

***GARFIELD COUNTY***

***COMPREHENSIVE  
EMERGENCY  
MANAGEMENT  
PLAN***

***JANUARY 1983***

***UPDATED JANUARY 2008***

**GARFIELD COUNTY**  
**COMPREHENSIVE EMERGENCY MANAGEMENT PLAN**  
**VOLUME 1**  
**TABLE OF CONTENTS**

**TITLE**

TABLE OF CONTENTS  
FORWARD  
DISTRIBUTION LIST  
RECORD OF CHANGES and PLAN PROTOCOLS

**BASIC PLAN**

**ANNEXES**

Annex A	Direction of Control
Annex B	Continuity of Government
Annex C	Warning
Annex D	Movement
Annex E	Shelter
Annex F	Manpower
Annex G	Medical and Health Services
Annex H	Communications
Annex I	Food
Annex J	Transportation
Annex K	Hazardous Materials and/or Radiological
Annex L	Law Enforcement
Annex M	Fire Services
Annex N	Engineering and Utility Services
Annex O	Search and Rescue
Annex P	Religious Affairs
Annex Q	Emergency Fiscal Procedures
Annex R	Training and Education
Annex S	Utilities
Annex T	Legal Compendium
Annex U	Definitions and Acronyms

**EMERGENCY SUPPORT FUNCTIONS (ESF'S)**

**GARFIELD COUNTY**  
**COMPREHENSIVE EMERGENCY MANAGEMENT PLAN**

**FOREWORD**

**I. Authority**

Authority for provisions of this plan are contained in U.S. Public Law 920, “The Federal Civil Defense Act of 1950”; U.S. Public Law 93-288, May 22,1974, “Disaster Relief Act of 1974”; and Public Law 96-342, September 8,1980, “Improved Civil Defense.” Also consistent with Public Law 91-606 and under the authority of Revised Code of Washington , Title 38, Chapter 38.52 as revised, RCW 34.04, Administrative Procedures Act, Laws of Washington 1959, and Title 118 Washington Administrative Code(WAC) Emergency Management, and Garfield County.

**II. Scope**

This Plan is in compliance with Washington State Comprehensive Emergency Management Plan, May 2002. The Plan, including its appendices, check lists and other supporting documents, provides for coordination of man -made or natural emergency disaster operations throughout all levels of county and municipal governments within Garfield County. The basic concept of operations in a major disaster is the use of mutual aid agreements and letters of understanding entered upon by the City of Pomeroy and Garfield County.

This Plan provides guidance and direction to all of Garfield County. All direction contained in this Plan apply to emergency activities undertaken by the City of Pomeroy and Garfield County and the general public required to minimize the effects of disaster and facilitate and expedite temporary restoration.

The Garfield County Man-Made and Natural Disaster Plan and those of other political subdivisions within the County will provide for disaster readiness and control operations for all county areas.

This plan provides a foundation for a continuing effort to incorporate National Incident Management System (NIMS) in plans to meet and overcome emergencies and disasters of all scales, establishing mutual understanding among the numerous government and tribal agencies, business’s, industries, volunteer organizations, and citizens of Garfield county, and coordination with comprehensive emergency management plans and programs of the federal government, the State of Washington, emergency management jurisdictions of Garfield County, and the surrounding jurisdictions.

**III. Supporting Documents**

To provide detailed guidance relative to the various responsibilities placed on the heads of several departments and agencies comprising the County of Garfield Emergency Management Organization, separate plans, standard operating procedures, and check lists appropriate to that particular emergency function will be prepared by those having such responsibilities under this Plan and applicable law.

The Garfield County CEMP utilizes Emergency Support Functions (ESF's), which identify sources for direct assistance and operational support that the county may need in order to implement hazard mitigation, preparedness, response, or recovery from an emergency or disaster. The CEMP consists of:

- The basic plan, which identifies policies and concepts of operations that guide the county's mitigation, preparedness, response, and recovery activities.
- The Appendices, which describe emergency management activities and provide additional details to the basic plan.
- The ESF's, which describe the mission, policies, concepts of operation, and responsibilities of primary and support agencies, involved in the implementation of activities.

#### IV. Implementation

The degree to which the City of Pomeroy and County of Garfield resources can be effectively coordinated in time of emergency largely depends on detailed planning by all departments and agencies before the occurrence of disaster. Coordination of the planning among the several departments, and especially with the Garfield County Office of Emergency Management is essential.

An Emergency Operating Center shall afford the capability of bringing together in one central location those people capable of committing and coordination all of the resources within the City of Pomeroy and County of Garfield necessary to respond to a major disaster.

**NATIONAL INTERAGENCY INCIDENT MANAGEMENT SYSTEM.** The parties to this agreement will operate under the concepts defined in the National Interagency Management System (NIMS) including Incident Command System (ICS), qualifications system, training system, the management of publications, and participate in the review, exchange, and transfer of technology as appropriate for providing qualified resources, and for the management of incidents covered by this Agreement.

#### V. Supersession

This Plan supersedes any and all Emergency Disaster Plans previously prepared and adopted by Garfield County.

Garfield County Emergency Services Operations Plan, revised 2-1994.

Submitted

**GARFIELD COUNTY**  
**COMPREHENSIVE EMERGENCY MANAGEMENT PLAN**

**DISTRIBUTION LIST**

This plan has been distributed to the following agencies:

Garfield County Commissioners Office  
Garfield County Emergency Management  
Garfield County Sheriff's Office  
Pomeroy City Government  
Garfield County EMS  
Garfield County Health District  
Garfield County Community Services  
Garfield County Cooperative Extension  
USDA Forest Service, Local Office  
Garfield County Public Works  
Garfield County Search and Rescue  
WA Department of Natural Resources  
WA Department of Transportation  
WA Department of Ecology  
Garfield County Public Utilities District  
Garfield County Conservation District  
Garfield County Roads Department  
Garfield County Hospital  
Bonneville Power Administration  
Pacific Power  
Inland Power  
American Red Cross  
Garfield County School District  
Garfield County Fire District  
Department of Ecology  
Department of Social and Health Services  
Garfield County Prosecutor/Coroner

**GARFIELD COUNTY**  
**COMPREHENSIVE EMERGENCY MANAGEMENT PLAN**  
**RECORD OF CHANGES and PLAN PROTOCOLS**

<b><u>DATE</u></b>	<b><u>CHANGE/UPDATE INFORMATION</u></b>
Dec 2004	Review of State Suggestions for plan updates.
Jan 2006-2007	Equipment typing per state and federal guidelines Integration of NIMS standards
Jan 2008	Updating of personnel information and equipment Integrating ESF's

**PLAN PROTOCOLS**

This plan will be updated at least every four years by the Emergency Management Director and exercised annually. It will be submitted to Washington State Emergency Management Division for review every four years.

To review a copy of this plan or for further information, please contact:

Garfield County Emergency Management Office  
PO Box 885  
181 9<sup>th</sup> Street  
Pomeroy WA 99347  
509-843-3369

**GARFIELD COUNTY**  
**COMPREHENSIVE EMERGENCY MANAGEMENT PLAN**

**BASIC PLAN**

**I. MISSION AND SITUATION**

**A. MISSION**

1. The purpose of this plan is to provide for the protection of the citizenry and property in emergency situations arising from natural or man-made disasters or enemy attack.
2. To provide for the continuity of government in Garfield County during and after the emergency.
3. To provide for the effective utilization in an emergency of all City and County employees and equipment and other resources made available by the Garfield County Office of Emergency Services.

**B. SITUATION**

**1. General**

- a. The County is vulnerable to disasters caused by war, natural disasters or major accidents. Natural disasters may include, but are not limited to earthquakes, flooding, tornadoes or high winds, volcanic activity, or ice storms. Major accidents could include fires and explosions, aircraft crashes, toxic or radioactive materials accidents, or collapse of buildings.

**2. Assumptions**

- a. No more than one disaster will be in progress at any one time.
- b. The capabilities of City and County government will be exceeded or severely taxed in attempting to cope with a major disaster.
- c. Assistance will be available through the Garfield County Office of Emergency Services; however, initial response to the disaster and overall planning and coordination will remain a responsibility of the City if the disaster occurs in the City, and the County if the disaster occurs in the outlying area.
- d. Some natural disasters, such as earthquakes or major floods could cause damage in such large areas that units from other cities that would normally be available under mutual aid agreements will be otherwise occupied.

**II. SPECIFIC RESPONSIBILITIES**

**A. General**

1. The E.S. control for all E.S. activities will extend throughout the entire county.
2. The plan for financing E.S. for Garfield County will be determined by the E.S. Council and approved by the County Commissioners and City Council.
3. For each level, alternate personnel will be designated to essential E.S. positions and be prepared to assume appropriate responsibility in the absence of any or all of the primary personnel.

**B. County Emergency Services Director**

1. Acting for the Garfield County E.S. Council, will coordinate all E.S. activities on a County-wide basis.

2. Will, at all times, keep the County E.S. plan current and will advise the State Director of E.S. of any changes in the appointed heads of local E.S. organizations under his/her administrative jurisdiction.

C. Other County Officials

The following County officials will be responsible for the emergency service duties indicated:

1. County Sheriff
  - a. Law enforcement
  - b. Emergency traffic control
  - c. Recruiting and training an auxiliary force for sheriff's department
  - d. Reconnaissance and reporting of unexploded ordinance
  - e. Organize, equip and train light rescue squads for local use to aid persons and property in distress as directed by the County Commissioners.
2. County Engineer
  - a. Organize and train mobile engineering and heavy rescue units in road districts for use as directed by the County Commissioners.
3. County Health Officer
  - a. Under the general direction of the State Department of Health carrying out public health activities, bacteriological warfare defense and the radiological aspects pertaining to the contamination of food and water.
  - b. Organizing and training first aid, surgical and hospital units.
  - c. Organizing for the post-disaster medical care of all casualties.
  - d. Advising the E.S. Director regarding the location of medical supplies.
4. County Superintendent of Schools
  - a. Organizing a County E.S. school board consisting of the County superintendent and school principals.
  - b. Developing E.S. plans and procedures to be followed in the schools.
  - c. Making school facilities available to local E.S. organizations for training activities.
5. County Auditor
  - a. Under the supervision of the County Commissioners carrying out the provision of RCW 38.52.070 regarding the procurement of supplies, equipment, and personnel under disaster conditions
  - b. Establishing and maintaining an up-to-date file and index of the orders, rules, and regulations issued by the Governor under the provisions of RCW 38.52.050.
  - c. Administering the County Economic Stabilization Program. (Ration, Price Control, and Rent Control Boards.)

6. County Prosecuting Attorney
  - a. Advising County government officials and the County E.S. organizations of all legal matters relating to E.S. emergency authority and authority during training drills and exercises.
  - b. Preparing County ordinances and/or resolutions as directed by the County Commissioners necessary to place the local E.S. organization on a sound basis.
7. Mayor
  - a. As the city's chief executive office, is in overall charge upon declaration of an emergency in the city. He/she will be assisted as necessary by other members of the City Council and members of his/her staff.
8. Washington State Patrol (WSP)
  - a. Assist County Sheriff and City Police in the implementation of local plans for emergency traffic control and other emergency police functions.
  - b. Monitor and report radiation hazards and chemical spills.
  - c. Control vehicle traffic movement on primary state highways.
9. Emergency Welfare (County Welfare Officer)
  - a. Advising and assisting the County E.S. Director on welfare matters.
  - b. Organizing, recruiting, training, and instructing volunteers in registration and rehabilitation.
10. Volunteers
 

During an emergency, the county will use volunteer groups and individuals for specialized assistance.  
Such groups include:

  - a. Salvation Army and Red Cross
  - b. Area Churches
  - c. Amateur Radio
  - d. Ministerial Association
11. Other Services

Detailed responsibilities and instructions for all services, including those listed above, will be found in appropriate annexes which are a part of this plan and should be carefully studied by the director of each service involved. Where any doubt or conflict of duties exist, those responsible should confer with the E.S. Director for clarification to insure proper coordination between units.

### III. EXECUTION

- A. This plan will become operative upon declaration of emergency by the Mayor or the County Commissioners, dependent upon where the emergency is.
- B. Upon activation of the plan, designated personnel will meet at the Emergency Operations Center.
- C. Detailed operations will depend on the nature and extent of the emergency. In general, departments will operate as indicated above and in the various annexes of this plan under control of the Mayor or County Commissioners or their designated representatives. In event the Mayor or Commissioners are absent or unable to perform his/ their duties under this plan, the City Council or the Sheriff will act under terms of Annex B, Continuity of Government.

#### IV. ADMINISTRATION AND LOGISTICS

##### A. Administration

1. All personnel assigned emergency services responsibilities will be subject to security and loyalty requirements as set forth in RCW 38.52.130.
2. The existing framework of government is retained. As directed by the Mayor or County Commissioners and subject to approval by the City Council emergency services activities are expanded while many of the less essential administrative activities of the City and County government are suspended or curtailed.
  - a. Employees who are not required for essential duties in their regular departments may be temporarily assigned to duties in other departments or areas having important and essential emergency functions.
  - b. The Emergency Services Director is responsible that technical advice and assistance, as needed, is provided to departments in the preparation of their emergency administrative plans related to the training of personnel who have Emergency Services assignments during emergencies.
  - c. All essential records are to be maintained in time of emergency.
3. The Emergency Services Director is responsible that this Emergency Operations Plan for the City of Pomeroy and County of Garfield is reviewed and updated to insure the timeliness and correctness of the information, at least every two years.

##### B. Logistics

1. The City of Pomeroy is responsible for meeting the requirements of its area using all available manpower and resources in an emergency situation. When the municipal resources are exhausted, assistance will be requested from Garfield County.
2. When the manpower and resources of Garfield County are exhausted, an emergency or disaster will be declared and assistance will be requested from the State of Washington. In the same manner, the State may request assistance from the Federal government.
3. The Mayor and County Commissioners are responsible that the following basic fiscal procedures are planned for prior to, and carried out during, a disaster situation either by themselves or heads of designated departments.
  - a. Transferring available funds to an emergency account to establish funds control and accountability of expenditures for disaster use.
  - b. Establishing a special account number for emergency field purchases and contracting for goods and services.
  - c. Providing projected emergency account showdown rate daily and providing cumulative disaster expenditure upon request.
  - d. Establishing accounting procedures to assume timely recording of filed purchases and capital outlays.
  - e. Entering into contracts incurring procurement obligations and making disbursements for disaster services.
  - f. Implementing a system for employee time keeping and payroll functions.

#### V. DIRECTION AND CONTROL

A. Direction

In the event of a major emergency declaration covering an area larger than the City, the chain of direction for all emergency services operations within the State will be from City to County, and from County to State. Local direction and control guidelines are detailed in Annex A, Direction, Control, and Liaison.

B. Control

1. The primary communication method shall be telephone. Radio will be used only when telephone circuits are unavailable, inoperative, or overloaded.
2. The Police, Fire, and Utility radio nets will be used by the respective departments as normal. Each net will have an emergency operations station located at the Emergency Operations Center. Any of these nets will also be available for non-departmental use when telephone lines are not available as above.
3. Details are in Annex H, Communications.

