipated by San Diego Gas and Electric (SDG&E), it is very probable that transmission of a significant portion of the power to affected communities will be interrupted. This decrease in electrical power may cause shortages/outages throughout the area.

Water and Sewer

The damage to water and sewer lines will be immediate. Primary water lines that feed Pacific Beach cross the fault near Balboa Avenue. The effects of sewer line ruptures along the fault line will cause even greater problems. These lines are within the fault zone and extend to Mission Valley. Road flooding caused by breaks in either the water or sewer system and by overloading the sewer system may hamper ground transportation. The health aspects of sewage spills may not pose an immediate danger, but require prompt attention to avoid a longer term hazard.

Other Damages and Effects

A review of the potential effects of this postulated magnitude 6.9 earthquake should include analysis of the following areas: airports, essential facilities, communications, military, railroads, marine facilities (particularly Mission Bay), petroleum fuels, and nearby water reservoirs, tsunamis, landslides, disruption of water supply, and liquefaction.

The major air facilities (public, private, and military) are expected to have runways sufficiently intact to be capable of landing disaster relief military C-130 and C-141 cargo aircraft.

Figure 2

MODIFIED MERCALLI INTENSITY SCALE

A. Not felt except by very few under especially favorable conditions.

B. Felt only by a few persons at rest, especially on upper floors of buildings. Delicately suspended objects may swing.

C. Felt quite noticeably indoors, especially on upper floors of buildings, but many people do not recognize it as an earthquake. Standing motor cars may rock slightly. Vibration like passing of truck. Duration estimated.

D. During the day felt indoors by many, outdoors by few. At night some awakened. Dishes, windows, doors disturbed; walls make creaking sound. Sensation like heavy truck striking building. Standing motor cars rock noticeably.

E. Felt by nearly everyone; many awakened. Some dishes, windows, etc., broken; a few instances of fallen plaster or damaged chimneys. Damage slight.

F. Felt by all; many frightened and run outdoors. Some heavy furniture moved; a few instances of fallen plaster or damaged chimneys. Damage slight.

G. Everybody runs outdoors. Damage negligible in buildings of good design and construction; slight to moderate in well-built ordinary structures; considerable in poorly built or badly designed structures; some chimneys broken; noticed by persons driving motor cars.

H. Damage slight in specially designed structures; considerable in ordinary substantial buildings with partial collapse; great in poorly built structures. Panel walls thrown out of frame structures. Fall of chimneys, factory stacks, columns, monuments, walls. Heavy furniture overturned. Sand and mud ejected in small amounts. Changes in well water. Persons driving motor cars disturbed.

I. Damage considerable in specially designed structures; well designed frame structures thrown out of plumb; great in substantial buildings, with partial collapse. Buildings shifted off foundations. Ground cracked conspicuously. Underground pipes broken.

J. Some well-built structures destroyed; most masonry and frame structures destroyed with foundations; ground badly cracked. Rails bent. Landslides considerable from river banks and steep slopes. Shifted sand and mud. Water splashed (slopped) over banks.

K. Few, if any, (masonry) structures remain standing. Bridges destroyed. Broad fissures in ground. Underground pipelines completely out of service. Earth slumps and land slips in soft ground. Rails bent greatly.

L. Damage total. Practically all works of construction are damaged greatly or destroyed. Waves seen on ground surface. Lines of sight and level are distorted. Objects are thrown upward into the air.

II. Hazardous Substance Emergencies

Background

The San Diego Operational Area covers approximately 4,200 square miles and houses a large and diverse industry base. A wide variety of hazardous substances are used or generated throughout the Operational Area. Emergencies involving the release of these substances occur daily. Although these incidents may potentially occur anywhere in the Operational Area, the majority occur in areas of highest population density. For example, as many as 85% of the incidents that the HAZMAT Incident Response Team (HIRT) responds to are contained within the I-5 - 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 injurious 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." Included are any releases of hazardous substances into the water, ground, or air which pose a real or potential threat to the public health or the environment.

Types of Hazardous Substance Emergencies

Illegal Drug Manufacturing

Illegal methamphetamine manufacturing occurs in all parts of the San Diego County Operational Area. 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 private and public property, in parks, school yards and play areas.

Transportation

A great number of hazardous materials incidents in the San Diego Operational Area 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 Operational Area. Since the Operational Area'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

A. Hazardous Materials Handlers and Hazardous Waste Generators

Many facilities in the San Diego Operational Area 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 San Diego Operational Area also store and use large quantities of hazardous substances.

Agriculturally-based establishments are also of concern because they store large amounts of pesticides.

B. 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 Operational Area'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 San Diego Operational Area. 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. These include releases of sewage both from overflows and breaks of lines, 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 such activities may continue to occur. These include the following:

A. As of August 8, 1990 the land disposal of all untreated hazardous waste is prohibited under the Hazardous and Solid Waste Amendments of RCRA.

B. The costs of proper disposal are high and continue to increase.

C. The San Diego Operational Area's current treatment and disposal capabilities are inadequate to handle the hazardous waste generated within the Operational Area.

D. 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 for some time to come.

III. 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, returning eventually 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 attempts to find 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 streamflow which 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 which 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. Traffic control, news releases, sandbagging, and evacuation are all tools that can

be used in combating the slow rise flood. 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. There are no slow-rise floods in San Diego County. The watersheds are all small enough that reaction time is relatively short. 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 flood waters. Once flooding begins, personnel will be needed to assist in rescuing persons trapped by flood water, securing utilities, cordoning off flooded areas and controlling traffic. These actions often overtax local agencies, requiring outside resources.

Local Situation

The San Diego Operational Area 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 Operational Area.

One unusual characteristic of the hydrology of the San Diego Operational Area 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 San Diego Operational Area extends about 80 miles north from the Mexican border and some 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 Operational Area, with the remaining 25% mainly desert country.

Within the Operational Area there are over 3,600 miles of rivers and streams which 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 Operational Area 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 Operational Area 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 3, 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 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 Operational Area are as follows, from north to south:

A. 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

B. 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

C. 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

D. 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

E. 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 businessess

F. 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

G. 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

H. 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

I. 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

J. 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

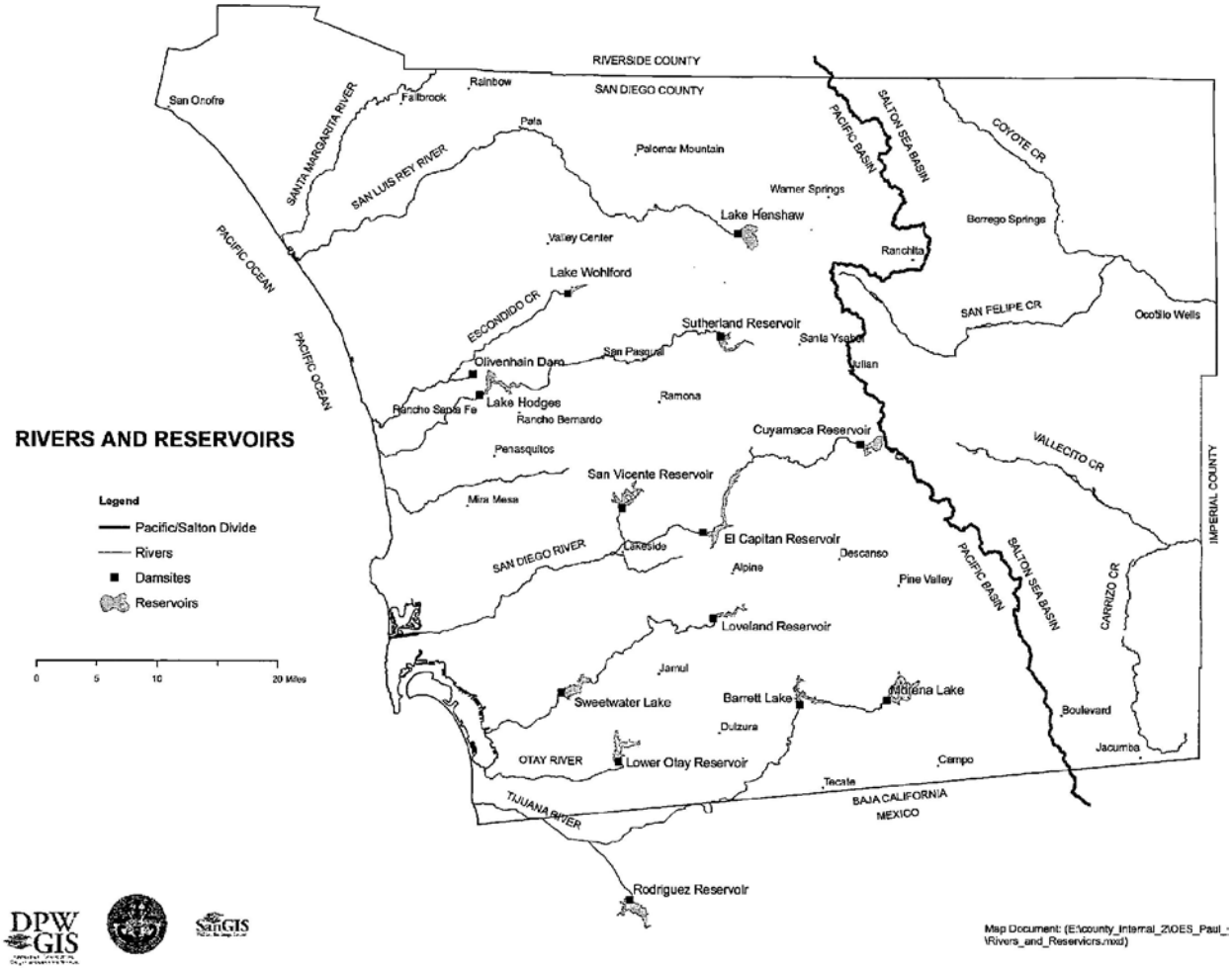
Flood Damage: Roads, crops, utilities, lagoon area, and extensive commercial and residential development in Mexico

Emergency Response

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

In the event 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 streamflow 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 3



IV. 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.

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 simply washes the soil particles away, leaving conduits that enlarge themselves and gradually 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. Seventy-four percent of all dam failures have involved 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

About 10% of the dams in the United States are this type. 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.

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 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 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 men 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.

Large Dams

Approximately 40 dams have been built in the San Diego Operational Area 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 Operational Area. 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 San Diego Operational Area is very dependent upon imported water and the ability of local reservoirs to store it. Figure 3 shows the general locations of the San Diego Operational Area'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 San Diego Operational Area's dams reveals the following: 45% Hydraulic, 30% Earth-rockfill, and 25% Gravity. Table 1 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 path. 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 dead persons would pose difficult problems and public health would be a major concern. These and other emergency operations could be seriously hampered by the possible loss of communications, damage to transportation routes, and the disruption of public utilities and other essential services.

The Office of Emergency Services maintains the Dam Evacuation Plans for the entire Operational Area. 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 1
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

San Diego County's topography, consisting of a semi-arid coastal plain and rolling highlands, when fueled by shrub overgrowth, occasional Santa Ana winds and high temperatures, creates an ever present threat of wildland fire. Extreme weather conditions such as high temperature, low humidity, and/or winds of extraordinary force may cause an ordinary fire to expand into one of massive proportions. The nature of the construction and ever increasing proximity of structures to watershed cover is conducive to fast-moving fires. Major earthquakes can cause uncontrolled fires, break water mains, sever major communications, and damage utilities. Private, commercial, and military air traffic is constantly increasing, presenting the problem of falling aircraft or emergency landings, which often result in major fires.

The 2007 San Diego County Firestorms were the largest in county history, far surpassing the 2003 Firestorms in terms of intensity and duration. At the height of the firestorms, there were seven separate fires burning in San Diego County, including the Witch Creek, Rice Canyon and Poomacha Fires. The seven fires resulted in 10 civilian deaths, 23 civilian injuries and 89 firefighter injuries – more than 62,000 fire personnel fought to control the wildland fires. The fires consumed approximately 369,000 acres or about 13% of the county's total land mass. Additionally, the fires destroyed an estimated 1,600 homes; 800 outbuidings; 253 structures; 239 vehicles; and 2 commercial properties.

San Diego County's ability to response effectively and minimize life and property damage was a direct result of the extensive planning, equipment procurement, training and exercises in the years since 2003.

Landslide

Landslides are characterized by the downslope movement of rock, soil, or other debris. Frequently they accompany other natural hazards such as floods, earthquakes, and volcanic eruptions. 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 which already have been prepared for rapid downslope movement by other processes.

Increased housing development on marginal lands and in coastal areas, which are desirable but generally unstable, has increased the threat from landslides throughout the San Diego Operational Area.

Slope Oversteepening

The most common cause of an increase in the downslope gravitational stress applied to slope materials is slope oversteepening, which may be produced either by natural processes or by man's activities. Undercutting of a valley wall by stream erosion, or of a sea cliff by wave erosion are ways in which slopes may be naturally oversteeped.

Slope Wash

Another type of soil failure is slope wash, 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 also 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. They occur when water accumulates under the ground, usually following long and heavy rainfalls. If there is no brush, tree, or ground cover to hold the soil, mud will form and flow down the slope.

VII. 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 in some sudden rapid movement of the earth's crust. (Most commonly this would consist of seismic or volcanic disturbances of the ocean floor to include 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 earthquake in Chile during 1960 resulted from a major marine underwater fault. That faulting generated a tsunami which caused loss of property and life across the Pacific. Los Angeles and San Diego harbors experienced $1 million in damage to piers and small boats.

The February 27, 2010, 8.8 magnitude earthquake that occurred off the coast of Chile was the strongest earthquake affecting Chile since the magnitude 9.5, 1960 earthquake (the most energetic earthquake ever measured in the world), and it is 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. As far as the tsunami effects in southern California, there were very strong currents, (up to 15 knots in several southern California harbors) with the strongest of these being 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’s high population density and large local economy make it especially susceptible to coastal storms. Individual storm events not only can cost millions to billions of dollars, they can also result in environmental damage and loss of human life. 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. 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.

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 will inflict on the region by developing new weather observation tools, flood and pollutant transportation models, and a host of other models and services.

VIII. 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 million people.

The Water Authority has an aggressive public information campaign, which emphasizes the necessity of meeting the conservation goals. Water Authority conservation and public information programs targeted all categories of water user, from individual households to large business and agricultural irrigators.

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 **Appendix W: Water Operations** which may be found in Annex J.

IX. 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 is a pressurized water reactor type generating station using lightly enriched uranium dioxide (UO_2) as fuel. A full fuel load is approximately 72 tons of UO_2 in pellet form. Highly radioactive by-products would be the main offsite hazard in a nuclear generating station incident.

It is assumed that whenever a nuclear generating station is, or has been generating power, a nuclear incident 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.

Topography

The topography of the local area is typical of the region. A rather narrow, gently sloping coastal plain, extending seaward from the uplands, is terminated abruptly at the shoreline by high seacliffs straightened over long distances by marine erosion. Seacliffs in the immediate vicinity of the plant site reach a height of 60 to 80 feet above sea level and are separated from the ocean by a narrow band of beach sand. In some places, ephemeral (intermittent) streams are actively eroding gullies into the uncemented materials underlying the seaward portions of the coastal plain. Several deeply-incised barrancas have been formed.

There is no apparent ground water storage in the vicinity of the plant site, except at the lower reach of San Onofre Creek, about 1.5 miles to the northwest. Several water wells which were used for domestic purposes are located within a few miles of the site. However, the water wells in the San Onofre Basin have been abandoned by the Marine Corps because of potential seawater encroachment caused by overpumping.

The major part of the shoreline in the vicinity of the plant site is used for military purposes. San Onofre State Beach is the nearest recreation beach.

Demography and Land Use

About half of the sites within a 50-mile radius of the plant site fall on land, the balance being in the Pacific Ocean. The land area includes the northwestern corner of San Diego County.

The nearest sizeable community is San Clemente, with an estimated (2009) population of 61,610. The next nearest population center is the coastal city of Oceanside, located about 17 miles to the southeast. The City of San Diego is located about 51 miles southeast of the SONGS site.

In addition to the resident population, there is a seasonal influx of vacation and weekend visitors, especially during the summer months. Most of the coastline between Long Beach and San Diego is beach with public access. The population density at the coast is thus significantly higher on weekends compared to the weekly resident population and accessible beach recreation produces daytime peaks in population.

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.

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

X. 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 had an adverse effect on 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 then 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 emergency situations 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.

Information on the County Operational Area response can be found in Annex H, "**RADIOLOGICAL PROTECTION, RADIOLOGICAL EMERGENCY ONBOARD A NAVAL NUCLEAR PROPULSION PROGRAM FACILITY OR VESSEL IN SAN DIEGO**".

XI. 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 San Diego Operational Area could become a target for future terrorist attacks. There are three primary concerns that are also 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 obviously 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
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 is not as easy to accomplish as might be thought, at least in terms of the air or water supply. 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. It is quite probable that anything that could be used effectively would be difficult to control and would probably do a great deal of damage to the people using it.

Chemical
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 B

CONTINUITY OF GOVERNMENT

Introduction

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, so far as possible, government services must be maintained. This can best be done by civil government. To this end, it is particularly essential that the local units of government continue 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

Government at all levels is 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:

A. 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.

B. Authorize political subdivisions to provide for the succession of officers (department heads) having duties related to law and order and/or health and safety.

C. 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.

D. 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.

E. 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:

A. Board of Supervisors shall designate alternative temporary county seats which may be outside the county boundaries.

B. They cannot purchase real property for this purpose.

C. Their resolution is to be filed with the Secretary of State.

D. 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

A. 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:

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

B. Succession to the Office of Governor

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

1. The Lt. Governor shall become Governor under specified conditions.
2. The Legislature shall provide an order of precedence after the Lt. Governor.

Section 12058 of the Government Code provides that:

1. 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.
2. 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:

1. 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.
2. Consideration be given to appointments from various parts of the state so there will be the greatest probability of survival.
3. The persons appointed be confirmed by the Senate.
4. The appointed person take the oath of office and is thereupon designated as a Disaster Acting Governor.
5. 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.

C. 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.

D. Temporary Seat of State Government

Section 450 of the Government Code provides that:

1. 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.

2. A different location may subsequently be designated as circumstances require.

3. The Director of the Department of General Services shall arrange for the use of the designated facilities.

E. Sessions of the Legislature

Section 9035 of the Government Code provides that:

1. The Legislature will convene in a war or enemy-caused disaster at Sacramento or in the designated temporary seat of state government.

2. 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:

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

Three types of records considered essential are those required to:

1. Protect the rights and interests of individuals. These include vital statistics, land and tax records, license registers, and articles of incorporation.
2. 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.
3. 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 C
MUTUAL AID

Introduction

The foundation of California's emergency planning and response is a statewide Standardized Emergency Management System (SEMS) mutual aid system which is designed to ensure that adequate resources, facilities, and other support is provided to jurisdictions whenever their own resources prove to be inadequate to cope with a given situation(s). The basis for the system is Senate Bill 1841 (Petris, 1993) and 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 within 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.

To facilitate the coordination and flow of mutual aid, the state has been divided into six California Emergency Management Agency Mutual Aid Regions (see map - Figure 1 of Attachment D). Through this mutual aid system, Cal EMA 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 a situation 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

A. Local Jurisdictions

Local jurisdictions are responsible for:

- Developing and maintaining current Emergency Plans which are compatible with the California Master Mutual Aid Agreement, and are designed to apply local resources in meeting the emergency requirements of the immediate community or its neighbors, and coordinate such plans with those of neighboring jurisdictions to ensure mutual compatibility.
- Maintaining liaison with the appropriate Cal EMA 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 EMA Mutual Aid Region as the emergency situation develops and as changes in the emergency situation 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 and state, federal, and private agencies.
- Carrying out emergency regulations issued by the Governor.

B. Operational Area

Coordinators at the Operational Area level are responsible for:

- Coordinating intra-county mutual aid.
- Maintaining liaison with the appropriate Cal EMA 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 EMA Mutual Aid Region Coordinator.
- Dispatching reports to the appropriate OES Mutual Aid Region Coordinator as the emergency situation develops and as changes in the emergency situation dictate.

- Receiving and employing resources provided by other counties, and state, federal, and private agencies.
- Carrying out emergency regulations issued by the Governor.

C. Cal EMA Mutual Aid Region

Coordinators at the Cal EMA Mutual Aid Region level are 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.

D. State

California Emergency Management Agency

- 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

Provides mutual aid assistance to local jurisdictions commensurate with 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, interjurisdictional 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 incompatibility of radio communications equipment between most agencies, local agencies should, where possible, provide incoming mutual aid forces with portable radios using local frequencies.
- 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.)

Figure 1

Cal EMA
CALIFORNIA EMERGENCY MANAGEMENT AGENCY
Mutual Aid and Administrative Regions
Inland Region
Coastal Region
Southern Region
I
II
III
IV
V
VI

Attachment E

STATE AGENCY EMERGENCY RESPONSE ROLES

L=Lead S=Support	Aging	Air Resources Board	State Architect	Conservation/ Mines and Geology	CA Conservation Corps	Corrections	Education	EMSA	Employment Development	Energy Commission	Finance	Fish & Game	Food & Agriculture	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/Administration											S			

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

Attachment E Continued

STATE AGENCY EMERGENCY RESPONSE ROLES

L=Lead S=Support	General Services	Health Services	Highway Patrol	Housing/Comm. Develop	Industrial Relations	Integ.Waste Manage Bd.	Justice	Mental Health	Military Dept. (CNG)	Motor Vehicles	Off. Crim. Just. Planning	OES	OEHHA	State Health Plan. & Dev.	Parks and Recreation
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/Administration	S											L			

Attachment E Continued

STATE AGENCY EMERGENCY RESPONSE ROLES

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 Bd.	Youth Authority
MANAGEMENT													
Emergency Management													
Liaison													
Safety													
Public Information													
PLANNING/INTELLIGENCE													
Mobilization/Demobilization													
Plans													
Reports													
Situation Status						S		S					
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/Administration													

Attachment F Federal Roles

Agency	Emergency Support Functions														
	#1 - Transportation	#2 - Communications	#3 - Public Works and Engineering	#4 - Firefighting	#5 - Emergency Management	#6 - Mass Care, Housing, and Human Services	#7 - Resource Support	#8 - Public Health and Medical Services	#9 - Urban Search and Rescue	#10 - Oil and Hazardous Materials Response	#11 - Agriculture and Natural Resources	#12 - Energy	#13 - Public Safety and Security	#14 - Long-term Community Recovery and 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/P	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	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		C/P										S			
DHS/USCG	S		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

Note: Unless a specific component of a department or agency is the ESF coordinator or a primary agency, it is not listed in this chart. Refer to the ESF Annexes for detailed support by each of these departments and agencies.

Attachment F Continued

Agency	Emergency Support Functions														
	#1 - Transportation	#2 - Communications	#3 - Public Works and Engineering	#4 - Firefighting	#5 - Emergency Management	#6 - Mass Care, Housing, and Human Services	#7 - Resource Support	#8 - Public Health and Medical Services	#9 - Urban Search and Rescue	#10 - Oil and Hazardous Materials Response	#11 - Agriculture and Natural Resources	#12 - Energy	#13 - Public Safety and Security	#14 - Long-term Community Recovery and 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

C = ESF coordinator
P = Primary agency
S = Support agency

Note: Unless a specific component of a department or agency is the ESF coordinator or a primary agency, it is not listed in this chart. Refer to the ESF Annexes for detailed support by each of these departments and agencies.

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

Operational Area Emergency Plan

ANNEX A

Emergency Management

(Including EOC Operations)

October 2010

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Unified San Diego County Emergency Services Organization

ANNEX A

Emergency Management (Including EOC Operations)

ACKNOWLEDGEMENTS

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ANNEX A
EMERGENCY MANAGEMENT

I. General

Purpose

1. To describe how emergencies will be managed within the San Diego County Operational Area.

2. To describe the organization and operation of Emergency Operations Centers (EOCs).

Objectives

1. To provide a basis for centralized control, coordination, and direction of emergency operations.

2. To describe the Emergency Operations Center functional responsibilities under the California Standardized Emergency Management System (SEMS) and the National Incident Management System (NIMS).

Plan Activation and Termination

This Annex is automatically activated when two or more jurisdictional Emergency Operation Centers (EOCs) within San Diego County are activated or when one jurisdictional EOC requests that the OA EOC be activated. This Annex is terminated when the EOC is deactivated.

II. Emergency Operations

Overview

Emergency Management within the San Diego Operational Area consists of the synchronization of a myriad of governmental, non-profit, and business organizations into a single focused response, with the ultimate goal of saving lives, property, protecting the environment and minimizing social loss from the disaster or emergency.

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.

The San Diego Operational Area is constantly focused on improving the region's resiliency by focusing on enhancing all three of these components

When an emergency occurs within the Operational Area, 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 region 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

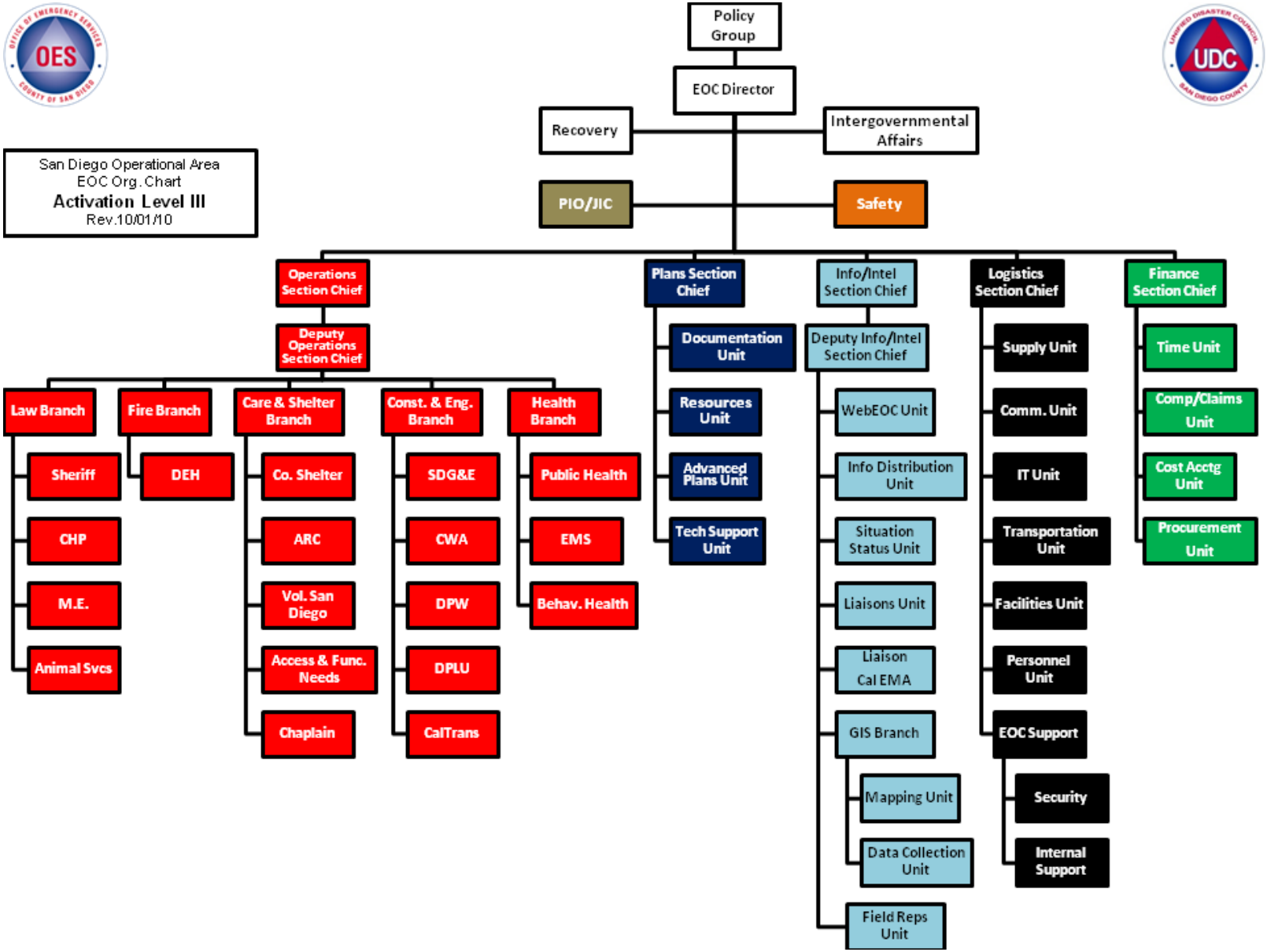
Coordination within the Management Section in the EOC is one of the keys to successful response operations. When decision makers are together in one location, staff and resources can be utilized in the most effective manner. This section includes directors or representatives of County Departments, selected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

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

The San Diego County Operational Area Emergency Plan has been designed to follow the SEMS and NIMS.

FIGURE 1

EOC FUNCTIONAL CHART



Priorities

The following are priorities when conducting and coordinating disaster operations:

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

Emergency Operations Center

The 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 Operational Area. When a major emergency or disaster occurs, centralized management is needed to facilitate a coordinated response by the Chief Administrative Officer (CAO) as Coordinator of Emergency Services for the Operational Area (if elected to that position by the Unified Disaster Council), and as Director of Emergency Services for the County, emergency services personnel, and representatives from special districts and private sector organizations with assigned emergency responsibilities. The 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 EOC is located in Kearny Mesa at the County Operations Center. Alternate EOCs are located in Kearny Mesa and the City of Escondido. The Office of Emergency Services maintains Standard Operating Procedures for activating the EOC.

The following activities are performed in the EOC:

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

Proclamations of Emergency

Local Emergency Proclamation

A. 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 Operational Area. The County Chief Administrative Officer (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.

B. If made by the CAO the Proclamation must be ratified by the Board within seven days. In either case, the Proclamation must be made within ten days of the occurrence to qualify the County for State assistance.

C. The Director of the County Office of Emergency Services (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.

D. The Proclamation accomplishes the following:

1. Provides public employees and the Board of Supervisors with legal immunities for emergency actions taken.
2. Enables the Board of Supervisors to act as a Board of Equalization, to reassess damaged property and provide property tax relief.
3. Allows the CAO (or his 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

A. 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 Secretary, California Emergency Management Agency (Cal EMA) through the Operational Area:

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

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

   1. Mandatory mutual aid may be exercised.
   2. The Governor has the authority to commit State resources, for example, National Guard, California Conservation Corps (CCC crews).
   3. 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.

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

1. The county, cities, and special districts will forward their requests for mutual aid through the Operational Area.
2. The Operational Area will act as the coordinator point between the county, cities, and special districts and the Cal EMA Southern region.
3. The OES regional offices will act as the coordination point and facilitate mutual aid among Operational Areas.
4. The Cal EMA headquarters will facilitate the provision of mutual aid among Cal EMA regions.

III. EOC Organization
(See Figure 1)

During emergency operations, the Operational Area EOC, in accordance with the Standardized Emergency Management System, 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. They are: gathering information and verification; making decisions; coordinating; briefing; advising; following procedures; providing, notifying and scheduling staff; and keeping comprehensive records.

For detailed EOC responsibilities see the San Diego Operational Area EOC Position Checklists.

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:

1. Manage EOC functions and coordinate the overall response/recovery effort, including prioritizing, decision-making, coordination, tasking, and conflict resolution within the EOC.
2. Report to the Board of Supervisors.
3. Report to Cal EMA through the Operational Area.
4. Inter-jurisdictional coordination.
5. Activation, including notification and recall, and deactivation of the EOC.

Management Section Support

In the OA EOC, the Policy Group supporting positions include the County Communications Office, County Communications Director, 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 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 EOC at the request of the CAO.

Planning

The Planning Section is responsible for gathering, analyzing, evaluating, and disseminating

technical information and making recommendations to the 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 EOC Action Plan for the next operational period. The major responsibilities of this Section are documentation, coordination of resources and advance planning.

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 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, Environmental Health, Care and Shelter, Animal Services and the Medical Examiner.

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

Logistics

The Logistics Section consists of those departments with responsibilities for the procurement and payment 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 EOC. The Operational Area EOC Logistics Section coordinates the procurement and provision of emergency resources and support for the entire Operational Area.

In the Operational Area EOC this Section includes such County departments as Purchasing & Contracting, and Human Resources; as well as specialists such as water or utility company representatives.

Finance/Administration

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

1. Financial expenditure and funding briefings.
2. Interagency financial coordination.
3. Finance and contract fact-finding.

4. Fiscal and emergency finance estimating.
5. Operating procedure development and financial planning.
6. Labor expense and accounting.
7. Cost analysis, cost accounting and financial auditing.
8. Disbursement and receivables management.
9. Necessary funding transfers.
10. Special drafts, exchanges and lending controls.
11. Payroll administration.
12. 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.

IV. Functional Responsibilities

The following lists the functional responsibilities within the Operational Area Emergency Plan.

Management Section

Purpose
To provide leadership in the EOC, determine policies and priorities, and manage the overall response within the jurisdiction's boundaries.

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 EOC Director. The following list provides a probable OA EOC Policy Group staffing for a major event:

A. Chief Administrative Officer (CAO) (Emergency Services Coordinator)
B. Deputy CAO – Public Safety Group
C. Deputy CAO – Land Use and Environment Group
D. Public Health Officer
E. EOC Director (Director of OES)
F. Area Law Enforcement Coordinator

G. Area Fire Coordinator

H. Medical Examiner representative (if required)

I. Director, Department of Public Works (if required)

J. Director, Health and Human Services Agency

K. Director, Department of General Services (if required)

Responsibilities

A. Ensure long-range, logistical, and recovery planning.

B. Maintain active liaison with other jurisdictions and the Operational Area.

C. Ensure emergency proclamations are made.

D. Keep the Board of Supervisors informed.

Fire and Rescue Operations

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

Purpose

To coordinate fire and rescue response within the jurisdiction. To establish liaison between the Emergency Operations Center and field operations, as well as to facilitate prioritization of fire resource needs during emergency operations. To coordinate the search efforts for trapped and injured persons and extricate them safely and quickly.

Personnel

A. Designated liaison from the appropriate fire agency.

B. Fire Chief, or designee, in OA EOC Policy Group.

C. Fire representative, as Rescue Coordinator, in Operations.

D. Law Enforcement personnel.

E. Other agency representatives as needed, from both the public and private sectors.

Responsibilities

The Fire Chief of the appropriate fire agency will assign a liaison to the Emergency Operations Center and provide support for EOC and field operations.

A. Establish communications between the Fire Dispatch Center and the EOC.

B. Keep the Operations Section informed of critical activities and pending needs of the fire agency (ies) responding to the emergency.

C. Coordinate with other functional groups, such as Law Enforcement, Medical, Care and Shelter, etc., as required.

D. Support for EOC and field operations

Law Enforcement

(see Annex C, Law Enforcement Mutual Aid Operations)

Purpose

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

Personnel

A. The Sheriff or a designated representative in Policy.

B. A Sheriff representative in law enforcement operations in the Operations Section.

C. Other personnel, as needed.

Responsibilities

A. Support law enforcement response within the jurisdiction.

B. Support and liaison with appropriate agencies for traffic control and route recovery.

C. Support movement of persons from hazardous areas, including evacuation and traffic control.

D. Ensure access control measures to prevent unauthorized persons from entering vacated, or partially vacated, areas.

Medical

(see Annex D, Mass-Casualty Operations)

Purpose

To coordinate disaster medical operations within the Operational Area 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 Operational Area EOC. All personnel and functions detailed below will be present at the Operational Area EOC.

Personnel

A. Policy Group - Medical Director, Emergency Medical Services (EMS)

B. Operations

1. Director, EMS
2. Medical and Health Operational Area Coordinator
3. EMS Staff as needed

Responsibilities

A. Coordinate the procurement and allocation of the medical resources required to

support disaster medical operations.

B. Coordinate the transporting of casualties and medical resources to health care facilities, including FTSs, within the area and to other areas, as requested.

C. Organize a system for staffing and operating FTSs and Disaster Support Areas.

D. Request and respond to requests from the Regional Disaster Medical/Health Coordinator (RDMHC) for disaster assistance.

E. Maintain status of medical resources, transportation, and communication services within the Operational Area.

F. Maintain liaison with the Red Cross, volunteer service agencies, and other representatives within the Operational Area.

G. 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.

H. 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 Operational Area, 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

A. Policy Group - Director, Health and Human Services Agency or designee

B. DOC Operations

1. HHSA DOC
2. Emergency Medical Services (EMS) DOC

Responsibilities

A. Coordinate the procurement and allocation of public health resources required to support disaster public health operations.

B. Request and respond to requests from the Regional Disaster Medical/Health Coordinator for disaster assistance.

C. Maintain status of public health resources within the Operational Area.

D. Coordinate all public health related activities among other local public and private response agencies or groups, as well as state and federal agencies.

E. 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

A. The Medical Examiner or designated representative in the Policy Group.

B. Disaster Control Staff Coordinator, in the Operations Section.

Responsibilities are to establish and manage all medical examiner operations, including the following:

A. Medical Examiner Emergency Teams

B. Body Staging Areas

C. Establish a family assistance center

D. Temporary morgues and transportation

E. Identification and listing of victims

F. Notification of next of kin

G. Emergency procurement and allocation of supplies and resources

H. 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 American Red Cross (ARC) and provide assistance, as required.

Personnel

A. Designated Care and Shelter Coordinator.

B. Liaison personnel from the Red Cross (as assigned).

Responsibilities

A. Care and Shelter Coordinator

1. Coordinate local government support to the Red Cross.
2. Coordinate resource and mutual aid requests between the Red Cross and other government departments or agencies.
3. Provide care and shelter to disaster victims until the Red Cross or other private disaster relief organizations are able to fulfill that responsibility.

B. Red Cross Liaison

1. Maintain contact with Red Cross Headquarters and keep the Care and Shelter Coordinator informed of Red Cross operations during the disaster.
2. Make requests to the Care and Shelter Coordinator for assistance in providing care and shelter to disaster victims.

Environmental Health

(see Annex H, Environmental Health Operations)

Purpose

To coordinate environmental health operations within the San Diego Operational Area by providing environmental health protection associated with disasters.

Personnel

A. Policy Group - Director, Department of Environmental Health or designee

B. Operations - Chief, Hazardous Materials Division, or designee

Responsibilities

A. Coordinate procurement, allocation and distribution of environmental health resources required to support disaster environmental health operations.

B. Supervise food delivery system and assist in water supply, waste disposal, and housing.

C. Establish methods and procedures for vector and rodent control activities.

D. Advise on all occupational hazards as they occur.

E. 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, Communicationsand Warning Systems)

Purpose

To describe the various communication systems available throughout the Operational Area. This includes systems used by Operational Area 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 San Diego Operational Area for day-to-day and disaster operations.

Construction and Engineering

(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, and other engineering operations.

Personnel

A. The Director of the Department of Public Works or designated representative in Policy.

B. Assigned representative in the Operations Section.

Responsibilities

A. Develop and maintain current records of road conditions throughout the Operational Area during emergencies.

B. Restore, maintain and operate essential services within the jurisdiction such as roads, sewers and drainage facilities.

C. Construct emergency facilities, such as bridges.

D. Assist in search and heavy rescue.

E. Assist in providing for repair, modification and/or construction of emergency facilities and housing.

F. Maintain an inventory of sources and provide for procurement and allocation of heavy construction equipment.

G. Manage and coordinate jurisdictional transportation facilities.

H. Maintain an inventory of sources and provide for procurement and allocation of transportation resources.

Logistics

(see Annex K, Logistics)

Purpose

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

Personnel

A. Director, Purchasing and Contracting, or designee

B. General Services Representative

C. Department of Human Resources Representative

D. Utility representative

E. Sheriff's Data Services

Responsibilities

A. Implement emergency resources functions through pre-designated assignments from the Policy group.

B. Procure and allocate essential resources (personnel, services and material) to support emergency operations.

C. Oversee the distribution and inventory of food stocks and other essential supplies for emergency subsistence.

D. Procure and allocate required transportation, fuel and similar equipment resources.

E. Provide for maintenance and repair of telecommunications, potable water systems, government-owned electrical, sanitation, and other utility systems and services.

F. Acquire, inspect and provide supplies for care and shelter facilities, multipurpose staging areas and fixed or mobile clinical and medical facilities.

G. Establish control of resources in a manner compatible with the Operational Area Emergency Plan.

H. Provide accountability of resources requested and expended.

Public Information

(see Annex L, Emergency Public Information)

Purpose

To provide the public with accurate and timely information and instructions through the news media.

Personnel

A. Director County Communications Officer or designee in Policy Group

B. Media Team/PIO staff

C. Departmental liaisons as required

Responsibilities

A. Secure briefings from EOC staff

B. Give regular briefings to news media representatives

C. Act as jurisdictional spokespersons

D. Prepare and disseminate news releases

E. Prepare and disseminate Emergency Alert System (EAS) messages for release by the Operational Area EOC. Requests from other jurisdictions for EAS messages will be disseminated upon request.

F. Coordinate media interviews with jurisdictional officials.

G. Monitor news reports and correct inaccurate information.

H. Maintain liaison with Public Information Officers (PIOs) from other agencies and jurisdictions.

I. Notify the news media of any changes in EOC status.

J. Establish Joint Information Center (JIC)

Behavioral Health
(see Annex M, Behavioral Health Operations)

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

Personnel

A. Behavioral Health Director(s)

B. Behavioral Health Disaster Coordinator

C. Assistant Disaster Coordinator

Responsibilities

A. Coordinate behavioral health intervention services for disaster victims and emergency response personnel, as well as the general public.

B. Maintain status of behavioral health resources, including facilities and personnel within the Operational Area.

C. Coordinate all behavioral health related activities among other local public and private response agencies or groups, as well as state and federal agencies

D. Provide behavioral health debriefing sessions for EOC staffs.

E. 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

A. Director, Department of Animal Services for the Policy Group

B. Assigned representative in Operations Section

Responsibilities

A. Coordinate emergency Animal Services operations.

B. Develop and organize a system to identify and track animals received during a

disaster.

C. 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 San Diego County Operational Area.

ATTACHMENT A-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.

ATTACHMENT A-1 (Continued)

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 EMA 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 A-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 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.

ATTACHMENT A-2 (Continued)

UNIFIED SAN DIEGO COUNTY EMERGENCY SERVICES OPERATIONAL AREA

PROCLAMATION OF LOCAL EMERGENCY
(by Director of Emergency Services)
(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 EMA 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 A-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 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.

ATTACHMENT A-3 (Continued)

UNIFIED SAN DIEGO COUNTY EMERGENCY SERVICES OPERATIONAL AREA

PROCLAMATION
RATIFYING LOCAL EMERGENCY
PROCLAIMED BY THE
DIRECTOR OF EMERGENCY SERVICES
(Page 2 of 2)

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 A-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 A-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 B

WARNING SYSTEM

I. 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.

The Office of Emergency Services 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.

II. Alert/Notification Systems

Emergency Alert System (EAS)

1. 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 San Diego County Operational Area 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.

2. 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.

3. Facilities

   The program entry point for the San Diego EAS operational area is the Operational Area EOC. Emergency information will be routed to the program entry point. The primary EAS station serving the San Diego EAS Operational Area 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 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. The system, which is hosted by Twenty First Century Communications Inc., has the capability of making thousands of calls per hour by using automated calling technology. the Office of Emergency Services, Incorporated Cities, or Sheriff’s Communications Center are responsible for the activation of ASD.

ASD has limitations which include:

1. Phone lines and power must be working for the system to operate.
2. 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.alertsandiego.org .
3. If residents are on a dial-up internet connection or subscribe to call blocking services, they will not receive the call.

ATTACHMENT C

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

A. Small Business Administration (SBA)

Provides information about and takes applications for low-interest home and business loans.

B. 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.

C. 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.

D. Internal Revenue Service (IRS)

Sometimes is represented and provides income tax assistance.

E. 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.

F. 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

A. California Emergency Management Agency (Cal EMA)

Serves as the lead agency for the State

B. Department of Health and Human Services (DHHS)

Provides Individual and Family Grants

C. Employment Development Department

Provides State unemployment compensation for eligible disaster victims and, if implemented, disaster unemployment compensation.

It also furnishes information related to employment and vocational retraining.

D. Department of Housing and Community Development

Provides temporary housing and building inspection to qualified applicants.

E. Department of Veterans Affairs

Provides assistance to victims whose homes or farms are financed under the Cal Vet program.

F. 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.

In general, local government's role is supportive.

A. San Diego County Office of Emergency Services (OES)

Serves as the lead agency for the Operational Area.

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.

B. Health and Human Services Agency (HHSA)

In cooperation with the Red Cross, 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.

C. Department of Planning and Land Use (DPLU), Codes Division

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

D. Department of Planning and Land Use, Building Division

Provides building inspectors to inspect homes for safety and needed repairs.

E. 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.

F. County Assessor

After some disasters, provides staff to accept applications for reappraisal.

G. 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.

H. Health and Human Services Agency (HHSA)

Provides behavioral health counselors to assist disaster victims.

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.

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

Operational Area Emergency Plan

ANNEX B

Fire And Rescue Mutual Aid Operations

October 2010

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Unified San Diego County Emergency Services Organization

ANNEX B

Fire And Rescue Mutual Aid Operations

ACKNOWLEDGEMENTS

Fire Mutual Aid Operational Plan Task Force

Office of the Operational Area Fire and Rescue Coordinator
Deputy Fire Chief Kelly Zombro, CAL FIRE San Diego Unit
Administrative Officer Don Heiser, San Diego County Fire Authority

Operational Area Plan Review Committee

Deputy Chief Dismas Abelman, Solana Beach Fire Department
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Marisa Balmer, Emergency Services Coordinator, Office of Emergency Services

Edited and Printed

San Diego County Office of Emergency Services

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ANNEX B
FIRE AND RESCUE MUTUAL AID OPERATIONS

I. General

Introduction

This Operations Plan is created and intended to be an integral part of the San Diego County Operational Area Emergency Plan 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-Risk” capabilities expected of fire service agencies, an effective Operations Plan 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, air and water pollution.

Intent

No single community or agency has the ability or resources sufficient to cope with any and all emergencies for which the potential exists. This plan 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.

Purpose

1. To provide for the systematic mobilization, organization and operation of fire and rescue resources within each sub-regional response zone of the San Diego County Operational Area and to mitigate the effects of any disaster whether natural or man-caused.
2. To provide a comprehensive and compatible plan for expediting the mobilization and response of available fire and rescue resources on a local, area, region or statewide basis.
3. To provide for an annually updated fire and rescue inventory of all personnel, apparatus and equipment in the Operational Area.
4. 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, area, region, state and federal agencies.
5. To identify the resources necessary for locating and removing endangered, trapped, injured, or isolated persons and providing adequate care.
6. To minimize loss of life, subsequent disability, and human suffering by ensuring timely and coordinated firefighting and search and rescue efforts.
7. To provide a system for locating, gaining access to and extricating people in need of assistance.

8. To promote annual training and/or exercises between plan participants.

Planning Basis

1. No community has resources sufficient to cope with any and all emergencies for which potential exists.
2. Fire and rescue managers must preplan emergency operations to ensure efficient utilization of available resources.
3. Basic to California's emergency planning is a statewide system of mutual aid, in which each local jurisdiction relies first upon its own resources.
4. 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:
   A. Creates a formal structure for provision of mutual aid.
   B. Provides that no party shall be required to unreasonably deplete its own resources in furnishing mutual aid.
   C. 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.
   D. 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.
   E. 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 polices and procedures.
5. 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.
6. 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”.
7. 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, the Governor’s Office is informed of conditions in each geographic and organizational area of the state, and the occurrence of an imminent threat of disaster.

8. In addition to fire and rescue resources, this plan includes both public and private agencies with support capability and/or emergency responsibilities.
9. This plan, as part of the San Diego County Operational Area plan, should be distributed to and discussed with management, command, operational, and support level personnel within each jurisdiction.
10. Emergency operations plans 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.

Policy Statements

In that Operational 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 operational plan.

1. The basic tenets of emergency planning are self-help and mutual aid.
2. Emergency planning and preparation is a task, which must be shared by all political subdivisions and industries as well as every individual citizen.
3. 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.
4. 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.
   A. Cal EMA shall be required to provide direction, ongoing guidance and monitoring throughout the process until reimbursement is received by local agencies.
   B. 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).
5. 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.
6. 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.

II. Organization And Responsibilities

Responsibilities of Local Agency

1. Reasonably exhaust local resources before calling for outside assistance.
2. Render the maximum practicable assistance to all emergency stricken communities, under provisions of the San Diego County Fire Mutual Aid Agreement.
3. 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.
4. Provide for receiving and disseminating information, data and directives.
5. Coordinate and conduct necessary training to adequately perform functions and responsibilities during emergencies.
6. 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.

1. 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.
2. 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.

3. Makes maximum use of existing facilities and services within each community prior to requesting assistance from neighboring jurisdictions.
4. Conducts mutual aid activities in accordance with established operational procedures.
5. During emergency operations, keeps the Operational Area Fire and Rescue Coordinator informed on all matters.
6. 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.
7. Prepares personnel and equipment inventories and forward copies to the Operational Area Fire and Rescue Coordinators annually.
8. 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.
9. Establishes emergency communication capabilities with the Operational Area Fire and Rescue Coordinator.
10. 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.
11. Develops a radiological monitoring capability and comprehensive training program within the department.
12. When requesting aid will be in charge of all staffing and apparatus received. Requests for mutual aid will be directed to the Operational Area Fire and Rescue Coordinator via the Zone Coordinator.
13. Provides mutual aid resources when requested by the Operational Area Fire and Rescue Coordinator to the extent of their availability without unreasonably depleting local resources.
14. Maintains appropriate records, data, and other pertinent information of mutual aid resources committed.
15. Provides approximate time commitment and justification of mutual aid needs in request for resources to the Operational Area Fire and Rescue Coordinator. Periodically evaluates the need for mutual aid committed and notifies the Operational Area 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
- No isolating of agencies
- Take advantage of highway network
- Balancing of Resources (relative to risk)

Operational Efficiency

- Most efficient access to M/A resources
- Distribution of resources
- Surge Capacity
- Zone Risk (Wildland, High Rise, Urbanization, etc.)

Local agencies requesting assistance from outside their jurisdiction request their dispatch centers to contact their Zone Coordinator. The Zone Coordinator will then contact the Area Fire Coordinator (Echo I). The Zone Coordinator should keep the Op Area 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:

1. Activate local mutual aid plan.
2. Notify the Operational Area Fire and Rescue Coordinator.
3. Request needed resources.
4. Prepare to receive and utilize mutual aid requested/provided.
5. For further details ***See Appendix* I**

Responsibilities of the Operational Area Fire and Rescue Coordinator

The Operational Area 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 Area 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 request their dispatch centers to contact the Area 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.

1. Organizes and acts as chairperson of an Operational Area Fire and Rescue Coordinating Committee composed of the Alternate Area Fire and Rescue Coordinators and/or fire chiefs within the operational area. 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.
2. In cooperation with the Operational Area Fire and Rescue Coordinating Committee, will:
    A. 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.
    B. Aid and encourage the development of uniform fire and rescue operational plans within the area.
    C. Aid and encourage the development of countywide fire and rescue communication nets operating on the approved fire frequencies for the county.
    D. 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.
    E. Develop a dispatching procedure for all state-owned OES fire apparatus, rescue truck, communication vehicles and other specialized resources assigned within the area.
    F. Provide fire and rescue coordination to the County OES Operational Area Disaster Preparedness Official.
    G. 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.
3. During a “State of War Emergency”, shall report to the Area Emergency Operations Center to serve on the staff of the Operational Area Disaster Preparedness Director. If necessary, an authorized representative may serve on this staff in place of the Operational Area Fire and Rescue Coordinator.
4. During a “State of Emergency” declared by the Governor, or as may be necessary, shall report to the Area Emergency Operations Center or such other location as directed by the Regional Fire and Rescue Coordinator. If necessary, an authorized representative may assume this duty.

5. Will be responsible for coordination of all fire and rescue resources within the operational area on major mutual aid operations.
    A. If the emergency is within the jurisdiction of the Operational Area Fire and Rescue Coordinator and the emergency overloads the communication facilities, the Operational Area Fire and Rescue Coordinator may assign dispatching of mutual aid equipment to an alternate fire and rescue dispatch center.
    B. Shall keep the Regional Fire and Rescue Coordinator informed of all operations.
    C. Evaluates requests for assistance from local agency and determines the resources from that operational area which can provide the most timely assistance and initiates appropriate response thereof. Determines if the timeliest assistance is from one adjacent operational area and if so, requests assistance from that Operational Area Fire and Rescue Coordinator not to exceed five engine companies or individual resources, and notifies the Regional Fire and Rescue Coordinator of this action. When resources are needed from more than one adjacent area, either for timely responses or when the need is beyond the operational area capability, the request must be made to the region.
    D. 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.
    E. The Operational Area Fire and Rescue Coordinator will advise the requesting jurisdiction of the origin of resources responding to the request for assistance.
    F. 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.
6. The Operational Area 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.
7. The Operational Area Fire and Rescue Coordinator along with the Office of Emergency Services, is responsible for the update of this annex every four years.
8. Keeps the Zone Coordinators informed of resource status within the Operational Area.

Responsibilities of the Regional Fire and Rescue Coordinator

1. Organizes and acts as chairperson of the Regional Fire and Rescue Coordinating Committee, composed of Alternate Regional Fire and Rescue Coordinators and the

Operational Area 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.

2. On 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.
3. In cooperation with the Fire and Rescue Coordinating Committee shall:
    A. 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.
    B. 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.
    C. Aid and encourage the development of uniform fire and rescue emergency plans within the region, through the Operational Area Fire and Rescue Coordinators.
    D. Aid and encourage the development of countywide fire and rescue communication nets, tying CAL FIRE departments to an Operational Area Fire and Rescue dispatch center.
    E. 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.
4. During a "State of War Emergency", the Regional Fire and Rescue Coordinator or the authorized representatives shall report to the Regional Emergency Control Center, acting as Fire and Rescue liaison to the OES Regional Manager.
5. 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 Regional Emergency Control Center or other locations as directed by the State Fire and Rescue Coordinator.
6. Is responsible for dispatching all Cal EMA and/or CAL FIRE and rescue resources within the region on major mutual aid operations.
    A. 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.
    B. Keeps the State Fire and Rescue Coordinator informed of all operations within the region.
    C. 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.

D. Needs to request approximate time commitment and justification of resources issued to operational area, and length of time it will utilize these resources. Shall periodically evaluate the justification and commitment to the Operational Area of these resources, and notify the State.

E. The Regional Fire and Rescue Coordinator will advise the requesting Area of the source of all assistance responding to the Area.

F. 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.

7. Regional Fire and Rescue Coordinator will monitor and coordinate backup coverage within an area or region when there is a shortage of resources.
8. Calls and conducts elections within the respective Operational Areas for Operational Area 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.
9. 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.
10. 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

1. The Office of Emergency Services, Fire and Rescue Division:

A. 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.

B. Develops and maintains a "Fire and Rescue Emergency Operations Plan" and "Standard Operating Procedure" for the use and dispatch of 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., Operational Area and Region Fire and Rescue Coordinators, dispatch centers, and CAL FIRE and rescue officials.

C. 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.

D. Monitors ongoing emergency situations, anticipates needs, and prepares for use of inter-regional fire and rescue mutual aid resources, establishing priorities and authorizing dispatch.

E. State Fire and Rescue Coordinator will monitor and coordinate backup coverage between regions when there is a shortage of resources.

F. Consults with and keeps the Director of the Office of Emergency Services 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.

G. Consults with and assists federal and other state agency representatives on all matters of mutual interest to the fire and rescue service.

H. Coordinates fire and rescue emergency mutual aid operations throughout the state, both on and off scene.

I. 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.

J. Assists in the coordination of the application and use of other state agency resources during a "State of Emergency" or "State of War Emergency."

K. Develops and provides training programs and materials for effective application and utilization of the California Fire Service and Rescue Emergency Mutual Aid Plan.

L. Encourages the development of training programs for specialized emergencies involving fire and rescue services; i.e., radiological monitoring, civil disturbances, staff and command training.

M. 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.

N. Develops procedures for reimbursement of state and local agency expenses associated with assistance rendered during a major incident.

O. Standardizes forms and procedures for the records required for response of OES and/or CAL FIRE and rescue resources responding to incidents or operational area coverage which qualify for reimbursement.

III. Concept Of Operations

System Overview

The fire and rescue mutual aid defined in this local operational plan 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 a 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, operational area, 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.

1. 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 Operational Area Fire and Rescue Coordinator upon activation. The Operational Area Fire and Rescue Coordinator shall be notified of those committed resources in order to determine resource availability for subsequent response.
2. Operational Area fire and rescue resources are resources made available to a participating agency through the approved and adopted San Diego County Mutual Aid Agreement. Mobilization of Operational Area resources are activated by the Operational Area Fire and Rescue Coordinator or designated representative, in response to a request for assistance from an authorized fire official of the participating agency in need. The Operational Area Fire and Rescue Coordinator must notify the Regional Fire and Rescue Coordinator of all area resources committed. Following are the general terms of the San Diego County Mutual Aid Agreement
    A. 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
    B. Once an out of county resource eligible for reimbursement is assigned to the incident, any mutual aid resources provided by Operational Area agencies will be eligible for reimbursement from the time of their original assignment to the incident.
3. 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. Operational Area plans are significant elements of the regional plans.
4. 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, OES Fire and Rescue Division, of resources committed.

5. 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.

IV. 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. 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 San Diego County Operational Area is described in **Annex I**.

System Capability

The current radio systems in place throughout the Operational Area 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 exist within this County:

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 Operational Area.

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.

V. Incident Command System

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 the National Incident Management System (NIMS) be utilized for the management of all emergency incidents. Qualifications required for each position within the Incident Command System 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),
- San Diego County Operational Area
- 400 level certifications: Region

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

VI. Regional Urban Search And Rescue

Urban Search and Rescue involves the location, rescue (extrication), and initial medical stabilization of victims trapped. 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 Urban Search and Rescue Task Forces are FEMA assets and are ordered through the Mutual Aid Process. Go to the FEMA website for specific information on US&R resources.

VII. 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 Operational Area Fire 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 Area Fire Coordinator who will attempt to fill the request within the Operational Area. If nothing is available within the area, the request will be forwarded to the State Office of Emergency Services through the normal statewide mutual-aid system. OES/Cal EMA 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.**

VIII. Metropolitan Medical Strike Team

The Metropolitan Medical Strike Team (MMST) responds to acts of Nuclear, Biological and Chemical (NBC) terrorism. The team consists of medical, fire service, law enforcement and public health personnel in addition to environmental and hazardous materials specialists. They are trained and outfitted to perform field level response efforts for the consequences of the terrorist use of weapons of mass destruction. This team forms the technical nucleus of a comprehensive response capability to NBC terrorism. It includes specialized personnel to direct and coordinate immediate response, mitigation and recovery operations at the incident scene.
The MMST can be activated by the Incident Commander through the Sheriff's Communications Center. **Refer to Annex D for details.**

IX. 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 Sheriffs 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 OP Area agencies (e.g.; SDG&E Type 1). For numbers of resources, types and aircraft descriptions, **see Appendix III.**

X. 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 USCG has Type I with hoist (BLS). For number of resources, types and description of ability, **see Appendix IV.**

XI. Community Emergency Response Teams (Cert)

Community Emergency Response Teams (CERT) in San Diego County are trained to be able to augment 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 Program. For additional information please **see Appendix V.**

XII. 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.**

XIII. Hazardous Material Response Reources

The San Diego County Operational Area 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), and the San Diego County Office of Emergency Services (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.**

XIV. 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 *
Deluz Volunteer Fire Department	CAL FIRE *
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 *
Deer Springs Fire Protection District (CAL FIRE)	CAL FIRE *
Elfin Forest Volunteer Fire Department (County Service Area 107)	North County JPA *
North County Fire Protection District	North County JPA *
San Onofre Fire Department (Private)	Self *
Palomar Mountain Volunteer Fire Dept (County Service Area 110)	CAL FIRE *
Valley Center Fire Protection District (CAL FIRE)	CAL FIRE *
San Pasqual Reservation Fire Department	CAL FIRE *
Rincon Reservation Fire Department	CAL FIRE *
Pala Indian Reservation Fire Department	CAL FIRE *
North County Reservation Fire District	CAL FIRE *

METROPOLITAN ZONE	Dispatched By
City of San Diego Fire-Rescue Department	Self *
City of Poway Fire Department	San Diego Fire Rescue *
Miramar Fire Department	Self
Federal Fire Department	Self
City of Coronado Fire Department	Heartland Fire JPA *
City of Imperial Beach Fire Department	Heartland Fire JPA *
Lower Sweetwater Fire Protection District (NCFD)	Heartland Fire JPA *
City of National City Fire Department	Heartland Fire JPA *
City of Chula Vista Fire Department	San Diego Fire-Rescue *
San Pasqual Volunteer Fire Dept. (County Service Area 113)	San Diego 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 *
East County 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 *
San Miguel Consolidated Fire Protection District	Heartland Fire JPA *
City of Santee Fire Department	Heartland Fire JPA *
Viejas Fire Department	Heartland Fire JPA *
Sycuan Reservation Fire Department	CAL FIRE *

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**
Rural Fire Protection District (CAL FIRE)	CAL FIRE *
Borrego Springs Fire Protection District	CAL FIRE *
Boulevard Volunteer Fire Department (County Service Area 111)	CAL FIRE *
Campo Volunteer Fire Department (County Service Area 112)	CAL FIRE *
Intermountain Volunteer Fire and Rescue Department	CAL FIRE *
Julian-Cuyamaca Fire Protection District	CAL FIRE *
Mt. Laguna Volunteer Fire Department (County Service Area 109)	CAL FIRE *
Ocotillo Wells Volunteer Fire Department	CAL FIRE *
Pine Valley Fire Protection District	CAL FIRE *
Ranchita Volunteer Fire and Rescue Department	CAL FIRE *
Shelter Valley Volunteer Fire Department	CAL FIRE *
Sunshine Summit Volunteer Fire Department	CAL FIRE *
Warner Springs Volunteer Fire Department	CAL FIRE *
Ramona Municipal Water District (CAL FIRE)	CAL FIRE *
Campo Indian Reservation Fire Department	CAL FIRE *
Mesa Grande Indian Reservation Fire Department	CAL FIRE *

NOTE: Federal installations may be included in any of the above zone

County of San Diego Mutual Aid Zones

Policy for Changing Zones

1. There are four (4) Fire Mutual Aid Zones in San Diego County
    - North Zone
    - Metro Zone
    - Central Zone
    - East Zone

2. Procedure for Managing Zone Changes:

A. The Operational Area 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:

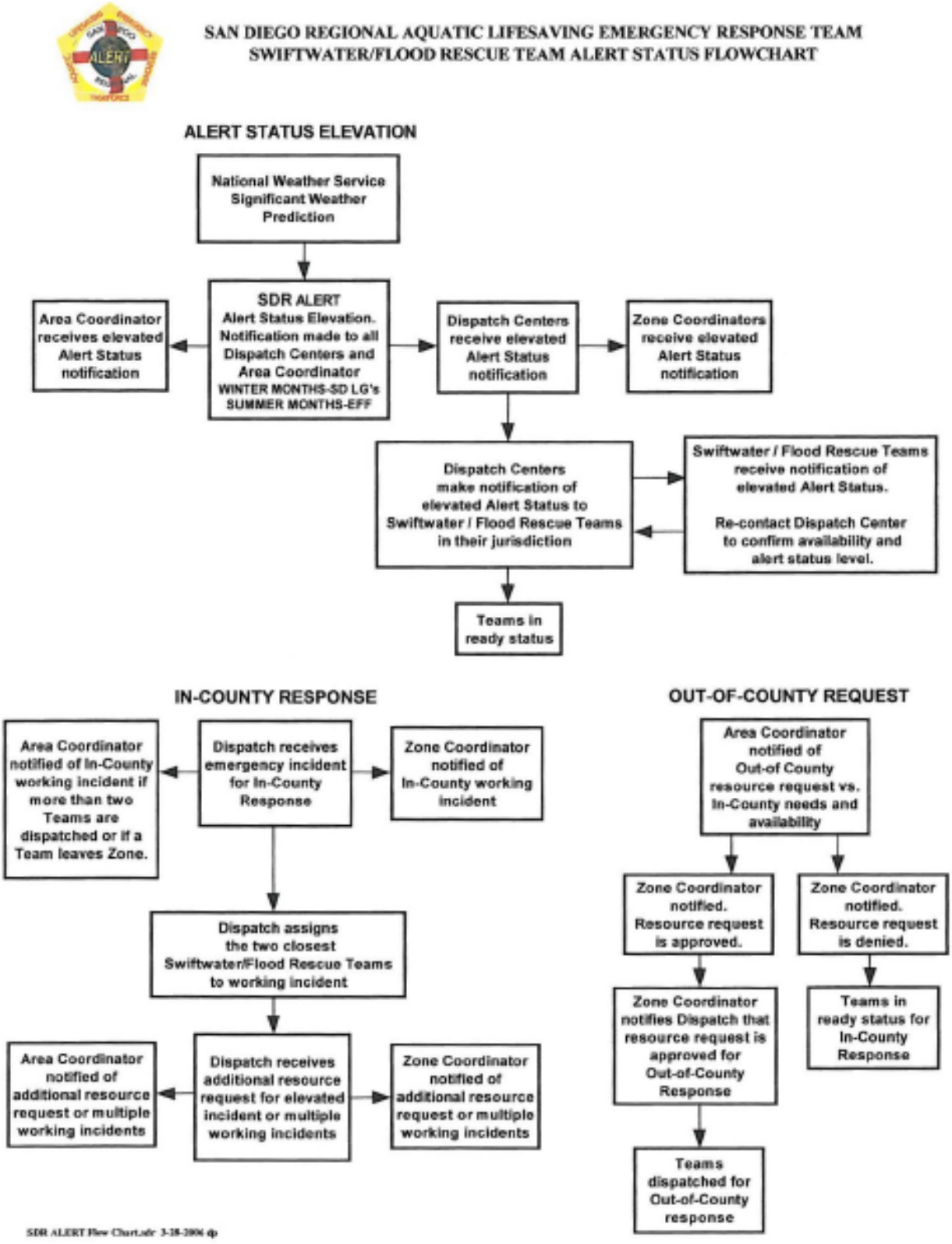
- Operational Area Coordinator (Spokesperson)
- Alternate Area Coordinator(s)
- North Zone Coordinator
- Metro Zone Coordinator
- Central Zone Coordinator
- East Zone Coordinator

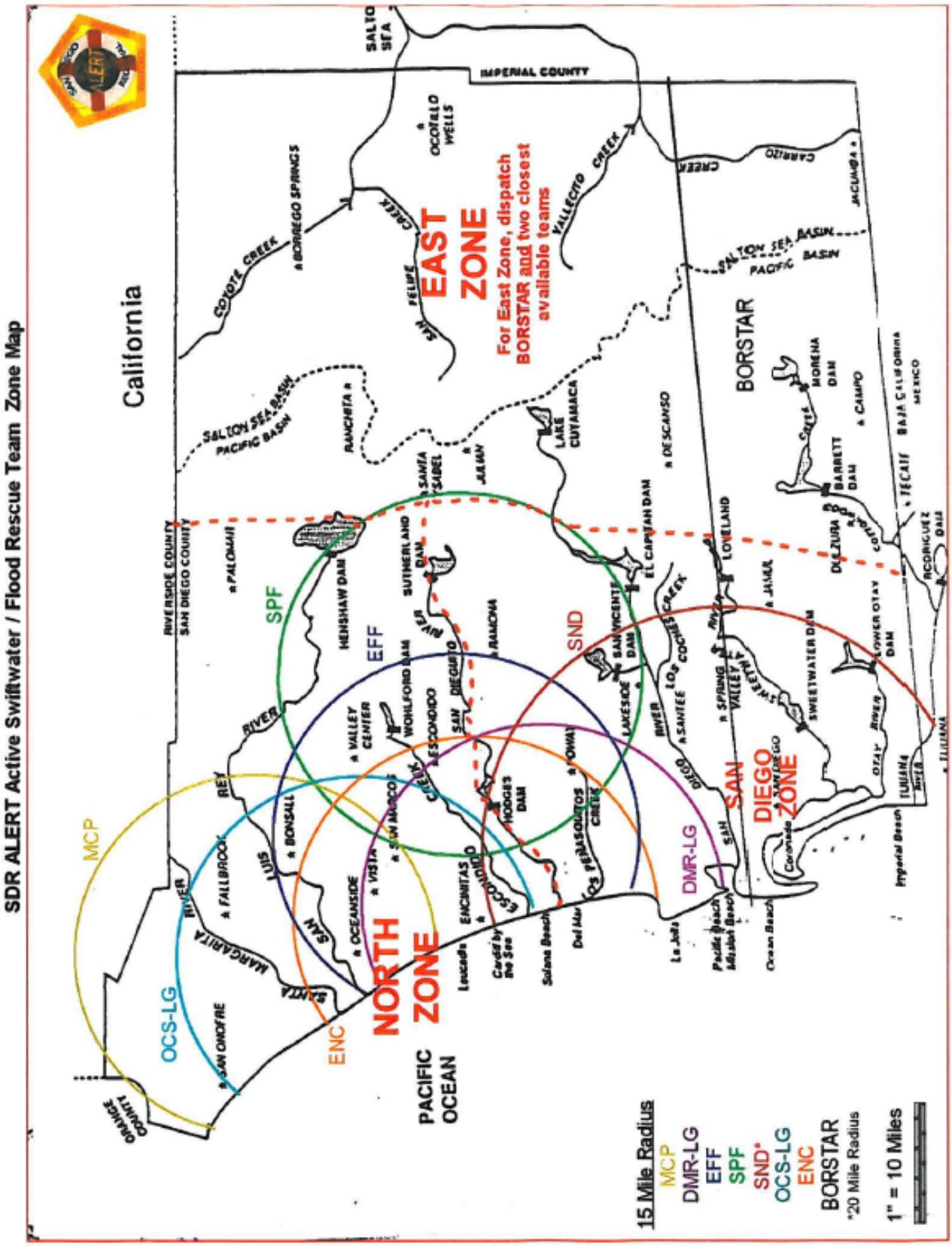
B. Group Responsibilities:

- 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 Operational Area Coordinator (or Alternate Coordinator if in the O/C position) will respond in writing to the requesting agency(s) and copy all Operational Area Coordination Group Agencies

APPENDIX II

Swiftwater Rescue Resources




SDR ALERT Active Swiftwater / Flood Rescue Team Zone Map
California
IMPERIAL COUNTY
EAST ZONE
For East Zone, dispatch BORSTAR and two closest available teams
NORTH ZONE
SAN DIEGO ZONE
BORSTAR
PACIFIC OCEAN
MCP
OCS-LG
ENC
SPF
EFF
SND
DMR-LG
15 Mile Radius
MCP
DMR-LG
EFF
SPF
SND*
OCS-LG
ENC
BORSTAR
*20 Mile Radius
1" = 10 Miles

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

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/Rescue Helicopter Program is capable of responding two Type II firefighting and multi-mission-capable helicopters. These helicopters are known as County Copters 10 and 12 (Super 205 A++). 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.

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 Division 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 212) and City Copter 2 (Bell 412). 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 emergency services, search and rescue missions, 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.

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 Corp

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:

A. 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.

B. San Diego Fire-Rescue Department - When requested, the helicopter provides 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. Both aircraft are FAA approved for night-vision-goggle (NVG) operations. Both aircraft have Advanced Life Support capabilities.

C. 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 dependant 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, Santee, 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. Julian/ Cuyamaca	Julian-Cuyamaca FPD
16. Lakeside	Lakeside FPD
17. Mountain Empire	Campo Fire-Rescue
National City	*NO CURRENT PROGRAM*
18. North County	North County FPD
19. Oceanside	Oceanside FD
20. Palomar Mountain	Palomar Mountain VFD
21. Pine Valley	Cal Fire
22. Poway	Poway FD
23. Ramona	Cal Fire
24. Rancho Santa Fe	Rancho Santa Fe FPD
25. Rural	Cal Fire
26. San Marcos	San Marcos FPD
27. San Miguel	San Miguel FPD
28. Solana Beach	Solana Beach FD
29. Valley Center	Cal Fire
30. Vista	Vista FD

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 Operational Area 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).

The activities carried out by the HMD, Hazardous Materials Incident Response Team (HIRT), and the San Diego County Office of Emergency Services (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 Operational Area Emergency 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.

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 Operational Area 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

The HMD has developed a computer system to manage 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

San Diego County Operational Area 2 March 2007 Hazardous Materials Area Plan 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 each month. Hardcopies and 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 CDROM and in hard copy 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 2008.

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 use the Micromedix's Database (Chemknowledge®). The Chemknowledge® database provides the response agencies with critical information covering the physical, chemical and biological hazards and risk characteristics of hazardous materials used by businesses in the county. Chemknowledge® is also available on all HIRT emergency response vehicles.

The business-specific inventory information collected by the HMD Industry Compliance Program is also used to identify those facilities that handle hazardous substances which may require a risk management plan (RMP). A stationary source (non-transportation) with more than a threshold quantity of a "regulated substance" in a process is required to Prepare and submit a risk management plan to the CUPA.

San Diego County Operational Area 3 March 2007 Hazardous Materials Area Plan The RMP requires a facility to conduct a comprehensive evaluation of all the administrative and operational procedures associated with a process using "regulated substances" within a facility. The risk management plan consists of a hazard assessment process which requires owners to identify the regulated substance and quantities on-site, document a five-year accident history, develop worst-case and most likely release models which affect the community, and develop an accidental release prevention program and emergency response plan. After a suitable review, HMD and the USEPA will receive and approve all RMPs.

Currently, approximately 120 businesses in the county are preparing RMPs following State and Federal requirements.

The facility screening method and other specific CalARP information is contained in the "Hazardous Materials Division California Accidental Release Prevention Program Guidelines" (February 25, 1999) (Appendix E).

San Diego County Operational Area 4 March 2007 Hazardous Materials Area Plan

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 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 have 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, in the 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. In the unincorporated county areas there remains a heavy dependency on HIRT services to support the limited response resources that often are

San Diego County Operational Area 5 March 2007 Hazardous Materials Area Plan

Appendix VIII

Other Resources

Other Resources for Appendix VI will be added once collected.

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

Operational Area Emergency Plan

ANNEX C

Law Enforcement Mutual Aid Operations

October 2010

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Unified San Diego County Emergency Services Organization

ANNEX C

LAW ENFORCEMENT MUTUAL AID OPERATIONS

ACKNOWLEDGEMENTS

Sheriff

William D. Gore, Sheriff
Thomas J Cooke, Undersheriff

Law Enforcement Mutual Aid Operations

Commander Ed Prendergast, Sheriff's Department
Captain Edward Musgrove, Sheriff's Department
Lieutenant Todd Richardson, Sheriff's Department
Lieutenant Jenene Milakovich, Sheriff's Department

Operational Area Plan Review Committee

Deputy Chief Dismas Abelman, Solana Beach Fire Department
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San Diego County Office of Emergency Services

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ANNEX C
LAW ENFORCEMENT MUTUAL AID OPERATIONS

I. General

This Annex establishes organizational responsibilities and general procedures for the local law enforcement jurisdictions, and supporting agencies during natural and manmade disasters.

II. 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:

A. 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).

B. Receive and disseminate warning information to the general public.

C. Deploy personnel and equipment to locations needed to accomplish primary objectives.

D. Coordinate evacuation of hazardous areas, and provide perimeter security and access control.

E. Provide security for essential facilities, services, and resources.

F. Maintain the safety and security of persons in custody.

G. Implement aerial surveys of the area to provide accurate information on hazards, victims, conditions, damage assessment, and other vital information.

H. Coordinate the establishment of emergency traffic routing and ingress/egress procedures with the California Highway Patrol or jurisdictional agency.

I. Assist in the establishment of Multi-agency Staging Areas.

J. Coordinate with cities/jurisdictions in the Operational Area, 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).

III. Concept Of Operations And Activation Of Mutual Aid

The Sheriff 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).

IV. General Requirements For Mutual Aid

General requirements for requesting Mutual Aid include:

1. An emergency must exist or be imminent; and
2. A significant number (50% or more) of local resources must be committed prior to the request for Mutual Aid.
3. A specific mission has to be stated.

Point of Contact

Requests for Mutual Aid should be directed to:

1. The Sheriff's Watch Commander via the Sheriff's Communications Center
2. The Law Enforcement Mutual Aid Coordinator in the Sheriff's Departmental 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 Operational Area level would usually result in a proclamation of a local emergency. While a proclamation of local emergency is not required for requests within the Operational Area 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:

1. City Council or Board of Supervisors
2. City Manager or Chief Administrative Officer if Council or Board of Supervisors is not in session.

V. Organization And 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:

1. Confirm an emergency or anticipated emergency exists.
2. 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).
3. Obtain the mission(s) for responding personnel.
4. Through coordination with the Incident Commander, determine the quantity and type of resources needed to accomplish the mission(s).
5. Determine where to stage the incoming mutual aid resources.
6. Identify the Liaison Officer of the requesting agency who will serve as the point of contact.
7. Ensure both the requesting agency and the Law Enforcement Mutual Aid Coordinator establish appropriate documentation procedures.
8. 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 Operational Area, 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 EMA Law Enforcement Mutual Aid Coordinator who will contact all necessary Regions within the state. Figure 1 outlines the Law Enforcement Mutual Aid Regions and progression of requests.

VI. 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:

1. An emergency condition exists or is imminent; and
2. All civil resources have been or will be reasonably committed; and
3. Civil authority can not or will not be able to control the situation; and
4. Military assistance is required and has been requested by the chief executive of a city or the sheriff of a county.

Federal Military

Commanders may commit federal troops:

1. Upon direction of the President of the United States; or

2. When the local commander feels that there is:
    A. An immediate and imminent threat to life; and
    B. Local resources are unavailable; and
    C. A delay in established mutual aid would result in unnecessary deaths, injuries or extensive property damage.

VII. 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:

1. The requesting agency is responsible for feeding, billeting, fuel, and other on-scene support.
2. The requesting agency is not responsible to provide salary or employment benefits.
3. Emergency medical costs for a responder are paid by the responder's agency.
4. 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.
5. Materials used are normally replenished by the requesting agency.

VIII. Additional Duties Of The Operational Area Law Enforcement Mutual Aid Coordinator

A. Coordinate with involved law enforcement agencies to establish a central point of incident information related to law enforcement responsibilities, such as the DOC.

B. Coordinate with affected law enforcement agencies to determine objectives and priorities affecting the allocation of mutual aid resources.

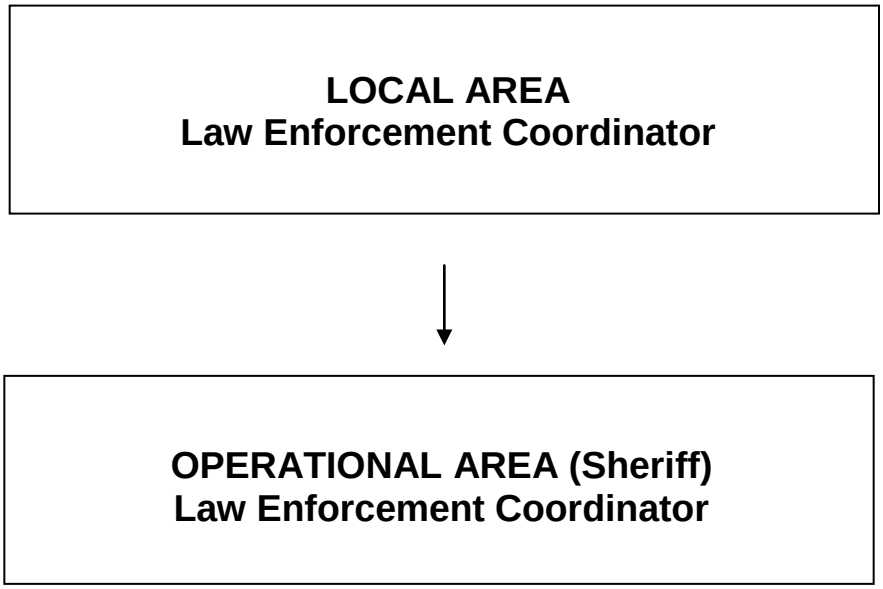
C. Coordinate with affected law enforcement agencies in developing Operational Area inter-jurisdictional law enforcement activities and plans (evacuation, area control, traffic control, etc.) during widespread emergencies or disasters.

D. Provide for representation in the Operational Area Emergency Operations Center (EOC) Management and Operations Sections.

E. Assist the Office of the Medical Examiner in security and mutual aid requirements.

Figure 1

ACTIVATION CHANNELS FOR LAW ENFORCEMENT MUTUAL AID



ATTACHMENT A

SUPPORTING ORGANIZATIONS

1. Jurisdictional Law Enforcement Agencies from the Operational Area
2. Port of San Diego Harbor Police
3. County Sheriff
4. County Probation Department
5. County Department of Animal Services
6. School District Police
7. California Highway Patrol (CHP)
8. County District Attorney Investigators
9. County Department of Parks and Recreation
10. California National Guard
11. California Department of Justice
12. California Department of Corrections
13. California Fire Marshal
14. Military Forces of the United States

ATTACHMENT B

TYPES OF SUPPORT

Law Enforcement Support May Be In One Or More Of The Following Missions:

1. Law Enforcement
2. Aerial Support
3. Special Teams (SWAT, hostage negotiators, etc.)
4. Mobile Field Force (Platoon)
5. Traffic Control
6. Evacuation
7. Search and Rescue
8. Field Bookings
9. Prisoner Management
10. Building and Facility Security
11. Mass Care/Collection Center Security
12. Explosive Ordnance Disposal
13. Investigation of Arson and Bombings
14. Waterborne Enforcement/Dive Rescue and Support
15. Metropolitan Medical Strike Team (MMST)
16. Security

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:

A. Perimeter control and area security

B. Access control (to and from the perimeter)

C. Command Post coordination

D. Temporary Evacuation Points (TEPs)

Objectives

The overall objectives of access control operations will be to:

A. Provide a controlled area and prevent entry by unauthorized persons.

B. Protect lives by controlling entry into extreme hazard areas, thus reducing public exposure to the current or pending hazard agent.

C. Maintain law and order in the hazard area as well as the normal areas of responsibility.

D. 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:

A. Establish a control point (may be the Command Post).

B. Staff access point(s).

C. Establish a system of ingress and egress from secured areas for authorized persons and media.

D. Route traffic from highway and surface roads away from closed areas.

E. Utilize signs and/or markers to provide motorists with advance notice of secured areas.

F. Provide security in closed areas with patrols or airborne monitoring.

G. Establish and coordinate with the American Red Cross, 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:

A. Lifesaving operations.

B. Evacuation operations.

C. Medical Examiner operations and continued rescue.

D. Safety Inspection Teams.

E. Owners and managers of critical facilities.

F. Authorized managers and employees of businesses.

Responsibilities

Local

Law Enforcement

A. Handle law enforcement duties both inside and outside of the secured areas.

B. Direct the placement of barricades and traffic control devices.

C. Establish a command post and control point for the perimeter.

D. Initiate TEPs and/or Evacuation Centers, with the Red Cross, if needed.

E. Initiate an entry pass system.

Departments of Planning and Land Use, Building Inspection Division

A. Determine structural safety of buildings to be used for care and shelter of evacuees.

Environmental Health Department/HIRT

A. Determine environmental safety.

Operational Area

Sheriff's Department

A. Handle law enforcement for all unincorporated and contracted areas.

B. Support access control effort; coordinate with the local law enforcement agency or California Highway Patrol in the unincorporated area.

Environmental Health Department

A. Determine environmental safety.

State

California Highway Patrol

A. 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:

A. Expedite the movement of persons from hazardous areas.

B. Control evacuation traffic.

C. Coordinate transportation for disabled persons, the elderly, and persons without vehicles.

D. Institute access control measures to prevent unauthorized persons from entering vacated, or partially vacated areas.

E. Provide for the procurement, allocation, and use of necessary transportation resources and law enforcement resources by means of mutual aid or other agreements.

F. Coordinate evacuation to appropriate mass care facilities.

Situation

Evacuations involving only a small number of people can generally be handled without elaborate measures by on-scene public safety personnel. Large scale evacuation should be supported by the Emergency Operations Center and the Departmental Operations Centers 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 plan, therefore, will pertain to voluntarily evacuated persons.

Organization And Responsibilities

County

The designated County Evacuation Coordinator is the Sheriff. The Evacuation Coordinator will be assisted by other county police resources and support agencies.

Evacuation operations will be conducted by law enforcement agencies, highway/road/street departments, and public and private transportation providers. 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 Operational Area EOC with the involved city EOCs and the Sheriff's Department's DOC.

Mutual Aid Region

A designated member of the California Highway Patrol (CHP) will function as the California Emergency Management Agency (CalEMA) Mutual Aid Region Movement Coordinator and will coordinate traffic control operations on a regionwide basis. The Movement Coordinator will be assisted by a representative of the State of California's Department of Transportation (CALTRANS), who will function as the Mutual Aid Region Transportation Coordinator.

These coordinators will work between the Operational Area 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 Operational Area is referenced in the Basic Plan, Attachment A. 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

The Red Cross is able to establish evacuation facilities and perform many logistical functions for those facilities. The Evacuation Coordinator should establish liaison with the Red Cross early in the evacuation process. The Law Enforcement Coordinator will coordinate security at the mass care shelters.

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 special 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.

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 Operational Area EOC as well as in the Office of Emergency Services. R911 and Alert San Diego augment EAS for the dissemination of emergency public information. See Annex L for additional information.

Evacuation information provided to the public will include the following:

1. When and why they must evacuate.
2. Routes to take, including conditions of roads, bridges, and freeway overpasses.
3. Where to go for mass care.
4. Anticipated duration of the emergency and evacuation.
5. Public Information Officers and field units using public address systems may also be necessary.

Evacuating Special Facilities

Facilities which require special plans and resources to carry out evacuations include hospitals, prisons, institutions for the handicapped or disabled, 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 persons left at home without a vehicle. Some people with disabilities or illnesses may require special 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, and other transport vehicles will be requested from transportation providers. The public will be told where to go to obtain transportation and a telephone number will be provided for persons who require special assistance.

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.	Jurisdictions/ 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

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
Invoke and assist with re-entry protocol.	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
Invoke and assist with re-entry protocol.	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 special facilities, such as hospitals, convalescent homes, residential care facilities and others requiring special assistance.	Incident Commander/ OES/ Department of Operations (DOC)
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
Invoke and assist with re-entry protocol.	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 Examiner.	Law Enforcement
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
Assist or join with other agencies in establishing multi-agency staging areas.	Incident Commander/ Sheriff's DOC
Invoke and assist with re-entry protocol.	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 special facilities.	Law Enforcement
Provide crowd/perimeter control.	Law Enforcement
Invoke and assist with re-entry protocol.	EOC Director

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

Operational Area Emergency Plan

ANNEX D

Mass-Casualty Operations

October 2010

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Unified San Diego County Emergency Services Organization

ANNEX D

Mass-Casualty Operations

ACKNOWLEDGEMENTS

Mass-Casualty Operations

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ANNEX D
MASS-CASUALTY OPERATIONS

I. General

The Mass-Casualty Operations Annex to the Operational Area Emergency Plan 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, cities and emergency service agencies. The Emergency Services Agreement, between and among the County of San Diego and the cities in the Operational Area, provides for a county wide medical 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.

Goals and Objectives

The overall goals of disaster medical operations are to:

A. 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.

B. Coordinate the utilization of medical facilities and the procurement, allocation, and distribution of medical personnel, supplies, communications, and other resources.

C. 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:

A. Describe the concept of operations, organization, and medical response system to implement this Annex.

B. Establish procedures for activating and deactivating this Annex.

C. Provide a system for prompt medical treatment of disaster victims.

D. Provide for the management of medical services, facilities, activities, and resources.

E. Provide a basis with which County departments and local agencies establish support plans and standard operating procedures.

Concept of Operations

For the purposes of this Annex, a medical mass-casualty incident applies primarily to a major medical emergency situation, or potential situation, creating sufficient casualties to exceed the capabilities of the local medical system.

Plan Utilization

Utilization (Alert, Activation, and Termination) of this Annex shall be at the direction of (1) the County's Chief Administrative Officer (CAO) in that capacity, or as Area Coordinator of the Unified San Diego County Emergency Services Organization; (2) a designated Deputy CAO; (3) the Director, Office of Emergency Services or designated representative; (4) Public Health Officer or designated representative (5) Chief, Emergency Medical Services or designee; (6) the Incident Commander; (7) the Facilitating Base Hospital or (8) County of San Diego Sheriff's Communication Center (SCC).

The on-scene Incident Commander or his/her designee (e.g. the Medical Coordinating Unit), shall notify their dispatch center to alert/activate Annex D. The Medical Coordinating Unit's dispatch center then contacts the Sheriff's Communications Center (SCC) and requests the alert/activation of Annex D. The Facilitating Base Hospital may also exercise this option. The Sheriff's Communication Center shall notify affected agencies of these announcements as follows:

ALERT

ALERT FOR ANNEX D shall be announced upon report of an event or potential event that is suspected (but unconfirmed) to constitute a mass-casualty incident which exceeds the capabilities of (1) the immediately available emergency response contingent, or (2) the patient care capabilities of proximate medical facilities.

ACTIVATION

ACTIVATION OF ANNEX D shall be declared under the following conditions:

1. A confirmed event has occurred that is a mass-casualty incident which exceeds the capabilities of the immediately available responding emergency contingent, or the patient care capabilities of proximate medical facilities.
2. An event is imminent, or has occurred, of such magnitude in a populated area that extensive casualties are inevitable, (e.g. structure collapse, major transportation emergency, hazardous materials release, infectious/communicable diseases outbreak or public health emergency).
3. Notification from cognizant authority that a disaster, local or general, is imminent or has occurred, which requires mobilization of the emergency organization and indicates the expectation that extensive casualties will result.
4. Notification from cognizant authority that a significant number of casualties

from outside the Operational Area are expected to be brought into the Operational Area via the State Mutual Aid System or the National Disaster Medical System (NDMS) (e.g., casualties from domestic or international war).

TERMINATION

TERMINATION OF ANNEX D shall be announced at such time that the situation has stabilized, and operations under the mass-casualty annex are no longer required. In general, patients have been transported or are en route to definitive care, and the event is de-escalating.

II. Organization

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 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

1. The authority for the management of the scene of an emergency shall rest in the appropriate public safety agency having primary investigative authority.
2. 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.
3. The local fire department assumes the role of Incident Commander or partners with other disciplines (Law, Medical) as a Unified Command under the Standardized Emergency Management System (SEMS) and the National Incident Management System (NIMS) criteria and manages medical operations within the statewide fire management system known as the Incident Command System (ICS). The Mass-Casualty Branch operates as part of the ICS under the Incident Commander. As mass-casualty incidents overwhelm the initial responding resources, the Incident Commander 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).
4. 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

A. 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.

B. The medical section 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 Operational Area. The EOC medical staff serves as medical advisor to the CAO, as well as makes decisions about resource allocation, priorities, and other medical matters.

C. 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.

D. Director, HHSA - reports to the CAO and is responsible for policy decisions involving operational and logistics disaster health services.

E. Public Health Officer – Reports to the CAO and is responsible for public health related decisions to protect the health and safety of the community.

F. EMS Chief - reports to the Public Health Officer, and in consultation with the EMS Medical Director, is primarily responsible for directing the medical response and EMS system operations for the Operational Area. The EMS Chief 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 makes requests to the Regional Disaster Medical/Health Specialist/Coordinator (RDHMS/C) via the Medical and Health Operational Area Coordinator (MHOAC) in accordance with the state guidelines, and advises the EMS Medical Director of medical mutual aid status. In public health events, the EMS Chief is responsible for implementing the directives of the Public Health Officer. Other duties include coordinating and providing support to medical activities at the disaster scene(s), Field Treatment Sites, and First Aid Stations. These activities include the coordination of requests for Triage/Treatment Teams, transportation coordination and liaison with Red Cross, Hospital Association, Ambulance Association, rescue teams, and the San Diego Blood Bank.

G. EMS Medical Director – The EMS Medical Director is an alternate position,

necessary during a disaster that has a medical component. This position is a liaison between EMS and the County Operational Area Ops section/division, and may act as the incident medical director. Prehospital personnel work under that physician's license.

H. Medical & Health Operational Area Coordinator (MHOAC) - Reports to the EMS Chief and EMS Medical Director, and is responsible for the disaster medical operational functions within the Operational Area (OPAREA), including:

1. Providing authorization and direction for activation of the medical/health branch of the operational area EOC and ensuring management systems are in place for managing the Medical/Health Branch of the Operational Area EOC.
2. 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.
3. Communicating requests for out-of-county assistance to and responding to requests from the Regional Disaster Medical Health Coordinator (RDMHC) or Regional Disaster Medical Health Specialist (RDMHS).
4. Developing a capability for identifying medical and health resources, medical transportation, and communication resources within the Operational Area.
5. Maintaining liaison with the Operational Area Coordinators of other relevant emergency functions, e.g., communications, fire and rescue, law, transportation, care and shelter, etc.
6. Ensuring that the existing Operational Area 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.

III. Roles And Responsibilities (Figure 2)

Affected Agencies

Prepare 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 the National Incident Management System (NIMS).

Train personnel and alternates.

Maintain an active liaison with the San Diego Healthcare Disaster Council, the Unified Disaster Council (UDC), San Diego County Fire Chiefs Association (SDCFCA) – EMS Section and other Operational Area planning committees.

Maintain an active liaison with HHSA Emergency Medical Services.

San Diego Healthcare Disaster Council (SDHDC)

The San Diego Healthcare Disaster Council shall address issues that affect emergency preparedness by:

1. Encouraging the development and application of effective practices, including, but not limited to planning, education, and evaluation as they relate to disaster preparedness.
2. Promoting quality in the delivery of disaster patient/victim care services.
3. Supporting the needs of healthcare organizations/agencies while ensuring that the needs of the community are met.
4. Reviewing and recommending changes in County policies and procedures, including, but not limited to, Annex D.
5. Promoting professional interaction and collaboration with organizations and interchange of ideas among members, i.e. American Red Cross, law enforcement, fire, ambulances and the National Disaster Medical System (NDMS).
6. Liaison with state and local agencies.

County of San Diego Sheriff's Communication Center (SCC)

Provides notification of Annex D Alerts, Activations and Termination to response and incident management agencies.

Facilitates assignment of mutual aid radio frequencies and trunked radio talkgroups on the 800 MHz Regional Communications System as needed.

Can assist with radio communications planning and coordination for agencies involved.

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

1. Acts as Incident Commander or as part of a Unified Command.
2. Facilitates notification through County of San Diego Sheriff's Communications Center of the Annex D activation.
3. Establishes the ICS positions needed to mitigate the incident.

4. Provides fire fighting.
5. Provides extrication.
6. Provides rescue.
7. Triage, treatment, and transportation.
8. Provide gross decontamination operations as necessary.
9. Provides for triage and treatment of patients.
10. Maintains communications with appropriate DOC's/EOC's.
11. Coordinates air operations at the scene.
12. Coordinates patient transportation.
13. Ensures Medical Communications is established with Base Hospital.
14. Determines need for treatment teams on scene.
15. Determines the need for additional resources and orders as necessary.

Law Enforcement Agency

1. If a Unified Command structure is appropriate for management of the incident, law enforcement may have a role in the Command component**.**
2. Responsible for crowd and traffic control.
3. Assists with aeromedical or aerial support, if capable.
4. Establishes and coordinates ingress and egress routes for emergency vehicles.
5. Responsible for perimeter control.
6. Responsible for security at the scene.
7. Assists with and coordinates evacuation notifications and evacuations as directed by the IC/UC.
8. Assists with emergency transportation of blood, blood products, and other needed medical supplies, as resources are available.
9. Conducts crime scene investigations.
10. Responsible for obtaining alternative transportation resources.
11. California Highway Patrol (CHP) has the primary responsibility for the ground transport of medical teams and emergency medical supplies when resources permit.
12. 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 (Figure 4)

1. Upon activation from the Field Medical Coordinating Unit/Med Communication Leader, the base coordinates area hospital disaster response, including utilization of the regional trauma system.
2. Coordinates medical communications with Medical Communication Leaders and hospitals, and provides hospital resource information and status to the Med Comm. Leader.
3. Provides medical direction of care. During an Annex D activation, personnel deliver care under standing orders (SO). Base Hospital Orders and Base Hospital Physician Orders may become Standing Orders.
4. Activates and dispatches area Treatment/Triage Teams, as outlined in this document, when requested from the scene by the Incident Commander.
5. Facilitates use of the Regional Communication System (RCS) pre-hospital/hospital 800 MHz radio communication network.
6. In conjunction with the EMS Chief or designee, assists in coordinating community medical resources for evacuation of medical facilities.

Hospital

1. Provides care for victims from the incident.
2. Advises Facilitating Base Hospital of bed capacity and other status information.
3. Provides Field Treatment Sites (FTS)/CCP with medical staff when/if staffing permits.
4. Provides Treatment/Triage Teams when/if staffing permits, if the Incident Commander (IC) requests.
5. Provide care for victims from the incident as appropriate in a primary care setting.
6. Advises the Council of Community Clinics (CCC) and EMS on triage capability, non-urgent care as well as current victim numbers.
7. Provides volunteer physicians, nurses and other staff when/if staffing permits.
8. Hospitals shall maintain up to date evacuation plans (as required by the Joint Commission).

Hospital Association of San Diego and Imperial Counties

1. Assists with coordination of hospitals (in EMS Departmental Operations Center/Medical Operations Center [DOC/MOC]).
2. Provides current hospital resource directory.
3. Provides staff to EMS DOC (MOC) upon request.

Council of Community Clinics (CCC)

1. Serves as a communication liaison between the County of San Diego and community health centers.
2. Provides current emergency contact information for key leadership.
3. Provides staff to EMS DOC (MOC) upon request.

Ambulance Agencies/First Responders

1. Upon request, will provide appropriate personnel to staff role or position under ICS structure.
2. Coordinates medical communications at the scene.
3. Triage, treatment, and transportation.

Ambulance Association (Private Ambulances)

1. Coordinates private industry ambulance resources (County Ambulance Coordinator).
2. 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

1. Writes and updates the Mass-Casualty Operations Annex and any other medical emergency plans and procedures.
2. Provides staff to the SDHDC, San Diego County Fire Chiefs Association (SDCFCA) – EMS Section and other planning and response committees for assistance in coordinating area exercises.
3. Coordinates disaster medical operations within the Operational Area.

4. Coordinates the procurement and allocation of the medical resources required to support disaster medical operations.
5. Coordinates the transporting of casualties and medical resources to health care facilities, including FTS's, within the area and to other areas, as requested.
6. Develops and organizes a system for staffing and operation of FTS's and Disaster Support Areas which can include Clinical Disaster Service Workers (CDSW).
7. Requests and responds to requests from the Regional Disaster Medical/Health Coordinator (RDMHC) or Regional Disaster Medical/Health Specialist (RDMHS) for disaster assistance.
8. Develops and maintains a capability for identifying medical resources, transportation, and communication services within the Operational Area.
9. Maintains liaison with the Red Cross, volunteer service agencies, Clinical Disaster Services Workers (CDSW), and other representatives within the Operational Area.
10. 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.
11. Coordinates and provides support to medical activities at the scene.
12. Assists with contacting and coordinating critical incident stress management providers through County Behavioral Health Services.
13. Participates in the development and planning of operational area exercises/drills.
14. EMS and the Healthcare Disaster Council maintain an Hospital/Healthcare EOC contact list that is updated monthly or as needed.
15. Activates and manages the EMS DOC (MOC).
16. Provides staff to OA EOC .

Public Health

1. 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.
2. The overall objectives of Public Health disaster operations are to:
   A. Provide preventive health services.
   B. Coordinate health-related activities among other local public and private response agencies or groups.
   C. Advise in the rapid assessment or evaluation of disease or exposure

potentially related to Bioterrorism or public health threats of uncommon origin.

D. Has primary responsibility for the activation, organization, and staffing of mass medical care in shelters.

E. Provides staff to the Operational Area EOC.

County of San Diego Department of Environmental Health (DEH) – Hazardous Materials Division

1. Provides specialists to perform inspections, agent identification, and assess conditions at designated treatment/triage, first aid stations, or FTS's.
2. Provides hazardous materials assistance from the Hazardous Materials Division (Haz-Mat).
3. 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.

Public School Districts

Coordinate with EMS in the designation of schools as FTS's/CCP and First Aid Stations.

American Red Cross San Diego/Imperial Counties Chapter

1. 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.
2. HHSA may provide personnel to American Red Cross (ARC) Mass Care Centers and/or First Aid Stations.
3. 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.
4. Serves as the central point of contact for victim information in a mass casualty incident (MCI).
5. Clinical Disaster Service Workers i.e. Medical Reserve Corps may provide care in ARC First Aid Stations in conjunction with HHSA personnel and trained ARC volunteers.

San Diego Blood Bank

1. Mobilizes resources to cope with disaster needs, according to its disaster plan.
2. 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.
3. 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)

1. Assists with medical mass-casualty planning and training.
2. Coordinates efforts to obtain resources, both within and outside of the Operational Area, including supplies and logistical support.
3. Requests/obtains military assistance in accordance with military plans and procedures.
4. Activates and manages the Operational Area EOC.
5. Serves as Operational Area Coordinator for mutual aid other than fire, law enforcement, medical and medical examiner.
6. Assists with recovery efforts, particularly in obtaining State and Federal reimbursement funds.

San Diego County Behavioral Health Services (SDCBHS)

1. Provides on-scene defusing and post-incident debriefings. Request SDCBHS support via Sheriff's Communications Center (SCC), the County EMS Duty Officer or HHSA DOC.
2. Develops emergency/disaster specific response and recovery activities based on the nature and impact of the event.
3. 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.
4. 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.
5. Responds to requests for on-scene support by activating a behavioral health team to respond to the Emergency 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.

6. (See Annex M for more details.)

Clinical Disaster Workers / Medical Reserve Corps (MRC)

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 Manager at the EOC, or the EMS Duty Officer through 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

1. Assist in notification of Physicians in San Diego.
2. Assist in obtaining Physician volunteers.

State

1. Responds to requests for resources from the San Diego County Operational Area (OES).
2. Coordinates medical mutual aid within the State.
3. Coordinates the evacuation of injured persons to medical facilities throughout the State.
4. Assists the San Diego County Operational Area in recovery efforts.
5. Coordinates and maintains directory of medical personnel statewide through the Disaster Health Volunteers Program.

National Guard

1. Provides support for field treatment of casualties.
2. Provides evacuation of casualties to medical facilities.
3. Provides communication and logistics support for the medical response.
4. Provides chemical and biological response capabilities.

Federal Government

1. 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).
2. In a major disaster, the National Disaster Medical System (NDMS) may be activated, and patients from this Operational Area may be sent to other counties and states for treatment.

3. Federal Military
   A. Provides support such as supplies, equipment, ground vehicles (trucks), personnel, helicopters, and sites for disaster support areas.
   B. Provides air-sea lift.
4. Disaster Medical Assistance Teams (DMAT)
   A. DMAT San Diego CA-4 is one of 90 Disaster Medical Assistance Team's throughout the U.S. that is a component with the National Disaster Medical System (NDMS).
   B. DMAT CA-4 is part of a national response system to augment the local EMS and healthcare system when local and state agencies require outside Federal assistance.
   C. A DMAT may be activated through NDMS and Emergency Support Function (ESF) #8 via request to the State of California EMSA, or to the Emergency Support Function (ESF) #8 at the EOC.
   D. A DMAT can perform the following:
   E. Field Treatment Site(s) (FTS).
   F. Regional Evacuation Points (REP).
   G. Patient Reception Points (PRP), when the hospital bed component of NDMS is activated.
   H. Hospital staff relief or augmentation.
   I. Shelter care.
   J. Mass prophylaxis.
   K. DMAT San Diego CA-4 will provide a team member if requested to advise the EMS DOC (MOC) on possible NDMS resources and the capabilities of other DMAT's and specialty teams.
   L. Other response teams available from the National Disaster Medical System (NDMS) are:
      1. DMORT – Disaster Mortuary Operations Response Team.
      2. Mental Health Specialty Teams - for large scale Critical Incident Stress Debriefing.
      3. Burn Specialty Teams.
      4. Mine Rescue Specialty Team.
      5. FEMA Urban Search and Rescue (US&R) Response System
      6. The FEMA Urban Search and Rescue (US&R) Response System development is based upon providing a coordinated response to disasters in the urban environment. Special emphasis is placed on the capability to locate and extricate victims trapped in collapsed buildings, primarily of reinforced concrete construction. The task

force functional organization and associated terminology are predicated on, and will operate within, the National Interagency Management System (NIMS). San Diego's US&R Task Force - 8 is coordinated by the San Diego Fire–Rescue Department (SDFD).

Additional information can be found in Annex B and Annex P.

Metropolitan Medical Strike Team (MMST)

The San Diego Operational Area Metropolitan Medical Strike Team (MMST) is available to respond to Weapons of Mass Destruction (WMD) incidents that involve Chemical, Biological, Radiological, Nuclear or Explosive (CBRNE) agents. The team consists of medical, fire service, law enforcement and public health personnel in addition to environmental and hazardous materials specialists. They are trained and outfitted to perform field level response efforts for the consequences of the terrorist use of weapons of mass destruction. This team forms the technical nucleus of a comprehensive response capability to NBC terrorism. It includes specialized personnel to direct and coordinate immediate response, mitigation and recovery operations at the incident scene. Additional information can be found in Annex B and Annex P.

IV. Functions

Notification

There is a two-tiered system of medical disaster notification in the Operational Area. This system, "Alert" and "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 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 Incident Commander or his/her designee shall notify their dispatch center to Alert/Activate Annex D. This dispatch center then contacts the County of San Diego Sheriff's Communications Center (SCC) and requests the Alert/Activation of Annex D. SCC then makes the necessary notifications. Medical personnel at scene will contact the Facilitating Base Hospital at earliest opportunity and advise of the incident and that an Annex D Alert/Activation has been declared. The following agencies will be notified by the Sheriff Communication Center (SCC) 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). (Figure 3)

1. County Ambulance Coordinator
2. Emergency Medical Services (EMS) – Duty Officer
3. Office of Emergency Services (OES) – Duty Officer
4. ARES: Amateur Radio Emergency Service

Upon notification, agencies should follow their Standard Operating Procedures (SOP) for activation, and respond if requested. Once the initial notification of the lead agencies is made through SCC, further notification activities take place:

1. Designated hospitals notify their Treatment Teams and stand-by staff if requested by IC.
2. County Ambulance Coordinator notifies other ambulance companies as needed and coordinates resources.
3. EMS notifies the EMS Medical Director, the local Medical Health Operational Area Coordinator (MOHAC), Regional Disaster Medical/Health Specialist/Coordinator (RDMHS/C), if needed, and other medical/health staff as necessary.
4. The EMS Chief or designee, to include the EMS Duty Officer, establishes contact with SCC and confirms notification of the American Red Cross (ARC) and San Diego Blood Bank, if necessary.
5. OES notifies the Chief Administrative Officer (CAO), California Emergency Management Agency (CAL-EMA), and EOC staff, if needed.

Communications

1. Hospitals in the San Diego County Operational Area are on the Regional Communications System (RCS). Please refer to the Unified San Diego County Emergency Services Organization Operational Area Emergency Plan, Annex I, for more information regarding the Regional Communications System (RCS).
2. Prehospital personnel responding to the mass-casualty incident 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 responders county-wide.
3. Upon notification of an Annex D Alert or Activation, the County of San Diego Sheriff's Communications Center (SCC) will 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, EOC level activation or EMS DOC (MOC) Area Command. 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 EOC may be activated and acts as a clearinghouse for incoming information and coordinates resource allocation at disaster sites. The EMS DOC (MOC) may operate as the Area Command for Medical Communication. Non-affected facilities will be directed to assist in staffing at the EMS DOC (MOC).

Back-up Communications

A. See the San Diego County Mutual Aid Radio Plan.

B. 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, American Red Cross Service Centers, San Diego OA EOC , and the EMS DOC (MOC).

Incident Command

The Incident Command System (ICS) is used to provide a management structure and system for conducting on-scene Mass-disciplinary operations (in this case, a mass-casualty incident that involves concurrent tactical field interactions between fire, law enforcement, and medical personnel). The 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 Mass-jurisdictional response such as mass-casualty incidents. ICS provides the flexibility to rapidly activate and establish an organizational structure around the functions that need to be performed. For emergencies, the 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 Incident Commander or Unified Command 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.

1. Unified Command/Incident Commander - coordinates all incident activities including the development and implementation of strategic decisions and approves the ordering and releasing of resources.

2. Operations Chief - activates and supervises the organization elements and is responsible for the management of all operations at the scene.

Mass-Casualty Branch 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. 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

Once command is established, the implementation of the Medical Group is determined by the medical size-up. This assessment is conducted by on-scene medical personnel designated by the Incident Commander. The medical size-up includes the following:

Determine the nature of the incident and special hazards.

Estimate number of victims and severity of injuries.

Estimate additional medical resources needed.

Identify access routes for incoming EMS units.

Identify locations for triage, treatment, ambulance/bus loading, and staging areas.

Notify the County of San Diego Sheriff's Communications Center (SCC) if this has not been done or if the first medical coordinating unit is alone on scene.

Determine the need to activate this Annex.

All of these actions are coordinated with the Incident Commander (IC). Once the medical size-up is completed, the first medical unit assumes its role in the ICS Mass-Casualty Branch.

On Scene Operations

The location of a mass-casualty incident will determine, to a large extent, how the scene is set up.

The Incident Commander establishes a staging area for all incoming emergency vehicles. Personnel and apparatus are then called from the staging area to the scene in a controlled and organized manner.

Mass-Casualty Branch personnel need to be visibly and clearly identified, by positions, so that they can easily be identified in a crowd of rescuers.

Patients are collected into a single area to provide maximum care with limited resources. They are placed in the treatment area according to the severity of their injuries: immediate patients (I) on one side; delayed patients (II) on another. Minor patients can be directed to a separate location.

The Incident Commander and the Mass-Casualty Branch Director determine whether agencies such as the Red Cross are needed at the scene and/or at First Aid Stations for initial care of the "Minor" (walking wounded).

Triage / Treatment

Triage

Triage and medical care will be initiated under Protocol S-140.

With the initiation of the mass-casualty plan one immediate and one minor patient may be immediately transported to area hospitals.

For purposes of patient tracking during radio reports individuals will be identified by the last four (4) digits of their triage tags.

Triage is the process of sorting the injured on the basis of urgency and type of injury presented, so they can be transported to medical facilities equipped for their care. The Medical Group Supervisor has the overall responsibility for coordinating triage management and treatment of casualties.

Primary triage is the first sorting of victims at the scene without moving them. This phase of triage determines the order of evacuation from the field. Primary triage utilizes the Simple Triage

and Rapid Treatment (START) criteria. Ideally, primary triage is done by Emergency Medical Technician (EMT) personnel.

During initial triage, victims with special resource needs shall be identified, i.e. burns, trauma, and pediatric patients. These patients should be directed to the most appropriate facility given event circumstances. Special resource identification for patients can be communicated with the facilitating base hospital during patient radio reports.

Secondary triage is the second phase of sorting victims and is done in the triage/treatment area. At this time a victim's primary triage category may be changed, based on further assessment. Stabilizing treatment may be initiated while awaiting transportation; however, transport should not be delayed for treatment.

Tagging of victims is accomplished using the following categories and corresponding colors:

1. Immediate (Red tag) - most in need of care and should receive first priority for evacuation.
2. Delayed (Yellow tag) - will need hospital care, but can wait until the more critically injured have been stabilized and transported.
3. Minor (Green tag) - these patients have been referred to as “walking wounded”. They may need first aid, but may or may not need transportation.
4. Dead/Non-Salvageable (Black tag) - once tagged, dead patients will be placed in a morgue or separate area with a medical or security staff present to oversee the area. Non-Salvageable (expectant patients) will be moved to a separate area, monitored and provided comfort care as soon as possible by medical staff.
5. Contaminated (side tag) on these patients 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.

Treatment

The treatment rendered in the field is dependent upon personnel and supplies. Treatment at the scene is generally limited to stabilization, treatment of shock, and a continual reassessment of conditions, while awaiting transport. Transport should not be delayed for purposes of treatment.

The Medical Group Supervisor has the overall responsibility for field treatment.

Treatment Teams

Primary - Advanced Treatment Teams, consisting of a licensed physician, nurse, and a recorder can be assigned from hospitals and local community clinics. CDSW’s, Public Health Nurses and members of the San Diego Medical Reserve Corp (MRC) could also be requested to assist these teams at the direction of the San Diego County EMS/PHS. When requested, the teams are transported by ground or through the use of air resources, which may include the California

Highway Patrol (CHP), military ground/air assets or other aerial assets from local or regional law enforcement and/or fire agencies. Upon arrival at the scene, the Team reports to the Incident Commander (IC) for assignment within the Mass-Casualty Branch or Group.

Secondary - Treatment Teams consist of a physician and two nurses, who report either to the scene or a Field Treatment Site, as requested.

1. At the scene, the team reports to the Mass-Casualty Branch Director.
2. At the Field Treatment Site (FTS), the team physician assumes medical control. The team coordinates with other support personnel and practices austere medical treatment, to facilitate casualty evacuation.

Transportation

The coordination of ambulance transportation from the scene to local medical facilities (Transportation Unit Supervisor), and from damaged to operational medical facilities, is the responsibility of both the jurisdiction's providing agency, for medical units, and the County Ambulance Coordinator. The Transportation Unit Supervisor can increase to a Group position if needed

The County Ambulance Coordinator, in coordination with the EMS DOC (MOC), Fire Department Officials and other Public Safety Agencies, assumes direction of prehospital transportation resources for the purposes of evacuation of medical facilities.

Ambulance transportation includes the equipment and personnel to provide Basic Life Support (BLS) and Advanced Life Support (ALS) services.

Basic Life Support is a set of non-invasive medical skills including cardiopulmonary resuscitation, hemorrhage control, splinting, bandaging, immobilization, and extrication.

Advanced Life Support includes basic life support skills plus intravenous therapy, parenteral drug administration, cardiac monitoring, cardiac defibrillation and cardioversion, endotracheal intubation, and any additional skills that are locally defined.

Once the Mass Casualty Plan has been activated, patients who have received ALS care in the field, (e.g. IV, advanced airway or medication) may be transported without being accompanied by ALS personnel. BLS personnel may accompany these patients to the hospital.

As casualty transportation resources will be in great demand, casualties are transported on the basis of medical triage priorities. Patients requiring immediate transportation will have priority for ground or air transportation, with other transportation (e.g. buses, trucks, and automobiles) used for the minimally injured.

At the Scene

Based on hospital capability inventories, transportation resources and severity of injuries, the Patient Transportation Group Supervisor has the overall responsibility for the coordination of

patient transportation at the scene.

Transportation Resources

There currently exist two systems of ambulance transportation in the Operational Area; (1) local jurisdiction's medical response system and, (2) in a mass-casualty situation, supplemental private ambulance resources which may be requested through the County Ambulance Coordinator, by the Incident Commander.

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 areas of the Operational Area, County Service Areas (CSA) and San Diego County, EMS-contracted transporting agencies have response capability.

Private Ambulance Resources

Private industry ambulance response is directed by the County Ambulance Coordinator. Upon notification from SCC, the County Ambulance Coordinator:

1. Establishes contact with IC dispatch center
2. Coordinates pre-arrival activation and demobilization of Ambulance Strike Teams at the request of the EMS DOC (MOC).
3. Notifies participating ambulance companies
4. 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 Operational Area Number and type of units for back-fill of depleted areas as requested from Operational Area assets.

Transporting Responders Responsibilities

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.

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 by the Staging Area Manager 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.

As minimal stabilization is administered at the scene to affect transportation in a timely fashion, it is essential that continued medical care be provided in route.

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.

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. They are an extension of the disaster medical response operations when the evacuation of casualties is substantially delayed by depletion of resources, road closures, damage to hospitals, or when sites are needed to provide community based mass prophylaxis/immunization operations, etc.

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, FTS sites will be designated at the time of activation by the County of San Diego Emergency Medical Services (EMS) based on the availability of appropriate structures, facilities, and supplies.

FTS Functions

FTS should be designed to perform the following tasks; not necessarily in the order indicated below.

1. Congregation and registration of casualties for efficient treatment and evacuation.
2. 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 prehospital triage tags for tracking purposes.

3. Austere medical care to ensure that the maximum number of casualties who require life saving medical care receive it.
4. Mass Immunization/Prophylaxis.
5. Casualty holding to maintain the stability of casualties awaiting evacuation.
6. Evacuation of casualties to the Disaster Support Areas (DSA) or other facilities for further medical care.
7. 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.
8. 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:

1. Controlling/managing airway, breathing and circulation (ABCs).
2. Splinting of fractures.
3. Maintenance or improvement of hemodynamic conditions by intravenous solutions.
4. 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.

- 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).

The public, fire, and police agencies are notified by Operational Area officials of the location of functioning FTS. Spontaneous volunteers will not be accepted at these locations but will be directed via the Operational Area Spontaneous Volunteer Plan.

Status reports are made by each FTS to the Disaster Medical Coordinator, describing: numbers and triage category of casualties; medical supply needs; personnel status and needs; and accessibility by helicopter and ground transportation.

Patient tracking begins at FTS, using a Patient Tracking Tag which is attached to the patient during triage operations and then this information is entered into the Quality Assurance Collection Network System (QCS). This tag remains with the patient until the final medical treatment facility is reached.

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 minimum to no medical care. If requested, and if available, the American Red Cross (ARC) will support these First Aid Stations. Both stationary and mobile American Red Cross First Aid Stations may be established in coordination with the Medical and Health

Operating Area Coordinator (MHOAC), the County Health and Human Services Agency (HHSA) and the American Red Cross.

First Aid Station*(s)* will be supervised by a Registered Nurse under the direction of a physician, and staffed by emergency first aid response teams, known as Health Services Teams (HST).

When activated, HST report to the scene and coordinate the dispatch of wounded to the American Red Cross First Aid Stations.

Additionally, and if available the American Red Cross may provide family services, psychological counseling, and spiritual support.

County Behavioral Health Services may also provide/coordinate counseling.

Hospital System

Facilitating Base Hospitals (Figure 4)

The Facilitating Base Hospital shall have the secondary responsibility of notifying the Sheriff Communication Center (SCC) of an Alert or Activation of the Mass Casualty 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 the receiving hospitals within the Operational Area are or may soon be overwhelmed with incoming patients.

Plan Activation

Once notified by the field to "activate" this plan, facilitating base hospitals are responsible for notifying the satellite receiving hospitals in their area and trauma system hospitals to obtain the following information: (Table 1)

1. Hospital status, including essential services such as utilities, laboratory, x-ray, surgery, and bed counts.
2. Treatment Team availability for hospitals with predesignated teams if requested by Mass-Casualty Branch Director or Incident Commander. (Table 2)
3. 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 via EMS DOC (MOC) or Operational Area EOC. Transportation arrangements may be

coordinated with California Highway Patrol, Sheriff ASTREA, or other air/ground assets.

Additional areas of consideration in coordinating the area response include:

1. Adequate ambulance support en route.
2. Assistance from other EMS planning areas for response.
3. Alternate means of transportation.
4. 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 Disaster Medical Coordinator at 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 County Operational Area is in Region VI which also includes the Mono, Inyo, San Bernardino, Riverside and Imperial Operational Areas. In the event local medical resources are unable to meet the medical needs of disaster victims, the Operational Area may request assistance from neighboring jurisdictions through the Regional Disaster Medical Health Specialist/Coordinator (RDMHS/C) or the California Emergency Management Agency (CAL-EMA) regional office. The Regional Coordinator coordinates the provision of medical resources to the Operational Area and the distribution of casualties to unaffected areas as conditions permit. In addition, a Medical Mutual Aid Plan exists in Region VI and all counties in Region VI have signed this Plan and the Medical Mutual Aid Agreement. If a state response is indicated, the Regional Coordinator functions are subsumed under the overall State medical response.

Mutual Aid Implementation

The following information is required for disaster medical mutual aid requests:

1. The number, by triage category, and location of casualties.
2. The location and helicopter accessibility of FTS.
3. Land route information to determine which FTS may be evacuated by ground transportation.
4. The resource needs of affected areas.
5. Location, capabilities, and patient evacuation needs of operational medical facilities in and around the affected area.

Information is consolidated at the Operational Area EOC and provided to the Regional Coordinator who transmits it to the Emergency Medical Services Authority (EMSA) Staff at the

Regional Emergency Operations Center (REOC) or State Operations Center (SOC). (Attachment A).

The Regional Coordinator will:

1. Coordinate the acquisition and allocation of critical public and private medical and other resources required to support disaster medical care operations.
2. Coordinate medical resources in unaffected counties in the Region for acceptance of casualties.
3. 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 Medical Support Functional (ESF #8) is the National Disaster Medical System (NDMS). NDMS could provide Disaster Medical Assistance Teams (DMAT) of 35 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.

As a hospital, in local mass-casualty disasters, NMCSD would be a full participant as specified in other areas of this plan. Should NDMS be activated to evacuate victims from San Diego, NMCSD would assist in every way possible. It would not be in charge of patient departure operations. The only defined role for Federal Coordinating Center 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 which would arrange/schedule transportation (primarily USAF aircraft) for evacuees.

In the event that a disaster occurs in this area, stabilized patients would be taken from the FTS to the Disaster Support Area (DSA) for transport to other counties or states. Should the Operational Area 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.

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 DOC (MOC). 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 San Diego Operational Area is the Marine Corps Air Station, Miramar, Thomas Brother's page 1229, C-3. The alternate DSA is Brown Field, Thomas Brother's page 1351, E-1.

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 Disaster Medical Coordinator 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 consists of:

- Two physicians with specialties in emergency medicine, surgery, orthopedics, family practice, or internal medicine.
- Four registered nurses (RNs).
- Two physician assistants or nurse practitioners. (May substitute RNs or paramedical personnel, if necessary.)
- One medical assistance personnel (dentist, veterinarian, etc.).
- Four Licensed Vocational Nurses (LVN) or nurse aides
- Two 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

Emergency Medical Services (EMS) develops and maintains a capability for identifying medical resources, transportation and communication services within the Operational Area. Additionally, EMS coordinates the procurement, allocation and delivery of these resources, as required to support disaster medical operations.

Medical Resources

Sources of Personnel:

1. Local emergency medical services personnel.
2. Clinical Disaster Service Workers (CDSW)/Medical Reserve Corp (MRC)
3. State employed physicians and nurses.
4. Local volunteer physicians, nurses, dentists, pharmacists, veterinarians, etc.
5. Law enforcement and fire EMT personnel, if available.
6. Medical school residents and teaching staff from throughout the state.
7. Volunteers through professional societies (California Medical Association (CMA), California Nurses Association (CNA), California Ambulance

Association (CAA), etc.).

8. Nursing School students
9. Other volunteer medical personnel from throughout the state.
10. California National Guard (CNG).
11. U.S. Armed Forces.
12. Veterans Administration (VA) personnel.
13. 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:

U.S. Department of Homeland Security (DHS), Department of Defense (DoD), Department of Health and Human Services (HHS), and Veterans Administration (VA) (through the Federal Emergency Management Agency [FEMA]) and California Emergency Management Agency (CAL-EMA).

Blood and blood derivatives:

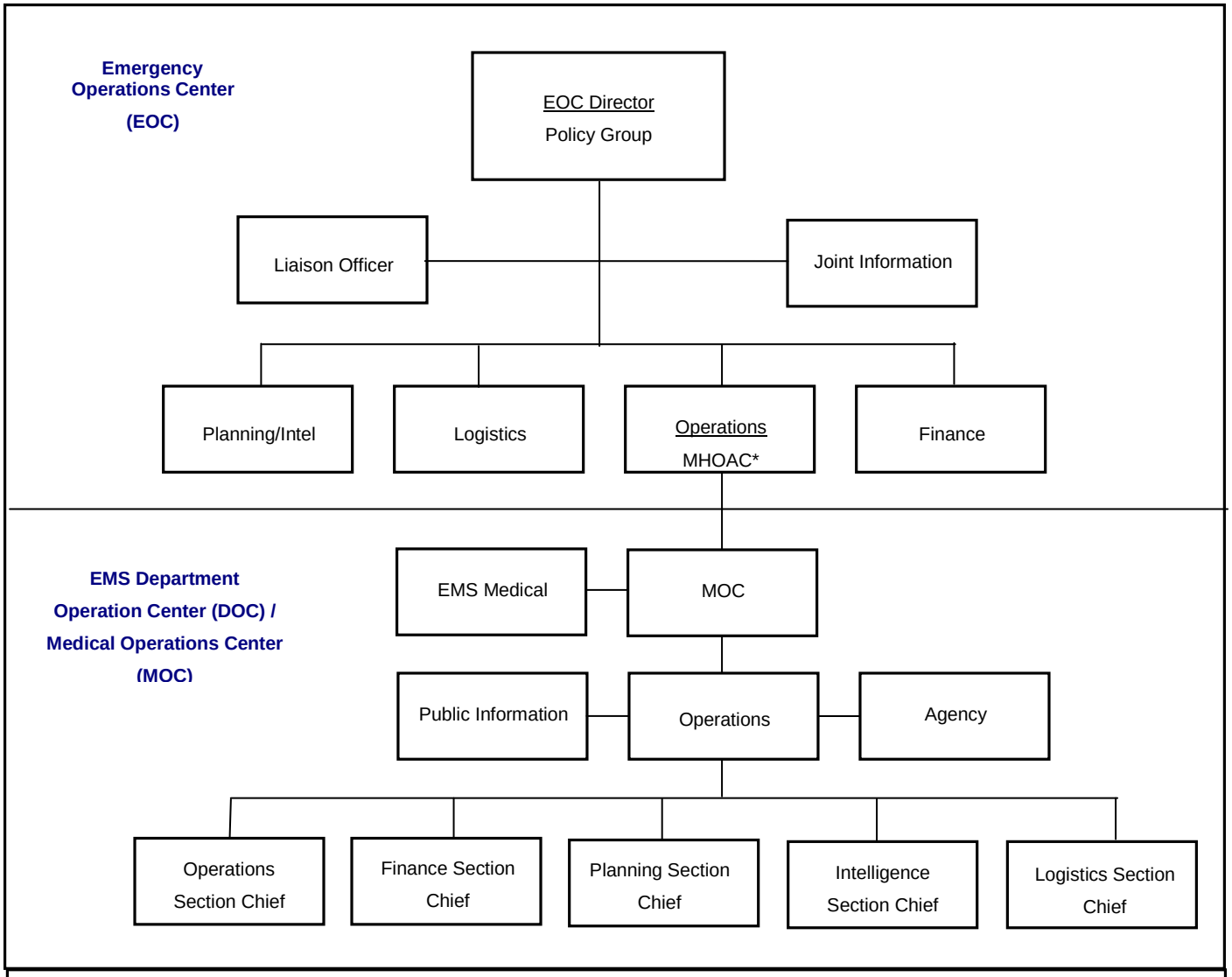
Red blood cell products, platelets, plasma and other blood products are supplied to the DSA coordinated by the San Diego Blood Bank as the regional Area Emergency Operation Center as designated by the California Blood Bank Society disaster plan.

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.

1. 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.
2. Since the DSA will not have resources for the storage of large quantities of blood, only a 24-hour supply is stored there.
3. 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.

Overview: 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 resources 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 and Health Desk for resources from other OAs, regions and the State of California.

***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)

Figure 2

MASS-CASUALTY OPERATIONS RESPONSIBILITY CHART

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		X	X			X						
RACES/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	
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 County			X								X	
Local Ambulance Association			X			X			X			
Aeromedical	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 Emergency management Agency (CAL EMA)		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**									

Figure 3

Annex D Notification Organization Chart

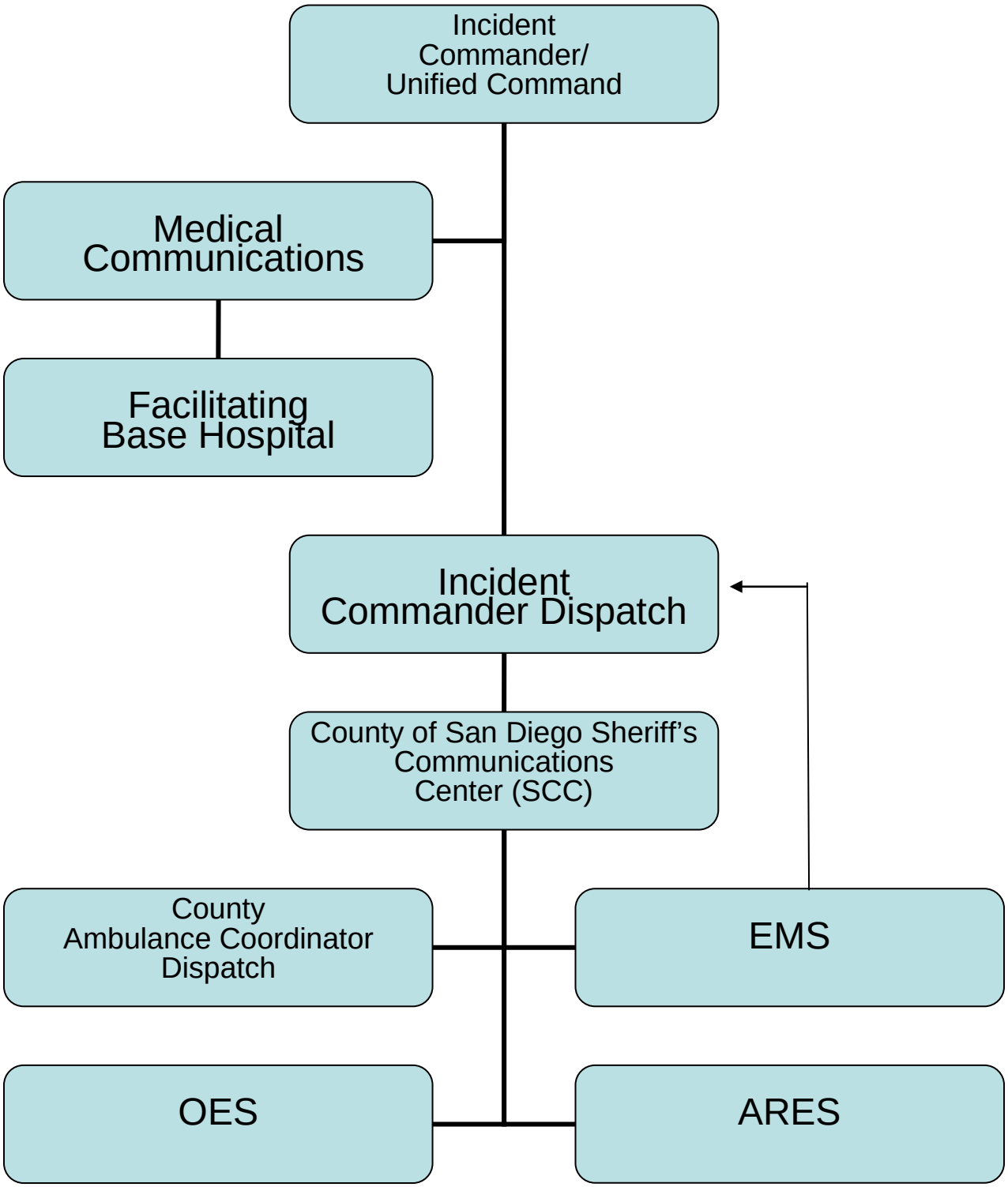
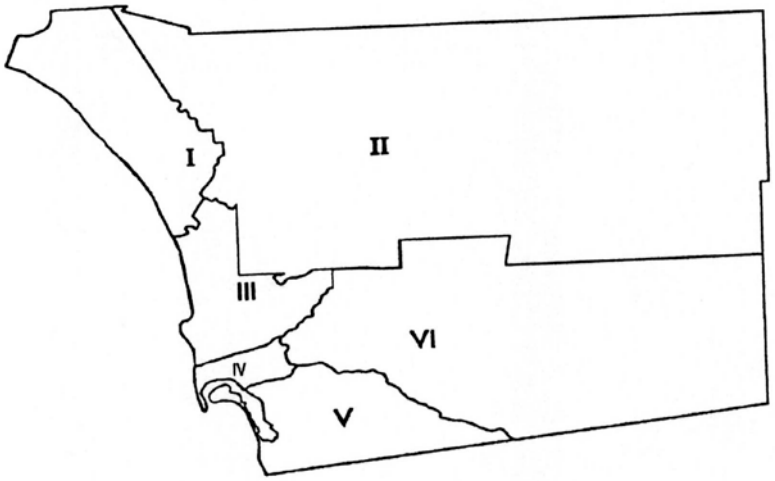


Figure 4

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 555 East Valley Parkway Escondido, CA 92025	1130-A2
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

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	Camp Pendleton, 92055	409-A7	ED
Naval Medical Center-San Diego	34800 Bob Wilson Dr., San Diego, 92134	1289-C1	ED
Palomar Medical Center	555 East Valley Parkway, Escondido, 92025	1130-A2	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	
Scripps Green Hospital	10666 North Torrey Pines Rd., San Diego, 92037	1207-J6	
Scripps Memorial Hospital-Encinitas	354 Santa Fe Dr., Encinitas, 92024	1330-J2	ED
Scripps Memorial Hospital La Jolla	9888 Genessee 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	
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	

*(B) Designated Base Hospital (T) Designated Trauma Hospital (ED) Emergency Department (Burn) Designated Burn Center

Table 2

HOSPITALS WITH TREATMENT TEAMS
PRIMARY TREATMENT TEAMS

EMS AREA	UNIT
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 Memorial Hospital Chula Vista Paradise Valley Hospital Sharp Chula Vista Medical Center
VI	Sharp-Grossmont Hospital

SECONDARY TREATMENT TEAMS

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)
IV	San Diego Medical Center/Kaiser Foundation Hospital (2) Thornton Hospital
V	Sharp Chula Vista Medical Center Sharp Coronado Hospital and Health Care Center
VI	Alvarado Hospital Sharp-Grossmont Hospital

ATTACHMENT A

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 Emergency Management Agency (CAL-EMA) responsible for:

- Coordinating state emergency medical response.
- Allocating medical resources, both public and private, from outside the affected area.
- 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 casualties.
- Provides staff support to the Joint Medical/Health EOC (JEOC) 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 Department

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 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 D-1

MEDICAL EMERGENCY ACTION CHECKLIST
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

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
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.	EMS

Have units dispatched to pick up injured.	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

APPENDIX D-2

MEDICAL EMERGENCY ACTION CHECKLIST
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 Specialist/Coordinator (RDMHS/C) as required.	EMS

Coordinate with the Transporting Coordinator, the movement of patients from any medical facility threatened by a hazardous material release.	EMS

APPENDIX D-3

MEDICAL EMERGENCY ACTION CHECKLIST
RESPONSE TO IMMINENT/ACTUAL FLOODING

Flooding Expected

Action	Responsibility
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	Each Facility

and personnel to floors above flood waters.

Flooding Occurs

Action	Responsibility
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 Specialist/Coordinator (RDMHS/C), as required.	EMS

APPENDIX D-4

MEDICAL EMERGENCY ACTION CHECKLIST
RESPONSE TO IMMINENT/ACTUAL DAM FAILURE

Dam Failure Imminent

Action	Responsibility
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/SCC
Coordinate the evacuation of patients with the Transportation Coordinator.	EMS
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 Emergency Management Agency (CAL-EMA) Mutual Aid Region Disaster Medical/Health Specialist/Coordinator (RDMHS/C) as required.	EMS/CAL-EMA

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

Operational Area Emergency Plan

ANNEX E

Public Health Operations

October 2010

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Unified San Diego County Emergency Services Organization

ANNEX E

Public Health Operations

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ANNEX E
PUBLIC HEALTH OPERATIONS

I. General

The Public Health Operations Annex (Annex E) to the San Diego County Operational Area Emergency Plan 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, as authorized by the Emergency Services Agreement.

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.

Goals and Objective

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 all 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.
- Respond to public health events.
- Coordinate health-related activities among other local public and private response agencies or groups.
- Establish procedures for activation and termination of this Annex.

Concept of Operations

For the purposes of the Operational Area Emergency Plan 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 San Diego County Operational Area.

Plan Activation and Termination

Activation and termination of this Annex shall be by the direction of (1) the County's Chief Administrative Officer (CAO) in that capacity, or as Area Coordinator of the Unified San Diego County Emergency Services Organization; or (2) a designated Deputy CAO; or (3) the Director, Office of Emergency Services or designated representative; or (4) the Public Health Officer or designated representative; or (5) the Chief, Emergency Medical Services or designated representative.

Upon activation, the Public Health Officer determines the extent of public health services needed for the emergency or disaster and notifies the appropriate divisions and agencies.

ACTIVATION OF ANNEX E shall be declared under the following conditions:

1. Annex E is activated whenever a Level III full activation of the Operational Area 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:
2. 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.
3. Notification from cognizant authority that a significant number of casualties from outside the Operational Area are expected to be brought into the Operational Area via the State Mutual Aid System or the National Disaster Medical System (NDMS) (e.g., casualties from domestic or international war).

TERMINATION OF ANNEX E occurs when the Public Health Officer, in consultation with the County's Chief Administrative Officer (CAO); designated Deputy CAO; Director, Office of Emergency Services; and the Chief, Emergency Medical Services determine that the situation has stabilized, and emergency/disaster public health operations are no longer required.

II. Organization

The Emergency Operations Center (EOC), the Health & Human Services Agency Departmental Operations Center (HHSA DOC), and the Emergency Medical Services Departmental Operations Center (EMS DOC [MOC]) under the Standardized Emergency Management System (SEMS) and the National Incident Management System (NIMS) criteria, are key to successful emergency/disaster response and recovery operations. With centralized decision making, personnel and other resources can be more effectively utilized. Coordination of activities insures that all tasks are accomplished with little or no duplication of effort, and with the highest probability of success.

City Emergency Operations Center

Each city has a central facility designated as an EOC. From the City EOC, emergency/disaster operations are directed or coordinated. It is activated when an emergency/disaster occurs and is

staffed by city employees from departments with emergency responsibilities, as well as liaison representatives from other agencies and jurisdictions.

In the event that a City EOC is activated for a localized emergency/disaster that may threaten or endanger the public health they may request a Public Health consultation. This request would be made via San Diego Sheriff Communications Center (Station M).

Operational Area Emergency Operations Center

The Operational Area Emergency Operations Center (OA EOC) serves the entire San Diego County Operational Area, including the 18 cities, military bases and special districts, with the Chief Administrative Officer serving as Director of Emergency Services for the unincorporated area of the Operational Area and Coordinator of Emergency Services for the incorporated areas.

The Health Branch of the 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 Operational Area. The EOC Health Branch staff serves as advisors to the CAO, 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 EOC Health Branch liaison.

The following personnel may staff the OA EOC:

Policy Group:
Director, Health and Human Services Agency (or designee) reports to the CAO and is responsible for the long-range logistics planning and policy decisions of all emergency/disaster health services to include Emergency Medical Services, Public Health, and Behavioral Health.

Public Health Officer (or designee) reports to the CAO, and is responsible for the overall management of Public Health Services within the Operational Area. The Public Health Officer in consultation with the Director of HHSA makes policy decisions related to emergency/disaster health services.

Operations Section

Health Branch Positions:
Health Branch Coordinator position within the OA EOC is filled by the Chief, Emergency Medical Services (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. The Health Branch Coordinator oversees the activities of the following units: Public Health, Emergency Medical Services, and Behavioral Health.

Public Health Unit Leader is assigned to the 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.

Emergency Medical Services Unit Leader is assigned to the EOC by HHSA and PHS. The EMS

Unit Leader is responsible for the management and needs assessment of all County EMS units and hospitals located in the OA. This position reports to the Health Branch Coordinator.

Behavioral Health Unit Leader is assigned to the EOC by HHSA and Behavioral Health Services. 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

Other Operations Positions:
Operations Section Positions may be assigned by HHSA and PHS. These pre-designated staff will report to the 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) serves as a support and procurement entity to the County OA EOC. 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. The following are staff positions in the EMS DOC (MOC):

EMS Medical Director (or designee) serves as a liaison between EMS DOC (MOC) and the County Operational Area Ops section/division, and may act as the incident medical director. Pre-hospital personnel work under that physician's license.

Chief, Public Health Nursing (or designee) coordinates the activities and deployment of Public Health Services nursing staff.

Medical Director, Epidemiology and Immunization Services (or designee) coordinates surveillance and case investigation activities.

Public Information Officer coordinates information from the EMS DOC (MOC) to the Joint Information Center (JIC) at the OA EOC.

Public Health Services Staff 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 SEMS and NIMS required roles related to Operations, Finance, Planning, Intelligence and Logistics.

HHSA Departmental Operations Center

The HHSA Departmental Operations Center (HHSA DOC) serves as a support and procurement entity to the OA EOC. While generally open and staffed whenever the OA EOC is activated, the HHSA DOC may also be activated independently for emergency/disasters that are localized emergencies or primarily HHSA-related events. The HHSA DOC is typically activated for Continuity of Operations Plan 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 all aspects of HHSA financial documentation related to the event.

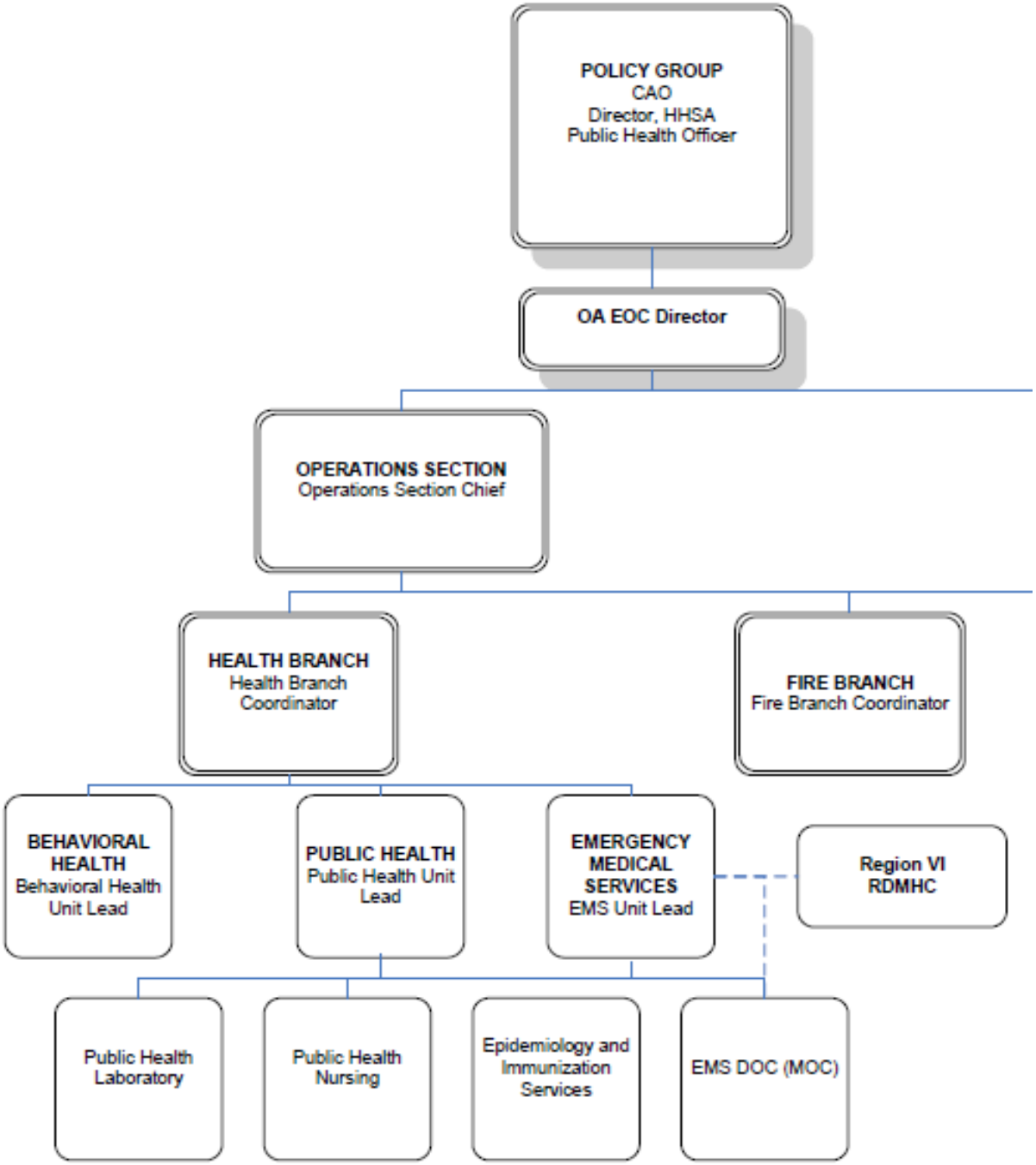
HHSA Human Resources Representative coordinates with the EOC and EMS DOC (MOC) to manage disaster service worker deployment.

Public Information Office Representative provides support to the EOC PIO for public information activities; drafts communications messages for HHSA managers and staff.

Other HHSA Representatives may be assigned to the HHSA DOC from the following programs: Aging & Independent Services, Public Health Services, Behavioral Health, and Regional Management Teams.

Figure 1

PUBLIC HEALTH OPERATIONS POSITIONS
OA EOC



III. Roles And Responsibilities

Public Health Services (PHS)

PHS Administration and Emergency Medical Services

1. Writes and updates this Public Health Annex and any other emergency public health plans and procedures.
2. Coordinates emergency/disaster/emergency public health operations within the Operational Area.
3. Coordinates the procurement, allocation and distribution of public health resources required to support emergency/disaster public health operations.
4. Requests and responds to requests from the State Mutual Aid Regional Disaster Medical/Health Coordinator for emergency/disaster assistance.
5. Develops and maintains a capability for identifying public health resources within the Operational Area.
6. Coordinates all public health-related activities among other local public and private response agencies or groups, as well as state and federal agencies.
7. Provides policy group representation to the EOC.
8. Provides Health Branch and other Operations staff to EOC and HHSA DOC.
9. Activates and fully staffs the EMS DOC (MOC).
10. Coordinates the deployment of Disaster Service Workers (Medical Reserve Corp) to response.

Epidemiology and Immunization Services Branch

1. Conducts epidemiologic surveillance for identification, monitoring, prevention, and administration of control measures.
2. Investigates communicable disease occurrence.
3. Conducts disease case investigations including tracing of possible contacts to an infected case.
4. Conducts real-time identification of indicators of increased health care services utilization
5. Monitors indirect indicators of disease activity, such as school absenteeism and prescriptions filled.
6. Collects and utilizes multiple, cross-referenced sources of data, such as Starlims, Electronic Laboratory Reporting, Virtual Confidential Morbidity Reporting, etc.
7. Investigates rumored disease outbreaks.
8. Manages vaccine supply.
9. Provides immunization as required.
10. Provides Public Information Officers (PIO) with communicable disease information to

be disseminated to the public and coordinates with other agencies when applicable.

11. Determines when special control measures (i.e. quarantine or prophylactic treatment) should be instituted based on epidemiological findings.
12. Works toward restoration of normal water supply and environmental control measures.
13. Increases level of surveillance activity as necessary.
14. Disseminates information vital to the prompt recognition and control of the disease, including CA Health Alert Network (CAHAN) releases to health care professionals.
15. Initiates public messaging as to risk-reducing behaviors to the media and public via the Department of Media and Public Relations.

Public Health Laboratory

1. Supports Public Health Services clinics and Regional Public Health Center clinics.
2. Conducts environmental testing, especially food, drinking water and possible sewage spills.
3. Provides Public health surveillance and assessment support.
4. Performs microbiological testing of human specimens as needed for disease control and support of Departmental clinics and hospitals.
5. Performs microbiological testing of food supplies as needed for disease control.
6. Assists in microbiological testing of the environment as needed.
7. Performs appropriate testing to identify animal to human disease exposure.

Public Health Nursing

1. Chief Public Health Nurse (or designee) coordinates activation of public health nurses from the regions and PHS branches during a Public Health emergency/disaster response and during the recovery period.
2. Provides outreach, teaching, and/or provide mass immunization/prophylaxis to the community at large (when directed by the Public Health Officer).
3. Assists with environmental and disease control measures when requested.
4. Assists with assessment of community health status.
5. Conduct communicable disease investigations.
6. Provides assistance to vulnerable risk groups as designated by the Health Officer.
7. Provides limited Behavioral health assistance related to emotional trauma and makes referral to Behavioral Health staff as needed **(**see ANNEX M, Behavioral Health Operations).
8. Provides staffing at Mass Care Shelters (see ANNEX G, Care and Shelter Operations)
9. Triage injured or ill individuals arriving at Shelters to appropriate level of care

10. May provide staffing at Field Treatment Sites and First Aid Stations, as requested **(**see **ANNEX D, Mass-Casualty Annex)**. For planning purposes, their role at the sites should normally be limited to public and preventive health activities.
11. Chief Public Health Nurse, 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 County Operational Area, there are six (6) Public Health Centers: Central Region, East Region, North Inland, North Central, North Coastal, and South Region. 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 or a Public Health Center is destroyed or inaccessible, staff will move to an alternate Public Health Center as designated in the Continuity of Operations assuming it is safe to do so. Emergency public health activities will be coordinated and priorities set under the direction of the Public Health Officer, the Chief Public Health Nurse, or designees.

Media and Public Affairs

As part of OA EOC activation the Joint Information Center (JIC) is staffed by representatives of the Department of Media and Public Affairs. Subject matter expert staff from various Public Health Services branches will work with the County Media Team. These subject matter experts work with the Public Information Officer (PIO) to prepare Public Health Advisories for broadcast during an emergency/disaster. 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)

1. Assists with public health emergency/disaster planning and training.
2. Coordinates efforts to obtain resources both in the Operational Area and out of the Operational Area, including supplies and logistical support.
3. Requests, obtains, and allocates military assistance in accordance with military plans and procedures.
4. Activates, manages, and staffs the EOC.
5. Assists with recovery efforts, particularly in obtaining state and federal reimbursement funds.

6. Serves as the OA Coordinator for mutual aid

State (See Attachment A)

1. Responds to requests for resources from the Operational Area (OES or Health Officer).
2. The Director, California Department of Public Health, is the State Public Health Officer and has the overall responsibility of coordinating statewide emergency/disaster public health operations and support requirements.

Federal (See Attachment B)

1. Department of Health and Human Services, FEMA and CDC
    - 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.
2. Food and Drug Administration
    - Works with state and local governments in establishing public health controls through the regulation of food and drugs.

State Mutual Aid

The State of California is divided into six mutual aid regions. The San Diego County Operational Area is in Region VI, which also includes the Counties of Mono, Inyo, San Bernardino, Riverside, and Imperial. In the event local public health resources are unable to meet the needs of the Operational Area, assistance from the neighboring jurisdictions is requested through the Regional Disaster Medical/Health Coordinator or the Office of Emergency Services (regional office). The Regional Coordinator coordinates the provision of medical and public health resources through the Operational Area. If a state response is indicated, the Regional Coordinator functions are subsumed under the overall State medical and health response.

Emergency/disaster public health requests are consolidated at the Operational Area and provided to the Regional Coordinator who transmits it to the State Operations Center (SOC). The Regional Coordinator will:

- 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.

- Request assistance from the Emergency Medical Services Authority (EMSA) and the State Department of Health Services (DHS), as needed.

Communications

The Regional Communication System (RCS) is the primary Operational Area radio system for coordinating the emergency response to an emergency/disaster. The local Government Communications System is located at the Sheriff's Communications Center (Station M) and operates on 800 MHz.

There are currently six county public health clinics in the Operational Area 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

The RCS allows for direct communications between all of the public health clinics OA EOC , and other EOCs and DOCs in the Operational Area.

1. Talk-groups

   All 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)

2. Back-Up Communications

   A. Telephones, faxes, and wireless systems will be utilized when available.

   B. 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, Red Cross Service Centers, the 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.

ATTACHMENT A

STATE RESPONSIBILITIES

The Public Health Officer of the State Department of Public Health 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 Services

Primarily responsible, the Public Health Officer or designee, for the administration and coordination of a statewide emergency/disaster public health program which includes coordinating, supervising, and assisting those essential services required to:

1. Assure availability of safe drinking water.
2. Prevent and control communicable disease.
3. Provide technical assistance in the safe operation of sewage collection, treatment, and disposal systems.
4. Assure prevention and control of vectors, including flies, mosquitoes, and rodents.
5. Assure observance of health aspects in management of solid waste disposal, including proper disposal of dead animals and human remains.
6. Assure safe management of hazardous wastes, including handling, transportation, and disposal.
7. Ensure safety of emergency supplies of food, drugs, medical devices, and other products.
8. Ensure rapid restoration or replacement of facilities for processing, storing, and distributing food, drugs, medical devices, cosmetics, and other products.
9. Rapidly establish measures to mitigate damage to public health from radiological accidents, including safety criteria for recovery, re-occupancy, and rehabilitation of contaminated areas.
10. 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

1. Administers programs for the control and eradication of diseases, pests or chemicals affecting animals, poultry or crops.
2. Provides information on the protection of human and animal food from contamination by harmful residues or chemicals.
3. Provides entomological and veterinary assistance in support of emergency operations.

Air Resources Board

1. Develops plans to prevent substantial endangerment to the health of persons by anticipating and preventing or abating air pollution emergencies.
2. Coordinates execution of air pollution emergency plans with Operational Areas and Regional Air Pollution Control Districts, Cal EMA, and other public agencies.
3. Coordinates the monitoring of air quality and issues bulletins consistent with public safety as required by the 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.

ATTACHMENT B

FEDERAL RESPONSIBILITIES

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 Department of Health and Human Services (DHHS), and the Department of Defense (DoD).

Federal Emergency Management Agency (FEMA)

Under, Emergency Support Function (ESF) #8 – Public Health and Medical Services, 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 “special needs” 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 (DHHS)

DHHS, which includes the Centers for Disease Control and Prevention, 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.

Policies and Procedures

1. If a local situation requires the regulation of a local health department in accordance with Section 207 of the Health and Safety Code, the State Department of Public Health will notify the appropriate health officer and assume control of local public health functions.

2. If local resources (both public and private) are inadequate to cope with the situation(s), required support will be requested through the appropriate OES Mutual Aid Regional Office. If the requirement cannot be met through resources available within the counties in the Region, the Region staff or Director will request assistance from the Sacramento headquarters, OES, who will then forward the request to the State Department of Health Services for assistance.

3. The provision of Federal resources prior to a Presidential Declaration of an Emergency 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 Region Director, Federal Emergency Management Agency, Federal agencies will make their resources available to support local and state emergency public health and sanitation efforts.

APPENDIX E-1

PUBLIC HEALTH OPERATIONS
EMERGENCY ACTION CHECKLIST

Action	Responsibility
Report to the EOC at Kearny Mesa, other designated staff report to EMS DOC (MOC) and 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
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, as required.	Public Health Services
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
Assist in environmental protection activities.	Public Health Services
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 Laboratory

Assist in disease control activities.	Public Health Nursing
Assist in community health assessment.	Public Health Nursing
Assist in Field Treatment Sites, First Aid Stations, and Mass Care Shelters when requested.	Public Health Nursing
Provide supportive health care at operating Public Health Centers.	Public Health Nursing
Conduct preventive health services as needed.	Public Health Nursing

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

Operational Area Emergency Plan

ANNEX F

Department Of The

Chief Medical Examiner Operations

October 2010

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Unified San Diego County Emergency Services Organization

ANNEX F

Department Of The Chief Medical Examiner Operations

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ANNEX F
DEPARTMENT OF THE CHIEF MEDICAL EXAMINER OPERATIONS

I. General

This Annex establishes organizational responsibilities, policies, and procedures for the operation of the Department of the Chief 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.

Objectives

The overall objectives of the Medical Examiner operations will be to:

1. Recover, identify and provide adequate disposition of human remains.
2. Coordinate evidence identification and collection with the appropriate law enforcement agency.
3. Determine the cause and manner of death.
4. Inventory and protect the personal effects of the deceased.
5. Prepare and coordinate the list of deceased, both identified and unidentified.
6. Notify next of kin.
7. Process and maintain necessary records.
8. Coordinate information and notification with local law enforcement jurisdictions, public health, and other related agencies.

Concept of Operations and Activation of Plan

During peacetime and day-to-day operations the Medical Examiner will prepare and update these emergency plans, Standard Operating Procedures, pre-arranged agreements, resource listings and checklists. Partial or full activation of this annex shall be by the direction of the Chief Medical Examiner or his designated representative.

II. Organization And Responsibilities

Local Conditions

The Chief Medical Examiner shall direct and coordinate all Medical Examiner-related objectives and services within the San Diego County Operational Area. The Medical Examiner will operate under normal procedures unless one or more of the following conditions exists:

1. Five or more deaths from a single incident or when the number of fatalities overwhelms Medical Examiner local resources.
2. Conditions in the recovery of bodies present a hazard to personnel, i.e., Hazardous Materials, radiation, etc.
3. Access to Medical Examiner's facility is blocked or impeded.
4. Medical Examiner's facility is severely damaged.
5. A local pandemic exists limiting the availability of Medical Examiner staff.

Responsibilities

In the event of an incident involving one or more of the above conditions the Medical Examiner's responsibilities are:

1. Designate a Disaster Control Staff Coordinator.
2. Establish a Medical Examiner Incident Commander and integrate the position into the Incident Command structure.
3. Provide a representative to the Emergency Operations Center.
4. Establish Field Medical Examiner Emergency Teams.
5. Establish Field or Site Body Collection Locations.
6. Establish a family assistance center.
7. Organize and establish Field Collection Staff.
8. Implement a record keeping system for numbers and identity of fatalities.
9. Establish body storage and examination facilities and transportation.
10. Coordinate with search and rescue teams for body recovery.
11. Coordinate with Law Enforcement and the Public Administrator's Office for recording, storing and protection of the personal effects of the deceased.
12. Notification of next of kin.

13. Coordinate the services of:

Funeral Directors	Dentists
American Red Cross	Salvation Army
X-Ray Technicians	Volunteer San Diego

14. Ambulance or other transportation agencies
15. Establish requests for mutual aid, if required, in accordance with the Medical Examiner's Mutual Aid System.
16. 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.
17. Respond to public inquiry.

III. Policies And Procedures

The level and extent of the activation of this plan is contingent on the actual event and the severity of the conditions.

Emergency Response

LEVEL I
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
The Chief Medical Examiner will direct and coordinate operations either from the Medical Examiner & Forensic Center, a secondary headquarters, or the County/Operational Area Emergency Operations Center (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
The Chief Medical Examiner will direct and coordinate operations from the County/Operational Area EOC. All employees will be assigned to the emergency. There is a complete activation of this emergency plan.

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 police 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:

1. Deputy Medical Examiner
2. Medical Examiner Investigator
3. Law enforcement officer (field investigation, security)
4. Contract removal personnel
5. Forensic Autopsy Assistants
6. Clerical staff (record keeping, reports)

Communications

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 RCS using agencies. When required, these agencies coordinate via the Sheriff's Communications Center (Station M). The Medial Examiner is included in this category.

Body Collection Site

Under normal operations, 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 will be established in the field. In multiple casualty incidents, temporary morgue facilities, such as airport hangars, vacant warehouses, or other facilities may be utilized to house recovered bodies. Additionally, 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. 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:

1. Tag and log recovered bodies as they are received.
2. Preliminary identification of remains.
3. Tag and log all property and personal effects.
4. Prepare remains for transportation to the Medical Examiner.

IV. Mass Fatality/Temporary Morgue Facility

Functions

When the fatality numbers exceed the capacity of the Medical Examiner or the Medical Examiner 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 Disaster Mortuary Operational Response Team (DMORT). During an emergency response, DMORTs work under the guidance of local authorities by providing technical assistance and personnel to recover, identify, and process deceased victims. The functions of a Temporary Field Morgue will be:

1. Receive, log, tag and place bodies in proper temporary storage.
2. Identify cause and manner of death.
3. Tag, log, and secure property and personal effects.
4. Identification process.
5. Disposition and transportation of remains, including determining when utilization of a mass grave is warranted.
6. Storage and disposition of property.
7. Counseling of staff.
8. Maintain necessary reports and records.

Facility

The Temporary Morgue Facility should be:

1. A large storage facility with a warehouse-type receiving area away from the front entrance.
2. Equipped with showers, water, electricity, parking areas, and telephone communications.
3. Fenced or locked for security.
4. Equipped with a front office reception area.