**GARFIELD COUNTY**  
**COMPREHENSIVE EMERGENCY MANAGEMENT PLAN**

**ANNEX A**

**DIRECTION AND CONTROL**

**I. PURPOSE AND SITUATION**

A. Purpose

1. To provide for the effective direction, control, and coordination of emergency operations undertaken in accordance with this plan.

B. Situation

1. Garfield County is essentially an agriculturally based county, with over half of its 25 hundred population residing in the city.
2. The potential for the City or County to be affected by an emergency arising from any cause places responsibility on its government to assure that flexible direction and control arrangements are planned in advance.
3. Normal direction and control channels of the City, Garfield County departments, organizations and agencies, as well as State and Federal levels, must be understood and used to the maximum extent possible at all times.

**II. ORGANIZATION AND RESPONSIBILITIES**

- A. County Commissioners are to provide policy guidance, leadership and direction of all agencies, and provide the operating budget jointly with the city for the county and city emergency services program.
- B. The Mayor of Pomeroy, in time of public danger or emergency in the city shall, if so authorized, take command of the police, maintain order, and enforce the law. He provides leadership and direction, and functions as Chief Executive in accordance with Chapter 38.52 RCW and also functions as a member of the Garfield County Emergency Management Council.
- C. County Director of Emergency Management serves as a member of and principal advisor to the Executive Group and coordinates County emergency operations.
- D. The Emergency Operations Center is based at the Garfield County Sheriff's Department, 789 Main Street Pomeroy Washington.

**III. EXECUTION**

A. Concept of Operations

1. During natural disasters all agencies will operate from their normal headquarters, augmented by such field headquarters as may be advisable and practical.
2. During an attack situation headquarters for County government and the City of Pomeroy will be in the EOC in the basement of the Courthouse.
3. The following are individuals to be contacted in emergency situations:

- |                                  |                 |
|----------------------------------|-----------------|
| a. Sheriff                       | 843-3494 or 911 |
| b. Emergency Management Director | 843-3369        |
| c. Mayor: Alan Gould             | 843-0222        |
| d. County Commissioners—         |                 |
| 1) Dean Burton                   | 843-1916        |

- |                          |          |
|--------------------------|----------|
| 2) Wynne McCabe          | 843-3932 |
| 3) Bob Johnson           | 843-1150 |
| e. Public Works Director | 843-3936 |
| f. Others as appropriate |          |

#### IV. ADMINISTRATION AND LOGISTICS

The normal administrative and logistical support for individuals assigned responsibilities for direction, control, and liaison will be provided by Emergency Services Operations Center.

Functions established by the EOC:

- \*Single or unified command: Responsible for incident management
- \*Safety: Responsible for overall incident safety.
- \*Liaison: Responsible to ensure agency and/or organization representation.
- \*Public Information Officer: Responsible for coordinating all public information and media relations.
- \*Operations Coordinator: Generally, a representative of the principal first-response agency having overall incident management responsibilities in the field; responsible for coordinating support to individual incident commanders.
- \*Logistics coordinator: responsible for resource management and responding to resource requests.
- \*Planning coordinator: responsible for situation analysis and anticipating future response/resource or recovery needs and activities.
- \*Finance coordinator: Responsible for record keeping and financial support.

EOC Activation Levels:

- \*To optimize coordination and communications, EOC activation and staffing will be at the lowest level necessary to adequately respond to a hazardous event. The following EOC activation levels are defined.

**Level I:** Routine Operations and Low Impact Emergencies

Day to day emergencies requiring minimal coordination and assistance. The situation may be such that it can be more efficiently and effectively supported without primary EOC activation. There is no foreseen need to proclaim a local emergency.

**Level II:** Medium impact disaster

Any emergency situation requiring more than routine coordination and assistance, and generally involving multiple agencies or jurisdictions.

**Level III:** High impact disaster

Any emergency requiring a high degree of coordination/support, and generally involving state and federal assistance. In particularly complex situations with several organizations involved, or where there is a high degree of media or public interest, a Level III activation will be recommended.

Disaster Management

Mitigation

- \*Mitigation is the actions that reduce or eliminate long-term risk to the people, property, environment, and economy from natural and technological hazards.
- \*Mitigation strategies counter the hazards in the HIVA. They incorporate the information gathered from state agencies, private sector, and the public following disasters and emergencies.
- \*The Garfield county department of emergency management will include mitigation in its disaster training program for individuals, families, neighborhoods, civic organizations, businesses, and government organizations. It may assist other governmental organizations in identifying ways to consider disaster mitigation in their public programs and be an information resource for the public.

\*Garfield County organizations, where feasible, will include disaster mitigation in projects such as growth management and regional transportation, flood control, zoning ordinance revision, and building code revision.

V. DIRECTION AND CONTROL

A. Direction

1. Direction of all emergency services operations shall be through established channels.
2. In the event City/County government must be relocated prior to or during an emergency, the relocation site (pre-selected or expedient) will be reported to the County EOC as rapidly as possible.

B. Control

Control of all emergency services operations will be accomplished through existing communications systems which are an integral part of regularly constituted emergency services organizations.

APPENDIX I ORGANIZATION CHART  
APPENDIX II EVACUATION MAP

**GARFIELD COUNTY**  
**COMPREHENSIVE EMERGENCY OPERATIONS PLAN**

**ANNEX B**

**CONTINUITY OF GOVERNMENT**

**I. PURPOSE AND SITUATION**

A. Purpose

1. To assure continued operation and continuity of government at all levels during disaster.
2. To preserve and protect records essential to the continued functioning of government.
3. To establish alternate site of Pomeroy or Garfield County government where essential operations may continue during the disaster.

B. Situation

1. A major disaster could result in great loss of life and property. The loss of key officials and the partial or complete destruction of the seat of government may occur. A disaster could cause the destruction of City/County records, plus the loss of public and private records essential to the continued operation of government.

**II. EXECUTION**

A. Succession

1. All elected and appointed heads of government and department, in normal day to day operations, assure that all successors to their respective positions are aware of their responsibilities in order to assure complete continuity of government. In addition, they will assure that essential records are preserved and adequately protected.

B. Emergency Assignment List

1. This information is shown in Appendix I.

**III. ADMINISTRATION AND CONTROL**

- A. Lists will be updated annually and after each election.
- B. Individuals will assume his duties upon reporting to the seat of government.
- C. The first member appearing on the list to report to the seat of government will assume the job of Mayor or Sheriff until a member out ranking him appears at the seat of government. At this time, the reins of government will revert to the ranking member.

APPENDIX I EMERGENCY ASSIGNMENT LIST

APPENDIX II EMERGENCY OPERATIONS CALL LIST

**EMERGENCY ASSIGNMENT LIST**

**I. EXECUTIVE GROUP**

Chairman-Board of Commissioners_____	Dean Burton
Member-Board of Commissioners_____	Wynne McCabe
Member-Board of Commissioners_____	Bob Johnson
Sheriff_____	Larry Bowles
Mayor_____	Alan Gould
Mayor Pro-tem_____	Dennis Gillis
Emergency Management Director_____	Clay Barr
Legal Officer_____	Matt Newberg
Public Information Officer_____	Larry Bowles

**II. OPERATIONS GROUP**

Law Enforcement Coordinator_____	Sheriff
Law Enforcement Assistant_____	Sheriff Designee
Fire Coordinator_____	Pomeroy Fire Chief
Fire Coordinator Assistant_____	Fire Chief Designee
Public Works Department_____	Public Works Director
Welfare Operations_____	Local DSHS Manager
Medical and Health Operations_____	Public Health Officer
Message Controller_____	Chief Dispatcher
Message Controller Assistant_____	Designee
Message Controller Assistant_____	To be Assigned

**III. DAMAGE ANALYSIS GROUP**

Damage Analysis Chief_____	Engineer
RADEF Officer	
Damage Assessment_____	Assessor

Appendix II—Annex B

**EMERGENCY OPERATIONS CALL LIST**

<u>Sheriff</u>	Larry Bowles	843-3494	843-1376
<u>Deputy Sheriff</u>	Ben Keller	843-3494	843-3951
<u>Mayor</u>	Alan Gould	843-1601	843-0222
<u>Mayor Pro-Tem</u>	Dennis Gillis	843-1601	843-3542
<u>County Commissioners</u>			
Dean Burton, Chairman		843-3494	843-1916
Wynne McCabe		843-3494	843-3932
Bob Johnson		843-3494	843-1150
<u>Prosecuting Attorney</u>	Matt Newberg	843-1396	843-6166
<u>City Attorney</u>	Rich Burns	843-1396	843-1166
<u>Emergency Mgmt. Dir.</u>	Clay Barr	843-3494 24hr 843-1468	843-3369
<u>Fire Chief</u>	Larry Bunch	843-1851	843-1139
<u>Asst. Fire Chief</u>	Wynne McCabe	843-1851	843-3932

**GARFIELD COUNTY PUBLIC HEALTH DISTRICT EMERGENCY CALL LIST**

<u>Nursing Director</u>	Leta Travis	509-595-5104	843-3521
<u>Environmental Health Officer</u>	Ron Neu, RS, MPH	509-880-9430pager 509-520-9691cell 509-382-2181Dayton Office	509-758-0440
<u>Registered Nurse</u>	Jackie Tetric		843-1520
<u>Registered Nurse</u>	Patty Stallcop		843-5041
<u>Health Officer</u>	Dr. Tim Moody	509-397-4976Whitman office 509-889-9025pager 509-595-1725cellphone	509-332-4967

**GARFIELD COUNTY**

**COMPREHENSIVE EMERGENCY MANAGEMENT PLAN**

**ANNEX C**

**WARNING**

**I. PURPOSE**

To disseminate alerts and/or warning information to all persons within Garfield County by the most rapid means.

**II. ORGANIZATION**

The County Warning Organization consists of the following:

1. local cablevision
2. phone
3. word of mouth
4. scanners

Garfield County departments and offices will coordinate the development and dissemination of all disaster related public information through the EOC Public Information Officer.

**III. EXECUTION**

**A. Concept of Operations**

1. Normally, warning information will be received in the sheriff's office and sent out over the City/County warning system as follows:
  - a. local cablevision
  - b. scanners
  - c. phone
  - d. word of mouth
  - e. manually operate fire sirens in city
2. In a natural disaster or man-made disaster (excluding nuclear) necessary personnel will gather wherever the command post is set-up.
3. If there is radioactive fallout, operating personnel will seek shelter in the nearest available shelter.

**IV. ADMINISTRATION AND LOGISTICS**

The Emergency Management Director is responsible for reviewing and updating this Annex annually.

**V. DIRECTION AND CONTROL**

If additional warning to residents is necessary it will be controlled from the EOC by the Public Information Officer.

**APPENDIX I PURPOSE OF NAWAS**

**PURPOSE OF NAWAS**

Purpose of NAWAS

The purpose of the National Warning System (NAWAS) is to provide the maximum warning information to public safety agencies charged with the responsibility of warning the public.

Use of NAWAS

The facilities of NAWAS may be used for the following purposes:

1. Attack warning
2. Seismic sea wave watch and warning
3. Natural disaster
4. Severe weather
5. Flash and/or nudent reports
6. Fall-out information
7. Downed aircraft reporting
8. Civil disorder

The NAWAS system may be used for essential communications originating either at the Federal level, State level, or at the local warning points.

**GARFIELD COUNTY**  
**COMPREHENSIVE EMERGENCY MANAGEMENT PLAN**

**ANNEX D**

**MOVEMENT**

**I. PURPOSE AND SITUATION**

A. Purpose

To provide for the orderly movement of people to shelter areas, private homes, dispersal areas, and/or welfare centers in time of an emergency.

B. Situation

In an emergency or natural disaster there will always be people involved and they will have to be moved out of the danger area. If radiological fall-out is a factor for any reason, people must be moved to shelters upon proper authority.

**II. ORGANIZATION AND RESPONSIBILITIES**

A. Organization

The following are involved in dispersal and relocation operations:

1. County Emergency Services Director
2. County Sheriff's Deputies, and State Patrol
3. Highway Department personnel, County Road Districts
4. Military personnel assigned this responsibility

B. Responsibilities

1. State:
  - a. Department of Highways: Assist in dispersal operations by establishing road blocks at locations specified by local authorities or the State Patrol.
  - b. State Patrol: Coordinate the operations of the Department of Highways and assist, where required, the County Sheriff in controlling traffic.
2. County Emergency Management Director:
  - a. Issue necessary orders to effect dispersal throughout the County, placing special emphasis on movement of people into shelter areas.
  - b. Assist, as required, State, County, and City agencies involved in movement operations.
  - c. Coordinate requirements for decontamination of movement routes.

**III. EXECUTION**

A. Crisis Relocation Plan (CRP)

Upon the direction of the President, as transmitted by NAWAS and EBS, the EOC will be manned as in a Phase II emergency. The responsibility of the EOC staff is to coordinate with the County and neighboring municipalities in the execution of a large-scale relocation plan. Supporting activities will include dissemination of guidance to the public and controlling and expediting the flow of traffic in and around Garfield County.

IV. ADMINISTRATION AND LOGISTICS

The Emergency Management Director is responsible for reviewing and updating this Annex annually.

V. DIRECTION AND CONTROL

Emergency public information as pertains to movement will be controlled from the EOC, by the Public Information Officer.

**GARFIELD COUNTY**  
**COMPREHENSIVE EMERGENCY MANAGEMENT PLAN**

**ANNEX E**

**SHELTER**

**I. PURPOSE AND SITUATION**

A. Purpose

To provide for the use of local fall-out shelters during natural or technological disasters.

B. Situation

Under extreme fall-out conditions, ordinary housing may become unsafe for public use; consequently, the maximum utilization of all shelter facilities within Garfield County becomes mandatory. All facilities within the County meeting minimum protection criteria have been marked. However, these facilities do not fulfill the need of the County which makes it necessary that many rural and low capacity areas improvise some type of home or other shelter.

**II. ORGANIZATION AND RESPONSIBILITIES**

A. Organization

The Garfield County Organization for management of the fall-out shelter program will consist of:

1. County Emergency Management Director
2. County Shelter Officer and Staff
3. Shelter Managers and Staffs

B. Responsibilities

The County E.M. Director shall have overall responsibility for:

1. The County shelter program, including the licensing, stocking, and marking of federally approved shelter facilities.
2. The appointment of a County Shelter Officer

The County Shelter Officer shall be responsible for:

1. Pre-attack inspection of shelters.
2. The assignment of shelter managers and staffs to shelters and assuring that personnel are adequately trained in shelter management operations.
3. Assuring that appropriate shelter management plans and SOP's are prepared for each shelter, indicating specific actions for pre-attack, attack, and post-attack operations.
4. Assuring that adequate communications are provided from shelters to the County Emergency Operations Center and between shelters.

**III. EXECUTION**

A. Community Shelter Plan

1. In case of very short notice (30 minutes), the primary responsibility of the EOC staff is to expedite shelter occupancy based on a community shelter assignment system and an organized traffic control system directed by Public Safety Officers. (The initiation of this action originates with the President.) The Alert is transmitted through the National Warning System (NAWAS) and the Emergency Broadcast System (EBS). This notification constitutes a Phase II emergency period necessitating immediate manning of the EOC. Existing field communications systems will be used to coordinate traffic control.
2. Shelter managers shall be responsible for:
  - a. Assuring that their shelter staffs are adequately trained in shelter operations.
  - b. Assuring that shelter supplies are sufficient to sustain shelters for a minimum period of two-weeks stay-time.

3. Identified shelters:
  - a. Basement of the High School Gym
  - b. Lower Granite Dam
  - c. Pomeroy Warehouse and Feed
  - d. Basement of the Court House
  - e. Basement of the Pomeroy Auto Parts
  - f. Basement of the Hospital

IV. ADMINISTRATION AND LOGISTICS

The E.M. Director is responsible for reviewing and updating this Annex annually.

V. DIRECTION AND CONTROL

Information as pertains to shelter will be controlled from the EOC by the Public Information Officer.

**GARFIELD COUNTY**  
**COMPREHENSIVE EMERGENCY MANAGEMENT PLAN**

**ANNEX F**

**MANPOWER**

**I. PURPOSE AND SITUATION**

A. Purpose

To provide for the recruitment, effective utilization, and management of manpower resources.

B. Situation

In our small community when manpower is needed people simply “show-up.” For instance, a grain fire, volunteers came without being called with pickups, with fire fighting gear, pumper tanks, ect. The fertilizer companies dispatch water tanks, ect. and the volunteer fire department responds. In case of a disabled farmer during harvest, neighbors pull in and harvest his crops. Local fuel distributors may donate fuel, wives furnish lunch. A town resident has a flash flood or fire; people respond voluntarily.

**II. DIRECTION AND CONTROL**

A. Direction

Direction of all emergency services operations within the County will be through established channels.

B. Control

Control of all emergency services operations will be through the existing communication system.

## **GARFIELD COUNTY**

### **COMPREHENSIVE EMERGENCY MANAGEMENT PLAN**

#### **ANNEX G**

#### **MEDICAL AND HEALTH SERVICES**

##### **I. PURPOSE**

###### **A. Purpose**

1. To provide for the organization, mobilization, and direction of medical and health services and resources.
2. To provide for the care of the sick, injured, and dead resulting from major disasters.

###### **B. Situation**

Garfield County ambulance capability is limited and in event of a major disaster it would be necessary to commandeer private transportation to augment this ambulance capability. Mutual aid pacts are between public agencies only, and do not include private medical facilities.

##### **II. ORGANIZATION AND RESPONSIBILITIES**

###### **A. Organization**

The Garfield County Medical Health Organization has two components:

1. The Public Health Component headed by the County Health Officer.
2. The Emergency Medical Component consisting of one acute care hospital, a 40 bed nursing home with Masonic Temple to be used as alternate, if necessary, 2 ambulances, active EMT's and helicopter response from Spokane. In event of enemy attack or major disaster, the County Health Officer will be stationed in the Emergency Operations Center (EOC) if available. The County Health Officer will have the responsibility for decisions involving public health problems. He will also control dispatching of ambulance capability (including improvised ambulance capability) and allocation of patient load.

###### **B. Responsibilities**

1. The Health Services Annex will be prepared and updated by the County Health Officer. In coordination with representatives of the local Hospital, Pharmacies, Nursing Home, Professional Nurses, Dentists, Veterinarians, and other organized medical groups. It shall be reviewed annually in the fall and during periods of Increased Readiness. The Chief for Law Enforcement shall be kept informed of all hospital areas that might require traffic control and planning.

##### **III. ADMINISTRATION AND LOGISTICS**

###### **A. Administration**

1. Normal peace time administration of the County Public Health Department is covered by Departmental Instructions and are not covered in this plan.

###### **B. Logistics**

1. During emergency periods, requests for additional medical and pharmaceutical supplies will be handled by inquiry (telephone) to drug stores in the area. When located, arrangements will be made with the appropriate operating agency (Police, Public Works, or Transportation.) to provide necessary transportation for supplies from location to where they are needed.
2. Law Enforcement (Police) will be requested to provide traffic control as needed near hospital areas.

#### IV. DIRECTION AND CONTROL

In the event of disaster other than nuclear attack, the County Coordinator of Emergency Medical Services may elect to operate near the scene of the disaster. In such case, the E.M. Director will provide communications and transportation as feasible.

**GARFIELD COUNTY**  
**COMPREHENSIVE EMERGENCY MANAGEMENT PLAN**

**ANNEX H**  
**COMMUNICATIONS**

**I. PURPOSE AND SITUATION**

A. Purpose

To organize, establish, and maintain a communication capability necessary to meet the emergency requirements of Garfield County by use of wire and radio services and messengers.

B. Situation

Garfield County is subject to emergencies which could partially or totally disrupt the ability to communicate rapidly and effectively.

**II. EXECUTION**

A. Concept of Operations

1. The Primary County Communications Center is located in and is an integral part of the County Primary Emergency Operations Center, which is located at the Sheriff's Department.

2. Communications between the County and the State will be directed through the EOC.

3. Emergency Notification of Public

A. Emergency public information will be disseminated according to the existing, or potential emergency and type of information to be released with regard to limitations of availability of systems for this purpose, by the Public Information Officer (PIO), which shall be the Sheriff with the alternate being the Emergency Management Director. (At this present time there is no local warning system.)

1. Systems which may be used are:

- Emergency Broadcast System (EBS)
- Amateur Radio Emergency Service (ARES)
- Citizens Band Radio
- Public address systems on emergency vehicles

B. In most cases public information will be released by the Public Information Officer. This information may include information on what citizens may best do to protect themselves.

**III. ADMINISTRATION AND LOGISTICS**

A. Administration

Communications coordinator will register all personnel that will be involved in the emergency communications systems.

B. Logistics

No comment.

**IV. COMMAND AND CONTROL**

A. Command

The E.M. Director will assume command of all supporting communications systems during an emergency, unless it is more expedient for the sheriff to do so.

B. Control

Law enforcement and Fire Services will control their own radio systems when being used to support law or fire activities. Private radio systems being used will be controlled by the EOC. Other organized radio systems (RACES, CB's) will be controlled by their respective organization with coordination through the EOC.

APPENDIX I OTHER COMMUNICATIONS  
APPENDIX II ZULU TIME CONVERSION CHART

APPENDIX I—ANNEX H

**OTHER COMMUNICATIONS**

State Search and Rescue frequency	155.160
Forest Service frequency	164.125

APPENDIX II---ANNEX H

**ZULU TIME CONVERSION CHART**

<u>LOCAL TIME*</u>	<u>2400 HOUR TIME</u>	<u>ZULU TIME (Z)</u>
1 AM	0100	0900
2	0200	1000
3	0300	1100
4	0400	1200
5	0500	1300
6	0600	1400
7	0700	1500
8	0800	1600
9	0900	1700
10	1000	1800
11	1100	1900
12	1200	2000
1PM	1300	2100
2	1400	2200
3	1500	2300
4	1600	2400
5	1700	0100
6	1800	0200
7	1900	0300
8	2000	0400
9	2100	0500
10	2200	0600
11	2300	0700
12	2400	0800

\*Pacific Standard Time (PST)

Note: 12:01 PM should read 0001 0801

Note: To change 2400 clock time to ZULU Time, add 0800 hours to Pacific Standard Time (PST) or 0700 hours to Pacific Daylight Time (PDT).

**GARFIELD COUNTY**  
**COMPREHENSIVE EMERGENCY MANAGEMENT PLAN**

**ANNEX I**

**FOOD**

**I. PURPOSE AND SITUATION**

A. Purpose

1. To establish requirements, methods of procurement and conservation of available resources to serve priority needs.
2. To coordinate activities with Garfield County Office of Emergency Services for the conservation and utilization of vital supplies required for survival and recovery activities.

B. Situation

1. The County supply officer of Garfield County is responsible for all purchasing. (One of the commissioners.)
  - a. After declaration of an emergency, the County supply officer will be responsible for actions to prevent price inflation, black marketing, and other economically disruptive practices occurring, including but not limited to publicity listing and pronouncing price offender restricting City purchase from price offenders or closure of offending places of businesses until the termination of the disaster is declared.

**II. ORGANIZATION**

A. Organization

1. The County supply officer will coordinate all supply activities.

B. Responsibility

1. The County supply officer will be responsible for:
  - a. Preparing and maintaining a list of essential supplies available.
  - b. Determining additional supplies each services will require for Disaster/Disorder operations (food, fuel, ect.).
  - c. Preparing procedures for emergency procurement of supplies from retail, wholesale and manufacturing outlets.
  - d. Developing radiological monitoring capabilities within the supply service.
  - e. Providing Supply Service representation at the Emergency Operating Center during tests and exercises.

- f. Coordinating all supply services requirements throughout the County.
- 2. The County supply officer shall be responsible for:
  - a. Determining priorities for the utilization of available supplies, based on the needs of claimants.
  - b. Assuring that the supply services programs, within the county, are in compliance with County, State, and Federal governmental policies.

### III. EXECUTION

#### A. Concept of Operations

- 1. All heads of City and County departments will operate under normal supply procedures in any disaster unless the severity dictates additional supplies from outside sources.
- 2. Where the magnitude of the disaster is such that Garfield County cannot support the operation from a logistical standpoint, the Garfield County Emergency Management Director will coordinate with the respective county departments and State Department of Emergency Services for supplemental supplies.

### IV. DIRECTION AND CONTROL

#### A. Direction

Direction of all supply service activities will be through the county supply officer and normal supply channels.

### APPENDIX I RESOURCES

APPENDIX I -- ANNEX I

RESOURCES

1. School currently feeds 290 2a day  
(Food on hand for approximately 20 days at 1 meal per day)
2. Grocery Stores
3. Restaurants
4. Hospital and nursing home kitchen and supplies
5. Senior Center and Food Bank

**GARFIELD COUNTY**  
**COMPREHENSIVE EMERGENCY MANAGEMENT PLAN**

**ANNEX J**  
**TRANSPORTATION**

**I. PURPOSE AND SITUATION**

A. Purpose

To provide for the mobilization and controlled operation of available transportation resources in coordination with State and Federal agencies having assigned transportation responsibilities.

B. Situation

1. A war-caused or natural disaster could destroy or disrupt a substantial segment of the transportation industry.
2. Fuel (gasoline and diesel oil) will be in short supply.
3. All modes of transportation (ground, water, and air) will be required following a major disaster.
4. After coordination with School district 110, school buses will be utilized as required to supplement transportation requirements.

**II. ORGANIZATION AND RESPONSIBILITIES**

A. Organization

1. County

The County Transportation Organization will consist, as a minimum, of a County Transportation Coordinator and, as applicable, local representatives of the various modes of transportation.

B. Responsibilities

1. County

- a. The Garfield County E.M. Director is responsible for appointing a County Transportation Coordinator, i.e. School Superintendent, bus barn foreman.
- b. The county Transportation Coordinator is responsible for:
  - 1) Coordinating the utilization of locally available transportation to assure proper assignment to essential activities.
  - 2) Assessing and reporting damage to local transportation resources and facilities and reporting this data to the District Transportation Organization.

**III. EXECUTION**

A. Emergency Actions

1. During an emergency, transportation staffs will be alerted and will proceed to their assigned emergency operating centers.

2. Transportation resources at all levels will be mobilized to meet immediate needs. If shortages exist, requests to meet needs will be submitted to the next higher Emergency Services organization.
3. Private use of vehicles will be kept at a minimum in order to conserve fuel supplies and repair parts.

#### APPENDIX I RESOURCES

APPENDIX I---ANNEX J

RESOURCES

The school has 10 buses, two are available almost immediately with drivers.

Passenger load: 1 bus—72  
1 bus—54  
4 bus—41  
4 bus—29

(Rated at 3 per seat—3<sup>rd</sup> grade level.)

**GARFIELD COUNTY**  
**COMPREHENSIVE EMERGENCY MANAGEMENT PLAN**

**ANNEX K**

**HAZARDOUS MATERIALS AND RADIOLOGICAL**

**I. MISSION**

**A. Mission**

To provide for the coordination of county action to protect the health and welfare of the citizens of Garfield County, their property and their environment from damage caused by the uncontrolled release of any hazardous materials.

**B. Situation**

Garfield County is comprised largely of agriculture land. Large quantities of pesticides and insecticides are transported, stored, and used for this purpose.

This plan is intended to provide a single basic operational plan, which may be expanded to meet any level of hazardous incident, as a main Highway runs through the center of Pomeroy. Much hazardous material is transported on this highway on a daily basis.

APPENDIX I	HAZARDOUS MATERIALS RESPONSE LIST
APPENDIX II	INFORMATION NEEDED BY CHMTREC
APPENDIX III	HAZARDOUS MATERIALS NOTIFICATION QUESTIONNAIRE
APPENDIX IV	SARA TITLE III (UNDER SEPARATE COVER)

APPENDIX I---ANNEX K

HAZARDOUS MATERIALS RESPONSE LIST

WASHINGTON STATE PATROL

Local detachment \_\_\_\_\_ 843-3494

GARFIELD COUNTY SHERIFF'S OFFICE \_\_\_\_\_ 843-3494

GARFIELD COUNTY EMERGENCY MANAGEMENT \_\_\_\_\_ 843-3369(HOME)  
843-3494

GARFIELD COUNTY HEALTH DEPARTMENT \_\_\_\_\_ 843-3412

Medical Director –Dr Timothy Moddy—Pager \_\_\_\_\_ 800-325-0395

GARFIELD COUNTY FIRE DEPARTMENT \_\_\_\_\_ 911

WASHINGTON STATE DEPARTMENT OF EMERGENCY MGMT \_\_\_\_ 800-258-5990  
206-438-8639

CHEMTREC \_\_\_\_\_ 800-424-9300

APPENDIX II—ANNEX K

INFORMATION NEEDED BY CHEMTREC

(CHEMICAL TRANSPORTATION EMERGENCY CENTER)

(800) 424-9300

1. State the department/organization name \_\_\_\_\_
2. State the type of emergency \_\_\_\_\_
3. The local of the accident(where and when did it occur) \_\_\_\_\_
4. Chemical(s) involved; give the exact name and/or brand name (spell it out) and use the EPA Reg. No. if available \_\_\_\_\_
5. Type and condition of containers \_\_\_\_\_
6. Shipper and shipping point \_\_\_\_\_
7. The carrier \_\_\_\_\_
8. The destination \_\_\_\_\_
9. The nature and extent of injuries and/or property damage \_\_\_\_\_
10. The prevailing weather conditions \_\_\_\_\_
11. The composition of the surrounding area (type of environment, populated, rural, business, ect.) \_\_\_\_\_
12. How and where telephone contact can be re-established \_\_\_\_\_



**GARFIELD COUNTY**  
**COMPREHENSIVE EMERGENCY MANGEMENT PLAN**

**ANNEX L**

**LAW ENFORCEMENT**

**I. PURPOSE AND SITUATION**

**A. Purpose**

1. To provide for effective coordination of the operation of law enforcement agencies during emergencies to promote maximum survival and recovery.
2. To provide a capability for effective traffic control during emergencies.
3. To develop a capability within law enforcement agencies to conduct light duty rescue and to provide monitoring for radiation hazards resulting from nuclear accidents or incidents.
4. To develop a capability within law enforcement agencies to identify and report unexploded ordnance.