Staff

The Temporary Field Morgue staff needs are:

1. Medical Examiner Field Emergency Teams
2. Law enforcement for security
3. Outside x-ray technologist (non Medical Examiner staff) and portable field x-ray units, if available

4. Dentists
5. Anthropologists
6. Forensic Autopsy Assistants/Embalmers
7. Toxicology laboratory personnel
8. Clerical staff
9. Transportation coordinators

Equipment

The Temporary Field Morgue Equipment needs are:

1. Cold storage capability (can be mobile refrigerator vans, trucks or trailers)
2. Dental x-ray equipment
3. Telephones/radio communication to field agents
4. Office and record keeping supplies
5. Portable x-ray, if available
6. Portable autopsy tables
7. Source of running water
8. Electricity, source for saws
9. Lighting, source
10. Laptop(s)
11. Body pouches
12. Bar-coding equipment, if available
13. Generator(s)

V. Family Assistance Center (FAC)

Purpose

1. Guide families through the administrative process of reclaiming their loved ones.
2. Facilitate the administrative process providing timely and accurate information.
3. Provide appropriate emotional support for grieving families by coordinating a mental health/spiritual professional to work with them

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 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. This information will be gathered from family members via an interview with an investigator or mortuary officer. During the interview process, family members will be asked to provide very detailed information regarding their loved one's body, medical history, etc. Interviewers will collect this information in a caring and compassionate manner. Information collected will be compared to postmortem data for identification purposes.

FAC Location

The facility should be in a location not associated with the disaster site or morgue. Access to the FAC should be easy and contain ample parking. The location must be large enough to accommodate the following rooms/spaces:

1. Family Room – Medical Examiner/National Transportation Safety Board (NTSB) briefings will take place in the Family Room and as a result there should be enough room to comfortably accommodate 150-300 people or more. However, the actual size of the room will be incident specific.
2. Reception Area – Required to evaluate needs of family members or any visitors to facility.
3. Family Interview /Death Notification Rooms – Private rooms that will accommodate a minimum of 10 people.
4. Family Refreshment Room
5. Childcare Room
6. Chapel
7. Information Resources Center – Houses database administration, network/technical support.
8. Administrative Office Space – Work area for Medical Examiner and other governmental agencies such as the NTSB, chaplaincy, security, mental health professionals, etc.

VI. Mass Burial

Necessary Conditions

Mass burial may become necessary when the number of victims becomes a public health hazard and the dead cannot be:

1. Adequately refrigerated or embalmed to prevent decomposition.
2. Processed and identified.
3. Released to the next of kin.
4. 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 Public Health Officer, the County's Director of Emergency Services, the County's Office of Emergency Services, the California Emergency Management Agency, 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, taking into consideration the number and location of dead to be buried. Ideally, an existing cemetery would be the most logical location for mass burial. However, should this type of site not be available, the following are suggested locations:

1. County landfill areas.
2. Parks and recreational areas.
3. Flood control basins (weather permitting).
4. Sides of freeways and river beds.
5. Areas beneath power lines.
6. Rail yards and areas along rail lines.

Record Keeping and Final Disposition

The burial, preservation and record keeping system (grids and numbers) would 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 the Medical Examiner in conjunction with the next of kin, local authorities, and cooperating funeral homes.

ATTACHMENT A

SUPPORTING AGENCIES AND GROUPS

1. Public Administrator's Office, County of San Diego: Property of deceased
2. General Services, County of San Diego: Provide equipment and supplies
3. Purchasing and Contracting, County of San Diego: Purchasing emergency supplies
4. Environmental Health, County of San Diego: Public health hazard of un-disposed remains; environmental safety for Medical Examiner Field Teams
5. American Red Cross and Salvation Army: Assist with the Family Assistance Center; Public Inquiry Report record keeping assistance
6. County Communications Office, County of San Diego: Assist with media and public requests
7. HHSA Behavioral Health, County of San Diego: Critical incident stress management
8. Emergency Medical Services, County of San Diego: Temporary morgue
9. Fire departments/districts: Temporary morgue
10. Law enforcement agencies: Medical Examiner Field Teams; field security; property security; Family Assistance Center security
11. Dentists, x-ray technicians and anthropologists: Identification process
12. Funeral Directors: Transportation and final disposition of remains
13. Ambulance and Transportation Companies: Transportation and recovery of remains
14. Volunteer San Diego: Coordination of volunteers

APPENDIX 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
Provide and release information to the public.	Medical Examiner/OES/County Communications Office
Request Mutual Aid, as needed.	Medical Examiner

APPENDIX 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
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

APPENDIX 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
Determine and procure additional supplies	Medical Examiner/Environmental Health (Hazardous Materials Division)
Set up reporting/record keeping system,	Medical Examiner
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

APPENDIX 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

APPENDIX 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
Provide and release information to the public.	Medical Examiner/OES/County Communications Office
Request Mutual Aid, as needed.	Medical Examiner

APPENDIX 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
Provide and release information to the public.	Medical Examiner/OES/County Communications Office
Request Mutual Aid, as needed.	Medical Examiner

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

Operational Area Emergency Plan

ANNEX G

Care And Shelter Operations

October 2010

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Unified San Diego County Emergency Services Organization

ANNEX G

Care And Shelter Operations

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ANNEX G
CARE AND SHELTER OPERATIONS

I. 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 plan is specifically designed to address the need for temporary shelter during large-scale emergencies and/or major disasters. This plan does not apply to day-to-day emergencies. Typically, the American Red Cross Chapter is capable of responding to day-to-day emergencies that require sheltering, using their own resources.

Purpose

The purpose of this plan is to:

1. 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.
2. Establish lines of authority and communications in support of the activation and operation of this plan.
3. Describe Care and Shelter operations within the County of San Diego

Situation and Assumptions

Situation

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 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.

Sheltering for San Diego County evacuees will be coordinated through the Operational Area Emergency Operations Center (OA EOC) a.

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. Typically 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:

1. Coordinate and provide food, shelter, medications, medical assistive equipment, crisis counseling and other basic disaster caused needs.
2. Coordinate and provide inquiry service to reunite separated families or respond to inquiries from relatives and friends outside of the affected areas.

II. Organization

Shelter Management/Operations

The County of San Diego Health and Human Services Agency (HHSA) will be the lead agency responsible for providing mass care. The American Red Cross (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.

ARC 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 American Red Cross. The American Red Cross will plan, organize, direct and control the services provided at the shelter. Direct delivery related expenses will be provided by the American Red Cross. However, liability will be shared by the American Red Cross, the facility owner, and the partner based upon their respective responsibilities. All agencies participating in such a shelter must adhere to the American Red Cross' Code of Conduct.

City/County managed shelters with ARC 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 American Red Cross 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 American Red Cross' 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 American Red Cross, OA EOC or local jurisdiction approval, that entity will assume financial and legal responsibility for the shelter.

Types of Shelters

Three levels of sheltering have been developed for shelter operations in San Diego County. The tiered levels were created to ensure appropriate care is provided, and adequate shelter staff is available at each shelter depending upon the needs of the population residing in the shelter.

Level I – Congregate Care Shelter

Description	Examples
Those who are independent and capable of self-care requiring only minimal support for minor illnesses and injuries.	Well, able-bodied; sprains, strains, cuts, colds; those taking medication for stable acute or chronic conditions such as arthritis.
Those with conditions requiring observation or minor supportive assistance in activities of daily living. Independent with some family/caretaker support.	Those that require the use of wheelchair or assistive device but can transfer; stable diabetics (insulin or diet controlled); those who are currently stable but on medications for cardiac or respiratory conditions; and those with controlled hypertension, or renal problems.
Those with conditions requiring some level of privacy or separations but do not require skilled or continuous health care support from facility staff. *If adequate staff and privacy are not present, this population will need to be referred to Level II Facility.*	Those requiring assistance from family member/caretaker in activities of daily living and have that person with them; those with portable Oxygen in use and with knowledge of how to administer; those with non-infectious TB case receiving daily treatment; and those with moderate Alzheimer's or dementia.

Level II – Designated Care Shelter

Description	Examples
Those requiring frequent or continuous surveillance for potentially life threatening conditions or require bedding or bathroom facilities not available in a congregate shelter.	Incontinent persons or those requiring assistance with toileting; those with limited mobility who cannot sleep on a cot or transfer; or those with severe dementia.

NOTE: *Congregate Care sheltering is not ideal for the following individuals: Every effort should be made to place them in an appropriate (like-bed) facility. Only in extreme situations would Skilled Nursing Facilities be housed and cared for in a congregate care shelter serving as an Alternate Care Site. All decisions regarding relocation of a resident in a Skilled Nursing Facility must be approved through the Emergency Medical Services Department Operations Center.*

Level III – Alternate Care Site

Description	Examples
Those requiring skilled care, continuous observation, or special equipment and services usually found in a hospital.	Those needing IV feeding or medication; those completely bedridden requiring total care; those with uncontrolled chronic or acute physical or mental conditions.

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:

1. 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.
2. If other shelter residents are aware of the situation, the resident must be relocated to another facility for their safety.
3. 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. 211 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 relocated with their parents.

If a child is unable to be reunited with their parents, the Law Enforcement Branch in the OA EOC should be contacted to request the Sheriff's Juvenile Investigators for assistance.

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, 211 San Diego, American Red Cross, and Deaf Community Services for American Sign Language specifically.

III. Authorization

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:

1. During an emergency or proclaimed disaster, the Director of the County Health and man Services Agency, or designee, shall report to the OA EOC and serve as the Care and Shelter Branch Coordinator.
2. The Care and Shelter Branch Coordinator shall:
3. Coordinate local government support for Care and Shelter Operations.
4. Coordinate resources and mutual aid requests for government agencies or departments.
5. During an EOC activation, HHSA shall:
    A. Assist with communications as needed, to establish required communication between the OA EOC, American Red Cross Disaster Operations Center, and other locations.
    B. Continue to provide essential public assistance services.
    C. Provide trained personnel to mass care shelters as available and upon request.
    D. Provide care for unaccompanied minors.
6. Ensure that an adequate number of HHSA personnel are trained in shelter operations.
7. Co-chair the Care and Shelter Subcommittee of the Unified Disaster Council.
8. Develop, maintain, and test Care and Shelter Operations plans for the Operational Area in conjunction with UDC Care and Shelter Subcommittee.

Health and Human Services Agency, Public Health Nursing

When requested by the American Red Cross/City operated shelters through the OA EOC Care and Shelter Branch and when resources are available:

1. Administer first aid following American Red Cross protocols for minor illness and injury and refer clients to a higher level of care when appropriate.
2. Perform health assessments of shelter residents who self identify with health problems and develop a plan to meet clients' immediate health needs.
3. Monitor persons identified with special health concerns such as chronic diseases and pregnancy.

4. Assist the shelter manager with maintaining the shelter in a manner that protects the clients from contracting communicable diseases common in group living situations.
5. Provide resources to crisis counseling services and provide support to clients.
6. Monitor food preparation and distribution to promote the protection from food-borne diseases in cooperation with Environmental Health.
7. Assist shelter residents with general health education and advice.
8. Assist shelter residents with replacing lost medications and medical devices.
9. Provide referrals to other local, county and State agencies that provide medical and social services.
10. Provide status reports to the Public Health Nurse Management representative at the Emergency Medical Services Departmental Operations Center or the HHSA Department Operations Center.
11. Assist with requests for trained nurses, health care providers, social services, and supplies based on shelter needs and assessment to the Emergency Medical Services Departmental Operations Center.

In addition to above, the Public Health Nurse may perform the following additional duties in a County operated shelter:

1. Assist with the initial screening of evacuees as they come to the shelter and refer as needed
2. Filling the role of a Medical Manager to oversee the overall management of the medical services in the shelter.
3. Perform additional duties as assigned by the Chief Public Health Nurse or designee.

In addition to above, the Public Health Nurse may perform the following additional duties in the County Level II shelter working alongside Medical Reserve Corp:

1. Oversee and assist evacuees with Activities of Daily Living (ADLs).
2. Oversee and monitor evacuees with stable chronic medical conditions (such as obtaining vital signs and glucose levels).
3. Oversee and assist with coordination of care for evacuees to receive hospice care, home health, and other services.

Health and Human Services Agency, Behavioral Health Services

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

1. The County Shelter Team Program is designed to augment the sheltering resources of the American Red Cross.
2. The County Shelter Team Program may administer Level I shelters once American Red Cross resources are exhausted.
3. The County Shelter Team Program will be the primary operators for Level II shelters.
4. 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 Emergency Medical Services Department Operations Center.
5. 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 size of the shelter.

American Red Cross, San Diego/Imperial Counties Chapter

The American Red Cross (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.

The American Red Cross (San Diego/ Imperial Counties Chapter) may open a maximum of 7 shelters (estimated population between 5,000 to 10,000 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.

1. Prior to a disaster requiring congregate sheltering, the American Red Cross will assist in the following ways:
   - A. Assist in the development and maintenance of the Care and Shelter Annex to the Operational Area Emergency Plan in conjunction with HHSA, OES, and the Care and Shelter Subcommittee of the Unified Disaster Council.
   - B. Provide mass care training to requesting government agencies, non-governmental agencies, and community based organizations.
2. During an emergency or when requested, provide:
   - A. Emergency lodging in congregate care facilities for disaster victims.
   - B. Food for persons in emergency congregate care facilities.
   - C. 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.
   - D. 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.

E. 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 medical-related items. Provide minor first aid treatment of patients. Disaster Health workers do not provide treatment for pre-existing injuries or provide medical diagnosis.

F. 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.

G. Food for disaster workers if normal commercial feeding facilities are not available.

H. 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 American Red Cross website. Typically, there is a 48-72 hour moratorium on requests in order for the American Red Cross to concentrate on the immediate needs of the disaster victims.

I. Liaison personnel to the OA EOC and/or to the Incident Command Post. This position must possess:

1. A thorough knowledge of the American Red Cross system and procedures.
2. Understanding of the OA EOC and it's purpose.
3. Familiarization with WebEOC.
4. Ability to work within the established County protocols to meet the needs of the community.
5. Ability to assist the Department of Animal Services with coordinating and management of animals brought to American Red Cross Shelters.

J. Distribute appropriate bulk supplies as required by the needs of the affected community.

K. During a disaster when local American Red Cross resources are exhausted, initiate mutual aid requests from neighboring American Red Cross Chapters and/or if needed, request assistance from National American Red Cross.

L. Co-chair the Care and Shelter Subcommittee of the Unified Disaster Council.

Unified Disaster Council Care and Shelter Subcommittee

Responsibilities of this subcommittee shall include the following:

1. Develop, maintain, and test Care and Shelter Operations plans for the Operational Area in conjunction with American Red Cross and the HHSA.
2. Delineate criterion and method of justification for activation of this Annex.
3. Review and update Care and Shelter Annex as needed.

County of San Diego, Office of Emergency Services (OES)

As primary responsibilities, the OES shall:

1. Support the American Red Cross, HHSA, local municipalities, and School Districts in the coordination and planning activities of the Care and Shelter Subcommittee of the Unified Disaster Council.
2. Activate and manage the OA EOC.

Area Law Enforcement Coordinator

Responsibilities of the Area Law Enforcement Coordinator are as follows:

1. 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.
2. Any time additional evacuations are ordered, Law Enforcement agencies should be in contact with the Care and Shelter Branch of the OA EOC.
3. Law Enforcement must confer with the Care and Shelter Branch of the OA EOC before announcing shelter facility locations.
4. 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

The Department of Animal Services shall:

1. Coordinate with the Care and Shelter Branch in the OA EOC to ensure care for pets brought to shelters as required.

2. Provide referrals to evacuees for animal services and resources.
3. Assist with lost and found inquiries.

County of San Diego, Department of Human Resources

The Department of Human Resources, Director shall appoint a Vulnerable Population Unit Leader to the OA EOC, who shall:

1. Ensure specialized services are provided as required for the vulnerable population groups including the aged and disabled.
2. Coordinate local government support for vulnerable populations at shelters.
3. Collaborate with the Care and Shelter Branch Coordinator to coordinate resources and requests for the vulnerable populations in shelters.

Emergency Medical Services Department Operations Center (EMS DOC)

Emergency Medical Services (EMS) will be responsible for the activation of the Emergency Medical Services Department Operations Center (EMS DOC).

Upon this activation, the DOC will coordinate the following to support shelter operations:

1. The overall medical response to the specific event.
2. The dispatching of medical service providers to shelters as requested – either with the Medical Reserve Corps (MRC) members, Public Health Nurses (PHN), and others.
3. Dispatching the Disaster Rapid Assessment Team (DRAT)

County of San Diego, Medical Reserve Corps

1. Upon the orders of the Public Health Officer, the Medical/Health Branch Manager at the OA EOC, or the EMS Duty Officer through the EMS DOC, will activate Medical Reserve Corps volunteers during an event in which local established clinical resources are exceeded.
2. These volunteers, as clinical disaster service workers, will provide medical support to shelters as needed and as available.

Disaster Rapid Assessment Team (DRAT)

1. 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.
2. 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.

3. The DRAT will respond to events requiring sheltering. They will perform assessments at shelter sites for the medical needs. They will never be sent into a hot or warm zone, but may serve in a field situation.
4. DRATs will be made up of appropriate compositions of staff as needed, determined at the time of the disaster.
5. Specialized DRATs respond to just one type of incident, such as a mass evacuation of an acute care hospital or Skilled Nursing Facility where a specific specialty may be required. They will be called upon to respond in their area if needed after the general DRATs are deployed and have requested further assessment for that specific event.
6. A specialized DRAT will consist of the required health care or response personnel, such as Behavioral Health, Child Protective Services, or Aging and Independence Services.

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."

1. Collaborate with the OA EOC in the post-incident designation of facilities for use as Mass Care Shelters.
2. Enter into written agreements with the American Red Cross and the County of San Diego concerning the use of facilities and each year provide an updated 24-hour emergency contact for each facility.
3. Insure 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

1. 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).
2. Annually provide two copies of the directory of schools and school districts in San Diego County to both the Office of Emergency Services and the local American Red Cross.

All Affected Agencies and Organizations

Responsibilities of all other affected agencies and organizations are as follows, where appropriate:

1. Prepare Standard Operating Procedures (SOP) for response to Care and Shelter Operations, including a system for automatic personnel reporting and disaster assignment.

2. Train personnel and alternates.
3. Each city shall designate a representative for the Care and Shelter Subcommittee of the Unified Disaster Council. This representative should maintain an active involvement with the Care and Shelter Subcommittee of the Unified Disaster Council.

IV. Functions

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 Authority
Activation of this Annex shall be by the direction of:

1. The County's Chief Administrative Officer (CAO), or designated Assistant CAO, in the capacity of Director of the Unincorporated area, or as Operational Area Coordinator of the Unified San Diego County Emergency Services Organization; or
2. The Director of HHSA, County of San Diego; or
3. The Director, San Diego County Office of Emergency Services (OES); or
4. The Incident Commander; or
5. The Emergency Services Director or the designee of any jurisdiction signatory to the Emergency Services Agreement; or
6. The Manager of Response, or designee, American Red Cross, San Diego/Imperial Counties Chapter.

Termination
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.

V. Notification And Communication

Notification

Responsibility for notifying the American Red Cross 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 the American Red Cross should be incorporated into departmental Standard Operating Procedures. Each department with potential for being an Incident Commander/Scene Manager should establish procedures for notifying the American Red Cross 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 American Red Cross. Notification can also be initiated by the Office of Emergency Services.

Should the American Red Cross be unable to respond, the Office of Emergency Services Staff

Duty Officer must be notified immediately to 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 the San Diego/Imperial Counties Chapter of the American Red Cross is a commercial trunk UHF radio system. The American Red Cross also works closely with the San Diego County RACES group by providing an amateur radio operator liaison to them. This relationship provides the American Red Cross a direct link to the OA EOC in the event of a major disaster resulting in communication outages.

VI. Administration Of Mass Care

In coordination with the Care and Shelter Branch Coordinator or designee, the American Red Cross will determine where mass care facilities will be needed and which facilities are suitable.

The American Red Cross will initiate shelter openings, assign shelter staff, and request that the opening of American Red Cross shelters and mass feeding centers be announced through the Emergency Alert System (EAS) or other established public information channels.

First Aid and Health Services

1. Medical services and basic emergency First Aid will be provided in all shelters either by American Red Cross Disaster Health Services, County of San Diego Public Health Nursing, or the County of San Diego Medical Reserve Corps.
2. 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.
3. San Diego County HHSA, Behavioral Health Services 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(s) as required. This could include requesting trained personnel, emergency services support, or assistance in securing supplies.

Records and Reports

1. The American Red Cross is responsible for the maintenance of mass care records, specifically the Shelter Resident Registration form. Even in a County Shelter, the forms will be provided to the American Red Cross for safe keeping and to provide a quicker mechanism for follow-up.
2. As requested by the Care and Shelter Branch Coordinator, American Red Cross 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.

ATTACHMENT A

SAN DIEGO COUNTY CARE AND SHELTER SUBCOMMITTEE OF THE UNIFIED DISASTER COUNCIL

American Red Cross

County Health and Human Services Agency

County Office of Emergency Services

County Office of Education

County HHSA, Behavioral Health Services

County Fire Coordinator

County Law Coordinator

County HHSA, Public Health Services

City Care and Shelter Coordinators (18)

ATTACHMENT B

SAN DIEGO COUNTY CARE AND SHELTER COORDINATORS

City	Title of Designee
Carlsbad	*
Chula Vista	*
Coronado	*
County of San Diego	Director, Health and Human Services Agency
Del Mar	*
El Cajon *	
Encinitas	*
Escondido	Assistant Director, Community Services
Imperial Beach	*
La Mesa	*
Lemon Grove	*
National City	*
Oceanside	*
Poway	Assistant Director, Department of Community Services
City of San Diego	*
San Marcos	*
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

COUNTY OF SAN DIEGO

By: Kathryn A. Nelson
Asst. Clerk of the Board of Supervisors

Approved by the Board of Supervisors of the County of San Diego

APR 10 1979 #14

Peter D. Cremarse
Clerk of the Board of Supervisors

Ralph Kruff
Disaster Chairman,
San Diego County Chapter
American Red Cross

APR 10 1979
Date approved

S. L. Bailey
Chairman,
San Diego County Chapter
American Red Cross

APR 10 1979
Date approved

APPROVED AS TO FORM AND LEGALITY
COUNTY COUNSEL
Paul N. Bauer
DEPUTY

ATTACHMENT D

MEMORANDUM OF UNDERSTANDING BETWEEN THE AMERICAN NATIONAL RED CROSS AND THE STATE OF CALIFORNIA DEPARTMENT OF SOCIAL SERVICES

Purpose

A. To recognize the respective roles and responsibilities of the American National Red Cross (herein referred to as the ANRC) and the State of California Department of Social Services (herein referred to as the DSS) in disaster preparedness planning and operations for natural and war related disasters, nuclear accidents, other emergencies, and civil disorders;

B. To serve as a basis for mutual understanding and collaboration by which the resources of the ANRC and the DSS can be most effectively brought to bear for the relief of all persons affected by the above-mentioned types of disasters;

C. To reaffirm that the ANRC and the DSS will discharge their respective responsibilities as described in the State of California Emergency Plan and as the ANRC is mandated to do by Congressional Charter and described in the Statement of Operational Relationships between the ANRC and the California State Office of Emergency Services (herein referred to as the OES); and

D. To recommend working relationships between American Red Cross chapters and county welfare departments.

Legal Basis For Operational Relationships

A. The ANRC is mandated by Federal law as defined in 36 USC-5 to undertake activities for the purpose of mitigating the suffering caused by natural disasters and other emergencies. The ANRC does not have the power to surrender the mandate created by its charter. This responsibility has been restated in the Federal Disaster Relief Act of 1974 (Public Law 93-288) and is recognized in the Statement of Operational Relationships between the ANRC and the California Office of Emergency Services.

B. DSS and state government responsibilities derive from the California Emergency Services Act, the California Emergency Plan and Administrative Order 79-35.

Role Of The ANRC

A. In all natural disasters and other emergencies the ANRC provides relief assistance in accordance with its established policy, procedures, and guidelines and as described in the Statement of Operational Relationships between ANRC and OES.

B. The ANRC response in disasters does not require a governmental declaration of any type. Regardless of the size of the disaster or the number of families

affected, all assistance will be provided on a uniform basis. All ANRC assistance to disaster victims is an outright gift. No payment is ever required or requested and no ANRC supplies are ever sold.

C. In time of major disasters or other emergencies, ANRC recognizes DSS as a resource for staff whose skills are readily adaptable to ANRC relief assistance programs.

D. ANRC will provide training for state and local DSS staff who may be assigned to ANRC operations.

E. In time of disaster ANRC will provide transportation and maintenance to DSS staff assigned to ANRC operations when duties are performed away from their local jurisdiction.

F. The ANRC may act for or in behalf of local, State or Federal government disaster assistance programs on a purchase of services or other mutually acceptable reimbursable basis.

Role Of The Department Of Social Services

A. The DSS recognizes that in time of natural disasters the ANRC has the primary responsibility for meeting urgent and emergency needs of disaster victims by providing food, clothing, shelter in congregate care or other facilities, welfare registration and inquiry, and other basic elements for human comfort and survival.

B. DSS will coordinate the capability of all county welfare departments to respond to disasters of all types as outlined in state legislation and will coordinate support from other state agencies.

C. DSS will continue to provide usual public assistance services during a disaster situation or a declared emergency.

D. DSS will provide needed staff, as available, to assist ANRC in disaster operations. DSS staff may also be given time off to participate in ANRC training courses. Staff salaries and benefits will be provided by DSS in both preparedness training and operational assignments of DSS staff.

E. The provision of Emergency Welfare Services falls within the authority of state supervised-county administered public Social Services. In the event of an officially declared state of emergency, and pursuant to the rules and regulations of the California Emergency Council, all state, regional and local government employees will become disaster workers; duties may include support of the American National American Red Cross.

F. The DSS will work with the ANRC in time of disaster in the coordination of other private agencies.

Administrative And Financial Controls

A. It is basic ANRC policy that administrative and financial control of its disaster related services cannot be delegated or assumed by others (as per ARC 3000 Series). Individuals and organizations, including government, cannot represent ANRC without prior agreement with and approval by ANRC.

Other Functional Understandings

A. The ANRC has agreements with a number of United States Government agencies, including the U.S. Department of Defense, for the obtaining and shipment of essential equipment and personnel to supplement emergency operations.

B. The ANRC may enter into contracts with public and private agencies, on a reimbursable basis, to provide ANRC support in rendering assistance to victims in emergency situations (e.g., Repatriation of Refugees).

C. The ANRC will support, to the best of its ability, State and Federal efforts to alleviate suffering in war-caused disaster situations.

Other Provisions

A. This Memorandum of Understanding shall become effective on date of signature below and shall remain in effect until 30 days after either party gives notice to the other party that it desires to terminate or modify the agreement.

B. This Memorandum of Understanding does not supersede or replace the existing Statement of Operational Relationships between ANRC and the OES dated October 26, 1979.

APPROVED October 29, 1982

Gilbert R. Tills, Manager
Western Field Office, ANRC
Burlingame, California

APPROVED October 18, 1982

Marion J. Woods, Director
Department of Social Services
State of California

ATTACHMENT E

STATEMENT OF OPERATIONAL RELATIONSHIPS BETWEEN THE AMERICAN RED CROSS AND CALIFORNIA OFFICE OF EMERGENCY SERVICES (This statement supersedes all previous agreements.)

Purpose

This statement will:

A. Outline the natural disaster program of the American Red Cross and the Office of Emergency Services, which coordinates the emergency activities of all state agencies;

B. Show the relationship between the Office of Emergency Services (OES) and the American Red Cross (ARC) in conducting these programs;

C. Recommend working relationships between American Red Cross chapters and local emergency (civil defense and disaster) organizations* for natural disasters; and

D. Include an attachment defining ARC activities for war disaster and civil disturbance. (This information is treated separately because of distinct legal and operational differences.)

Legal Basis For Operational Relationships

A. The OES, local government, and ARC are among the several agencies having statutory responsibilities in connection with natural disasters.

B. American Red Cross responsibilities derive from Public Law 4 (33 Stats. 599).

C. The OES and local government responsibilities derive from the California Emergency Services Act and related codes, ordinances, resolutions, agreements, and plans.

D. Nothing contained in the California Emergency Services Act is construed to alter the ARC statutory obligations.

Basis For Agreements Concerning Natural Disasters

A. ARC and OES responsibilities in natural disaster have a close relationship. Therefore, ARC Western Field Office and the American Red Cross California divisions and chapters will plan and act in unison with the OES, the emergency plans of the state and local governments, pertinent federal statutes, and this agreement.

***The term "civil defense" connotes government response to an emergency. References throughout this statement to state and local civil defense are synonymous with state and local governments.**

B. This unified action denotes coordination between government and the American Red Cross but does not impose any administrative authority or fiscal control by government or its emergency organizations over the American Red Cross organizations, its policies, volunteers or employees.

American Red Cross Program In Natural Disaster

In accordance with the foregoing statements, the ARC will provide and finance services to meet human needs in natural disaster. Specifically, these services, extended on a grant basis, are listed and explained in paragraphs A and B below

A. In Non-Presidentially declared disasters the services consist of:

1. Emergency Congregate Care (frequently termed Mass Care) which includes the:
   a. Provision of emergency lodging for disaster victims in public or private buildings available for congregate care occupancy.
   b. Provision of food and clothing for persons in emergency congregate care facilities.
   c. Provision of food for disaster workers if normal commercial feeding facilities are not available.
   d. Provision of welfare inquiry service.
   e. Provision of blood and blood derivatives to hospitals and clinics for treatment of persons ill or injured as a result of a disaster.
   f. Provision of medical and nursing care in American Red Cross shelters and operational facilities.
2. Emergency Individual Assistance, which is given on the basis of uniform guidelines and procedures to individuals and families having urgent and verified disaster-caused needs, and which include funding for:
   a. Food and clothing for disaster victims on an individual basis.
   b. Rental of temporary housing; comfort and toilet articles; fare for payment of commercial transportation or the operation of personally owned vehicles; cleaning and laundry supplies; and other basic necessities.
   c. Minor emergency home repairs essential to making home habitable.
   d. Essential items of household furnishings such as bedding, towels, linens, table and chairs, repair/replacement of stoves, refrigerators, washing machines, and mattresses, springs and bed frames.
   e. Emergency medical assistance, such as replacement of eyeglasses, dentures, prescriptions, etc.
   f. Essential occupational supplies and equipment.

3. Additional Assistance which is given after the emergency period, is based on individual application and is designed to help families or individuals effect part or all of their recovery when they lack sufficient resources (which include the ability to borrow from commercial or government agencies or arrange credit buying). This program, based on need, not loss, includes the following types of assistance:

    a. Food, clothing and maintenance.

    b. Construction, purchase or repair of owner-occupied homes.

    c. Extended medical and nursing care.

    d. Household furnishings.

    e. Occupational supplies and equipment.

B. In Presidentially declared major disasters - The American Red Cross programs may be modified according to the availability of certain government benefits. The potential modifications are as follows:

1. During the emergency phase the federal disaster program of food stamps, unemployment insurance, mini home repairs, short-term rental and mortgage payments may be rapidly available, reducing to some extent the need for all Red Cross emergency assistance described in paragraph A,2 above.

2. During the long-range recovery phase, the additional needs of disaster victims, described in paragraph A,3, may be met by state and federal disaster assistance programs provided by the Disaster Relief Act of 1974 (Public Law 93-288). The American Red Cross gives or augments additional assistance only when a victim's total recovery needs cannot be met through the combined resources of state and federal assistance programs.

State And Local Government Responsibilities In Natural Disasters

State and local governments have inherent and statutory responsibilities in mitigating the effects of natural disaster. The more important of these responsibilities are as follows:

A. Disseminating of danger warnings.

B. Designation of dangerous areas.

C. Ordered evacuation from endangered areas.

D. Law enforcement.

E. Fire suppression.

F. Light and heavy rescue operations.

G. Safeguards to public health and sanitation.

H. Identification and disposition of the dead, including the operation of temporary morgues.

I. Institutional care for the sick, aged, and orphaned.

J. Repair and restoration of public facilities and buildings.

K. Debris removal from public property.

L. Salvage of unclaimed property.

M. Arrangements with federal agencies for assistance under federal disaster relief programs.

Coordination Of Health, Medical And Welfare Programs

A. Public Health and Sanitation

1. Government is responsible for public health and sanitation. Public health authorities should arrange health inspection and sanitation controls in American Red Cross shelters.

B. Medical Care of Disaster Victims

1. The primary responsibility for the care of ill and injured disaster victims is vested in local emergency organizations by reason of disaster ordinances and plans. The American Red Cross will supplement medical requirements when local resources and additional mutual aid resources are exhausted. The supplementation may be as follows:

   a. The recruitment of nurses to augment hospital staffs.

   b. The assignment of nurses to hospitals for individual bedside care of disaster victims.

   c. The establishment of first-aid stations.

C. Welfare Programs

1. The American Red Cross considers tax source benefits provided by state and local welfare departments (and other state and federal agencies) for disaster victims as resources, and the American Red Cross will not duplicate or underwrite these programs.

Natural Disaster Operating Principles

A. Financing

An American Red Cross principle is that its administrative and fiscal controls are inseparable. Therefore, the American Red Cross does not assume costs for commitments made by other agencies or organizations.

B. Personnel

1. In some instances, individuals represent both government disaster organizations and American Red Cross Disaster Committees. Dual representation is inadvisable because of conflicting administrative and financial responsibilities.

2. When the ARC is incorporated into the disaster plans of the state or local governments or is asked by them for a specific disaster assignment, the American Red Cross volunteers involved may be registered as disaster workers and thus become eligible for workmen's compensation benefits

authorized by the California Emergency Services Act.

C. Supply

1. The American Red Cross does not stockpile large quantities of supplies for disaster preparedness. Its requirements are met by purchase, rental, or borrowing. The American Red Cross will assume fiscal responsibility for loss, damage, or destruction of all equipment under its operational control, unless otherwise agreed to by the vendor of loaned or rented property.

2. The ARC has an agreement with the Department of Defense and the Coast Guard for obtaining military supplies, equipment and personnel to supplement its disaster activities and is financially liable for certain services, and for loss, damage, or destruction of borrowed material. Therefore any government or private agency request for military assistance, including air or surface transportation for accumulation of used clothing and other commodities, should not be channeled through the American Red Cross.

D. Communications and Liaison

1. The ARC will provide liaison personnel at OES state headquarters, affected mutual aid regional offices, and the civil defense and disaster operations headquarters of affected local governments, to the extent necessary to carry out the terms of this agreement.

2. The ARC will furnish or authorize the use of the communications necessary to effective liaison.

E. Disaster Declaration

The ARC response to disasters does not require a declaration of any type. Therefore American Red Cross divisions and chapters will act in numerous situations which constituted government may not consider sufficiently severe to proclaim the existence of a disaster. When minor disasters occur wherein only a few families are affected and the local chapter cannot finance relief costs, the National organization will provide funding for relief assistance.

Approved: Oct 26 1979

Gilbert R. Tills, Manager
Western Field Office, ARC
Burlingame, California

Approved: October 26, 1979

Alex R. Cunningham, Director
Office of Emergency Services
State of California

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 (ARC), 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 Annex G. 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 San Diego County Operational Area 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 Operational Area Emergency Operations Center (EOC). Upon activation, a Shelter Manager will be appointed in which he/she will review the Shelter Manager Handbook located at the Operational Area 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 in Figure G.F. 1.

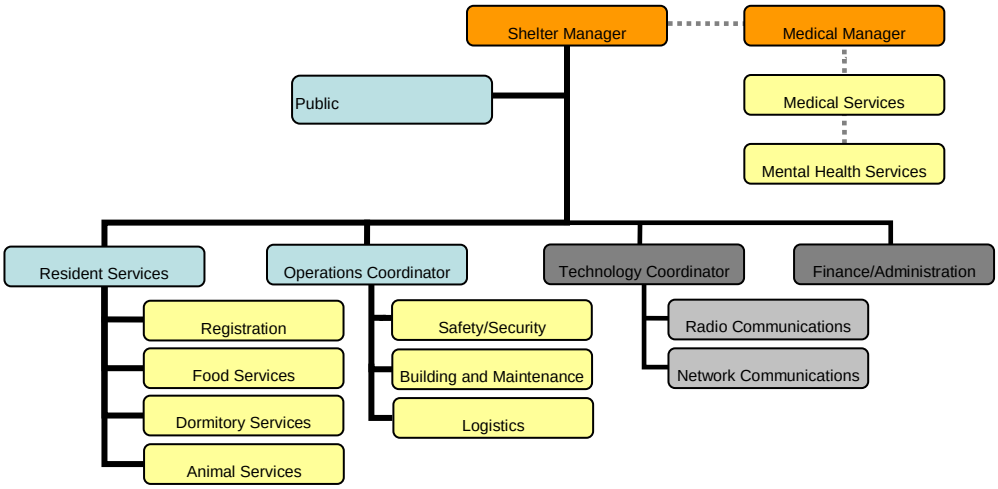

Figure G.F. 1

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 Operational Area 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:

1. 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.
2. 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 briefings, 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:
  a. Job opportunities
  b. Banking needs
  c. 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 Operational Area Emergency Operations Center, Joint Information Center.

Public Relations – Coordinate media events and coverage
The following information should be determined:

A. Designated parking at the facility for all media vehicles

B. Press conference area

C. Spokesperson for the facility

D. Press release writer for the facility

E. Telephone policy for dealing with the media

F. Drop-off location for special appearances

G. Holding location for VIP's while awaiting PIO

H. Communication plan to include facility, Red Cross, and FEMA

I. 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:

A. The status of disaster and relief efforts

B. List of repopulations as they occur

C. Status of family members (if possible)

D. Types of available assistance

E. A general map of the facility

F. Information on bus and trolley times

G. A list of Frequently Asked Questions

H. 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:

A. Basic First Aid

B. Primary care

C. Nephrology

D. OB/GYN

E. Ear, Nose and Throat

F. Pediatrics

G. Optometry

H. Orthopedics

I. Psychology

Assess the need and coordinate the following medical staff:

A. Physicians

B. Mental Health Counselors

C. Nurses

D. Emergency Medical Technicians (BLS and ALS)

E. Dentists

F. Physicians Assistants

G. 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:

A. Walls, up to 8 ft. high
B. Partitions
C. Doors and knobs
D. Counters and face bowls
E. Mirrors
F. Floors, including around and in back of toilets and urinals
G. Trash cans and Diaper bins, cleaned inside and out after each change
H. Urinals and Toilets
I. Diaper changing stations
J. Hand towel surfaces
K. Faucets
L. Showers

The following areas, throughout the facility, should be cleaned at least once a day:

A. Hand rails, including escalators
B. Door knobs and panic hardware throughout
C. Water fountains
D. Public telephones
E. Walls, up to eight feet high
F. Resident living areas
G. Computer keyboards
H. Floors and steps
I. 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:

A. Facility Staff

B. American Red Cross Staff

C. City/County/Government Officials

D. 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)

A. Site should be able to be locked or fenced off to establish a security zone

B. Should be away from arterial entry points

C. Establish shift supervisors to control/oversee bulk inventory

D. Pre-position assets for ease of inventory and accessibility

E. Create a list of fork lift operators, drivers, laborers

Determine the need and priority of bulk items.

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

Operational Area Emergency Plan

ANNEX H

Environmental Health Operations

October 2010

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Unified San Diego County Emergency Services Organization

ANNEX H

Environmental Health Operations

ACKNOWLEDGEMENTS

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ANNEX H
ENVIRONMENTAL HEALTH OPERATIONS

I. General

The Environmental Health Operations Annex to the San Diego County Operational Area Emergency Plan 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 County 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.

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:

1. Provide leadership and guidance in all environmental health-related incidents.
2. Provide environmental health protection measures.
3. Provide guidance in food handling, mass feeding and sanitation in emergency facilities.
4. Inspect and advise on general sanitation matters.
5. Coordinate environmental health-related activities among other local public and private response agencies and groups.
6. Assist with damage assessments.

Concept of Operations

There are three levels of Emergency Operational Center (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.

Plan Activation and Termination

Activation and termination of this Annex shall be by the direction of (1) the County's Chief Administrative Officer (CAO) in that capacity, or as Emergency Services Coordinator of the Unified San Diego County Emergency Services Organization; or (2) a designated Assistant CAO; or (3) the Director, Office of Emergency Services or designated representative; or (4) the Director, Department of Environmental Health or designated representative.

Upon activation, the DEH Director determines the extent of environmental health services needed for response to the disaster and activates the DEH Departmental Operations Center (DOC). The DEH-DOC will coordinate all environmental activities for DEH and relay the activities to the Operational Area EOC (OAEOC) environmental health desk.

II. Organization

Operational Area EOC

The San Diego County EOC serves as the OA EOC and performs the same function as the city EOCs, with the Chief Administrative Officer (CAO) serving as Director of Emergency Services. The CAO also functions as the Emergency Services Coordinator for the Operational Area.

The Operational Area 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 EOC is normally activated when the 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 Operational Area. The EOC environmental health staff serve as advisors to the Emergency Services Coordinator, the Management Section, coordinate all activities with the DOC, and make decisions about resource allocation, priorities and other public environmental health matters.

1. Emergency Services Coordinator – 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 operations. In a disaster involving more than one jurisdiction, the CAO serves as the Coordinator of emergency operations.
2. 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 Emergency Services Coordinator of the need for mutual aid.
3. Assistant Director, Department of Environmental Health (DEH) – Reports to the Director of Environmental Health 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 OAEOC 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 Department of Environmental Health Departmental Operations Center (DEH-DOC) supports the OAEOC. The DEH-DOC is staffed based on the level of emergency. The staff at the DEH-DOC have the following roles or responsibilities:

Management section - DOC Manager.

A. To activate the DEH-DOC at the direction of the Director of Environmental Health and oversee all activities of the DEH-DOC to ensure environmental priorities are being addressed and completed.

B. Provide briefing to the DEH-DOC.

C. Communicate with the OAEOC environmental health duty desk.

Public Information Officer (PIO)

A. Formulate and release approved information about the incident that could be released to the news media and other agencies.

B. Works in conjunction with the Joint Information Center operating through the OAEOC.

Safety Officer

A. To develop and recommend measures for assuring personnel safety, accountability and to assess and/or anticipate hazardous and unsafe situations.

B. Responsible for developing DEH safety plans specific to the disaster.

Operations Section Chief

A. Supervise the environmental assessment teams to ensure the operational objectives are achieved.

Planning Section Chief

A. Collection, evaluation, dissemination and use of 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

A. Monitor the information about the development of the incident and status of resources.

Geographic Information Systems (GIS)

A. Generate situation maps for planning and operations use.

Logistics Section Chief

A. Manage those units responsible for power, equipment, facilities and personal needs in support of the incident and DOC needs.

B. Coordinates activities and resource requests with the Logistics section of the OAEOC.

Finance Section Chief

A. All financial and cost analysis aspects of the disaster, payments and the reimbursement efforts.

B. Issue activity codes to track payroll records of DEH staff operating in support of the emergency.

III. Roles And Responsibilities

San Diego County Department of Environmental Health

1. Writes and updates the Environmental Health Annex H and any other emergency environmental health plans and procedures.
2. Coordinates environmental health disaster operations within the Operational Area.
3. Develops and maintains a capability for identifying environmental health resources within the Operational Area.
4. Coordinates all environmental health related activities among other local public and private response agencies or groups, as well as state and federal agencies.
5. Requests and responds to requests from the Regional Disaster Medical Health Coordinator and the Health and Human Services Agency (HHSA) DOC for disaster assistance.

Environmental Health

1. All Divisions
   - A. 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).
   - B. Train personnel and alternates.
2. Community Health Division
   - A. Vector Control Program
     1. Establishes methods and procedures for vector control activities to include the control of flies, mosquitoes, human body pests, and ectoparasites.
     2. Develops and supervises methods and procedures for control of rodents.
     3. Coordinates disposal/removal of dead animal activities with Animal Control services to minimize vectors such as flies ectoparasites and rodents.
     4. Conducts surveys and surveillance to determine the potential for vector-borne disease transmission and control measures needed to prevent and control vectors.
   - B. Vector Borne Disease Laboratory
     1. Test submitted specimens for vector-borne zoonotic diseases.
     2. Communicate diagnostic test result information to vector control and public health staff.
     3. Implement animal quarantine when necessary to control animal reservoirs of zoonotic diseases.
     4. Develop disease prevention recommendations and strategies as they pertain to animal vectors and animal disease reservoirs.
     5. Assist with the coordination of the safe disposal of contagious animals and vectors.
     6. Train staff in biology, risks and personal protection from new and emerging vector-borne pathogens.
   - C. Radiological Health Program
     1. The Senior Radiological Health Physicist coordinates actions with the California Radiological Health Branch (RHB).
     2. Advises on radioactive contamination of the environment and the population.

3. Assists with the coordination of radiation monitoring teams as well as decontamination activities.
4. Advises on control measures and recovery efforts from radiological incidents.
5. 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.

NOTE: Appendix II discusses emergency response to various radiological incidents.

D. Occupational Health Program

1. Assist in the evaluation of County facilities for safe occupancy following a disaster.
2. Assist the Department of General Services with ventilation issues in County buildings during/following a disaster.
3. Conduct air monitoring (for asbestos, lead, mold, smoke/dust etc.) as needed.
4. Provide recommendations to County employees regarding personal protective equipment.
5. Provide health and safety training to County employees.
6. Assist Department of Human Resources with worker's compensation claims investigations relating to the disaster.
7. Assist Departments with employee protection issues for pandemic and other biological hazards.

E. Solid Waste Local Enforcement Agency (LEA)

1. Approves emergency waiver requirements of State standards and permit conditions for solid waste operators to accept disaster-related solid waste.
2. Processes and issues approvals for temporary Emergency Transfer/Processing Operations and Emergency Construction and Demolition/Inert Debris Processing Operations.
3. Monitors the storage, handling, and disposal of solid waste within the LEA's jurisdiction.
4. 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. The proper collection and disposal of 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.

5. Monitors the potential migration of landfill gas due to damaged gas control systems or emergency construction activities adjacent to landfills.

3. Food and Housing Division

   A. Provides information on food, pool, and housing safety including the salvaging and protection of perishable foods under emergency conditions.

   B. Conducts food-borne and water-borne illness outbreak investigations in coordination with HHSA.

   C. Inspects and advises on general food safety for impacted permitted food facilities, mass feeding centers, and temporary emergency shelters, including damaged and spoiled food, and food from approved sources.

   D. Assists with conducting assessments of emergency shelters and advises on health and safety hazards related to food, sanitation, and housing.

   E. Assists building departments with the damage assessment of permitted multi-family dwelling units in areas where DEH is the housing authority.

   F. Conducts damage assessments to identify impacted public swimming pools that may pose an imminent safety threat.

   G. 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.

4. Hazardous Materials Division

   A. Conducts damage assessments to identify any hazardous materials, including biological substances released at permitted facilities due to a natural disaster.

   B. Evaluates the risks that the hazardous substances may pose to the general public and environment if released.

   C. Advises on mitigation measures necessary to modify or reduce adverse conditions effecting public or environmental health.

   D. Coordinates environmental health mitigation and response activities with other public and private response organizations. Federal funding for clean-up. Reporting and funding for clean-up. Reporting and access to state and federal funding/stabilization

   E. Provides assessment of underground storage tank systems to determine the integrity of the systems after a natural disaster.

   F. Coordinates a joint response within the operational area to mitigate and control chemical, biological and radiological emergencies.

5. Land & Water Quality Division

A. General

1. 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.
2. Establishes quarantine areas in the event of sewage contamination.
3. Evaluates sources of water for use as a potable water supply. Issues boiled water orders as needed for compromised small water systems.
4. 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.
5. Coordinates the provision of temporary measures for the collection of and the sanitary disposal of human waste and other refuse.
6. Assists building departments with the damage assessment of residential family dwelling units in county unincorporated areas.
7. Enforces Health and Safety code with regards to substandard housing within the Unincorporated County and contract cities.

B. Site Assessment

1. Conducts environmental surveys to determine the extent of releases from underground storage tanks and other chemical contamination sources.
2. Evaluates the risks posed to public health and water resources from hazardous substance releases.
3. Advises on mitigation measures necessary to mitigate hazardous substance releases from abandoned or contaminated sites.
4. Coordinates site assessment and mitigation activities with other public agencies and private entities.

Office of Emergency Services (OES)

1. Assists with environmental health disaster planning and training.
2. Coordinates, through the Logistics Section, efforts to obtain resources both within the county and out of the county, including supplies and logistical support.
3. Requests and obtains, via the Logistics Section, military assistance in accordance with established protocols and procedures.
4. Activates, manages, and staffs the Operational Area EOC.
5. Assists with recovery efforts, particularly in obtaining state and federal reimbursement funds.

State (see Attachment A)

1. Responds to requests for resources from the Operational Area.
2. 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)

1. Public Health Service

A. 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.

B. Assigns professional and technical personnel to augment state and local forces.

2. Food and Drug Administration

A. Works with state and local governments in establishing environmental health controls through the decontamination or condemnation of contaminated food and drugs.

IV. 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:

1. Providing guidance on food safety.
2. Surveying the food delivery system to prevent food contamination or spoilage.
3. Conducting inspections as needed to ensure food is prepared and served in a manner to minimize the risks of food-borne illnesses.
4. Monitoring and investigation of feeding centers and shelters for illnesses and outbreaks.

5. Advising permitted and non permitted food facilities on required food safety modifications
6. Providing assistance to food facilities with continuing to operate under emergency conditions will be advised of any required food safety as needed.

Sanitation

Several aspects of waste disposal and solid waste management will need supervision to prevent the spread of disease. These may include:

1. Inspection of pumping trucks used to remove liquid wastes.

2. Inspection of sewage disposal units including community trench latrines, pit privies, and mobile latrines or chemical toilets.

3. Inspections of organic and inorganic waste at mass feeding and care facilities

4. 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 organisms that transmit disease or cause annoyance. 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:

1. 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.
2. Identification, control and elimination of mosquito and fly breeding sources and rodent and cockroach infestations.
3. Implementation of a vector awareness education program to enhance public cooperation.

Vector-Borne Disease Diagnosis

During a disaster, the Vector-Borne Disease Diagnostic Laboratory conducts the following functions as necessary:

1. Test insect vectors and animal disease reservoirs for zoonotic pathogens.
2. Implement or develop new diagnostic tests for emerging vector borne diseases.

3. Monitor status of emerging and reemerging vector borne diseases at local, state, federal and international levels.
4. Coordinate diagnostic responses with appropriate local, state and federal agencies (Public Health, Centers for Disease Control and Prevention).
5. 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:

1. 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.
2. Provide proper health and disinfection information for potable water sources at Field Treatment Sites, mass feeding and housing and shelter areas.
3. Assist the Public Health Laboratory by sampling water supplies to test for the presence of Coliform bacteria or other suspected contaminants.

Hazardous Materials Division

The Hazardous Materials Division (HMD) of the Department of Environmental Health 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 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 San Diego County Operational Area.

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:

1. Conduct environmental surveys to identify the hazardous materials and wastes.
2. 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.
3. Conduct field sampling to determine the extent of contamination in soil, water, or air.
4. Conduct on-site screening for identification of chemical unknowns.

5. When feasible, mitigate and stabilize a hazardous materials release to protect the health and safety of the population around the incident.
6. Provide laboratory analysis of unidentified hazardous materials that may adversely affect individuals, the general public, or the environment, on an as needed basis.
7. Provide health and safety information to all response agencies and act as an on-site safety officer as necessary.
8. Assist the Incident Commander in determining the necessity for area evacuation and/or post incident site entry.
9. 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.
10. Evaluate the adequacy of final site clean up and help coordinate the removal of the hazardous materials.
11. 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.
12. 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 San Diego Operational Area 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 Department of Environmental Health 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:

1. 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.
2. Expedite the review of plans for the repair of onsite wastewater disposal systems and drinking and monitoring wells.
3. Assist in the inspection of mobile home parks in the unincorporated areas and contract cities for safety and habitability.

4. Assist with conducting environmental surveys of permitted and un-permitted establishments for releases of hazardous substances, septic wastes, and non-potable drinking water supplies.
5. 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 DEH-HMD's Incident Response Team (HIRT) and the CHD Senior Health Physicist will coordinate with the County of San Diego's Public Health Officer and assist as follows:

1. Monitoring radiological exposure and environmental contamination.
2. Coordinate with other local, state, and federal monitoring teams
3. Decontamination of personnel and property
4. Advise on the need to administer potassium iodide (KI) or other radioactive preventative measures.

NOTE: Additional information regarding the response to radiological incidents is found in Appendix II.

Local Enforcement Agency

The County of San Diego, Solid Waste Local Enforcement Agency (LEA) regulates solid waste issues in the County before and after disasters that impact solid waste handling and disposal. The California Department of Resources Recycling and Recovery can/has adopted regulations for the LEA to provide the following:

1. Maximize the availability of handling, processing, transportation, storage, and disposal capacity through the period of increased need during emergencies.
2. Provide trained staff to monitor any potential public health and safety issues related to the migration of landfill gas.
3. 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.
4. Investigate and monitor solid waste issues in the general community related to commercial storage and illegal solid waste facilities and operations.

Occupational Health Section

1. Assists the Department of General Services in the evaluation of County facilities for safe occupancy following a disaster,
2. Assesses ventilation issues in County buildings,
3. Conducts air sampling for asbestos, lead, mold, smoke and dust, etc. as necessary,
4. Provide recommendations to County employees regarding personal protective equipment,
5. Assist the Department of Human Resources with worker's compensation claim investigations relating to the disaster,
6. Assist other Departments of the County of San Diego with employee protection issues for pandemic and other biological hazards.

Resources

The Department of Environmental Health develops and maintains a capability for identifying specific resources that are helpful to DEH within the Operational Area. Additionally, the Department of Environmental Health, through the Logistics Section of the Operational Area 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, Standard Operating Procedures 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 Humans Services Administration 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

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.

1. Assure availability of safe drinking water.
2. Prevent and control communicable disease.
3. Provide technical assistance in the safe operation of sewage collection, treatment, and disposal systems.
4. Assure prevention and control of vectors, including flies, mosquitoes, and rodents.
5. Assure observance of health aspects in management of solid waste disposal, including proper disposal of dead animals and human remains.
6. Assure safe management of hazardous wastes, including handling, transportation, and disposal.
7. Ensure safety of emergency supplies of food and other products.
8. Ensure rapid restoration or replacement of facilities for processing, storing, and distributing food, and other products.
9. 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.
10. 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

1. Administers programs for the control and eradication of diseases, pests or chemicals affecting animals, poultry or crops.
2. Provides information on the protection of human and animal food from contamination by harmful residues or chemicals.

California Environmental Protection Agency - Air Resources Board

1. Develops plans to prevent substantial endangerment to the health of persons by anticipating and preventing or abating air pollution emergencies.
2. Coordinates the execution of air pollution emergency plans with OAEOC and Regional Air Pollution Control Districts, State OES and other public agencies.
3. Coordinates the monitoring of air quality and issues bulletins consistent with public safety as required by the Department of Health Services.

California Environmental Protection Agency - State Water Resources Control Board

1. Ensures safe operation of sewage collection, treatment, and disposal systems.
2. Provides water quality advice and support in emergency operations.

California Department of Resources Recycling and Recovery (CalRecycle) [formally known as California Integrated Waste Management Board]

1. Ensures proper disposal of solid wastes.
2. 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

1. If local resources (both public and private) are inadequate to cope with the situation(s), required support will be requested through the Operational Area EOC to the appropriate California Emergency Management Agency (CalEMA) 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 the California Department of Public Health for assistance.
2. 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 I-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.	LWQD
Supervise the development of mass housing and sewage disposal facilities.	LWQD

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/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/LWQD
Provide mutual aid when requested.	DEH
Establish methods and procedures for control of flies, mosquitoes, human body pests, and ectoparasites.	CHD
Develop and supervise methods and procedures for control of rodents.	CHD

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
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.	CHD/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.	LWQD
Coordinate site assessment and mitigation activities with other agencies and private entities.	LWQD
Approve waiver requirements based on emergency 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
Inspect the collection, storage, land disposal of all garbage and refuse.	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 I-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
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 emergencies.	HMD
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 I-3

DEPARTMENT OF ENVIRONMENTAL HEALTH EMERGENCY ACTION CHECKLIST RESPONSE TO IMMINENT/ACTUAL FLOODING

Flooding Expected

Action	Responsibility
Determine potential health hazards and establish standards for control.	DEH
Coordinates actions necessary to mitigate potential sewage releases caused by flood waters.	LWQD
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
Enlist additional personnel to handle increased vector control problems.	CHD
Identify buildings that contain hazardous materials.	HMD
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
Coordinate mosquito and other vector control operations.	LWQD

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.	LWQD
Assess risk to public health and water resources from hazardous materials releases.	HMD
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, sampling, etc.).	CHD
Assist Department of General Services with County facilities (e.g., moisture mapping, mold, indoor air quality, decontamination)	CHD

APPENDIX I-4

DEPARTMENT OF ENVIRONMENTAL HEALTH EMERGENCY ACTION CHECKLIST RESPONSE TO IMMINENT/ACTUAL DAM FAILURE

Dam Failure Imminent

Action	Responsibility
Coordinate actions necessary to mitigate potential sewage back-up caused by flood waters.	LWQD
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
Identify additional resources to handle increased vector control problems.	CHD
Enlist additional personnel to handle increased vector control problems.	CHD
Conduct surveys to determine adverse impact to facilities handling, storing, or disposing of hazardous materials.	HMD
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 centers, and temporary emergency shelters	FHD

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., personal protective equipment [PPE], mold, sampling etc.)	CHD

APPENDIX I-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
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
Enlist additional personnel to handle increased vector control problems.	CHD
Identify buildings that contain hazardous materials.	HMD
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 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, 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.	LWQD
Assess risk to public health and water resources from hazardous materials releases.	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
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 I-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)
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 Health Branch (RHB)	HMD/(SHP)

Advise Public Information Officer of specific radiological information that should be given to the public.	HMD/(SHP)

APPENDIX II

DEPARTMENT OF ENVIRONMENTAL HEALTH
RADIOLOGICAL PROTECTION

I. 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:

A. Utilizing a radiation monitoring system to detect, measure and report radiation dose and exposure rates.

B. Trained staff to receive, analyze, and evaluate information provided by the monitoring teams.

Objectives

1. 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.
2. Provide a system for monitoring, reporting, processing and analyzing radiological data.
3. Provide technical support to implement radiological countermeasures and situation analysis.
4. Provide a system for receipt and dissemination of information required for effective response and recovery operations.
5. 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

1. Federal Radiological Emergency Response Plan.
2. California Emergency Services Act.
3. California Emergency Plan.
4. California Health and Safety Code
   - A. Control of Radioactive Contamination of the Environment (Division 20, Chapter 7, Sections 25600 - 25610).
   - B. Transportation of Radioactive Materials Division 20, Chapter 7.3, Sections 25650 - 25654).
   - C. Radiation Control Law (Division 20, Chapter 7.6, Sections 25800 - 25876).
5. California Administrative Code Title 17.
6. California Master Mutual Aid Agreement.
7. County of San Diego Emergency Services Ordinance No. 8183 dated December 15, 1992.
8. County of San Diego Resolution Adopting the California Master Mutual Aid Agreement, dated December 11, 1950.
9. NUREG - 0654/Rep 1, Criteria for Preparation and Evaluation of Radiological Response Plans and Preparations in Support of Fixed Site Nuclear Power Plants.
10. NUREG - 0610, Draft Emergency Action Level Guidelines for Nuclear Power Plants.
11. 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.
12. San Diego County Nuclear Power Station Emergency Response Plan
13. 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.
14. CPG 1-7 Guide for Increasing Local Government Civil Defense Readiness during Periods of International Crisis.
15. 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.

II. 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:

1. Developing plans, standard operating procedures (SOPs) and emergency checklists.
2. 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).
3. Identification of radiological threats or hazards.
4. Maintaining calibrated monitoring equipment.
5. Maintaining a supply of radiological survey instruments. This is accomplished by County OES and DEH.
6. Maintaining current list of facilities licensed to store and use radioactive materials.
7. Assist with isotope verification when a radiological source is detected by any responders (e.g. HIRT or the Small Vessel Project)
8. 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, 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 plan. Actions required during this phase may include:

1. Activating the Operational Area and local EOCs.
2. Reviewing/updating plans, SOPs and checklists.
3. Testing/inventory of equipment, supplies and facilities.
4. Distributing equipment to monitoring teams.
5. Dissemination of radiological protection guidance.
6. Providing radiological protection information to the public.
7. Assigning radiological monitors as necessary.

8. Activating medical care facilities, first aid stations, etc.
9. Activating emergency communications systems such as Radio Amateur Civil Emergency Service (RACES) and the Emergency Alert System (EAS).
10. 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 Emergency Services Coordinator, 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 Operational Area.

Upon activation, the Operational Area Radiological Officer (RO) will:

1. Receive, collate and assess data from the radiological monitoring teams.
2. Forward all radiological data, operational information and situation intelligence summaries to the Southern Regional State Operations Center (REOC).
3. Maintain dose and exposure records for emergency response personnel within the unincorporated area.
4. Ensure response personnel read their personal dosimetry equipment at appropriate intervals and in no case less frequently than once an hour.
5. Establish and maintain coordination with local government Radiological Officers, the Senior Radiological Health Physicist, and appropriate private agencies.
6. Advise senior decision-makers on the radiological situation.
7. Coordinate information with the Operational Area Public Information Officer (PIO) and the Joint Information Center (JIC).
8. 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.

1. Radiological monitors will be assigned as required.
2. Teams will assist or conduct the decontamination of personnel and property.

Emergency response personnel will not be permitted to receive radiation doses exceeding 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.

III. Organization And Responsibilities

The Operational Area will respond to a radiological emergency as outlined in this plan and the Standard Operating Procedures (SOPs) for all-hazards emergency response. The San Diego County Nuclear Power Plant Emergency Response Plan (SDCNPPERP) will be used for events at the San Onofre Nuclear Generating Station.

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:

1. Planning for the safety of employees and the protection of property in the event of a radiological emergency.
2. Coordinating plans and actions with other jurisdictions and agencies within the Operational Area.
3. Maintaining SOPs and call lists.
4. Training personnel assigned to emergency tasks.
5. Participating in drills and exercises.
6. Preparing damage and loss survey reports.

IV. Supporting Organizations And Responsibilities

State Agencies

1. California Emergency Management Agency (CALEMA)
    A. Provide radiological training.
    B. Organize and staff the State Dose Assessment Center.
    C. Manage state radiological fallout and monitoring system.
    D. Disseminate radiological intelligence.
    E. Evaluate monitoring data and advise those concerned.
    F. Act as liaison between Federal and local government.
    G. Provide technical guidance.
    H. Coordinate radiological recovery operations.
    I. Coordinate state agency assistance to local governments.
    J. Maintain the State Nuclear Power Plant Emergency Plan.
    K. Monitor and evaluate data, then advise those concerned.
2. CALEMA Southern Region Staff
    A. Function as an intermediate coordinating level (Regional EOC) between the Operational Area and the State Operations Center (SOC).
    B. Compile and transmit operational information and situation intelligence summaries to the SOC and Operational Areas.
3. Other State agencies that have responsibilities during a radiological emergency response are:
    A. Department of Public Health, Radiologic Health Branch
    B. Emergency Medical Services Authority
    C. California Highway Patrol
    D. California Department of Transportation (CalTrans)
    E. Department of Justice
    F. Department of Forestry and Fire Protection (Cal Fire)
    G. National Guard
    H. Department of Fish and Game (DFG)

Federal Agencies

1. Federal Emergency Management Agency (FEMA): Coordinate Federal response actions and agencies.

2. Other Federal Agencies: May assist by providing support or services as requested by State or Local governments.

APPENDIX II-1

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 II-2

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 and activate the Operational Area 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 Operational Area EOC, radiological resources within the Operational Area will be mobilized to respond to the threat. The CalEMA will be notified through the CalEMA 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 Operational Area 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 life saving efforts are underway. Then a one time 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 II-3
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 radiologically 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 Naval Nuclear Propulsion Program 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 EOC 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 Operational Area's response to an event involving a NNPP facility or vessel. The standard notification procedure contained in the 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 Operational Area EOC will be partially activated in accordance with the 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 Operational Area 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 Health Physicist report to the Operational Area 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 Operational Area EOC will be fully activated in accordance with the SOPs.

Activation

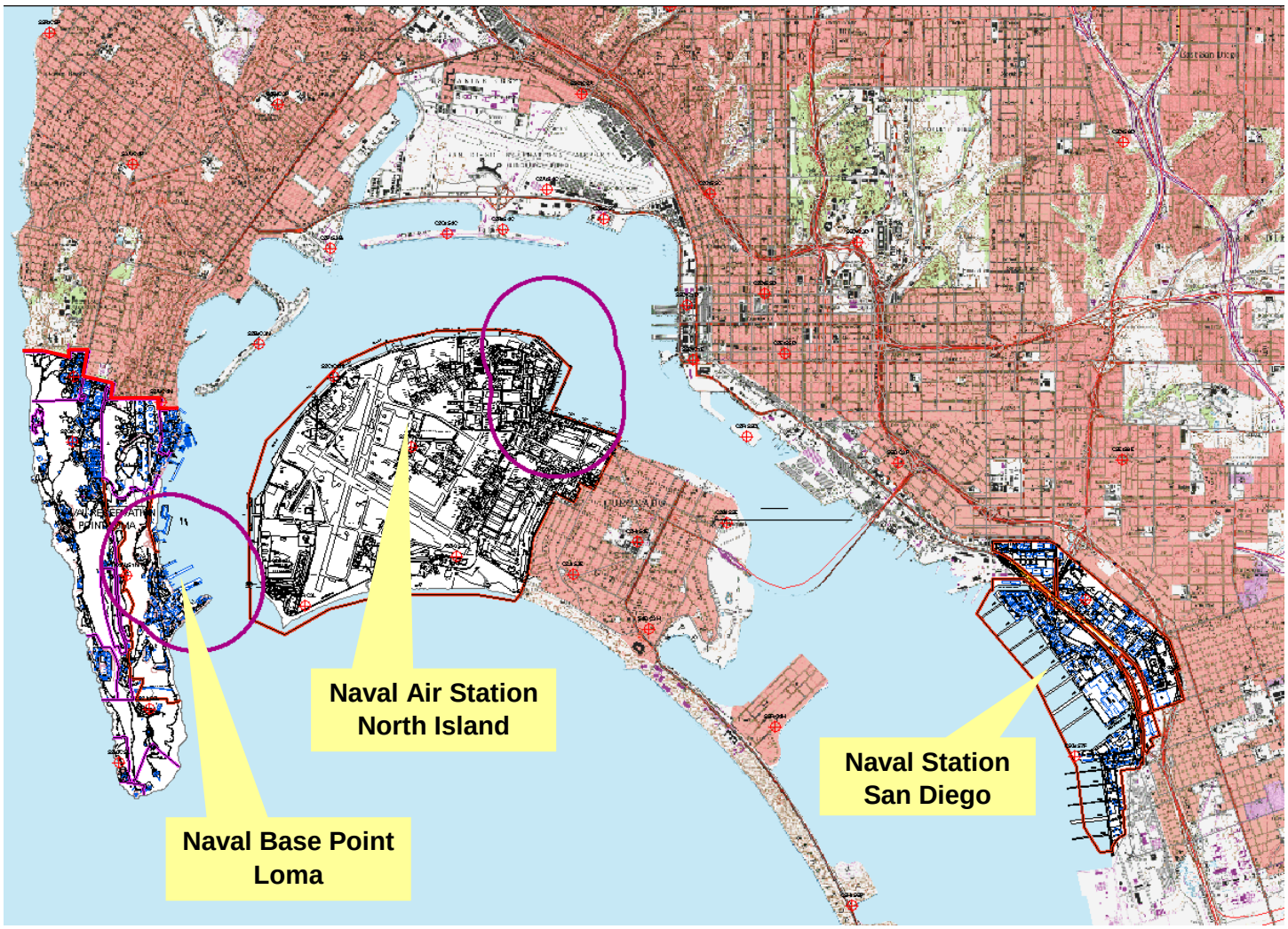
This appendix shall be activated by the Emergency Services Coordinator, his/her designated representative, or the County OES Director, whenever the County has verified an incident onboard a NNPP facility or vessel which has a classification of Alert or higher.

If the County OES SDO believes the situation requires it, he/she may begin notification prior to receiving authorization to activate the Operational Area 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.

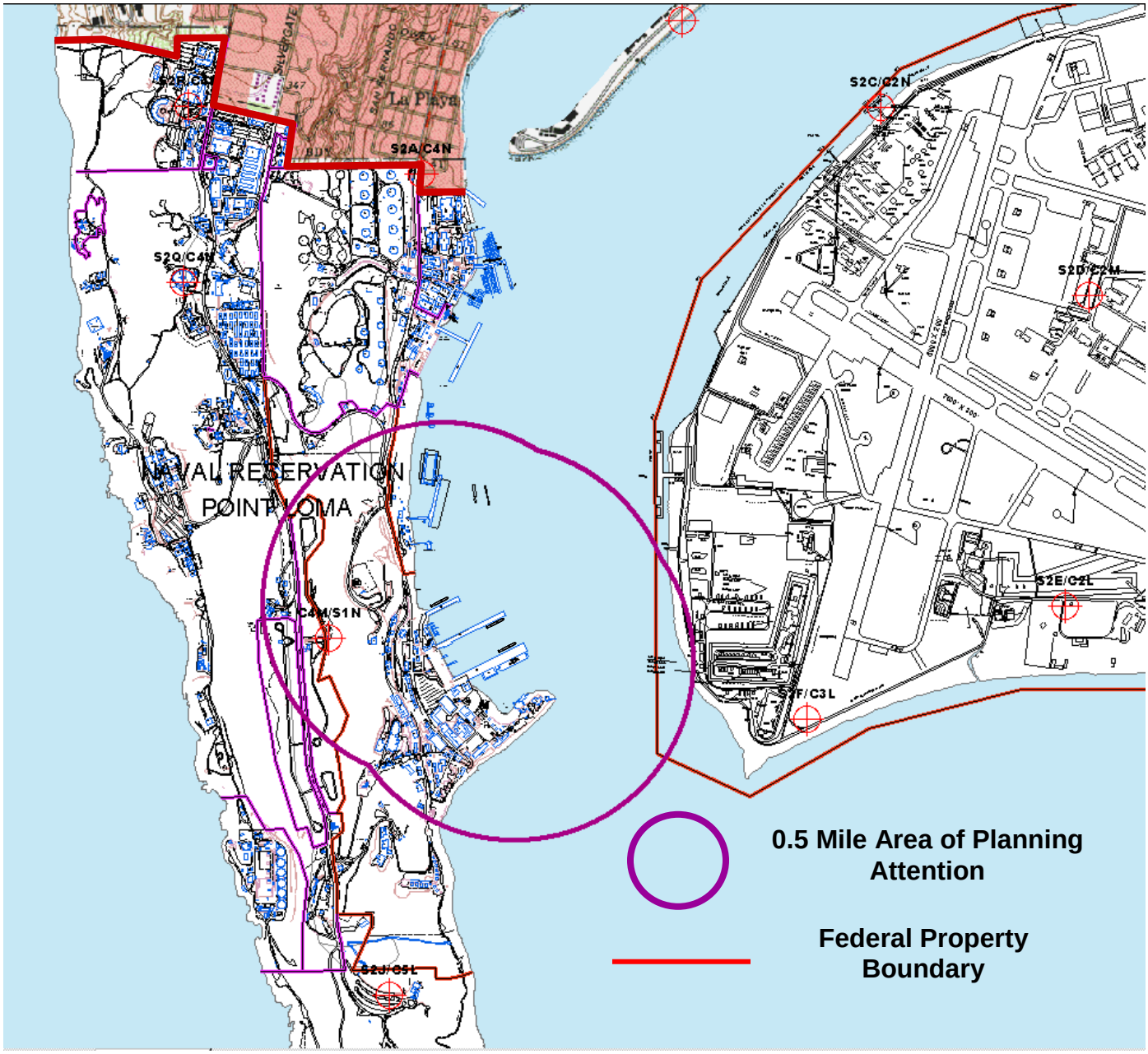
Annex H, Appendix II-3 - Figure 1
Naval Nuclear Propulsion Program
San Diego Areas of Planning Attention



0.5 Mile Area of Planning Attention

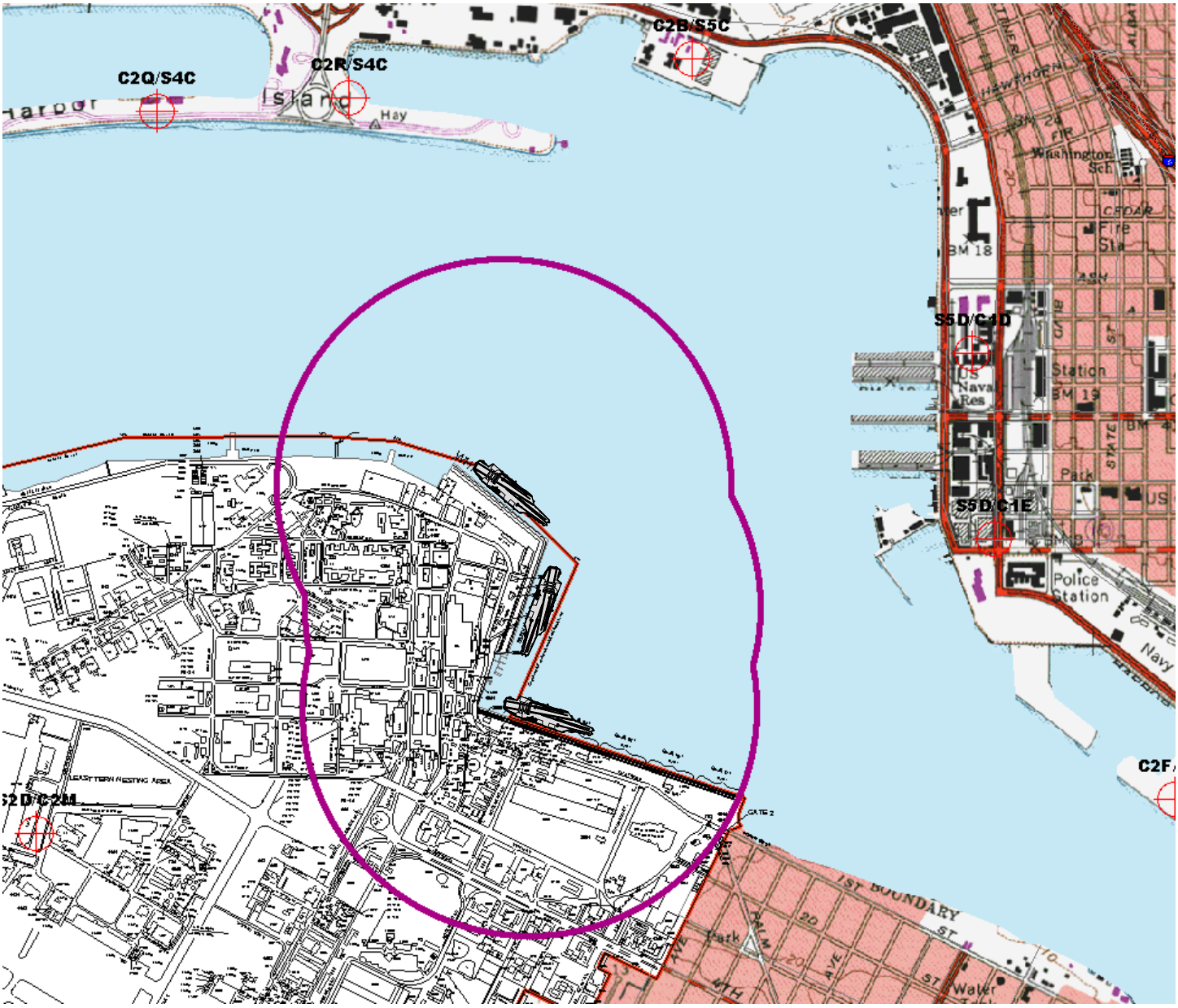
Federal Property Boundary

Annex H, Appendix II-3 - Figure 2
Naval Nuclear Propulsion Program
Naval Base Point Loma, CA
Area of Planning Attention



Limiting Distance to Federal Property Boundary
North Pier – 1.12 miles

Annex H, Appendix II-3 - Figure 3
Naval Nuclear Propulsion Program
Naval Air Station North Island, CA
Area of Planning Attention



0.5 Mile Area of Planning Attention

Federal Property Boundary

Limiting Distance to Federal Property Boundary
LM Berth – 0.5 Miles

APPENDIX II-4

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 II-5

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 II-6

RADIOLOGICAL PROTECTION
EMERGENCY ACTION CHECKLIST FOR RADIOLOGICAL RESPONSE
IMMINENT/ACTUAL FLOODING

Flooding Expected

Action	Responsibility
Establish liaison with 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.	Op Area 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 Operational Area EOC.	All Radiological Officers

APPENDIX II-7

RADIOLOGICAL PROTECTION
EMERGENCY ACTION CHECKLIST FOR RADIOLOGICAL RESPONSE
IMMINENT/ACTUAL DAM FAILURE

Dam Failure Imminent

Action	Responsibility
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 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 Operational Area EOC.	All Radiological Officers

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

Operational Area Emergency Plan

ANNEX I

Communications And Warning Systems

October 2010

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Unified San Diego County Emergency Services Organization

ANNEX I

Communications And Warning Systems

ACKNOWLEDGEMENTS

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ANNEX I
COMMUNICATIONS AND WARNING SYSTEMS

I. General

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 has 19 jurisdictions, numerous Special Districts and many military facilities which support a number of communications systems. In addition to wired and cellular telephones, the Operational Area has developed robust interagency and interoperable wireless voice and data communications capabilities.

Most of the jurisdictions in the San Diego County Operational Area 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 San Diego County Operational Area.

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 Operational Area alert and warning systems designed to provide our citizens with emergency warning information. These systems are the Emergency Alert System (EAS) and the AlertSanDiego system.

II. 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 San Diego County Operational Area. This Annex will be updated as new systems are developed.

III. Types Of Communications Systems

The County of San Diego and most of the jurisdictions within the County have joined the San Diego County – Imperial County Regional Communications System (RCS). This network provides voice communications coverage over the entire San Diego County Operational Area utilizing trunked 800 MHz frequencies, and provides individual agency and system-wide common talk groups to all participating agencies. The RCS network also 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 800 MHz public safety trunked radio network serving the City's Fire and Rescue, Law Enforcement, and Emergency Medical Services 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.

Military facilities within San Diego County are served by UHF trunked networks. Non-military Federal agency and many State agency voice operations are typically in the VHF (30 – 300 MHz) and UHF (300 – 500 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 San Diego Operational Area 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 Operational Area 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 San Diego County Operational Area, including which agency controls each resource, and what rules of use or operational procedures exist for the activation and deactivation of each resource.

IV. Functional Element Communications

The communications systems available to the various functional elements within the Operational Area are as follows.

Operational Area Direction and Control Communications

Emergency Management Direction and Control communications between the Operational Area Emergency Operations Center (EOC), County departmental and jurisdictional EOCs, and Incident Command Posts within the San Diego Operational Area are conducted using a mix of systems and technologies, including:

Regional Command and Control Communications Network

The Regional Command and Control Communications (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 San Diego Operational Area. 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. 3Cs Network endpoints and services are listed in **Attachment I-A**.

Regional Communications System (RCS)

The San Diego County – Imperial County Regional Communications System provides four dedicated talk groups under the control of the Operational Area EOC for use as needed for Direction and Control communications.

Radio Amateur Civil Emergency Services (RACES)

The Radio Amateur Civil Emergency Services (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 San Diego County Operational Area 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 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.

Unified 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**, Attachment I-B.**

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 enroute 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 Communications Unit Leader (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, CalEMA and CDF networks, USFS, BLM and BIA communications resources.

When the Operational Area Emergency Operations Center has been activated, each incident-based COML needs to communicate on a regular basis with the Communications Unit Coordinator 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 San Diego County Operational Area use the RCS and/or the City of San Diego's 800 MHz systems for day-to-day response operations. The California Highway Patrol 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 Operational Area has established varying levels of interoperability among the voice communication networks within the County. 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, **Attachment I-B.**

Emergency Medical Services (EMS) Communications System

The San Diego County Operational Area does not have established communications capabilities for the National UHF EMS radio frequencies in the 462 MHz band.

The Operational Area 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 EMTs and Paramedics directly.