**B. Situation**

1. To insure that law enforcement personnel are familiar with procedures for identification and movement of essential personnel during emergencies.
2. To provide for the rapid dissemination of warning and other information over an established warning system.

**II. ORGANIZATION AND RESPONSIBILTIES**

**A. Organization**

1. State and District:
  - a. The Chief of the Washington State Patrol is the State Law Enforcement Coordinator.
  - b. Each State E.S. District has elected two representatives to the State Law Enforcement Committee, one Sheriff and one Chief of Police. These representatives function as District Law Enforcement Coordinators.
2. County:
  - a. The Garfield County Sheriff will be the County Law Enforcement Coordinator.

**B. Responsibilities**

1. County
  - a. The County Coordinator of Law Enforcement shall have overall responsibility for coordinating all law enforcement activities within Garfield County and shall act upon requests for assistance received from other law enforcement agencies within the County.
2. The heads of all law enforcement agencies are responsible for :
  - a. Assuring that all personnel under their jurisdiction, both regulars and reserves, are thoroughly trained to cope with emergency situations, particularly those involving traffic control, movement of essential personnel and equipment and light rescue duty.

- b. Assuring that all personnel, to the maximum extent practicable, are trained in the proper identification and reporting of unexploded ordnance.
- c. Assuring that warnings are properly disseminated utilizing all available communications and systems.
- d. Recruiting and training sufficient auxiliary law enforcement personnel to enable them to perform their mission in disaster situations.

III.     POLICIES

- A. As the city contracts with the county for law enforcement services, the Sheriff will exercise overall authority regardless of whether the emergency occurs within the city limits or the county.
- B. It is recognized that the ranking officers of all agencies will work in close harmony with each other, and that the agency in charge will consult with the others on important decisions.
- C. The Washington State Patrol is a mobile and supporting agency and will assist within a city or county.

APPENDIX I RESOURCES

APPENDIX –ANNEX L

RESOURCES

- A. Sheriff's Department:
  - 7 vehicles (3—4x4)
  - 1 Sheriff
  - 1 Undersheriff
  - 10 Deputies
  - Sheriff's Posse Members
  
- B. State Patrol:
  - 2 Resident Patrolman
  - 1 in Clarkston
  - 1 in Columbia County

**GARFIELD COUNTY**  
**COMPREHENSIVE EMERGENCY MANAGEMENT PLAN**

**ANNEX M**

**FIRE SERVICES**

**I. PURPOSE AND SITUATION**

**A. Purpose**

1. To utilize available personnel and equipment in the most effective manner to save lives, relieve suffering and minimize property damage.
2. To assist other departments insofar as the situation will permit.
3. In the event of nuclear attack, to conduct radiological monitoring as directed by the Emergency Operation Center.

Note: Would need class on how to operate radiological monitoring equipment.

**B. Situation**

1. Fire protection resources for Garfield County consist of 2 pumpers for the city, 7 county trucks, and 1 rescue truck, all equipped with fixed radios, and maned by volunteer fire fighters.
2. Mutual aid agreements are presently in effect with the following counties: Asotin, Columbia, and Whitman.

**C. Assumptions**

Nuclear attack, peacetime accidents or natural phenomena may cause widespread fires or individual fires beyond the normal capability of the Garfield County Fire District.

**II. ORGANIZATION AND RESPONSIBILITIES**

**A. Organization**

See APPENDIX I

**B. Responsibilities**

1. The Fire Chief will coordinate all Fire Department operations to include use of auxiliary, volunteer, and supporting agency personnel.
2. The Fire Chief will, if necessary, request assistance from private or other governmental organizations as the situation directs.

**III. EXECUTION**

**A. Concept of Operations**

1. Fire fighting efforts will be applied first priority to protect life, normal supplies, emergency supplies, medical facilities, emergency shelters, and operations center.
2. Normal fire fighting efforts will be to confine and stop the fire in the smallest area possible.

**IV. ADMINISTRATION AND LOGISTICS**

- A. Normal supply and maintenance procedures will be followed insofar as possible.**

- B. Records of all emergency purchases, contracts or loans will be maintained to facilitate future reimbursement and clarify potential claims. Copies of records will be submitted to the Office of County Commissioners for disposition.

V. COMMAND AND CONTROL

- A. Command and control of fire fighting/ rescue operations will be exercised by the Fire Department.
- B. The primary means of communications will be a 2-way radio.
- C. Fixed and/or portable loudspeakers will be used for dissemination of information to the public if normal public information resources (radio/TV) are not available.

APPENDIX I ORGANIZATIONAL CHART

APPENDIX I—ANNEX M

ORGANIZATIONAL CHART

FIRE OPERATION DIVISION

FIRE CHIEF  
LARRY BUNCH

ASSISTANT FIRE CHIEF  
TERRY JOHN

EMERGENCY MEDICAL SERVICES  
COORDINATOR

WYNNE McCABE

14 EMT'S

5 1<sup>ST</sup> RESPONDERS

CAPTAINS

ED FRUH

TERRY JOHN

20-24 VOLUNTEER FIREMEN

**GARFIELD COUNTY**  
**COMPREHENSIVE EMERGENCY MANAGEMENT PLAN**

**ANNEX N**

**ENGINEERING AND UTILITY SERVICES**

**I. PURPOSE AND SITUATION**

**A. Purpose**

1. Rehabilitate and/or restore damaged or destroyed essential facilities.
2. Clear streets, roadways, bridges, ect of debris.
3. Restore essential utility service.
4. Support emergency services with heavy equipment for fire suppression, rescue, ect.
5. Provide assistance to State and County highway departments when requested.

**B. Situation**

A natural or war-caused disaster would possibly render many streets and roads unusable by virtue of initial destruction, debris blockage and abandoned vehicles. In addition, natural or war-caused disaster would cause physical damage and contamination of vital public utilities.

**II. RESPONSIBILTIES**

**A. The County Engineer Department should take action to:**

1. Maintain an inventory list of available engineering equipment and resources.
2. Locate and identify major trouble spots (road junction, bridges, ect.) that would be vulnerable to disaster effects.
3. Locate alternate sources of fresh water for use if existing water supply is cut off or contaminated.

**III. EXECUTION**

**A. Pre-Emergency**

1. During normal situation, emphasis will be placed on:
  - a. Organization and training of personnel in engineering/utility services.
  - b. Planning for emergency operations.

**B. Emergency**

During emergency situations, necessary actions will be taken to carry out the mission as outlined in Paragraph 1. Necessary planning operation will continue into the post-emergency phase.

**IV. ADMINISTRAITON AND LOGISTICS**

Normal administrative and logistical support provided to Emergency Service staff members will also be provided by the County to those individuals assigned engineering service responsibilities.

**V. DIRECTION AND CONTROL**

Control of all engineering service operation will be accomplished through existing communications systems normally operated by the County.

APPENDIX I CITY OF POMEROY EQUIPMENT  
APPENDIX II GARFIELD COUNTY EQUIPMENT

APPENDIX I---ANNEX N

CITY OF POMEROY EQUIPMENT LIST

1. 1983 CHEY PICKUP
2. 1985 CHEY 4X4 PICKUP P/U
3. 1983 FORD RANGER P/U
4. 1987 FORD RANGER P/U
5. 1972 CHEV DUMP TRUCK
6. 1973 INTERNATIONAL TRUCK/TANK
7. 1990 FORD F-800 FIRE TRUCK
8. 1970 INTERNATIONAL HOWE FIRE TRUCK
9. 1985 FMC JET SEWER RODDER
10. JOHN DEERE AMT 600 UTILITY VEHICLE
11. 1991 CASE 580K SUPR LDR/BKHOE
12. CASE 1840 SKID STEER LOADER
13. STREET SWEEPER ATTACHMENT
14. 2002 CASE DX 29 TRACTOR
15. 2003 CHEV D15 4X4 ½ TON
16. 2002 CHEV 2500 4X4 ¾ TON
17. 2001 CHEV K35 4X4 1 TON
18. 1998 MACK CS 300
19. 2002 JRT RODDER
20. 1984 FORD RANGER 4X4
21. 1999 JOHN DEERE 4100 TRACTOR
22. 2002 JOHN DEERE GATOR
23. 6500 WATT HONDA GENERATOR
24. 2004 CHEVY 2500 AWD P/U
25. 2006 CHEVY 1500 AWD P/U

APPENDIX II---ANNEX N

GARFIELD COUNTY EQUIPMENT LIST

1. 1997 CAT 950F LOADER
2. 1983 CAT 950 LOADER
3. 1994 CAT D7H TRACTOR
4. JAEGER AIR COMPRESSOR
5. CAY CRUSHER
6. 1991 CAT GRADER
7. 1985 CAT GRADER
8. 2002 CAT GRADER
9. 1977 TILT-DECK TRAILER
10. 1945 INT'L BOOM TRUCK
11. PUP TRAILER
12. 1972 PEERLESS BELLY DUMP
13. CASE VIBRA ROLLER
14. FRUEHOFF TANK TRAILER
15. 1991 WITZCO LOWBOY
16. 1993 ROSCO BROOM
17. 1997 CHEV 4DR BLAZER
18. 2002 CHEV ¾ TON P-UP
19. 2001 DODGE RAM P-UP
20. 2000 CHEV ¾ TON P-UP
21. 1997 CHEV ¾ TON P-UP
22. 1997 CHEV 4WD P-UP
23. 1998 CHEV ¾ TON P-UP
24. 1991 CHEV SHOP P-UP
25. 1994 CHEV ¾ TON P-UP
26. 1994 CHEV ¾ TON P-UP
27. 1980 ETNYRE CHIPSPREADER
28. 1994 CASE BACKHOE
29. 1993 NORSTAR SPRAY TRUCK
30. 1978 CAT D6 DOZER
31. 1981 MACK TRUCK
32. 1991 CHEV TRUCK
33. 1993 MACK TRUCK
34. 1993 MACK TRUCK
35. 1999 MACK TRUCK
36. 2001 MACK CAB/TRACTOR
37. 1994 CHEV LUMINA
38. 2-VEHICLE MOUNTED WELDER/GENERATORS
39. PORTABLE SPRAY TANK
40. POSTHOLE DIGGER
41. VARIOUS TRANSFER FUEL TANKS
42. 2003 CAT GRADER
43. 2006 CAT GRADER
44. 2005 CASE LOADER
45. 1967 WATER TANKER
46. 2005 CHEVY PICKUP
47. 2004 CHEVY PICKUP
48. 2004 CHEVY PICKUP
49. 2003 CHEVY PICKUP
50. 2005 CHEVY PICKUP
51. 1999 FORD BUS/VAN

52. 2001 FORD VAN
53. 2006 FORD VAN
54. 2005 CHEVY TAHOE
55. 2006 FORD EXPEDITION
56. 2004 CHEVY TAHOE
57. 2002 CHEVY BLAZER
58. 1999 CHEVY LUMINA
59. 2004 CHEVY PICKUP
60. 2005 CHEVY TAHOE
61. 2008 FORD EXPEDITION

**GARFIELD COUNTY**

# COMPREHENSIVE EMERGENCY MANAGEMENT PLAN

## ANNEX O

### SEARCH AND RESCUE

#### I. PURPOSE AND SITUATION

##### A. Purpose

To provide for the control of Search and Rescue (SAR) operations involving persons in distress, and for the effective use of available SAR resources.

##### B. Situation

###### Requirements:

Garfield County is subject to emergency situations requiring the use of trained and equipped personnel. Garfield County has a river through part and mountains over a great area, so the need for a recovery team is vital. This team must assist injured persons, recover the dead, and retrieve property.

#### II. ORGANIZATION AND RESPONSIBILITIES

##### A. Organization

1. The County Sheriff is responsible for all ground and water search and rescue operations within the County.
2. The Sheriff, dispatcher or director of E.M. (whoever is available first) shall notify the State Department of Emergency Services of all SAR missions to obtain a state mission number.
3. The director of the County Emergency Services will provide assistance and coordination for SAR operations.
4. Assistance from appropriate agencies of county government will be available when the municipalities become exhausted or are not available.

##### B. Responsibilities

1. County Sheriff: The Sheriff is responsible for all ground and water search and rescue operations within the county. He is responsible for:
  - a. Promoting SAR effectiveness in consultation with local officials and volunteer organizations.
  - b. Developing and maintaining search and rescue plans and inventories of SAR equipment and personnel: maintaining records of SAR missions.
  - c. Coordinating all search and rescue activities with other agencies and volunteer organizations.
  - d. Insuring that all SAR personnel are appropriately registered as Emergency Services workers as required by Chapter 38.52 RCW.

#### III. EXECUTION

##### A. Concept of Operations

Peacetime: The Sheriff will normally assume complete responsibility for ground or water SAR operations within the county, using local resources as available. When all local resources are exhausted, or if resources are required which are not locally available, the Director will request assistance from the State Office of Emergency Services.

#### IV. ADMINISTRATION AND LOGISTICS

##### A. Administration

All volunteer personnel assigned to search and rescue missions must:

1. Register with the local Emergency Services Organization to which they are providing support.
2. Possess a current Emergency Services identification card indicating their emergency assignment.

B. Logistics

Local government agencies will provide all feasible logistical support to properly authorized SAR operations.

V. DIRECTION AND CONTROL

A mobile Command Post will be established at the emergency site, with radio communication to the Sheriff's Department and EOC

APPENDIX I RESOURCES

APPENDIX I---ANNEX O

RESOURCES

- A. Sheriff
- B. Deputies
- C. Posse Members and their personnel equipment
- D. Forest Service Resources
- E. State SAR Resources
- F. Nez Perce County Air Posse
- G. Other resources as needed, available on a call in basis.
- H. Mt. Misery snowmobile club

**GARFIELD COUNTY**  
**COMPREHENSIVE EMERGENCY MANAGEMENT PLAN**

**ANNEX P**

**RELIGIOUS AFFAIRS**

**I. PURPOSE AND SITUATION**

A. Purpose

1. To assist in meeting the spiritual needs of the citizens of Garfield County during a disaster, disorder or enemy attack by providing liaison at EOC during emergencies with organized religious groups.
2. To use the churches of the community as a means of emergency services education.
3. To plan for use of the churches as welfare and mass care centers.

B. Situation

The church congregations of Garfield County represent organized groups of concerned individuals under responsible leadership. These groups offer excellent potential for dissemination of emergency services information during periods increased readiness (strategic warning). Also, the churches, as organizations, need to be informed of the need to preserve church documents, records, and property. Many church buildings have excellent potential for mass care, and have management motivated to that end. During a disaster, the provision of needed spiritual guidance and consolation will be, for many people, as essential as food and shelter in sustaining the will to survive.

**I. ORGANIZATION AND RESPONSIBILITIES**

A. Organization

The pastors of Garfield County churches have agreed to organize and coordinate to accomplish the mission of this annex.

B. Responsibilities

1. The Emergency Services Director of Garfield County will coordinate with pastors and church management to accomplish the following responsibilities.
  - a. Provide representation at the Garfield County Emergency Operations Center (EOC).
  - b. Disseminate emergency services information and plans to the several denominations religious groups.
  - c. Plan programs to educate congregations in emergency services plans and operations, stressing family plans, and the necessity of family survival.
  - d. Instruct religious leaders in pre-attack action to conserve church documents and property.
  - e. Prepare to administer the sacraments on a mass scale.
  - f. Prepare for administration of burial rites.
  - g. Prepare for the use of church facilities for welfare and mass care centers.

## II. EXECUTION

- A. Normal Period  
Maintain church liaison. Plan for use of facilities and training of interested members.
- B. Increased Readiness Period  
Review plans for assignments of pastors, ministers, priests, and rabbis to shelters.  
Review security of church records and documents. Disseminate survival information to members of congregations. Review plans to administer sacraments on a mass scale.
- C. Tactical Warning Period  
Take shelter in accordance with community plans.
- D. Emergency Period  
Meet spiritual needs of people consistent with resources available. Use church facilities for welfare purpose in cooperation with pastors and church management.

### APPENDIX 1 CHURCHES IN GARFIELD COUNTY

APPENDIX 1—ANNEX P

CHURCHES IN GARFIELD COUNTY

Assembly of God	1019 Arlington	Rev.Candace Hostetter 843-1515
Holy Rosary Catholic Church	634 High	Fr. Bob Turner 843-3801 843-1110
Christian Church	S 310 8 <sup>th</sup>	Rev.Musgrave 843-1931or1370
St. Peters Episcopal	710 High	Rev. Green Baggett 843-1871 208-798-5567
Nazarene Church	135 9 <sup>th</sup>	Janie Field 843-3806
Methodist Church	796 Columbia	Barbara Essen 843-3821 or 1212
Lutheran Church	710 High	Rev. Gregory Bye Dayton, 382-4479
Pataha Flour Mills	50 Hutchens Hill Rd	Rev. Jon VanVogt 843-3799 843-2420
Baptist Church	7 <sup>th</sup> Street	David Knittel 208-798-3432

**GARFIELD COUNTY**  
**COMPREHENSIVE EMERGENCY MANAGEMENT PLAN**

**ANNEX Q**

**EMERGENCY FISCAL PROCEDURES**

**I. PURPOSE AND SITUATION**

**A. Purpose**

1. To provide for extraordinary fiscal procedures required for the support of civil defense services at all levels in an emergency.
2. To provide for curtailment of normal fiscal procedures to the minimum level required for continuity of government in an emergency.
3. To provide funds in an emergency.

**B. Situation**

1. In an extreme emergency, it may not be possible to adhere to normal fiscal procedures. Therefore, emergency procedures must be tailored to fit the emergency situation so all obligations can be met.
2. The existing framework of government is retained. Heads of County and City governments continue in charge of their respective departments. RCW 38.52.070, sub-section (2), permits by-passing of normal budget and purchase procedures in cases of extreme following official declaration of such emergency.

**I. ORGANIZATION AND RESPONSIBILITIES**

**A. Organizations**

1. Federal: The federal government is responsible for providing aid and assistance to any state which, during an emergency, has exhausted its own resources.
2. State: The State is responsible for providing aid and assistance to the County when the County has exhausted its own resources. This will normally be in the form of manpower and equipment, but in extreme emergencies may be in the form of financial assistance.
3. County: Garfield County is responsible for meeting the emergency needs of its area, using all available manpower and resources. When local resources are exhausted, an emergency or disaster will be declared and assistance requested from the State. Such a request will clearly set forth the type of assistance required.
  - a. The County Fiscal Committee (Board of County Commissioners, Auditor, Treasurer, and County Treasurer, advised by County E.M. Director) will be responsible for:
    1. Prescribing emergency procedures for fiscal activities of the County in conformity with State requirements, where State and/or Federal funds are involved.
    2. Advising and assisting department heads in the preparation of their department procedures.
    3. Supervising all emergency fiscal activities within the County.

**II. EXECUTION**

Establish the most expedient means, the ability to support emergency response activities. This entails the simplest, most direct fiscal management system the sole objective of which is to record

all transactions accurately, allowing for completion of normal documentation during the recovery phase.

### III. ADMINISTRATION AND LOGISTICS

The normal administrative and logistic support will be provided by the County.

### IV. DIRECTION AND CONTROL

- A. Direction
  - 1. Direction of all emergency services will be through established channels (Annex A).
- B. Control
  - 1. Control of all emergency services operations will be accomplished through existing communication systems (Annex L).

### V. POLICIES

- A. The inspection and verification of shipments will be the responsibility of the receiving agency.
- B. Audit procedures will conform with those in current use in Garfield County.
- C. Authority to purchase, using State of Washington Emergency purchasing procedures, will be limited to the County Commissioners, County Auditor, and County Purchasing Agency and will not be delegated below that level.
- D. Emergency purchase orders and requisitions for obligating State funds are prepositioned with county Auditor for use in time of emergency. These are to be used only in case of enemy attack and/or upon declaration of a disaster by the Governor of the State of Washington and subject to the limitations of the declaration and the State rules governing their use.

**GARFIELD COUNTY**  
**COMPREHENSIVE EMERGENCY MANAGEMENT PLAN**

**ANNEX R**

**TRAINING**

I. **PURPOSE AND SITUATION**

A. Purpose

To provide an adequate training and education program to insure maximum readiness of County government officials, employees, private citizens assigned emergency services responsibilities, and the general public.

B. Situation

Law Enforcement, Fire service, EMT's, Posse members, chemical plant supervisors, and workers have regular training classes and courses.

**GARFIELD COUNTY**  
**COMPREHENSIVE EMERGENCY MANAGEMENT PLAN**

**ANNEX S**

**UTILITIES**

**I. PURPOSE AND SITUATION**

**A. Purpose**

1. To provide for the effective use of available electric power, water resources, telecommunication, and natural gas to meet essential needs in the county during emergency situations.
2. To provide for the immediate restoration of utilities affected by disasters.
3. To provide an effective organization to manage available utilities and services.

**B. Situation**

1. A war-caused or natural disaster could destroy or disrupt all or a portion of the utility systems.
2. Inland Power and Light and Pacific Power and Light, which are a highly organized network of public and private power distributors, distribute our power. Relying on the trained and experienced personnel of the companies involved and power pool concept, the electric power industry has developed the capability to provide power even under the most extreme conditions.
3. Water supply systems within the community are publicly owned. Principal planning is devoted to the capability of restoring damaged systems in order to provide water to meet demands.
4. Telecommunications service is provided by U.S. West Communications.

**I. ORGANIZATION AND RESPONSIBILITIES**

**A. Direction**

Direction of all emergency utility management activities will be accomplished through normal Department of Emergency Services echelons.

**B. Control**

Control of emergency utility management activities will be accomplished through enlisting communication systems which are an integral part of regularly constituted Emergency Services organization.

**GARFIELD COUNTY**  
**COMPREHENSIVE EMERGENCY MANAGEMENT PLAN**

**ANNEX T**

**LEGAL COMPENDIUM**

This Annex contains copies of those laws, ordinances, and agreements which directly concern and govern emergency planning and operations for the City of Pomeroy and Garfield County.

The Appendices constitute the body of law governing emergency planning and require revision from time to time.

APPENDIX I	MUTUAL AID AGREEMENTS, the Counties of Garfield, Asotin, Columbia, and Whitman.
APPENDIX II	INTER-AGENCY AGREEMENT. Number 12714
APPENDIX III	ORDINANCE NUMBER 12679
APPENDIX IV	BYLAWS

**GARFIELD COUNTY**  
**COMPREHENSIVE EMERGENCY MANAGEMENT PLAN**

**ANNEX U**

**DEFINITIONS AND ACRONYMS**

**I. DEFINITIONS**

**ARES/RACES:** The Amateur Radio Emergency Service (ARES) and The Radio Amateur Civil Emergency Service (RACES) are emergency communications services that consist of licensed radio amateurs who have voluntarily registered their qualifications and equipment for communications duty in the public service.

**Comprehensive Emergency Management Plan (CEMP):** Coordinated to comply with R.C.W. 38.52. It is a plan or blueprint that identifies the who, what, when, where, and how response to a disaster or emergency will be managed.

**County Organization:** A generic term used throughout this plan to denote any and all Garfield County government or government affiliated offices, departments, divisions, and agencies, both public and private.

**Critique (may be referred to as Formal Critique):** Meeting of the participants of a drill, exercise or actual event shortly after its conclusion to review the operation and performances of individuals, groups, ect.; the critique is a means of assessing strengths, deficiencies, and capabilities by evaluating all departments or functions to determine effectiveness of present system and possible enhancement of command structure, communications, training, standard operating or implementing procedures, ect.

**Damage Assessment:** The process utilized to determine the magnitude of damage and the unmet needs of individuals, businesses, the public sector, and the community caused by a disaster or emergency event.

**Director/Deputy Director:** Sometimes called the Emergency Program Manager, the deputy director is the individual who has day-to-day responsibility for coordinating all aspects of a jurisdiction's mitigation, preparedness, response, and recovery capabilities.

**Direction and Control:** The emergency function that defines the management of emergency response; provides basis for decision-making and identifies who is in charge.

**Disaster:** An event, beyond an emergency, that causes or threatens to cause significant human, property, or economic loss and demands a crisis response exceeding the scope of local resources.

**Disaster Declaration Process:** The formal process initiated by local authorities in times of a disaster if assistance is beyond their capability. The Governor requests a Presidential Declaration in the event of a major disaster.

**Drill:** A supervised, hands on instruction period intended to test, develop, and/or maintain a specific emergency response or recovery capability.

**Emergency:** An event demanding immediate action to protect life, prevent injury, preserve public health or essential services, or to protect property or the environment, and within the scope and ability of local resources to control (e.g. routine police, fire, and medical emergencies.)

**Emergency Alert System (EAS):** Method by which local government can warn the public of impending emergency and/or the method local governments may disseminate emergency information regarding emergency/disaster.

**Emergency Operations Center (EOC):** A centralized location where direction and control information collection is evaluated and displayed, where coordination among response agencies takes place, and resources are managed.

**Exercise:** A scheduled and planned activity that tests the integrated capability and all aspects of the emergency management structure of a jurisdiction, department or particular facility.

**Family Emergency Plan:** Crucial planning recommended for local officials, emergency managers, department heads, emergency responders, and private citizens, to ensure safety for respective family members and provide peace of mind for those directly involved in a disaster.

**Federal Emergency Management Agency (FEMA):** Agency created in 1979 to provide a single point of accountability for all federal activities related to a disaster mitigation and emergency preparedness, response and recovery. FEMA provides technical advice, funding and program management for state and local emergency management agencies.

**Hazard:** Any threat with the potential to disrupt your facility, cause damage and create casualties.

**Hazard Abatement:** The identification of potential or actual hazardous areas, structures or conditions, and the action taken to alert people to their presence, eliminate them or otherwise protect people from them.

**Hazard Identification:** Process of identifying all hazards that may impact the county. The hazard identification is the basis for emergency planning and preparedness.

**Hazard Mitigation:** Any cost effective measure that may reduce or prevent the potential for damage or harm.

**Hazard Probability:** How likely the hazard may occur; probability determines the emphasis and attention given to a specific hazard.

**HIVA:** Hazard Identification and Vulnerability Analysis. This process details the probability and overall risk posed by a hazard during the next 25 year period. The vulnerability is the ratio of population, commerce, and essential infrastructure and services at risk, for the entire county.

**Incident Commander (IC):** The individual responsible for the management of an incident.

**Incident Command System (ICS):** The system of procedures for managing facilities, equipment, personnel, and communications within a common organizational structure.

**Local Emergency Planning Committee (LEPC):** Local committee established under SARA Title III to carry out local hazardous materials preparedness functions, including plan preparation, community awareness and right-to-know activities, and coordination between government and industry to promote chemical safety at the community level.

**Local Government:** Any county, city, town, district, or other political subdivision, including any rural community or unincorporated town, or any other public entity for which an application for assistance is made by a state or political subdivision thereof.

**Local Resources:** As used in this plan, local resources are the combined resources, of the type needed to respond to a given event in the county.

**Long-term Recovery:** Those activities which return life to normal; long-term recovery may take months or years and includes activities such as debris removal, contamination control, disaster unemployment assistance, temporary housing, facility restoration and rebuilding, ect.

**Mitigation:** All steps necessary to minimize or prevent the potentially adverse effects of future disasters in affected areas.

**Mutual Aid Agreement (MAA):** Formal agreement for reciprocal assistance for emergency services and resources from neighboring jurisdictions and resource providers made to a disaster.

**Preparedness:** Planning and enhancing capabilities for effective emergency/disaster response to save lives and minimize damage to property.

**Public Information Officer (PIO):** Person designated to interface with the media and speak for government.

**Recovery:** Final phase of the emergency management cycle; continues until all systems return to normal, near normal, or better conditions than before.

**Recovery Plan:** Component of planning which anticipates problems and outlines strategies for a smoother transition back to a pre-disaster or better condition.

**Response:** Activities to address the immediate and short-term effects of an emergency or disaster. Response includes immediate actions to save lives, protect property, and meet basic human needs.

**Vulnerability Analysis:** The process used to identify a hazard or threat and who and what will be affected if the hazard is not mitigated.

**Warning:** An announcement to the public of an imminent hazardous situation and giving instructions on what to do as a safety precaution.