There are currently seven Base Hospitals in the County. These Base Hospitals are:

1. Tri-City Medical Center
2. Sharp Grossmont Hospital
3. Scripps Mercy Hospital and Medical Center
4. Palomar Medical Center
5. Scripps Memorial Hospital - La Jolla
6. Sharp Memorial Hospital
7. 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 RCS using agencies. When required, these agencies coordinate via the Sheriff's Communications Center (Station M). Some of the County agencies which are on this system include:

A. Medical Examiner

B. Parks and Recreation

C. Environmental Health

D. Public Works

E. Probation

F. Animal Control

G. Humane Society

H. 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 the County Office of Emergency Services and the Sheriff's Department Wireless Services Division. These volunteers have registered with the County as Disaster Service Workers, 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 Operational Area 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.

Operational Area RACES network operations and procedures are covered in the Unified San Diego County Radio Amateur Civil Emergency Services Plan, **Attachment I-C.**

The services of RACES can be requested through the Sheriff's Communications Center or the Office of Emergency Services.

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 the County's EMS agency, the American Red Cross, 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 the County EMS.

V. 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 and mobile loudspeakers are the primary media. Other available media are bulletins, handbills, and the press. The Office of Emergency Services maintains pre-scripted, hazard-specific warning messages for high impact events which require time sensitive warnings.

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. 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 San Diego County Operational Area. 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.

The San Diego EAS Operational Area Plan is **Attachment I-D.**

Users

Most of the EAS broadcasts will originate at the National Weather Service facility in Rancho Bernardo. The Office of Emergency Services is also authorized to activate the EAS. Any jurisdiction in the San Diego County Operational Area can contact the Office of Emergency Services to activate the system in the event of the need to notify its citizen of the need to evacuate or to provide them with emergency information.

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. The system, which is hosted by Twenty First Century Communications Inc., has the capability of making thousands of calls per hour by using automated calling technology. The Office of Emergency Services, incorporated cities, or Sheriff's Communications Center are responsible for the activation of ASD.

AlertSanDiego has limitations which include:

1. Phone lines and power must be working for residents to receive call and/or messages. If residents have registered their cell phone through AlertSanDiego, then it is still possible for them to receive messages.
2. Cell phone or private branch exchange (PBX- most businesses have their phones hooked up to a PBX) numbers are not in the database and those residents will not receive the call, unless they have registered their cell phones through AlertSanDiego.
3. If residents are still on a dial-up internet connection or subscribe to call blocking services, they will not receive the call, unless they are registered through AlertSanDiego.

VI. 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 the Office of Emergency Services. The public is then warned by means of the Emergency Alert System (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 the Radio Amateur Civil Emergency Services (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 the AlertSanDiego systems are expected to provide coverage for a large part of the population.

Types Warning

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.

The California Emergency Management Agency (Cal EMA) operates the Emergency Digital Information Service. The EDIS delivers official local and state-wide information about emergencies and disasters to government agencies, the public and news media in California.

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 California Law Enforcement Telecommunications System (CLETS), public safety radio systems, NAWAS, and/or other means.

VII. Other Communications Capabilities

OASIS
OASIS is an acronym for Operational Area Satellite Information System. It is a State of California owned satellite system which has been set up at the Operational Area EOC. OASIS provides the EOC with several phone lines for voice and data.

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.

VIII. EOC Communications Systems

The communications systems installed in or controlled from the Operational Area Emergency Operations Center (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 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 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 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 Communications Unit Leader. Procurement of communications resources and services will be managed by the County Technology Office, in consultation with and on advice from the resources group.

A listing of the communications networks available in the Operational Area EOC is found in **Attachment I-E.**

IX. Mobile Communications And Command Vehicles

In the event the Operational Area 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 San Diego Operational Area. These vehicles are listed in the TIC Plan, **Attachment I-B.**

ATTACHMENTS:

I-A: Regional Command and Control Communications (3Cs) network

(*Under Initial Development)*

I-B: San Diego Urban Area Tactical Interoperable Communications Plan

(2006 Edition under revision by the ICC)

I-C: Unified San Diego County Operational Area Radio Amateur Civil Emergency Services Plan

(2001 Edition under revision by RACES Staff)

I-D: San Diego EAS Operational Area Plan

(Insert current edition of EAS Plan)

I-E: San Diego Operational Area EOC Communications Systems Overview

(Wireless Services is updating list in 2006 Annex I)

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

Operational Area Emergency Plan

ANNEX J

Construction And Engineering Operations

October 2010

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Unified San Diego County Emergency Services Organization

ANNEX J

Construction And Engineering Operations

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Joe Urban, Emergency Preparedness Coordinator, Oceanside Fire Department
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ANNEX J
CONSTRUCTION AND ENGINEERING OPERATIONS

I. General

Introduction

This Annex is created and intended to be an integral part of the San Diego County Operational Area Emergency Plan. 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; providing emergency repair of damaged infrastructure and critical facilities; and implementation of the Associated General Contractors Emergency Services Mobilization Program (AGCESMP) *to be developed.*

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 plan 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.

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.

1. Coordination and support of infrastructure risk and vulnerability assessments.
2. Provide the basis for the coordination of operations for Public Works Agencies and other

special districts within the San Diego Operational Area.

3. Provide assistance in the monitoring and stabilization of damaged structures and the demolition of structures designated as immediate hazards to public health and safety.
4. Coordinate and provide structural specialists expertise to support inspection of mass care facilities and urban search and rescue operations. This is in conjunction with Annex B.
5. 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.
6. 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.
7. Providing emergency repair of damaged infrastructure and critical public facilities. This may include but is not limited to:
    A. Transportation systems - roads, bridges, airports, railway and shipping systems.
    B. Environmental systems - waterways, habitats, coastal erosion and landslides.
    C. Domestic utilities - water, electrical, natural gas, and sewer systems.
    D. Structural systems - foundation, building components and contents.
8. Restoration of critical navigation, flood control, and other water infrastructure systems.

Planning Basis

1. No community has resources sufficient to cope with any and all emergencies for which potential exists.
2. Construction and Engineering coordinators must preplan emergency operations to ensure efficient utilization of available resources.
3. Basic to California's emergency planning is a statewide system of mutual aid in which each local jurisdiction relies first upon its own resources.
4. Agencies that are members of the Unified Emergency Services Organization have agreed to assist each other with resources if they are available.
5. The California Disaster and Civil Defense Master Mutual Aid Agreement between the State of California, each of its counties and those incorporated cities and special districts signatory thereto:
    A. Creates a formal structure for provision of mutual aid.
    B. Provides that no party shall be required to unreasonably deplete its own resources in furnishing mutual aid.

C. 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.

6. Per the Standardized Emergency Management System (SEMS), Mutual Aid requests from jurisdictions and Special Districts within the Operational Area 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.
7. 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.
8. 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 EMA 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.
9. In addition to Public Works resources, this plan includes both public and private agencies with support capability and/or emergency responsibility.
10. 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.
11. This plan, as part of the San Diego County Operational Area Plan, should be distributed to and discussed with management, command, operational, and support level personnel within each jurisdiction.
12. This plan 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.

Activation and Termination

Activation and termination of this Annex shall be by the direction of:

1. The County Chief Administrative Officer (CAO) as the Area Coordinator of the Unified San Diego County Emergency Services Organization.
2. A designated Deputy CAO.
3. The Director, Office of Emergency Services or a designated representative.
4. The Director, Department of Public Works.

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 in accordance with standing policies and unified agreements.

II. Organization And Responsibilities

Organization

Most cities in the San Diego County Operational Area 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 Operational Area level. This may require the assistance of all affected and non-affected agencies and Special Districts for additional resources.

Responsibilities of Local Agency

Activities include but are not limited to the following:

1. Reasonably exhaust local resources before calling for outside assistance.
2. Render the maximum practicable assistance to all emergency stricken communities, under provisions of the San Diego County Mutual Aid Plan.
3. Provide for receiving and disseminating information, data and directives.
4. Maintain a call-back list of primary response personnel.
5. Coordinate and conduct necessary training to adequately perform functions and responsibilities during emergencies.
6. Provide department personnel to staff the Local Emergency Operations Center (EOC).
7. Provide department personnel to staff the Local Joint Information Center (JIC).
8. Coordinate all interdepartmental contacts with other Deputy Directors.
9. Coordinate with OA EOC Director.
10. Develop and maintain current records of road and flood conditions throughout their jurisdiction.
11. Provide engineering and public service work. Tasks (where applicable):
    - A. Restore, maintain and operate essential services within their jurisdiction:
        - i. Roads and bridges and/or traffic control devices

ii. Storm drainage facilities

iii. Wastewater disposal plants, trunk sewers and laterals

iv. Airport facilities

v. Rural transportation facilities

B. Repair, modify and/or construct emergency facilities and housing:

i. Bridges

ii. Alternate road access

iii. Alternate airport landing strips

iv. Temporary solid waste collection areas

v. Temporary wastewater transmission lines

vi. Temporary housing

12. 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.
13. Maintain an inventory of heavy equipment and equipment operators. Additional equipment and personnel may be drawn from other public and private sectors.
14. Manage and coordinate contracted transportation vehicles and facilities.
15. 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:

1. Reasonably exhaust county resources before calling for outside assistance.
2. Render the maximum practicable assistance to all emergency stricken communities, under provisions of the San Diego County Mutual Aid Plan.
3. Provide for receiving and disseminating information, data and directives.
4. Maintain a callback list of primary response personnel.
5. Coordinate and conduct necessary training to adequately perform functions and responsibilities during emergencies.
6. Provide department personnel to staff the Operational Area Emergency Operations Center (OA EOC).
7. Provide department personnel to staff the County Joint Information Center (JIC).
8. Coordinate all interdepartmental contacts with other Deputy Directors.

9. Coordinate with city EOCs.
10. Develop and maintain current records of road and flood conditions throughout their jurisdiction.
11. Provide engineering and public service work.

    Tasks (where applicable):

    A. Restore, maintain and operate essential services within their jurisdiction:
        i. Roads and bridges and/or traffic control devices
        ii. Storm drainage facilities
        iii. Wastewater disposal plants, trunk sewers and laterals
        iv. Airport facilities
        v. Rural transportation facilities

    B. Repair, modify and/or construct emergency facilities and housing:
        i. Bridges
        ii. Alternate road access
        iii. Alternate airport landing strips
        iv. Temporary solid waste collection areas
        v. Temporary wastewater transmission lines
        vi. Temporary housing
12. 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.
13. Maintain an inventory of heavy equipment and equipment operators. Additional equipment and personnel may be drawn from other public and private sectors.
14. Manage and coordinate contracted transportation vehicles and facilities.
15. Maintain an inventory of resources and provide for procurement and allocation of transportation resources.

The County may initiate the Associated General Contractors Emergency Services Mobilization Program (AGCESMP *to be developed*), which, through the assistance of the construction industry, will maintain an inventory of resources and provide an option for procurement and allocation of heavy construction equipment and necessary equipment operators. The AGCESMP is a plan for rapid mobilization of construction manpower and equipment in the event of a disaster, at current rates.

California Department of Transportation (CalTrans)

Dispatch field crews accordingly to assist the California Highway Patrol, 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 Emergency Operations Center 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 Operational Area 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, 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

For additional information on Water Operations, see Appendix W.

III. Policies And Procedural Guidelines

The following general procedures have been developed to provide guidance in the implementation of Annex J:

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 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 Operational Area covered under this Annex is the entire county and all cities. The County Department of Public Works' 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 Department of Public Works is headquartered at the County Operations Center in Kearney 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.

IV. Supporting Organizations And Responsibilities

Departments of General Services

1. Provide vehicles as needed.
2. Provide vehicle maintenance, repair and fueling services.
3. Provide architects, engineers, electricians and plumbers.
4. Provide communications support in the form of personnel and/or equipment.

Parks and Recreation Departments

1. Provide miscellaneous construction equipment and operators.

Land Use Departments

1. Provide structural engineers and building inspectors for damage assessment activities, as well as for recovery efforts.
2. Provide geologists for technical support.
3. Acquire water resources.

Construction Industry

1. Respond to requests for heavy equipment and labor in accordance with the AGCESMP *(to be developed).*
2. Provide structural engineers and building inspectors for damage assessment activities, as well as for recovery efforts.

Transportation Industry

1. Provide ground and rail transportation, including operators, for emergency transportation and evacuation.
2. Provide additional vehicular support.

A. Fire and Life Safety Department

1. Respond to requests for rescue and treatment following Annex B and the California State Mutual Aid Plan.
2. Provide emergency structural stabilization and hazard abatement for damage assessment activities, as well as for recovery efforts.

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 reservation, one authority representing a city and an irrigation district, two irrigation districts, and 14 water districts. Approximately 174 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:

A. Provide situational awareness to the Operational Area Emergency Operations Center (OA EOC).

B. Coordinate drinking water safety and environmental health issues with the appropriate regulatory agencies.

C. 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 5 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:

A. 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

B. 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. Water is stored in reservoirs located throughout the county. When the raising of San Vicente Dam by 117-feet is completed, there will be over 700,000 acre feet of surface water storage in 25 reservoirs owned by 12 agencies.

As of April 2010, 174 small water systems serve a population of approximately 26,000 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.

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 California Emergency Management Agency publication *Multi-Agency Response Guidance for Emergency Drinking Water Procurement & Distribution.*

B. 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 WARN 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 WARN 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)

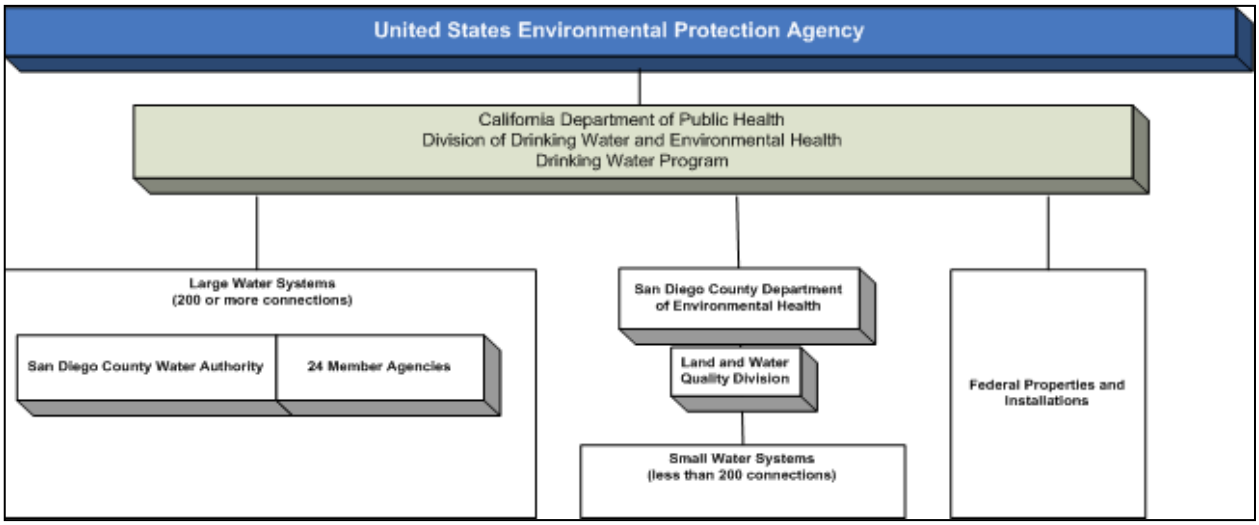
The Water Authority entered into the Metropolitan Water District of Southern California Member Agency Response System Indemnification Agreement with certain other Metropolitan Water District of Southern California agencies. This agreement has a mutual aid component in addition to an alternate means of 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.

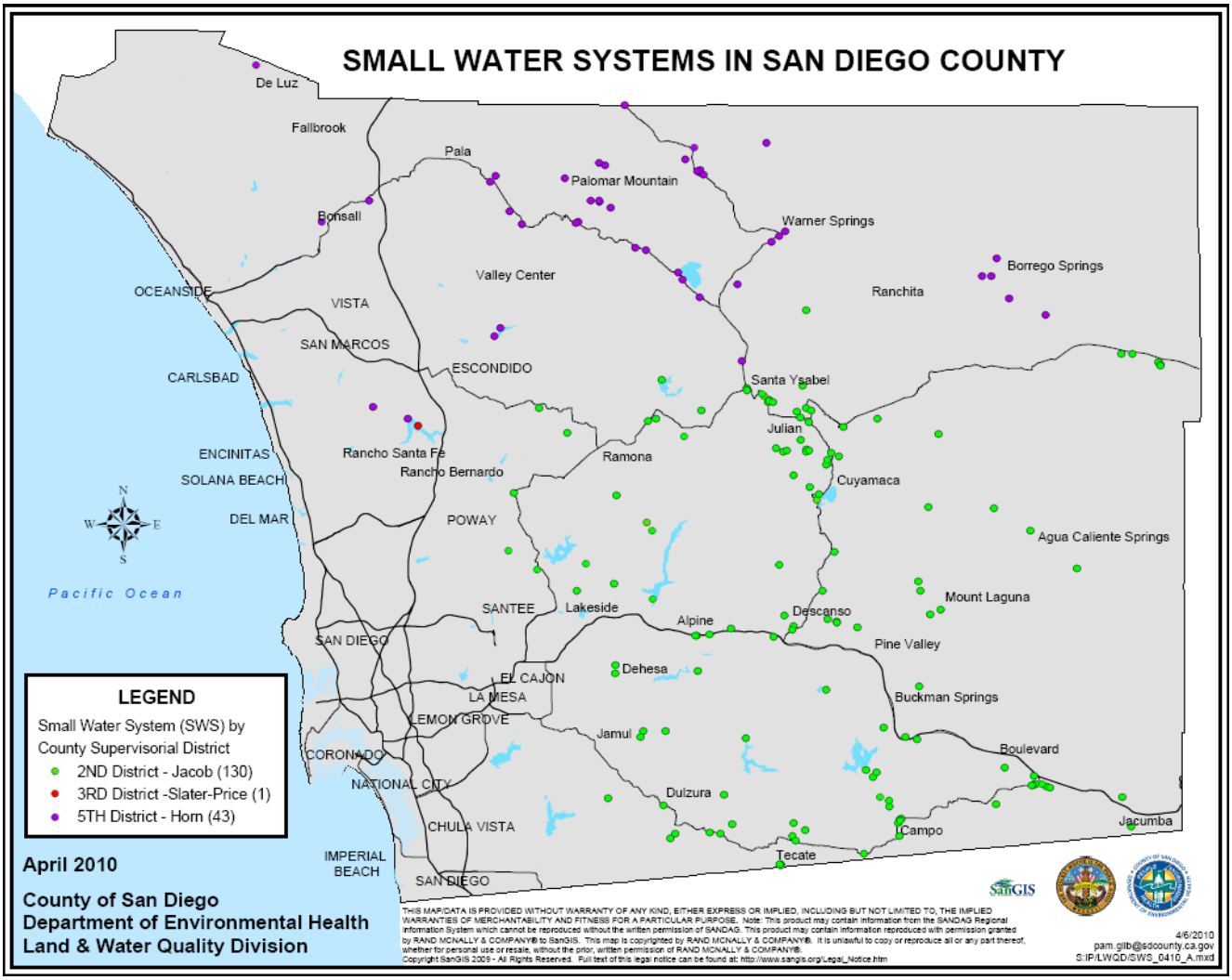
ATTACHMENT A

WATER SECTOR



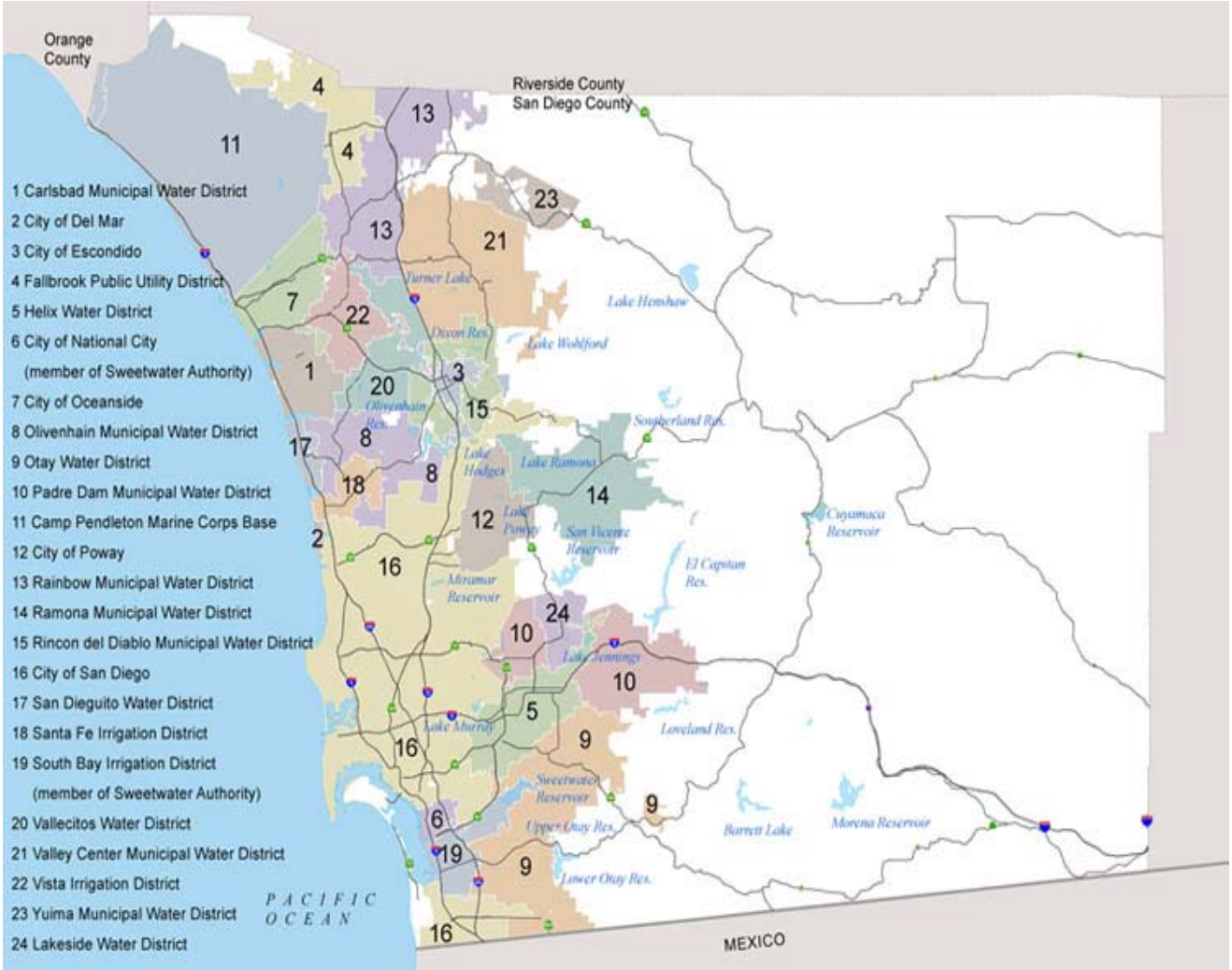
ATTACHMENT B

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			
Vista Irrigation District	Y	Y		
Yuima Municipal Water District	Y	Y		

Current as of January 2010

*Shared services with Padre, Helix, Otay, Sweetwater, and Lakeside

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

Operational Area Emergency Plan

ANNEX K

Logistics

October 2010

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Unified San Diego County Emergency Services Organization

ANNEX K

Logistics

ACKNOWLEDGEMENTS

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ANNEX K
LOGISTICS

I. General

The Logistics Annex to the Operational Area Emergency Plan 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. 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 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 County, provide for a county-wide 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 Operational Area level.

Objectives

The overall objectives of logistics operations are:

1. Implement emergency logistics functions through pre-designated assignments from the Policy Group.
2. Procure and allocate essential resources (personnel, services and material) to support emergency operations.
3. Oversee the distribution and inventory of food stocks and other essential supplies for emergency subsistence.
4. Procure and allocate required transportation, fuel and like-equipment resources.
5. Maintain 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.
6. Acquire supplies for care and shelter facilities, local assistance centers, multipurpose staging areas and fixed or mobile clinical and medical facilities.
7. Establish control of resources in a manner compatible with the Operational Area Emergency Plan, under the direction or coordination of the County Chief Administrative Officer (CAO) through the Operational Area Emergency Operations Center (EOC) staff.
8. Provide accountability of resources requested and expended for emergency and disaster events.

Activation and Termination

Activation and termination of this Annex occurs at the direction of the County's Chief Administrative Officer (CAO), as the Operational Area Coordinator of the Unified San Diego County Emergency Services Organization,

Activation of this Annex at the Operational Area 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 Plan; and/or an announcement that a disaster has occurred and that all personnel are to report to their disaster assignments.

Concept of Operations

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 Operational Area's resources.

Detailed operational concepts and emergency actions associated with various types of emergencies are provided in Appendix K, Hazard Specific Checklists. Listings of local resources, support, and services are provided in the Operational Area Resources Directory and reflect the FEMA/NIMS Integration Center Resource Typing Definitions.

Policies and procedures for the various logistics functions during emergencies are provided below.

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.

II. Organization And Responsibilities

The organization described in this Annex covers all levels of disaster management from the cities and special districts to the county-operated Operational Area EOC, to the state and federal level. The Basic Plan networks all agencies involved in support of the emergency with their respective roles, to provide for an effective emergency response system to handle all types of disasters.

Operational Area - San Diego County

The San Diego County Chief Administrative Officer (CAO) coordinates the Emergency Services Organization and the County emergency management program. In a disaster located entirely within the County unincorporated area, the CAO 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 Operational Area Logistics Coordinator in the Operational Area EOC serves at the direction of the CAO via the EOC Director.

The Operational Area 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 Operational Area, or to the Regional Logistics Coordinator at the California Emergency Management Agency (Cal EMA) Regional EOC at Los Alamitos.

Mutual Aid Region

The Mutual Aid Region Logistics Coordinators, who function under the direction of the California Emergency Management Agency (Cal E M A) 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 Secretary of the California Emergency Management Agency or a designated representative, has overall responsibility for coordinating state-wide 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, assistance provided by federal agencies is coordinated by the designated Federal Coordinating Officer.

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 and 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 EMA 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 Operational Area 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 and 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.

III. The Logistics Section – Organization And Responsibilities

The Logistics Section coordinates the procurement and provision of emergency resources for the Operational Area. It is one of five functional sections that is operational when the Operational Area 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. This 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 the Office of Emergency Services) 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 of the EOC Action Plan. This Section Chief activates and supervises the units of the Logistics Section during EOC operations. He/she has the overall responsibility for coordinating Operational Area 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 Communications Unit Leader is provided by the Sheriff's Wireless Services Division. 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. All repairs to wireless systems within the EOC are handled by them.

Included among the Communications Unit's responsibilities are to:

1. Ensure radio resources and services are provided to EOC staff as required.
2. Ensure that a communications link is established within the EOC.
3. Provide management and coordination of County-controlled radio frequency resources assigned to field incidents and their Incident Communications Centers

Information Technology (IT) Unit

The IT Unit Leader is provided by the County Technology Office. This IT Unit Leader position is also responsible for acting as liaison between the 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 EOC Policy Group.

Included among the IT Unit's responsibilities are to:

1. Ensure telephone and computer resources and services are provided to EOC staff as required.
2. Determine the specific computer requirements for all EOC positions.
3. Ensure network access for all EOC staff, including access to emergency information management software.
4. 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 Unit Leader is also responsible for transportation routing and scheduling, and the work assignments for transportation support during 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

1. Process transportation requests, to include all modes of transportation including ground, rail, air, and sea.
2. Determine the number of buses and other transportation resources available to support an evacuation.
3. Contact County Office of Education and School Districts to determine availability of buses and drivers.
4. Coordinate maintenance and repair of primary tactical equipment vehicles and mobile support equipment.

5. Manage the operation of a transportation pool which can be used for transporting personnel from one location to another.
6. Coordinate with fuel suppliers to establish distribution priorities.
7. Develop a Transportation Plan which identifies routes of ingress and egress, thus facilitating the movement of response personnel, the affected population and shipment of resources and material.
8. Identify alternate routes when primary routes are impassable.
9. Utilize emergency information management software for the Operational Area'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 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 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 administering purchases, requisitions, contracts and funding allocations, including cost-sharing agreements between functional organizations (special districts, cities and/or county departments). The Supply/Procurement Unit Leader is provided by the Department of Purchasing and Contracting. The Unit Leader reports to the Logistics Section Chief.

In coordination with the Finance Section of the OA EOC, the Supply Unit's responsibilities include:

1. Purchase requisition control and recording
2. Purchase order control and recording
3. Inter-governmental purchasing control
4. Emergency purchasing/renting procedures/instructions
5. Emergency purchasing administration for unified and mutual aid
6. Contract, credit card and purchase bidding control
7. Cost/price data processing
8. Claims and negotiations
9. Special purchasing drafts, exchanges and lending control
10. Fiscal and financial estimating

11. Cost-price estimating
12. Maintain a list of stand-by contracts for emergency use.
13. Maintain a current resource directory and inventory for necessary supplies, equipment and services based on the FEMA/NIMS Integration Center Resource Types.
14. Coordinate the location and support of staging areas, support facilities, and additional resources as necessary with the Facilities and Personnel Units.
15. Coordinate the locations of collection points and sorting areas for donations via Volunteer San Diego and San Diego 211 information line.
16. Utilize emergency information management software for the Operational Area's formal resource tracking system.

This unit is also responsible for ordering or requisitioning equipment, supplies and services (which includes food and water as required); receiving, storing provisions, supplies and equipment to support emergency and EOC operations; and managing its inventories.

EOC Support Unit

The EOC Support Unit Leader is provided by the Department of Human Resources and is responsible for managing the Message/Status Boards, coordinating Message Center communications into and out of the EOC and providing general support to EOC staff.

Included among the EOC Support Unit's responsibilities are to:

1. Ensure adequate supplies are available in the EOC.
2. Coordinate Message Center activities and monitor communications locations without assigned personnel (i.e., fax machines).
3. Ensure that incoming phone lines are staffed and calls are answered and messages are recorded.
4. Survey the need for, and coordinate the provision of support staff to the OA EOC with the Personnel Unit.
5. Provide assistance in the coordination of meals for EOC Staff.
6. Facilitate requests for EOC equipment and supplies where possible, such as position guides, emergency plans, telephone directories, message forms and activity logs.
7. Assist the Documentation Unit in collecting, organizing and filing EOC documentation.

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. All non-governmental volunteers should be registered as

Disaster Service Workers by the Office of Emergency Services. The Office of Emergency Services maintains a database of registered Disaster Service Workers.

Included among the Personnel Unit's responsibilities are

1. Provide personnel resources as requested in support of EOC and field operations.
2. Develop and maintain the 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 EOC activation, using templates for the phone lists pre-loaded into the WebEOC system.
3. Identify back-up and relief personnel for Branch Coordinator, Unit Leader and Support Staff positions as requested by the EOC Director or Section Chiefs.
4. Coordinate with the Security Officer to assist in the verification of reporting personnel.
5. Insert action word If temporary workers or individuals with specialized skills need to be obtained, contact private personnel providers.
6. Request state assistance… In the event of staffing shortfalls and upon request by the EOC Director, request State assistance via the Emergency Managers Mutual Aid System (EMMA) or the Emergency Management Assistance Compact (EMAC).
7. Coordinate spontaneous volunteers in coordination with the Volunteer Unit Leader in the OA EOC Operations Section.
8. Coordinate the requests for and assignments of Disaster Service Workers and other trained volunteers.

ATTACHMENT A

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

Principal:
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

Principal:
Employment Development Department

Support:
Department of Correction, Education, and Forestry; Military Department; Personnel Board; California Youth Authority; University of California: Community Colleges

Transportation

Principal:
Department of Transportation

Support:
California Highway Patrol; California Maritime Academy; Department of General Services (Fleet Administration Division), Department of Motor Vehicles, Transportation, Public Utilities Commission

Utilities

Principal:
California Emergency Management Agency (Utilities Division)

Support:
Energy Commission; Department of Water Resources; Public Utilities Commission

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

Operational Area Emergency Plan

ANNEX L

Emergency Public Information

October 2010

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Unified San Diego County Emergency Services Organization

ANNEX L

Emergency Public Information Plan

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ANNEX L
EMERGENCY PUBLIC INFORMATION

I. General

Purpose and Scope

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. 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.

The procedures, as outlined, are used in the event of any type of emergency or disaster. Some examples are fire, earthquake, flooding, hazardous materials incident, and terrorism.

This Annex is used in an emergency situation at the San Onofre Nuclear Generating Station, 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 San Onofre Generating Station.

Policies and Guidelines

1. Information is disseminated according to the following policies:
    - A. The public has the right and need to know lifesaving and other important information related to emergencies or disasters as soon as it is available.
    - B. The news media plays a key role in assisting OES in disseminating emergency or disaster-related information to the public. Representatives of the news media are, therefore, treated with the respect warranted by that role.
2. The following guidelines are in effect:
    - A. Operational Area disaster-related information is collected and disseminated through the Operational Area Emergency Operations Center (EOC).
    - B. The Operational Area Media Team members process emergency information and decide what should be published in news releases and/or videos to be distributed via the San Diego County Emergency Homepage Web site, social media sites, or to create speaking points for news conferences. Spokespersons 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 EOC and field JICs (Joint Information Centers) and will

collaborate with outside agencies.

C. 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 EOC. In addition, other agency's Web sites can be linked to the San Diego County Emergency Homepage Web site.

D. 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.

E. Only information verified by the appropriate EOC County Media Team or agency personnel is disseminated.

F. For more detailed information, refer to a condensed version of the County Communications Office Emergency Communications Plan (Attachment H), which is regularly updated.

G. Refer to Attachment I for County Social Media Policy for PIOs/County Employees During an Emergency/Disaster.

II. Operational Area Media Team

A. The County Media Team is comprised of public information personnel, who assist with disseminating emergency public information during emergencies.

B. The County Communications Office Director or Assistant Director serve as coordinators of the Team.

C. PIOs from responding jurisdictions should be considered as members of the County Media Team at the discretion of the Director.

D. The Media Team is activated at the request of the Chief Administrative Officer (CAO) or the Director of OES, and the discretion of the Director of the County Communications Office (CCO). Depending on the severity of the incident, the CCO Director will contact the Assistant Director and County Television Network manager.

E. The Assistant Director will contact the County Media Team to staff the EOC, taking into consideration the severity and expected duration of the emergency. For a major incident, this will include SD County Emergency Website Editors, Board of Supervisors (BOS) liaison, and at least two or more County PIOs, in addition to the Director and Assistant Director.

F. The primary role of the County Media Team is to compile and disseminate information to the public via the news media, through updates/news releases posted on the San Diego County Emergency Homepage Web site and official

County Web site, as well as various social media sites. The role also includes coordinating news conferences.

III. Responsibilities Of The Operational Area Media Team

A. Schedule regular and frequent briefings for news media representatives in the Media Briefing Room of the EOC. Also, brief Board of Supervisors and their staff as well as other visiting officials or ensure that a County Chief Administrative Officer Staff Officer handle those duties.

B. Respond to questions as Operational Area spokespersons and arrange for interviews with local and regional subject matter experts.

C. Write and distribute press releases to the media. Runners at the EOC will distribute news releases to EOC personnel including 2-1-1 San Diego staff who will answer public inquiry phone lines.

D. Refer the media to the appropriate spokesperson within an agency or jurisdiction for information regarding activity within that entity's area of responsibility.

E. Monitor Web EOC, news reports (broadcast, print or online), also including social media sites and blogs and take action to correct any inaccurate information being reported. There are seven television sets in the JIC room, which will be used for monitoring purposes.

F. When necessary, maintain liaison with the Cal EMA PIO, the San Onofre Nuclear Generating Station (SONGS) Emergency News Center, the Federal Emergency Management Agency (FEMA) PIO and/or any other public information operations that are activated.

G. Notify the news media of any changes in the status of the EOC.

H. Monitor media reports and information coming from 2-1-1 San Diego operators to indicate the degree to which the public is taking appropriate action and relay this information to the EOC. Send out corrections to the media when necessary. Staff from 2-1-1 San Diego will relay rumors and other information/questions to the County Media Team. The County Media Team will attempt to verify or answer these rumors, information or questions. The Team will then relay this information to the public via press release, news conference, interviews, SD County Emergency Homepage Web site, and to the 2-1-1 San Diego staff. Calls will be monitored for trends and passed to the Team for appropriate action.

I. Each County Media Team shift will write a summary of the newest "facts and figures" to print and leave on the next shift's desk so they will immediately be up to speed upon arrival.

IV. Operation

The County Media Team staffs the Operational Area EOC or Joint Information Center (JIC) when necessary. Team members must be in contact with each other quickly to determine each person's mobility and ability to access the County Web network. It is possible that some team members will work from remote locations because they cannot get to the EOC. A few Media Team members have VPN access to update Web sites from home.

In some situations, a Team member will be sent to the incident command center to acquire up-to-date information for the 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 CCO Director or JIC Manager.

Joint Information Center (JIC)

A JIC is a physical location where public information staff representing all agencies and organizations involved in emergencies/disasters can coordinate and disseminate timely, accurate, easy-to-understand information to the public. For certain incidents the OA EOC will host the JIC in a side room connected to the EOC. The JIC can accommodate PIOs from additional agencies and organizations directly participating in the emergency in order to ensure multi-agency and multi-jurisdiction coordination of all messages to be provided to the public.

The CCO Director 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.

When necessary, Operational Area Media Team coverage of the EOC is set up on a basis of two 12-hour shifts per day. The members are divided into Team 1 (Shift 1) and Team 2 (Shift

The CCO Assistant Director will coordinate staffing.

The JIC Room, in the EOC, is headquarters for the Operational Area/County Media Team. The materials and supplies listed in Attachment A are stored at this location.

V. Dissemination Of Information

A. The County Media Team and OES staff will use a variety of methods of disseminating emergency information. The Media Team will work to get news coverage utilizing news conferences, news releases, videos and social media Web sites. Web EOC is an internal tool for gathering information for dissemination to the public and media. It will also be used to keep copies of news releases.

B. The County Television Network (CTN) will show continuous Info Guide Pages of relevant emergency information in between airing live news conferences or other

emergency programming. Videos and live news conferences will be provided online through various Web sites.

C. 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.

D. The San Diego County Emergency Homepage Web site will be a one-stop information source on issues such as road closures, evacuation center locations, event chronology, news releases and links to other agencies throughout the region. This Web site will be an information source for the news media, the public and the staff working the 2-1-1 San Diego. Social media sites as well as video uploads will also be available. Links on all social media sites, official County page and Emergency Web sites will all point back to each other.

E. The County Media Team will also help write or edit special projects such as newspaper supplements, leaflets distributed by volunteers, or public safety bullhorn messages broadcast by emergency personnel.

F. 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.

1. The EAS radio equipment is located at the EOC.
2. It provides a communication link to the primary EAS stations:

   KOGO 600 kHz and KLSD 1360 kHz.
3. It is operated by personnel at both local radio stations.
4. The primary stations, in turn, relay the information to the other radio and television stations and, therefore, to the public.
5. Sample EAS messages are kept by OES and on file in the 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.
6. 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.

G. Community Emergency Notification System (CENS):

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. The system, which is hosted by Twenty First Century Communications Inc., has the capability of making thousands of calls per hour by

using automated calling technology. The Office of Emergency Services, incorporated cities, or Sheriff's Communications Center are responsible for the activation of ASD.

AlertSanDiego has limitations which include:

1. Phone lines must be working for residents to receive calls and/or messages. If residents have registered their cell phone through AlertSanDiego, then it is still possible for them to receive messages.
2. Cell phones are not in the database and those residents will not receive the call, unless they have registered their cell phones through AlertSanDiego.
3. If residents are on a dial-up internet connection, currently using the phone, or subscribe to call blocking services, unless they are registered through AlertSanDiego, they will not receive the call.

H. A list of County PIO's who speak Spanish is kept in the CCO Emergency Communication Plan.

I. A list of bilingual County employees is kept at the EOC. These employees may be called upon during a disaster to assist with translating and interpreting services.

VI. Rumor Control

2-1-1 San Diego and the Office of Emergency Services have entered into a Memorandum of Understanding dated September 2009 (See Attachment G). 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, local assistance center locations, 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 also has Telephone Text (TTY) capabilities for the hearing impaired.

Once the EOC is activated, 2-1-1 San Diego will serve as support to the 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 EOC.

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 Operational Area EOC for news media representatives:

A. Adequate working space in the PIO Room separate from that of EOC staff.

B. Desk space, bulletin boards, etc.

REFERENCE MATERIALS

The following reference materials are permanently available in the Operational Area EOC and are regularly updated by the OES staff:

A. County of San Diego office telephone directory.

B. Telephone books, including the North County and suburban editions.

C. List of emergency telephone numbers.

D. List of referral numbers, comprised of officials in other jurisdictions.

E. List of County officials with key roles in emergencies, description of those roles, titles, and phone numbers.

F. Copies of the Operational Area Emergency Plan.

G. List of translators.

H. List of local news outlets and contact info.

I. Web EOC Login info.

EQUIPMENT

The following equipment is permanently available in the EOC for use by the Operational Area Media Team and Media representatives.

A. Computer and printers

B. Adequate telephone lines, LAN drops and instruments

C. Paper, note pads, pens

D. Television monitors, computers and radio available for monitoring news reports

E. Fax machines

F. Copy machines

ATTACHMENT B

CALIFORNIA EMERGENCY PUBLIC INFORMATION SYSTEM

The California Emergency Public Information System includes city, Operational Area,,Cal EMA) 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 Operational Area/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 Red Cross, Salvation Army, and utility companies, so that mutual needs may be fulfilled during emergencies.

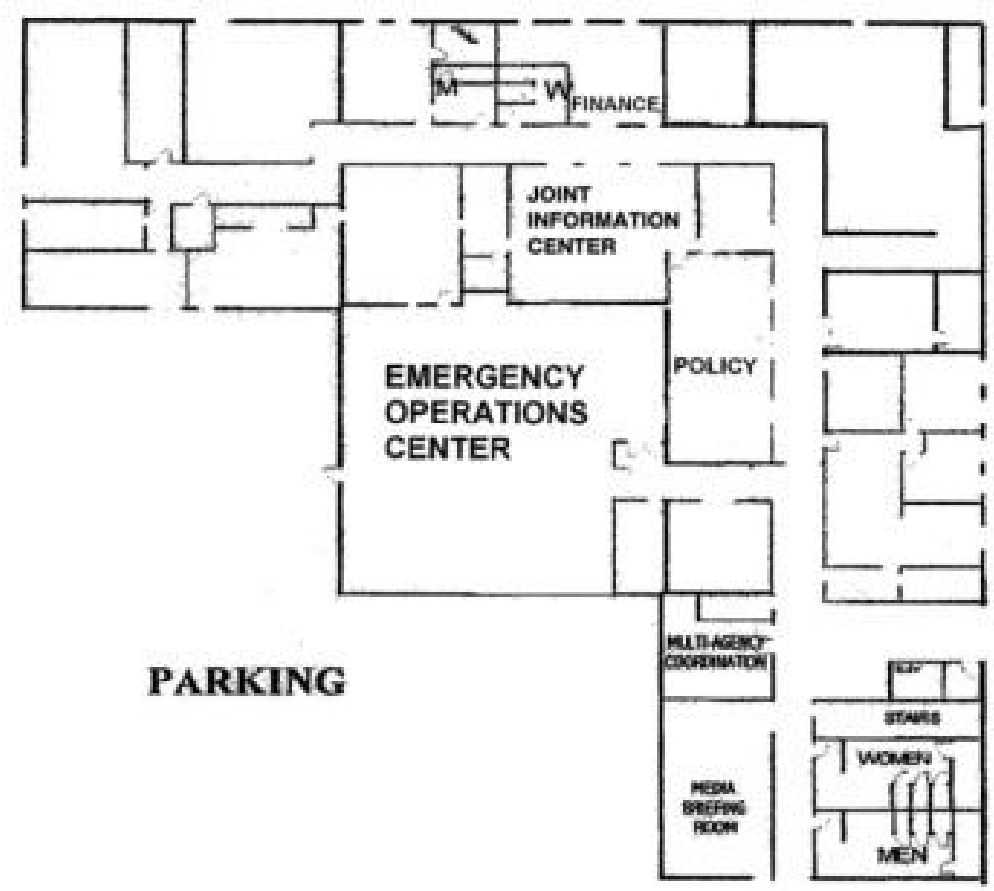
When the Cal EMA Emergency Public Information Organization at the State Operations Center (SOC) in Sacramento is activated, PIOs will be assigned to the affected Cal EMA Mutual Aid Region(s) to gather information from local jurisdictions and provide it to the Cal EMA PIO. Mutual Aid Region PIOs may reply to media calls, and will relay information from the state and federal level to local PIOs.

The Cal EMA PIO will summarize the disaster situation for the media and report on state agency response activities. The Cal EMA 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 EMA 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

Operational Area Emergency Operations Center



ATTACHMENT D

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.

A. 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.

B. Officers of the California Highway Patrol, California State Police, police 0departments, 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.

C. 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.

D. 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 E

Federal Aviation Regulations
Subpart B - Flight Rules
Section 91.137* Temporary Flight Restrictions

A. (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.

B. When a Notice to Airmen has been issued under this section, no person may operate an aircraft within the designated area unless:

1. That aircraft is participating in disaster relief activities and is being operated under the direction of the agency responsible for relief activities;
2. 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;
3. That operation is specifically authorized under an IFR ATC clearance;
4. 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,
5. 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:
   i. Aircraft identification, type and color.
   ii. Radio communications frequencies to be used.
   iii. Proposed times of entry and exit of the designated area.
   iv. Name of news media or purpose of flight.
   v. Any other information deemed necessary by ATC.

*** To activate Section 91.137, contact the FAA Regional Operations Center @ (310) 725-3300.**

ATTACHMENT F

EMERGENCY PUBLIC INFORMATION PRIORITIES

Lifesaving/Health Preservation Instructions

A. What to do (and why).

B. What not to do (and why).

C. Information (for parents) on status and actions of schools (if in session).

D. Hazardous/contaminated/congested areas to avoid.

E. Curfews.

F. Road, bridge, freeway overpass, and dam conditions, and alternate routes to take.

G. Evacuation:

- Routes
- Instructions (including what to do if vehicle breaks down).
- Arrangements for persons without transportation.

H. Shelter Location

I. Location of mass care/medical/coroner facilities, food, safe water. Status of hospitals.

J. First aid information or health precautions (e.g., for those with respiratory problems).

K. Pet/Animal shelter location

L. Emphasize 2-1-1 San Diego. 9-1-1 should only be used for lifesaving emergencies Stress to out-of-area media that people should NOT telephone into the area. Lines must be kept open for emergency calls.

M. Instructions/precautions about utility use, sanitation, how to turn off utilities.

N. Essential services available--hospitals, grocery stores, banks, pharmacies, etc.

O. Weather hazards (if appropriate).

Emergency Status Information

A. Media hotline numbers, which are various County PIO cell phones. Leaving voicemail message greeting to announce shift changes and correct number to call. Utilize 2-1-1 San Diego for all public phone calls.

B. San Diego County Emergency Homepage: www.sdcountyemergency.com. Also, County Twitter and Facebook pages. Focus is still County Emergency Page for most info.

C. Description of the emergency situation, including number of deaths and injuries, property damage, persons displaced.

D. Description of government and private response efforts (mass care, medical, search and rescue, emergency repair, debris clearance, fire/flood fighting, etc.).

E. List of priorities in summary form on a "nice to know" rather than "vital to know and act upon" basis.

F. Status of Local Proclamation, Governor's Proclamation and Presidential Declaration.

G. Where residents should report/call to volunteer.

H. Internal component/County Employees: Also, information internally for County employees going to work.

I. How people in other areas can obtain information about relatives/friends in the disaster area. Coordinate with Red Cross on release of this information. Refer public to 2-1-1 so they can contact Red Cross and/or post Red Cross phone number on various Web sites.

Other Useful Information

A. Usually this type of information will be released in the Post-Emergency Period because of lack of time and other priorities during other phases.

B. State/Federal assistance available.

C. LACs (Local Assistance Centers) opening and closing dates/times/locations

D. Historical events of this nature.

E. Charts/photographs/statistics from past events.

F. Human interest stories.

G. Acts of heroism.

H. Historical value of property damaged/destroyed.

ATTACHMENT G

MEMORANDUM OF UNDERSTANDING
Between 2-1-1 San Diego and San Diego County Office of 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 Operational Area.

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 Emergency Operations Center (EOC), which is the centralized control and coordination point for emergency operations and decision-making for the operational area. Activating the EOC, and its corresponding functional responsibilities, are clearly described in the San Diego County Operational Area Emergency Plan and follow the guidelines of SEMS and NIMS.

PURPOSE:

A. To recognize the respective roles and responsibilities of 2-1-1 San Diego and of the San Diego County Office of Emergency Services in disaster preparedness, planning and operations for natural disaster, nuclear accidents, civil disorder, terrorism, or other emergencies;

B. 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 San Diego County Operational Area. 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).

1. Emergency Operations Center seat assignment;
2. Integration of 2-1-1 into the operational area plan; and
3. Reimbursement of disaster-related expenses
4. Assignment of a County designated location for use as a “Virtual Call Center” for overflow calls into the 2-1-1 system
5. Assignment of county employees as surge staff
6. Local Assistance Center (LAC) support

1) Emergency Operations Center seat assignment:

A. OES agrees to create a seat for 2-1-1 within the Emergency Public Information Section of the EOC, including a workstation and associated equipment and supplies required to fully execute the agency’s emergency operations functional responsibilities;

B. OES agrees to notify the designated 2-1-1 representative once the EOC has been activated at a sufficient level to require the need for Rumor Control or Public Information, using the usual and customary communication pathways;

C. OES agrees to provide advance copies of all media releases to 2-1-1 prior to release so that 2-1-1 telephone specialists can be prepared for the resulting increased public inquiries;

D. 2-1-1 - agrees to assign one staff member, designated as the Disaster PIO or Liaison, who will be fully trained and available to perform the public information duties required in the EOC; if one cannot be assigned, OES will provide a Liaison to 2-1-1;

E. OES will provide a Liaison to be positioned at the 2-1-1 facility;

F. 2-1-1 will supply OES with the necessary contact information for the designee and will ensure that the contact information is current and up-to-date at all times;

G. When OES requests 2-1-1 assistance and the designee is seated in the EOC,

the designee will maintain contact and liaison with 2-1-1 Emergency Management Team to receive updated information on the status of agencies, and to disseminate "EOC approved" information only; and

H. 2-1-1 will also provide the EOC with information on developing trends in requests for information so that common concerns can be addressed by media releases.

2) Integration of 2-1-1 into OES' San Diego County Operational Area Emergency Plan:

A. OES agrees to include the roles and responsibilities of 2-1-1 into the operational area plan, including the seat assignment and functional responsibilities into Annex L, and a signed copy of this MOU as an attachment to the plan;

B. OES agrees to include 2-1-1 or its designee in table top or other disaster preparation planning exercises; and

C. Similarly, 2-1-1 agrees to integrate this MOU and the associated functional responsibilities into its EOP, including a signed copy of this MOU as an attachment to its plan.

3) Reimbursement of disaster-related expenses:

A. **Disaster Preparedness Activities**. It is understood that OES contract #529660 is a disaster preparedness contract designed to reimburse 2-1-1 for allowable disaster preparedness activities that they conduct during the contract period.

B. **Disaster Response Activities**. In addition to reimbursement under contract #529660 for preparedness activities, 2-1-1 may also be eligible for reimbursement during a federally declared emergency. Response-related expenditures need to be pre-approved and authorized by OES after the first 24 hours. Refer to Code of Federal Regulations 44 for cost documentation, audit and record retention requirements. Additional resource requests during a disaster response will need to be requested through the Logistics Chief and reviewed by an Operations Chief and approved by the Finance Officer on Duty per ICS and NIMS protocol. 2-1-1 agrees to collect and deliver to OES documentation as specified by OES to facilitate and assist OES in obtaining FEMA reimbursement for all allowable 2-1-1 costs associated with their response to a declared emergency.

4) Assignment of a County designated location for use as a "Virtual Call Center" for overflow calls into the 2-1-1 system:

A. OES agrees to provide a County designated location for use as a "Virtual Call Center" for overflow calls into the 2-1-1 system; and

B. OES agrees that management and staffing of the overflow center remains with 2-1-1 San Diego.

5) Assignment of county employees as surge staff:

A. OES agrees to assign county employees to emergency duty with 2-1-1 as Disaster Service Worker (DSW) assignments;

B. 2-1-1 agrees to provide disaster training to designated county employees and to maintain and provide to the county records of training, practice and duty as DSW in a manner specified by the county; and

C. 2-1-1 agrees to provide suitable working space to county DSW assignees including workstations, computers and telephone equipment.

6) Local Assistance Center (LAC) support:

2-1-1 agrees to provide support for Local Assistance Centers following a disaster. Minimum support for LAC operations will be via a dedicated telephone or telephones located at each LAC that are connected to 2-1-1 San Diego's main inquiry queue.

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levels of support may be provided as negotiated between 2-1-1 San Diego and OES based on available resources and public need.

This agreement may be terminated upon mutual consent at any time. Additionally, either party may terminate this agreement following 6 months notice to the other party.This agreement is hereby executed by the following authorized signatories:

For 2-1-1 San Diego:

John Ohanian, Chief Executive Officer — 9/25/09 Date

For County of San Diego – Purchasing and Contracting:

Winston McColl, Director — 9/5/2009 Date

ATTACHMENT H

County of San Diego
County Communications Office
Emergency Communications Plan

Introduction

The County Communications Office (CCO) Emergency Communications Plan is our 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. Be prepared for changes, and use your best judgment when the plan doesn't make sense under the circumstances and/or your 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 to 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 that 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.

Your supervisor will assign your duties.CCO staff who have been issued cell phones are expected to have these items with them at all times. Keep an extra battery and charger close, perhaps in your purse or car.

If you cannot reach your supervisor, try to call one of the other managers.

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 a possible. Coordinate working from home on your laptop if possible.

CTN – Roles and Responsibilities

During an emergency, the first priority for CTN is to air County news conferences and upload video to social media sites and the Emergency Web site. Secondarily we will shoot full stories, known as packages. Some CTN staff have pre-assigned positions. Descriptions of the position duties are as follows:

Supervisor/Assignment Editor: This person handles overall responsibilities for CTN programming; acts as assignment editor to send crews into the field and maintains communication with them. The Supervisor will also be in charge of determining the content of the CTN crawl and making sure it is working and kept up to date. This person concentrates on "the big picture" and makes all programming decisions and acts as CTN's liaison with the CCO Director or department's management team. Lead Producer/Reporter or Assistant Director serves as back-ups for this position.

Lead Producer/Reporter: Under direction of the supervisor, the lead producer/reporter should report to the CAC and will be responsible for producing news conferences that will air live or are taped for later broadcast. This person may cover a news conference or start producing stories with a photographer.

Social Media Liaison: Uploads videos to Emergency Web site and social media sites and/or provides video in correct format to County Media team to disseminate.

Engineer: The Engineer will be responsible for all technical aspects of CTN's operation and should report to the CAC. Under the direction of the CTN Supervisor, the Engineer will make sure CTN stays on the air for any live or taped broadcasts, and perform needed repairs and adjustments. The Engineer may also be called upon to handle directing or technical duties inside the control room during any emergency Board of Supervisors meetings in which regular staff is not available.

Photographer 1 & 2: These persons immediately head to any central command area – whether it is the EOC or other location. These photographers will shoot any news conferences at the command post, at an outlying incident command post, and/or may be called upon to go live/direct-to-cable.

Photographers 3, 4, 5: These photographers will contact their supervisor for their assignments. Unless needed elsewhere, they will take cameras and go into the field to gather images for CTN productions.

CAC Videographer: This person will perform duties as assigned and will likely be called upon to handle directing or technical duties inside the control room during any emergency Board of Supervisors meetings in which regular staff is not available. This person could also be called upon to direct or run technical elements for emergency Board of Supervisors in other locations if CAC facilities are somehow incapacitated.

Editors 1, 2: Editors handle all editing duties for incoming video. They may assemble packages, VO-SOT's or produce stills for InfoGuide.

Graphic Designer: This person is responsible for all CTN graphic elements. This person must quickly assemble InfoGuide stills and assemble all relevant graphics for programming.

Communications – Roles and Responsibilities

The primary job of the Communication Specialists (CS) and other Public Information Officers (PIO) 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 the Office of Emergency Services or the CAO. Depending on the severity of the incident, the CCO Director will contact the Assistant Director and CTN manager.

The Assistant Director will contact the Communication Manager and/or Communication Specialists to staff the EOC, taking into consideration the severity and expected duration of the emergency. For a major incident, this will include the CCO Emergency Web Site Editors, Board of Supervisor (BOS) liaison, and at least two or more CSs in addition to the Director and Assistant Director, depending on the severity and size of the incident.

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 people and a possible on-call CTO person. If the CCO Director and Assistant Director later decide that a web person is not needed for the particular incident, they will call the designated CTO contact and advise that the Web 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 have been deployed but do not show up, CCO should contact the designated CTO staff for assistance.

As the incident progresses, a work schedule will be created by the Director or Assistant Director. This EOC staffing schedule may also include those who can provide support functions, such as administrative, clerical or graphic assistance.

The CS team will take their assigned laptop computers to the EOC. A desktop computer, phones and a fax machine in the EOC are assigned for CCO use. Laptops are kept in car or at home for emergency use.

Assignments During an Emergency

Board and/or Elected Official Liaison

One CCO staff member or County PIO 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 or OES PIO may also assist with the Chair's speaking points in preparation for a news conference.

Lead PIO
Usually the Director or Assistant Director will have ultimate responsibility for all PIO-related duties. This person will direct and coordinate all aspects of the communication with the media and the public. Also, the lead PIO will coordinate communications with other governmental agencies.

Field JIC/Off-Site Command Post
It may be necessary to assign a PIO to an outside incident command center managed by a lead agency, i.e. Gillespie Field CDF Command Center during the October 2003 fires. This PIO would relay the most recent information for use at the EOC. This assignment may be staffed 24/7.

Field PIO
During some emergencies, it may be necessary to assign a PIO to an incident command center in the field. The Director or Assistant Director will determine the necessity for one or more Field PIOs.

Web Content Editor
This PIO is charged with creating and maintaining the County Emergency Homepage Web site, which will be a one-stop information source on issues such as road closures, evacuation center locations, event chronology and will be an information source for 2-1-1 San Diego. This PIO may also assist/coordinate social media site content.

New Release PIO/Writers
This PIO will be assigned to the EOC to gather and confirm information, and to write news releases and scripts for news conferences. There may be two or more people in this position.

Communication within the EOC
CSs will receive up-to-date information from EOC briefings, situation status ("sit-stat") reports, and situation boards. One PIO will be stationed in the EOC situation room during periods of rapidly changing events. This PIO would have access to up-to-the-minute information via Web EOC software. Additional PIO staff will work in the staff area directly behind the situation room.

While on duty at the EOC, all CCO personnel and PIO staff will complete activity logs per OES policy.

Before leaving the EOC at the end of shift, hard-copy notes of the shift's events that are not included on the Web site chronology should be printed and attached to a designated clipboard. The notes should contain significant press inquiries, FAQ's from rumor control, notations of who spoke during media briefings and their talking points, any issues of particular import for the speakers, relevant phone numbers or any information that will be helpful in bringing the relief PIO up to speed. These notes should be made contemporaneously during the shift.

Copies of any press releases issued are to be kept on the JIC Board posted in chronological order and each release is numbered. Releases can also be found on the Emergency Web site and Web EOC.

Press Releases and News Conferences

CCO will advise the CAO and EOC Director on the frequency and content of media briefings/press conferences.

The PIO will ensure that notes for all speakers at a news conference are comprehensive and non-duplicative, and may have to coordinate elected officials' talking points too. Speaking notes will be approved by the Director or Assistant Director.

Speaking points for non-elected County executive staff may be prepared by the subject-matter expert staff, such as the Public Health Officer, the Medical Examiner, or managers from the Departments of Environmental Health, Animal Services, Air Quality, or others. Sometimes it will fall to the PIO on duty or OES PIO at the EOC to prepare these bullets.

PIO staff will coordinate with the Chair's staff on speaking points when he or she is participating in an EOC news conference.

PIO's at the EOC will edit and distribute news releases written by County subject matter experts and help keep the County executive staff, CCO Director and Assistant Director current on breaking news.

During an emergency, many press releases can be issued in one day. Releases during an emergency should bear the date and time of the release.

Releases must be approved by Director or Assistant Director. In the absence of the CCO Director or Assistant Director approval should be sought by the ranking CAO staff (CAO, ACAO, DCAO, CAO Chief of Staff, etc.)

Media Monitoring

CCO staff will monitor local media including websites, television, newspapers, radio news shows, blogs and social media sites and 2-1-1 San Diego.

Rumor Control

If misinformation is noted in media broadcast, print or Web, it should be reported to the Director or Assistant Director who will decide whether to seek a correction. If neither is available, the PIO will seek input from the ranking representative of the CAO.

Web site

Web support technicians from the County IT provider are dispatched automatically to the EOC when the EOC is activated. The technician reports to the Director or Assistant Director upon arrival. An on-call CTO person may be required as well.

The CCO Emergency Web Editor will put updated information onto the emergency website, including news releases, and will work with County IT provider to ensure that the emergency page can be linked from the County homepage. The Editor will also check to make sure links to other agencies are working correctly.

The Emergency Web Editors will also manage the chronological log of events for the Web site.

He or she will keep track of significant events and get the information posted on the site.

The Emergency Web Editor will get approval for information/news releases from the CCO team before posting to the site.

Public Inquiry

CCO and PIO staff will not handle calls from the general public, but will help provide information to 2-1-1 San Diego. Much of what the 2-1-1 San Diego will need, however should be posted on the Web site.

The 2-1-1 liaison who is assigned to work in the JIC with the CCO team, will work with the volunteers who are answering the County hotline to find out which questions are most frequently asked and attempt to get those answers on the Emergency Web site. The volunteers who answer the County hotline will use the Emergency Web site as a reference, as will the media and public. (Marisa – what is the County hotline? Is it something at 211? I don't know of any other County hotline like this.)

Spanish-language Media

CCO recognizes that it is desirable to provide on-camera interviews to the Spanish-language media in Spanish and will recruit Spanish-speaking PIOs when necessary.

Continuous Improvement

The CCO will participate in drills, both in conjunction with the County's Office of Emergency Services 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.

ATTACHMENT I

County of San Diego County Communications Office
Social Media Policy for PIOs/County Employees
During an Emergency/Disaster

Social Media Policy for County PIOs/County Employees during an emergency/disaster upon activation of EOC

All County PIOs are required to get permission from someone with the County Media Team at the JIC, (located in the EOC) before using all 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 all 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.

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

Operational Area Emergency Plan

ANNEX M

Behavioral Health Operations

October 2010

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Unified San Diego County Emergency Services Organization

ANNEX M

Behavioral Health Operations

ACKNOWLEDGEMENTS

San Diego County Health & Human Services Agency (HHSA)

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Jennifer Schaffer, HHSA, Behavioral Health Deputy Director
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Susan Bower, HHSA, Alcohol & Drug Deputy Director
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San Diego County Office of Emergency Services

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ANNEX M
BEHAVIORAL HEALTH OPERATIONS

I. General

Goals and Strategies

The Behavioral Health Annex to the San Diego County Operational Area Emergency Plan 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 County, as authorized by the Emergency Services Agreement.

Purpose

To establish a disaster behavioral health response system and define responsibilities and actions required ensuring an efficient and effective use of behavioral health resources during a disaster.

Plan Activation and Termination

Activation and termination of this Annex shall be by the direction of: (1) the County's Chief Administrative Officer (CAO) in that capacity, or as Area Coordinator of the Unified San Diego County Emergency Services Organization; or (2) a designated Assistant CAO; or (3) the Director, Office of Emergency Services or designated representative; or (4) the Directors, Behavioral Health Services or designated representative. Upon activation, the Deputy Director, Behavioral Health Services, 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
- Subsequent disability

by ensuring timely and coordinated behavioral health assistance in time of emergency.

The strategies to accomplish this goal are to:

1. Coordinate the utilization of behavioral health facilities and the procurement, allocation, and distribution of behavioral health personnel, supplies, and other resources.
2. Develop a system for County, Administrative Services Organization (ASO), and contracted behavioral health staff to provide emergency behavioral health intervention services for disaster victims, emergency response personnel and the community in general.

3. Provide a system for receiving and disseminating behavioral health information necessary for effective response to and recovery from a major disaster.

Disaster Response Levels

There are three (3) levels of disaster response. 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.

The Behavioral Health Disaster Response is based on the nature and severity of the situation and the availability of resources.

II. Organization

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 EOC Director insures all tasks are accomplished with little or no duplication of effort and with highest probability of success.

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 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 (EOC)

The County EOC serves as the Operational Area (EOC). The Operational Area EOC serves the same function as the City's EOC. The EOC (for the unincorporated areas) has the additional responsibilities of coordinating response activities throughout the entire Operational Area. The Chief Administrative Officer (CAO) serves as the Director of the Emergency Services for the unincorporated areas and as Coordinator of Emergency Services for the entire Operational Area.

The Operational Area 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 Operational Area. The EOC behavioral health staff serves as advisors to the CAO and makes decisions about resource allocation and priorities, and other behavioral health matters.

Director of Emergency Services – directs, or coordinates, the Emergency Services Organization and the emergency management program.

Director, Health and Human Services – 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, 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 (SDBHS) Disaster Coordinator – reports to the Deputy Director, Behavioral Health Services and is primarily responsible for coordinating the provision of behavioral health services in the County. The Coordinator and designated administrative staff determine the need for behavioral health services and coordinate resource allocation. Additionally, the Coordinator works closely with medical, health, care and shelter operations, the ASO, 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 Operational Area for response to an emergency situation. The Operation Area is considered the area that encompasses the unincorporated areas of San Diego County and the 18 incorporated cities. For all health related issues the County of San Diego, Health and Human Services Agency, Public Health Services is the lead agency within this Operational Area. The County Public Health Officer will make Operational Area public health decisions.

Once the magnitude of the crisis warrants, the Public Health Officer or Director of Emergency Services may request the activation of the County Emergency Operations Center (EOC) or the Departmental Operations Center (DOC) through the County Office of Emergency Services (OES), Duty Officer. The Emergency Medical Services (EMS) Duty Officer or EOC staff may activate the Multi-Casualty Plan, Annex D, of the County Emergency Services Organization Operational Area Emergency Plan (County Emergency Plan). 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 EOC, staff at the HHSA DOC can assist with support needed for a variety of public health functions in an emergency situation. The DOC also handles supply/resource

availability, tracking and mutual aid request. The EOC representatives shall relay information regarding availability of resources to EOC Management.

III. Roles And Responsibilities

Behavioral Health Services (Directors or Designee)

1. Responsible for updating this Behavioral Health Annex and other emergency behavioral health plans and procedures, as needed.
2. Coordinates, plans and evaluates disaster behavioral health operations within the County.
3. Coordinates the procurement and allocation of behavioral health resources required to support disaster operations.
4. Develops and maintains a capability for identifying behavioral health resources within the County.
5. 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.
6. Coordinates requests and responses to requests with State Office of Emergency Services (OES) Region VI Disaster Medical Coordinator via County Emergency Medical Services (EMS).
7. Report to the EOC or send representative.
8. Designate behavioral health disaster coordinator.
9. Coordinates with jurisdiction PIO for the issuance of appropriate behavioral health messages.

Behavioral Health Executive Team (Directors, Assistant Deputy Directors, Hospital Administrator, Clinical Director)

1. Upon notification that a disaster has occurred, the disaster coordinator and disaster response leads meet with behavioral health director to plan appropriate next steps.
2. Clinical Director advises and consults on clinical issues related to the disaster.

County of San Diego, Behavioral Health Services, Disaster Coordinator

1. Responsible under the authority of the Director, Behavioral Health Services, for the overall coordination and implementation of this Annex.
2. Coordinates behavioral health related activities among local public and private response agencies or groups with designated administrative staff.
3. 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, and other community partners including members of the Health Care Association.

A. Inform them of County of San Diego, Behavioral Health Operations Disaster Annex.

B. Disseminate printed information on psychological effects and management of disaster.

C. Participate in disaster exercises.

D. Inform community that spontaneous volunteers will be processed through the Volunteer San Diego spontaneous processing center in a large event.

E. Work with Medical Reserve Corps to register licensed Behavioral Health Workers, if requested.

4. Works with the ASO and 211 San Diego to assure emergency referral service lines are sufficiently staffed to support disaster behavioral health operations.
5. Develops and maintains an inventory of all available trained staff and supplies.
6. 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.
7. Develops and coordinates disaster activities such as data collection for behavioral health disaster relief funding, outreach, and follow-up programs.
8. Assures briefings and debriefings of response team(s) occur.
9. Prepares Behavioral Health post-disaster summary report to include an evaluation of behavioral health activities and recommendations.
10. Maintains list of County Behavioral Health alternate work sites.
11. Maintains linkage with the State Department of Mental Health, Disaster Coordinator.
12. Establishes a field response, if requested.
13. Provides staff to an assistance center if requested.
14. Arranges for support during next of kin notification, if requested.

Behavioral Health Services, Disaster Response Team and Site Leads.

BHS will provide 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 Local Assistance Center 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 Assistance Center 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.

Administrative Services Organization (ASO) Telephone Access and Crisis Line (24-7 hour 365-day access and crisis intervention services)

1. Provides emergency telephone counseling and referral to disaster victims seeking psychological services. The ASO to provide feedback information to the Disaster Coordinator, Behavioral Health Services, as appropriate, including the number of calls, type of calls received and trends.
2. Acts as an entry point to the behavioral health system for persons seeking help.
3. Reports identified needs in the community for additional disaster-related services, to the SDBHS Disaster Coordinator. Advise the County of San Diego, Behavioral Health Services of critical events.
4. The ASO and 24-hour Access & Crisis Line to provide alert information to the Disaster Coordinator, Behavioral Health Services, as appropriate.
5. Works with BHS Disaster Coordinator to identify ASO staff to assist with disaster response as needed.
6. Works with BHS Disaster Coordinator to identify individual practitioners as needed.

All County of San Diego, Behavioral Health Services Programs

1. Prepare Standard Operating Procedures (SOPs) and functional checklists for behavioral health response to a disaster, including a system for automatic reporting of pre-designated personnel to assigned disaster posts.
2. Train personnel and alternates.
3. 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 Administrator - San Diego County Psychiatric Hospital

1. Activates hospital disaster plans.
2. Keeps the SDBHS Disaster Coordinator informed of the general status of San Diego County Psychiatric Hospital and resource needs.
3. As able, contributes available staff and resources to meet the larger behavioral health needs in the community.

The County of San Diego, Behavioral Health Services Staff

1. 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 subject to such disaster service activities as may be assigned to them by their superiors or by law.”
2. Be familiar with the contents of this Annex.
3. Possess a valid County Identification Card, professional license, and other preparedness items as necessary.
4. See to the safety of themselves and their families in a disaster and then be prepared to fulfill their responsibility to the County.
5. Be available for callback. Monitor television and radio stations to keep informed of the situation.
6. Use discretion in reporting to regular work-stations (i.e., road damage, other impending hazards).

IV. Functions

Behavioral Health Programs Response

There are a variety of Behavioral Health facilities. During a disaster, the facility management takes the following types of actions:

1. Activates facility/program disaster plan.
2. Assesses the degree of damage to the facility.
3. Determines staffing needs and implements call-back procedures, if necessary.
4. Establishes a communication link between the facility and the Behavioral Health Disaster Coordinator.
5. If necessary, reorganizes program operations to support County response.

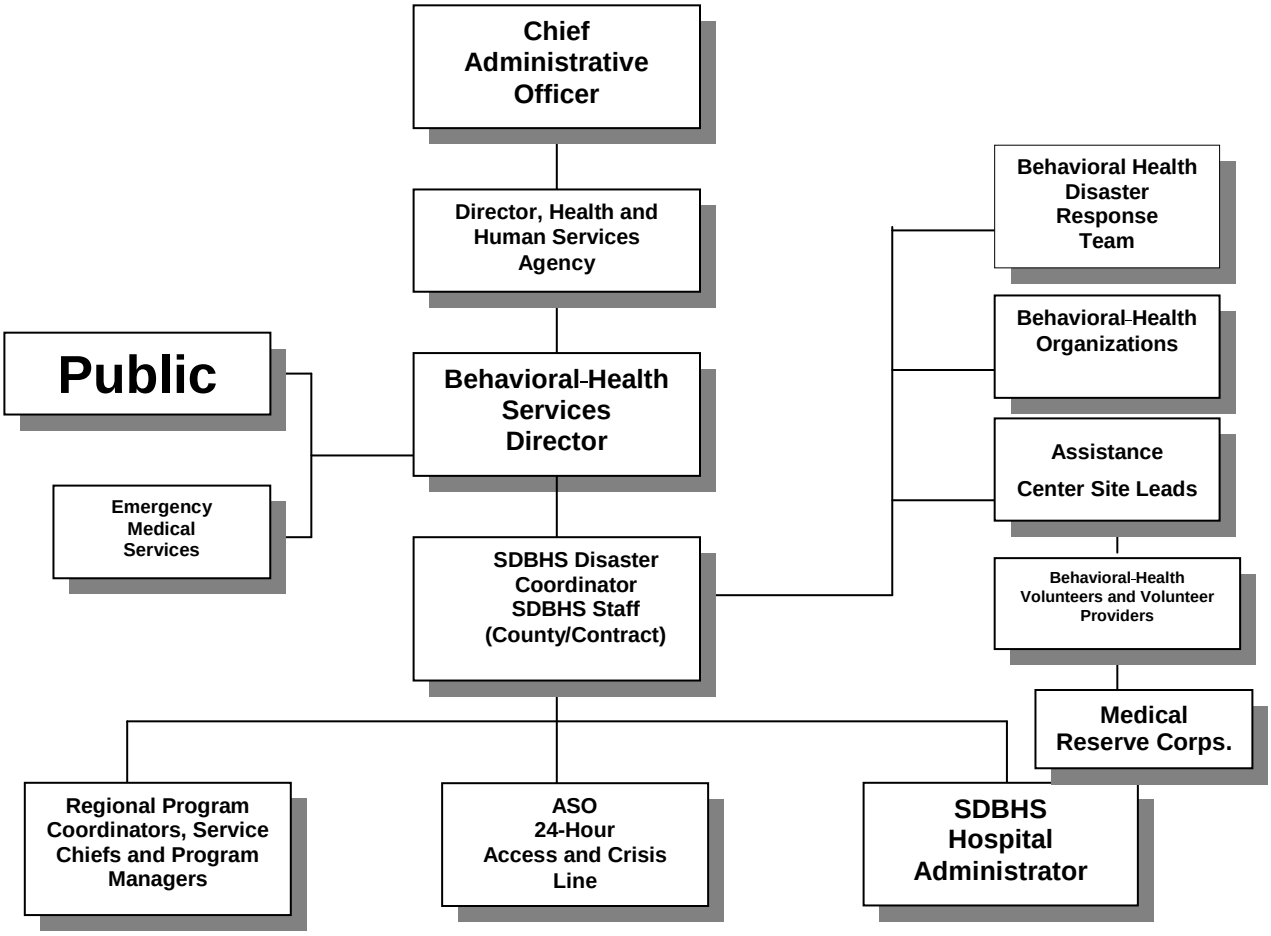
Information and Education

Dissemination of information and education in the aftermath of a disaster with victims, emergency responders, and the community at large is accomplished in three ways:

1. Disaster Coordinator working with administrative leads and media staff assures the broadcasting of information about the immediate availability of behavioral health services using PSAs (Public Service Announcements) and other available resources.
2. SDBHS will cooperate with the OES and the Disaster Media Team to get public service messages 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.
3. 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.
4. 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.
5. Behavioral Health Services will help staff crisis phones, when necessary.

Attachment 1

Behavioral Health Disaster Operations



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

Operational Area Emergency Plan

ANNEX O

Animal Services

October 2010

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Unified San Diego County Emergency Services Organization

ANNEX O

Animal Services

ACKNOWLEDGEMENTS

Animal Control Task Force

County of San Diego Department of Animal Services
San Diego Humane Society and S.P.C.A
Escondido Humane Society
Coronado Animal Shelter
El Cajon Animal Control
County Veterinarian
La Mesa Animal Control
Department of Fish and Game
Rancho Coastal Humane Society
Helen Woodward Animal Care Center
Chula Vista Animal Care Facility
Veterinary Medical Association

Operational Area Plan Review Committee

Deputy Chief Dismas Abelman, Solana Beach Fire Department
Donna Faller, Program Manager, City of San Diego Office of Homeland Security
Scott Hansen, Emergency Preparedness Coordinator, San Marcos Fire Department
Joe Urban, Emergency Preparedness Coordinator, Oceanside Fire Department
Chief Dave Hanneman, Chula Vista Fire Department
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San Diego County Office of Emergency Services

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ANNEX O
ANIMAL SERVICES

I. General

The San Diego Operational Area Emergency Plan 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.

Goals and Objectives

The overall goals of animal control operations are:

1. Protect the health and safety of the community.
2. Provide for the immediate care, control, and safety of animals.
3. Minimize animal suffering, loss of life, and potential disability by ensuring a timely and coordinated assistance.
4. Provide for the care of animals brought to shelters or housed at staging areas and evacuation sites.
5. Provide a system for returning animals to their owners after the event.

The objectives of this Annex are:

1. Describe the animal control response system to implement this Annex, concept of operations, and organization.
2. Establish procedures for activating and deactivating this Annex.
3. Provide for the management of animal control services, facilities, activities, and resources.
4. Provide a framework on which the County, cities, and other supporting agencies can develop support plans and standard operating procedures.

Concept of Operations

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.

Activation

The activation of this Annex shall be at the request of the local animal control agency and initiated by the Director of the County of San Diego Department of Animal Services or designee.

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.

II. Organization

The operations described in this Annex address all levels of disaster management from the scene to shelters. The plan 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 Emergency Operations Center (EOC). From the EOC, disaster operations are directed or coordinated. It 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/County EOC
The Operational Area/County EOC serves the same function as the City EOCs with the Chief Administrative Officer serving as Director of Emergency Services for the unincorporated areas of the County, and Coordinator of Emergency Services for the Operational Area.

The Animal Services section of the EOC is normally activated when the EOC is fully activated. It is staffed by a representative of the County of San Diego Department of Animal Services, 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. In a disaster involving more than one jurisdiction, the CAO serves as the Coordinator of emergency operations.

Director, County Department of Animal Services (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 the Department of Animal Services, or designee, maintains active liaison with fire, law enforcement, other animal control agencies, and public and private shelter representatives.

III. Roles And Responsibilities

All Affected Agencies

1. Prepare and Maintain Standard Operating Procedures (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.
2. Train personnel and alternates.
3. Maintain an active liaison with the County of San Diego Department of Animal Services.

County of San Diego Department of Animal Services (DAS)

1. Maintain, and exercise the Animal Services Annex.
2. Maintain a system to identify and track animals received during a disaster.
3. Maintain criteria establishing County-wide holding time and euthanasia standards for implementation during a disaster.
4. Maintain and update [M8]the Animal Services Annex and Mutual Aid Agreement.
5. Direct disaster animal control operations within the unincorporated areas of the County of San Diego, and its contract cities.
6. Coordinate the procurement and allocation of resources requested by cities to support disaster animal control operations.
7. Assist with the coordination of training and plan development exercises with other animal related agencies.
8. Respond to requests for aid to other regions.
9. Assist in the development of a resource directory for animal control.
10. Maintain liaison with the coordinators of other emergency functions such as fire and rescue, law enforcement, health, and care and shelter.

11. Maintain liaison with the Red Cross, volunteer agencies, and other representatives within the County. Provide staffing to assist with animal related issues within these groups.
12. Coordinate the transportation of animals to animal care facilities within its jurisdiction and to other areas as requested.

San Diego Humane Society and Society for Prevention of Cruelty to Animals) (SDHS)

1. Assist in recovery and rescue of animals.
2. Coordinate recovery and rescue with Animal Rescue Reserves (ARR) and the DAS.
3. May provide available resources, such as temporary corrals for large animals.
4. Assist with the coordination of training and plan development exercises with other animal related agencies.
5. Maintain an active liaison to DAS
6. Maintain an active liaison with the Law Enforcement Mounted Units of the El Cajon Police Department, San Diego Sheriff's Department, and United States Border Patrol [M10]

Public Animal Control Agencies

1. Direct disaster operations within their jurisdictions.
2. Coordinate the transportation of animals to animal care facilities within their jurisdiction.
3. Request and respond to requests for mutual aid within the County.
4. Maintain liaison with the coordinators of other emergency functions such as fire and rescue, law enforcement, health, and care and shelter.
5. Maintain liaison with volunteer agencies within the County.
6. Maintain liaison with the DAS.