## II. ACRONYMS

<b>ALS</b>	Advanced Life Support
<b>ARC</b>	American Red Cross
<b>ARES</b>	Amateur Radio Emergency Services
<b>AWC</b>	Association of Washington Cities
<b>BLS</b>	Basic Life Support
<b>CAO</b>	Chief Administrative Officer
<b>CCC</b>	Citizen Corps Council
<b>CEMNET</b>	Comprehensive Emergency Management Network
<b>CEMP</b>	Comprehensive Emergency Management Plan
<b>CISMT</b>	Critical Incident Stress Management Team
<b>COMM</b>	Communications
<b>CSDP</b>	Chemical Stockpile Disposal Program
<b>CSEPP</b>	Chemical Stockpile Emergency Preparedness Program
<b>DAP</b>	Disaster Assistance Program
<b>DARC</b>	Disaster Assistance Recovery Center
<b>DEM</b>	Department of Emergency Management
<b>DFO</b>	Disaster Field Office
<b>DOD</b>	Department of Defense
<b>DOE(WA)</b>	Washington State Department of Ecology
<b>DOH</b>	Department of Health
<b>DOL</b>	Department of Licensing
<b>DOT</b>	Department of Transportation
<b>DNR</b>	Department of Natural Resources
<b>DSHS</b>	Department of Social and Human Services
<b>DSR</b>	Damage Survey Report
<b>E 911</b>	Enhanced 911
<b>EAS</b>	Emergency Alert System
<b>EIS</b>	Emergency Information System
<b>EM</b>	Emergency Management
<b>EMAC</b>	Emergency Management Advisory Council
<b>EMI</b>	Emergency Management Institute (Maryland)
<b>EMPB</b>	Emergency Management Policy Board
<b>EMS</b>	Emergency Medical Service
<b>EMT</b>	Emergency Medical Technician
<b>EOC</b>	Emergency Operations Center
<b>EPA</b>	Environmental Protection Agency
<b>ESF</b>	Emergency Support Function
<b>FAA</b>	Federal Aviation Administration
<b>FAX</b>	Facsimile Machine
<b>FCC</b>	Federal Communications Commission
<b>FCO</b>	Federal Coordinating Officer
<b>FDA</b>	Food and Drug Administration

<b>FEMA</b>	Federal Emergency Management Agency
<b>FIRECOM</b>	Statewide use Common Fire Channel
<b>FIRMs</b>	Flood Insurance Rate Maps
<b>FIS</b>	Flood Insurance Studies
<b>FPS</b>	Fire Protection Services
<b>GIS</b>	Geographical Information Services
<b>GSA</b>	General Services Administration
<b>HAZMAT</b>	Hazardous Materials
<b>HEAR</b>	Hospital Emergency Administrative Radio
<b>HIVA</b>	Hazard Identification Vulnerability Analysis
<b>HMAC</b>	Hazardous Materials Advisory Committee
<b>HMPC</b>	Hazardous Materials Planning Committee
<b>HMTUSA</b>	Hazardous Materials Transfer Uniform Safety Act
<b>JIC</b>	Joint Information Center
<b>L&amp;I</b>	Department Labor and Industries
<b>LEPC</b>	Local Emergency Planning Committee
<b>LERN</b>	Law Enforcement Radio Net
<b>MAA</b>	Mutual Aid Agreement
<b>MOA</b>	Memorandum of Agreement
<b>MOU</b>	Memorandum of Understanding
<b>NAWAS</b>	National Warning System
<b>NCCEM</b>	National Coordinating Council on Emergency Management
<b>NEHRP</b>	National Earthquake Hazard Reduction Program
<b>NEMA</b>	National Emergency Management Association (State Directors)
<b>NFIP</b>	National Flood Insurance Program
<b>NIMS</b>	National Incident Management System
<b>NOAA</b>	National Oceanic and Atmospheric Administration
<b>NWS</b>	National Weather Service
<b>PDS</b>	Professional Development Series
<b>PIO</b>	Public Information Officer
<b>RACES</b>	Radio Amateur Civil Emergency Services
<b>RCW</b>	Revised Code of Washington
<b>SAR</b>	Search and Rescue
<b>SARA</b>	Superfund Amendment and Reauthorization Act
<b>SBA</b>	Small Business Administration
<b>SCOPE</b>	Sheriff's Community Oriented Policing Effort
<b>SITREP</b>	Situation Report
<b>SOP</b>	Standard Operating Procedure
<b>SSC</b>	Seismic Safety Commission
<b>USAR</b>	Urban Search and Rescue
<b>USCG</b>	United States Coast Guard
<b>USDA</b>	United States Department of Agriculture
<b>USGS</b>	United States Geological Survey
<b>WAC</b>	Washington Administrative Code
<b>WAVOARD</b>	Washington State Association of Volunteer Organizations Active in Disaster
<b>WMD</b>	Weapons of Mass Destruction
<b>WANG</b>	Washington National Guard
<b>WSEMA</b>	Washington State Emergency Managers Association
<b>WSP</b>	Washington State Patrol

**GARFIELD COUNTY**

**COMPREHENSIVE EMERGENCY MANAGEMENT PLAN**

**EMERGENCY SUPPORT FUNCTIONS (ESF'S)**

<b>ESF #</b>	<b>DESCRIPTION</b>
1	Transportation
2	Telecommunications
3	Public Works and Engineering
4	Fire Fighting
5	Information Analysis and Planning
6	Mass Care
7	Resource Support
8	Health and Medical Services
9	Search and Rescue
10	Hazardous Materials
11	Food and Water
12	Energy
13	Federal Expansion
14	Federal Expansion
15	Federal Expansion
16	Federal Expansion
17	Federal Expansion
18	Federal Expansion
19	Federal Expansion
20	Military Support
21	Recovery and Restoration
22	Law Enforcement
23	Damage Assessment
24	Evacuation and Movement
25	Animal Response
26	State Expansion
27	State Expansion
28	State Expansion
29	State Expansion

Notes: ESF's 1-12 are federal response plan ESF's. Numbers 13-19 have been reserved for future federal expansion. ESF's 20-24 are state comprehensive emergency management plan ESF's. Numbers 25-29 have been reserved for future state expansion.

**GARFIELD COUNTY**  
**COMPREHENSIVE EMERGENCY MANAGEMENT PLAN**

**EMERGENCY SUPPORT FUNCTIONS 1**

**TRANSPORTATION**

**RESPONSIBILITY SUMMARY:**

Primary Response

Transportation Coordinator

Supporting

Emergency Medical Services

Fire Services

Law Enforcement

Public Works Departments

Transportation Providers

Garfield County Emergency Management

Plan Preparation & Maintenance

Garfield County Emergency Management

**I. INTRODUCTION**

A. Purpose

The purpose of this Emergency Support Function (ESF) is to ensure effective utilization of all available transportation resources and systems during an emergency or disaster.

B. Scope

1. To coordinate emergency mass transportation requirements that might occur after a disaster or emergency condition within or affecting Garfield County.
2. To establish the allocation of transportation resources.
3. An Emergency Transportation Coordinator (TC) in the Emergency Operations Center (EOC) will provide emergency cargo and personnel transportation as a coordinated effort under the authority of one or more members of the Emergency Management Executive Board.

**II. POLICIES**

The chief elected official of the county and/or cities involved have the authority to declare an emergency. This ESF is applicable when a disaster has been declared or when the emergency operations center determines that movement of passengers or cargo is required or anticipated.

**III. SITUATION**

A. Emergency/Disaster Conditions and Hazards

A need to evacuate or move citizens or visitors from jurisdictions or areas within the county due to a hazardous material spill, loss of power, fire, earthquake or other hazards may be required. These persons may not have personal transportation available to them. Responders may need transportation to or from a base or staging area. Transportation of cargo may be needed.

## B. Planning Assumptions

1. It will be assumed that the primary movement of people and supplies will be over the highway networks with private vehicles and buses. Air transportation will only be used for the extremely urgent need of personnel and supplies.
2. Transportation systems into and within the county could be disrupted making movement of personnel, supplies, and equipment difficult.
3. Local jurisdictions and agencies will be working to restore the transportation system in their area of responsibility.
4. Local resources will be utilized first. If additional resources are needed they will be requested through the State Emergency Operations Center (EOC) or coordinated as part of a Mutual Aid Agreement.
5. If needed, a portion of the National Pharmaceutical Stockpile would be delivered to Lewiston Regional Airport. Transportation and cargo handling equipment may be required to move the stockpile to staging or storage areas.
6. If the state's transportation network is severely damaged, the Governor may activate the Emergency Highway Traffic Regulation Plan. Under that plan, an immediate post-disaster survey of the total highway system will be initiated by the Washington State Department of Transportation and restrictions may be placed on specific routes.
7. RCW 38.52.195 provides emergency workers exemption from liability while providing construction, equipment or work.

## IV. CONCEPT OF OPERATIONS

### A. General

1. During a declared emergency mass transportation activities will be coordinated from the Garfield County EOC.
2. Transportation to move a large number of persons from or within the county will be coordinated by the Transportation Coordinator (TC). Transportation providers may include school buses and other public and private transportation resources. If buses are needed to transport large numbers of people from, or within, the city in Garfield County, transportation providers may be called. Providers will be selected based upon their capability and availability to the emergency. Potential passenger transportation providers are:
  - a. Garfield County Public Transportation
  - b. Public schools' buses. Pomeroy school district may provide emergency transportation.
3. The Transportation Coordinator (TC) may also coordinate cargo transportation. Cargo transportation providers may include city and county public works departments and other public and private transportation providers. If cargo transportation is required, other transportation providers may be called. Potential cargo transportation providers are:

- a. City and County Public Works may provide medium and heavy cargo transportation.
- b. Commercial transportation may provide medium and heavy cargo transportation.

#### B. Mitigation Activities

1. The Emergency Management Department (EMD) will advise transportation providers of any training or educational opportunities that become available regarding mass transportation in disasters.
2. The EMD will also coordinate with other potential transportation providers as to their role in an event requiring mass transportation. These providers will be given the opportunity to participate in the Emergency Management Advisory Council.

#### C. Preparedness Activities

1. The Emergency Management Director will appoint a Transportation Coordinator.
2. The EMD will coordinate with the TC to insure that the procedures outlined in this ESF are reasonable and appropriate.
3. The Transportation Coordinator will maintain a current catalog of transportation providers, contact information and general capabilities.

#### D. Response Activities

1. The priority of transportation resources will be assigned based on protection of:
  - a. Life and safety.
  - b. Property.
  - c. The environment.
  - d. Economic vitality.
2. The TC will report to the EOC and help coordinate mass transportation activities when required.

3. Public works and law enforcement representatives in the EOC will assist the TC to determine usable roads and routes.
4. The Emergency Public Information Officer (EPIO) will work with the TC in order to get transportation instructions to the public through the media.
5. Transportation providers will be given specific instructions for each transportation requirement. These instructions will include routes to be used, safety and limitations to prevent injury or damage. Each transportation mission will be outlined and approved by the TC on the attached transportation form.

E. Recovery Activities.

1. Agencies and departments will return to normal activities when no longer needed or when normal systems and facilities are restored. Demobilization of resources will be coordinated through the EOC.
2. All agencies and departments must accurately record expenses for response and recovery activities. Should the disaster be declared as a Federal Disaster, reimbursement of expenses for response and recovery may be provided.

## **V. RESPONSIBILITIES**

A. Emergency Transportation Coordinator (TC)

1. Serves as the chief advisor to the EMD on mass transportation issues during an emergency.
2. Maintains a liaison contact with all transportation providers to maintain knowledge of their capabilities and general equipment availability.
3. Designates an alternate person to serve in his absence.
4. Responsible to assist EMD for the development, maintenance, and testing of this plan.
5. Participates in emergency preparedness discussions on transportation issues.
6. Participate in exercises where emergency transportation is being practiced.

B. Public Works Departments

1. Determine which streets and roads within their jurisdiction are unusable and report information to the County EOC.
2. Block off streets and roads and establish detours as appropriate.
3. Initiates road and street repairs where possible.

C. Law Enforcement Agencies

1. Assists Public Works in diverting traffic.
2. See ESF 22, Law Enforcement

3. See ESF 24, Evacuation and Movement

D. Emergency Management Department (EMD)

1. During a declared emergency the EMD has the ultimate responsibility for direction, control, and coordination of emergency operation within Garfield County, to include that of transportation.
2. Ensures deployed personnel are briefed on the known hazards and mission assignments. Reasonable and prudent steps will be taken to ensure the safety of transportation providers.
3. Appoint a Transportation Coordinator.
4. Approves emergency commercial transportation.
5. Prepares and coordinates ESF 1 with the assistance of the TC.
6. Assists the TC in coordinating this ESF, obtaining training, and testing this ESF with drills and exercises.

E. Emergency Public Information Officer (EPIO)

1. Provides information regarding evacuations, shelters, and street and road closure information to the public, through the media.
2. See Appendix 2 to Basic Plan, Emergency Public Information Officer

**VI. REFERENCES**

- A. Appendix A – Transportation Request and Order
- B. ESF 22, Law Enforcement
- C. ESF 24, Evacuation and Movement

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APPENDIX A

Transportation Request and Order

Date:

Trip Date:

Day:

**GARFIELD COUNTY**

**COMPREHENSIVE EMERGENCY MANAGEMENT PLAN**

**EMERGENCY SUPPORT FUNCTIONS 2**

**TELECOMMUNICATIONS AND WARNING**

**RESPONSIBILITY SUMMARY:**

Primary Response

Garfield County Emergency Management  
Garfield Emergency Services Communication Center

Supporting

Amateur Radio Emergency Services  
KONA Radio (Emergency Alert System Hub)  
NOAA National Weather Service

Plan Preparation & Maintenance

Garfield County Emergency Management

**I. INTRODUCTION**

A. Purpose

The purpose of this ESF is twofold:

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

B. Scope

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

**II. POLICIES**

- A. This plan will govern Garfield County telecommunications and warning activities related to mitigating, preparing for, responding to, and recovering from emergencies or disasters.
- B. Telecommunications and warning support requirements that cannot be met at the Garfield County level will be referred to the State EOC.

### III. SITUATION

#### A. Emergency/Disaster Conditions and Hazards

1. Garfield County is vulnerable to a variety of emergency or disaster events requiring dissemination of warning and/or other emergency information to County and City officials, and the general public. Emergency or disaster warnings may originate from any level of government, as well as other sources. Most forecasting resources are located with the federal government. This may include, but is not limited to watches and warnings for: floods, severe weather, volcanic eruptions, fixed nuclear facility incidents, and hazardous materials incidents.
2. The sudden and unexpected nature of a catastrophic event will result in numerous requests from many agencies and all levels of government for services required to save lives, protect property, and preserve the environment.
3. The EOC staff, City and County government, and all emergency and support agencies will have a critical need for accurate and timely information on which to base decisions and focus response actions. Also, widespread damage to commercial telecommunications facilities is possible. At a time when the need for real-time electronically processed information is greatest, the capability to produce it may be restricted or non-existent. All available telecommunication assets of the various agencies and local government will be needed immediately to assure proper response to the needs of the victims.

#### B. Planning Assumptions

1. Jurisdictions and agencies within the County will focus on coordinating lifesaving activities concurrent with reestablishing control of the affected area. Jurisdictions, agencies, and the County, in conjunction with the telecommunications industry, will accomplish as much restoration and reconstruction of communications capabilities as resources and the situation permits. The County may be able to get additional assistance for restoration of communication systems when requested through the State EOC.
2. Initial reports of damage will be fragmented, providing an incomplete picture of the extent of damage to communications systems and facilities.
3. Weather and other factors may impair the ability to deploy mobile or transportable telecommunication equipment into the affected area.
4. Conditions following the event will require careful consideration of areas or sites that may require communications support, such as staging areas, shelters, alternate EOC locations, short and long term health care facilities, schools and daycare facilities, communication points for communities without telephone service, and other critical areas.
5. The Garfield County Board of Commissioner will issue a declaration of emergency or disaster, when appropriate. If a locale declaration of emergency has been issued, and if the situation warrants, the EOC will request a Governor's Proclamation of Emergency or Disaster Declaration through the State EOC. Such declarations or proclamations would allow authorization of additional communication resources.

## IV. CONCEPT OF OPERATIONS

### A. General

1. Reliable communication capabilities are necessary for day to-day communications, warning of impending events, response and recovery operations, search and rescue operations, and coordination with other county, state, and public safety agencies. These capabilities must be available at the primary and alternate EOC facilities or other locations selected because of existing conditions. Specific back-up capabilities are listed in the appendices.
2. Emergency communication between the EOC and state or federal agencies will be through the State EOC communications facility.
3. The Emergency Alert System (EAS) operates through designated radio and television stations. It is intended to provide federal, state, and local jurisdictions with the means to disseminate prompt, reliable emergency information, instructions, and warning in the event of local, state, or national emergencies. Local radio broadcaster's participation for most warnings is voluntary. The EAS may also be used by law enforcement to provide Abducted Minor Broadcast Emergency Response (AMBER) alert. See the Garfield County AMBER Plan for more information.
4. The EOC and Garfield Emergency Services Communications are co-located. The building is equipped with back-up power from a large generator. In addition, the dispatch equipment is protected by an Uninterrupted Power Supply (UPS) unit. Garfield Emergency Services Communication Center is equipped to operate from a mobile unit or other alternate dispatch site. Communication capabilities currently available to the EOC facility include, but are not limited to:
  - a. Telephone system, including seven voice lines, facsimile, and e-mail.
  - b. Government and privately owned cell phones.
  - c. Email through the Garfield County network.
  - d. Washington Comprehensive Emergency Management Network (CEMNET) provides two-way HF radio system to communicate with state, and indirectly with other counties.
  - e. Hand-held scanning two-way radio with fire, EMS, law enforcement, hospital, county public works, and other frequencies are located in the EOC.
  - f. National Alert and Warning System (NAWAS) terminal is located at Garfield Emergency Services Communication Center, which is co-located with the EOC.
  - g. National Oceanographic and Atmospheric Agency (NOAA) weather advisories, watches and warnings are received via Washington State Patrol's network "A Central Computerized Enforcement Service System" (ACCESS) at the Garfield Emergency Communication Center.

- h. Dispatchers or EMD personnel may provide warning when lives are threatened and when lives may be saved as a result of the warning can activate emergency Alert System (EAS), located in EMD.
  - i. Other volunteer organizations trained and equipped for communications, such as Civil Air Patrol, etc.
  - j. Messengers may be used when other communications systems are not available or are unreliable.
5. Communication capabilities available to departments, agencies and jurisdictions (fire/EMS, law enforcement, public works, etc) within the County include their normal two-way radios, standard telephone systems, facsimiles, modems, and cellular phones. Garfield County Public Works, Garfield County Fire District 1, and Garfield County Sherriff's Department are also equipped with generators for back-up power.
- a. OSCCR: Primarily used by public-safety agencies, "on-scene" at an event/incident, for command and coordination of activities between agencies. OSCCR can only be employed in the simplex mode via mobile and/or handheld equipment.
  - b. SAR: Primarily used by Search and Rescue organizations for coordinating operations between SAR units. Can only be employed in the simplex mode via mobile and/or handheld equipment.
  - c. REDNET/FIRECOM: Primarily used by fire departments and districts for coordinating operations between firefighting units.
  - d. NLEEC: Primarily used by law enforcement agencies for mutual operations. Also used by EMD for activation of the Emergency Alert System (EAS) relay network.
  - e. HEAR: Primarily used by ambulance services for administrative communications with hospitals.

### B. Organization

Emergency telecommunications and warning for Garfield County is coordinated through the EMD and EOC. The Policy/Decision Group, the Director EMD, or the EPIO must authorize or approve all outgoing alerts, warnings, and press releases. (See Basic Plan Appendix 1, Direction and Control, and Appendix 2, Public Information)

### C. Procedures

The various agencies, groups, and communications/alert systems function under this ESF and their specific operational plans and procedures such as:

1. State Emergency Management NAWAS Handbook, dated August 1996, with updates.
2. Washington State EAS Plan, dated March, 1997.
3. State RACES Plan.

## V. RESPONSIBILITIES

- A. Garfield County EMD has the overall responsibility for planning and coordinating the emergency communications program within the County. The EMD assures that local jurisdictions', agencies' and service organizations' communication systems can be utilized from, or to, the local EOC, alternate locations, and mobile units. The EMD also coordinates with the Garfield Emergency Services Communication Center for conducting tests of the warning network.
- B. Support agencies/groups are responsible for maintaining their plans and training in coordination with this ESF. When requested by the EOC, they will provide communications equipment and personnel as needed, and as available, in accordance with their primary mission or responsibilities.

## VI. MITIGATION

EMD encourages and promotes mutual aid and cooperation between local jurisdictions and agencies. Additionally, Search and Rescue volunteers, Civil Air Patrol members, and others are registered with the County as emergency workers. These organizations are encouraged to participate in a variety of community activities and training missions to test equipment, identify areas needing improvement or specialized support, and develop and evaluate operational procedures.

## VII. PREPAREDNESS

- A. See ESF 2, Appendix A, Telecommunications; and
- B. See ESF 2, Appendix B, Warning.

## VIII. RESPONSE

- A. See ESF 2, Appendix A, Telecommunications; and
- B. See ESF 2, Appendix B, Warning.

## **IX. RECOVERY**

- A. Continue to utilize primary and alternate communication and warning systems to coordinate recovery activities. The EPIO will continue to be responsible for the coordination and dissemination of recovery information, such as when it is safe for people to return to their homes and businesses.
- B. All agencies and departments will return to normal operations when no longer needed, or when normal systems and facilities are restored. Demobilization of communication and warning resources will be coordinated through the EOC.
- C. Involved agencies and departments will assist the EMD in preparing after-action reports regarding telecommunications and warning.

## **X. RESOURCE REQUIREMENTS**

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

## **XI. REFERENCES**

- A. RCW 38.52
- B. Civil Preparedness Guide (CPG) 1-14, and CPG 1-16, regarding NAWAS
- C. FCC Rules and Regulations Part 97 Amateur Radio Service, Subpart E, regarding emergency communications
- D. WAC 480.120.520 re: telecommunications providers - Major outages and service interruptions

## **XII. APPENDICES**

- A. Appendix 1, Telecommunications
- B. Appendix 2, Warning

## **APPENDIX A TELECOMMUNICATIONS**

### **I. INTRODUCTION**

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

### **II. CONCEPT OF OPERATIONS**

#### **A. General**

1. Routine modes of communications that remain operational will continue to be used after an emergency or disaster to the extent that they are operational.
2. Local jurisdictions may utilize commercial communication systems as well as local government systems, which include use of mutual aid channels such as On-Scene Control and Coordination Radio (OSCCR). Local jurisdictions may request assistance through the EOC, when necessary.
3. The EOC will coordinate the identification, acquisition, prioritization, and deployment of telecommunications assets as appropriate to assure continuity and consistency of County response actions.
4. When an event occurs, the following actions will be initiated:
  - a. There will be an increased need for coordination and prioritization of communication within local jurisdictions such as EMS, fire, law enforcement, and public works.
  - b. Activation of the EOC and communication systems will occur as needed, utilizing available resources. If available, one or more of these networks should be utilized in addition to primary voice telephone capability, to establish both primary and backup communication between the EOC and the State EOC. Additional communication resources and networks that may be available for communication between the County and State EOC includes facsimile, modem, and cell phones. The following radio systems are available:
    - (1) CEMNET 45.48 MHz
    - (2) RACES HF (Washington Emergency Net)- 3.985 MHz lower side band (LSB), with an alternate frequency of 7.245 MHz LSB
    - (3) RACES HF (Washington Emergency Net, digital mode, Packet/PACTOR) - 3.605 MHz LSB
    - (4) ARES/RACES VHF (Packet) - 145.01 MHz, local use only. The packet node connecting to the Washington Emergency Packet Network is NUKE on 147.18 MHz receive, 147.78 transmit. An INTERNET gateway is on the same frequencies, ALWGW (WA7V).
    - (5) NAWAS voice (shout down) circuit.
    - (6) ACCESS (teletype) - Address: OLYEM.

c. A variety of communication capabilities are available within the County in addition to normal operational resources, including:

- (1) OSCCR (on-scene communications only) 156.135 MHZ
- (2) HEAR 155.340 MHZ
- (3) LERN 155.370
- (4) NLEEC 155.475
- (5) State Search and Rescue: 155.160 MHZ
- (6) Civil Air Patrol - 4.585 MHZ, 4.582 MHZ, 148.150 MHZ
- (7) ARES/RACES, HF voice and digital modes as necessary.  
Coordinated by the ARES County Emergency Coordinator as required.
- (8) ARES and RACES, tactical frequencies (maximum range, 25 miles in open terrain, can be extended by relay):
  - Primary VHF voice is 147.50 MHz (simplex)
  - Primary UHF voice is 446 MHz (simplex)
- (9) Volunteer organizations (SAR, 4 wheel drive clubs, etc) that utilize Citizen Band Radio (11 meters), which has limited range of about 5 miles, line-of-sight.

## B. Preparedness Activities

### 1. Garfield County EMD

- a. Coordinate with appropriate departments and agencies within the county, to ensure those with communications capability have appropriate plans and procedures to support their assigned emergency mission.
- b. Participate in tests and exercises of the county's communication capabilities, such as the weekly CEMNET radio test.

### 2. Support Agencies/Departments/Jurisdictions

- a. Develop and maintain an inventory of communication capabilities and resources, noting availability and response criteria, and noting any deficiencies or limitations in respect to supporting this ESF. This information is to be shared with the EMD.
- b. Develop and maintain appropriate Standard Operating Procedures (SOPs) in support of their mission, and in support of this ESF, and train personnel to that standard.

## C. Response Activities

1. The EOC may operate on CEMNET Channel 1 for local operations. To communicate with the state EOC, channel 3 will be used. (See State plan for further details re: CEMNET)
2. When there is a potential for, or an occurrence of an emergency or disaster, the EMD / EOC will perform the following activities as needed:
  - a. Advises members of the Emergency Management Executive Board when the EOC should be activated. Notifies Garfield Emergency Services Communications Center, requests EPIO and communications support as needed, notifies local ARES Coordinator.
  - b. Notify the state EOC, and establish primary and backup communications with them.
  - c. Establish communications with local agencies and departments, and ensure all agencies with communications capabilities and responsibilities are advised of conditions, and are taking appropriate actions such as verifying current status of resources and personnel.
  - d. Determine overall operational status of communications resources, provide coordination, and maintain priorities for handling of messages and communications traffic within the EOC, and between EOC and field operations. Establish communications with adjacent counties, if necessary.
  - e. Coordinate specific locations where backup or support communications need to be established, such as hospitals and clinics, nursing homes, group homes, schools, daycare facilities, communities without phone service, response agencies, etc.

## **APPENDIX B WARNING**

### **I. INTRODUCTION**

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

### **II. CONCEPT OF OPERATIONS**

#### A. General

1. Emergency or disaster warnings may originate from any level of government or other sources. However, most forecasting resources are located within the federal government, and may include watches and warnings for: floods, mud slides, severe weather, volcanic eruptions, fixed nuclear facility incidents, hazardous materials incidents, as well as earthquake occurrence notification.
2. This notification may come from the National Weather Service (NOAA), the Emergency Alert System, Washington Emergency Management, the amateur radio community, Garfield Emergency Services Communications, or the general public.
3. The National Warning System (NAWAS), established by the federal government, is the primary means of disseminating warnings concerning national threats, in addition to the hazards listed above. The primary receiving point for NAWAS is at the Garfield Emergency Services Communications center, which is co-located with the EOC. The Emergency Services Communications Center is the only location where NAWAS voice and teletype is received.
4. Additional communication capabilities that may be used for warning include: ACCESS (law enforcement teletype system), with the primary receiving point at the Garfield Emergency Services Communications center, and other terminals located at the Sheriffs Office, the CEMNET radio; commercial telephone systems; and amateur radio.
5. Responsible local officials may consider and decide whether to utilize the local operational area Emergency Alert System (EAS) to warn and advise the public in special situations.
6. Local jurisdictions will utilize all warning systems available to alert officials and the affected population. This includes mobile sirens and loudspeakers. Special attention will be given to special needs groups, such as the hearing impaired, short and long-term health care facilities, group homes, and others at special risk. This prioritization and communication will be coordinated through the EOC.
7. Individuals or groups with special needs should coordinate with the EMD before an emergency occurs. Family members, friends, and caretakers of those with special needs should become aware of resources and options available, and develop alert, warning and response plans.
8. The chief elected official in each political jurisdiction is responsible to ensure an emergency warning system is established in their jurisdiction, and is maintained and tested.

#### B. Preparedness Activities

## 1. EMD

- a. Determines methods of conveying warning to citizens.
  - b. Prepares, maintains, and exercises warning plans, SOPs, and resource lists.
  - c. Trains personnel in the warning plans, SOPs, and use of communications equipment.
  - d. Incorporates the Emergency Public Information Officer's (EPIO) role and responsibilities in the warning plans, and exercises those plans.
2. ARES/RACES personnel conduct radio nets to test and evaluate plans, procedures, and radio equipment. Participation in events such as Field Days are primarily to prepare for emergency activities.
3. The general public is encouraged to purchase and maintain NOAA Weather Radios. These inexpensive radios can provide weather information on demand and a provide warnings when initiated by the NOAA National Weather Service.

## C. Response Activities

### 1. EMD / EOC

- a. Advises members of the Emergency Management Executive Board when the EOC should be activated. Requests communications and EPIO support as needed. Notifies the state EOC that the EOC is being activated.
- b. Coordinates with EPIO and Garfield County Emergency Services Communications regarding dissemination of alert and warning information. The Policy/Decision group, EMD, or EPIO is responsible for authorizing all outgoing alerts and warnings. Activates or alerts agencies and groups that have capability and responsibility to assist with providing alert and warning.
- c. Receives, prioritizes, and disseminates warning information to/from local jurisdictions, and coordinates with agencies tasked with assisting with alert and warning, such as law enforcement, fire departments and districts, public works and others.
- d. Notification to hospitals, nursing homes, group homes, schools, day care facilities, and other special needs groups will be given high priority. This may be accomplished by phone, modem, fax, two-way radio, or by having someone from authorized agencies (fire, EMS, law enforcement, public works, amateur radio, etc) go to the facilities.
- e. If responsible officials decide it is necessary, the Emergency Alert System (EAS) will be utilized. This will be accomplished by calling the Pendleton Weather Service, and advising them of the situation. They will call Garfield County Emergency Services Communications for verification and authentication of the request. Then they will transmit the information to the designated media for us. A number of local radio stations, including the Spanish language station, are also linked with the EAS system, and receive information.

**GARFIELD COUNTY**

**COMPREHENSIVE EMERGENCY MANAGEMENT PLAN**

**EMERGENCY SUPPORT FUNCTIONS 3**

**PUBLIC WORKS AND ENGINEERING**

**RESPONSIBILITY SUMMARY:**

Primary Response

Public Works & Engineering Departments

Supporting

Fire Services

Law Enforcement

Garfield County Emergency Management

Plan Preparation & Maintenance

Lead - Garfield County Public Works Department Other Public Works Departments

Garfield County Emergency Management

**I. INTRODUCTION**

A. Purpose

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

B. Scope

1. Garfield County Public Works is responsible for County roads and road signs, bridges, and public works property. The County Public Works also provides these services for several of the unincorporated towns within the County. Public Works provides a variety of specialized and heavy equipment, trained equipment operators, plus technical and engineering staff.
2. The city of Pomeroy has its own public works departments. They are responsible for their jurisdictions, and provide services similar to the County Public Works Department, plus water, sewer, and wastewater treatment. Solid waste service provided by private haulers.