Law Enforcement Mounted Units

1. Assist with coordinating mutual aid when local resources are exhausted.
2. Provide available resources as resources become available.
3. Assist in recovery and rescue of animals.
4. Provide liaison to the DAS and San Diego Humane Society and SPCA.

Non-Government Organizations (NGO's)

1. Assist with coordinating mutual aid when local resources are exhausted.
2. Provide available resources as resources become available.
3. Assist in recovery and rescue of animals.
4. Provide liaison to the DAS.

Private Animal Care Shelters

1. Provide care for animals.
2. Assist in sheltering of animals.
3. May provide available resources.
4. Provide liaison to the DAS.

Veterinary Medical Association

1. Coordinate provision of emergency shelters for animals, as available.
2. Coordinate private veterinary medical services to provide triage and necessary medical care for the animals rescued.
3. Provide liaison to the DAS.

Zoological Society

1. Provide expertise and resources to handle and care for exotic animals.
2. Request, and respond to requests for assistance.

State Fish and Game and Other Wildlife Organizations

1. Provide assistance with wildlife.
2. Provide liaison to the DAS.

Office of Emergency Services (OES)

1. Provide liaison to the DAS.
2. Assist in obtaining necessary resources.
3. Assist with communications, as necessary.

American Red Cross (ARC)

1. Provide liaison to the DAS.
2. Assist the DAS with coordinating and providing care and management of animals brought to Red Cross Mass Care Shelters.

IV. Functions

Notification

Alert - Standby Mode - When a jurisdiction has information indicating that this Annex may need to be activated, that jurisdiction will contact the County of San Diego Department of Animal Services (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 the County of San Diego Department of Animal Services. 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. The DAS will make the following notifications:

A. Notify the closest County of San Diego Animal Services 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 the DAS.

B. Notify animal shelters in the area of the incident.

C. Notify all other agencies as needed, which may include:

1. San Diego Humane Society & SPCA and Animal Rescue Reserve
2. Other Public Animal Control Agencies
3. Law Enforcement Mounted Units
4. Non-Government Organizations
5. Private Animal Care Shelters
6. Veterinary Medical Association
7. Zoological Society
8. State Fish and Game
9. Office of Emergency Services
10. American Red Cross
11. Humane Society of the United States

Communications

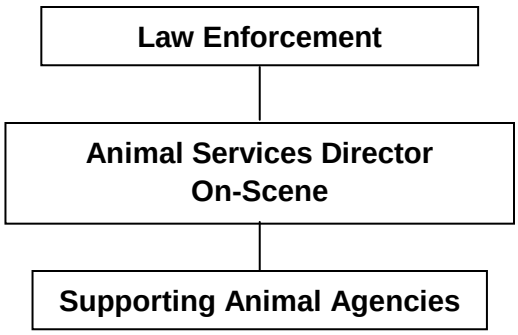
There may be common radio frequencies or talk-groups on the 800 MHz radio system for use by animal control agencies. For example, there is a radio channel for communications between the DAS and the SDHS. The Regional Communications System (RCS) has several mutual aid talk-groups, which could be used if the agencies are all on the 800 MHz system.

The County of San Diego Department of Animal Services has the responsibility of providing

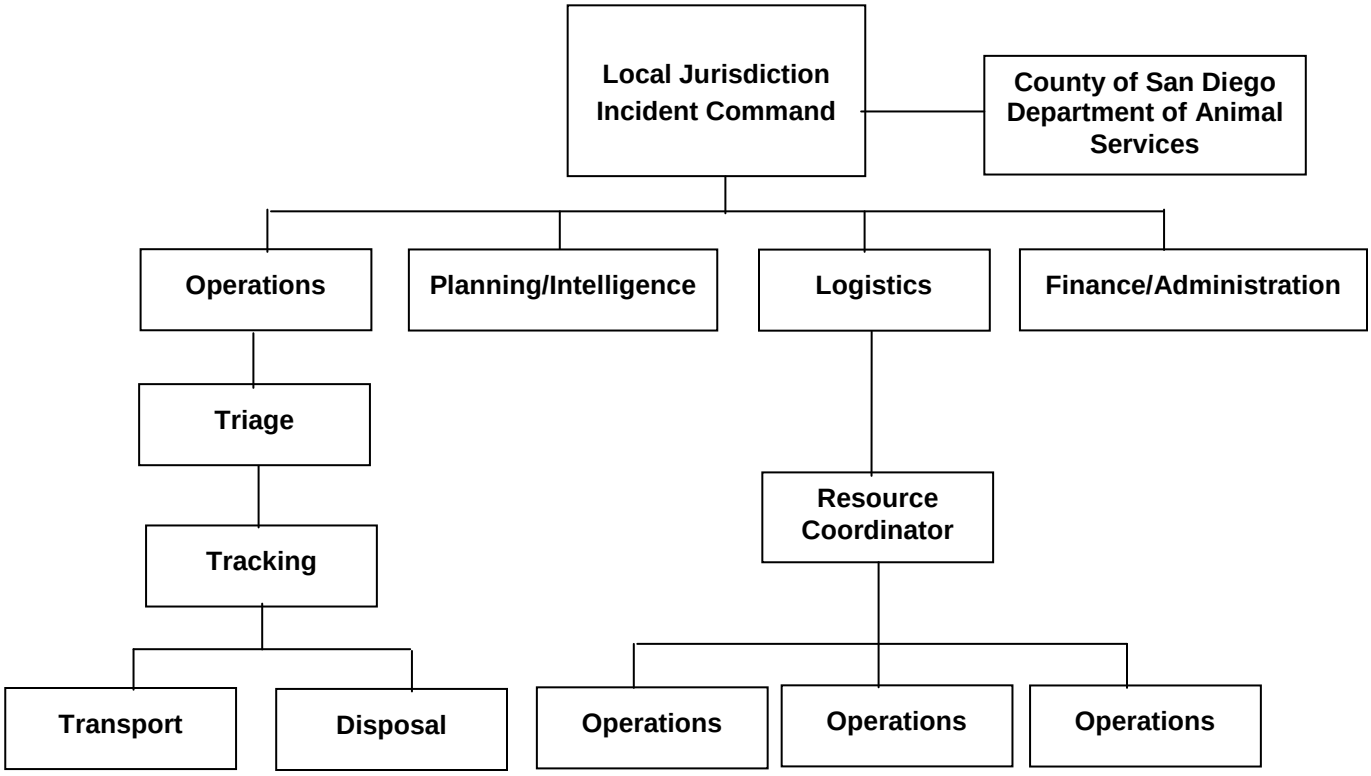
communications capability to the animal control authority on scene. Once the DAS has been notified of the need to activate this Annex, an Animal Control Officer from the DAS will be dispatched directly to the scene so that the officer's vehicle radio can be used to speak to the DAS Communications Center.

Incident Command

OVERALL COMMAND STRUCTURE



ORGANIZATIONAL STRUCTURE WITHIN AN INCIDENT



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.

1. Primary triage is the first sorting of animals in the field to determine which animals are evacuated to secondary triage areas.
2. 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.
3. When euthanasia is deemed necessary by the 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 County of San Diego Department of Animal Services Dispatch Center.

The DAS Dispatch Center will:

1. Contact the closest providers,
2. Assist the duty Lieutenant or designee with arrangements for transportation, and
3. 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 or the shelter management personnel will be contacted by the County of San Diego Department of Animal Services or the City animal control agency within three hours after the opening of the facility. The DAS will advise and assist the manager in handling and caring for animals at the shelter until transportation can be arranged.

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, the 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. The DAS will assist with providing food and water for the animals as needed.

Care of Animals Left in Evacuated Areas

The 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 pick up and removal of dead animals.

APPENDIX O-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 Emergency Operation Center (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
Determine availability and location of Animal Control personnel.	Incident Command/DAS
Assign personnel to shelter facilities as required.	Each Animal Control Agency
Request assistance from Regional or Cal EMA through OES.	Incident Command/DAS
Obtain State mutual aid and resources.	OES
Inventory and determine need for euthanasia and vet supplies.	Incident Command/DAS
Periodically poll Red Cross 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 O-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 the DAS. Assign Animal Services Liaison to Emergency Operational Center (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 O-3

EMERGENCY ACTION CHECKLIST
RESPONSE TO IMMINENT/ACTUAL FLOODING

Flooding Expected

Action	Responsibility
Identify animal care facilities subject to flooding and prepare to relocate animals.	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 the DAS. Assign Animal Services Liaison to Emergency Operational Center (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 EMA.	Incident Command/ OES
Activate Animal Services Annex, as required.	Incident Command/ DAS

APPENDIX O-4

EMERGENCY ACTION SHECKLIST
RESPONSE TO IMMINENT/ACTUAL DAM FAILURE

Dam Failure Imminent

Action	Responsibility
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
Plan for alternate communications.	DAS
Establish contact with the DAS. Assign Animal Services liaison to Emergency Operation Center (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 EMA, as necessary.	Incident Command/OES

APPENDIX O-5

EMERGENCY ACTION CHECKLIST
RESPONSE TO IMMINENT/ACTUAL FIRE

Fire Imminent

Action	Responsibility
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 the DAS. Assign Animal Services liaison to Emergency Operation Center (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 the 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 EMA.	Incident Command/ OES

APPENDIX O-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 the DAS. Assign Animal Services liaison to Emergency Operation Center (EOC), if activated.	Incident Command

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

Operational Area Emergency Plan

ANNEX P

Terrorism

October 2010

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Unified San Diego County Emergency Services Organization

ANNEX P

Terrorism

ACKNOWLEDGEMENTS

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Scott Hansen, Emergency Preparedness Coordinator, San Marcos Fire Department
Joe Urban, Emergency Preparedness Coordinator, Oceanside Fire Department
Chief Dave Hanneman, Chula Vista Fire Department
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San Diego County Office of Emergency Services

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ANNEX P
TERRORISM

I. General

The San Diego County Operational Area 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.

Scope

The Terrorism Protocol only addresses the coordination efforts expected of jurisdictions within the County of San Diego. 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 Plan, 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

The County OES has defined three phases of readiness conditions and a fourth phase of response actions that correlate with the Operational Area Emergency Plan and the Operational Area Emergency Operations Center activities and Standard Operating Procedures. The three readiness conditions are:

1. Preparedness
2. Increased Readiness
3. 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 Homeland Security Advisory System (HSAS) Conditions. Additionally, the above phases can cross HSAS condition boundaries. The decision to initiate activities for the County OES within any of these readiness conditions will be made by the Director, OES, or his/her designee in response to conditions or intelligence within the Operational Area, the region, state and/or the nation. The actions in the readiness/response phases and related activities are described in the Terrorism Protocol.

II. 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 Homeland Security Advisory Levels 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 EOC staff; protective actions, emergency public information; etc. The Protocol provides a detailed breakdown of the steps required for each task/function.

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

Operational Area Emergency Plan

ANNEX Q

Evacuation

October 2010

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Unified San Diego County Emergency Services Organization

ANNEX Q

Evacuation

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Annex Q
Evacuation

I. General

This San Diego County Operational Area (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 San Diego OA. In addition, this Annex provides general estimates on the number of residents within each jurisdiction of the OA that may potentially 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 special needs considerations.

The 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 was instrumental in developing an Evacuation Planning Workshop that was conducted by San Diego County Office of Emergency Services (OES) on September 28th, 2006. Nearly 80 representatives from local, State, and Federal agencies, as well as those from OA jurisdictions attended and participated in this workshop. The purpose of the workshop was to determine the overall scope and assumptions of the OA Evacuation Annex, identify current and past evacuation planning efforts, identify evacuation planning needs, prioritize planning issues, and propose plan development recommendations.

To further define and evaluate strategies and considerations associated with this Annex, six Steering Committee meetings were conducted subsequent to the workshop, and the decisions, concepts, and strategies developed from these meetings are incorporated into this Annex.

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 Appendix A.

Command and Control

Any large-scale response to an incident, including those resulting in the evacuation of more than two impacted communities, will need to be coordinated through the OA Emergency Operations Center (EOC) operating under a Unified Command. 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. This coordination

will be accomplished in the OA EOC with the involved jurisdictional EOCs and the Sheriff's Department Operations Center. Evacuation operations in the field will be conducted by law enforcement agencies, highway/road/street departments, and public and private transportation providers.

In addition, it is critical that jurisdictional EOCs coordinate evacuation efforts with the OA EOC to ensure potential conflicts are conciliated. This may involve phasing community evacuation efforts or the allocation of critical resources.

Communications

Inter-jurisdictional and inter-agency coordination will be conducted through the Incident Command Posts, OA EOC, San Diego County Medical Operations Center, jurisdictional EOCs and Department Operations Centers 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. Activation, coordination, and use of the Joint Information Center will be initiated as soon as possible following an incident. The OA Joint Information Center will function to coordinate information to the media. All information released to the public regarding the incident will be cleared by Public Information Officers in the Joint Information Center. Real-time informational updates regarding evacuation routes, evacuation points, shelter capacities, and other essential information will be provided to evacuees en-route through emergency radio stations, 5-1-1 (Nationwide Travel Information), and Changeable Message Signs. 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 Plan.

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 special needs.

Primary evacuation routes consist of the major interstates, highways, and prime arterials within San Diego County. Local jurisdictions will work with the OA EOC, law enforcement officials, California Department of Transportation (Caltrans), California Highway Patrol (CHP), Public Works, and other applicable agencies/departments to identify evacuation points and transportation routes. In addition, transportation points will be identified to collect and transport people without transportation resources to evacuation points.

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 special 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.

Sheltering Considerations

Local jurisdictions will work with law enforcement agencies to identify and establish evacuation points. These evacuation points will serve as temporary safe zones for evacuees and will provide basic needs such as food, water, and restrooms. Some evacuation points may be converted into shelter locations if necessary. Care and shelter operational procedures are outlined in Annex G of the Operational Area Emergency Plan.

All shelters should be Americans with Disabilities Act compliant throughout the facility to ensure persons with disabilities can access all amenities. All potential shelter sites should be assessed for parking, accessibility, and restroom accommodations to determine if these sites are complaint with the Americans with Disabilities Act.

Care and Protection 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 has plans in place to transport and shelter pets in a disaster under Annex O of the Operational Area Emergency Plan 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. MOUs need to be formalized with other agencies/organizations, especially for the transportation of large animals, such as horses. 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.

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 as they arrive at the transportation points. Animal Control Officers will work with animal services agencies and volunteers to develop an animal tracking methodology. 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. It is recognized that owners may refuse to evacuate their homes if they are required to leave their pets behind. Individual jurisdictions will need to identify strategies to address pet evacuations.

II. Introduction

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 special 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, offered appropriate temporary shelter facilities, and when the threat to safety is gone, enabled to return to their normal activities, or to make suitable alternative arrangements.

Although the San Diego County Operational Area (OA) has never faced an area-wide evacuation, analysis of County hazard profiles indicates that an evacuation effort involving thousands of individuals and impacting multiple communities is highly possible. For example, the October 2003 Southern California Firestorm wildfires became the largest firestorm in California's history, forcing thousands of people from the OA to evacuate to temporary shelters.

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 larger disaster and 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 San Diego County Office of Emergency Services (OES) has developed this Evacuation Annex as an Annex to the Operational Area Emergency Plan.

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 San Diego OA. In addition, this Annex provides general estimates on the number of residents within each jurisdiction of the OA that may potentially 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, county-wide shelter capacities, resources available locally and through mutual aid, and special needs considerations.

Methodology

The 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 was instrumental in developing an Evacuation Planning Workshop that was conducted by San Diego County OES on September 28th, 2006. Nearly 80 representatives from local, State, and Federal agencies, as well as those from OA jurisdictions attended and participated in this workshop. The purpose of the workshop was to determine the overall scope and assumptions of the OA Evacuation Annex, identify current and past evacuation planning efforts, identify evacuation planning needs, prioritize planning issues, and propose plan development recommendations.

The overall goals of the workshop were to:

- Ensure that evacuation activities are effectively coordinated within the OA;
- Ensure stakeholder consensus and support of the county-wide and cross-jurisdictional evacuation planning concepts;
- Identify considerations and challenges of special needs populations;
- Encourage cross-jurisdictional and cross-agency collaboration;
- Achieve agreement regarding appropriate evacuation and shelter-in-place strategies, tactics, and triggers; and
- Ensure that effective evacuation communication processes and procedures are in place to coordinate multi-jurisdictional evacuations.

To further define and evaluate strategies and considerations associated with this Annex, six Steering Committee meetings have been conducted and the decisions, concepts, and strategies developed from these meetings are incorporated into this Annex. The Steering Committee consisted of the following agencies:

- San Diego/Imperial Counties Chapter, American Red Cross
- County of San Diego Health and Human Services Agency
- City of San Diego Office of Homeland Security
- Coronado Fire Department
- San Diego City Fire & Rescue
- County of San Diego OES
- San Diego Sheriff
- San Diego City Police

In addition, existing evacuation plans have been researched to identify evacuation best practices and lessons learned, determine the major components of a comprehensive evacuation plan, and analyze and evaluate current practices and strategies. An important document that was reviewed in this process was the *Catastrophic Hurricane Evacuation Plan Evaluation: A Report to Congress* published by the U.S. Department of Transportation in cooperation with the

U.S. Department of Homeland Security on June 1, 2006. This report provided review criteria and recommendations for evacuation plans based on lessons learned from Hurricane Katrina.

State and Local Guide 101: Guide for All-hazard Emergency Operations Planning, was also used to develop the overall structure and content of this Annex. *Attachment E – Evacuation* of this Guide, provides an overview of recommended situations, assumptions, and concepts and that should be considered in the development of an evacuation plan.

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 San Diego OES as the most plausible hazards to affect San Diego; all of which may require an evacuation of several communities within the OA. Table 1-1, on the following page, outlines the six hazards which may require an evacuation in the OA and the jurisdictions which are most likely to be affected by these hazards.

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 Appendix A.
- 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.
- The OA has adopted the National Incident Management System and Standardized Emergency Management System and will follow the National Incident Management System and Standardized Emergency Management System principles and structures for evacuation-related activities.

Table 1-1
Major Hazards in the OA Potentially Requiring an Evacuation

	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
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

Adapted from the *Multi-Jurisdictional Hazard Mitigation Plan, San Diego County, CA, March 2004*

- Due to the San Diego OA hazard profile, most incidents requiring an evacuation are likely to happen with little or no warning.
- The OA will request and coordinate regional resources under the California Master Mutual Aid Agreement.
- Local jurisdictional plans will be consistent with the assumptions identified in the County of San Diego OA Evacuation Annex.
- If activated, this Annex will complement other jurisdictional evacuation plans and the jurisdictional evacuation plans will be consistent with the OA Evacuation Annex.
- Law Enforcement agencies will be the primary agency for evacuation activities with other agencies playing supporting roles.
- The OA Emergency Operations Center (EOC) will coordinate regional evacuation efforts.
- A decision to evacuate will be made at the local jurisdiction level with regional collaboration considerations.
- Terrorist incidents, as opposed to natural disasters, can occur at any location within the San Diego OA and there is no way to precisely estimate the potential number of individuals affected prior to such an incident.
- Ground and air transportation routes will generally be the primary means of evacuation in the San Diego OA. Over-water evacuations may be considered on an individual basis by each jurisdiction.
- Major ground transportation corridors in the San Diego OA will be used as primary evacuation routes during an evacuation effort.
- The San Diego OA should generally plan on not receiving Federal Emergency Management Agency (FEMA) assistance for possibly as long as 96 hours after an incident.
- Major ground transportation infrastructure within the San Diego OA will remain largely intact following an incident.
- Most people at risk will evacuate when officials recommend that they do so.
- 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. These numbers are based on *State and Local Guide 101*. Table 1-2, provides estimates for individuals in each of the OA jurisdictions who will be potentially exposed to major hazards and may require public shelter assistance.
- 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 2003 estimates (the latest available), 7% of households in San Diego metropolitan statistical area do not have access to a car, truck, or van for private use. Individuals in these households will require transportation assistance. In addition, a number of special needs populations will require transportation assistance.
- The decision to evacuate or shelter-in-place will be made based on the specifics of the incident. 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.
- Naturally-occurring and man-made outbreaks of infectious disease will require only a small scale evacuation (e.g., several buildings)

Table 1-2
Individuals in OA Potentially Exposed to Major Hazards and May Require Public Shelter Assistance

	City of Carlsbad	City of Chula Vista	City of Coronado	City of Del Mar	City of El Cajon	City of Encinitas	City of Escondido	City of Imperial Beach	City of La Mesa	City of Lemon Grove	City of National City	City of Oceanside	City of Poway	City of San Diego	City of San Marcos	City of Santee	City of Solana Beach	City of Vista	Unincorporated County of San Diego
Dam Failure																			
Exposed Population	4,324	13,083	0	1,814	969	1,016	86,360	4,897	1,337	0	1,895	29,816	2,527	135,234	1,584	44,595	665	772	38,004
Shelter Estimates	865	2,617	0	363	194	203	17,272	979	267	0	379	5,963	505	27,047	317	8,919	133	154	7,601
Earthquake																			
Exposed Population	77,889	173,491	24,189	4,389	94,531	58,015	133,666	26,849	53,856	26,114	54,081	160,421	48,054	1,223,503	63,000	52,439	12,766	89,926	410,798
Shelter Estimates	15,578	34,698	4,838	878	18,906	11,603	26,733	5,370	10,771	5,223	10,816	32,084	9,611	244,701	12,600	10,488	2,553	17,985	82,160
Flood (100 Year)																			
Exposed Population	3,439	6,112	1,469	1,032	3,562	1,398	11,304	1,347	29	280	2,702	16,487	3,986	49,530	2,751	3,286	594	4,113	19,807
Shelter Estimates	688	1,222	294	206	712	280	2,261	269	6	56	540	3,297	797	9,906	550	657	119	823	3,961
Tsunami																			
Exposed Population	1,162	802	26,000**	1,021	0	704	0	72	0	0	258	1,506	0	25,578	0	0	521	0	533
Shelter Estimates	232	160	5,200	204	0	141	0	14	0	0	52	301	0	5,116	0	0	104	0	107
Wildfire/Structure Fire (High Risk Probability)																			
Exposed Population	3,302	1,208	0	43	41	1,068	2,332	0	326	0	0	1,942	4,826	16,351	4,598	3,007	0	852	16,015
Shelter Estimates	660	242	0	9	8	214	466	0	65	0	0	388	965	3,270	920	601	0	170	3,203

Adapted from the *Multi-Jurisdictional Hazard Mitigation Plan, San Diego County, CA, March 2004*
** Based on the assumption that 20 percent of exposed population will require a public shelter (per State and Local Guide 101),* **Based on numbers obtained from www.coronadovisitorcenter.com

Authorities

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

1. National Incident Management System
2. 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.
3. 5 U.S.C. 5709, 5725, 5922, 5923 – Federal employees and their dependents may receive assistance if they must be evacuated.
4. 6 U.S.C. 317 – The role of FEMA includes evacuating disaster victims.
5. 15 U.S.C. 7301, 7307-7308 – National Construction Safety Teams must evaluate technical aspects of evacuation procedures and recommend research.
6. 42 U.S.C. 5195a – Emergency preparedness activities include non-military civilian evacuation and evacuation of personnel during hazards.
7. 42 U.S.C. 7403(f)(2) – Computer models for evacuation must be periodically evaluated and improved.
8. 42 U.S.C. 9601(23) – Temporary housing and evacuation of threatened persons are to be included in the scope of hazardous substance removal.
9. 42 U.S.C. 11003 – Emergency plans completed by local emergency planning committees (LEPCs) must include evacuation plans.
10. 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.
11. 46 U.S.C. 70104(b) – Secretary of Transportation must establish incident response plans for facilities and vessels that include evacuation procedures.
12. P.L. 108-458, §7305, 118 Stat. 3848 – Congressional finding made that private and public sector emergency preparedness activities should include an evacuation plan.
13. 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.
14. National Response Plan – Sets forth the roles and responsibilities of federal and certain non-federal entities after catastrophes overwhelm state and local governments.
15. 44 CFR Part 206 – federal disaster relief regulations

16. 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

1. California Constitution
2. Standardized Emergency Management System
3. California Code of Regulations, Title 19, Chapters 1 through 6, including:
   A. Chapter 1, Standardized Emergency Management System
   B. 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
   C. Chapter 3, Conflict of Interest
      Chapter 4, Hazardous Materials, RRIRP
      Chapter 4.5, Hazardous Materials, California Accidental Release Prevention Program
   D. Chapter 5, State Assistance for Fire Equipment Act
   E. Chapter 6, Disaster Assistance Act Regulations
4. California Department of Water Resources – Flood Fighting: California Water Code, Section 128
5. California Master Mutual Aid Agreement
6. California Fire Service and Rescue Emergency Mutual Aid Plan
7. California Law Enforcement Mutual Aid Plan
8. California Coroners Mutual Aid Plan
9. 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.
10. 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.
11. Penal Code §§409, 409.5, 409.6
12. California Emergency Services Act, 2006

Local

1. Unified San Diego County Emergency Services Organization, Fifth Amended Emergency Services Agreement, 2005
2. County of San Diego Emergency Services Ordinance No. 8183, dated December 15, 2002
3. Unified San Diego County Emergency Services Organization, Operational Area Emergency Plan
4. San Diego County Mutual Aid Agreement
5. Public Works Mutual Aid Plan
6. County of San Diego Disaster Debris Recycling and Handling Plan
7. County of San Diego Re-Entry Protocol, September 2004
8. San Diego County Nuclear Power Plant Emergency Response Plan
9. Tactical Interoperable Communications Plan San Diego Urban Area
10. San Diego County Multi-Jurisdictional Hazard Mitigation Plan, March 2004
11. San Diego County Animal Control Mutual Aid Agreement

III. Concept of Operations

Overview

The Evacuation Annex will follow basic protocols set forth in the Operational Area Emergency Plan and the California Master Mutual Aid Agreement that 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:

1. Expedite the movement of persons from hazardous areas;
2. Institute access control measures to prevent unauthorized persons from entering vacated, or partially vacated areas;
3. Provide for evacuation to appropriate transportation points, evacuation points, and shelters;
4. Provide adequate means of transportation for persons with disabilities, the elderly, other persons with special needs, and persons without vehicles;
5. Provide for the procurement, allocation, and use of necessary transportation and law enforcement resources by means of mutual aid or other agreements;
6. Control evacuation traffic;
7. Account for the needs of individuals with household pets and service animals prior to, during, and following a major disaster or emergency;
8. Provide initial notification, ongoing, and re-entry communications to the public through the Joint Information Center; and
9. Assure the safe re-entry of the evacuated persons.

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 Appendix A.

Hazard Profiles

As a result of the Evacuation Workshop, it was determined that the OA Evacuation Annex would focus on and provide hazard specific information and considerations for six potential scenarios. These incidents were determined to be the most likely hazards that would require the evacuation of multiple communities with the OA and include:

A. Dam Failure

B. Earthquake

C. Flood (100 Year)

D. Tsunami

E. Wildfire/Structural Fire

F. Terrorism

The 2004 San Diego County Multi-Jurisdiction Hazard Mitigation Plan was used in the development of this Annex to identify the number of people that would potentially be impacted by these hazards and may require shelter assistance in each jurisdiction.

The San Diego County Nuclear Power Plant Emergency Response Plan was also reviewed to understand the procedures that have been established to respond to an emergency at the San Onofre Nuclear Generating Station. The assessment of this Annex indicated that a response to this type of emergency would require a Level I (minor) or Level II (moderate) evacuation effort, due to the fact that there are no residents, schools, or special populations in San Diego County within the identified Emergency Planning Zone (defined as a 10 mile radius of plume exposure). This Annex determined that the only population that would be affected would be those in transit on Interstate-5, non-essential plant workers, and people at the San Onofre State Beach. It is assumed that all of these affected groups would have their own means of transportation. In addition, members of the United States Marine Corps residing on Marine Corps Base Camp Pendleton and their families would follow the directions provided by Camp Pendleton authorities.

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. The Homeland Security Presidential Directives 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.

Homeland Security Presidential Directive-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 National Incident Management System and National Response Plan.

The National Incident Management System and Standardized Emergency Management System are based on the Incident Command System which is a management system designed to provide a structure for response to any emergency, large or small, and the Multi-Agency Coordination System. Incident Command System is used nationally by many emergency services organizations, and has been in operation for about 20 years.

The National Incident Management System and Standardized Emergency Management System 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.

Decision to Evacuate

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 entirely upon the nature, scope, and severity of the emergency; the number of people affected; and what actions are necessary to protect the public. In certain circumstances, the County OA 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:

A. The County's Chief Administrative Officer in that capacity, or as the OA Coordinator of the Unified San Diego County Emergency Services/Organization;

B. A designated Assistant Chief Administrative Officer /Deputy Chief Administrative Officer; or

C. The Director of County 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.

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 is considered as a last resort option. 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 period 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, allows people to remain in their familiar surroundings, and provides individuals with everyday necessities such as the telephone, radio, television, food, and clothing. However, the amount of time people can stay sheltered-in-place is dependant 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. See Appendix B for specific sheltering-in-place instructions.

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. 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. Annex C of the Operational Area Emergency Plan describes that 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 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 should clearly 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 people that refuse to evacuate or have these people 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.

Command and Control

Basic command and control of a multi-jurisdictional evacuation effort in the OA will follow the provisions outlined in the Operational Area Emergency Plan and the California Master Mutual Aid Agreement, as with any emergency or disaster. All jurisdictions within the OA will operate according to the National Incident Management System and Standardized Emergency Management System, and respond utilizing the Incident Command System.

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 Emergency Operation Plans (EOPs). The Standardized Emergency Management System, National Incident Management System, and Incident Command System 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 State, and possibly Federal resources will be requested through the Mutual Aid System and under the National Response Plan.

Any large-scale response to an incident, including those resulting in the evacuation of more than two impacted communities, will need to be coordinated through the OA EOC operating under a Unified Command. 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. This coordination will be accomplished in the OA EOC with the involved jurisdictional EOCs and the Sheriff's Department Operations Center. Evacuation operations in the field will be conducted by law enforcement agencies, highway/road/street departments, and public and private transportation providers.

Communications

Inter-jurisdictional and inter-agency coordination will be conducted through the Incident Command Posts, OA EOC, San Diego County Medical Operations Center, jurisdictional EOCs and Department Operations Centers 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. Activation, coordination, and use of the Joint Information Center will be initiated as soon as possible following an incident. The OA Joint Information Center will function to coordinate information to the media. All information released to the public regarding the incident will be cleared by Public Information Officers in the Joint Information Center. Real-time informational updates regarding evacuation routes, evacuation points, shelter capacities, and other essential information will be provided to evacuees en-route through emergency radio stations, 5-1-1, and Caltrans Changeable Message Signs.

All communication efforts will follow the protocols established under the San Diego Urban Area Tactical Interoperable Communications Plan and Annex I of the Operational Area Emergency Plan. Re-entry into the impacted communities will follow the procedures outlined in the County of San Diego Re-Entry Protocol. See Section 3 for a more detailed analysis of communication considerations.

Transportation Requirements

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 special needs.

Primary evacuation routes consist of the major interstates, highways, and prime arterials within San Diego County. Local jurisdictions will work with the OA EOC, law enforcement officials, California Department of Transportation (Caltrans), California Highway Patrol (CHP), Public Works, and other applicable agencies/departments to identify evacuation points and

transportation routes. In addition, transportation points will be identified to collect and transport people without transportation resources to evacuation points.

The following major interstates and highways within San Diego County were identified as the primary transportation routes for an evacuation effort:

Interstate 5	Route 75
Interstate 8	Route 76
Interstate 15	Route 78
Interstate 805	Route 94
Route 52	Route 125
Route 54	Route 163
Route 56	Route 905
Route 67	

For more detailed information on transportation strategies, traffic control, transportation resources, and evacuation routes see Section 4.

Evacuation Points and Sheltering

Local jurisdictions will work with law enforcement agencies to identify and establish evacuation points. These evacuation points will serve as temporary safe zones for evacuees and will provide basic needs such as food, water, and restrooms. Some evacuation points may be converted into shelter locations if necessary. Care and shelter operational procedures are outlined in Annex G of the Operational Area Emergency Plan.

Transportation points will also be identified 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.

Special Needs Populations

The evacuation of individuals who have special needs or are vulnerable pose many difficult challenges with respect to notification, evacuation, emergency transportation, sheltering requirements, and information dissemination.

For the purposes of this Annex, special needs populations include at-risk populations and are defined as people who are elderly; people with disabilities and other medical conditions; people with limited English proficiency; people with hearing and sight impairments; people who are in institutions; and people without access to private vehicles. Locating personnel with special needs is one of the most challenging aspects of this Annex.

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 special needs populations in the San Diego OA for notification purposes. Reverse 9-1-1 and the Community Emergency Response Teams (CERTs) are the best means available for notifying these populations during an evacuation effort.

The traditional types of notification methods may not meet the requirements of personnel who are blind or have poor 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. Specific forms of notification can include telephone, television messages with open captioning or sign language, auto-dialed teletypewriter messages, text messages, or email.

It is critical that modes of available transportation are identified that can accommodate people with disabilities 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.

All shelters should be Americans with Disabilities Act compliant throughout the facility to ensure persons with disabilities can access all amenities. All potential shelter sites should be assessed for parking, accessibility, and restroom accommodations to determine if these sites are complaint with the Americans with Disabilities Act.

Care and Protection 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 has plans in place to transport and shelter pets in a disaster under Annex O of the Operational Area Emergency Plan 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. MOUs need to be formalized with other agencies/organizations, especially for the transportation of large animals, such as horses. 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.

Roles and Responsibilities

The roles and responsibilities of local, County, State, and Federal governments in an evacuation effort are summarized in the following sections. Refer to the Operational Area Emergency Plan for additional information related to County 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.

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 of the Operational Area Emergency Plan describes the roles and responsibilities assigned to County Departments during an evacuation effort. The Coordinator of Emergency Services will coordinate an overall multi-jurisdictional evacuation effort. In general, the various County Departments will help coordinate evacuation efforts for the incorporated areas and will direct and conduct evacuation operations for the unincorporated areas of the County of San Diego.

During an evacuation effort, the designated County Evacuation Coordinator is the Sheriff. The Evacuation Coordinator will be assisted by other law enforcement and support agencies. Evacuation operations will be conducted by the 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, and the 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, Department Operations Centers, and the Sheriff's Department Operations Center.

Specific County roles and responsibilities are described below.

Office of Emergency Services

1. Responsible for the development, maintenance, and testing of the OA Evacuation Annex.
2. Coordinate evacuation efforts with local jurisdictions that may be affected by the evacuation.
3. Direct and coordinate resources in support of evacuation efforts.
4. Approve release of warnings, instructions, and other emergency public information related to the evacuation effort.
5. Report situation and damage assessments to the Governor's OES.
6. Maintain expenditure records to facilitate reimbursement.
7. Coordinate and maintain files of all initial assessment reports.
8. Coordinate the development of after-action reports.

Sheriff's Department/Law Enforcement

1. Provide evacuation notification and advisory to unsafe areas.
2. Identify transportation and evacuation points.
3. Coordinate relocation of people to safe areas with other agencies.

4. Search vacated areas to ensure that all people have received warnings.
5. Provide initial field situation reports and updates from field units and Aerial Support to Regional Enforcement Agencies.
6. Contact the American Red Cross for potential and confirmed evacuation and shelter needs of displaced population.
7. Coordinate the provision of transportation resources to special needs populations.
8. Provide traffic control measures for evacuation effort.
9. Provide law enforcement and crowd control measures at transportation points, evacuation points and mass care facilities.
10. Provide security and access control to vacated areas.
11. Request mutual aid assistance from the OA or Regional Law Enforcement Coordinator.
12. 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

1. Assist with evacuation efforts and medical response.
2. Coordinate rescue operations.
3. Provide fire protection and search and rescue in the vacated areas.
4. Support public safety in evacuation execution.

County Health and Human Services Agency

1. Assist the American Red Cross in providing mass care.
2. Ensure specialized services are provided as required for special needs population groups including the aged and those with disabilities.
3. Assist the American Red Cross in coordination with the Logistics Section of the OA EOC to ensure the transportation of evacuees to and from shelters.
4. Provide care for unaccompanied minors until County shelters are established.
5. Inspect shelters for food safety and sanitation conditions.

Department of Animal Services

1. Direct emergency animal control operations during a disaster within the unincorporated areas and contracted jurisdictions.
2. Coordinate emergency animal control operations during a disaster if more than one jurisdiction is impacted.
3. Develop and implement a system to identify and track animals received during a disaster.
4. Coordinate the transportation of animals to animal care facilities as requested.

Department of Planning and Land Use

1. Work with the Fire Department to conduct damage assessment.
2. Conduct safety assessments and coordinate with FEMA and Cal EMA Damage Assessment Teams.
3. Deem structures safe to re-enter.

Department of Environmental Health

1. Evaluate County facilities for re-occupancy after an emergency, including ventilation systems.
2. Perform health hazard evaluations and provide recommendations to Departments regarding disaster-related issues (including asbestos, lead, mold, etc).
3. Perform drinking water testing.

Department of General Services

1. Inspect and report on the status of communications sites and regional/county facilities.
2. Provide support to OES for the set up of Assistance Centers (Local, Family and Disaster) if located in County owned facilities or in the unincorporated areas.
3. Provide generators for County owned facilities.

Department of Public Works

1. Inspect and report on county roads.
2. Inspect and report on drainage/flood control facilities.
3. Inspect and report on County water and wastewater facilities and other county facilities.
4. At the direction of law enforcement, open and close county roads.
5. Direct debris removal and recycling in the unincorporated areas.
6. Maintain the ALERT Flood Warning System.
7. Perform shelter inspections prior to occupancy.

Department of Agriculture, Weights, and Measures

1. Assist in interagency operations and public information.
2. Assist in Geographic Information Systems (GIS)/Mapping and web pages.
3. Assist in resource ordering and damage assessment.

Department of Parks and Recreation

1. Department of Parks and Recreation may be able to provide use of park space for temporary housing in time of a disaster.

2. All County parks will be available for the evacuated public and large animals at the request of law enforcement.
3. 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 EMA 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 EMA, Caltrans, and CHP.

California Emergency Management Agency

1. Coordinate State and Federal resources to aid in disaster recovery for individuals, families, certain private non-profit organizations, local and state government.
2. Coordinate requests for State and Federal emergency declarations.
3. Participate in damage assessments.
4. Provide environmental/historical, engineering and technical assistance.
5. Administer State and Federal Public Assistance and hazard mitigation grants, including payment and processing.
6. Provide program oversight of other state-administered disaster recovery.
7. Lead community relations elements in times of disaster.
8. Coordinate the establishment of Joint Field Offices, Disaster Resource Centers, and Local Assistance Centers.

California Department of Transportation

1. Provide reports and estimates on state roads, highways and freeways, including all overpasses, underpasses and bridges.
2. Establish and implement long-term closures for detouring and channelization of traffic.
3. Activate Changeable Message Signs to inform motorists of changes in road conditions ahead.

California Highway Patrol

1. Provide initial reports on damage to roads, highways and freeways.
2. Coordinate with Caltrans and local jurisdictions as applicable to barricade or secure unsafe sections of roadway.

3. Assist emergency vehicles and equipment in entering or leaving hazardous areas.
4. Monitor truck traffic to ensure safe transport of debris during debris removal and demolition operations.
5. Coordinate the Interstate traffic during the evacuation.
6. 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 Plan, including the Catastrophic Incident Annex may be activated.

Emergency Support Functions provide the structure for coordinating Federal interagency support for Incidents of National Significance. The Emergency Support Function structure 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. Emergency Support Functions 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 National Response Plan, each Emergency Support Function has an identified Emergency Support Function coordinator as well as primary and secondary support agencies.

Evacuation efforts by local and State governments would be supported under several Emergency Support Functions, including Emergency Support Function #1 – Transportation, Emergency Support Function #2 – Communication, Emergency Support Function #3 – Public Works and Engineering, Emergency Support Function #3 – Emergency Management, Emergency Support Function #6 – Mass Care, Housing, and Human Services, Emergency Support Function #8 – Public Health and Medical Services, and Emergency Support Function #9 – Urban Search and Rescue.

Community Based Organizations and Private Agency Resources

A. American Red Cross

The American Red Cross was chartered by Congress to be the leading disaster relief organization in the United States. The American Red Cross assumes the role of providing food, shelter, emergency first aid, disaster welfare information, and bulk distribution of emergency relief items. The organization also serves as a support agency for public health and medical services by providing blood, mental health services, and disaster health services, among other support functions. The American Red Cross also feeds emergency workers, handles inquiries from

concerned family members outside the disaster area, provides blood and blood products to disaster victims, provides assistance in locating missing persons, and helps those affected by disaster to access other available resources. The American Red Cross will also work with the San Diego County Health and Human Services Agency in providing mass care.

B. Public and Private Animal Care Agencies

The 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.

C. 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 assessing utility damage, setting guidelines and priorities for utility restoration, coordinating with local and State governments, and assessing the need for mutual aid assistance.

D. Goodwill Industries

Goodwill Industries will work with OES to coordinate the mobilization and management of spontaneous donations that are made by the public following a disaster.

E. Salvation Army

The Salvation Army may provide recovery assistance through its donations management, mobile feeding, emergency shelter, applicant registration, collection and distribution of clothing and supplies, counseling, and language interpretation.

F. Volunteers

Members of the community will likely show up at the impacted area, evacuation and transportation points, and shelters to volunteer their time and resources to assist in the evacuation effort. Although these people have the best intentions, they can sometimes impede the response progress. It is critical that jurisdictions establish and implement spontaneous volunteer management plans to ensure the efficient and effective use of volunteers. All Spontaneous Volunteer coordination in the OA will be directed through Volunteer San Diego.

G. 2-1-1 Informational Line

2-1-1 is the new national dialing code for free, 24-hour community, health and disaster information. Like 9-1-1 for emergency service, 2-1-1 has been set aside by the Federal Communications Commission for the public to easily access

community information. Callers receive personalized information from a live phone specialist who can answer questions about a variety of nonprofit services and agencies. In times of disaster, 2-1-1 can be mobilized as a central point for disseminating public information. After the danger has passed, 2-1-1 helps victims secure recovery assistance.

H. Businesses

Following an incident, a number of businesses are likely to donate large, uniform quantities of products and supplies. These products and supplies will be managed and distributed in the OA based on the greatest needs. In addition, businesses will be instrumental in restoring infrastructure and facilitating economic recovery in San Diego County.

IV. 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 special needs populations.

All communication efforts will follow the protocols established under the San Diego Urban Area Tactical Interoperable Communications Plan and Annex I of the Operational Area Emergency Plan.

Public Notification and Communications

Effective and informative notification to the public will be vital to convincing them that they should evacuate or shelter-in-place. The public must understand 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 time required for evacuations, the availability of shelters, what they should take with them, how their pets will be accommodated, how they should secure their homes, and the 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 the Emergency Alert System, use of the local media through television and radio, internet, and Reverse 9-1-1. The majority of evacuation advisories will be based on a non-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 Joint Information Center will not be functional 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 shall provide basic information to residents including:

1. Whether residents should evacuate or shelter-in-place.
2. The areas that need to be evacuated, with reference to known geographic features.
3. Why and when residents should evacuate.
4. The time required for evacuation efforts.
5. The designated transportation and evacuation points and evacuation routes.
6. Available transportation options.
7. What residents should take from their homes.
8. How long the evacuation is expected to last.
9. How pets will be accommodated.
10. Security plans that are in place to protect residential property.
11. When informational updates will be made available.
12. 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 (see Appendix C).

Available communication tools/capabilities which may be used to notify the general public about the need to evacuate or shelter-in-place include:

1. Emergency Alert System
2. Community Emergency Notification System
3. Reverse 9-1-1
4. 2-1-1
5. Emergency websites
6. Television including County Television Network
7. Radio

8. Public address systems
9. Helicopters equipped with bullhorns
10. Low power local radios
11. Police cruisers equipped with bullhorns
12. Door to door notification
13. Changeable Message Signs

Communicating with Special Needs Populations

The traditional types of notification methods may not meet the requirements of those with special needs, such as those who are blind, have poor vision, are deaf or are hard of hearing. Notification procedures will be tailored to each special need group, employing multiple methodologies to ensure that all segments of the population are provided with the necessary information. Generally, Reverse 9-1-1 and CERT will be the primary means of contacting special needs populations. Other forms of notification that are effective can 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 special needs populations.

Evacuation Informational Updates

The public must be provided coordinated, frequent, and accurate information during an evacuation effort. Real-time updates must be communicated to evacuees that include 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 to be conveyed to the public includes the security measures that are being implemented, weather conditions, and any changes to evacuation plans.

Real-time informational updates will be provided to evacuees en-route through emergency radio stations, television, websites, 2-1-1 and 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 Joint Information Center 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.

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, and jurisdictional EOCs and Department Operations Centers utilizing available communication equipment and infrastructure and using established procedures (See Annex I of the Operational Area Emergency Plan). Agency liaisons will 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 ensure potential conflicts are conciliated. 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.

Communication Contingency Plans

In the event of total devastation to all local electronic communications, the Joint Information Center 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. The Radio Amateur Civil Emergency Service 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.sdarc.org or (858) 309-1200
- Nationwide Travel Information phone number: 5-1-1
- Nationwide Disaster Information: 2-1-1
- Traffic Information Website: www.sigalert.com
- California Organization of Transportation website: www.dot.ca.gov

Hazard-Specific 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 has site-specific dam evacuation plans for the major dams/reservoirs in San Diego County.

Earthquake:
An earthquake incident would occur with out any notice and 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 OA Emergency Plan's Basic Plan Section, 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. 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 bullhorns, loudspeakers, or via door-to-door notification process as soon as the situation necessitates.

Special facilities such as correctional facilities, nursing homes, and hospitals that may be impacted should be contacted and requested to review and be prepared to implement their evacuation plans.

Terrorism:
An act of terrorism is intended to disrupt a community's way of life through violence and physiological 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.

V. Transportation

Modes of Transportation

The primary mode of transportation that will be used during jurisdictional evacuation efforts will be privately owned automobiles. However, it is critical that evacuation plans identify and provide other safe modes of transportation for those people that cannot evacuate by private vehicle and for special needs populations. The County is developing 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 also be pursued. 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.

The OA will use available resources, 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 special needs.

Transportation Points

Local jurisdictions will work with law enforcement agencies to identify and establish transportation points. Transportation points will function to collect and transport people without transportation resources 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 4-1.

These 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.

Transportation Coordination

Staging areas will be established to first stage and then obtain control over 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 the Strike Team/Task Force will be responsible for coordinating these resources and will have the ability to communicate with command and control of the evacuation and each of the drivers. It is critical that control over transportation resources is maintained, especially after evacuees are dropped off at the evacuation points, and drivers must be re-routed to other transportation points.

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.

Evacuation Routes and Capacities

Primary evacuation routes consist of the major interstates, highways, and prime arterials within San Diego County. Local jurisdictions will work with the OA EOC, law enforcement officials, Caltrans, CHP, Department of Public Works, and other applicable agencies/departments to identify evacuation points and transportation routes. In addition, transportation points will be identified to collect and transport those people without transportation resources to evacuation points.

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:

1. Shortest route to the designated destination areas;
2. Maximum capacity;
3. Ability to increase capacity and traffic flow using traffic control strategies;
4. Maximum number of lanes that provide continuous flow through the evacuation area;
5. Availability of infrastructure to disseminate real-time conditions and messages to evacuees en-route, such as Changeable Message Signs; and
6. 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.

Table 4-1
Estimated Number of People That Will Require Transportation Assistance

	City of Carlsbad	City of Chula Vista	City of Coronado	City of Del Mar	City of El Cajon	City of Encinitas	City of Escondido	City of Imperial Beach	City of La Mesa	City of Lemon Grove	City of National City	City of Oceanside	City of Poway	City of San Diego	City of San Marcos	City of Santee	City of Solana Beach	City of Vista	Unincorporated County of San Diego
Dam Failure																			
Exposed Population	4,324	13,083	0	1,814	969	1,016	86,360	4,897	1,337	0	1,895	29,816	2,527	135,234	1,584	44,595	665	772	38,004
Assistance Estimate	302	915	0	127	68	71	6,045	343	94	0	133	2,087	177	9,466	111	3,121	47	54	2,660
Earthquake																			
Exposed Population	77,889	173,491	24,189	4,389	94,531	58,015	133,666	26,849	53,856	26,114	54,081	160,421	48,054	1,223,503	63,000	52,439	12,766	89,926	410,798
Assistance Estimate	5,452	12,144	1,693	307	6,617	4,061	9,356	1,879	3,770	1,828	3,786	11,229	3,364	85,645	4,410	367	893	6295	28,756
Flood (100 Year)																			
Exposed Population	3,439	6,112	1,469	1,032	3,562	1,398	11,304	1,347	29	280	2,702	16,487	3,986	49,530	2,751	3,286	594	4,113	19,807
Assistance Estimate	240	427	102	72	249	98	791	94	2	20	189	1,154	279	3,467	193	230	42	288	1,386
Tsunami																			
Exposed Population	1,162	802	26,000	1,021	0	704	0	72	0	0	258	1,506	0	25,578	0	0	521	0	533
Assistance Estimate	81	56	1,820	72	0	49	0	5	0	0	18	105	0	1,790	0	0	36	0	37
Wildfire/Structure Fire (High Risk Probability)																			
Exposed Population	3,302	1,208	0	43	41	1,068	2,332	0	326	0	0	1,942	4,826	16,351	4,598	3,007	0	852	16,015
Assistance Estimate	231	85	0	3	3	75	163	0	23	0	0	136	338	430	321	210	0	60	1,121

Average Daily Traffic

Traffic volume data can provide useful information to emergency managers when determining evacuation routes and durations. Table 4-2 presents the average weekday traffic counts for interstates and highways in the OA. These traffic counts represent the recorded two-way, highest averaged 24-hour daily traffic volumes that were collected along numerous segments of each roadway in 2005.

Table 4-2

Highest Average Weekday Traffic Volumes in San Diego County

Interstate/ Highway	Highest Average Weekday Traffic Volumes
Interstate 5	274,000
Interstate 8	328,700
Interstate 15	316,200
Interstate 805	259,300
Route 52	128,100
Route 54	124,900
Route 56	71,700
Route 67	96,800
Route 75	82,900
Route 76	54,300
Route 78	160,200
Route 94	188,000
Route 125	170,600
Route 163	256,800
Route 905	69,400

Source: Caltrans

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 San Diego County highways, interstates, and prime arterials, using San Diego Association of Governments data (see Appendix D). These numbers reflect the AM peak hourly capacity numbers for the worst case segment of each roadway.

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. This formula is provided below:

$$\text{Evacuation Time} = \frac{\left(\dfrac{\text{Evacuation Population}}{\text{Average Vehicle Occupancy}}\right)}{\text{Roadway Capacity}}$$

Using the at-risk jurisdictional population data for each hazard, estimated roadway capacities, and an average occupancy of 1.5 persons per vehicle, this formula can be used to estimate evacuation times.

Sample Calculations

Evacuation time for the exposed population in the City of Santee during a wildfire using the SR-52 WB as an evacuation route:

$$\text{Evacuation Time} = \frac{\left(\dfrac{\text{3,007 (exposed population from Table 4-1)}}{\text{1.5 (average vehicle occupancy)}}\right)}{\text{3600 vph (capacity for SR-52 WB from Appendix D)}}$$

$$\text{Evacuation Time} = \frac{\text{2,004.67}}{\text{3,600 vph}}$$

Evacuation Time = 0.56 hours or approximately 34 minutes to evacuate the exposed population in the City of Santee using the SR-52 WB during a wildfire.

Transportation Strategies

There are many transportation 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 System, 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 unsignalized, divided, and access-controlled configurations of 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 law enforcement 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 Sheriffs 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, local jurisdictions, 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. Table 4-3 provides a list of Intelligent Transportation Systems technologies that are available in San Diego.

Table 4-3
San Diego Intelligent Transportation Systems Deployment (2005)

Freeway Management	Reported	Total	Percent
Miles under electronic surveillance	238	292	82%
Ramps controlled by ramp meter	277	670	41%
Miles under lane control	30	292	10%
Number of Dynamic Messaging Signs	40	N/A**	N/A**
Miles covered by Highway Advisory Radio	4	292	1%
Incident Management			
Freeway miles under incident detection algorithms	NR*	292	N/A**
Freeway miles under free cell phone call to a dedicated number	NR*	292	N/A**
Freeway miles covered by surveillance cameras (CCTV)	66	292	23%
Freeway miles covered by service patrols	226	292	77%
Arterial miles under incident detection algorithms	0	1137	0%
Arterial miles under free cell phone call to a dedicated number	0	1137	0%
Arterial miles covered by surveillance cameras (CCTV)	5	1137	0%
Arterial miles covered by service patrols	0	1137	0%
Arterial Management			
Signalized intersections covered by electronic surveillance	940	2726	34%
Signalized intersections under centralized or closed loop control	1794	2726	66%
Number of Dynamic Messaging Signs	12	N/A**	N/A**
Arterial miles covered by Highway Advisory Radio	24	1137	2%
Transit Management			
Fixed route buses equipped with Automatic Vehicle Location	238	677	35%
Fixed route buses with electronic real-time monitoring of system components	498	677	74%
Demand responsive vehicles that operate under Computer Aided Dispatch	0	0	0%
Bus stops with electronic display of dynamic traveler information to the public	6	5330	0%
Highway Rail Intersections			
Highway rail intersections under electronic surveillance	12	55	22%
Emergency Management			
Vehicles under Computer Aided Dispatch	1466	1598	92%
Vehicles equipped with on-board navigation capabilities	639	1598	40%
***NR=No Response, **N/A=Not Applicable**			

Source: U.S. Department of Transportation Intelligent Transportation Systems Joint Program Office

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

Caltrans, CHP, and the San Diego Association of Governments operate the San Diego Freeway Patrol Service which can be used during an evacuation effort to provide services to disabled vehicles including changing tires, jump-starting vehicles, providing gas, or towing vehicles. The Freeway Patrol Service has a fleet of 25 tow trucks and seven light-duty pickup trucks.

Communication Considerations

It is essential that accurate and timely information is provided to evacuees en-route 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.

If evacuation of public schools is required, students will normally be transported on school buses to other schools outside the risk area. It is essential that the public is provided timely information on where parents can pick up their children and the security procedures that are in place to ensure their protection. In addition, it is assumed that transportation arrangements can be made with hotels/motels for the evacuation of tourists.

Evacuation of Special Needs Populations

It is critical that modes of available transportation are identified that can help evacuate people with disabilities 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 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 special 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.

County Health and Human Services Agency determined that there are approximately 25,000 non-ambulatory people in the San Diego region who live at home and will potentially require transportation assistance during an evacuation effort, there are approximately 20,000 people in the region who require in-home support, 700 of which are considered to be on the more critical list. 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 special needs populations will not be able to reach the designated transportation points. Jurisdictions must identify how these situations will be handled 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.

In addition, people that are rescued following an incident will also have to be transported to evacuation points.

Evacuation of Animals

Ensuring for the transportation, care, and sheltering of animals is an important factor in evacuation planning. 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 completely fail to evacuate because of their animals. Furthermore, about 30-50 percent of pet owners will 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. 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 Operational Area Emergency Plan 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.

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 as they arrive at the transportation points. Animal Control Officers will work with animal services agencies and volunteers to develop an animal tracking methodology. 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. It is recognized that owners may refuse to evacuate their homes if they are required to leave their pets behind. Individual jurisdictions will need to identify strategies to address pet evacuations.

Jurisdictions must not assume that owners will have their own means of transporting large animals, such as trailers. The Humane Society and County Animal Services will provide support with the transportation of large animals. MOUs need to be formalized with other agencies/organizations for the transportation of large animals, such as horses. In addition, potential volunteer resources and private groups should be identified and tracked in WebEOC. Jurisdictions can also:

A. Provide pet owners information of nearby kennels, animal shelters, and veterinary clinics that may be able to be temporary shelter pets.

B. 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 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 special needs.

Based on U.S. standards and formulas provided by the California County Animal Disaster Preparedness and Response Guide (January 1999), OA pet estimates are provided in Table 4-4 below.

Table 4-4
OA Pet Estimates

	Households with Pets (%)	Average Number of Animals per Household	San Diego Pet Estimates*
Dogs	31.6	1.69	594,497
Cats	27.3	2.19	665,553
Birds	4.6	2.74	140,309
Other pets	10.7	N/A	12,113
Total	N/A	N/A	1,457,056

* Based on a household estimate of 1,113,207

To provide further information on potential pet evacuation requirements, Table 4-5 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:

1. Approximately 3,000 large animals (horses and livestock) were rescued by Animal Services during the Cedar Fires in 2003.
2. Approximately 27,000 cows exist in San Diego County (2005 data).
3. The San Diego Zoo and Wild Animal Park are home to approximately 7,000 rare and endangered animals.
4. 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 4-5
Pets Estimates by Jurisdiction

	# of Households∗	Dogs	Cats	Birds	Other pets
Carlsbad	36,709	19,604	21,947	4,627	495
Chula Vista	71,438	38,151	42,711	9,004	963
Coronado	10,861	5,756	6,516	1,412	109
Del Mar	2,128	1,136	1,272	268	228
El Cajon	32,220	17,207	19,263	4,061	3,448
Encinitas	22,830	12,192	13,649	2,877	2,443
Escondido	43,599	23,284	26,067	5,495	4,665
Imperial Beach	9,272	4,952	5,543	1,169	992
La Mesa	24,186	12,916	14,460	3,048	2,588
Lemon Grove	8,559	4,571	5,117	1,079	916
National City	15,018	8,020	8,979	1,893	1,607
Oceanside	58,608	31,299	35,040	7,387	6,271
Poway	15,467	8,260	9,247	1,949	1,655
San Diego	466,579	249,172	278,954	58,808	49,924
San Marcos	24,573	13,123	14,691	3,097	2,629
Santee	18,470	9,864	11,043	2,328	1,976
Solana Beach	5,673	3,030	3,392	715	607
Vista	28,066	14,988	16,780	3,537	3,003

∗ Household estimates for Carlsbad, Chula Vista, El Cajon, Escondido, Oceanside, San Diego, San Marcos, and Vista are based on 2005 U.S. Census Bureau estimates of number of households. Household estimates for Del Mar, Encinitas, Imperial Beach, La Mesa, Lemon Grove, National City, Poway, Santee, and Solana Beach are based on 2000 U.S. Census Bureau estimates of number of households (the latest data available). Household and pet estimates for Coronado were provided by the City of Coronado Fire Department.

Hazard-Specific Considerations

Figures 4-1 through 4-5 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 (see Figures 4-1A and B). Emergency personnel will need to access the feasibility of these roads to determine if alternative evacuation routes need to be identified.

Earthquake:
An earthquake incident 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 roadways before safe evacuation routes can be identified and relayed to the public.

An earthquake incident has the potential to significantly impair San Diego's regional transportation system, requiring major evacuation route diversions, and implementation of numerous transportation management and operational strategies and technologies (see Figure 4-2).

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 flood water 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, as well as the nature of flooding to exacerbate quickly, based on a fast rising flood hazard, the public may be advised to evacuate to higher ground by foot, if it is more efficient than by vehicle.

Sections of the identified primary evacuations routes may become inundated with water and washed out (see Figures 4-3A and B). Emergency personnel will need to access the feasibility of these roads to 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:

A. City of San Diego

B. City of Del Mar

C. City of Encinitas

D. City of Oceanside

E. 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 (see Figure 4-4). 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 (see Figures 4-5A and B).

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.

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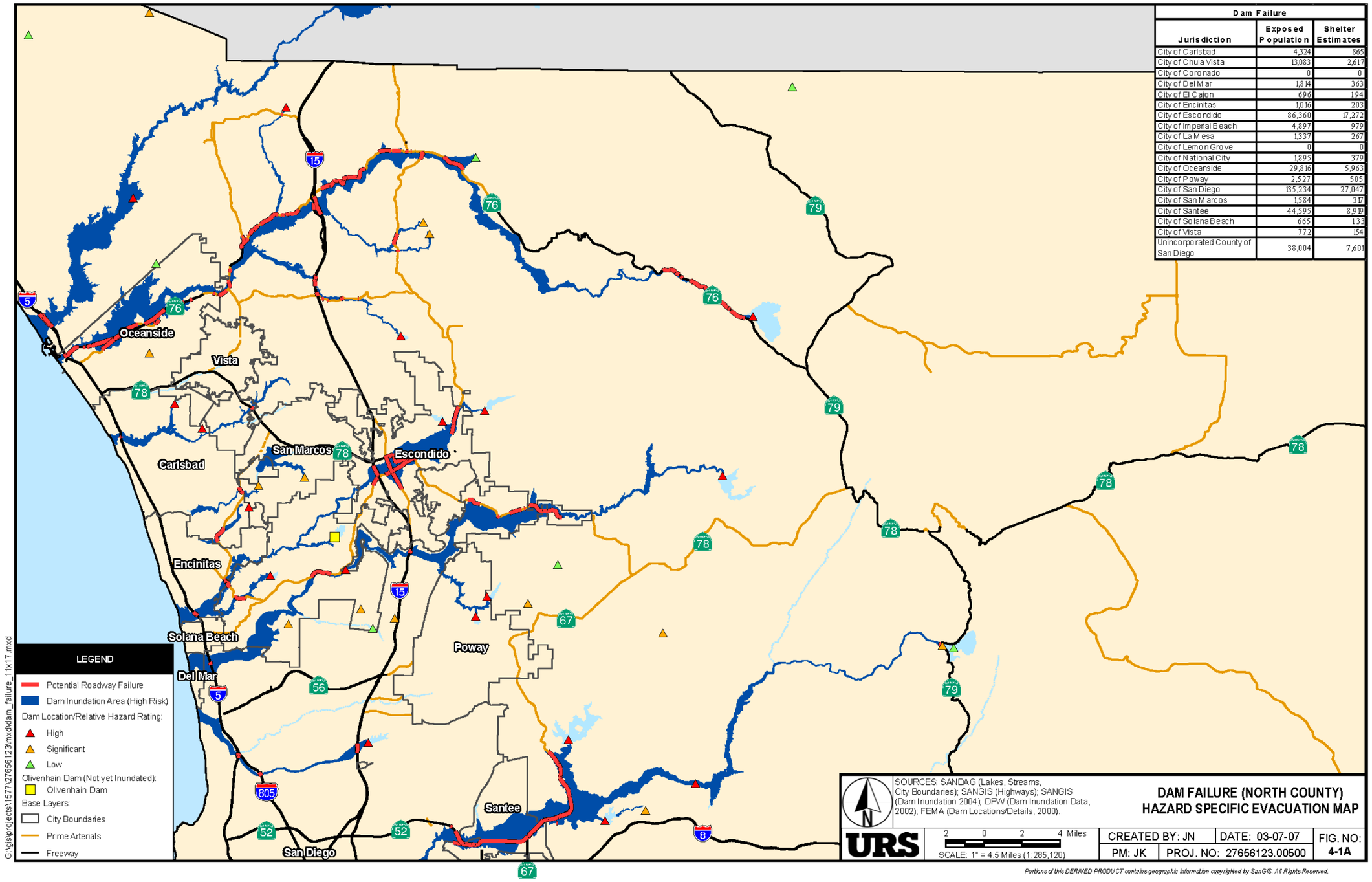
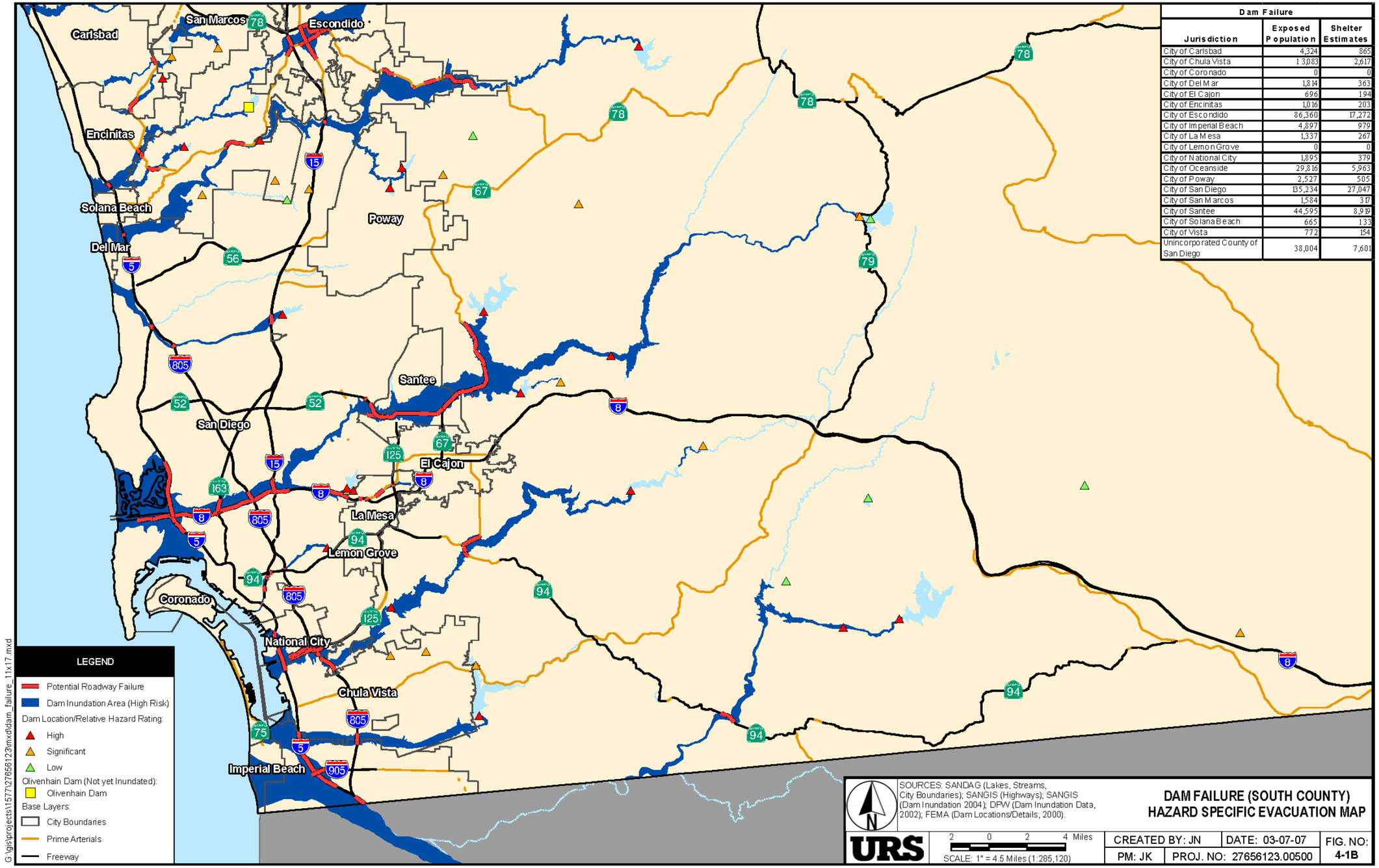
Figure 4-1A



Dam Failure		
Jurisdiction	Exposed Population	Shelter Estimates
City of Carlsbad	4,324	865
City of Chula Vista	13,083	2,617
City of Coronado	0	0
City of Del Mar	1,814	363
City of El Cajon	696	194
City of Encinitas	1,016	203
City of Escondido	86,360	17,272
City of Imperial Beach	4,897	979
City of La Mesa	1,337	267
City of Lemon Grove	0	0
City of National City	1,895	379
City of Oceanside	29,816	5,963
City of Poway	2,527	505
City of San Diego	135,234	27,047
City of San Marcos	1,584	317
City of Santee	44,595	8,919
City of Solana Beach	665	133
City of Vista	772	154
Unincorporated County of San Diego	38,004	7,601

Figure 4-1B



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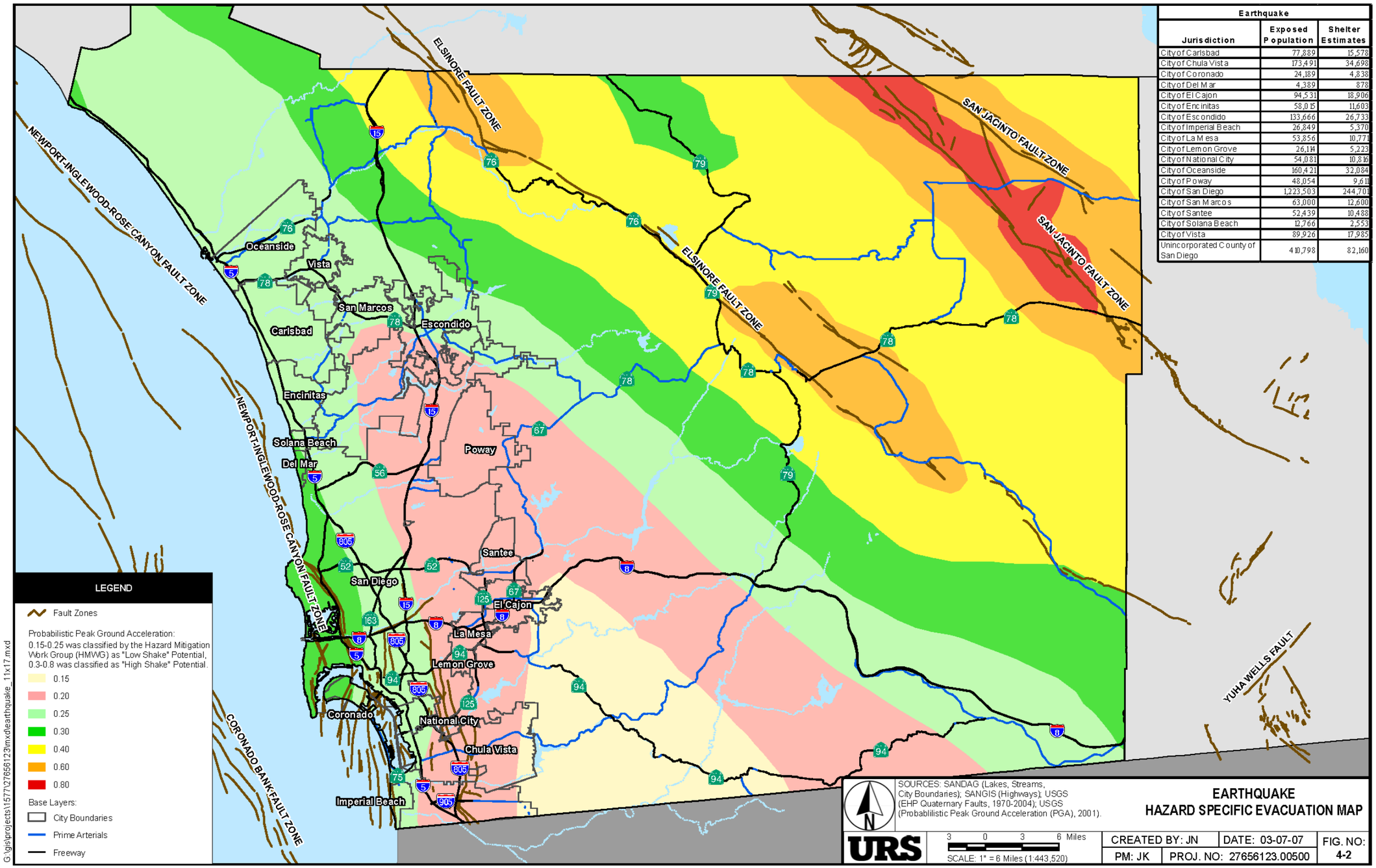
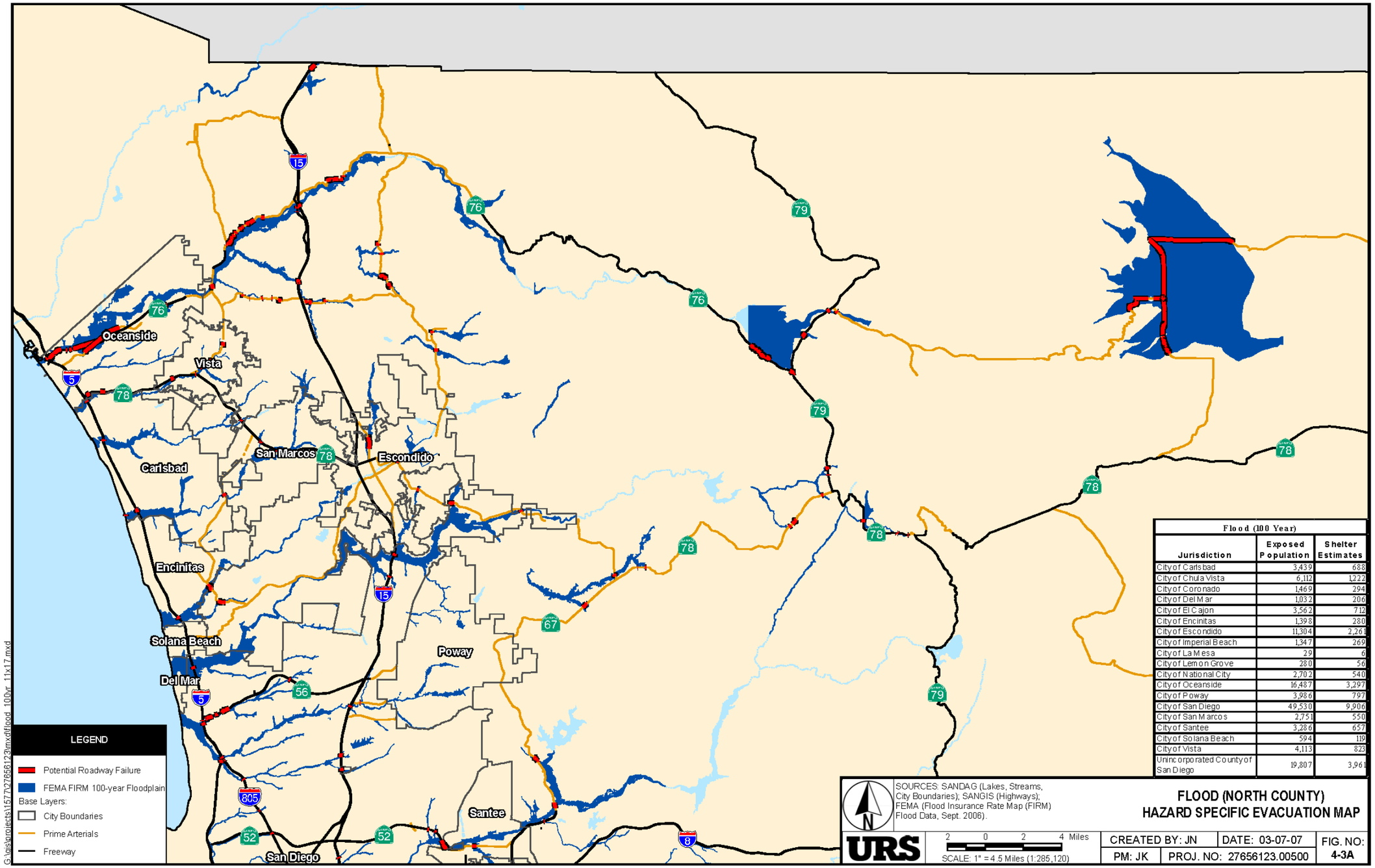
City of Solana Beach	665	133
City of Vista	772	154
Unincorporated County of San Diego	38,004	7,601

Figure 4-2



Earthquake		
Jurisdiction	Exposed Population	Shelter Estimates
City of Carlsbad	77,889	15,578
City of Chula Vista	173,491	34,698
City of Coronado	24,189	4,838
City of Del Mar	4,389	878
City of El Cajon	94,531	18,906
City of Encinitas	58,015	11,603
City of Escondido	133,666	26,733
City of Imperial Beach	26,849	5,370
City of La Mesa	53,856	10,771
City of Lemon Grove	26,114	5,223
City of National City	54,081	10,816
City of Oceanside	160,421	32,084
City of Poway	48,054	9,611
City of San Diego	1,223,503	244,701
City of San Marcos	63,000	12,600
City of Santee	52,439	10,488
City of Solana Beach	12,766	2,553
City of Vista	89,926	17,985
Unincorporated County of San Diego	410,798	82,160

Figure 4-3A



Flood (100 Year)		
Jurisdiction	Exposed Population	Shelter Estimates
City of Carlsbad	3,439	688
City of Chula Vista	6,112	1,222
City of Coronado	1,469	294
City of Del Mar	1,032	206
City of El Cajon	3,562	712
City of Encinitas	1,398	280
City of Escondido	11,304	2,261
City of Imperial Beach	1,347	269
City of La Mesa	29	6
City of Lemon Grove	280	56
City of National City	2,702	540
City of Oceanside	16,487	3,297
City of Poway	3,986	797
City of San Diego	49,530	9,906
City of San Marcos	2,751	550
City of Santee	3,286	657
City of Solana Beach	594	119
City of Vista	4,113	823
Unincorporated County of San Diego	19,807	3,961

Figure 4-3B

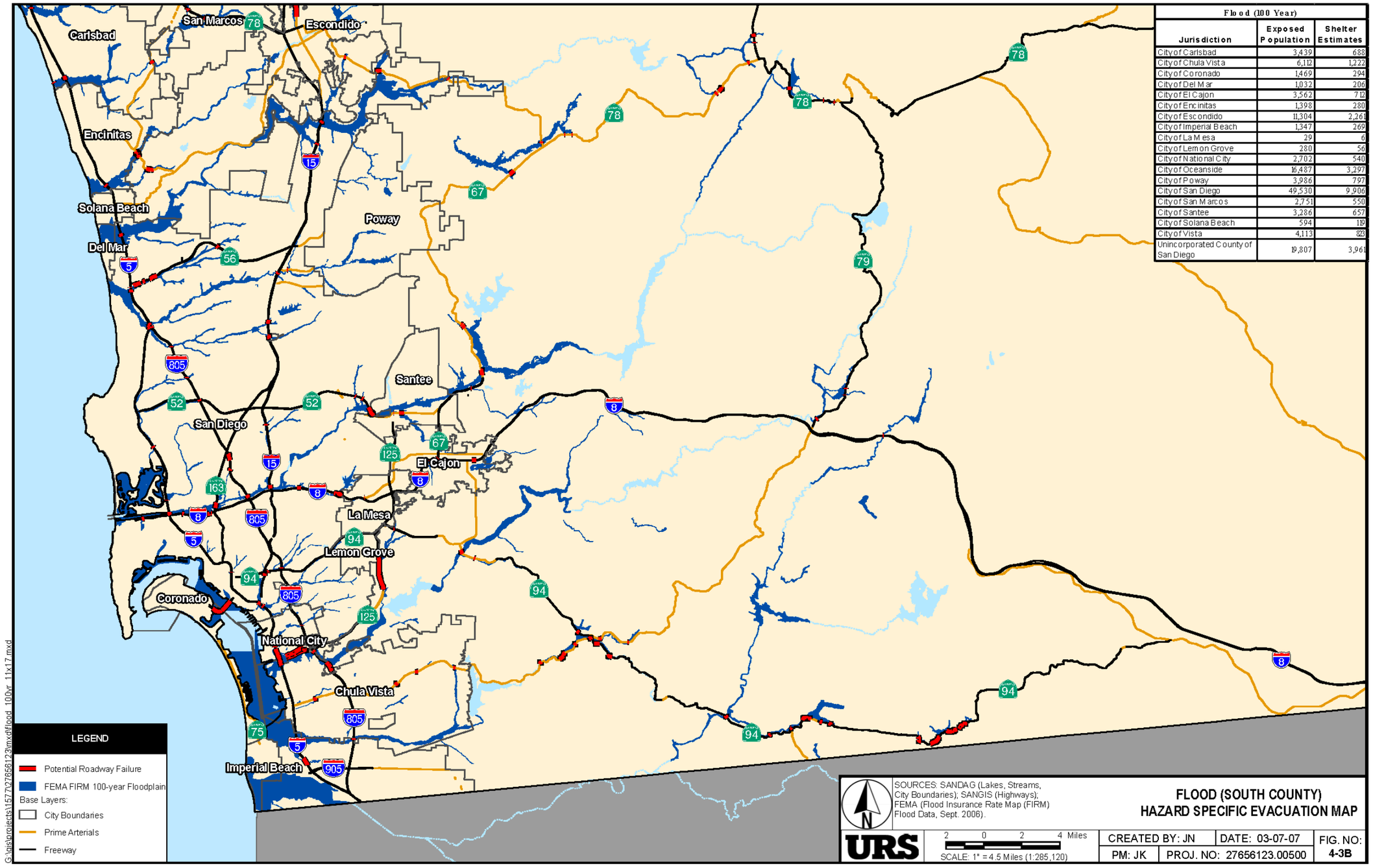


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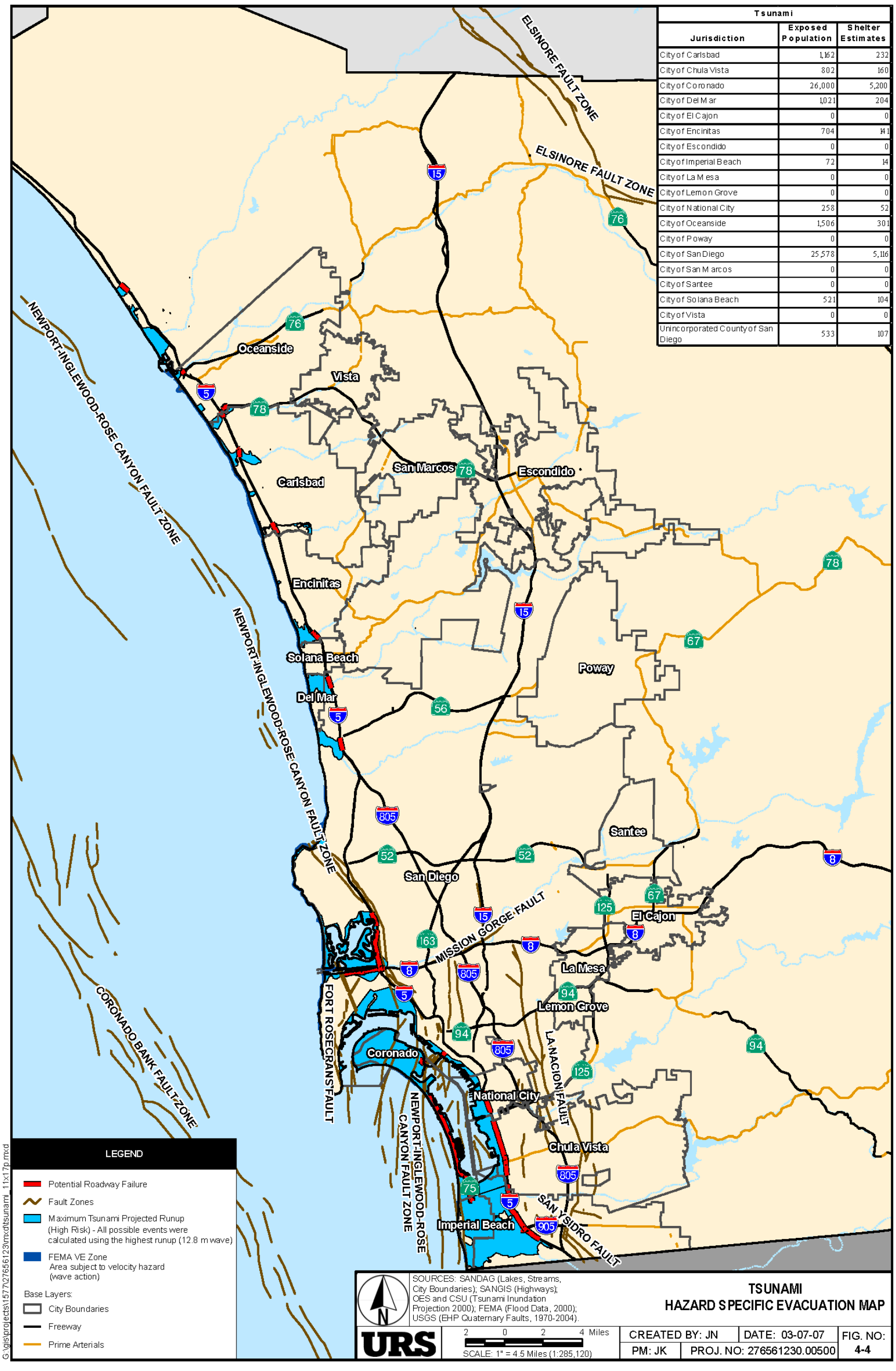
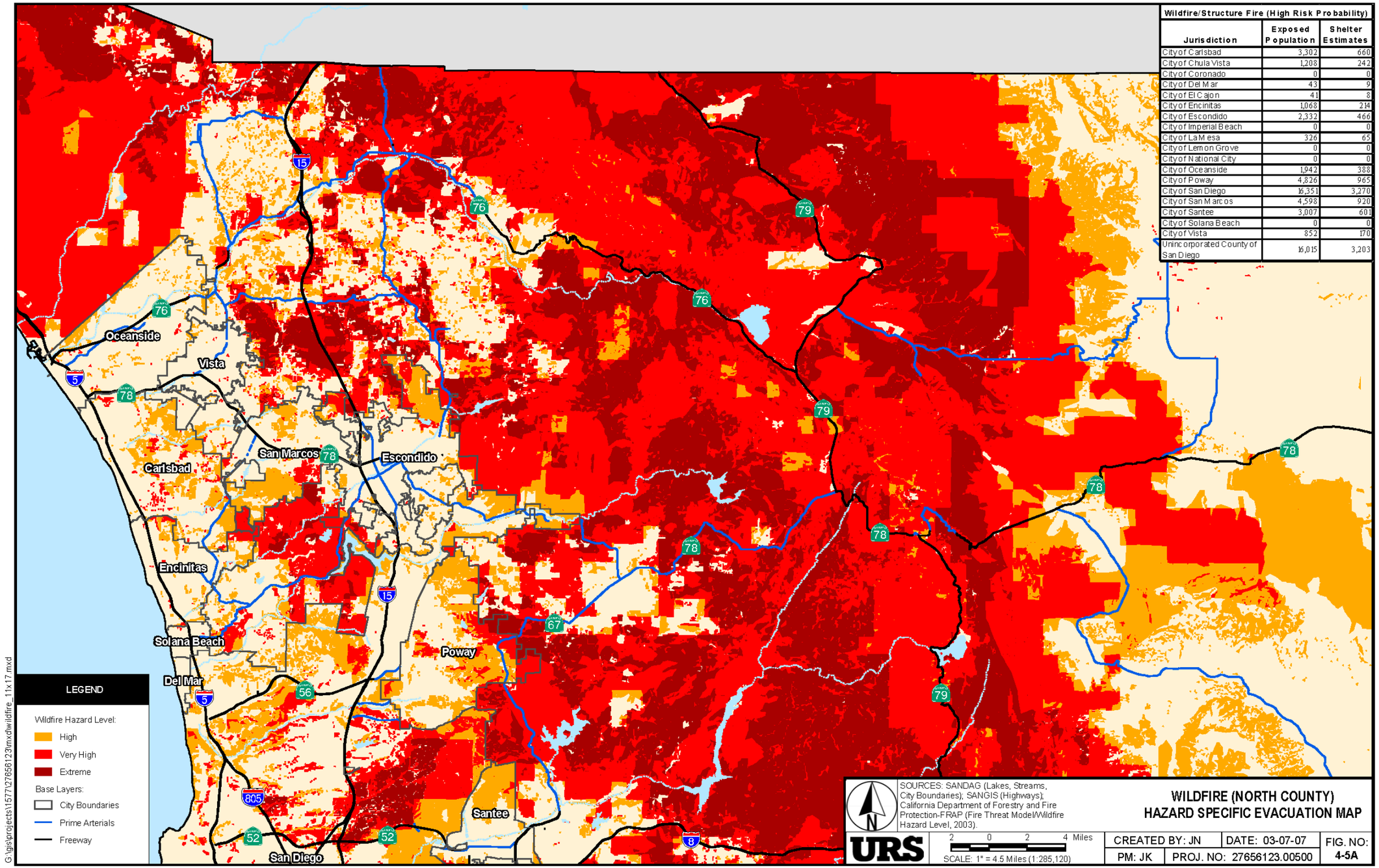
Figure 4-4



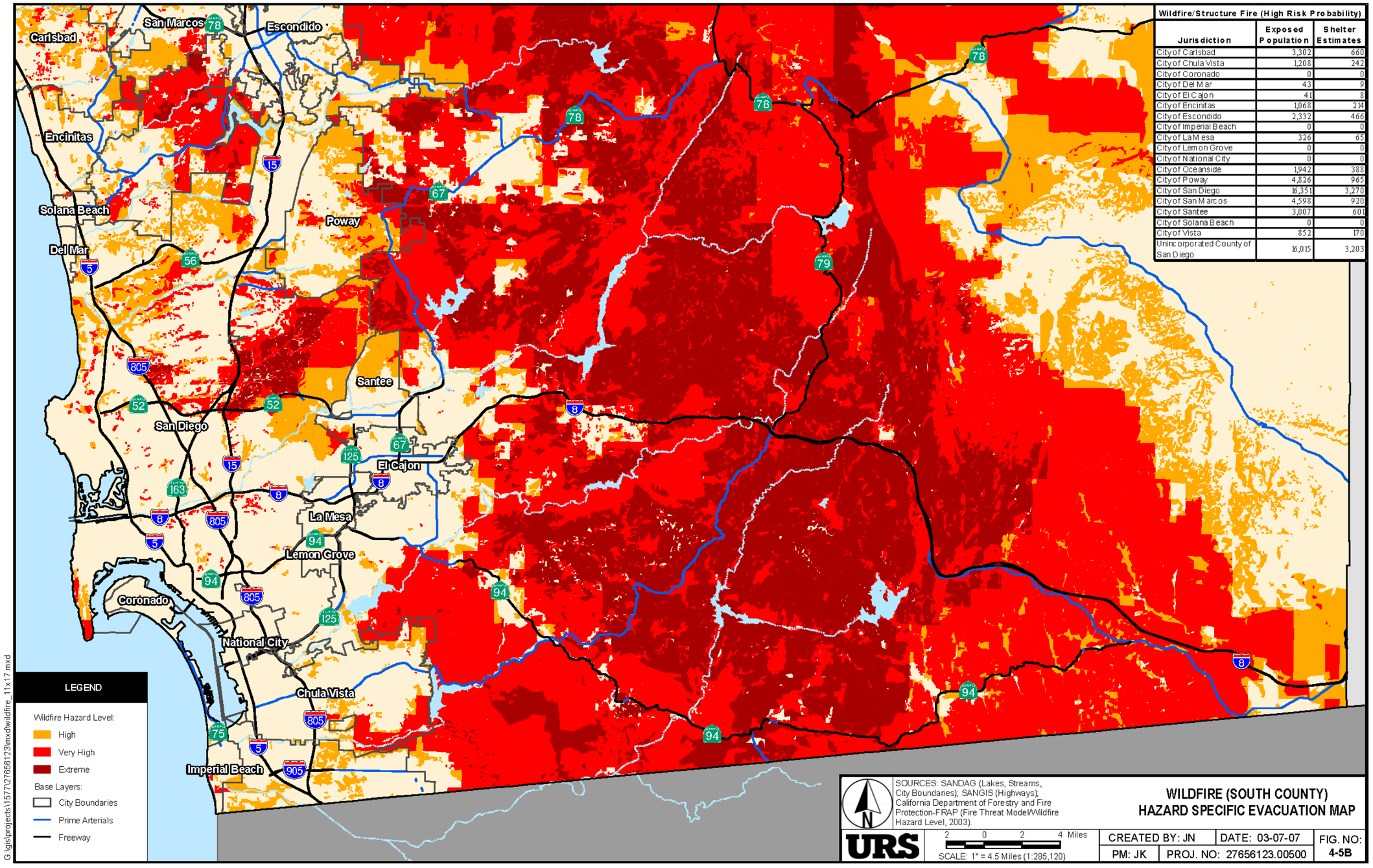
Tsunami		
Jurisdiction	Exposed Population	Shelter Estimates
City of Carlsbad	1,162	232
City of Chula Vista	802	160
City of Coronado	26,000	5,200
City of Del Mar	1,021	204
City of El Cajon	0	0
City of Encinitas	704	141
City of Escondido	0	0
City of Imperial Beach	72	14
City of La Mesa	0	0
City of Lemon Grove	0	0
City of National City	258	52
City of Oceanside	1,506	301
City of Poway	0	0
City of San Diego	25,578	5,116
City of San Marcos	0	0
City of Santee	0	0
City of Solana Beach	521	104
City of Vista	0	0
Unincorporated County of San Diego	533	107

Figure 4-5A



Wildfire/Structure Fire (High Risk Probability)		
Jurisdiction	Exposed Population	Shelter Estimates
City of Carlsbad	3,302	660
City of Chula Vista	1,208	242
City of Coronado	0	0
City of Del Mar	43	9
City of El Cajon	41	8
City of Encinitas	1,068	214
City of Escondido	2,332	466
City of Imperial Beach	0	0
City of La Mesa	326	65
City of Lemon Grove	0	0
City of National City	0	0
City of Oceanside	1,942	388
City of Poway	4,826	965
City of San Diego	16,351	3,270
City of San Marcos	4,598	920
City of Santee	3,007	601
City of Solana Beach	0	0
City of Vista	852	170
Unincorporated County of San Diego	16,015	3,203

Figure 4-5B



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Jurisdiction	Exposed Population	Shelter Estimates
City of Carlsbad	3,302	660
City of Chula Vista	1,208	242
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City of Escondido	2,332	466
City of Imperial Beach	0	0
City of La Mesa	326	65
City of Lemon Grove	0	0
City of National City	0	0
City of Oceanside	1,942	388
City of Poway	4,826	965
City of San Diego	16,351	3,270
City of San Marcos	4,598	920
City of Santee	3,007	601
City of Solana Beach	0	0
City of Vista	852	170
Unincorporated County of San Diego	16,015	3,203

VI. Sheltering Considerations

Shelter will initially be provided to evacuees through the establishment of evacuation points. These evacuation points will serve as temporary safe zones for evacuees and will provide basic needs such as food, water, and restrooms.

In the event that it is determined that mass care is required, Annex G: Care and Shelter Operations of the Operational Area Emergency Plan will be activated. The American Red Cross will provide the bulk of mass care facilities. The American Red Cross has MOAs established with approximately 670 sites within the OA for shelters. With mutual aid, the American Red Cross can provide shelter to approximately 70,000 people in San Diego County. Some evacuation points may also be converted into shelter locations if necessary.

Shelters must be able to meet the basic needs for their designated maximum capacity. This includes but is not limited to:

- Restrooms/Showers
- Beds/Cots
- Food/Water
- Blankets
- Toiletries
- First Aid

Evacuees will not be permitted to enter shelters if they are carrying weapons, illegal drugs, or alcohol.

During a disaster, all County of San Diego employees are considered to be Disaster Service Workers and may be asked to fulfill duties outside the scope of their normal job functions. In order to augment the resources of the American Red Cross, the County has implemented the County Shelter Team Program. This Program will utilize County employees as Disaster Service Workers to fulfill the need of sheltering the residents in San Diego County when needed. County OES has trained County employees in sheltering procedures to be part of the County Shelter Team Program. This Program will be implemented when the resources of the San Diego/Imperial Counties Chapter of the American Red Cross are exhausted, or a population that requires services that general population shelters cannot provide, require sheltering.

Jurisdictions should also consider establishing specific shelters for Disaster Service Workers and their families so these responders can concentrate on their work and not have to worry about family members.

Special Needs Populations Sheltering

There are no shelters in San Diego County that are designated explicitly for special needs populations. Per Annex G of the Operational Area Emergency Plan, the Director of Health and Human Services will serve as the Care and Shelter Branch Coordinator in the OA EOC and will

ensure that specialized services are provided as required to special needs populations. Shelters will need to accommodate people that require medications, especially certain types of insulin that require refrigeration, and for people who rely on life-support systems or other devices that require power to operate. These shelters must be equipped with back-up generators for power supply and have refrigeration capabilities.

All shelters should be Americans with Disabilities Act compliant throughout the facility to ensure that persons with disabilities can access all amenities. All potential shelter sites should be assessed for parking, accessibility, and restroom accommodations to determine if these sites are Americans with Disabilities Act compliant.

County OES has developed specific sheltering/medical and transportation plans for unaccompanied minors, medically fragile individuals, and those that require additional assistance that can not be provided at general shelters.

Animal Sheltering

Procedures to shelter animals in a disaster are outlined under Annex O of the Operational Area Emergency Plan. The County Department of Animal Services is the lead agency in a disaster of any kind involving animals. Animal Control Officers, San Diego Humane Society, and private animal care shelters will assist in the sheltering of small and large animals. Animal Services has three animal shelters located in Carlsbad, San Diego, and Bonita. Animals will be either accommodated at each shelter as they arrive on site or relocated to alternate shelters. Service animals are not considered pets and will be accommodated at general shelters.

Animal Services will also coordinate the procurement and dissemination of animal feed and supplies to the sheltered animals. Jurisdictions should work with local and regional agencies to identify shelter and confinement resources, animal food and water sources, and supplies.

The American Red Cross has an MOU with the City of San Diego Humane Society for support with animal sheltering. American Red Cross plans to use this MOU to establish similar MOUs within other jurisdictions as well as with County Animal Services.

Regional Shelter Capacities

Table 5-1 illustrates potential American Red Cross shelter capacities by zip code within the OA. These shelters only represent potential sites that may be activated during an evacuation. During an emergency, it is probable that other unofficial shelters will be activated by faith-based organizations and other public and private agencies. Jurisdictions should recommend that residents work with authorities to identify shelter locations.

In a large event, spontaneous or non-traditional shelters are likely to appear in the OA. Spontaneous shelters are sites that are not requested or physically supported by the American Red Cross, OA, or local jurisdictions. Moreover, the OA may not be aware that these shelters are in operation. The spontaneous shelters may be operated by volunteer organizations that may not be known to response agencies or formally established. The shelter organizations can manage and equip the shelter on their own or may request support from the OA and the

American Red Cross. When a spontaneous shelter receives operational support from the American Red Cross or the OA, it becomes a government-sanctioned shelter. As such, it must follow the guidance and information needs of the OA, including adherence to operating policies and procedures, providing standardized services, and submitting daily status reports.

Table 5-1
Regional Shelter Capacities

Zip Code	Shelter Capacity
91901	347
91905	3
91906	95
91910	479
91911	313
91916	90
91935	187
91941	606
91942	56
91945	100
91950	497
91962	240
91963	53
91978	395
91977	2,063
92004	100
92007	26
92008	794
92009	75
92010	249
92011	76
92019	617
92020	2,142
92021	925
92024	250
92025	1,139
92026	501
92027	2,354
92028	867
92029	93

Zip Code	Shelter Capacity
92037	1,189
92054	202
92056	387
92057	371
92060	97
92064	1,901
92065	452
92067	337
92071	6,134
92069	1,197
92075	211
92078	250
92081	500
92082	850
92083	337
92084	1,499
92086	325
92091	112
92093	1,750
92101	1,486
92102	672
92103	1,041
92104	358
92105	548
92106	993
92107	416
92109	903
92110	359
92111	1,230
92113	1,876

Zip Code	Shelter Capacity
92114	1,755
92115	829
92117	1,693
92118	1,151
92119	589
92120	1,041
92122	1,097
92123	1,172
92124	1,603
92126	888
92127	502
92128	724
92129	1,044
92130	185
92131	346
92139	731
92154	1,314
92173	508
TOTAL CAPACITY: 61,102	

FEMA Long-Term Housing Assistance

In declared disasters and emergencies, short and long-term housing assistance from FEMA may be available.

Temporary Housing Assistance

Temporary Housing Assistance is provided when a FEMA assistance applicant's home is destroyed or damaged so badly that it cannot be lived in and there is insufficient insurance to meet the need for housing. Temporary rental assistance, grants to replace destroyed homes and repair grants are included in this type of assistance.

Rental Assistance

Rental assistance grants are provided by FEMA to homeowners and renters to temporarily rent another place while repairs are made to their home or while they are looking for another place to live. Applicants' damaged homes must be inspected to determine if they are eligible for rental assistance grants. Rental assistance grants may be used to pay for renting an apartment or house, or for staying in a hotel or motel. In areas where no housing is available to rent, alternative forms of housing, such as travel trailers or mobile homes, may be provided.

Repair Grants

Underinsured disaster victims may be eligible for grants to cover labor and material costs for home repairs to make the home safe to live in. Typical types of repairs covered include: roof, electrical system, and windows and doors. FEMA assistance covers minimal repairs. Low-interest disaster loans from the U.S. Small Business Administration are the source of funding for repairs to restore victims' houses to pre-disaster condition.

Communication Considerations

The OA EOC and impacted EOCs must be constantly aware of shelter requirements and capacities throughout the region. The American Red Cross shelter managers will inform their Disaster Operations Center about shelter capacities. The Disaster Operations Center will relay this information to the American Red Cross Liaison in the OA EOC, who will then convey this information to the Information and Intelligence Section, other EOCs, and the Joint Information Center.

Evacuees will be provided updated shelter information en-route through emergency radio broadcasts, messaging boards along the evacuation routes, and 2-1-1 informational lines.

Shelter personnel must ensure they are able to communicate with special needs populations including people who are deaf; deaf-blind or hard of hearing; blind or have low vision; or have cognitive disabilities. Translation services (language or sign language) should also be provided at shelters and evacuation points. Jurisdictions in the OA must work with local educational and ethnic organizations to identify individuals who speak foreign languages and who will be available to assist in the evacuation.

Hazard-Specific Considerations

Dam Failure:
Shelter sites will be located outside the areas impacted by these hazards.

Earthquake:
Shelters will need to be assessed for structural damage prior to being opened up for public use.

Residents may refuse to evacuate from their homes following an earthquake and will choose to camp in their yards and protect their property as an alternative of going to a shelter.

Flood (100 Year)
Shelter sites will be located outside the areas impacted by these hazards.

Tsunami:
Based on traffic conditions, an evacuation from a short-notice tsunami incident may be conducted more efficiently by foot. Therefore, evacuation points or shelters will need to be established in proximity to where the population evacuated (2 miles from the coast).

Wildfire/Structural Fire:
Due to the unpredictability of wildfires and how they can spread rapidly, there will need to be flexibility in identifying shelters that are safely located outside the hazard zones.

Terrorism:
Sheltering-in-place may provide greater protection to the public during acts of terrorism involving chemical, biological, or radiological agents.

VII. Resources

It is important to know what types of resources are available and which agencies can provide them in order to effectively respond to an incident.

Personnel

The County has a list of critical personnel to notify during an incident and will go through established channels for mutual aid. Individual jurisdictions are responsible for maintaining their respective lists and notifying their critical personnel during an emergency.

It is recommended that each jurisdiction pre-identify skilled laborer resources that may be needed during an emergency such as bus drivers and interpreters.

Transportation

The County is developing 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 and other private transportation companies will also be pursued. 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.

Buses are San Diego's greatest resource in terms of alternative transportation modes. The Metropolitan Transit System has approximately 600 buses that could be made available for an evacuation effort, each of which can accommodate two wheelchairs. The Metropolitan Transit System could also provide bus drivers and paratransit operators.

Additional potential transportation resources include, but are not limited to, the following:

A. Charter or school buses

B. San Diego Trolley

C. Amtrak

D. Shuttles

E. Taxis

F. Hotel vans

G. Rental cars

H. Limousines

I. Helicopters

Additional Resource Requirements

It is essential that jurisdictions have a good understanding of what resources will or will not be available to them from other agencies in an evacuation effort. Jurisdictions should ensure that mutual aid agreements exist for critical resources such as traffic barricades, heavy equipment, and personnel resources. It is also essential that local jurisdictions establish and maintain working relationships with public and private agencies that work with special needs populations or serve the transportation-dependent populations. These agencies can provide assistance in the identification and transportation of special needs populations.

MOUs need to be formalized with other agencies and organizations for the provision of animal food, water, and supplies as well as assistance in the transportation of large animals. In addition, potential volunteer resources and private groups that can provide animal services should be identified and tracked in WebEOC.

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 OA, regional, and state levels. Mutual aid coordinators are established for:

A. Fire and Rescue;

B. Law Enforcement;

C. Emergency Services; and

D. Disaster Medical.

The basic role of a mutual aid coordinator is to:

1. Receive mutual aid requests;
2. Coordinate the provision of resources from within the coordinator's geographic area of responsibility; and
3. 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 EOC. The requesting OA generates a mission request tracking form, which includes the following information:

1. A description of the current situation;
2. A description of the requested staff, equipment, facility, and supply needed;
3. Specification of the type or nature of the service to be provided;
4. Delivery location with a common map reference;
5. Local contact at delivery location with primary and secondary means of contact;
6. Name of the requesting agency and/or OA contact person;
7. Indication of when the resource is needed and an estimated duration of use; and
8. 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 Plan. San Diego 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 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 American Red Cross operations as mobile feeding.

The American Red Cross maintains contracts with private vendors for foods to be distributed through mobile feeding operations. Disaster field supplies and supply contracts support American Red Cross operations.

Resources are transported via American Red Cross vehicles, private contractors of the American Red Cross, or if needed, through local government or OA support.

American Red Cross chapters maintain their own caches of supplies for smaller scale shelters. American Red Cross chapters use their own resources and activate existing agreements with local vendors as much as possible to meet local needs.

VIII. 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:

A. Emergency service and public works personnel;

B. Utility companies engaged in restoring utility services;

C. Contractors restoring damaged buildings, clearing roads, and removing debris;

D. Commercial vehicles delivering food, essential supplies, life support equipment, construction supplies, and other related materials; and

E. 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.

IX. 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 EOC Director, based on clearance from the Incident Commander or the Liaison Officer of the Incident Management Team, in consultation with the Operations Section Chief at the OA EOC. In the event that the OA EOC has been deactivated, re-entry procedures will be initiated by the Incident Commander or the Liaison Officer of the Incident Management Team.

The Operations Section Chief or the Incident Commander will designate a 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:

A. Safety

B. Security

C. Damage Assessment

D. Restoration of Services

E. 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:

1. Structures and trees are deemed safe;
2. Damage and safety assessment has been completed;
3. There are no leaking or ruptured gas lines or downed power lines;
4. Water and sewer lines have been repaired;
5. Search and rescue operations have been completed;
6. There are no hazardous materials that can threaten public safety or appropriate warnings have been issued;
7. Water has been deemed safe or appropriate warnings have been issued;
8. Major transportation routes are passable and debris has been removed from public right-of-way; and
9. 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 emergency broadcast radio, television, press releases, internet, 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 have to be coordinated to return evacuees that require transportation assistance from evacuation points or shelters back to their communities. Traffic management plans will need to be established for the return of evacuees which include the identification of preferred travel routes. Relief agencies such as the American Red Cross and Public Health Departments will also need to work closely with residents to provide information material and assistance.

When people are permitted to leave the shelters and return back to their homes, there is a potential that people with disabilities 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. 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.

X. Evacuation Annex Training and Exercises

The OA Evacuation Annex is considered a working document that will evolve in response to ever-changing threats. Ongoing exercises, training, evaluation, management, and maintenance of this Annex will ensure that new hazards and changes in communities can be addressed. A well-developed training and exercise program is vital to ensuring overall readiness and preparedness. Training ensures that personnel are prepared for their roles and responsibilities. Exercises test the capabilities, resources, and working relationships of responding agencies.

Training

All County and City staff should receive awareness training on the policies and procedures identified in their respective evacuation plan. All staff that may potentially participate in responding to emergencies in the City or OA EOC or Department Operations Centers must maintain minimum training competencies. An on-going training documentation program should also be developed by each jurisdiction to accommodate staff turnover and ensure all personnel have the required competencies. Training can be accomplished through classroom or internet instruction, coursework, independent study, on-the-job training, or hands-on exercises.

Shelter staff and volunteers are well trained to provide general emergency services, but it is also important that they become familiar with at least identifying if not providing services to people with disabilities. Shelter staff should also be trained on how to communicate with people who are deaf or hard of hearing such as exchanging notes, posting signs, or posting written messages. Staff should also be aware that they may have to read printed information or provide other types of assistance to people who are blind or have poor vision.

Exercises

Conducting regular tabletop and operational exercises will help identify areas of the Annex that require revision, enhancement, or additional detail. Exercises also help identify additional training or equipment that is necessary to improve the capabilities of response personnel to implement evacuation efforts. The Homeland Security Exercise and Evaluation Program describes the types of exercises sponsored and approved by the U.S. Department of Homeland Security, Office for Domestic Preparedness including seminars, tabletops, drills, functional exercises, and full-scale exercises.

Seminars are discussion based exercises to provide an overview of the plan procedures, concepts, protocols, available resources, and strategies. Tabletop exercises involve participants discussing simulated situations to assess plans, policies, and procedures. Tabletop exercises provide a convenient and low cost method of introducing officials to problem situations for discussion and problem solving. Such exercises are a good way to see if adequate emergency policies and procedures exist. Periodic tabletop exercises specific to short-notice and no-notice incidents requiring evacuation efforts within the OA are recommended.

Drills are coordinated activities used to test a single specific operation or procedure of an agency. Drills could be used to test evacuation notification procedures, transportation resource deployment, requests for mutual aid, or evacuation point activation. Functional exercises are intended to test multiple functions of a plan through the development of a scenario with simulated movement of personnel and equipment. The objective is to test the ability of the plan's procedures, policies, and staff to respond to a realistic, stressful, and complex crisis scenario. These plans can also be coordinated with adjoining jurisdictions. Full-scale exercises are the most complex and involve multiple agencies and jurisdictions to test the implementation of a plan; however this level of exercise would be far too disruptive to the communities.

An After Action Report shall be developed after each exercise and a real-life incident requiring evacuation to assess strengths, weaknesses, and opportunities of the evacuation effort and to determine recommendations to improve evacuation response. Based on the After Action Report, the Corrective Action Plan and specific completion schedule should be developed. As part of the Corrective Action Plan, recommendations identified in the After Action Report will then be integrated into the evacuation plans.

Public Outreach

It is recommended that each jurisdiction conduct public information programs to increase citizen awareness of potential hazards that may require an evacuation effort, potential evacuation routes, availability of transportation, what people should take with them during an evacuation, recommendations for families with small children, where they can expect to receive timely information, and how pets will be accommodated.

People with disabilities should also be educated about realistic expectations of service during and after an emergency. The public must also be informed about the importance of workplace and home evacuation procedures and the need to practice these drills on a regular basis. Furthermore, the public must be aware of the importance of family disaster planning and the

potential need to shelter in place following an incident. Animal owners should be encouraged to purchase appropriate cages, carriers, or trailers for their animals, maintain a supply of medicines or special foods that the animal requires, and ensure their animals wear identification at all times and are microchipped.

San Diego County OES will have copies of the OA Evacuation Annex available for public review.

XI. Annex Maintenance

San Diego County OES will be responsible for maintaining and updating the OA Evacuation Annex. The Annex will be reviewed annually and updated as necessary based on lessons learned and After Action Reports following drills, exercises, or actual incidents. The Annex will be revised every four years, at a minimum, to integrate new hazard information, established MOU/MOAs, changes in communities, and incorporate lessons learned from exercises or real incidents.

Revisions and updates should include:

1. Review of existing evacuation procedures for all identified hazards to ensure continued accuracy and validity;
2. Review of the availability of evacuation routes;
3. Incorporation of new MOUs/MOA and resources;
4. Determination of additional evacuation procedures;
5. Assurance that necessary training has been made available to all relevant departments/agencies.

Departments and agencies assigned responsibilities in this Annex are accountable for developing and maintaining SOPs which cover those responsibilities.

In addition, a Steering Committee should be established to work with the individual jurisdictions as they are developing or updating their specific evacuation plans to ensure all plans are consistent and can be coordinated during an evacuation effort.

Changes to this Annex shall be recorded in the Record of Changes table on the following page.

Record of Changes

Date	Page Number	Brief Description of Change	Changed By

Appendix A

Level III Evacuation Considerations

This appendix is intended to provide additional considerations that would be applicable during a Level III (catastrophic) evacuation effort. The National Response Plan defines a catastrophic event as any natural or manmade incident, including terrorism, which results in extraordinary levels of mass causalities, damage, or 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:

1. Food, water, restrooms, fuel, and shelter opportunities need to be available along evacuation routes.
2. Rest areas, truck weigh stations, welcome centers, and service plazas should be staffed with emergency personnel to provide information to evacuees en-route.
3. Tow trucks will need to be deployed along the evacuation routes to remove stalled or broken-down vehicles.
4. Refueling resources will need to be provided for vehicles that operate on gas, diesel, and compressed natural gas.
5. Mega shelters sites may need to be identified and staffed.
6. The OA EOC will need to coordinate with shelter sites outside the county including Riverside and Orange County. The Riverside American Red Cross has an approximate capacity to accommodate 25,000 people.
7. A large scale evacuation effort over a long distance may be very challenging given the transportation network of San Diego County.
8. Under Emergency Support Function -6: Mass Care, Housing, and Human Services, American Red Cross and FEMA are to assist evacuees and people with special needs. The National Response Plan also refers to the use of the National Disaster Medical System, which can be activated by the Department of Homeland Security to assist in medial response and patient evacuations beyond care provided under Emergency Support Function -6.
9. Under the National Response Plan, a catastrophic incident engenders 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.

10. FEMA maintains pre-positioned caches of disaster supplies throughout the western United States.
11. In the event of a catastrophic incident in the San Diego County, FEMA will assign representatives with the authority to commit federal resources to the County and arrange the logistics of federal shipments.
12. 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.
13. 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.
    A. In a catastrophic incident, FEMA will deliver resources and transfer them to state control at any of the following locations:
    B. - Directly where the resources are needed;
    C. - Incident Command Post in a local jurisdiction;
    D. - Point of Distribution;
    E. - State staging area;
    F. - Federal Operational Staging Area; or
    G. - Mobilization Center.
14. Federal personnel provide warehousing, transportation, and other labor whenever resources remain under the management of the Federal Government.
15. 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 federal support from the Federal Government.
16. FEMA is responsible for restocking Mobilization Centers and Federal Operational Staging Areas to a 1 to 3-day supply level.
17. FEMA validates the eligibility of and prioritizes requests from the State Government.
18. FEMA mission tasks the Department of Transportation to activate the National Transportation Contract as part of Emergency Support Function #1 – Transportation.
19. FEMA mission tasks the U.S. Army Corps of Engineers to support requests for ice, water, and emergency power under Emergency Support Function #3 – Public Works and Engineering.
20. Under the National Response Plan and at FEMA’s direction, the U.S. Army Corps of Engineers may provide local and State Government with the following direct federal assistance:
    A. Supplies of bottled or bulk potable water;
    B. Supplies of packaged ice;

C. Transportation of purchased commodities to one or more staging and/or distribution sites, including moving from staging sites to Points of Distribution;

D. Loading and unloading of trailers and reefers;

E. Storing of purchased or government-furnished commodities at staging sites outside of affected areas or Points of Distribution in affected areas;

F. Managing commodity contracts to execute assigned mission.

21. The Department of Homeland Security and Health and Human Services Agency 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.
22. The SNS, which is strategically located in caches throughout the country, are staged for shipping to a disaster area within 12 hours of notification.
23. 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.
24. Health and Human Services transfers authority for the SNS assets to state and local authorities once they arrive at a designated state receiving and storage site.

Appendix B

Instructions on Sheltering-In-Place

- Close and lock all windows and exterior doors.
- If you are told there is danger of explosion, close the window shades, blinds, or curtains.
- Turn off all fans, heating and air conditioning systems.
- Close the fireplace damper.
- Get your disaster supplies kit and make sure the radio is working.
- Go to an interior room without windows that is above ground level. In the case of a chemical threat, an above-ground location is preferable because some chemicals are heavier than air, and may seep into basements even if the windows are closed.
- Bring your pets with you, and be sure to bring additional food and water supplies for them.
- It is ideal to have a hard-wired telephone in the room you select. Call your emergency contact and have the phone available if you need to report a life-threatening condition. Cellular telephone equipment may be overwhelmed or damaged during an emergency.
- Use duct tape and plastic sheeting (heavier than food wrap) to seal all cracks around the door and any vents into the room.
- Keep listening to your radio or television until you are told all is safe or you are told to evacuate. Local officials may call for evacuation in specific areas at greatest risk in your community.

Appendix C

Suggested Items to Take During an Evacuation

San Diego County OES provides the following list of suggested items that the public should take with them during an evacuation:

Cash and Credit Cards
Important Documents

- Social Security Cards
- Drivers License
- Passport
- Medical Records
- Insurance Information
- Deeds
- Titles
- Most Recent Tax Returns

Names, Addresses, and Telephone Numbers of Doctors And Pharmacists
Change of Clothing for each Family Member

Personal Hygiene Items

- Toothbrush and Toothpaste
- Shampoo
- Lotion
- Soap
- Deodorant
- Kleenex
- Essential medicines and eyeglasses
- Feminine hygiene supplies
- Other personal hygiene supplies (based on individual needs)

Family Photos

Baby Items

- Diapers
- Formula
- Food
- Change of Clothing

Special Needs Items

- Wheelchair
- Medications
- Canes

Pet Care Items

- Identification
- Immunizations
- Carrier or Cage
- Muzzle or Leash
- Food

Appendix D

Roadway Capacities

Roadway	AM Peak Capacity (vph)
30TH	3,100
ALTA	950
BALBOA	3,004
BARHAM	4,010
BEAR VALLEY	2,538
BIRCH	1,872
BLACK MOUNTAIN	3,300
BROADWAY	3,254
CAM DEL NORTE	2,356
CAM DEL RIO WEST	5,100
CAMINO SANTA FE	2,300
CAMINO SUR	5,100
CAMPO	950
CARMEL MTN	3,760
CLAIREMONT MESA	3,202
DEL MAR HEIGHTS	2,808
EASTLAKE PKWY	5,100
EL CAMINO REAL	5,100
ENCINITAS	3,300
ENCINITAS	3,300
FAIRMOUNT	3,300
FLETCHER	3,868
FRIARS	2,950
GENESEE	1,654
H	5,100
HUNTE	5,100
I-15 HOV SB	3,200
I-15 NB	8,800
I-15 SB	4,400
I-5 HOV NB	1,600
I-5 NB	7,600
I-5 SB	7,600
I-8 EB	4,000
I-8 WB	4,000
I-805 HOV NB	1,600
I-805 NB	8,400
LA JOLLA PARKWAY	1,908
LA JOLLA VILLAGE	3,618
LA MEDIA	3,362
LAKE JENNINGS PARK	3,100

Roadway	AM Peak Capacity (vph)
LAS POSAS	3,760
LINCOLN	2,050
LOS COCHES	5,100
MANCHESTER	4,900
MAPLEVIEW	1,000
MELROSE	3,300
MIRA MESA	2,356
MIRAMAR	5,100
MISSION	3,760
MISSION GORGE	3,100
NAVAJO	1,906
NEW PROCTOR VALLEY	5,100
NOBEL	5,100
NORTH HARBOR	4,786
NORTH TORREY PINES	3,274
OCEANSIDE	5,100
OLIVENHAIN	1,906
OLYMPIC PARKWAY	5,100
ORANGE	5,100
OTAY LAKES	4,928
OTAY MESA	6,900
OTAY VALLEY	5,100
PACIFIC	4,786
PACIFIC NB	4,900
PALA	950
PALM	2,950
PALOMAR AIRPORT	1,400
PASEO DE LAS AMERICA	3,100
PASEO RANCHERO	5,100
PROCTOR VALLEY	2,000
RAMP	3,100
RANCHO SANTA FE	1,634
RIVERFORD	1,250
SABRE SPRINGS	2,300
SAN MARCOS	5,200
SCRIPPS POWAY	3,652
SEA WORLD	2,372
SIEMPRE VIVA	2,950
SILVER STRAND	2,412
SR-125 NB	3,452
SR-125 SB	5,700
SR-163 NB	3,600
SR-163 SB	3,600
SR-52 EB	4,000

Roadway	AM Peak Capacity (vph)
SR-52 WB	3,600
SR-54 EB	6,000
SR-54 HOV EB	1,600
SR-54 HOV WB	1,600
SR-54 WB	6,000
SR-56 EB	2,000
SR-56 WB	4,000
SR-67 NB	2,952
SR-67 SB	4,000
SR-75 HOV SB	1,600
SR-75 NB	4,000
SR-75 SB	6,000
SR-76 NEW	2,050
SR-78 EB	4,800
SR-78 WB	5,400
SR-905 EB	5,200
SR-905 WB	2,000
SR-94	950
SR-94 EB	6,000
SR-94 WB	4,000
SR905 EXPRESSWAY	3,100
SUNSET CLIFFS	1,656
SWEETWATER	3,024
TED WILLIAMS	2,156
TELEGRAPH CANYON	2,950
TORREY PINES	4,678
TWIN OAKS VALLEY	2,640
TWIN PEAKS	1,656
URBAN CENTER EAST	5,100
VALLEY	3,300
VALLEY CENTER	1,170
VIA RANCHO	3,038
WASHINGTON	3,300
WIEGHORST	1,420
WOODLAND	2,300

Appendix E

Acronyms and Abbreviations

Caltrans	California Department of Transportation
CERT	Community Emergency Response Team
CHP	California Highway Patrol
EOC	Emergency Operations Center
FEMA	Federal Emergency Management Agency
GIS	Geographic Information Systems
MOA	Memorandum of Agreement
MOU	Memorandum of Understanding
MPH	Miles Per Hour
OA	Operational Area
OES	Office of Emergency Services
SDG&E	San Diego Gas and Electric
SOP	Standard Operating Procedures
VPH	Vehicles Per Hour

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

Operational Area Emergency Plan

ANNEX R

Operational Area Recovery Plan

October 2010

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UNIFIED SAN DIEGO COUNTY
EMERGENCY SERVICES ORGANIZATION
AND
COUNTY OF SAN DIEGO

OPERATIONAL AREA RECOVERY PLAN

April 18, 2007

Prepared by: URS Corporation
Job Number: 27656124.00100

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1 INTRODUCTION

1.1 Overview

Recovery operations include the development, coordination, and execution of service- and site-restoration plans for impacted communities, as well as the reconstitution of government operations and services. Reconstitution of government operations and services can be accomplished through individual, private-sector, nongovernmental, and public assistance programs that identify needs and define resources, provide housing and promote restoration and address long-term care and treatment of affected persons. Moreover, recovery involves incident-related cost recuperation, identification and implementation of mitigation measures to reduce or eliminate effects of future incidents, as well as evaluation of lessons learned. Recovery operations should begin with or shortly after a disaster occurs and can be generally divided into two phases, Short-term and Long-term.

No single jurisdiction or agency has the capability and resources to address all disasters or major emergency situations. Therefore, the Unified San Diego County Emergency Services Organization (USDCESO) was established to provide and address disaster related problems on a regional basis. This "Operational Area Recovery Plan" (OA Recovery Plan) has been developed to provide guidance for the San Diego County Operational Area.

The OA Recovery Plan is incorporated by reference into the Operational Area Emergency Plan (OAEP) and is superseded by the OAEP if the plans conflict. The OA Recovery Plan defines responsibilities, establishes a recovery organization, defines lines of communications, and is designed to be part of the statewide Standardized Emergency Management System (SEMS) and compliant with the National Incident Management System (NIMS).

The "Operational Area" consists of the county and each of its political subdivisions including special districts. The "Operational Area Coordinator" (OAC) is elected by the Unified Disaster Council, and is currently the County's Chief Administrative Officer (CAO).

During multi-jurisdictional emergencies, each jurisdiction and special district is responsible for conducting and managing emergencies within its boundaries. The OAC serves as the primary focal point for coordination of mutual aid, assistance, and information between local jurisdictions and special districts.

Additional departmental Standard Operating Procedures (SOPs) are incorporated by reference into this plan and are listed below in Section 1.6, Authorities and References.

1.2 Purpose

The basic premise of the OA Recovery Plan is that planning undertaken in advance of a disaster can accelerate a post-disaster return to normalcy. The OA Recovery Plan describes a coordinated system for disaster recovery operations in disaster situations associated with natural disasters, technological incidents, terrorism and nuclear-related incidents. It delineates operational concepts relating to recovery, identifies components of the recovery organization, and describes the overall responsibilities intended to expedite public and private recovery. The OA Recovery Plan also identifies the sources of outside support that might be provided (through mutual aid and specific statutory authorities) by other jurisdictions, state and federal agencies and the private sector.

The OA Recovery Plan is designed to provide guidance to the County of San Diego and jurisdictions, agencies, organizations and businesses interacting with the County. Each jurisdiction and special district in the Operational Area must develop an individual recovery plan or recovery annex to complement existing Emergency Operations Plans (EOPs). The OA Recovery Plan should be used as a template and will support or supplement the recovery plans prepared and maintained by each local government.

1.3 Goals and Objectives

Operational Area recovery goals include the coordinated gathering and evaluation of damage assessment information; accurate estimation of the financial value of losses and recovery costs; quick application for state and federal disaster relief funds; timely restoration of community services and infrastructure to pre-disaster condition; and implementation of cost-effective and practicable mitigation measures.

The OA Recovery Plan establishes the following objectives for the Operational Area:

- Define and establish an Operational Area Damage Assessment Team for response to the San Diego County Operational Area that includes the Operational Area Emergency Operations Center (EOC), all City EOCs, and field survey/inspection teams.
- Determine the roles and responsibilities for all involved agencies.
- Outline the essential functions involved in full scale damage assessment reporting and recovery.

1.4 Planning Assumptions and Situations

The OA Recovery Plan is an all-hazards recovery plan for incidents of varying magnitude. The OA Recovery Plan incorporates lessons learned from response and recovery efforts within the San Diego Operational Area as well as best emergency management practices from around the nation.

Every disaster recovery plan has a foundation of assumptions on which the plan is based. The assumptions limit the circumstances that the plan addresses and the limits define the magnitude of the disaster the organization is preparing to address. The OA Recovery Plan addresses incidents of local, regional, state, and national significance, including Presidentially declared major disasters as defined in the Stafford Act.

The following assumptions were considered in developing the OA Recovery Plan:

- The geographical area of San Diego County is of sufficient size and is subject to a sufficient diversity of hazards, and is therefore unlikely to experience a major natural disaster which will cause the Operational Area to be completely destroyed.
- The geographical area of San Diego County is of sufficient size and is subject to a sufficient diversity of hazards so that natural disasters and man-made/terrorist incidents are likely to occur. The variable severity of the likely disaster requires the establishment of scalable, adaptable Recovery Operations.
- The geographical area of the State of California is of sufficient size and is subject to a sufficient diversity of hazards, therefore it is unlikely to experience a major natural disaster which will cause the State to be completely destroyed.
- A sufficient number of trained staff will be available to and capable of performing the functions defined within the OA Recovery Plan.
- Surface transportation in the Operational Area will be possible, or necessary long distance and local communications lines will be available.
- Although the OA Recovery Plan is designed for the worst case scenario, inherent in the plan strategy is the ability to recover from any disaster that does not overwhelm federal resources.

The Federal Government is currently evaluating its response and recovery activities following Hurricanes Katrina and Rita (2005) and this evaluation may lead to changes in federal guidance regarding response and recovery planning for catastrophic incidents. The OA Recovery Plan will be revised as appropriate when and if additional guidance is provided.

1.5 Plan Organization

The OA Recovery Plan is organized into sections, appendices and attachments that provide an organized overview of all aspects of recovery. It is intended to be used prior to an emergency to familiarize staff with response operations as well as during short and long-term recovery operations. Brief descriptions of the contents of each section, appendix and attachment are below.

- Introduction: Brief description of recovery operations, plan purpose, goals and objectives, planning assumptions, plan organization, and authorities and references.

- Concept of Operations: Provides information on response, and short and long-term operations as well as plan activation and termination.

- Organization: Describes the levels of emergency response according to SEMS and establishes the organization of response, short-term, and long-term recovery operations.

- Roles and Responsibilities: Defines roles and responsibilities for all participants in short and long-term recovery operations.

- Operations Functions: Provides information on short-term and long-term recovery operations functions, including: Resumption of Government Operations; Damage Assessment; Contracting; Documentation and Cost Recovery; Debris Removal and Management; Assistance Centers; Individual Assistance; Public Assistance; Re-Entry; and Hazard Mitigation.

- After-Action Reporting: Describes elements and protocol for completing after-action reports per SEMS regulations.

- Plan Maintenance, Training and Exercises: Explains the need and procedure for updates to the OA Recovery Plan and outlines a training and exercise program for management and staff.

- Appendices: The Plan includes nine (9) appendices and one (1) attachment to aid readers and facilitate implementation:

    - Definitions (Appendix A)
    - Damage Assessment Categories (Appendix B)
    - Acronyms/Abbreviations (Appendix C)
    - Forms (Appendix D)
    - Recovery Programs Matrices (Appendix E)
    - Public Assistance Functional Annex (Appendix F)
    - County of San Diego Re-Entry Protocol (Appendix G)
    - ESF Descriptions (Appendix H)
    - Disaster Debris Recycling and Handling Plan (Appendix I)
    - Disaster Specific Checklists (Attachment 1)

1.6 Authorities and References

The following Authorities and References related to this plan are organized alphabetically by title. All Authorities and References listed below are on file at the San Diego County Office of Emergency Services (OES). Also on file are other agreements with voluntary organizations and other governmental and private organizations.

1.6.1 Federal

Applicant Handbook (FEMA 323). Department of Homeland Security, Federal Emergency Management Agency.

Audit Tips for Managing Disaster-Related Projects. Department of Homeland Security Office of Inspector General.

Debris Management Guide (FEMA 322). Department of Homeland Security, Federal Emergency Management Agency.

Help After a Disaster - Applicant's Guide to the Individuals and Households Program. Department of Homeland Security, Federal Emergency Management Agency, August 2005.

Incident Command System, Field Operations Guide, ICS 420-1.

Public Assistance Guide (FEMA 322). Department of Homeland Security, Federal Emergency Management Agency, October 1999.

Public Assistance Policy Digest (FEMA 321). Department of Homeland Security, Federal Emergency Management Agency, October 2001.

Robert T. Stafford Disaster Relief and Emergency Assistance Act, as amended by Public Law 93-288, June, 2006

1.6.2 State

Article 9, Emergency Services, Section 8605 of the Government Code, Operational Areas.

California Coroners Mutual Aid Plan.

California Emergency Plan (May, 1998) and sub-plans.

California Emergency Services Act, Chapter 7 of Division 1 of Title 2 of the Government Code.

California Fire and Rescue Emergency Plan.

California Law Enforcement Mutual Aid Plan.

California Master Mutual Aid Agreement.

Disaster Debris Plan. California Integrated Waste Management Board.

Emergency Management in California. Governor's Office of Emergency Services, October 2003.

Governor's Orders and Regulations for a War Emergency, 1971.

Petris (SEMS) SB 1841 Chapter 1069 - Amendments to the Government Code, Article 7, California Emergency Services Act.

1.6.3 County

County of San Diego Emergency Services Ordinance No. 8183, dated December 15, 1992.

County of San Diego Re-Entry Protocol. County of San Diego Office of Emergency Services. September 2004.

County of San Diego Resolution adopting the California Master Mutual Agreement, December 11, 1950.

Disaster Debris Recycling and Handling - DRAFT. County of San Diego Department of Public Works, June 2006.

Emergency Response and Damage/Safety Assessment – Standard Operating Procedures. County of San Diego Department of Planning and Land Use. July 2006.

Model Disaster Preparedness and Response Plan of the San Diego Chapter of the International Conference of Building Officials, 1991.

Multi-Jurisdictional Hazard Mitigation Plan, San Diego County, CA. County of San Diego Office of Emergency Services and the Unified Disaster Council, March 2004.

Operational Area Emergency Plan, Unified San Diego County Emergency Services Organization Operational Area Emergency Plan, Interim Draft, December 2005.

Public Works Mutual Aid Plan.

San Diego County Animal Control Mutual Aid Agreement.

San Diego County Mutual Aid Agreement for Fire Departments.

San Diego County Multi-Jurisdictional Hazard Mitigation Plan, March 2004.

Unified San Diego County Emergency Services Organization, Fifth Amended Emergency Services Agreement, 2005.

2 CONCEPT OF OPERATIONS

2.1 Overview

The various functions which constitute recovery operations occur on the continuum of Response, Short-term Recovery and Long-term Recovery Operations. The functions and their location in the continuum are provided in Section 5, Operations Functions.

2.2 Relationship to Response Operations

Response operations provide the foundation of the San Diego OA Recovery Plan. Recovery operations typically begin concurrently with or shortly after commencement of response operations. For example, cost recovery and resource demobilization are recovery functions that begin during the response phase as costs are incurred and resources are mobilized.

In recognition of recovery's close relationship to response, the Operational Area will staff the position of Recovery Coordinator as a member of the Operational Area EOC staff to coordinate recovery activities from the Operational Area EOC during the incident response phase. Depending on the nature, type and severity of the disaster, the Recovery Coordinator may expand the Recovery Organization and may have additional branches and units established under it during the response phase.

Under the Operational Area EOC's SOPs, an Initial Damage Estimate (IDE) is developed during the emergency response phase to support a request for a gubernatorial proclamation and for the State to request a presidential declaration. During the recovery phase, this assessment is refined to a more detailed level. This detailed damage/safety assessment will be needed to apply for various State and Federal disaster financial assistance programs.

Short-term recovery operations may continue to be coordinated from the Operational Area EOC after the response phase is over, if required. Under the San Diego OAEP, termination of the emergency's response phase is concurrent with the deactivation of the Operational Area EOC; however, continued coordination from the response phase into the recovery phase is necessary to identify high priority areas for resumption of utilities, liability concerns, financing, and recovery ordinances.

2.3 Short-term Recovery Operations

Short-term recovery operations include all agencies and jurisdictions participating in the Operational Area's disaster response. Activities are generally coordinated from within the EOC and recovery activities begin during the response phase of the emergency.

The key objectives of short-term recovery operations are to restore shelter, jobs, services and facilities quickly and efficiently. These operations include:

- Utility restoration;
- Expanded social, medical and mental health services;
- Re-establishment of government operations;
- Transportation route restoration;
- Debris removal and clean-up operations;
- Building safety inspections; and
- Abatement and demolition of hazardous structures.

Emergency actions may be taken to address specific conditions such as:

- Suspension of evictions;
- Request utilities to provide bill relief;
- Waiver of permit fees for damage repairs;
- Need for temporary housing and business space; and
- Change or alter traffic patterns.

Short-term recovery operations for the Operational Area will transition into long-term recovery operations at the direction of the Operational Area EOC Director. If the EOC is not activated at the time of transition, the Director of the County OES will make the determination to transition. At the local government level, the jurisdiction's Director of Emergency Services or similar position shall make the determination.

Under most circumstances, the transition from short to long-term recovery operations will occur within 90 days of the termination of the emergency or close of the incident period. The 90-day time period is intended only as a guide. Transition to long-term recovery operations may occur at any time within or after the 90-day period, depending on the severity of the emergency and the effectiveness of the coordinated local, State and/or Federal response.

2.4 Long-term Recovery Operations

The primary goal of long-term recovery operations is to rebuild safely and wisely, reducing future hazards and optimizing community improvements. The major objectives of these operations include:

- Reconstructed public facilities
- Coordinated delivery of long-term social and health services;
- Improved land use planning and implementation;

- An improved EOP;
- Re-establishment of the local economy to pre-disaster levels;
- Recovery of disaster-related costs; and
- Effective integration of mitigation strategies into recovery planning and operations.

Hazard mitigation actions will be coordinated and employed in all activities by all jurisdictions in order to ensure a maximum reduction of vulnerability to future disasters. Each affected jurisdiction is responsible for their own approach to mitigation, which could include zoning variances, building codes changes, plan reviews, seismic safety elements, and other land use planning techniques.

Local jurisdictions and special districts within the Operational Area will strive to restore essential facilities through repair, reconstruction, improvement or mitigation during long-term recovery operations. Redevelopment agencies within the Operational Area will play a vital role in rebuilding commercial areas. Jurisdictions and special districts will also continue to assist individual citizens and private businesses through long-term recovery operations with continued provision of local services and information regarding State and Federal assistance programs.

The County OES/EOC Director may appoint a Recovery Manager to lead long-term recovery operations. The newly appointed Recovery Manager will perform his or her duties through County OES under the direction of the OES/EOC Director and will direct long-term recovery activities in the unincorporated areas; while acting as a central resource for recovery activities in the incorporated jurisdictions. Local jurisdictions and special districts may or may not designate a new position title to manage long-term recovery functions.

2.5 Plan Activation and Termination

Emergency operations are generally activated in three levels based on the severity and scope of the incident and the availability of resources. Integral to response and recovery operations, the damage assessment function is involved in all of the levels as listed on the following page:

LEVEL I -
- The Operational Area EOC may or may not be activated.
- Damage assessments will be required.

LEVEL II -
- The Operational Area EOC will be activated.
- Field survey and inspection teams may be activated.
- Damage assessments will be required.
- Recovery phases will be initiated.

LEVEL III-
- The Operational Area EOC will be fully activated.
- Field survey and inspection teams will be fully activated.
- Damage assessments will be required.
- Full recovery phase will be initiated.

Activation and termination of this plan shall be at the direction of (1) the CAO in that capacity, or as the Operational Area Coordinator of USDCESO; (2) a designated Assistant CAO/Deputy CAO; or (3) the Director of County OES or designated representative.

3 ORGANIZATION

3.1 Recovery System Overview

The designated levels for response and recovery are organized according to the SEMS. Figure 3.1 depicts the organization of the levels.

Field: The field level is where recovery personnel and resources, under command of an appropriate authority, carry out recovery activities.

Local Jurisdiction: Local jurisdictions include cities, counties, and special districts. Local jurisdictions manage and coordinate recovery activities within their jurisdiction.

Operational Area: The Operational Area is defined as an intermediate level of the State emergency services organization consisting of all political subdivisions within San Diego County. The Operational Area is responsible for managing and/or coordinating information, resources, and priorities among local governments, and serves as the coordination and communication link between the local government level and regional level.

Region: Because of its size and geography, the State has been divided into six mutual aid regions. The regional level manages and coordinates information and resources among operational areas within the mutual aid region, and between the operational areas and the State level. The regional level also, along with the State level, coordinates overall State agency support for recovery activities within the region.

State: The State level manages State resources in response to the needs of the other levels, manages and coordinates mutual aid among the regions and between the regional level and State level. The State level acts as the provider of coordination and the communication link with the Federal disaster recovery system.

Federal: Federal resources supplements all local resources from the State to field operations. This task is filled by the Federal Emergency Management Agency (FEMA) in implementing the Individual and Public Assistance programs in declared major disasters.

3.2 Operational Area Overview

The organization of these phases is developed using a maximum impact event. Transition between Response, Short-Term and Long-Term organizations will be signaled by the Director of County OES or EOC Director. Generally, the EOC Director, Recovery Coordinator or Manager will only activate a few of the positions, units and branches. Responsibilities of positions, units and branches not activated are assumed by the next position up the organization.

3.2.1 Response Organization

Depending on the type, nature and severity of the disaster, the Director of County OES may appoint a Recovery Coordinator early in the response phase to begin planning and coordinating recovery efforts. The Recovery Coordinator will be assigned to the Operational Area EOC Policy Group Support. If the EOC is not activated, the Recovery Coordinator will be assigned to the staff of Director of County OES staff. The response organizational chart is depicted in Figure 3.2.

3.2.2 Short-Term Recovery Organization

Short-term recovery operations for the County of San Diego will be coordinated by a Recovery Coordinator under the direction of the Operational Area EOC Director. If the EOC is not activated, the Recovery Coordinator will be supervised by the Director of County OES. The short-term recovery organization is depicted in Figure 3.3.

3.2.3 Long-Term Recovery Organization

Depending on the type, nature and severity of the disaster, the Director of County OES may appoint a Recovery Manager to manage long-term recovery activities after the response and short-term recovery phases have ended. The Recovery Manager will work under the direction of the Operational Area EOC Director. If the EOC has been deactivated, the Recovery Manager will be supervised by the Director of County OES. The long-term recovery organization is depicted in Figure 3.4.

Figure 3.1
SEMS Levels

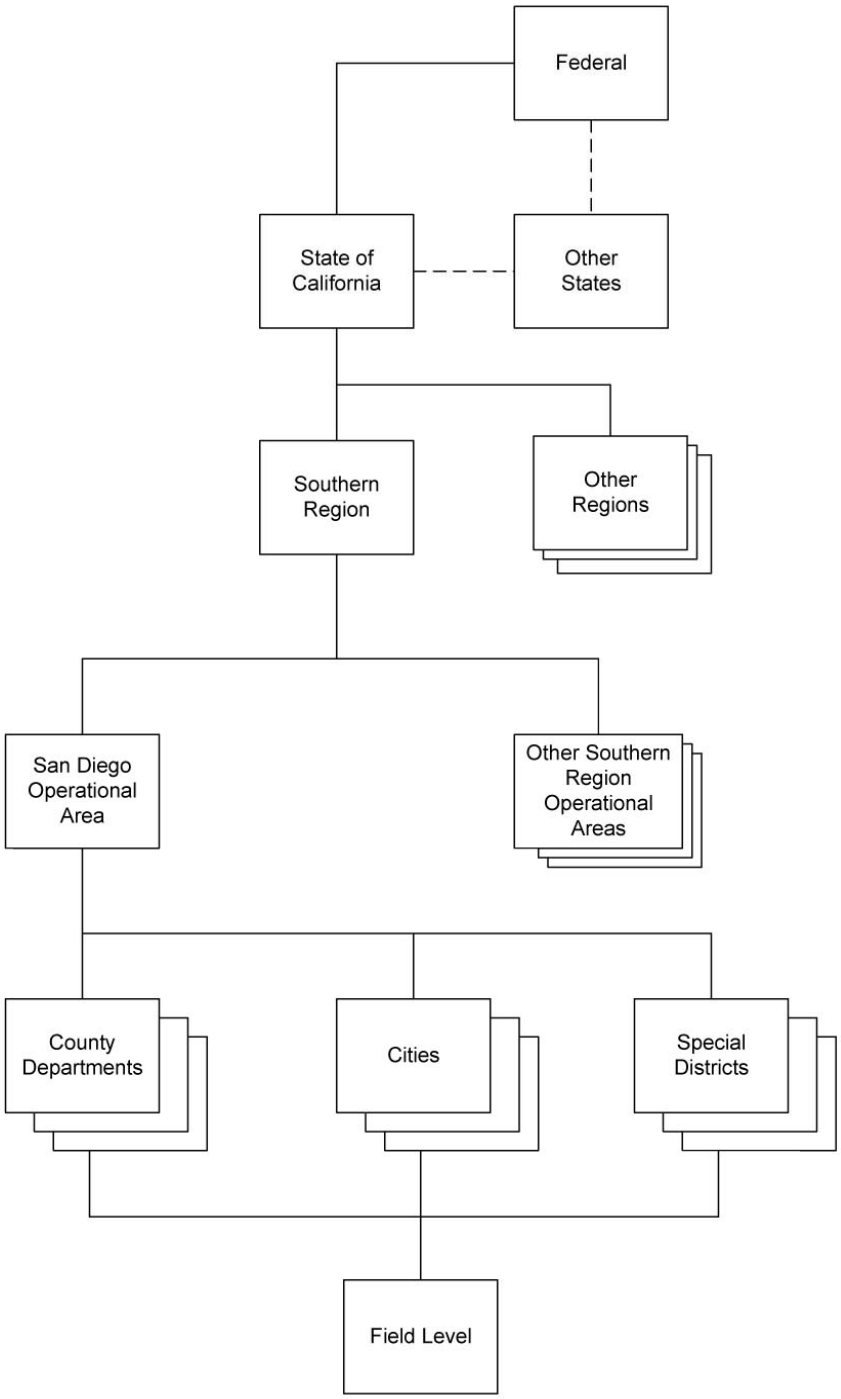


Figure 3.2
Response Organization

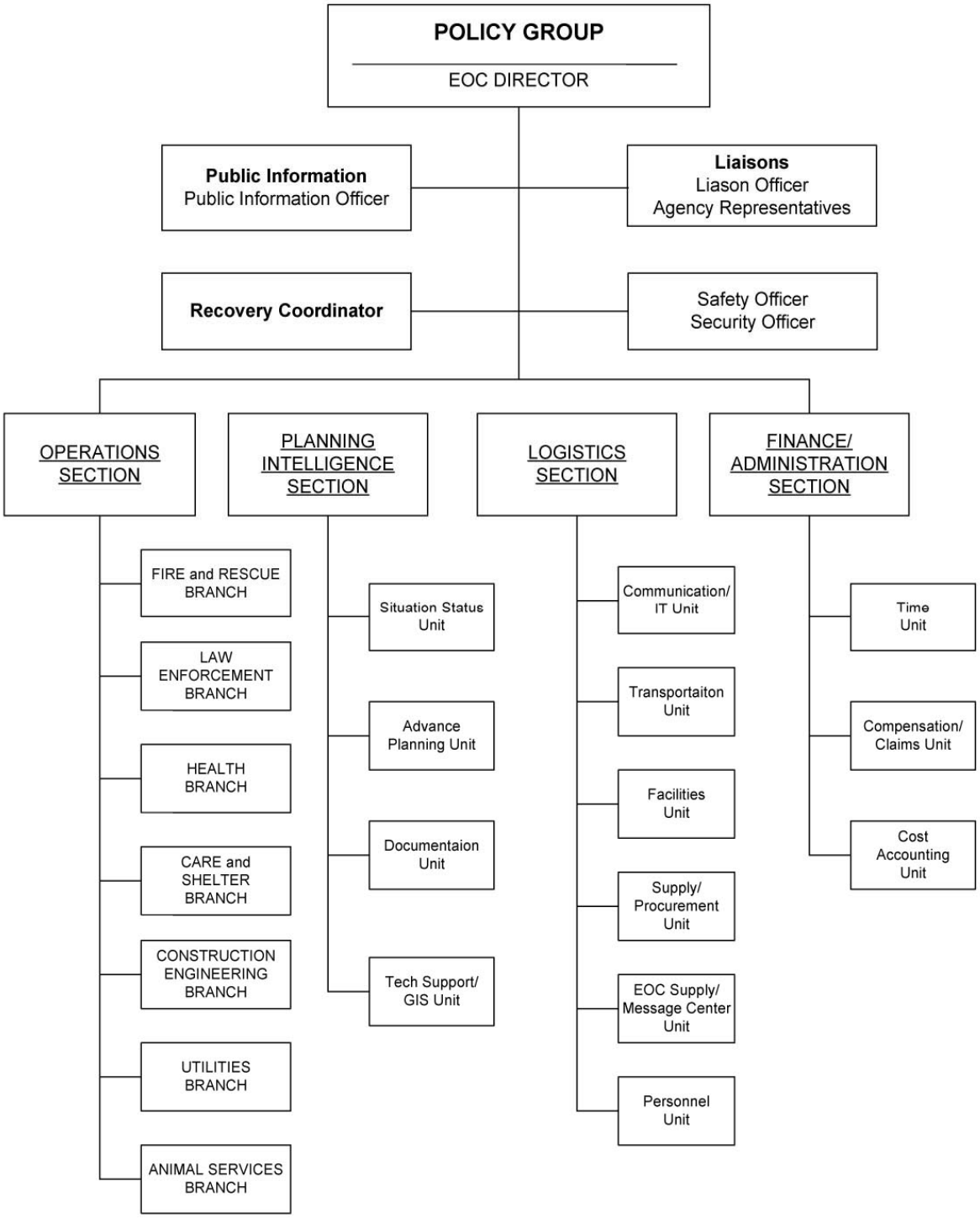


Figure 3.3
Short-Term Recovery Organization

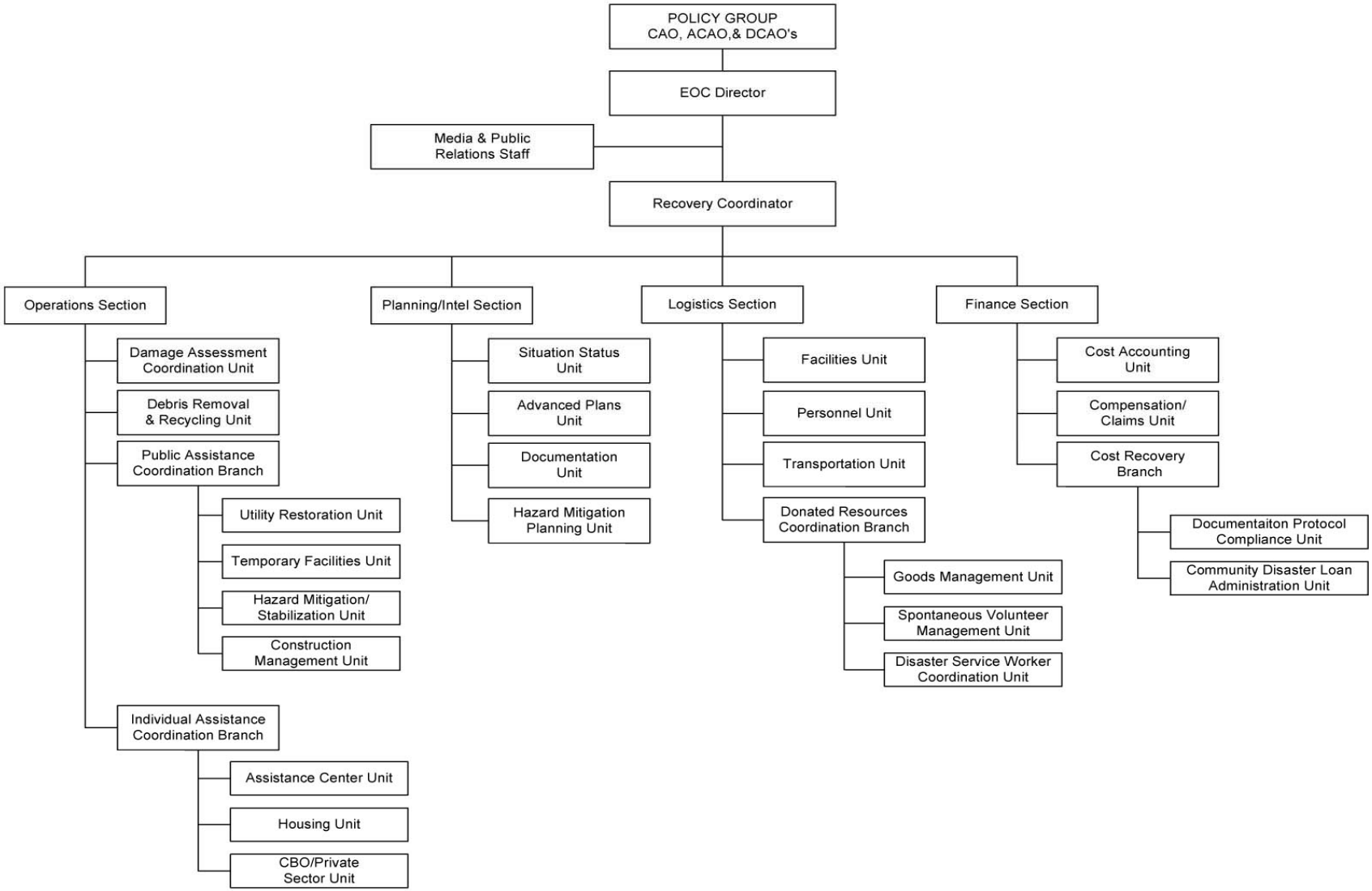
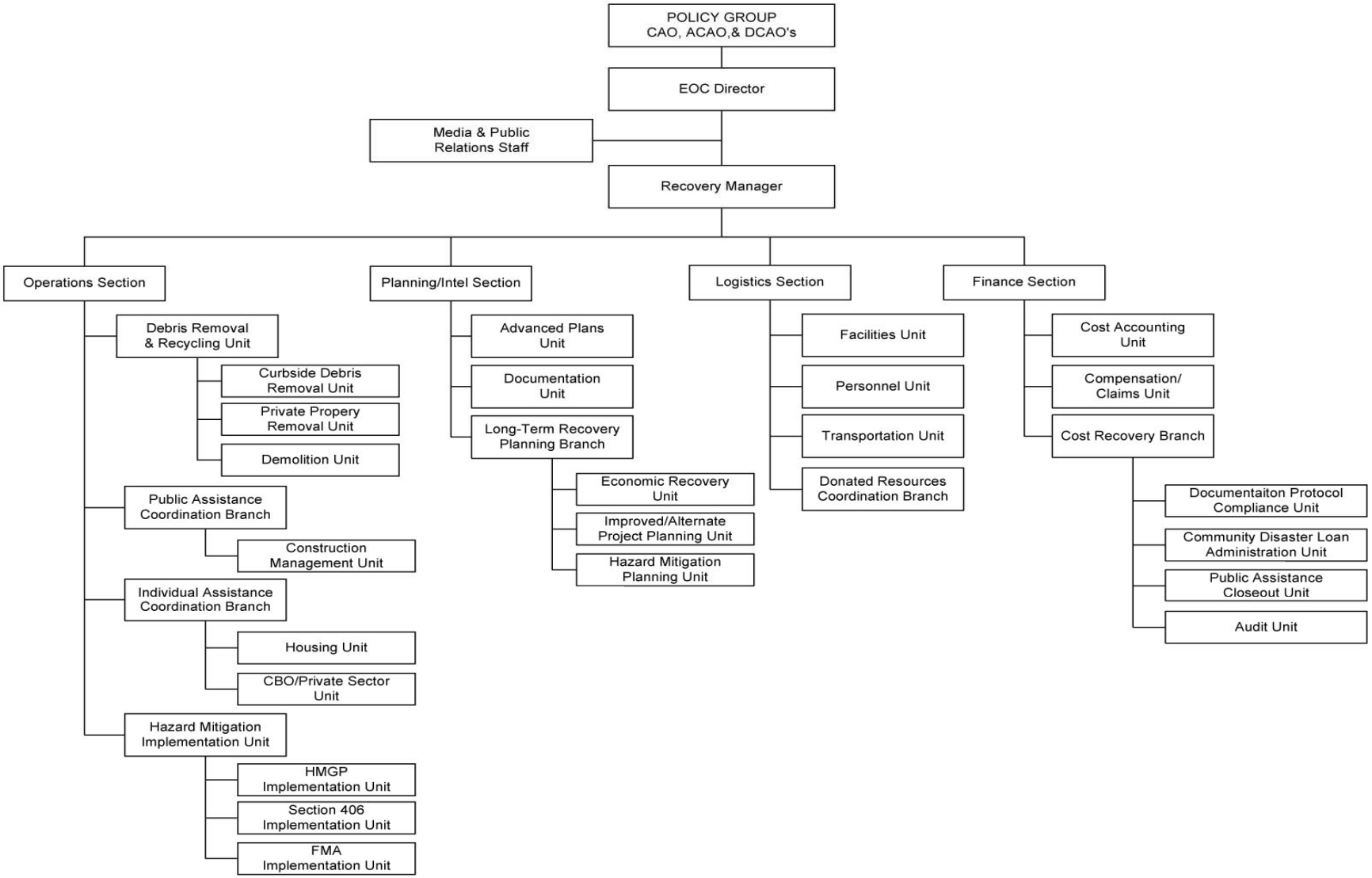


Figure 3.4
Long-Term Recovery Organization



4 ROLES AND RESPONSIBILITIES

4.1 Overview

The responsibilities of each County department are provided as Table 4.1 and detailed below.

4.2 All Affected Organizations

Every member of a recovery operations organization is responsible for documenting and reporting possible mitigation actions. Recovery issues involving other jurisdictions and/or special districts will be coordinated and managed between the County, the jurisdictions/districts or their designated representatives. All county departments may need to take responsibility for certain functions throughout the recovery process. All local jurisdictions and county departments should:

- Maintain SOPs and functional checklists, to include automatic response of designated personnel to either the EOC, field survey, or recovery phase assignments.
- Train personnel and alternates.
- Complete initial status reports and forward to appropriate EOC(s).

4.3 County of San Diego

The County of San Diego is the lead agency within the Operational Area with the responsibility to manage and/or coordinate information, resources, and priorities among local governments. The County also serves as the coordination and communication link between Operational Area jurisdictions, special districts and the Southern Region. The role of the County as the Operational Area lead agency does not change the coordination of discipline-specific resources such as fire, law, and medical, through their established mutual aid systems.

County OES is the administrator for the Operational Area and provides the OAC, responsible for day-to-day needs of the operational area.

The roles and responsibilities for the County of San Diego, its departments and agencies differ for the incorporated and unincorporated areas of the County. Unless otherwise specified below, the various County departments will <u>coordinate</u> recovery activities for the incorporated areas and <u>direct and conduct</u> recovery operations for the unincorporated areas as listed below.

4.3.1 Office of Emergency Services

- Responsible for the development, maintenance and testing of the OA Recovery Plan
- Directs and coordinates recovery activities.
- Provides support to the Operational Area Damage Assessment Team.
- Reports situation and damage to State OES.
- Coordinates and maintains files of all initial assessment reports.
- Coordinates and maintains all records during the recovery phases, along with the Auditor and Controller's Office.
- Coordinates the development of after-action reports.

4.3.2 Auditor and Controller's Department

- Coordinates with OES to develop cost accounting and documentation maintenance procedures and processes.
- Develops an audit trail for Auditor and Controller manual expenditures incurred during the recovery phase.
- Performs emergency warrant issuance activities.
- Coordinates and monitors FEMA documentation processes for eligible expenditures.
- Executes FEMA filing(s).
- Works with CTO to re-establish County financial systems.
- Continues to administer County payroll.
- Continues to Perform County accounts payable function.

4.3.3 Assessor's Office

- Coordinates the dollar estimates for damage assessment as part of the Operational Area Damage Assessment Team, in the EOC.
- Follows up on field reports in order to provide tax exemptions to owners of damaged private property.

4.3.4 Department of Environmental Health

- DEH Solid Waste Local Enforcement Agency assists with temporary and permanent solid waste facility permits for facilities in all jurisdictions except the City of San Diego.
- Evaluate County facilities for re-occupancy after an emergency, including ventilation systems.

- Perform health hazard evaluations and provide recommendations to Departments regarding disaster-related issues (including asbestos, lead, mold, etc).
- Conduct disaster-related health and safety training to include technical assistance to Departments on respiratory protection, fit tests and training and laws (CHD).
- Evaluate confined spaces.
- Assist Departments in establishing effective health and safety programs (bloodborne pathogens, hearing conservation, etc).
- Provide advice to County Departments on hazardous waste management.
- EPI Outbreak Surveillance.
- Expedite plan review for damaged subsurface disposal systems, drinking and monitoring wells.
- Coordinate the sampling and posting of signs warning of contaminated water at beaches when bacteria levels in monitoring results exceed State standards.
- DOC functions

4.3.5 Department of General Services

- Inspects and reports on the status of communications sites and regional/county facilities.
- Responsible for Cost Recovery Documentation of Field Response/Repairs and Estimates.
- Provides support to OES for the set up of Assistance Centers (Local, Family and Disaster) if located in County owned facilities or in the unincorporated areas.
- Provides generators for County owned facilities.

4.3.6 Fleet Management

The Fleet Management division of the General Services Department is responsible for maintaining a record of all county equipment. This record must be provided in a written format and will be used by the State and Federal inspectors when completing the equipment record portion of the Project Worksheets (PWs). This record is to include:

- Shop number of equipment (e.g. F11, S40 or SD)
- Description of equipment (e.g. 5 ton dump truck)
- Horsepower of equipment
- Jurisdictional hourly rate for equipment
- Breakdown of how the jurisdictional hourly rate was calculated

4.3.7 Department of Housing and Community Development

- Serves over 10,000 residents currently receiving federal housing assistance.
- Administers federal disaster housing assistance for victims.
- Serves Section 8 Rental Assistance applicants currently on the program or Tenant Based Rental Assistance participants.
- Coordinates with the Federal Department of Housing and Urban Development (HUD).

4.3.8 Department of Planning and Land Use

- Coordinates the Damage Assessment Team to include the field survey teams.
- Reports on behalf of the Operational Area Damage Assessment Team, in the EOC, during the recovery phase.
- Liaisons with International Conference of Building Officials (ICBO).

4.3.9 Department of Public Works

- Inspects and reports on county roads.
- Inspects and reports on drainage/flood control facilities.
- Inspects and reports on County water and wastewater facilities and other county facilities.
- At the direction of law enforcement, opens and closes county roads.
- Directs debris removal and recycling in the unincorporated areas.

4.3.10 Sheriff's Department

- Provides initial field situation reports and updates from field units and Aerial Support to Regional Enforcement Agencies (ASTREA).
- Maintains perimeter security and patrols recovery activities events.

4.3.11 Department of Parks and Recreation

- Department of Parks and Recreation (DPR) 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.

- Damage Assessment: document damage (photos), compile lists of assets burned, and immediately begin BMPs for erosion control. When it is safe, DPR will deploy DPR Damage Assessment Teams to burned areas.

4.3.12 Department of Child Support Services

- Child Support checks are sent to the nearest open post office, and the Custodial Parent can pick up their check at the same time they pick up their other mail.
- For those that have issues getting their check (the check was destroyed, etc.), they can go to a Local Assistance Center (LAC) or Disaster Recovery Center, and a DCSS representative can cancel the original un-cashed warrant. The DCSS representative can have a new check issued to either a new address provided by the custodial parent, or could have the check available at the LAC when it is printed, a couple of days later.
- DCSS will need access to the statewide DCSS system (ARS) at the LAC, or they will need someone at DCSS to research the status of the individual accounts as customers come in.
- There are approximately 20,000 people that receive Child Support checks inside San Diego County each month.

4.4 Local Jurisdictions

Each incorporated jurisdiction is responsible for developing a recovery plan or annex. The adopted document should support the performance of all functions, roles and responsibilities not provided by the County, utilities, non-profit and community based organizations (CBOs) or the State and Federal Government. Within each jurisdiction, the following responsibilities shall be assigned to an existing position or a new position shall be established to provide:

4.4.1 Response Phase Coordination (Generally the EOC Director)

- File a Request for Public Assistance (RPA) with the State OES.
- Submit a list of damage sites (Exhibit “B”) to State OES and update the list as necessary.
- Assist the Recovery Manager as necessary.
- Attend State FEMA Applicant’s Briefing.
- Coordinate with the County Recovery Coordinator/Manager.

4.4.2 Recovery Manager

It is expected that the Director of Emergency Services of each jurisdiction will assign a Recovery Manager to oversee the disaster recovery process. The Recovery Manager will be assigned from the Department having the greatest degree of involvement, expenditure or damage. For example, a flood emergency will most likely result in a representative from the Public Works being appointed, while a civil unrest emergency will most likely result in a Recovery Manager being appointed from the Law Enforcement agency. Responsibilities of the Recovery Manager are as follows:

- Serve as the liaison between jurisdictions/agencies and all State and Federal disaster recovery agencies;
- Ensure all documentation gathered by each department on expenditures and damage is in the proper format for review by the State and Federal inspectors;
- Coordinate with the Departmental Point of Contact concerning site inspections by the State and Federal disaster recovery inspectors;
- Review all PWs prepared by the State and Federal inspectors for accuracy; either concurring with their recommendations or generating a letter of non-concurrence;
- Maintain accurate records of project sites, including copies of the Project Worksheets, applicable photographs and other documentation;
- Archive all disaster recovery files with the appropriate jurisdictional agent following the conclusion of the disaster period; and
- Manage the State or Federal single audit of the disaster.

4.4.3 Departmental Point of Contact

Each department within the jurisdiction that has expended funds or suffered damage will identify a single point of contact for recovery operations. The name, title, work phone number and home phone number of this point of contact will be provided, in writing, to the Recovery Coordinator/Manager within 24 hours of activation of the Operational Area Recovery Plan (OA Recovery Plan). The responsibilities of the departmental point of contact are as follows:

- Gather information for their department concerning damage and/or expenditures;
- Answer questions regarding departmental damage and/or expenditures;
- Coordinate with the Recovery Manager for damage site visitations by State, Federal or private sector organizations (e.g. Red Cross); and,
- Ensure appropriate documentation on each damage site or expenditure is gathered and submitted to the Recovery Manager.

4.4.4 Finance Division

For each emergency, the responsible official will appoint a departmental point of contact from the finance division/department who will be responsible for the following jurisdiction-wide activities:

- When requested, provide copies of all financial documents or reports (pay sheets, checks, etc.) regarding damage and expenditures to the Departmental Point of Contact or Recovery Manager;
- Generate necessary financial reports such as payroll records; and,
- Assist the Recovery Manager with the State or Federal audit.

4.5 Utilities

4.5.1 San Diego Gas and Electric (SEMPRA)

The utility shall prepare an emergency response plan setting forth anticipated responses to emergencies and major outages. The plan will help assure the utility is best able to protect life and property during an emergency or major outage and communicate the scope and expected duration of an outage. The plan shall include the following elements:

4.5.1.1 Internal Coordination

- The plan shall describe the utility's internal coordination function, including how the utility will gather, process, and disseminate information within the service area, set priorities, allocate resources and coordinate activities to restore service. The utility will coordinate internal activities in an emergency operations center or use some other arrangement suitable for the purposes of internal coordination.

4.5.1.2 Media Coordination

- The plan shall address the utility's provision of timely and complete information available to the media before, during and immediately after a major outage. Such information shall include estimated restoration times and a description of potential safety hazards if they exist.
- The communications strategy shall describe how the utility will provide information to customers by way of its call center and other communications media before, during and immediately following a major outage. The strategy shall anticipate the use of radio, television, newspapers, mail and electronic communications media.

4.5.1.3 External and Government Coordination

- The plan shall address the utility's efforts to coordinate emergency activities with appropriate state and local government agencies. The utility shall maintain lists of contacts at each agency that shall be included in the plan and readily accessible to

employees responsible for coordinating emergency communications. The utilities may address the use by governmental agencies of California's SEMS.

- The communications strategy shall include pre-event coordination with appropriate state and local government agencies, including the appropriate methods for information exchange, to enhance communications activities during and immediately following a major outage.

4.5.1.4 Damage Assessment

- The plan shall describe the process of assessing damage and, where appropriate, the use of contingency resources required to expedite a response to the emergency. The plan will generally describe how the utility will set priorities, facilitate communication, and restore service.

4.5.1.5 Restoration Priority Guidelines

- The plan shall include guidelines for setting priorities for service restoration. In general, the utility shall set priorities so that service is restored first to critical and essential customers, and so that the largest number of customers receives service in the shortest amount of time.
- Within one hour of the identification of a major outage, the utility shall begin coordinating its internal resources as set forth in its emergency plan.

4.5.1.6 Mutual Assistance

- The plan shall describe how the utility intends to employ resources available pursuant to mutual assistance agreements for emergency response. Mutual assistance shall be requested when local resources are inadequate to assure timely restoration of service or public safety. Mutual assistance does not need to be requested if it would not substantially improve restoration times or mitigate safety hazards. The plan shall recognize the need to communicate mutual assistance activities with the State Office of Emergency Services, through the UOC/OES Utility Branch, during an emergency
- No later then 4 hours after the onset of a major outage, the utility shall begin the process of evaluating and documenting the need for mutual assistance. The utility is not required to seek assistance if it would not substantially expedite restoration of electric service or promote public safety. The utility should reevaluate the need for assistance throughout the period of the outage.

4.5.2 San Diego County Water Authority

The Water Authority is a public agency serving the San Diego region as a wholesale supplier of water. The Water Authority works through its 24 member agencies to provide a safe, reliable water supply to support the region's $150 billion economy and the quality of life of 3 million

residents. In the event of an emergency incident resulting in an interruption of water supply and distribution, the Water Authority and its member agencies are prepared to respond and restore water supply and service.

4.5.2.1 Emergency Operations Plans

- Each agency has a written emergency operations plan. The Water Authority and member agencies meet quarterly to discuss coordination, emergency preparedness, and response issues. Annually, the Water Authority holds emergency response exercises focused on interagency coordination that includes member agency, regional, and state agency participation.

4.5.2.2 Communications and Response

- The Water Authority is a member of the Operations Section of the San Diego County Unified Disaster Council. The Water Authority shares a seat with SDG&E at the San Diego County Office of Emergency Services' Emergency Operations Center (EOC) and when activated, sends a liaison to the County EOC to provide a communication link to the county from its member agencies and the Water Authority. In addition, the Water Authority and member agencies participate in a radio communication network that would be activated when all other forms of communication are inoperable.

4.5.2.3 Mutual Aid

- The Water Authority and member agencies have signed mutual aid agreements and maintain a list of resources that could be loaned during an emergency incident. The Water Authority has also signed mutual aid agreements with regional water agencies and the major water supplier for the region, Metropolitan Water District, and meets quarterly with the regional agencies to discuss emergency preparedness and response. In addition, the Water Authority participates in the California Water Agency Response Network (Cal-WARN), a statewide mutual aid organization for water agencies.

4.5.2.4 Water Supply

- The Water Authority is embarked on a water storage emergency preparedness project scheduled to be completed in 2011. The Emergency Storage Project (ESP) is a system of reservoirs, interconnected pipelines, and pumping stations designed to make water available to the San Diego region in the event of an interruption in imported water deliveries. The additional capacity of this project is projected to meet the county's emergency needs through at least 2030. The member agencies have committed to having the ability to operate off the Water Authority supply for a ten-day period for maintenance purposes. The ESP, when completed, will supply water to the member agencies over a three to six month period as facilities and transportation lines are restored.

4.5.3 AT&T

AT&T's National Security Emergency Preparedness (NSEP) disaster prevention, response and recovery program outlines strategies and procedures that insure the company's ability to plan for, respond to and recover from emergencies or disasters.

4.5.3.1 Emergency Centers

- AT&T Emergency Centers are designated as either an EOC or Local Response Center (LRC). EOCs, as part of AT&T's agreement with the Federal Government, are mandated centers under the control of the AT&T NSEP organization whereas LRCs are the responsibility of the local Area, Region, or State Network Services organization. These centers serve as emergency command and control locations developed for the purpose of having a designated site, which in the event of an emergency or disaster are equipped to house a team trained in emergency response and recovery techniques.
- The EOC and LRC personnel have similar designated duties that include, but are not limited to:
  - Assess and compile damage information
  - Prioritize and re-prioritize restoration efforts
  - Arrange for additional staff to facilitate service restoration
  - Provide guidance and coordination of service restoration activities
  - Reconstitute the network
  - Disseminate damage reports and alerts
  - Communicate internally and externally status of event, efforts underway and expected time frame(s) to complete service restoration
  - Document service restoration efforts
  - Debrief after each emergency, review actions taken and make recommendations for improvement
  - Maintain up to date contact lists, pre-plan and response checklists

4.5.3.2 Restoration Priorities

- The clearing of trouble and service impairments caused by normal wear, accident, fire, storm, etc. is a common occurrence in telephone company operations. When the severity or impact of events develops into a major emergency the concentration of resources and the ability to facilitate timely restoration may require the prioritization

of service restoration and the emergency provisioning of service to support restoration efforts or in response to emergency needs.

- It is of primary importance that FCC mandated Telecommunications Service Priority (TSP) system procedures, which were developed to ensure priority treatment for our most important telecommunications services, be followed for both the restoration and provisioning of critical Federal, State and Local services. When a locality or State has an order declaring it a major disaster, extraordinary situation or other emergency, the restoration and provisioning of telecommunication services will be in accordance with the Federal Response Plan and TSP procedures.

4.6 Community Based Organization and Private Agency Resources

CBOs and other private agencies differ in size, organizational structure, and capacity, but all share a common bond of addressing the disaster concerns of individuals and special needs communities. The Operational Area will establish coordination with CBOs and other private agencies with multi-jurisdictional or countywide recovery roles during short-term recovery operations.

4.6.1 2-1-1 Information Line

2-1-1 is the new national dialing code for free, 24-hour community, health and disaster information. Like 9-1-1 for emergency service, 2-1-1 has been set aside by the Federal Communications Commission (FCC) for the public to easily access community information. Callers receive personalized information from a live phone specialist who can answer questions about a variety of nonprofit services and agencies. In times of disaster, 2-1-1 can be mobilized as a central point for disseminating public information. After the danger has passed, 2-1-1 helps victims secure recovery assistance.

4.6.2 American Red Cross (ARC)

The ARC provides for the critical needs of individuals such as food, clothing, shelter, and supplemental medical needs. Other assistance to individuals such as furniture, home repair, home purchasing, essential tools, and some bill payment may also be provided through this organization. The ARC also assists local jurisdictions by conducting preliminary damage assessment “windshield surveys” in all portions of the Operational Area, within 24 hours, as situation and resources allow. Detailed damage assessments can be available to the community within 72 hours.

4.6.3 International Conference of Building Officials

Coordinates implementation of the Model Disaster Preparedness and Response Plan of the San Diego Chapter of the ICBO to include coordination of field survey teams and damage assessment inspections/reports.

4.6.4 Salvation Army

The Salvation Army may provide recovery assistance through its mobile feeding, emergency shelter, applicant registration, collection and distribution of clothing and supplies, counseling, language interpretation, and assistance in locating missing persons.

4.6.5 San Diego and Imperial Counties Voluntary Organizations Active in Disaster (SDIVOAD)

SDIVOAD exists to foster better service to communities struck by disaster. This is done through preparedness activities that include planning among SDIVOAD members and providing education to the general public, and by responding to and helping communities recover from disaster. This is accomplished by adhering to four core values: Cooperation, Communication, Coordination and Collaboration.

4.6.6 Volunteer San Diego

All Spontaneous Volunteer coordination in the Operational Area will be directed through Volunteer San Diego, a member of the SDIVOAD. Providing a central organization will assist in the influx of volunteers, avoid convergence of individuals, and facilitate short-term recovery.

4.6.7 Faith-based Organizations

Faith-based organizations such as Catholic Charities, Jewish Family Services, and Lutheran Disaster Relief provide a variety of disaster-related services to victims and disaster workers to aid in personal recovery or relief operations.

4.7 State Agencies

4.7.1 Office of Emergency Services

- Coordinates State and Federal resources to aid in disaster recovery for individuals, families, farmers, certain private non-profit (PNP) organizations, local and state government.
- Coordinates requests for State and Federal emergency declarations.
- Participates in damage assessments.
- Provides environmental/historical, engineering and technical assistance.

- Administers State and Federal public assistance and hazard mitigation grants, including payment and processing.
- Provides program oversight of other state-administered disaster recovery.
- Leads community relations' elements in times of disaster.
- Coordinates the establishment of Joint Field Offices (JFOs), Disaster Resource Centers (DRCs), and LACs.

4.7.2 California Department of Transportation (CALTRANS)

CALTRANS provides reports and estimates on state roads, highways and freeways, including all overpasses, underpasses and bridges.

4.7.3 California Highway Patrol (CHP)

Provides initial reports on damage to roads, highways and freeways. Coordinates with CALTRANS and local jurisdictions as applicable to barricade or secure unsafe sections of roadway. Monitors truck traffic to ensure safe transport of debris during debris removal and demolition operations. Coordinates reentry of displaced populations per the County's Re-Entry Protocol (see Appendix G).

4.7.4 California Environmental and Natural Resources Agencies

Jurisdictions and special districts will be required to coordinate with a number of California environmental and natural resources agencies during recovery. Some of these agencies include the Coastal Commission, Resources Agency, Environmental Protection Agency, Conservation, Fish and Game, and Integrated Waste Management Board

4.7.5 State Board of Equalization

This agency provides tax relief services that may allow for the transfer of tax basis to another property, exemptions for property losses, and deferment of a tax bill until the damaged property can be surveyed to reflect its value following a disaster.

4.7.6 Franchise Tax Board

Following proclamation of a State of Emergency by the Governor, the Legislature authorizes the acceptance of casualty loss deductions within the California tax returns of those affected.

4.8 Federal Agencies

The overall responsibility for recovery rests with State and local governments. The National Response Plan (NRP) recognizes the primacy of State and local governments in defining response and recovery requirements and identifying needs. The Federal Government's primary

role is to complement and supplement State, local and private resources to facilitate recovery. Specific Federal roles are listed below:

4.8.1 FEMA

- FEMA receives reports and requests from State OES.
- Coordinates with local and State OES response of federal inspectors and officials, Federal Agency Support Teams (FAST).
- Determines eligibility and provides federal recovery assistance through the Public Assistance (PA) and Individual Assistance (IA) programs.
- Establishes a JFO to coordinate inter-agency recovery following certain declared disasters.
- FEMA coordinates disaster relief efforts of local and State government agencies as well as other Federal agencies.
- Establishes DRCs to coordinate service delivery to individuals and households.

4.8.2 Department of Housing and Urban Development

- Coordinates with FEMA and local housing authorities. Supports and oversees local housing authority in public outreach, counseling, and having a presence at all recovery assistance centers.

4.8.3 Emergency Support Functions

Emergency Support Functions (ESFs) provide the structure for coordinating Federal interagency support for Incidents of National Significance. The ESF structure 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 NRP, each ESF has an identified ESF coordinator as well as primary and secondary support agencies. A description of each ESF is provided in Appendix H.

4.9 Private Sector

Memorandum of Understanding(s)/Memorandum of Agreements(s) (MOUs/MOAs) with the private sector allows for effective mobilization and effective resource management.

4.9.1 Chamber of Commerce

With more than 3,000 members, the San Diego Regional Chamber of Commerce will play an important role in economic recovery efforts within the Operational Area.

4.9.2 Ironworker Disaster Response Team

Ironworkers Local 229 build major bridges and large structures throughout San Diego County. Ironworkers train on Occupational Safety and Health Administration (OSHA) worker safety, Welding, Structural Steel Assembly, Rigging, Post Tensioning, Pre-Cast assembly and Reinforcing. One of their new roles is to provide Safety and Health training for workers responding to catastrophic events as skilled support personnel. Local 229 will be willing to assist with the following and have the following training:

4.9.2.1 Safety

- OSHA 10 Hour
- Forklift Operator Training
- First Aid/CPR

4.9.2.2 Qualified Riggers

- Calculate load weights
- Identify and use of correct size wire rope and synthetic slings
- Inspect slings

4.9.2.3 Certified Welders

- Weld on structural steel (high strength to mild steels)
- Cut with OxyAct Torches
- Certified on multiple processes
  - SMAW
  - GMAW
  - GTAW
  - FCAW
- Trained on Plasma Torches

4.9.2.4 Structural Assembly

- Assemble and disassemble major building components:
  - Columns
  - Beams
  - Truss
  - Joists
  - Pre-Cast Members
- Qualified to hand and phone signal a crane
- Use of personal fall arrest systems

4.9.2.5 Reinforcing Steel

- Correctly place re-bar in all major buildings
- Stress and un-stress post tensioning cables

4.9.3 Hotel and Motel Association

The San Diego County Hotel-Motel Association is a federation of hotel and motel owners and operators representing approximately 24,000 rooms in lodging establishments throughout the county. Lodging needs during the recovery phase of the disaster will be coordinated through the Hotel-Motel Association.

4.9.4 Renters Association

During normal business hours within the first 24 – 48 hours, the Renters Association can provide apartment vacancy information and the rates of existing vacant units.

Table 4.1
County of San Diego Roles and Responsibilities Matrix

				Finance & Gen. Govt.						PSG							HHSA				LUEG							CSG				External Support Agencies									
Agency Responsibilities Primary and Support Functions	**DEPTS./AGENCIES**	Board of Supervisors	CAO/ACAO/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 Recreation	Planning and Land Use	Public Works	Veterinarian	Animal Services	General Services	Housing & Comm. Develop.	Purchasing & Contracting	Area Fire Coordinator	California Highway Patrol	American Red Cross	County Office of Education	Salvation Army	Volunteer San Diego	Humane Society	San Diego Gas & Electric	2-1-1 San Diego	County Water Authority
FUNCTIONS/RESPONS.																																									
Policy								P																																	
Emergency Proclamations		P	S				S				S																														
Public Information/JIC		S				S			P		S	S		S			S	S								S						S								S	
Policy Group			P				P		S		P	P		S				P					S			S			S			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									
Law Enforcement												P	S		S	S																	S								
Evacuation												P																S				S	S					S			
Traffic Control												P														S							S								
Fire & Rescue											S													S							P										
Hazardous Materials																							P																		
Radiological Protection											P												S																		
Health																	P	P																							
Medical Multi-Casualty												S		S			S	S		P												S	S								
Public Health																	S	P		S																					
Behavioral Health																			P																						
Care and Shelter																	P	P					S	S										P							
Animal Rescue																S		S								S		P									S				
Field Liaison											P				S	S																									
Utilities																													P										S		S
Construction and Engineering																									S	P															

P = Primary; S = Support

Table 4.1
County of San Diego Roles and Responsibilities Matrix (Continued)

				Finance & Gen. Govt.						PSG							HHSA				LUEG							CSG				External Support Agencies									
Agency Responsibilities Primary and Support Functions	**DEPTS./AGENCIES**	Board of Supervisors	CAO/ACAO/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 Recreation	Planning and Land Use	Public Works	Veterinarian	Animal Services	General Services	Housing & Comm. Develop.	Purchasing & Contracting	Area Fire Coordinator	California Highway Patrol	American Red Cross	County Office of Education	Salvation Army	Volunteer San Diego	Humane Society	San Diego Gas & Electric	2-1-1 San Diego	County Water Authority
FUNCTIONS/RESPONS.																																									
PLANNING/INTELLIGENCE																																									
Section Chief										S	P				S																										
Situation Status										S	P				S	S								S	S																
Documentation										S	P				S																										
Technical Support																					S	S	S				S														
GIS											S														S	P															
Advanced Planning										S	P				S																										
LOGISTICS																																									
Section Chief											P																		S												
Supply/Procurement																													S		P										
Transportation												S																	P					S							
Facilities																													P		S										
Personnel								P																																	
EOC Support								P									S						S																		
Communications/IT						P					S	P				S																									
Volunteer Coordination								S																												P					
FINANCE/ADMIN.																																									
Section Chief										P	S																														
Time Unit										S	P																														
Compensation & Claims								S		S	P																														
RECOVERY*																																									
Recovery Lead											P															S															
Damage Assessment				S							S														P							S		S	S				S		S
Cost Accounting					P																																				
Donations Management																																		S		S	S			S	

*Activities may occur outside of EOC.
P = Primary; S = Support

5 OPERATIONS FUNCTIONS

5.1 Resumption of Local Government Operations

Resumption of local government operations is the foundation of short- and long-term recovery. Depending on the extent of damage after a disaster, governmental agencies may be forced to operate from widely scattered, makeshift locations with little or no notice, inadequate communications, shortages of supplies, staff and other limitations. Communications amongst agencies will be difficult; day-to-day interdepartmental processes will most likely be impeded; and the public may become frustrated and disoriented due to the lack of access to normal governmental services. Provisions for issues such as emergency relocation of government agencies and the reconstruction of public facilities should be addressed in local government plans.

5.2 Damage Assessment

5.2.1 Overview

Damage assessment is primarily a short-term recovery function that begins during the response phase and is the basis for determining the type and amount of State and/or Federal financial assistance that will be available to facilitate long-term recovery. The Operational Area EOC Standard Operating Procedure (SOP) requires that IDEs be completed during the emergency response phase to support a request for a gubernatorial proclamation and for the State to request a presidential declaration.

County of San Diego OES has the primary responsibility for damage assessment within unincorporated areas of the Operational Area. Incorporated cities have primary responsibility for damage assessment within incorporated areas of the Operational Area. The Building Division of the County Department of Planning & Land Use (DPLU) and the Assessor's Office are the two County departments that provide support in the Operational Area EOC.

5.2.2 Activation

Emergency operations are generally activated in three levels based on the severity and scope of the incident and the availability of resources. All affected agencies have predesignated personnel for responding either to the Operational Area EOC or in the field, during or immediately following an emergency. The damage assessment function is involved in all of the levels as listed on the following page:

LEVEL I
- The Operational Area EOC may or may not be activated.
- Damage assessments will be required.
- Personnel are contacted by the Damage Assessment Coordinator.

LEVEL II
- The Operational Area EOC will be activated.
- Field survey and inspection teams may be activated.
- Damage assessments will be required.
- Recovery phases will be initiated.
- The Operational Area Damage Assessment Team automatically responds to the EOC for initial damage reports. Field survey teams are contacted by the Field Survey Coordinator if needed.

LEVEL III
- The Operational Area EOC will be fully activated.
- Field survey and inspection teams will be fully activated.
- Full recovery phase will be initiated.
- Damage assessments will be required.
- All personnel needed for damage assessment automatically respond to either the Operational Area EOC or other predesignated locations.

5.2.3 Field Operations/Posting

Engineers and building inspectors, assigned as disaster inspectors, will conduct all damage assessments. Inspectors will be coordinated through the Building Division of the DPLU and inspections will be conducted in accordance with the following two documents:

1. Emergency Response and Damage/Safety Assessment – Standard Operating Procedures of the County of San Diego DPLU, dated July 2006.
2. Model Disaster Preparedness and Response Plan of the San Diego Chapter of the International Conference of Building Officials dated 1991.

Damage assessment occurs in three phases:

- Windshield Assessments: Under the direction of the Damage Assessment Field Supervisor, teams will conduct a quick survey of damaged areas for the purpose of estimating overall damage and reporting. The assessment teams count as many structures as possible and estimate the percentage of damage without leaving the vehicle.
- Detailed Assessments – Assessing the Structure: Upon completion of the Windshield Assessment, a detailed assessment of all impacted structures must be conducted. The Building Division uses the guiding principles of ATC-20 Rapid Assessments to determine whether a structure is safe, restricted in use, or unsafe.

- Detailed Assessments – Documentation and Posting: Once the structures on a property have been assessed, documentation and posting operations commence. The inspector must completely and accurately fill out one Damage/Safety Assessment Form for each property, recording all damage on the property. If directed by the Damage Assessment Field Supervisor, "saved" structures should also be documented. At the discretion of the area leader, post each inspected structure with the appropriate placard. Placard designations are as follows:

Placard Color	Placard Designation
Green	INSPECTED – Lawful Occupancy Permitted.
White	REPAIRS NECESSARY - (This Placard is for Residential Buildings Only)
Yellow	LIMITED ENTRY - Off Limits To Unauthorized Personnel
Red/Pink	UNSAFE - Do Not Enter Or Occupy

  Upon returning to the office at the conclusion of each damage assessment session, the inspectors will rename each of the photos taken to correspond with the damage assessment report number for the affected site.

The DPLU Building Division will maintain a written record of inspected damages in order to provide the information to the Operational Area EOC and Recovery Coordinator/Manager, Assessor's Office (property tax purposes) and insurance companies (assist in settlement claims).

5.2.4 Initial Damage Estimate Reporting

IDEs are derived from Windshield Assessments conducted by the County and each city and are submitted through the State's online reporting system, Response Information Management System (RIMS). RIMS is an internet-based reporting and information management system that employs pre-formatted reporting forms that are easily filled in by the jurisdiction/agency.

Damages are itemized on the IDE and then forwarded to the Operational Area. IDE cost estimates are based on current property values and building costs. Cost estimates may be requested from utilities, CALTRANS, and other public or quasi-public entities to facilitate damage assessment. Collected IDEs are condensed into one report for the Operational Area and forwarded to the OES Southern Region.

5.2.5 Preliminary Damage Assessments

The State will determine whether a recovery effort is beyond State and local capabilities from information provided in the Operational Area's IDE Report. If it is decided that disaster recovery is beyond State and local capabilities, State officials will ask the FEMA Regional Office to conduct a Preliminary Damage Assessment (PDA).

The PDA is a joint venture between local, State, and Federal governments to document the impact and magnitude of a disaster on individuals, families, businesses, and public property. After the PDA teams have documented the damage, the Governor will determine whether or not to request Federal disaster assistance. The Governor may limit the request for assistance or may seek full range of assistance authorized under the type of declaration being requested.

5.3 Contracting, Documentation, and Cost Recovery

5.3.1 Overview

The County OES and County Auditor and Controller coordinate cost recovery and contracting procedures for the jurisdictional area of the County of San Diego. Each incorporated jurisdiction and special district is responsible for developing and implementing cost recovery and contracting procedures individually.

The County OES applies on behalf of the County of San Diego's jurisdictional area to State OES and FEMA for disaster relief funds. Each incorporated jurisdiction and special district within the Operational Area also applies to State OES and FEMA for disaster relief funds. Documentation and contracting are critical cost recovery elements.

Cost recovery begins with expenditure of local funds, during the disaster's response phase, and ends with completion of applicable local, State or Federal auditing processes, which can occur well into the disaster's long-term recovery phase.

Recovery and procurement personnel should be familiar with the Department of Homeland Security Office of Inspector General document Audit Tips for Managing Disaster-Related Projects.

5.3.2 Notification of Recovery Coordinator/Director

Each department (county or city) is responsible for providing written notification to the Recovery Coordinator/Manager (county or city) anytime it is expected to expend funds for damage-related clean-up or repairs (labor, equipment or material costs) at any one site. This notification requirement is triggered when expenditures at any single site is expected to exceed a minimum threshold. (Jurisdictions may wish to establish pre-determined minimum/maximum expense limits that would similarly trigger notification requirements.) Notification should be made within 48 hours and must include the following information:

- Location of site, including Thomas Brothers map coordinates
- Description of damage
- Description of work to be performed
- Estimate of the cost to repair or replace the facility/equipment
- Name of contact for further information

Local jurisdiction and special district coordinators or, in the case of the County, the appropriate department(s); will utilize this information to complete the forms necessary to request State and Federal assistance forms.

5.3.3 Documentation

All County Departments and Operational Area jurisdictions and special districts are responsible for fully documenting recovery activities. The County Auditor and Controller prepares and maintains all supporting documentation with reference to cost recovery and eligibility for the County of San Diego. The categories of documentation required of County of San Diego departments are:

- Notification of Recovery Coordinator/Manager
- Site Documentation - Law Enforcement, Fire and Emergency Medical Services (EMS) activities
- Site Documentation - Damage and Clean-up
- Jurisdiction Labor Records
- Jurisdiction Equipment Records
- Rented Equipment
- Material Summary Records
- Contract Work Summary Record
- Emergency Contracting

5.3.3.1 Site Documentation for Law Enforcement, Fire, and EMS activities

Since the responsibilities assigned to Law Enforcement and Fire Departments often result in single site expenditures less than the minimum threshold amount, special reporting requirements apply to the following disaster related Fire, Rescue and Law Enforcement activities:

- fire incidents
- rescue incidents
- emergency medical services incidents
- community assistance incidents
- traffic control

Whenever the jurisdiction enters into a disaster period, all involved departments (Fire, Law Enforcement, Public Works, EMS) need to begin tracking all of the above responses and disaster-related expenditures. All equipment, material and overtime labor costs associated with these incidents are eligible for disaster reimbursement.

Each County Department will create a departmental file containing the following information:

- Name of contact for further information
- Copies of CAD incident histories for each disaster-related incident (regardless of whether only regular hour personnel responded)
- Copies of invoices and/or contracts for contracted/purchased materials, equipment or services
- Force account labor records
- Force account equipment records
- Material records
- Rented equipment records

The documentation is to be maintained and updated by the originating department and will be turned over to the Recovery Coordinator/Manager for processing when the State and Federal inspection teams arrive to complete the PWs.

5.3.3.2 Site Documentation for Infrastructure Damage and Debris Removal

For each site reported to local jurisdiction or special district emergency coordinators or, in the case of the County, the appropriate department(s); the originating department is required to create a damage site file containing the following information:

- Location of site, including Thomas Brothers map coordinates
- Description of damage
- Description of work to be performed
- Name of contact for further information
- Color photographs of damage (minimum of 2)
- Copies of invoices and/or contracts for contracted/purchased materials, equipment or services
- Copies of any departmental work management system reports (if utilizing this type of system)
- Force Account Labor Summary Records
- Force Account Equipment Summary Records

- Materials Summary Records
- Rented Equipment Summary Records
- Contract Work Summary Records
- Copies of any estimates or bids received

This damage site file is to be maintained and updated by the originating department and will be turned over to the Recovery Coordinator/Manager for processing when the State and Federal inspection teams arrive to complete the PWs.

5.3.3.3 Jurisdiction Labor Records

All work hours performed by the jurisdiction's employees must be recorded on either a Force Account Labor Summary Record or other written record containing the following information:

- Employee(s) name
- Employee(s) job title
- Synopsis of work performed at the site
- Date and number of regular hours
- Date and number of overtime hours worked
- Total number of regular hours worked
- Total number of overtime hours worked
- Employee(s) regular hourly salary
- Total regular hour cost
- Employees regular benefit rate (decimal format)
- Total regular hour and benefit cost
- Employees overtime salary rate
- Employees overtime benefit rate (decimal format)
- Total overtime hour and benefit cost
- Total regular hour and benefit cost for all employees at the site
- Total overtime hour and benefit cost for all employees at the site

Hours spent performing law enforcement, fire, and EMS duties can be listed on a department-wide (e.g. all law enforcement activities) Force Account Labor Summary Record if the total cost at a given site does not exceed the minimum threshold. Employee hours not submitted in the above format will be denied by State OES and FEMA and will not be reimbursed.

5.3.3.4 Jurisdiction Equipment Records

All jurisdiction equipment used must be recorded on either a Force Account Equipment Summary Record or other written record containing the following information:

- Shop number of equipment (e.g. F11, S40 or SD)
- Description of equipment (e.g. 5 ton dump truck, 1.5 CY Wheel Loader)
- Synopsis of work performed with equipment at site
- Horsepower of equipment
- Date and number of hours worked
- Pre-disaster hourly rate for equipment
- Total cost of equipment
- Total cost for all equipment at the site

Equipment is reimbursed based on rates established and implemented by the department, city or special district prior to the disaster. If the department, city or special district does not have formal equipment rates, FEMA rates can be used for reimbursement purposes. Equipment operated while performing fire, law enforcement, or EMS duties can be listed on a department-wide summary records (e.g. all law enforcement activities) if the site total does not exceed the minimum threshold. Equipment hours that involve disaster-related activities, with the exception of standby time, are eligible for reimbursement, regardless of whether the operator was on regular or overtime status. Equipment usage records not submitted in the above format will be denied by State OES and FEMA and will not be reimbursed.

Maintenance activities necessary due to the use of equipment to perform emergency or permanent work are not eligible. However, equipment damaged as a direct result of emergency response operations may be eligible for reimbursement and therefore shall be documented in accordance with Section 5.3.3.2 above.

5.3.3.5 Rented, Leased, or Purchased Equipment

All leased or rented equipment must be recorded on either a Leased or Rented Equipment Summary Record or other written record containing the following information:

- Description of equipment (e.g. 5 ton dump truck, 1.5 CY Wheel Loader)
- Horsepower of equipment
- Date and number of hours worked
- Hourly rate for equipment, both with and without operator
- Total cost of equipment as billed by vendor
- Vendor name

- Invoice number
- Date and amount paid by Jurisdiction
- Check numbers
- Total cost for all leased or rented equipment at the site

When a jurisdiction does not have sufficient equipment or supplies to respond effectively to the disaster, purchase of needed equipment and supplies may be eligible for reimbursement by FEMA. A written record containing the description of the purchased equipment and use, vendor name, invoice number or receipt, date and amount paid by jurisdiction, and proof of payment must be maintained. Equipment and supply purchases must be cost effective when compared to lease or rental options. Jurisdictions may be required to compensate FEMA for the fair market value of the cost of the equipment and supplies when the items are no longer needed for disaster-related operations.

Equipment costs that involve disaster related activities, with the exception of standby time, are eligible for reimbursement, regardless of whether the operator was on regular or overtime status. Equipment operated while performing the fire, law enforcement, or EMS duties can be listed on a department-wide summary records (e.g. all law enforcement activities) if the total cost at a given site does not exceed the minimum threshold.

Equipment costs not submitted in the above format will be denied by State OES and FEMA and will not be reimbursed.

5.3.3.6 Material Summary Records

All materials used by jurisdictional personnel at each site must be recorded on either a Materials Summary Record or other written record containing the following information:

- Date item used
- Description of item (e.g. minus 6" rock, flares, etc.)
- Quantity of item (e.g. 4 tons, 3 cases of 12)
- Unit cost of item
- Total cost of item
- Source of materials (pre-disaster stockpile or new purchase)
- If purchased, who was it purchased from?
- Total cost for all material used at the site

Materials used while performing fire, law enforcement, or EMS duties can be listed on a department-wide (e.g. all law enforcement activities) Materials Summary Record if the total cost

at a given site does not exceed the minimum threshold. All material costs that involve disaster-related activities are eligible for reimbursement. Material costs not submitted in the above format will be denied by State OES and FEMA and will not be reimbursed. Materials furnished and used by contract labor are to be listed with the Contract Account costs.

5.3.3.7 Contract Work Summary Record

Most costs associated with outside organizations providing clean-up or repair of disaster-related damage are eligible for reimbursement as contract work costs. For example, if minus 6" rock was purchased by the jurisdiction, trucked to a site in the jurisdiction's vehicles and placed into position by jurisdictional personnel, this should be listed on a Materials Summary Record in addition to Force Account Equipment and Labor Records.

However, if the same minus 6" rock was purchased by the jurisdiction and trucked to the site by an outside organization, or purchased and trucked by an outside organization, these costs would be considered contract work costs. Contract work costs must be documented on a Contract Work Summary Record or other written record, along with the following information:

- Name of outside organization (e.g. Roy Ladd Co.)
- Date(s) of service (beginning and ending)
- Description of service provided (e.g. clean-up and dispose of all debris on city/county streets, grounds)
- Quantity of service/item provided (e.g. 4 hours of Cat D-6 work with operator)
- Cost per hour per item
- Total cost of work performed at site or contract
- Copy of ATP or Purchase Order (PO) payment information
- Copy of bid(s) or estimate(s) received if the contracting was not for emergency work or did not utilize a standing PO

Contract work performing fire, law enforcement, or EMS duties can be listed on a department-wide (e.g. all law enforcement activities) Contract Work Summary Record if the total cost at a given site does not exceed the minimum threshold. Contract costs not submitted in the above format will be denied by State OES and FEMA and will not be reimbursed.

Each department must ensure that all bid documents or contractor submitted invoices are broken down to reflect the cost per category listed in Appendix B, Damage Assessment Categories. Work quantities and unit costs must be provided even if the contract is lump sum to facilitate cost reasonableness analysis as required for FEMA reimbursement. If the work was single category work (e.g. repair a sewer line), this can be considered a single category of work even if

it required excavating a street. This single category classification is based on the fact that the street was not damaged by the emergency, but rather was damaged by the need to repair the sewer line.

5.3.3.8 Donated Resource Summary Record

In Presidentially declared disasters, donated resources applied to actual eligible emergency work such as debris removal or the filling and placing of sandbags are eligible to offset the State and local cost share for emergency work (Categories A and B). Resources or materials provided by a Federal agency cannot be credited. The donated services must be documented on a Donated Resources Summary Record or other written record and must include a description of work and record of hours worked by work site.

Volunteer labor will be valued at the same hourly labor rate as a jurisdiction or special district employee performing similar work. If the jurisdiction or special district does not have employees performing similar work, then the rate should be consistent with those ordinarily performing the work in the same labor market.

The value for donated equipment should be determined by using the applicable FEMA equipment rate and multiplying it by the number of hours the piece of equipment was used to perform eligible emergency work. Standby time is not eligible for credit.

5.3.4 Contracting

The County of San Diego recognizes three types of disaster-related contracting:

- Standing PO
- Emergency contracting
- Permanent contracting

Contracted services or supplies performed/provided by organizations with a standing PO do not require competitive bidding (e.g. meals, repair of vehicles, etc.). No contracts are required and the rates charged must be at or less than those previously established (normal and customary). Leased or rented equipment costs are to be shown on a Leased or Rented Equipment Summary Record.

Each County Department is responsible for ensuring that all invoices submitted by the contractor for disaster-related work are broken down to reflect the cost per category listed in Appendix B, Damage Assessment Categories.

Contracts eligible for federal reimbursement must meet the following criteria:

- Must meet or exceed Federal and State procurement standards and follow local procurement standards if they exceed the Federal and State criteria;
- Prices must be reasonable; and
- Scope of work must be consistent with scope approved by FEMA as outlined in the obligated Project Worksheet.

The following contract-related documents should be maintained to facilitate federal reimbursement process:

- Contract;
- Requests for bids, proposals or quotes;
- Bid documents/specs;
- Bid advertisement;
- List of bidders; and
- Invoices, cancelled checks, purchase orders, and inspection records.

5.4 Debris Removal and Management

5.4.1 Overview

Major disasters can generate enormous volumes of debris in short periods of time. Debris clearance, removal and disposal operations must be implemented quickly to protect public health and safety of the local population. The County of San Diego Disaster Debris Recycling and Handling Plan is presented in Appendix I.

Debris removal and management within the County will be coordinated through the County OES Recovery Coordinator/Manager; however, each city and the County is responsible for disaster debris cleanup within their jurisdictional boundaries unless alternative arrangements are made. Information for debris handling and removal will be coordinated through the countywide 2-1-1 hotline that will refer residents to their appropriate jurisdiction's hotline and website. Standardized press releases and public information will be coordinated through the Joint Information Center (JIC) for recycling, household hazardous waste and debris handling. The speed of initial debris clearance, removal and disposal operations depends upon the depth of pre-disaster planning by Operational Area jurisdictions and special districts.

5.4.2 Recycling

Debris recycling processes are provided in the County of San Diego Disaster Debris Recycling and Handling Plan (see Appendix I). To conserve the regional landfill capacity and to follow the State policy to maximize all diversion options in order to reduce the amount of solid waste that must be disposed, it is the County's intent that disaster-related debris be recycled or centrally

held until they can be processed for maximum recycling. Recycling and processing costs are considered a cost of debris clearance if local debris management plans, existing prior to the disaster, provide for separate handling and cost accounting for disaster-created debris.

The County's Disaster Debris Recycling and Handling Plan is consistent with the California Integrated Waste Management Board (CIWMB) Disaster Debris Plan as well as FEMA's Debris Management Guide (FEMA 322). Local jurisdictions are encouraged to develop disaster debris plans as part of individual emergency operations plans.

5.4.3 Debris Clearance

Disaster debris may fall on roadways and block access to certain neighborhoods or communities. Clearance of this debris from roadways to allow the safe passage of emergency vehicles is a response function.

5.4.4 Curbside Debris Removal

Removal of debris located within public right-of-way is referred to as curbside debris removal. Debris may be placed within the right of way by the disaster or by residents and businesses as private lots are cleaned. Debris located within the public right-of-way is a threat to general public health and safety and its removal is considered a short-term recovery function.

5.4.5 Private Property Debris Removal

Private property debris removal (PPDR) is generally not eligible because it is the responsibility of the individual property owner. If the debris on private business and residential property is so widespread that public health, safety, or the economic recovery of a community is threatened, FEMA may fund PPDR, but FEMA must approve this activity in advance and all appropriate Rights of Entry (ROEs) must be secured.

5.4.6 Demolition

Demolition of disaster-damaged structures may be eligible for emergency work assistance if the work is necessary to:

- Eliminate an immediate threat to lives, public health, and safety.
- Eliminate immediate threats of significant damage to improved public or private property.
- Ensure the economic recovery of the affected community to the benefit of the community-at-large.

- Mitigate the risk to life and property by removing substantially damaged and associated appurtenances as needed to convert property acquired through a FEMA hazard mitigation program to uses compatible with open space, recreation, or wetlands management practices.

Removal of slabs or foundations and covering of pads and driveways that do not present a health or safety hazard (except for structures in a FEMA funded buyout program) is not eligible for reimbursement.

As with PPDR, demolition of private structures requires approval by FEMA prior to start of work and appropriate agreements with local governments to hold the Federal government free from damages due to performance of the work must be in place. Demolition also requires condemnation by an authorized local official in accordance with State and local law.

5.4.7 Direct Federal Assistance

When the State and local government lack the capability to perform or contract for eligible emergency work and/or debris removal under sections, Direct Federal Assistance (DFA) may be available for curbside debris removal, PPDR, demolition, or vessel salvage operations.

FEMA will provide DFA through a mission assignment to another Federal agency - upon request of the State - when the State and local government certify they lack the capability to perform or contract for the requested work. The duration of mission assignments for debris removal is limited to 60 days from the disaster declaration date. The Federal Coordinating Officer (FCO) may approve extensions for up to an additional 60 days, if a State or local government demonstrates a continued lack of capability to assume oversight of any debris removal mission.

5.5 Donated Resources Management

5.5.1 Overview

Resource management is a process that ranges from determining needs to finding and staging resources to meet those needs. Volunteer labor (organized or spontaneous), donated equipment and donated materials are types of resources that can facilitate short-term recovery. If managed effectively, donated resources can compliment recovery efforts and enable jurisdiction or special district personnel to focus on the immediate demands of the disaster. If managed poorly, donated resources can be a distraction and overwhelm or burden recovery efforts.

Because some donated resources can be credited against State or Federal cost share requirements for federal programs, use of these resources should be carefully documented in accordance with Section 5.3.3 of the OA Recovery Plan.

5.5.2 Volunteers

All volunteer activity within the Operational Area will be coordinated through Volunteer San Diego, a member of SDIVOAD. Providing a central organization will assist in the influx of volunteers, avoid convergence of individuals, and facilitate short-term recovery.
Disaster Service Workers (DSWs) registered prior to any single event should report to their organization which will coordinate with Volunteer San Diego for specific assignment.

Volunteers who spontaneously come forward to assist disaster response or recovery efforts can become registered as single-event DSW volunteers. Prospective DSW volunteers should be physically and mentally capable of performing duties to which they are assigned. Single-event DSW volunteers should be trained and work under official supervision. Registered volunteers will augment existing organizations as needed; however, assignments may be restricted and level of participation controlled. Emergency response and recovery personnel will refer spontaneous or convergent volunteers to Volunteer San Diego. Volunteer San Diego will receive volunteers, inform them of the DSW program, and assist them with the DSW registration process.

5.5.3 Equipment, Materials, and Goods

Following a disaster, there may be an influx of donated items from the residents of San Diego County and procedures to ensure the proper handling and dissemination of such items to those that have been affected by the disaster must be established. A potential means to develop this process is through a MOU between the County of San Diego OES and Goodwill Industries of San Diego.

The purpose of the MOU is to formalize a working relationship between Goodwill Industries and the County of San Diego OES for the mobilization and management of spontaneous donations that will be made by the residents of San Diego County following a disaster. The MOU provides a framework for cooperation between these organizations and allows OES to coordinate Goodwill Industries personnel and service facilities during these periods. The overall outcome of the MOU is an efficient and effective process for accommodating, organizing, and disseminating donated goods or the equivalent of to those individuals and families that been affected by a disaster.

2-1-1 San Diego will be the lead agency for information collection and dissemination following a disaster. Residents that want to donate financial resources or bulk items (i.e. water, diapers, etc) can call 2-1-1 to be directed to organizations that will be working directly with those affected by the disaster.

5.6 Assistance Centers

5.6.1 Local Assistance Centers

LACs may be activated to provide assistance to individuals. LACs provide a centralized location for services and resource referrals for unmet needs following an emergency or disaster. State and/or Federal funding may be available for LAC operations. Historically, LACs have proven to be a key factor for a successful recovery. LAC characteristics may include:

- resource facility for disaster information, services and programs
- community-based service facilities
- managed by local government
- staffed by PNPs, local, state and federal government, as appropriate.

If it is clear that a disaster is of sufficient scale to require Federal Individual Assistance (IA), LAC activation will be coordinated with Disaster Resource Center (DRC) activation to avoid functional duplication and ensure efficient and cost effective service delivery.

5.6.2 Family Assistance Centers

Family Assistance Centers (FACs) are facilities established by the American Red Cross (ARC) and operated in coordination with CBOs. FACs are locations where families can receive emergency funds for food, clothing, and emergency medical needs and be placed in temporary lodging if they have no other place to stay.

5.6.3 Disaster Recovery Centers

DRCs are established to facilitate recovery for individuals and businesses and are operated generally under the umbrella of FEMA's IA programs. The nature and requirements of a particular disaster will determine which services are provided through the DRC and how long they will be provided.

When a DRC is activated, FEMA assumes responsibility for acquiring and paying for the facility, utilities, telephone, child care, and other standard custodial functions. The State OES via the Southern Region and County OES will be responsible for coordinating staffing support functions for the agencies providing assistance.

5.7 Individual Assistance

Individuals are expected, whenever possible, to provide for themselves and be responsible for their own personal recovery. However, many individuals will need and expect the government to deliver assistance to them well after the disaster. Disaster aid to individuals generally falls into the following categories:

- **Individual Action Assistance** includes assistance provided to individuals and families by family, friends, volunteer organizations, churches, etc.
- **Insurance Recovery Assistance** includes assistance provided from private insurance carriers.
- **Disaster Housing Assistance** may be available for displaced persons whose residences were heavily damaged or destroyed. Funding also can be provided for housing repairs and replacement of damaged items to make homes habitable.
- **Disaster Grants** may be available to help meet other serious disaster related needs and necessary expenses not covered by insurance and other aid programs. These may include replacement of personal property, and transportation, medical, dental and funeral expenses.
- **Unemployment Space Assistance** may be available through the Federal Disaster Unemployment Assistance (DUA) program that provides unemployment benefits and re-employment services to individuals who have become unemployed because of major disasters.
- **Low-Interest Disaster Loans** may be available after a disaster for homeowners and renters from the U.S. Small Business Administration (SBA) to cover uninsured property losses. Loans may be for repair or replacement of homes, automobiles, clothing or other damaged personal property. Loans may also be available to businesses for property loss and economic injury.
- **Other Disaster Aid Programs** that include crisis counseling, disaster-related unemployment assistance, legal aid and assistance with income tax, Social Security and Veteran's benefits. Other State or local help may also be available.

Federal and State disaster assistance programs will only be available following declared or proclaimed major disasters. The objective of the Operational Area, its jurisdictions and special districts is to provide residents with all the necessary information to help them recover from the disaster. Operational Area jurisdictions and special districts will assist individuals in any way possible, including providing them with FEMA IA hotline number or directions to and phone numbers for operating LACs or FACs.

FEMA IA is organized under the JFO Operations Section, Human Services Branch. The Individuals and Households Program is the primary programmatic vehicle used by FEMA IA to provide housing assistance to disaster victims. The program aims to address disaster-related housing and other necessary expenses and serious needs, which cannot be met through other

forms of disaster assistance, insurance, or through other means. FEMA has prepared the following guide: Help After a Disaster - Applicant's Guide to the Individuals and Households Program.

Housing assistance and eligibility requirements include:

- Temporary Housing Assistance: Proof of residency; disaster caused displacement, and/or paid receipts for transient accommodations;
- Primary Residence Repair: Proof of residency and ownership; disaster related home damage;
- Primary Residence Replacement: Proof of residency and ownership; home destroyed by the disaster; and
- Permanent Housing Construction: Proof of residency and ownership; disaster related home damage, home is located in an insular area outside the continental United States or in other remote locations. Alternative housing resources are unavailable, infeasible, or not cost-effective.

IA housing functions specific to short-term recovery operations begin with the placement of sheltered or evacuated individuals into temporary housing. Temporary housing is defined as non-shelter housing for individuals and households lasting between three weeks and six months. Depending on the scale of the disaster and the degree of displacement of County residents, temporary housing operations may extend into the long-term recovery phase of the disaster. Housing that lasts longer than six months is referred to as interim housing and is typically reserved for residents whose homes were destroyed beyond repair.

Other need-based assistance and eligibility requirements include:

- Medical: Disaster caused expenses, and/or paid receipts (bills) for medical treatment;
- Dental: Disaster caused expenses, and/or paid receipts (bills) for treatment;
- Funeral: Disaster caused expenses, and/or paid receipts (bills) for services;
- Personal Property: Proof of ownership; disaster related personal property damage;
- Transportation: Proof of ownership; vehicle complies with State laws, disaster related vehicle damage; and
- Other Necessary Expenses and Serious Needs Identified: Expense or need must be caused by the disaster and approved by FEMA.

5.8 Public Assistance

5.8.1 Overview

Public assistance refers to disaster assistance provided to public agencies and certain private non-profit entities to restore community infrastructure and services.

Cost recovery is achieved through Federal and State public assistance programs. The Stafford Act limits FEMA's ability to provide disaster assistance to some public agencies or for some public facilities when the statutory responsibility to provide disaster assistance belongs to another Federal agency. For example, the Federal Highway Administration (FHWA) has primary responsibility for repairs to Federal Aid System (FAS) roadways, not FEMA.

Each jurisdiction and special district has the responsibility for completion and submittal of the required documents for both State and Federal public assistance programs. County OES will complete the necessary public assistance program application and supporting materials for the County. The OA Recovery Coordinator/Manager will also serve as the primary contact for State and Federal field representatives. Respective local Recovery Managers will complete the application process and provide supporting materials to State and Federal representatives. Special districts will typically assign representatives from their accounting offices to complete application materials and coordinate with State and Federal representatives.

Documentation of disaster-related costs incurred from response through long-term recovery is essential to the cost recovery function. Although public assistance PWs may be written during a disaster's incident period, PWs for emergency work are usually completed during the short-term recovery phase of the disaster, while PWs for permanent repair or restoration are not written until the disaster enters the long-term recovery phase.

5.8.2 FEMA Public Assistance

FEMA provides supplemental Federal disaster grant assistance for the repair, replacement, or restoration of disaster-damaged, publicly owned facilities and the facilities of certain PNP organizations through the Public Assistance (PA) Program. The PA program is administered through a coordinated effort between the FEMA, the State as grantee, and local government or special district applicants as subgrantees. FEMA PA is organized under the JFO Operations Section, Infrastructure Support Branch.

Activities generally eligible for reimbursement include overtime labor hours associated with emergency response operations, equipment usage for response and recovery operations, and repair costs for public facilities. Categories of work are defined in Appendix B, Damage Assessment Categories. Disaster-related costs are documented by FEMA in PWs.

PA assistance is conditioned upon compliance with all applicable Federal, State, and local laws and is provided on a cost-share basis that can vary depending on the scope of the disaster. The Federal PA program is explained further in Appendix F, FEMA Public Assistance Program, and the following FEMA publications:

- Applicant Handbook (FEMA 323)
- Public Assistance Policy Digest (FEMA 321)
- Public Assistance Guide (FEMA 322)

5.8.3 National Resources Conservation Service Emergency Watershed Protection Program

The National Resources Conservation Service (NRCS) Emergency Watershed Protection (EWP) program is designed to undertake emergency measures, including the purchase of flood plain easements, runoff retardation and soil erosion prevention to safeguard lives and property from floods, drought, and the products of erosion on any watershed whenever fire, flood or any other natural occurrence is causing or has caused a sudden impairment of the watershed.

5.8.4 Rehabilitation and Inspection Program

The Rehabilitation and Inspection Program is the U.S. Army Corps of Engineers' (USACE) program that provides for inspection of flood control projects, the rehabilitation of damaged flood control projects, and the rehabilitation of Federally authorized and constructed shore protection projects. Inspection of non-Federal flood control works are accomplished under provisions of PL 84-99. Projects initially constructed by the USACE, including shore protection projects, and turned over to the local sponsor for maintenance are inspected under authority of the Inspection of Completed Works (ICW) program. Should an eligible project require rehabilitation as a result of damage from a significant flood or storm event, project rehabilitation would be accomplished under provisions of PL 84-99.

5.8.5 Federal Highway Administration Emergency Relief Program

FHWA Emergency Relief (ER) program is for the repair or reconstruction of Federal-aid highways and roads which have suffered serious damage as a result of natural disasters or catastrophic failures from an external cause. This program supplements the commitment of resources by States, their political subdivisions, or other Federal agencies to help pay for unusually heavy expenses resulting from extraordinary conditions.

The applicability of the ER program to a natural disaster is based on the extent and intensity of the disaster. Damage to highways must be severe, occur over a wide area, and result in unusually high expenses to the highway agency. Applicability of ER to a catastrophic failure due to an external cause is based on the criteria that the failure was not the result of an inherent flaw in the

facility but was sudden, caused a disastrous impact on transportation services, and resulted in unusually high expenses to the highway agency.

5.8.6 Public Housing Authority (PHA) Disaster Assistance

HUD will provide funding from the capital public housing reserve authorized by section 9(k) of the United States Housing Act of 1937, authority, as amended [42 U.S.C. 1437g(k)], or similar statutory authority, subject to the availability of appropriations. Each PHA that incurs damage in excess of insurance coverage and FEMA assistance for debris removal and emergency work from a Presidentially declared disaster is responsible for submitting a funding request to HUD.

5.8.7 US Department of Agriculture Emergency Loans

The US Department of Agriculture's (USDA) Farm Service Agency (FSA) provides emergency loans to help producers recover from production and physical losses due to drought, flooding, other natural disasters, or quarantine. Emergency loan funds may be used to:

- Restore or replace essential property;
- Pay all or part of production costs associated with the disaster year;
- Pay essential family living expenses;
- Reorganize the farming operation; and
- Refinance certain debts

5.8.8 Community Disaster Loans

Community Disaster Loans (CDLs) may be available to Operational Area jurisdictions and special districts following major or catastrophic disasters. The jurisdiction must have suffered a substantial loss (generally in excess of five [5] percent) of tax or other revenues as a result of a major disaster and must demonstrate the need for Federal assistance to perform its governmental functions. The amount of the loan shall not exceed 25 percent of the annual operating budget of the locality for the fiscal year of the disaster, typically up to a maximum of $5,000,000.

Loan proceeds must be used to maintain existing governmental functions or to expand such functions to meet disaster-related needs. The loan cannot be used for capital improvements, the repair or restoration of damaged public facilities, or to pay the local cost-share of any Federal program. If the jurisdiction has not fully recovered economically from the disaster after three (3) fiscal years, all or part of the loan may be converted to a grant.

5.8.9 California Disaster Assistance Act Program

The California Disaster Assistance Act (CDAA) Program is the State disaster program for local government and special district agencies. Although CDAA is comparable to FEMA's PA program, state agencies and PNPs are not eligible. The CDAA program may be implemented as

a "stand alone" funding source following State OES Director's concurrence with a local emergency or Governor's state of emergency proclamation when there is no federal declaration. The CDAA program may provide reimbursement for disaster-related costs including emergency response, emergency protective measures, and restoration of public infrastructure. Categories of eligible work are defined in Appendix B, Damage Assessment Categories.

5.9 Hazard Mitigation

5.9.1 Overview

Hazard mitigation is defined as any action taken to reduce or eliminate the long-term risk to human life and property from natural or man-made hazards. Section 409 of Public Law 93 288 requires that the State or local government recipients of Federal aid evaluate the natural hazards of the area in which the aid is to be used and take action to mitigate them, including safe land use and construction practices.

To be effective, hazard mitigation actions must be taken in advance of a disaster. The San Diego County Multi-Jurisdiction Hazard Mitigation Plan (March 2004) is regularly updated and will enable jurisdictions to set appropriate hazard mitigation priorities.

After disaster strikes, there are mitigation opportunities that exist only during the short-term recovery phase and even those opportunities can be limited by the absence of advance planning. Nevertheless, the immediate post-disaster period does present special opportunities for mitigation. Section 409 deals with the opportunities presented in a current disaster to mitigate potential hardship and loss resulting from future disasters. Thus, hazard mitigation is a continuing year-round effort and activity in which all local communities and State agencies are encouraged to prepare hazard mitigation plans that identify ways to reduce damage caused by disasters. Hazard mitigation activities can be divided into the following categories:

- Prevention
- Property protection
- Public education and awareness
- Natural resource protection
- Emergency services
- Structural projects

5.9.2 Hazard Mitigation Actions

5.9.2.1 Avoid the Hazard

Authority to Zone

Zoning is usually a function of local government, except where State or Federally owned lands are exempt from local zoning laws. Other interests may propose zoning regulations but only local government can adopt them. By mutual agreement, State or Federal restrictions may be locally adopted and enforced.

Limitations: Zoning can be useful but its powers are limited. Therefore, zoning usually reflects, rather than dictates, current land use trends. Zoning is also particularly vulnerable to political pressure; this is particularly true if an area is very attractive for development but rarely experiences major disasters. Zoning is generally best suited to restrict the use of smaller areas (such as very steep slopes) within larger areas, as opposed to restricting large areas (such as areas of potential earthquake shaking).

Improve Building Standards

Buildings in hazardous areas can often be made safe. This can be as simple as adding a fireproof roof or it can mean tearing the building down and starting over.

Local Standards: Building codes are usually a function of local government, except where State or Federal buildings are exempt from local codes. Codes can be strengthened for hazardous areas. Usually stronger codes are enforced only for new construction or remodeling; but some recent laws require hazard related inspections for existing buildings that are considered at risk. The idea is that inspections will produce a knowledge of liability which will motivate the owners to improve their buildings.

For decades, the County has worked with fire agencies, planners, environmental experts and the building industry to craft codes that are responsive to the wildfire challenge. Since the 1980's, the County's fire codes have been strengthened in successive code adoption cycles with the primary goal of protecting the safety of our citizens and enhancing the home’s ability to survive wildfire. Although such measures protected many homes located within the areas impacted by the 2003 wildfires, lessons learned from the devastating wildfires of 2003 resulted in further refining of the codes, which became effective August 13, 2004.

State Standards: For State owned facilities outside the jurisdiction of local governments, construction standards are adopted and enforced by the responsible State agency. In some cases, these standards may serve as models for local governments.

Conditions for Assistance

As a condition for State approval of loan or grant assistance due to a major disaster or Emergency Declaration, the Governor's authorized representative may recommend to the FEMA Regional Director that the Associate Director prescribe certain construction standards for FEMA assisted projects for hazard mitigation purposes.

The FEMA Regional Director can suspend or refuse to approve any project application until it is confirmed that the work will result in a facility or structure that is safe for its intended use.

A Federal agency may require local or State governments to adopt and enforce certain hazard mitigation regulations as a condition for Federal assistance or participation in Federally assisted programs. Federal agencies adopt and enforce Federal standards for Federal buildings. In some cases, these Federal construction standards may serve as model standards for State and local governments.

5.9.2.2 Reduce the Hazard

The hazard itself can be reduced. Of course, this depends on the type of hazard: double containment of a storage tank will reduce the hazard from the chemical inside, but hazard mitigation cannot stop an earthquake or a storm.

Public Education

If the general public knows what to do before, during and after a disaster, the impact of the disaster can be greatly reduced. Public education is largely a local function, although the State and Federal governments do make a variety of educational materials available.

Insurance

Although insurance cannot reduce the impact of a disaster, it does spread that impact over a larger group of people over a longer period of time. Some insurance programs are private, and some, such as the Federal flood insurance program, are government funded. Insurance companies may have construction standards and fire protection standards that must be met before insurance is sold.

5.9.2.3 After a Disaster

Agreement to Work Together

Following each Presidential emergency declaration or major disaster, the Regional Director of the FEMA and the Governor execute a document called the Federal/State Agreement. This Agreement includes hazard mitigation.

The Mitigation Team

Federal, State, and local Hazard Mitigation Coordinators will be appointed to work together to:

Look for Hazards

The Team will review reports, visit the site and talk to concerned parties. The Team will review land use laws, construction standards, mitigation measures, damage assessments, PWs and other information. As a result of its findings, the Team may change the boundaries of high hazard areas and recommend mapping or re-mapping of these areas.

Review Emergency Plans

For each hazard prone area, the Team will review local and State emergency plans. Where plans for hazard mitigation are inadequate, the team will recommend improvements. The FEMA Regional Director and the Governor's authorized representative may decide to require that these improvements be made. They will consider:

- If hazard mitigation could be effective.
- The size and composition of the jurisdiction.
- Local government's authority to regulate land use and construction practices.
- The local government's exercise of such authority.
- They may also help governments write or update their plans.

Write a Mitigation Plan

The Plan will make recommendations and will include procedures for carrying out the recommendations. The Plan is due within six months of a Presidential declaration. The following Federal hazard mitigation programs should be considered in the Mitigation Plan:

- Hazard Mitigation Grant Program (HMGP): Also referred to as Section 404 Hazard Mitigation, this program provides grants to States and local governments to implement long-term hazard mitigation measures after a major disaster declaration. The purpose of HMGP is to reduce the loss of life and property due to natural disasters and to enable mitigation measures to be implemented during the immediate recovery from a disaster. Funds are provided on a cost-share basis, are awarded competitively and can be used on any preventive measure but the applicant must be located in a declared County.
- Flood Mitigation Assistance (FMA): Yearly funds used in the acquisition, relocation, and demolition of repetitive loss properties through-out the state. Mitigated structures or facilities must have sustained flood damage and funds are available on a cost-share basis.

All projects must be submitted through the local government to the State Hazard Mitigation Officer (SHMO) and recommended by the State Hazard Mitigation Team (SHMT) before the project can be forwarded to FEMA for consideration. Grants are based on a yearly allocation from FEMA.

- Section 406 Mitigation: 406 Mitigation funds supplement FEMA's PA program PW. Mitigation measures must be cost effective and funds must be applied directly to mitigating damaged facilities from future damage from a similar event. Funds are provided on a cost-share basis.

Review Standards

The Team will inventory and evaluate the applicant's existing standards for the type of repairs, reconstruction or restorative work for which Federal loan or grant assistance is being requested. The Team may recommend upgrading existing construction standards or adopting new standards. The Team will also encourage local adoption and enforcement of hazard mitigation standards for all projects, including non-Federally assisted projects.

Suggested Models

The Team will make model State or Federal standards available to applicants. Such standards for new construction may be different from those for repairs or alterations to existing facilities or structures.

5.9.3 Roles and Responsibilities

5.9.3.1 Federal

The Director of the FEMA is responsible for hazard mitigation actions under the Federal/State Agreement. The Regional Director, in coordination with the Governor's authorized representative, shall:

- Provide for a Joint Federal/State/Local Hazard Mitigation Team to survey the affected area and plan for hazard mitigation.
- Appoint a Hazard Mitigation Coordinator to serve on the team.
- Discuss hazard mitigation with local, State and Federal officials.
- Coordinate with the State Hazard Mitigation Coordinator.
- Administer the Section 406 Hazard Mitigation Program.
- Make sure hazard mitigation measures are actually implemented.
- Provide technical advice and assistance.
- Encourage State and local governments to adopt safe zoning and construction standards.

- Ensure that Federal efforts are in addition to local and State efforts.
- Encourage initiative by State and local governments.
- After floods, follow FEMA Floodplain Management Regulations.

5.9.3.2 State

The Governor will appoint a representative of the State OES to be the Governor's authorized representative. This person will be responsible for State hazard mitigation activities under the Federal/State Agreement. The Governor's authorized representative will also work with Federal agencies to ensure State and local participation in hazard mitigation planning. The State Hazard Mitigation Coordinator, along with the Governor's authorized representative, shall:

- Arrange for consultations on the findings and recommendations from the joint survey and shall follow up to ensure that timely and adequate local and State hazard mitigation actions are taken.
- Provide funding or technical assistance to eligible applicants.
- Arrange for State inspection or audit to verify compliance with approved hazard mitigation measures.
- File a final report upon completion of approved hazard mitigation activities in accordance with the Federal/State Agreement, submit a final report of compliance with hazard mitigation requirements by State and local governments through the Governor's authorized representative to the FEMA Regional Director for review and acceptance.
- Accomplish hazard mitigation planning in accordance with the Federal/State Agreement.
- Provide advice and assistance on hazard mitigation measures to applicants, private organizations and individuals.
- Evaluate or have the applicant evaluate the natural hazards in the disaster area and make mitigation recommendations.
- Follow up with applicants to ensure that, as a condition for any grant or loan under the Act, hazard mitigation actions are indeed taken.
- Follow up with applicants to ensure that hazard mitigation plans are submitted (not later than 180 days after the emergency declaration) to the FEMA Regional Director for concurrence.
- Review and update disaster mitigation portions of emergency plans as needed.
- Administer the Section 404 HMGP.

5.9.3.3 Local

The local jurisdiction's authorized representative is responsible for local performance of hazard mitigation measures under the terms of the Federal/State Agreement. The applicant's authorized representative, in coordination with the Governor's authorized representative shall:

- Appoint a Local Hazard Mitigation Coordinator to work with the Federal/State Hazard Mitigation Team.
- With respect to any project application, submit adequate assurance that required hazard mitigation measures have been taken or will be completed.
- To the extent of legal authority, implement and enforce land use regulations and such construction practices which are agreed upon as conditions for FEMA grants or loans. Applicants may request State or Federal advice or assistance in taking these actions.

5.10 Re-Entry

The re-entry phase commences after a disaster has passed and officials deem it safe for residents to return to their impacted communities. Re-Entry will be initiated by the EOC Director, based on clearance from the Incident Commander or the Liaison Officer of the Incident Management Team, in consultation with the Operations Chief at the OA EOC. In the event that the OA EOC has been deactivated, the Incident Commander or the Liaison Officer of the Incident Management Team at the scene will initiate re-entry efforts. The San Diego County Re-Entry Protocol is provided as Appendix G.

5.11 Economic Recovery

Economic recovery is typically conceptualized within the framework of long-term recovery operations associated with major disasters. Special attention to economic recovery generally is not required as a result of local emergencies. While it is important that local, State, and Federal agencies move as quickly as possible to address the economic impacts of major or catastrophic events, economic revitalization efforts must also be based on a sound understanding of the economic landscape before and after the disaster to ensure that recovery is sustainable. Government efforts should strive to enhance regional competitiveness and support long-term development of the regional economy. To this end, it is important that Operational Area jurisdictions and special districts work not only with Federal and State officials, but also with the region's business leaders and the San Diego Regional Chamber of Commerce during all aspects of economic recovery.

The foundation of economic recovery is the restoration of critical public infrastructure and resumption of public services needed to get businesses up and running again and get people back to work. For declared major disasters, FEMA's PA program is integral to economic recovery as the primary infrastructure recovery funding mechanism. If an incident demands large-scale

evacuation or renders a significant portion of the region's housing stock damaged or inhabitable, repopulation is another essential economic recovery element. For declared major disasters, FEMA's IA temporary housing programs will facilitate repopulation efforts to facilitate economic recovery.

The US Dept of Commerce Economic Development Administration (EDA) is the primary federal agency within ESF #14 under the NRP with responsibility for supporting coordinated long-term recovery following natural disasters. EDA's participation in major disaster recovery efforts has traditionally supplemented the lead roles assigned to the FEMA. In addition to its ESF-14 role, EDA may be tasked by FEMA to perform economic impact evaluations or carry out other specific tasks.

5.11.1 San Diego Regional Economic Indicators

The County Land Use and Environment Group (LUEG) and the San Diego Regional Chamber of Commerce collaborate to maintain a database of economic indicators measuring the monthly vitality of the San Diego economy. Indicators are displayed in a Briefing Book format generated by the County's performance management software. Indicators that are tracked include:

- Economic Indexes
- Employment Data
- Housing Indicators
- Mortgage Rates
- Sales Statistics
- Stock Indexes
- Tourism Industry Statistics
- Charity Donation Data

Agencies that could be consulted for economic and demographic indicators include:

- San Diego Association of Governments (www.sandag.org): Provides demographics; jobs, wages and economic impact by traded cluster.
- California Employment Development Dept. (www.edd.ca.gov): Provides jobs and wages by occupation; jobs by industrial sector; number of companies and size of companies by employees by sector; total employment; unemployment rate.
- California Association of Realtors (www.car.org): Provides median home price by county; housing affordability.
- San Diego Association of Realtors (www.sdar.org): Provides median home price and number of homes sold by zip code.
- San Diego Regional Chamber of Commerce (www.sdchamber.org): Provides gross regional product.

- San Diego Business Journal annual Book of Lists (www.sdbj.com): Provides largest companies by sector.
- Centre City Development Corp. (www.ccdc.com): Provides demographics and new construction data on downtown San Diego.

5.12 Resource Demobilization

Recovery involves the final disposition of all resources used during the response and recovery phases of the incident. During recovery, resources are rehabilitated, replenished, disposed of, or retrograded.

Demobilization of certain resources could signal to decision-makers appropriate transitions between response, short-term recovery and long-term recovery phases of the operation. For example, de-activation of the EOC and demobilization of related response resources could signal the transition between response and short-term recovery. Similarly, suspension of curb-side debris removal activities and subsequent demobilization of related resources could signal transition between short-term and long-term recovery.

Resource demobilization should be planned concurrently with the mobilization process and documented as described in Section 5.3.3 of the OA Recovery Plan.

6 AFTER-ACTION REPORTING

SEMS regulations require that any local government or special district proclaiming a local emergency, for which the Governor proclaims a State of Emergency must complete an after-action report. This report must be transmitted to the Southern Region Office of Emergency Services within ninety (90) days of the close of the incident period. The after-action report will provide, at a minimum:

- response actions taken;
- application of SEMS;
- suggested modifications to SEMS;
- necessary modifications to plans & procedures;
- identified training needs; and
- recovery activities to date.

The after-action report will serve as a source for documenting emergency response activities within the Operational Area and identifying areas of concern and successes. It will also be utilized to develop and describe a work plan for implementing improvements.

An after-action report will be a composite document for all SEMS levels, providing a broad perspective of the incident, referencing more detailed documents, and addressing all areas specified in regulations. The after-action reports will be written in simple language, well-structured, brief, well-presented and geared to multiple audiences.

It will include an overview of the incident, including enclosures, and addressing specific areas if necessary and will be coordinated with, but not encompass, hazard mitigation. Hazard mitigation efforts may be included in the "recovery actions to date" portion of the after-action report.

County OES will be responsible for completing and distributing the County's after-action report and will send it to the Southern OES within the required 90-day period. Completion of the after-action report may be coordinated with the Operational Area jurisdictions. Other Operational Area jurisdictions and special districts are responsible for completing and distributing their after-action reports as applicable.

The after-action report's primary audience will be management and employees of Operational Area jurisdictions and special districts. As public documents, they are accessible to anyone who requests a copy. Copies of County of San Diego after-action reports can be obtained from the County OES.

Data for the after-action report will be collected from a questionnaire, RIMS documents, and other documents developed during the disaster response and interviews of emergency responders. The most recent After-Action Report Instructions and Report Form are available on RIMS.

7 PLAN MAINTENANCE, TRAINING AND EXERCISES

7.1 Overview

With each disaster, emergency management professionals worldwide gain experience and knowledge that when shared can improve incident response and recovery. Operational Area emergency managers and staff may receive "lessons learned" from updated State and Federal regulations or guidelines, conferences and seminars, updates to relevant plans and SOPs, as well as training and exercises.

This section addresses the maintenance of the OA Recovery Plan, as well as, training and exercises designed to facilitate efficient and safe response and recovery operations.

7.2 Plan Maintenance

The OA Recovery Plan will be reviewed annually or as necessary following an actual or training event to ensure that plan elements are valid and current. County OES will lead the responsible departments in reviewing and updating their portions of the plan and/or applicable SOP as required based on identified deficiencies experienced in drills, exercises or actual occurrences. The County OES is responsible for making revisions to the OA Recovery Plan that will enhance the conduct of response and recovery operations and will prepare, coordinate, publish and distribute any necessary changes to the plan to all county departments and other entities as shown on the distribution list on the Records Revision Page of this OA Recovery Plan.

7.3 Training and Exercises

The objective of any emergency management organization is efficient and timely disaster recovery. Because recovery operations are rooted in the response phase of any emergency, the OAEP is the first step toward this objective. As a compliment to the OAEP, the OA Recovery Plan is the second step toward this objective. However, planning alone will not accomplish preparedness for response and recovery operations. Training and exercises are essential at all levels of government to make recovery personnel operationally ready.

The best method of training staff for recovery operations is through exercising. Exercises allow personnel to become thoroughly familiar with the procedures, facilities and systems, which will actually be used during recovery.

Exercises can be accomplished in several ways. Tabletop exercises provide a convenient and low cost method of introducing officials to problem situations for discussion and problem solving. Such exercises are a good way to see if adequate emergency policies and procedures exist. Periodic tabletop exercises specific to short- and long-term recovery operations within the Operational Area are recommended.

To the extent feasible and applicable, recovery operations should also be included in functional and full-scale exercises that simulate actual emergencies. While typically designed to exercise procedures and test readiness of response personnel, communications, and facilities, functional exercises should be completed with an eye on recovery. This can be accomplished by reviewing documentation and contracting procedures to facilitate cost recovery and consider demobilization when discussing resource allocation and deployment.

As a critical element to insuring the success of the OA Recovery Plan, training must include both classroom training as well as the "hands on" experience provided by drills and exercises. Recognizing this, the signatories to the OA Recovery Plan agree to participate in scheduled training and exercises. The date and type of exercise will be identified in the annual workplan of USDCESO.

APPENDIX A: DEFINITIONS

General Definitions

The following definitions specifically relate to the State and Federal disaster recovery process:

Contract Work - Any work, equipment or materials provided to the jurisdiction under contractual or rental agreement. This does not include rented equipment operated by jurisdictional employees (these costs are listed on Rented Equipment Summary Records and the labor costs are shown on Force Account Labor Summary Records).

Exhibit "B" - Form completed by the Local Government Emergency Coordinator or their designee, identifying the location of the damage, a description of the damage and the scope of work needed to repair the damage. Primary document used by OES and FEMA to list eligible sites.

Force Account - Any work, equipment or materials provided by jurisdictional employees or stockpiles.

Individual Assistance. (IA) All disaster recovery assistance provided to individuals, renters, and businesses.

Immediate Needs Funding (INF) is a partial advance on Emergency Work (EW) items identified during the Preliminary Damage Assessment (PDA). INF is designed to assist the applicant in dealing with their urgent needs, meaning that it generally covers those items that will require payment by the applicant within the first 60 days after the disaster declaration. The state and FEMA will assess and determine the need to provide INF following a disaster. If INF is provided, the state may also impose separate requirements for INF recipients. INF is not intended for those EW items that involve Special Consideration (SC) or items of work that will require longer than 60 days to complete. These particular items will be funded in the normal manner. Only applicants that were included in the PDA are eligible to receive INF.

Interim Housing Housing for three weeks to three years. Used to provide housing for victims whose homes must be replaced permanently.

Public Assistance (PA) All disaster recovery assistance provided to government agencies.
PDA - Preliminary Damage Assessment. Process where State and Federal inspectors will view damage sites to determine if the jurisdiction has sustained enough damage to require assistance.

Project Worksheet (PW) - formerly known as the Damage Survey Report (DSR).The Project Worksheet is prepared by Local Governments for small projects and the FEMA/OES Project Officers will prepare large PWs. Note: The small/large project threshold is adjusted annually by FEMA based on the Consumer Price Index.

Request for Public Assistance (RPA) formerly known as the Notice of Interest (NOI). Form completed by the Local Government Emergency Coordinator or their designee, identifying the category of damage experience by the jurisdiction and requesting the assistance of the State and Federal government.

Temporary Housing Non-shelter housing for individuals and households lasting between three weeks and six months. Used to provide housing for victims whose homes sustained moderate damage requiring repairs, but not permanent replacement.

Site Definitions

The following examples relate to the definition of the term "site." These examples are provided to ensure the jurisdictional definition of a site meets with the State and Federal interpretation. In general, each individual location should be considered as a separate site.

Debris Removal Site - A site should be for the specific area where the debris was removed. For example, an airport industrial area could constitute a single site, as well as could a specific beach. Parks should be considered a single site unless grouped with the streets surrounding the park.

Emergency Response Site- A site can be department-wide if the costs were incurred on general duties (e.g. traffic control, rescues, etc.). Most fire and law enforcement expenses will be grouped on a department-wide basis.

Streets and other Public Facilities Sites - Each individual street or facility should be considered a separate site. If there is damage to several streets in the same general vicinity (e.g. sidewalk repairs in a four block area), then they can be considered a single site. If the work that is being performed is limited in nature at each site, but constitutes considerable effort on a jurisdiction-wide basis, then these locations can be grouped by pre-existing zone.

Equipment Damage - Whenever a piece of local government equipment is damaged or lost due to a declared emergency, this constitutes an individual site. For example, three vehicles with engine damage due to flooding would be considered three separate sites.

APPENDIX B: DAMAGE ASSESSMENT CATEGORIES

Category A - Debris Removal

This category includes all expenditures associated with the removal of mud and other debris from public property. This can include the removal of private/personal property that has been moved to the right of way under the direction of the jurisdiction. If the labor is completed by local government employees (force account), then only overtime hours are eligible for reimbursement. Reimbursement may be available for temporary workers or special division designated to disaster work. All jurisdictional and rental equipment hours (regardless of whether the operator was on regular time or overtime), materials and contract costs are eligible for reimbursement.

Category B - Protective Measures

This category is used for all expenditures associated with emergency response, including, but not limited to, traffic control, public information activities, fire and rescue response, safety assessments, EOC operations, sandbagging and patrolling flood control facilities. Generally, Category B measures are those temporary measures designed to remove or reduce immediate threats to public property (or public property when in the public interest) or protect them from further damage. If the labor is completed by jurisdictional employees (force account), then only overtime hours are eligible for reimbursement. All jurisdictional and rental equipment hours (regardless of whether the operator was on regular time or overtime), materials and contract costs are eligible for reimbursement. Hours spent preparing disaster reimbursement forms are ineligible.

Category C - Roads and Bridges

This category is used for all expenditures associated with street, road, bridge or sidewalk repairs. This includes, but is not limited to, street signs, traffic lights, curbs and gutters, roadways (paved and unpaved), bridges, manhole covers, embankments and other roadway related structures. Both regular and overtime hours and benefit costs of jurisdictional employees involved with Category C work are eligible costs. All jurisdictional and rental equipment hours, materials and contract costs are eligible for reimbursement as well.

Category D - Water Control Facilities

This category is used for all expenditures associated with flood control, drainage or irrigation facilities owned and maintained by the jurisdiction. This includes, but is not limited to, storm drains, dams, debris basins, dikes, levees, flood gates and flood control channels. Regular and overtime hours as well as benefit costs of jurisdictional employees involved with Category D work are eligible costs. All jurisdictional and rental equipment hours, materials and contract costs are eligible for reimbursement as well.

Category E -Public Buildings and Equipment

This category is used for all expenditures associated with public buildings and related equipment owned or maintained by the jurisdiction. This includes, but is not limited to, local government buildings, leased buildings where the jurisdiction is contractually required to maintain them, park and recreation buildings, office equipment, supplies lost in a disaster, library books, vehicles, specialized equipment and radios. This category does not include water and sewer buildings, supplies or equipment (Category F) or park or recreation facilities (Category G). Regular and overtime hours as well as benefit costs of jurisdictional employees involved with Category E work are eligible costs. All jurisdictional and rental equipment hours, materials and contract costs are eligible for reimbursement as well.

Category F -Public Utilities

This category is used for all expenditures associated with water, power and sewage systems. This includes, but is not limited to, water and sewage treatment facilities, distribution systems and supplies (chlorine, etc.).

Regular and overtime hours as well as benefit costs of jurisdictional employees involved with Category F work are eligible costs. All jurisdictional and rental equipment hours, materials and contract costs are eligible for reimbursement as well.

Category G -Parks, Recreation Facilities and Other

This category is used for all expenditures associated with parks, recreation facilities (not buildings) and facilities not included with the other categories. This includes, but is not limited to, parks, playgrounds, docks, swimming pools and picnic tables. This category is also used to document damage for facilities not included in other categories. Regular and overtime hours as well as benefit costs of jurisdictional employees involved with Category G work are eligible costs. All jurisdictional and rental equipment hours, materials and contract costs are eligible for reimbursement as well.

APPENDIX C: ACRONYMS/ABBREVIATIONS

ARC	American Red Cross
ASTREA	Aerial Support to Regional Enforcement Agencies
CALTRANS	California Department of Transportation
CAL-WARN	California Water Agency Response Network
CAO	Chief Administrative Officer
CBO	Community Based Organization
CDAA	California Disaster Assistance Act
CDL	Community Disaster Loan
CHP	California Highway Patrol
CIWMB	California Integrated Waste Management Board
DEH	Department of Environmental Health
DFA	Direct Federal Assistance
DPLU	Department of Planning and Land Use
DPR	Department of Parks and Recreation
DRC	Disaster Resource Center
DSW	Disaster Service Worker
DUA	Disaster Unemployment Assistance Program
EDA	Economic Development Agency
EMS	Emergency Medical Services
EOC	Emergency Operation Center
EOP	Emergency Operation Plan
ER	FHWA Emergency Relief Program
ESF	Emergency Support Function
ESP	Emergency Storage Project
EWP	NRCS Emergency Watershed Protection Program
FAC	Family Assistance Center
FAS	Federal Aid System
FAST	Federal Agency Support Team
FCC	Federal Communications Commission
FCO	Federal Coordinating Officer
FEMA	Federal Emergency Management Agency
FHWA	Federal Highway Administration
FMA	FEMA Flood Mitigation Assistance Program
FSA	USDA Farm Service Agency
HMGP	FEMA Hazard Mitigation Grant Program
HUD	Department of Housing and Urban Development
IA	Individual Assistance
ICBO	International Conference of Building Officials

ICW	USACE Inspection of Completed Works Program
IDE	Initial Damage Estimate
INF	Immediate Needs Funding
JIC	Joint Information Center
JFO	Joint Field Office
LAC	Local Assistance Center
LRC	Local Response Center
LUEG	Land Use and Environmental Group
MOA	Memorandum of Agreement
MOU	Memorandum of Understanding
NIMS	National Incident Management System
NRCS	Natural Resources Conservation Service
NRP	National Response Plan
NSEP	National Security Emergency Preparedness
OA	Operational Area
OAC	Operational Area Coordinator
OAEP	Operational Area Emergency Plan
OES	Office of Emergency Services
OSHA	Occupation Safety and Health Administration
PA	Public Assistance
PDA	Preliminary Damage Assessment
PHA	Public Housing Authority
PNP	Private Non-Profit Organization
PO	Purchase Order
PPDR	Private Property Debris Removal
PW	Project Worksheet
RIMS	Response Information Management System
ROE	Right of Entry
RPA	Request for Public Assistance
SAST	State Agency Support Teams
SBA	Small Business Administration
SDG&E	San Diego Gas and Electric
SDIVOAD	San Diego and Imperial Counties Voluntary Organizations Active in Disaster
SEMS	Standardized Emergency Management System
SHMO	State Hazard Mitigation Officer
SHMT	State Hazard Mitigation Team
SOP	Standard Operating Procedure
TSP	Telecommunications Service Priority
USACE	United States Army Corps of Engineers
USDA	United States Department of Agriculture
USDCESO	Unified San Diego County Emergency Services Organization

APPENDIX D: FORMS

The following forms will be included at a later date:

- Damage/Safety Assessment Form
- Windshield Survey Form
- Initial Damage Estimate Form
- Force Account Labor Summary Record Form
- Force Account Equipment Summary Record Form
- Leased or Rented Equipment Summary Record Form
- Materials Summary Record Form
- Contract Work Summary Record Form
- Donated Resources Summary Record Form
- After-Action Report Forms
- Project Worksheet Forms
- Request for Public Assistance

APPENDIX E RECOVERY PROGRAMS MATRIX

From State of California Emergency Plan. September 2005. Page 77

SUMMARY OF DISASTER ASSISTANCE AVAILABILITY

This table provides a very brief summary of disaster assistance available. Detailed discussions are contained in:
"A Local Government Guide to Disaster Assistance" (OES) December, 1995; and in "Disaster Assistance: A Guide to Recovery Programs" FEMA 229(4), November 1995.

Assistance Available with a Local Proclamation	Assistance Available with a State Proclamation	Assistance Available with Presidential Declaration
• American Red Cross	• Board of Registration for Professional Engineers and the Contractor's License Board	• Cora C. Brown Fund (Individual Assistance)
• Mennonite Disaster Service	• Department of Aging	• Crisis Counseling Program
• Natural Disaster Assistance Act (NDAA) (with OES Director Concurrence)	• Natural Disaster Assistance Act (NDAA) (with OES Director Concurrence)	• Disaster Unemployment
• Assistance with Utilities	• Department of Motor Vehicles	• Temporary Housing Program
• Local Government Tax Relief	• Department of Social Services	• Individual and Family Grant Program
• Salvation Army	• Franchise Tax Board	• Internal Revenue Service Tax Relief
• US Small Business Administration Disaster Loans	• US Small Business Administration Disaster Loans	• Legal Aid
• US Department of Agriculture	• State Board of Equalization	• Public Assistance
• Other Community and Volunteer Organizations	• Department of Insurance	• Hazard Mitigation
	• US Department of Agriculture	• Veterans Affairs Assistance (Housing/Medical)
	• Department of Veterans Affairs CALVET	• Federal Financial Institutions
	• Prior Assistance Available with Local Declarations	• Employment Development Assistance
		• Prior Assistance with Local/State Declarations

From State of California Disaster Recovery and Mitigation Handbook. June 2003. Pages 9-12

The following matrices are designed to provide local emergency managers a quick reference to disaster assistance programs administered or coordinated by DAD. The types of assistance available have been grouped by potential recipients and provided in three separate matrices. The potential recipient groups are as follows:

- ✓ Local government, including:
  - public agencies
  - school districts
  - special districts
  - certain PNPs
- ✓ Small businesses and agricultural communities
- ✓ Individuals and households.

Each matrix is organized by the type of available assistance. The matrices indicate when a local proclamation, state proclamation or federal declaration is needed to access specific program assistance. Also included are application deadlines for requested assistance. The following is a list of the acronyms used within the matrices:

Local Government

Types of Assistance	Program	Declaration, Concurrence, Proclamation, Designation Required	Deadline to Request Assistance (Days from Occurrence)
GRANTS ADMINISTERED BY STATE OES			
Emergency Response Costs for Fire Suppression	FMAG	TBD	0[1]
Restoration of Public Infrastructure	State PA	Local Director's Concurrence	10
	State PA	Local State	10
- includes certain PNP facilities	Federal PA (includes mitigation associated with damaged facilities)	Local State and Presidential	10
Costs for Emergency Response and Protective Measures	State PA	Local State	10
- includes certain PNP facilities	Federal PA	Local State and Presidential	10
Public projects to mitigate damage	HMGP	Local State and Presidential	10
OTHER FEDERAL GRANT PROGRAMS [2]			
Watershed restoration	NRCS	Local State and Presidential	TBD
Engineering projects (levees, bridges, dams, etc.)	USACE	Local State and Presidential	TBD
Federal roads and highways	FHWA	Local State and Presidential	TBD
Community Development Block Grants	HUD	Local State and Presidential	TBD
SPECIAL SERVICES			
Building and infrastructure safety evaluations	SAP	Local State	TBD

[1]Assistance must be requested while the fire is burning out of control.
[2]These federal grant programs may be activated at the direction of the authorizing agency or immediately following a Presidential Declaration. When these other federal grant programs are activated, eligible applicants may also qualify for a state cost share.

Small Businesses and Agricultural Communities

Types of Assistance	Program	Declaration, Concurrence, Proclamation, Designation Required	Deadline to Request Assistance (Days from Occurrence)
GRANTS			
Physical business losses (certain PNPs may be eligible for this assistance)	Physical	SBA Declaration[1]	60
Working capital for economic losses	Economic	SBA Declaration[2]	120
Crop production losses	FSA	USDA Designation	90
Quarantined agricultural losses	APHIS	USDA Designation	n/a[3]

[1] No local or state proclamations are required to receive assistance through the SBA physical loan program. This program may be implemented upon an SBA disaster declaration or a Presidential declaration.
[2] No local or state proclamations are required to receive assistance through the SBA economic injury loan program. This program may also be implemented upon a SBA disaster declaration or an agricultural disaster designation by the Secretary of the USDA.
[3]The APHIS program is usually implemented upon quarantine. In this case, local government is not required to specifically request the assistance.

Individuals and Households

Types of Assistance	Program	Declaration, Concurrence, Proclamation, Designation Required	Deadline to Request Assistance (Days from Occurrence)
GRANTS			
Temporary housing expenses	IHP and SSGP	Local State and Presidential	10
Permanent housing construction	IHP and SSGP	Local State and Presidential	10
Home repair / replacement costs	IHP and SSGP	Local State and Presidential	10
Personal property	IHP and SSGP	Local State and Presidential	10
Medical / dental and funeral expenses	IHP and SSGP	Local State and Presidential	10
Transportation and other expenses	IHP and SSGP	Local State and Presidential	10
LOANS[1]			
Personal property	Physical	SBA	40
Mitigation measures	Physical	SBA	40
Real estate	Physical	SBA	40
SPECIAL SERVICES			
Short-term crisis counseling	ISP	Local State and Presidential	14
Long-term crisis counseling (9 months)	ATRP	Local State and Presidential	40
Extended unemployment benefits	DUA	Local State and Presidential	30

[1]No local or state proclamations are required to receive assistance through the SBA physical loan program. This program is automatically implemented upon a Presidential declaration. This program may also be requested via a letter to State OES with supporting documentation within the deadline above

APPENDIX F: FEMA PUBLIC ASSISTANCE

1. Overview

The Public Assistance (PA) program is authorized by the Stafford Act and implemented by the Federal Emergency Management Agency (FEMA). The program provides grants to assist State and local governments and certain private non-profit (PNP) entities with response to and recovery from disasters. Specifically, the program provides assistance for debris removal, implementation of emergency protective measures, and permanent restoration of infrastructure. The program also encourages protection from future damage by providing assistance for hazard mitigation measures during the recovery process. Funds are provided on a cost share basis with the Federal share greater than or equal to 75 percent of eligible costs.

2. Roles and Responsibilities

The FEMA PA Program is based on a partnership between FEMA, State, and local officials. FEMA is responsible for managing the program and Applicants. The State educates potential Applicants, works with FEMA to manage the program, and is responsible for the Program. Local officials are responsible for identifying damage, providing information necessary for FEMA to approve grants, and managing the projects funded under the PA Program.

2.1 Federal

FEMA PA program staff that interface with State and local Applicants include:

- Federal Coordinating Officer (FCO): The FCO manages and coordinates Federal resource support activities related to Stafford Act disasters and emergencies, including the FEMA PA program. The FCO assists the Unified Command and/or the Area Command and works in partnership with the State Coordinating Officer (SCO) to determine and satisfy State and local assistance requirements.

- Public Assistance Officer (PAO): The program is managed at the Joint Field Office (JFO) by the PAO who advises the Federal Coordinating Officer (FCO) on all PA program matters and manages PA program staff. The PAO also ensures that the program operates in compliance with all laws, regulations, and policies. Depending on the size and severity of the disaster, the PAO may have designated Deputies.
- Public Assistance Coordinator (PAC): At the beginning of the disaster recovery process, a PAC is assigned to each Applicant. The PAC is a customer service manager who works with the Applicant to resolve disaster-related needs and ensure that the Applicant's

projects are processed as efficiently and expeditiously as possible. A PAC generally has responsibility for more than one Applicant.

- Project Officer (PO): POs are primarily responsible for developing Project Worksheets (PWs). The PO will meet with Applicant staff, visit damaged facilities, gather documentation, assess damages, develop a scope of work and associated cost estimate, and explore potential hazard mitigation opportunities in coordination with local officials and the State PA Liaison.
- Specialists: FEMA specialists have defined areas of expertise and aid POs with damage assessments, scopes of work, cost estimates. Specialists also aid the PAO by ensuring compliance with all applicable historical and environmental regulations.

2.2 State

State of California Office of Emergency Service (OES) PA program staff that interface with FEMA PA program staff and local government officials include:

- State Coordinating Officer: The SCO interfaces with the FCO in the coordination of response and recovery operations and programs, including implementation of the FEMA PA program.
- State PAO: The State PAO is the person responsible for administering the PA program for the State and for informing the SCO on all PA program matters.
- Liaison: The State's customer service representative assigned to work with Applicants and the PAC. The Liaison is responsible for providing specific information on State regulations, documentation and reporting requirements to Applicants. The Liaison is also there to provide technical assistance, when requested, and can help identify Hazard Mitigation opportunities.

2.3 Applicant

Applicants within the San Diego Operational Area include local governments, special districts, Federally recognized Native American tribes or authorized tribal organizations, and certain PNP organizations or institutions. FEMA and the State will interface primarily with the Applicant's Recovery Coordinator/Manager and key departmental points of contact with knowledge of needed emergency services-related expenditures and permanent repairs.

3. Process

3.1 Preliminary Damage Assessment

The first step in the FEMA PA process is the Preliminary Damage Assessment (PDA), through which the magnitude and impact of the damage in a county is determined. A FEMA/State team will usually visit the local Applicants to assess the scope of damage and broadly estimate repair costs. Each Applicant should mention known historical or environmental issues and discuss insurance coverage of facilities. Applicants should also explain what immediate expenditures might be associated with any identified emergency work.

3.2 Declarations

After the PDA teams have documented the damage, the Governor will determine whether to request Federal disaster assistance. Two types of Presidential declarations provided for in the Stafford Act may be requested by the Governor: Emergency Declarations and Major Disaster Declarations.

An Emergency Declaration can be declared for any occasion or instance when the President determines Federal assistance is needed. Emergency Declarations usually supplement State and local efforts in providing emergency services, namely the protection of lives, property, and public health and safety.

The President can declare a Major Disaster Declaration for any incident that the President believes has caused damage of such severity that it is beyond the combined capabilities of State and local governments to respond. A Major Disaster Declaration provides a wide range of Federal assistance programs for individuals and public infrastructure, including funds for both emergency and permanent work.

3.3 Immediate Needs Funding

During the PDA, immediate needs are noted for each area surveyed. If a disaster is declared and the State thinks the damage costs warrant the need for immediate cash flow, the State may request Immediate Needs Funding (INF) on behalf of an Applicant. INF may total up to 50 percent of PDA estimates for eligible emergency work. If an Applicant receives INF, the INF amount is later deducted from grants issued to the Applicant for eligible emergency work. The State is responsible for disbursing INF to Applicants.

3.4 Applicant's Briefing

An Applicant's Briefing is a meeting conducted by a representative of the State for all potential Applicants for PA grants. The briefing occurs after an emergency or major disaster has been declared and addresses application procedures, administrative requirements, funding, and program eligibility criteria.

The State representative (usually from State OES) is responsible for notifying each potential Applicant of the date, time, and location of the briefing. FEMA personnel may participate. To obtain the maximum benefit from the information presented at the briefing, in addition to a representative from the Applicant's OES (if applicable), FEMA recommends that each prospective Applicant send three representatives: 1) an elected official; 2) a representative from the public works department; and 3) a representative from the accounting office.

3.5 Request for Public Assistance

The Request for Public Assistance (RPA) is the form Applicants use to provide information about their organizations, such as physical location and points of contact (see Appendix E, Forms). FEMA and the State use the information submitted on the RPA to determine if an Applicant is eligible for PA. The form must be submitted to the State PAO within 30 days of the date of the Presidential declaration. It can be submitted at the Applicant's Briefing, by mail, fax, or electronically.

3.6 Kickoff Meeting

Once the RPA is reviewed and the Applicant is deemed to be eligible for public assistance, the PAC will contact the Applicant to set up a Kickoff Meeting to discuss damages, needs assessment, and an action plan for completion of a PW. The PAC will go over what is expected of each Applicant and will provide detailed instructions on what to do and how to do it. The Liaison will provide State specific details on PA program documentation and reporting requirements.

Along with a list of damaged facilities or sites and documentation of emergency-related expenditures to date, Applicants should be prepared to discuss known historical or environmental issues within the general area and specific to any damaged facility. Copies of insurance documentation associated with any damaged facility should also be provided to FEMA during this meeting.

The Applicant's Recovery Coordinator/Manager should attend the Kickoff Meeting along with key departmental points of contact with knowledge of needed emergency services-related expenditures and permanent repairs.

3.7 Project Formulation

Project formulation is the process of documenting the eligible facility, work, and cost for fixing the identified damages. The Applicant is responsible for identifying all damages and managing its projects.

Project formulation allows the consolidation of multiple projects into single PWs to expedite approval and funding, and to facilitate project management. More than one damaged site may be included in a single PW; however, sites with special considerations (discussed in detail in Section 3.8.4 below) should be formulated as a single PW to avoid unnecessary funding delays. The PAC will explain advantages and disadvantages of different ways of formulating projects.

Project formulation begins at the Kickoff Meeting but may continue after this initial meeting as additional damages are identified. Applicants have 60 days following the Kickoff Meeting to identify damages and submit project information.

3.8 Project Worksheet Completion

Following the Kickoff Meeting and project formulation, the PAC will assign a PO to write most PWs for eligible costs associated with emergency work and facility repair. Applicants may write their own PWs for small projects as described in section 3.9.1 below. Primary PW components include the Damage Description and Dimensions, Scope of Work, Project Cost, and Special Considerations (see Appendix D, Forms). These areas are described in detail below.

3.8.1 Damage Description and Dimensions

The purpose of the Damage Description and Dimensions section of the PW is to document disaster-related damages that cannot be otherwise verified after repairs to the facility are initiated. This information establishes the basic eligibility of the project and defines the expectations for the scope of work and associated costs to follow.

The PO describes the disaster-related damage to the facility, including the cause of the damage and the area of the components affected. Dimensions and quantities of damaged elements are provided. This section of PW is also used to document the pre-disaster condition of the facility and to demonstrate that the Applicant is responsible for performing the work.

3.8.2 Scope of Work

The Scope of Work section is the most important part of the PW because it establishes the basis for eligible reimbursement. Work performed outside of the Scope of Work will not be reimbursed.

The PO will list work that has been completed and work to be completed that is necessary to repair disaster-related damages. In this section, work necessary to remove and dispose of disaster-related debris, conduct emergency response measures, or repair or replace the disaster-damaged facility to pre-disaster condition is listed. Special considerations that may affect the Scope of Work are described and ineligible work are documented as well. The basis for the Project Cost estimate is also provided in the Scope of Work section.

3.8.3 Project Cost

FEMA PA grant amounts are based on actual costs if the work has been completed at the time an Applicant requests disaster assistance. However, for work that has not been completed at the time of the request, a cost estimate must be used. Typically, these estimates are prepared using unit costs. With this method, the project is broken down into elements based on the quantities of material that must be used to complete the work. For example, a culvert repair may be broken down into linear feet of pipe, cubic yards of fill, and square feet of pavement. The estimate of these items is a cost per unit that includes all labor, equipment, and material necessary to repair that item.

Project Cost estimates may be derived from any of the following methods, generally ranked in order of accuracy:

1. Actual Costs on Work Completed: Reasonable actual costs for properly procured eligible work and are considered the best source for the PW cost estimate.
2. Contract Costs: Estimated costs from a properly procured contract for completion of eligible work are also a good source for the PW cost estimate.
3. Contractor Bids: Bids received in response to a request for proposal to complete eligible work are acceptable documentation for PW cost estimates.
4. Local Vendor Quotes: Soliciting local vendors for quotes is another method for developing a PW cost estimate.
5. RS Means: RS Means unit price guides are widely used by FEMA and the construction industry to estimate costs for a most building components.
6. FEMA Cost Codes: FEMA maintains a national unit price listing for a number of common disaster-related work items. FEMA cost codes may be used to develop PW

cost estimates when costs derived from contracts, bids, quotes, or RS Means are not available.

FEMA has developed a Cost Estimating Format (CEF) tool that can be used to develop a more uniform method of estimating costs for certain large permanent work projects. The CEF is designed to account for costs incurred across the entire spectrum of eligible work (from design to project completion) and is intended for use on projects that are less than 50 percent complete or will take four or more months to reach 90 percent completion.

3.8.4 Special Considerations

Special considerations are issues other than program eligibility that could affect the scope of work and funding for a project. These issues include floodplain management, insurance, hazard mitigation measures, and compliance with other Federal laws and regulations, such as those pertaining to protection of the environmental and historic preservation.

To expedite the approval of grant funds, FEMA strives to identify and resolve special considerations issues as early as possible. Applicants have a critical role in identifying and quickly resolving special considerations issues before the PW is completed. If these issues are not identified and resolved prior to completion of the PW, processing of the PW may be delayed.

3.9 Payment of Claims

FEMA and the State share responsibility for making PA program funds available to the Applicant. The process is referred to as Payment of Claims.

FEMA is responsible for approving project applications. Once approved, FEMA makes the Federal share of the approved amount available to the State through a process known as obligation. Funds that FEMA has obligated are available to the State via electronic transfer, but reside in a Federal account until the State is ready to award grants to the appropriate Applicants. The State administers the grant to the Applicant and is responsible for securing the State share of the grant amount and for notifying the Applicant that funds are available.

Two different payment methods have been established for PA program grants. The difference between the methods is dependent on whether a project is “small” or “large.” That determination is based on a cost threshold that changes annually. The threshold is updated at the beginning of each fiscal year. For the year ending September 30, 2006, the threshold was set at $57,500.

3.9.1 Small Project PWs

Small project PWs are funded using an initial estimate of costs. The steps for processing a small project PW are described below:

1. An estimate is prepared by FEMA or by the Applicant. FEMA approves funding using the estimate and obligates the Federal share of the funds to the State.
2. The State provides funds to the Applicant as soon as possible after FEMA obligates the funds.
3. The funding level for small projects is generally fixed, regardless of the final cost incurred by the Applicant. FEMA does not perform a final inspection of completed small projects; however, the State must certify that the Applicant completed the work in compliance with all applicable laws, regulations, and policies and therefore may review some or all of an Applicant's small projects.

When an Applicant prepares and submits small project PWs for approval, FEMA conducts a validation process to ensure compliance with all applicable laws, regulations, and policies. During validation, a specialist from FEMA or the State reviews a portion of the Applicant's small projects to confirm that the Applicant has developed accurate scopes of work and cost estimates and that the Applicant has sufficient documentation to support the project eligibility and cost. Normally, the review is limited to 20 percent of the submitted small project PWs; however, if problems are encountered, the sample may be expanded.

Although small project PW funding is based on the estimate of eligible work, an Applicant can request supplemental funding for a net cost overrun on all small projects by submitting an appeal through the State to FEMA. An appeal should be submitted only when the total costs for all small project PWs (i.e., the sum of overruns and underruns of each small project PW) prepared by an Applicant exceed the total cost approved for all small projects. An Applicant may file an appeal for a small project PW cost overrun within 60 days of completion of that Applicant's final small project.

3.9.2 Large Project PWs

Large project PWs are funded using the final accounting of actual costs. The steps for processing a large project PW are described below:

1. A PW is prepared by the PO. FEMA approves funding using the estimate and obligates the Federal share of funds to the State.

2. As the project proceeds toward completion, the Applicant periodically requests funds from the State to meet expenses that have been incurred or that are expected in the near future.
3. When the project is complete, the State determines the final cost of accomplishing the eligible work, often performing inspections or audits in the process. The State then submits a report on the completed project to FEMA, certifying that the Applicant's costs were incurred in the completion of eligible work.
4. After reviewing the State's report, FEMA will consider adjusting the amount of the grant to reflect the actual cost of the eligible work.

When reviewing final costs, the State cannot provide funds for costs that are outside the PW Scope of Work approved by FEMA. The Applicant should contact the State if changes to the PW Scope of Work approved by FEMA are foreseen or identified during performance of the work.

3.9.3 Administrative Allowance

The Stafford Act stipulates that each grant recipient be provided an administrative allowance to cover costs associated with administering the grant. The administrative allowance is calculated based on a sliding scale ranging from 0.5 percent to three (3) percent of total eligible costs approved for the Applicant in a given disaster. Examples of activities that the allowance is intended to cover include:

- Identifying damage
- Attending meetings with FEMA and State Liaisons (Applicant's Briefing, Kickoff Meeting, etc)
- Completing forms necessary to request assistance
- Establishing files and providing copies of documentation
- Assessing damage, collecting cost data and developing cost estimates
- Working with the State during project monitoring and final inspection
- Preparing for audits

The administrative allowance is not intended to cover direct costs of managing specific construction projects that are completed using PA funds. These costs are eligible as part of the grant for each project as long as they can be specifically identified and justified as necessary for the work.

3.10 Appeals

The appeals process is the opportunity for Applicants to request reconsideration of decisions regarding the provision of assistance. The Applicant must file an appeal with the State within 60 days of receipt of notice of the action or decision being appealed. The State will review the appeal and submit it to FEMA for consideration.

There are two levels of appeal. The first level appeal is to the FEMA Regional Director. The second level appeal is to the Assistant Director at FEMA Headquarters.

3.11 Grant Closure

Grant closure occurs when FEMA determines that all applicable administrative actions related to the PA program for an Applicant are complete and all program funds have been reconciled. At this stage, all PA program projects have been completed, the State has awarded all grant funds and submitted its final expenditure report to FEMA, and FEMA has adjusted the funding level for the program as appropriate. Once grant closure occurs, no additional actions related to the program may occur.

3.12 Audits

PA program grant recipients are required to comply with the provisions set forth under the Single Audit Act Amendments of 1996. Even though a Single Audit must be performed, grant recipients are also subject to additional audits by the FEMA Office of Inspector General (OIG) and State auditors for items not covered by the single audit. Specific documentation and procedures are based on the requirements of the Federal Office of Management and Budget (OMB). The OMB requires grant recipients to maintain financial and program records for three years following State submittal of an Applicant's final expenditure report. FEMA may conduct an audit of the program during or after grant closure.

All recovery and procurement personnel should be familiar with the OIG document, Audit Tips for Managing Disaster-Related Projects.

4. Eligibility

The PA program is based on statutes, regulations and policies. The statute, the Robert T. Stafford Disaster Relief and Emergency Assistance Act (Stafford Act) is the underlying document that authorizes the project. Regulations published in Title 44 of the Code of Federal Regulations (CFR) Part 206 implement and interpret the statute. Policies are written to apply the statute and regulations to specific situations. These documents govern the eligibility criteria

through which FEMA administers the PA program. There are four components to disaster assistance eligibility: Applicant, Facility, Work, and Cost.

4.1 Applicant

Four types of entities are eligible Applicants under the FEMA PA program:

- State government agencies;
- Local governments and special districts;
- PNP organizations or institutions that own or operate facilities that are open to the general public and that provide certain services otherwise performed by a government agency; and
- Federally recognized Indian Tribes or authorized tribal organizations and Alaskan Native village organizations.

4.2 Facility

With certain exceptions, an eligible facility is a building, works, system, or equipment that is built or manufactured, or an improved and maintained natural feature that is owned by an eligible Applicant. Land used for agricultural purposes is not considered a facility within the FEMA PA program. To be eligible for funding the facility must:

- Be the responsibility of an eligible Applicant;
- Be located in a designated disaster area;
- Not be under the specific authority of another Federal agency for disaster assistance; and
- Be in active use at the time of the disaster.

If a facility is being used for purposes other than which it was originally designed, the eligible restoration is limited to the extent necessary to restore its immediate pre-disaster use. All eligible PNP facilities must be open to the general public.

4.3 Work

In general, eligible work is based on the following minimum criteria:

- It must be required as a direct result of the declared event;
- It must be within the designated disaster area; and
- It must be the legal responsibility of an eligible Applicant at the time of the disaster.

Eligible work is classified as either emergency or permanent work and is divided into categories by FEMA. Debris removal and emergency protective measures are considered emergency work, Categories A and B respectively. Permanent work is grouped by type of facility, Categories C through G. More specific descriptions of eligible categories of work are located in Appendix B, Damage Assessment Categories of Work.

If an eligible facility is damaged to the point where the Applicant thinks the facility should be replaced rather than repaired, FEMA applies a "50% Rule" to determine the eligibility of replacement as opposed to repair work.

The 50% Rule is summarized as follows:

- If the Repair Cost divided by the Replacement Cost is less than 50 percent, then only the repair cost is eligible.
- If the Repair Cost divided by the Replacement Cost is greater than 50 percent, then the replacement cost is eligible

Repair Cost equals the cost of repair of damaged components only. The cost does not include eligible codes and standards upgrades, demolition, site work, or applicable project management costs.

Replacement cost equals the cost of reconstructing the facility and includes current codes and standards upgrades. The cost does not include demolition, site work, or applicable project management costs.

4.4 Cost

Not all costs incurred by an eligible Applicant are eligible for reimbursement through the FEMA PA program. Eligible costs are costs that:

- Are reasonable and necessary to accomplish eligible work;
- Comply with Federal, State, and local procurement requirements; and
- Do not include (or are reduced by) insurance proceeds, salvage values, and other credits.

The eligible cost criteria apply to all direct costs, including salaries, wages, and fringe benefits, materials, equipment, and contracts awarded for eligible work. In addition to these direct costs, an Applicant will receive an administrative allowance as discussed in sub-section 3.9.3 above.

PA program funds are provided on a cost share basis. Because funding provided by the program is supplementary in nature, an appropriate sharing of costs between the Federal and State

governments must be determined. While the cost share is subject to change depending on the severity of a disaster, the minimum Federal cost share is 75 percent of eligible costs. The State and eligible Applicants determine the distribution of the non-Federal share.

5. Hazard Mitigation

Recovery is part of a continuum that includes preparedness, response, recovery, and hazard mitigation. Hazard mitigation funded through the PA program is a form of preparedness that occurs after an event and aims to prevent or minimize damage from a future event.

Hazard mitigation restores a facility beyond its pre-disaster condition and is subject to FEMA environmental and historical review. Two forms of hazard mitigation are funded through the FEMA PA Program and are described below.

5.1 Section 406 Mitigation

Section 406 Hazard Mitigation is a funding source for cost-effective measures that would reduce or eliminate the threat of future damage to a facility damaged during the disaster. The measures must apply only to the damaged elements of a facility rather than to other, undamaged parts of the facility or to the entire system. For example, if a flood damaged three culverts in a system of five culverts and increasing the capacity of the culverts would mitigate the damage, only the capacity of the damaged culverts could be increased through Section 406 Hazard Mitigation. An Applicant may not apply Section 406 Hazard Mitigation funding to alternate or improved projects if a new replacement facility is involved. When replacement facilities are involved, hazard mitigation should be accomplished through compliance with current codes and standards.

5.2 Codes and Standards Upgrades

Various hazards can also be mitigated through compliance with current codes and standards. When a facility must be repaired or replaced, FEMA may pay for upgrades that are necessary to comply with codes and standards. This situation typically occurs when older facilities, particularly buildings, must be repaired in accordance with codes that were adopted after the original construction. For the cost of an upgrade to be eligible, the code or standard requiring the upgrade must meet each the following five criteria:

- Apply to the repair work being performed.
- Be appropriate to the pre-disaster use of the facility.
- Be reasonable, formally adopted, in writing, and implemented prior to the disaster.
- Apply uniformly to all facilities of the type being repaired within the Applicant's jurisdiction.
- Be enforced during the time that it was in effect.

6. Improved and Alternate Projects

Following major or catastrophic disasters that cause substantial damage to public infrastructure, it may be desirable to expand certain facilities or change a facility's function rather than restore it to pre-disaster condition. The FEMA PA program allows for this flexibility through approval of improved or alternate projects.

6.1 Improved Projects

Applicants performing restoration work on a damaged facility may use the opportunity to make additional improvements while still restoring the facility to its pre-disaster design. For example, an Applicant might propose laying asphalt on a gravel road or replacing a firehouse that originally had two bays with one that has three bays. Projects that incorporate such improvements are called "improved projects."

An improved project may be requested for both small and large projects, but must be approved by the State prior to construction. Any project that results in a significant change from the pre-disaster configuration (i.e., different location, footprint, function, or size) must be reviewed by FEMA prior to construction to ensure completion of the appropriate environmental and/or historical review. State approval must be held pending such review.

Federal funding for improved projects is limited to the Federal share of the PW estimated cost and the time limits that would be associated with repairing the damaged facility to pre-disaster condition.

6.2 Alternate Projects

Occasionally an Applicant may determine that the public welfare would not be best served by restoring a damaged facility or its function to pre-disaster condition. This usually occurs when the service provided by the facility is no longer needed, although the facility was still in use at the time of the disaster. Under these circumstances, the Applicant may apply to FEMA to use a portion of the eligible funds for alternate projects. All requests for alternate projects must be made within 12 months of the Kickoff Meeting and approved by FEMA prior to construction.

Alternate projects are eligible for 75 percent of the approved Federal share of the estimated eligible costs associated with repairing the damaged facility to its pre-disaster design, or actual costs of completing the alternate project, whichever is less.

Possible alternate projects include repair or expansion of other public facilities, construction of new public facilities, purchase of capital equipment, or funding of hazard mitigation measures in the area affected by the disaster. Funding may not be used for operating costs or to meet State or Applicant cost share requirements on other FEMA PA projects or projects that use other Federal grants.

7. Timeframes

FEMA has established timeframes for requesting assistance and for completing work using PA grants.

7.1 Requesting Assistance

The following timeframes apply to requests for assistance:

- An Applicant must submit the RPA within 30 days of the date of the declared disaster.
- Project information must be submitted to FEMA within 60 days of the Kickoff Meeting.
- FEMA will take action on granting funds for a specific project within 45 days of receiving all of the information for that project.
- An Applicant may appeal FEMA's decision to the State within 60 days of being notified of any decision.
- An Applicant may file an appeal for a small project PW cost overrun within 60 days of completion of that Applicant's final small project.
- An Applicant may request an alternate project within 12 months of the Kickoff Meeting.

7.2 Completing Work

The following timeframes apply to the completion of work:

- An Applicant must complete debris removal and emergency work operations within 6 months following the Presidential declaration.
- An Applicant must complete permanent work within 18 months following the disaster designation.

7.3 Time Extension

All timeframes are set by regulation; however, if extenuating circumstances or unusual project conditions exist, a time extension may be requested through the State. The State has the authority to extend the timeframes for completion of debris removal and emergency work by six (6) months and permanent work by 30 months. For all other extensions, the State must request the extension from FEMA.

APPENDIX G: COUNTY OF SAN DIEGO RE-ENTRY PROTOCOL

COUNTY OF SAN DIEGO

Re-Entry Protocol

Developed by the San Diego County
Office of Emergency Services

September 2004

The following agencies have assisted in the development of this document and have agreed to the responsibilities set forth in this Protocol.

San Diego County Sheriff's Department
San Diego County Air Pollution Control District
San Diego County Dept. of Planning and Land Use
San Diego County Dept. of Environmental Health
San Diego County Dept. of Public Works
San Diego County Dept. of Mental Health
San Diego County Medical Examiner
San Diego County Office of Public Health
California Department of Transportation
San Diego Police Department
San Diego Fire Department
California Highway Patrol
California Dept. of Forestry
Info Line
American Red Cross
San Diego Gas & Electric
U. S. Forest Service

Purpose

This protocol is written to provide uniform guidance and procedures to ensure a coordinated safe and orderly re-entry into impacted communities. Past disasters have shown the criticality of accurate and timely communication. Communicating information is essential to ensure public health and safety by determining an area is safe to re-enter from both a safety and security standpoint. A coordinated response will alleviate the responsibility of a single agency, and ensure consistent, accurate communication to the public. In addition to listing factors for consideration, this protocol identifies the roles and responsibilities of key agencies that may be involved in re-entry.

Governing Authorities

This protocol is guided by the Federal Code of Regulations, (40 CFR 61.145 (m)), the California Penal Code (402, 409.5, 148.2), the California Vehicle Code (Section 2410), the California Health and Safety Code (Section 25350) and adheres to SEMS guidelines.

Responsibilities:

Agencies

- All agencies will also be guided by their individual emergency response plans in addition to the provisions of this plan.
- Each agency is responsible to ensure that communication of the completion of their assignments in the Re-Entry Protocol is received by the EOC Director or the Incident Commander.

Re-Entry Coordinator (REC)

- The REC will be the EOC Director if the Emergency Operations Center (EOC) is activated. If the EOC is not activated, the Incident Commander or the Liaison Officer of the Incident Management Team will be the REC.
- The REC has the overall management responsibility for the coordination between all agencies with a responsibility for re-entry and ensures that communication is accomplished effectively.
- The REC will inform Media and Public Relations of re-entry status.
- After all activities on the checklist have been completed, the REC will initiate re-entry.

Re-Entry Initiation

The Re-Entry phase commences after a disaster has passed and officials deem it safe for residents to return to their impacted communities.

Re-Entry will be initiated by the EOC Director, based on clearance from the Incident Commander or the Liaison Officer of the Incident Management Team, in consultation with the Operations Chief at the San Diego County Emergency Operations Center. In the event that the Emergency Operations Center has been deactivated, Re-Entry will be initiated by the Incident Commander or the Liaison Officer of the Incident Management Team at the scene.

Priorities for Re-Entry

- Safety
- Security
- Damage Assessment
- Restoration of Services
- Communication of Information
- Inter-Agency

In accordance with the Standardized Emergency Management System (SEMS) guidelines, communication on the status of re-entry will be from the Incident Commander on the scene, to the Departmental Operations Center (DOC), to the Emergency Operations Center.

Public Notification

- The Public will be notified of re-entry status via AM/FM Radio, TV, Press Releases, Internet, and live interviews.
- Incoming phone lines will be staffed to provide both pre-recorded and live information.
- Signs and/or White Boards will be posted at Checkpoints, Shelters

Response

First Responder Personnel includes:

- Fire (Local Fire Departments, CDF, U.S. Forest Service)
- Law Enforcement (Sheriff, Local Police Departments, CHP) and
- Agencies that play key roles in restoring normal operations such as Search and Rescue Teams, Utilities and Infrastructure Repair Personnel, Damage Assessment Teams and the Medical Examiner will have immediate access to the affected area.

Once an area has been deemed safe for re-entry, re-entry will be limited to Residents and Business Operators and Critical Support Groups such as Healthcare and Mental Health Personnel, Contractors and Insurance Adjustors.

Requirements Prior to Re-Entry

- Aerial and Ground Surveys to identify and prioritize the most seriously damaged areas of the county with respect to major routes, neighborhoods, businesses, and public facilities. (Law Enforcement, Fire)
- Establishment of perimeters (Law Enforcement)
- Identification of necessary road closures and detours (Law Enforcement)
- Identification Requirements for Necessary Personnel (Law Enforcement)
- Verification of proper Agency ID
- If Necessary, Issuance of Permits
- The re-entry area is contained and fire-safe (Fire)
- Structures and trees are deemed safe (Fire)
- Search and Rescue completed (Fire)
- No leaking natural gas or energized downed power lines (SDG&E)
- Building Inspections - Structures deemed safe to reenter (DPLU)
- Major routes are intact and passable (Law Enforcement, Cal Trans, DPW)
- Roadblocks and Checkpoints set up (Law Enforcement)
- Signs to identify streets (Landmarks may be missing) (DPW)
- Debris removed from public right-of-way (DPW)
- Safety Assessment Complete (DPLU)
- Detailed Damage Assessment (FEMA, State OES)
- Retrieval of remains and personal effects as appropriate (Medical Examiner/Animal Services)
- There is no threat to public safety (Law Enforcement)
- There is no threat to public health, and /or appropriate warnings are issued (DEH)
- No Hazardous Materials
- Air Quality Safe (APCD)
- Water Quality Safe
- Sanitation Issues addressed
- Communication of hazards to Public via Media and pamphlets available at checkpoints (Public Health and Red Cross)
- Telephone Information Hotlines for the Public have been established (INFO LINE/2-1-1, EOC, Law Enforcement)

Control of Re-Entry

- Re-entry Check Points are staffed (Law Enforcement)
- Credential Verification Area (CVA) set up nearby Re-Entry Points, Evacuation Centers (Shelters), Local Assistance Centers
- Procedures in place for proper identification of returning Residents and Critical Support Personnel and ensuring legitimacy of Contractors and/or Insurance Adjustors (ID Requirements, Forms, Permits)
- Informational material available for residents (Public Health, Red Cross)
- Curfews implemented if necessary (County Board of Supervisors)
- Curfews enforced (Law Enforcement)
- Agency Roles
- County Office of Emergency Services (thru the Emergency Operations Center)
- Responsible for coordination of all agencies
- Coordinate through the EOC with Media and Public Relations
- Communicate with Municipalities and State EOC

Fire

- Ensure Area for Re-Entry is contained and fire-safe
- Assess safety of trees and structures
- Search and Rescue

Law Enforcement

- Ground survey, supplanted by air survey if available.
- Set up roadblocks (prevent mass entry, prevent looting)
- Establish and monitor checkpoints
- Primary role in verification of identification and issuance of permits, if deemed necessary.
- Contractors and Insurance Adjusters – Verification of legitimacy
- Set up and staffing of permit processing locations CVA (Credential Verification Area) close to Checkpoints and/or in Evacuation Centers, Local Assistance Centers
- Provide overall security (against looting, theft, and unauthorized entry)
- Provide escorts, if necessary
- Enforce curfews

Department of Planning and Land Use (DPLU)

- Damage/ Safety Assessment, if activated
- Coordination with FEMA and State OES Damage Assessment Teams
- Dept. of Environmental Health (DEH)
- Ensure no risks to public health
- Oversight of site cleanup and removal of hazardous materials

Air Pollution Control District (APCD)

- Inform public of precautions of air quality
- Ensure Contractor compliance with Asbestos NESHAP (National Emission Standards for Hazardous Air Pollutants) and provide public with guidelines

Medical Examiner

- Removal of remains and personal effects as appropriate
- Security of personal property as appropriate
- Operation of field morgue and/or mass burial site as appropriate

Department of Public Works (DPW)

- Inspection of Roadway Infrastructures
- Provide signage for affected areas
- Debris Removal from public right-of-way
- Ensure major routes are intact and passable
- Assist law enforcement with road closures, re-openings and road detours

California Department of Transportation

- Inspection of state roadway infrastructures
- Debris Removal from freeways and state highways right-of-ways
- Ensure major routes are intact and passable
- Provide signage, if necessary
- Assist law enforcement with road closures, re-openings and road detours

San Diego Gas & Electric

- Ensure no energized downed power lines

- Check for natural gas leaks up to the meter
- Shut off service to residence, if requested by Fire or Law Enforcement
- Provide generator information on the website

Utilities

- Assess Damage
- Secure water and sewer leaks

San Diego County Board of Supervisors

- May institute curfews (Clearance can be given by the County EOC to public safety personnel, utility personnel and relief workers to violate established curfews)

Media and Public Relations

- Notify Public once Re-Entry has been initiated
- Public will be notified via AM Radio, TV, Press releases, Internet, live interviews
- Notify Public of Telephone Information Line, Assistance Centers, Identification Requirements for Re-Entry

American Red Cross/Dept. of Mental Health

- American Red Cross will take the lead in providing Mental Health and Spiritual Care Workers. If the numbers are larger than they can handle, they will coordinate with County Dept. of Mental Health and SDIVOAD (San Diego/Imperial County Voluntary Organizations Active in Disasters)
- American Red Cross and Dept. of Mental Health will coordinate printing relevant information for resident distribution at checkpoints.

Re-Entry Checklist

- ☐ Ground and/or Aerial Survey Complete –Law Enforcement, Fire
- ☐ Fire has determined the area contained and fire-safe - Fire
- ☐ Trees and Structures deemed safe – Fire, DPLU
- ☐ Search and Rescue complete – Fire and Law Enforcement
- ☐ Major Routes are intact and passable – Law Enforcement, Cal Trans, DPW
- ☐ Law Enforcement has examined the scene – Law Enforcement
- ☐ Detours, Roadblocks and Checkpoints established – Law Enforcement
- ☐ Procedures and locations for verification of ID are in place – Law Enforcement
- ☐ There is no hazardous materials threat to Public Health and/or appropriate warnings have been issued - DEH
- ☐ Water is deemed safe and/or appropriate warnings have been issued – DEH
- ☐ Air Quality is safe and/or appropriate warnings have been issued – APCD
- ☐ Remains and appropriate personal effects have been removed – Medical Examiner
- ☐ Personal property of decedents secured – Medical Examiner/Public Administrator
- ☐ Field morgue and/or mass burial site established and secured if required – Medical Examiner
- ☐ Structures deemed safe and/ or appropriately marked – Fire, DPLU
- ☐ Damage/ Safety Assessment completed – Fire, DPLU
- ☐ Major debris has been removed from public right of way- DPW, Cal Trans
- ☐ Appropriate Signage placed for community orientation – DPW, Cal Trans
- ☐ No leaking gas or downed power lines – SDG&E
- ☐ A plan is in place to communicate information to the public – Media and Public Relations Dept., Law Enforcement PIO, Red Cross, INFO LINE/ 2-1-1

APPENDIX H: ESF DESCRIPTIONS

ESF #1 – Transportation

ESF Coordinator: Department of Transportation

Emergency Support Function (ESF) #1 –Transportation supports the Department of Homeland Security (DHS), assisting Federal agencies; State, local, and tribal governmental entities; and voluntary organizations requiring transportation for an actual or potential Incident of National Significance. Through the Department of Transportation (DOT)'s coordination role, ESF #1 integrates the DOT responsibility for Emergency Management of the Transportation System (EMTS) in the prevention/mitigation, preparedness, recovery, infrastructure restoration, safety, and security of the Nation and its transportation system. ESF #1 is designed to provide transportation support to assist in domestic incident management. ESF #1 is designed to provide transportation support to assist in domestic incident management.

ESF #2 - Communications

ESF Coordinator: Department of Homeland Security/Information Analysis and Infrastructure Protection/National Communications System

Emergency Support Function (ESF) #2 – Communications ensures the provision of Federal communications support to Federal, State, local, tribal, and private-sector response efforts during an Incident of National Significance. This ESF supplements the provisions of the National Plan for Telecommunications Support in Non-Wartime Emergencies, hereafter referred to as the National Telecommunications Support Plan (NTSP).

ESF #3 - Public Works and Engineering

ESF Coordinator: Department of Defense/U.S. Army Corps of Engineers

Emergency Support Function (ESF) #3 – Public Works and Engineering assists the Department of Homeland Security (DHS) by coordinating and organizing the capabilities and resources of the Federal 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 National Significance.

ESF #4 - Firefighting

ESF Coordinator: Department of Agriculture/Forest Service

Emergency Support Function (ESF) #4 – Firefighting enables the detection and suppression of wildland, rural, and urban fires resulting from, or occurring coincidentally with, an Incident of National Significance. ESF #4 manages and coordinates firefighting activities, including the detection and suppression of fires on Federal lands, and provides personnel, equipment, and supplies in support of State, local, and tribal agencies involved in rural and urban firefighting operations.

ESF #5 - Emergency Management

ESF Coordinator: Department of Homeland Security/Emergency Preparedness and Response/Federal Emergency Management Agency

Emergency Support Function (ESF) #5 – Emergency Management is responsible for supporting overall activities of the Federal Government for domestic incident management. ESF #5 provides the core management and administrative functions in support of National Response Coordination Center (NRCC), Regional Response Coordination Center (RRCC), and Joint Field Office (JFO) operations.

ESF #6 - Mass Care, Housing, and Human Services

ESF Coordinator: Department of Homeland Security/Emergency Preparedness and Response/Federal Emergency Management Agency

Emergency Support Function (ESF) #6 – Mass Care, Housing, and Human Services supports State, regional, local, and tribal government and nongovernmental organization (NGO) efforts to address the non-medical mass care, housing, and human services needs of individuals and/or families impacted by Incidents of National Significance.

ESF #7 - Resource Support

ESF Coordinator: General Services Administration

Emergency Support Function (ESF) #7 – Resource Support assists the Department of Homeland Security (DHS), supporting Federal agencies and State, local, and tribal governments requiring resource support prior to, during, and/or after Incidents of National Significance.

ESF #8 - Public Health and Medical Services

ESF Coordinator: Department of Health and Human Services

Provides coordinated Federal assistance to supplement State and local resources in response to public health and medical care needs following a major disaster or emergency, or during a developing potential medical situation. Assistance provided under ESF #8 is directed by the Department of Health and Human Services (HHS) through its executive agent, the Assistant Secretary for Health (ASH). Resources will be furnished when State and local resources are overwhelmed and public health and/or medical assistance is requested from the Federal Government. Resource support to Federal, State, local, and tribal governments consists of emergency relief supplies, facility space, office equipment, office supplies, telecommunications (in accordance with the Office of Science and Technology Policy (OSTP) National Plan for Telecommunications Support in Non-Wartime Emergencies), contracting services, transportation services (in coordination with ESF #1– Transportation), security services, and personnel required to support immediate response activities.

ESF #9 - Urban Search and Rescue

ESF Coordinator: Department of Homeland Security/Emergency Preparedness and Response/Federal Emergency Management Agency

Emergency Support Function (ESF) #9 – Urban Search and Rescue (US&R) rapidly deploys components of the National US&R Response System to provide specialized life-saving assistance to State, local, and tribal authorities during an Incident of National Significance. US&R activities include locating, extricating, and providing onsite medical treatment to victims trapped in collapsed structures. The National US&R Response System integrates US&R task forces, Joint Management Teams (JMTs), and technical specialists.

ESF #10 - Oil and Hazardous Materials Response

ESF Coordinator: Environmental Protection Agency

Emergency Support Function (ESF) #10 – Oil and Hazardous Materials Response provides Federal support in response to an actual or potential discharge and/or uncontrolled release of oil or hazardous materials during Incidents of National Significance when activated. The Federal Government also may respond to oil and hazardous materials Incidents of National Significance using mechanisms of the National Oil and Hazardous Substances Pollution Contingency Plan (NCP) without activating ESF #10. Those procedures are described in the Oil and Hazardous Materials Incident Annex. (Note: For the purposes of this annex, "hazardous materials" is a general term intended to mean hazardous substances, pollutants, and contaminants as defined in the NCP.)

ESF #11 - Agriculture and Natural Resources

ESF Coordinator: Department of Agriculture

Emergency Support Function (ESF) #11 –Agriculture and Natural Resources supports State, local, and tribal authorities and other Federal agency efforts to address: (1) provision of nutrition assistance; (2) control and eradication of an outbreak of a highly contagious or economically devastating animal/zoonotic disease, highly infective exotic plant disease, or economically devastating plant pest infestation; (3) assurance of food safety and food security (under Department of Agriculture (USDA) jurisdictions and authorities), and (4) protection of natural and cultural resources and historic properties (NCH) resources prior to, during, and/or after an Incident of National Significance.

ESF #12 - Energy

ESF Coordinator: Department of Energy

Emergency Support Function (ESF) #12 – Energy is intended to restore damaged energy systems and components during a potential or actual Incident of National Significance. Under Department of Energy (DOE) leadership, ESF #12 is an integral part of the larger DOE responsibility of maintaining continuous and reliable energy supplies for the United States through preventive measures as well as restorative actions.

ESF #13 - Public Safety and Security

ESF Coordinator: Department of Homeland Security/Department of Justice

Emergency Support Function (ESF) #13 – Public Safety and Security integrates Federal public safety and security capabilities and resources to support the full range of incident management activities associated with potential or actual Incidents of National Significance.

ESF # 14 - Long-Term Community Recovery and Mitigations

ESF Coordinator: Department of Homeland Security/Emergency Preparedness and Response/Federal Emergency Management Agency

Long-Term Community Recovery and Mitigation provides a framework for Federal Government support to State, regional, local, and tribal governments, nongovernmental organizations (NGOs), and the private sector designed to enable community recovery from the long-term consequences of an Incident of National Significance. This support consists of available programs and resources of Federal departments and agencies to enable community recovery, especially long-term community recovery, and to reduce or eliminate risk from future incidents, where feasible.

ESF # 15 - External Affairs

ESF Coordinator: Department of Homeland Security

Emergency Support Function (ESF) #15 – External Affairs ensures that sufficient Federal assets are deployed to the field during a potential or actual Incident of National Significance to provide accurate, coordinated, and timely information to affected audiences, including governments, media, the private sector, and the local populace. ESF #15 provides the resource support and mechanisms to implement the National Response Plan – Incident Communications Emergency Policy and Procedures (NRP-ICEPP) described in the NRP Public Affairs Support Annex.

APPENDIX I: DISASTER DEBRIS RECYCLING AND HANDLING PLAN

1. Disaster Debris Recycling and Handling

A significant amount of pre-planning can occur prior to a disaster. However, as in all natural disasters, the actual effects are random, and for that reason cannot be completely projected prior to the event. Assessment of the amount of damage and the amount of debris generated are the first steps in responding to a disaster. Because of its composition, almost all disaster debris is recyclable. A list of disaster debris is included in Table 1.0.

Table 1.0
Disaster Debris Components

Asphalt Concrete Food Wood Mixed Inerts (concrete, asphalt, red clay brick, and dirt)	Sandbags Soil and Rock Furniture Yard Waste Vehicles (can be handled through state-funded abandoned vehicle programs)	Glass Metals Wallboard (drywall) Personal Belongings Plastic (sheeting and containers)

In addition to the above mentioned materials, some hard to handle or hazardous wastes may include, but are not limited too those listed in Table 2.0. Furthermore, human remains will be dealt with as outlined in the Operational Area Emergency Plan, Annex F.

Table 2.0
Hard-to-Handle Disaster Debris Components

Asbestos (chimneys, ceiling tiles, insulation etc.)*	Medical waste	Radiological materials
Ash*	Treated Wood*	Dead Animals
Food Waste	Lead-containing debris	
Household & Business Hazardous Waste (batteries, cleaners, paint, pool chemicals, etc.)	White Goods (large appliances such as refrigerators, washers and dryers)**	Universal Wastes (mercury containing items, T.V.'s, computers)

*May be disposed in lined areas of a Class III landfill if properly contained and meet the acceptance criteria for each landfill.

**Appliances are banned from landfills and must be handled by a certified appliance recycler prior to processing. A list of certified recyclers can be found on the Department of Toxic Substance Control.

2. Debris Removal

2.1 DEBRIS REMOVAL STAGES

Debris removal from disasters occurs in stages. The first stage involves immediate clearing of emergency routes to allow rescue crews entry to hard hit areas. The second stage requires removal of debris from streets to return traffic flow to normal patterns, repair of road and structural damage, and the third stage includes the longer process of private property debris removal. Figure 3.0 outlines the timeline for disaster debris recovery.

Table 3.0
Disaster Debris Recovery Timeline

Pre-Disaster		Create Disaster Debris Plan Develop a disaster debris ordinance Designate responsible departments and staff Locate potential countywide staging sites through the Solid Waste Technical & Citizens Advisory Committees Identify sample contracts and list existing contracts Identify existing facilities Develop Master Deconstructor /Recycler and contractor training
Stage 1 (w/in 72 hours)	Emergency Routes	Emergency roadway debris removal Public right-of-way debris removal and recycling Send out damage assessment teams for public buildings/structures
Stage 2 (3-30 days after)	Public right-of-way and structures	Update 2-1-1 hotline with jurisdictional information for debris handling and removal information. Demolition and repair of private & public property that is health & human hazard Locate temporary staging sites and permit requirements Confirm sites/areas for recycling, transfer and disposal. Work with facilities to get emergency waivers of permit conditions including tons, hours of operation, vehicle counts, etc. Use of volunteers to assist in these efforts as registered disaster service workers.
Stage 3 (30-60 days after)	Private Property	Debris removal starts Dangerous tree removal and demolition of leaning buildings Inland and beach waterway cleanup Private property cleanup (individual property owners will begin shortly after the disaster)
Stage 4 (ongoing through end)	Environmental Mitigation	Remediate staging areas Use of volunteers to assist in these efforts as registered disaster service workers.

2.2 DEBRIS REMOVAL MANAGEMENT

Each city and the County is responsible for providing emergency response services within their jurisdiction and for coordinating disaster debris cleanup. Sharing of resources among local jurisdictions following a disaster will be coordinated through the Standardized Emergency Management System (SEMS) in order to be eligible for state and federal reimbursement. Figure 1.0 identifies the roles and responsibilities required to respond to a disaster.

Coordination between jurisdictions will be facilitated by the Office of Emergency Services (OES) and a solid waste representative from each jurisdiction. Additional coordination may be needed for hazardous waste and facility permitting. Information for debris handling and removal will be coordinated through the countywide 2-1-1 hotline which will refer residents to their appropriate jurisdiction's hotline and website. Unless otherwise noted, each jurisdiction will handle its own debris. Standardized press releases and public information will be coordinated for recycling, household hazardous waste and debris handling.

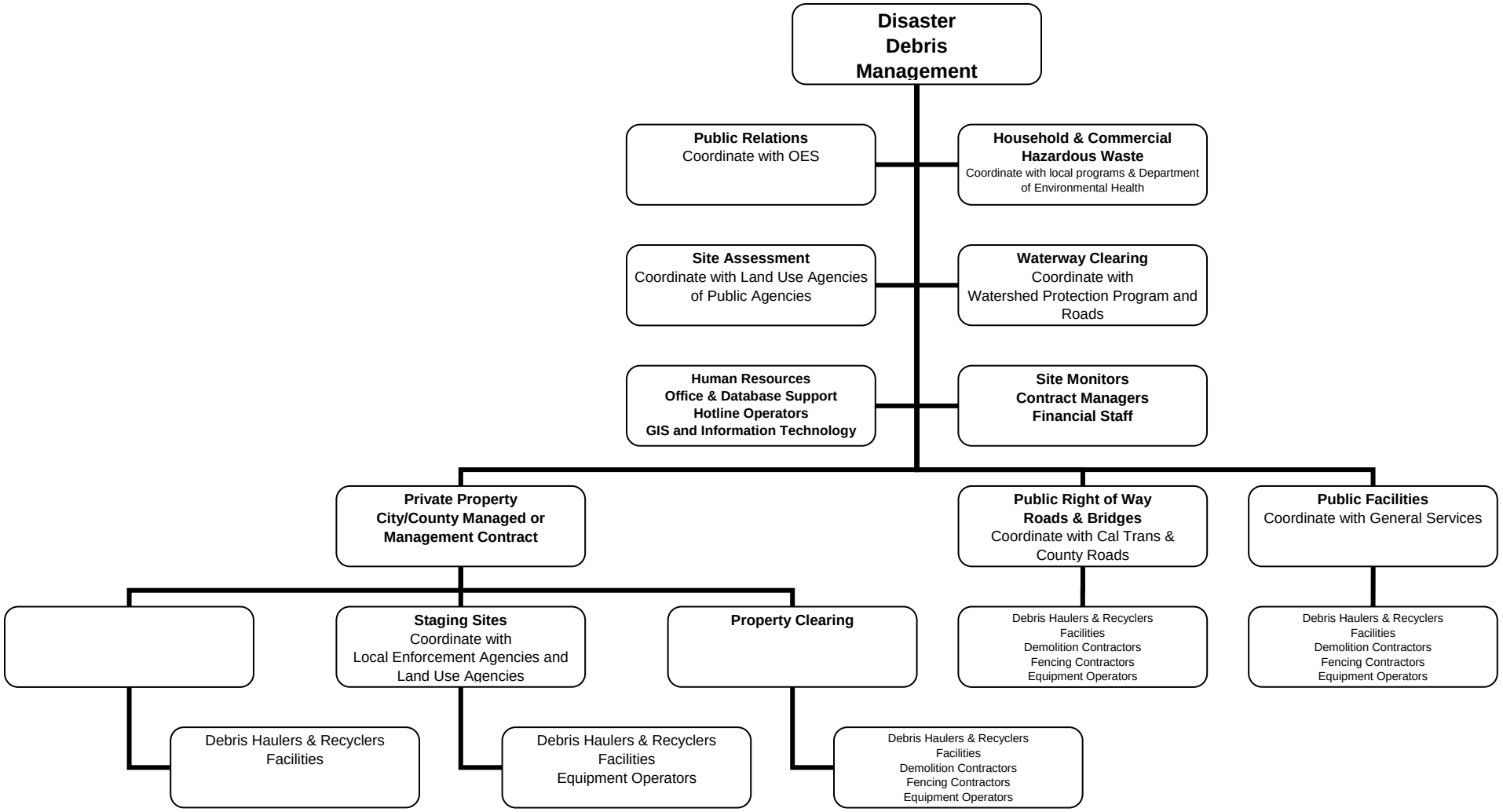
Jurisdictions are encouraged to work together to minimize the impact on local facilities and to utilize cross-jurisdictional contracts for demolition/excavation contractors, debris box haulers and others. Establishing contingency contracts or having sample contracts on-hand is advisable to ensure cost-efficient and timely cleanup response. All plans will include recycling and waste diversion as a priority. By pre-establishing contracts, city/county specific requirements for disadvantaged business enterprises (i.e. minority, women, or disabled veteran, -owned) can be considered. The pre-approved contractors can receive pre-disaster training in techniques to enhance debris recovery and recycling.

In any type of disaster material will be source-separated to the maximum extent possible to minimize program costs and impact to landfills. Jurisdictions may choose to contract directly with facilities for pricing or let debris contractors negotiate rates. There are three levels of processing that will occur:

1. Source-Separated. Clean loads of separated dirt, aggregates, woody materials and metals will be directed to local recycling facilities with the ability to process and market the materials for recycling and reuse.
2. Mixed Inerts. Loads of aggregates and dirt that contain wood, metal and trash not to exceed 10% of the load by volume.
3. Mixed Debris. Loads of mixed materials that for various reasons cannot be source-separated.

These three steps ensure only residual from processing facilities will be sent for landfill disposal.

Figure 1.0
Disaster Debris Management Structure



3. Disaster Debris Recovery Plan

Prior to a disaster, each jurisdiction is encouraged to develop a local ordinance, policy, or resolution related to disaster debris recycling and management. Jurisdictions can also develop a disaster debris plan or use the California Integrated Waste Management Board's (CIWMB) sample plan (Attachment XYZ). Disaster debris recovery plans can vary by jurisdiction and can incorporate a combination of curbside collection and the establishment of centralized collection and processing sites to maximize recycling. Based on the magnitude of the disaster, debris recovery will include the removal of debris from public right-of-way, public facilities and possibly private property.

3.1 STATE RECYCLING AND REPORTING REQUIREMENTS

Under the California Integrated Waste Management Act (AB 939) each city and county is responsible for planning and implementing waste management programs at the local level to maintain a 50% diversion rate each year. The waste tonnage from a disaster can greatly affect a jurisdictions diversion rate. Under state regulations, jurisdictions can receive a tonnage deduction in their state reporting to account for any surges in disposal tonnage. Jurisdictions need to make all feasible efforts to reuse, recycle, or compost disaster wastes for their deduction claim to be considered (California Code of Regulations (CCR), Title 14, Division 7, Chapter 9, Article 9, section 18794.2 (g)(2)). If a jurisdiction is making a disaster debris claim, they will need to submit the disposal tonnage with a report of their recycling efforts and submit it with their annual report for the year of the disaster to the California Integrated Waste Management Board (CIWMB). During any disaster, the County, as the countywide AB 939 coordinator, will work with each jurisdiction and recycling and disposal facilities to ensure that tonnage from disasters is accurately tracked.

3.1.1 Debris Recycling

Most debris can be recycled including metal, concrete, asphalt, yard and tree trimmings. Recycling of disaster debris is consistent with state and local policies regarding solid waste management and the California Integrated Waste Management Board's (CIWMB) Disaster Debris Plan. A 2005 study in the San Diego Countywide Siting Element showed that the region is currently at its maximum permitted annual landfill capacity. Disaster debris will further deplete this capacity; therefore, recycling and reuse must take priority in the handling of debris to guarantee future disposal capacity for municipal solid waste.

During the October 2003 wildfires, the City of San Diego achieved a 59 percent recycling rate and the County achieved a 46 percent rate. Case studies from the Los Alamos fires and Northridge earthquake showed that recycling rates can be as high 95 percent. Recycling will:

- Reduce the long term effects on in-county landfill capacity.
- Reduce disposal costs to jurisdictions and taxpayers.
- Help jurisdictions maintain state-mandated recycling rates.
- Keep aggregate and inert materials (concrete, rock, dirt) available for reconstruction of roads, infrastructure and private property.
- Maintain and augment an employment base for dislocated jobs due to the disaster.

Recycling requirements can be built into contracts to achieve the maximum amount of diversion from disaster debris. Private property cleanup contracts will include language requiring recycling of materials to the greatest extent possible and in accordance with local construction and demolition recycling policies and ordinances. Pricing contracts can be negotiated directly with recycling and disposal facilities. Recycling from public roads and structures can be achieved through contracts for mobile chipping and grinding of concrete, brush and other materials. All demolition contracts will include language requiring recycling and reuse through separation, chipping and grinding of materials. All reconstruction contracts can include the use of building materials that contain recycled materials including road base.

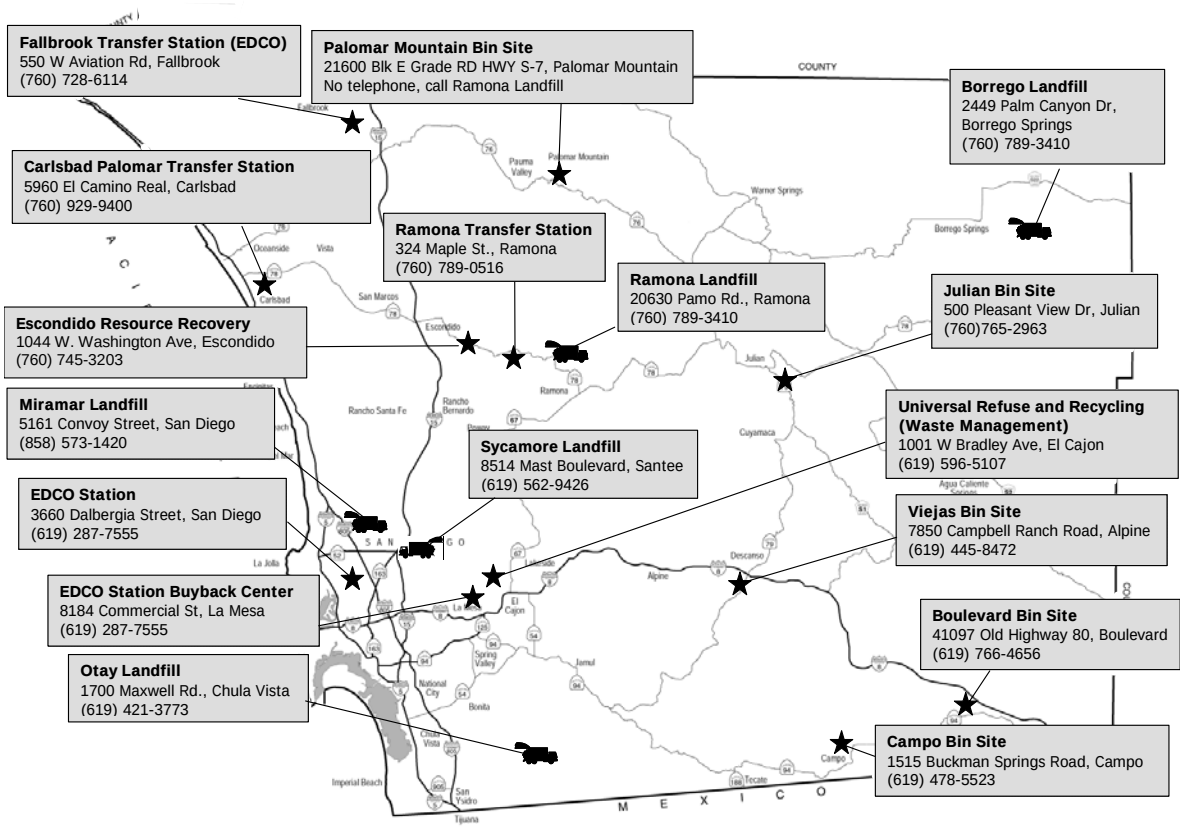
3.2 EXISTING INFRASTRUCTURE

In any type of disaster, the facilities and equipment that are in the highest demand are those that can process mixed debris including rock, concrete, asphalt and wood with some levels of contamination. There are two facilities planned in the County (EDCO Lemon Grove and at the Miramar Landfill) to accept mixed recycling related debris and sites are being considered at the Sycamore and Otay landfills. Additional mixed inert recycling capacity can also be established at source-separated recycling facilities that are willing to allow for greater contamination of materials.

There are five landfills, seven transfer stations and five active rural bin sites in San Diego County that accept municipal solid waste. There are two additional federal landfills located at Camp Pendleton that only accept military waste. Figure 2.0 shows the existing transfer stations, rural bin sites and landfills in San Diego County.

San Diego County has an extensive infrastructure of metal, concrete, asphalt, and wood chipping and grinding source-separated recycling facilities. Local aggregate recyclers have been included and have adequate space to increase their daily accepted material tonnage and stockpiling timeframe.

Figure 2.0
Landfills and Transfer Stations in San Diego County



3.3 PUBLIC ROADS, RIGHT-OF-WAY, BUILDINGS AND STRUCTURES

The California Department of Transportation (Caltrans) is responsible for the construction and repair of State and Federal Highways throughout California. The State Agency uses publicly employed engineers to administer contracts with private construction companies which actually perform the road work.

In a disaster situation, Caltrans is responsible for the immediate clearing of State and Federal roadways as well as the demolition and rebuilding of any damaged road structures (such as bridges) or roadways. In the past, emergency contracts have been issued to clear debris as well as re-build roadways. Emergency contracts have the same language as standard agreements, but they are executed under a separate process, within a much shorter time frame. Emergency contracts and lists of vendors can be in place prior to a disaster as part of planning, to the greatest extent possible.

Debris from County-maintained roads will be handled according the outline in Operational Area Emergency Plan, Annex J. Recycling can be done through contracts for mobile chipping and grinding of concrete, brush and other materials.

Each jurisdiction's General Services Department or equivalent will handle the repair and demolition of public buildings. Fencing and demolition contracts may also be used to take down privately owned structures that are an immediate threat to health and safety. All contracts can include language requiring recycling and reuse through separation, chipping and grinding of demolition and green waste materials.

3.4 HAZARDOUS AND UNIVERSAL WASTES

The State of California has banned the landfill disposal of hazardous and universal wastes and these materials must be handled through hazardous waste programs or authorized universal waste recycling programs or consolidators. These materials include, but are not limited to, the wastes from residents and businesses listed in Table 4.0.

Table 4.0
Hazard Waste Disaster Debris Components

Acids & Caustics	Herbicides	Pool Chemicals
Aerosol Cans	Motor Oil & Filters	Propane Tanks
Antifreeze	Mercury	Railroad Ties
Asbestos (non-friable)*	Paint (Lead, Oil, Latex)	Rechargeable Batteries
Batteries	Painted Wood	Solvents
Contaminated Soils	Paint Thinners	Thinners
Fuel/Gasoline Kerosene	PCBs	Treated Wood*
Glues	Pesticides	Universal Wastes
Fluorescent Lighting Tubes & Ballasts	Poisons	(mercury containing items, T.V.'s, computers, electronics)

**May be disposed in lined areas of a Class III landfill if properly contained and meet the acceptance criteria for each landfill.*

During a disaster, the existing collection programs for hazardous materials and universal wastes will be used, but may need to be modified for additional volume. There are also many approved collectors and recyclers for universal wastes. All jurisdictions currently have their own independent household hazardous waste programs. These programs include permanent drop-off facilities, temporary one-day collection events and door-to-door collection for elderly and disabled residents. There are ten (10) permanent drop-off facilities (Table 5.0).

Table 5.0
Permanent Household Hazardous Waste Facilities

Chula Vista	1800 Maxwell Drive, Chula Vista, 91910
City of San Diego (Miramar Landfill)	5161 Convoy Street, San Diego, 92111
Coronado	1001 6th Street, San Diego, 92118
Ramona (County of San Diego)	324 Maple Street, Ramona, 92065
El Cajon	1001 W. Bradley Avenue, El Cajon, 92020
Escondido	1044 W. Washington, Escondido 92025
La Mesa	8184 Commercial Street, La Mesa 91942
Oceanside	2880 Industry Street, Oceanside 92054
Poway	123325 Crosthwaite Circle, Poway 92064
Vista	1145 E. Taylor Street, Vista 92084

The County's Department of Environmental Health Hazardous Materials Division (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, and risk management plans. The HMD will be available to give recommendations for commercial hazardous waste handling and removal. The public will be referred to the Hazardous Materials Help desk at (619) 338-2222. Additional information for hazardous waste handling can be found in the Operational Area Emergency Plan, Annex H.

3.5 PRIVATE PROPERTY DEBRIS REMOVAL

Private property debris removal options will vary depending on the magnitude of the disaster. Existing trash and recycling services can be enhanced to handle construction and demolition materials and bulky items such as appliances. Jurisdictions may conduct recovery options with existing staff or hire a consulting firm to coordinate the program. Disaster debris removal is most successful when material is handled as it is normally collected. If a jurisdiction has curbside collection of waste, then this program should continue. Days can be setup for collection of specific materials; i.e. Monday-metals, Tuesdays-concrete, Wednesdays-greenwaste, etc. Staging areas will be needed for storage and recycling to be used by residents and contractors that do not have curbside collection.

3.6 STAGING SITES FOR DISASTER DEBRIS MANAGEMENT

Staging sites will be needed to collect, store and process materials. Sites will serve as centralized areas that residents and contractors to bring materials to for collection, storing and processing. Sites can be located at existing solid waste and recycling facilities and temporary sites in affected communities. Potential sites can be located before a disaster. Recommendations for sites are included in Table 6.0.

Figure 3.0 – Community Recycling & Drop-off Site used during October 2003 Fires

Table 6.0
Potential Staging Sites for Disaster Debris

Recycling Facility	Landfill
Vacant Lot	Corporation Yard
Parking Lot	Right-Of-Way
Private Property	Parks/Golf Course
Transfer Station	City/County-Owned Land
Closed Landfills	Closed rural bin sites

Staging materials offsite from facilities will allow for wood, dirt, and aggregates to stay within local communities, reduce transportation costs and alleviate waiting lines and operational stress at facilities. Staging sites will contain at a minimum areas for sorting of: appliances, mixed inerts, concrete, trash, dirt, wood/greenwaste, metals, hazardous and universal wastes.

Figure 4.0 – Temporary Tub Grinder for Greenwaste for Los Alamos Fires

Prior to a disaster, regulations and statutes will be reviewed to determine the legal authorization to establish staging areas including major use permits and solid waste and recycling permitting. Jurisdictions will work with their local land use authorities, Local Enforcement Agency, and other permitting agencies including Air Pollution Control District, Stormwater Protection, and Regional Water Quality Control Board. Each site will have an environmental remediation plan to comply with state and federal regulations.

A City of San Diego study shows that sites need approximately 20,000 tons to justify the costs of bringing in mobile crushers and grinders. If the material is to be used on site or in the local community for reconstruction, the 20,000 ton threshold is significantly lower. Members of the county's Solid Waste Technical Advisory Committee will work with the City and County of San Diego Local Enforcement Agencies and any local land use authorities to find temporary staging and processing areas.

4. Volunteers

In addition to each jurisdiction's and OES's response, Volunteer San Diego and the American Red Cross can be another valuable resource for disaster debris diversion coordinators. With proper training, volunteers can be helpful in assisting with disaster debris removal, recycling and recovery. Volunteer San Diego maintains a database of potential volunteers and opportunities and is responsible for processing "spontaneous" volunteers who offer help after a disaster occurs. Based on the October 2003 Cedar Fires, and Hurricane Katrina, Volunteer San Diego expects that thousands of spontaneous volunteers will respond to any disasters in the County or across the nation.

Types of activities spontaneous volunteers can perform:

- Oversee and monitor debris removal contractors.
- Assist with labor and equipment operation/donation for debris separation and removal on private property and at staging sites.
- Distribution of door-hangers and flyers for programs and information.
- Master Deconstructors and Recyclers can be trained in advance (can be coordinated through local jurisdictions, not Volunteer San Diego).
- Load inspectors to insure source-separated debris is not contaminated and that debris is actually disaster debris.
- Photo documentation for federal and state reimbursement.

5. Contacts

Each jurisdiction has the following contacts;

- Public Works/Disaster Debris Removal
- Solid Waste Management
- Household Hazardous Waste Contact
- Solid Waste Technical Advisory Committee Member

Table 7.0
Other Contacts for Debris Management

Entity	Responsibility	Contact Information
Air Pollution Control Board	Assists region with air quality issues and permits.	Gary Hartnett 858-5986-2671 gary.hartnett@sdcounty.ca.gov
County of San Diego, Department of Environmental Health, Hazardous Materials Division	Assists with emergencies involving hazardous materials and inspecting facilities to ensure proper identification, storage, and disposal of hazardous waste.	Staff: Nick Vent 619-338-2284 or nick.vent@sdcounty.ca.gov Public Inquiries: Hazardous Materials Help desk at (619) 338-2222
Local Enforcement Agency (City of San Diego)	Assists with temporary and permanent solid waste facility permits for all facilities located in the city of San Diego.	City of San Diego, Vicky Gallagher, LEA Program Manager, (619) 533-3695 vgallagher@sandiego.gov
Local Enforcement Agency (County of San Diego)	Assists with temporary and permanent solid waste facility permits for facilities in all jurisdictions except the City of San Diego.	County of San Diego, Department of Environmental Health Kerry McNeill 858-694-2629 or kerry.mcneill@sdcounty.ca.gov
Regional Water Quality Control Board	Assists region with water quality issues and permits.	John Odermatt 858-637-5595 or jodermatt@waterboards.ca.gov
Solid Waste Technical and Citizens Advisory Committees	Coordinates countywide solid waste and household hazardous waste issues. Members include representatives from each jurisdiction and various community groups.	County of San Diego Solid Waste Planning and Recycling Section (Public Works) Wayne Williams 858-874-4108 or wayne.williams@sdcounty.ca.gov

ATTACHMENT 1: DISASTER SPECIFIC CHECKLISTS

(*To be included at a later date*)