## **II. POLICIES**

Garfield County Public Works provides services based on County ordinances. The cities Public Works function under city ordinances.

## **III. SITUATION**

### **A. Emergency/Disaster Hazards and Conditions**

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

### **B. Planning Assumptions**

1. Rapid assessment of the involved area(s) will be initiated to determine critical needs and priorities. Resources, including personnel, will be identified, prioritized, and managed based on critical needs.
2. Actions to support immediate lifesaving response, such as clearing debris and emergency repair of critical roads and streets will be given high priority
3. The magnitude of the event will require extensive coordination and assistance from all the Public Works departments within the County. Further assistance from other agencies, private contractors, and/or resources outside the County may be necessary.
4. Transportation may be severely disrupted within the County, as well as adjacent Counties. Communication and coordination will be necessary to assure functional routes and modes of transportation are identified.
5. The County will obtain emergency environmental waivers, and legal authority will be granted for emergency actions to protect life and property, and for disposal of debris and materials cleared.
6. Previously inspected structures will need re-inspecting if they have been subjected to further damaging forces.

## IV. CONCEPT OF OPERATIONS

### A. General

1. Garfield County Public Works will have the lead for events requiring an extensive public works response, if the needed response is outside the city of Pomeroy. Likewise, if the needed response is inside a city, the respective city Public Works will have the lead for events requiring an extensive public works response.
2. Public Works will provide a representative to the EOC, or will maintain direct contact with the EOC. Prioritization, coordination, and support of response and recovery efforts will take place at the EOC.
3. County and city building inspectors may be requested to assist Public Works with damage assessment, and may be asked to take a lead role regarding inspections and damage assessment of buildings. This request, prioritization, coordination, and support will take place at the EOC.(See ESF 23 - Damage Assessment)
4. Cities and the County may enter into emergency contracts with businesses and contractors for assistance with inspections, provision of specialized and/or heavy equipment, and trained operators.
5. If needs exceed local resources the County EOC can contact the State EOC for assistance. The Federal government may render assistance if needs exceed the capabilities of the County and State, provided the event has received a Presidential declaration of disaster.
6. All public information and news release information regarding Public Works and/or building inspectors will be coordinated by the County EPIO (See Appendix 2 - Emergency Public Information)

### B. Organization

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

### C. Mitigation

Public Works Departments are responsible for identifying potential natural and technological disasters. Public Works Department will provide current development support along with monitoring and coordinating implementation of mitigation measures aimed to reduce or prevent damages caused by these events. Building a strong alliance with the emergency management family is key to promoting mitigation action plans such as floodplain and floodwater plots, storm water and drainage plans, and transportation and roadway (including bridges) plans. Mitigation action plans should include strategies for implementing the mitigation measures, including information on the responsible agency, time frame, cost estimate, funding source, and a statement of measurable results.

### D. Preparedness Activities

Public Works Departments maintain personal protection and identification supplies and equipment for their employees. They maintain some stock of extra parts, emergency/temporary signs, sand and gravel, and other resources. Some employees are cross-trained, so they can function where the greatest need is. Contact lists of supervisor and employee names, phone numbers, pager numbers, etc., are maintained. Emergency Contact names and numbers are provided to the Garfield County Emergency Services Communication Center (9-1-1 Dispatch).

#### E. Response Activities

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

1. Gathering as much information regarding road conditions as possible. Identification of personnel and equipment needed to maintain, repair or clear roadways as needed, and sending resources to high priority areas.
2. Informing, and coordinating with law enforcement, DOT, and others as needed, regarding what roads are open, and if any restrictions apply.
3. Coordinating with other agency representatives in the EOC, regarding performing emergency debris removal, demolition of unstable structures, emergency stabilization of damaged structures, and other actions to assist with rescue, and protect lives and property. High priority will be given to critical facilities such as hospitals, extended care facilities, and mass care shelters.
4. Taking protective measures to protect roads, critical facilities, and other property, as needed. (For example, sandbagging, building dikes, or digging drainage ditches to prevent mud or flood waters from entering a water treatment facility)
5. Beginning damage assessment, coordinating with other departments and agencies as necessary. High priority will be given to critical facilities such as hospitals, extended care facilities, schools, and mass care shelters. (See ESF 23 - Damage Assessment)
6. Conducting inspections for damage or disruption of water systems, including wells and pumps, in addition to sewer systems, and/or treatment plant, as needed. Initiate backup systems and/or make emergency repairs, as needed. Notify EOC and/or Fire Department if fire hydrant systems are non-functional. Obtain and test water samples if there is a possibility of contamination. Coordinate with health department as needed, and for inspection and testing of private wells and septic tanks.
7. Assist the EOC with geographical information and special referencing (GIS). Provide GIS specialist to the EOC when needed.
8. Assisting with Alert and Warning, if requested by the EOC.

#### F. Recovery Activities

1. Each department, agency and individual shall maintain accurate records of the incident. They will be responsible for maintaining disaster and recovery expense records for future possible reimbursement. Financial issues such as supplies used, equipment lost or damaged, wages for hours worked including overtime, and other costs require documentation before reimbursement is issued. If emergency vehicles, communications equipment, or stations are damaged, special contracts may be needed for their quick repair or replacement, and temporary or long-term arrangements may be needed. During the Recovery phase, it is imperative to maintain communication and coordination with the EOC. Public Works departments and districts may provide public information regarding safety issues as people return to their homes and businesses. Departments, districts, and individuals involved in the emergency or disaster

should participate in post event reviews and critiques, and contribute to written reports regarding observations and recommendations.

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

## **V. RESPONSIBILITIES**

### **A. Public Works Departments**

1. Coordinate construction, repair, maintenance, and signing of roads in their jurisdictions.
2. Provide manpower, equipment, and technical expertise, as available, to the mass care Shelter Coordinator, to assure safety. This may include repairing or upgrading an existing shelter, or construction of shelter facilities.
3. When feasible, coordinate mobilization of personnel and equipment for the repair or reconstruction of damaged critical facilities.
4. Coordinate emergency highway traffic regulations based upon instructions from the District Emergency Highway Traffic Regulation (EHTR) Center.
5. Initiation or coordination for emergency contracting of private resources.
6. Provide inspection of facilities to determine structural condition and safety factors.
7. Supervise demolition of structures posing a threat to safety, and removal of debris and wreckage.
8. The Garfield County Public Works Department is responsible for the development, maintenance, and testing of this plan.

### **B. Garfield County Emergency Management Department (EMD)**

1. EMD, or their representative, has the authority to declare an emergency or disaster. The EMD has the authority to set policies and make decisions, including authorization of expenditures.
2. The EMD is responsible for maintaining and organizing the County EOC.

2. The EOC coordinates with public works, private contractors, and other departments and agencies as necessary, to obtain resources and assets to provide public works and engineering services, and medium and heavy rescue. The County EOC maintains contact with the State EOC as necessary.

**GARFIELD COUNTY**

**COMPREHENSIVE EMERGENCY MANAGEMENT PLAN**

**EMERGENCY SUPPORT FUNCTIONS 4**

**FIREFIGHTING**

**RESPONSIBILITY SUMMARY:**

Primary Response

Fire Services

Supporting

Emergency Medical Services

Emergency PIO

HAZMAT

Law Enforcement

Public Works Departments

Garfield County Emergency Management

Plan Preparation & Maintenance

Garfield County Fire Department

Garfield County Emergency Management

**I. INTRODUCTION**

**A. Purpose**

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

**B. Scope**

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

**II. POLICIES**

- A. National support for forest fires shall be accomplished through the Northwest Coordination Center (NWC), in Portland, Oregon, (Federal multi-coordinating agency comprised of Department of Forestry, BLM, Fish & Wildlife, Indian Affairs, etc.) who will coordinate with the National Interagency Coordination Center (NICC) located in Boise, Idaho.
- B. The state Emergency Management Division has the authority to mobilize jurisdictions under the Washington State Fire Services Resource Mobilization Plan (RCW 38.54.030).
- C. Per Chapter 76.04 RCW, the Department of Natural Resources (DNR) has the responsibility for wild land fire suppression on 12.4 million acres of state and privately owned forestland. The DNR, Resource Protection Division, has the authority to respond to wild land fire suppression efforts, as well as the responsibility to respond to requests from other agencies for assistance for non-fire emergencies or disasters.
- D. Local fire departments and districts also function under the applicable portions of RCW 38.52, RCW 52.02, RCW 70.136, WAC 212, other State and local ordinances, and their own

SOPs. The Garfield County fire department has signed mutual aid agreements with the other departments surrounding the county. It is understood that emergencies and disasters can overwhelm local resources, or in other ways prevent agencies and jurisdictions from fulfilling all their roles and responses to requests for assistance.

### **III. SITUATION**

#### **A. Emergency/Disaster Conditions and Hazards**

1. Under the best of conditions, the management of a large firefighting operation is complex, often involving large numbers of personnel, departments, agencies and jurisdictions. Fires resulting from, or independent of, but coinciding with a man-made or natural disaster, will place extraordinary demands on available resources and support systems.
2. A significant natural or technological event may result in many urban, rural, and wild land fires. Ignition sources could cause hundreds of fires, both during, and after an earthquake or other disaster. The damage potential from fires in urban areas, both during and after a major earthquake, exceeds that of all other causes. Urban fire departments not incapacitated by an earthquake or other disaster may be totally committed to fires and other emergencies in their jurisdictions. Numerous fires are anticipated in rural and wild land settings as well. These fires have the potential to spread rapidly, cause extensive damage, and pose a serious threat to life, property and the environment. Firefighting resources that are normally available will be difficult to obtain and utilize during and after a disaster because of massive disruption of communication, transportation, utilities and water systems.
3. Garfield County has a wide variety of roads and highways, private, public and government buildings, schools, a hospital, and a jail. There are rivers and streams of various sizes and flow, and a wide variety of geographical features, from the desert areas, to the mountains. Garfield County is vulnerable to high winds, dust storms, winter

storms, extreme heat, significant thunderstorms, and power outages. There are areas that are vulnerable to flooding, and there are fault lines that pass through the County. The Hazardous Materials Vulnerability Analysis has shown that there is a significant risk of a transportation related or fixed site hazardous materials incident.

#### B. Planning Assumptions

1. Urban, rural, and wild land fires may result from, or occur coincidentally with another significant emergency or disaster. Large, damaging fires could occur.
2. Landline communications will be interrupted. Radio communications will be relied on heavily, necessitating the early requesting of radio systems from local agencies, other sources such as Amateur Radio Emergency Services, and/or the state EOC.
3. Wheeled-vehicle access may be hampered by bridge failures, landslides, and debris on the roadways, making conventional travel to the emergency location extremely difficult or impossible. Aerial attack by air tankers, and assistance from smoke jumpers and helicopters may be essential. Aircraft, especially helicopters, will be scarce, and airports may be damaged and/or very congested.
4. Agencies which commonly support large fire suppression operations, including the military and U.S. Department of Agriculture and Forest Service may receive urgent requests from non-fire-related agencies for personnel, equipment and supplies. Many of the resources commonly available for fighting large wildfires may be scarce or unavailable.
5. Wild land firefighting forces may be diverted to assist in rural and urban areas because of more urgent threats to life, property, and the environment due to shortages of urban firefighters. Urban firefighters may be performing EMS and Urban Search and Rescue in addition to fighting large and numerous fires.
6. Efficient and effective mutual aid among the various local agencies and jurisdictions, state and federal agencies requires the use of the National Incident Management System, together with compatible equipment and communications.
7. Emergency Medical Services will be overwhelmed with many requests for assistance and/or large numbers of patients, and will face the same communication and transportation problems as fire services. Additional EMS personnel, equipment, and alternate methods of transporting patients may be needed. Communication with Medical Central Control may be hampered, and alternate communications with them may be needed.
8. The majority of firefighters and basic life support EMS providers within Garfield county are volunteers. Most of these people are both firefighters, and EMT's or First Responders. Resources being used for EMS are not available for firefighting, and resources being used for firefighting are not available for providing EMS, so shortages of either or both services could occur rapidly.

## IV. CONCEPT OF OPERATIONS

### A. General

1. Established firefighting and support organizations, processes, and procedures as listed in the Washington State Fire Services Resource Mobilization Plan (WSFSRMP). State and Federal Mobilization Guides will be used in support of firefighting activities. Responsibility for situation assessment and determination of resource needs lies primarily with local jurisdiction Incident Commanders in coordination with the state and Garfield County EOC Operations Centers, if activated. The state DNR will manage and coordinate state owned wildland firefighting activities. The Director of Fire Protection shall serve as the state fire resources coordinator when the WSFSRMP are invoked. This will be accomplished by mobilizing firefighting resources in support of state and local jurisdiction firefighting agencies.
2. Requests for firefighting assistance and resources will be transmitted from the DNR Emergency Coordination Center to the appropriate regional-level fire coordination center, and then on to the NICC for national response and logistics support when regional resources are inadequate. The NICC will coordinate with the National Fire Suppression Liaison Officer in the event of national level shortages or unavailability of needed resources.
3. Situation and damage assessment information will be transmitted through established fire suppression intelligence channels, between county and state EOCs, and directly between the national-level and regional-level Emergency Coordination Centers.
4. In the case of a statewide emergency, the DNR Emergency Operations Administrator or designee will represent the department at the state EOC. For further information refer to Washington State Fire Services Resource Mobilization Plan.
5. Staff from the WSP will support the allocation of fire resources during mobilization for fires, emergencies or disasters. These activities will be coordinated by the WSP Emergency Mobilization Section Commander, or designee. Selected personnel will staff the state EOC during response and recovery activities.
6. Fire agencies have the right to have a representative at the County EOC. As a matter of practice, a non-affected area or agency, will assign a fire coordinator to be available to represent the affected region at the EOC.

### B. Organization

1. Fire protection within Garfield County is provided by Fire District 1.

2. In Garfield County, the fire department provides the majority of EMS personnel and equipment. The Garfield County Fire Department provides basic life support and transportation.

#### C. Procedures

Local agencies and jurisdictions will be managed under the Incident Command System while performing firefighting, rescue, and EMS activities as outlined in state and local regulations, SOPs and this plan. The Incident Commander, regardless of rank, has the authority to request support and assistance from Garfield County EOC or emergency management staff. The Incident Commander/Unified Command will coordinate with County EOC or emergency management staff for requests for assistance and resources from outside of the county.

#### D. Mitigation Activities

1. Various state departments and agencies perform mitigation activities by inspection of vehicles and marine craft, enforcement of codes and regulations, and keeping grass and brush mowed by the edges of roads and highways.
2. Garfield County provides mitigation through inspections, enforcement of codes, regional planning, and the community wildfire protection plan.
3. Garfield County Emergency Management Department (EMD) provides mitigation by providing public awareness and education.
4. Garfield County fire department performs mitigation activities by conducting informal and formal fire and safety inspections, making recommendations, and enforcing codes. Providing information and education to the public is also a very large part of mitigation.
5. Local schools and businesses that conduct fire and evacuation drills are participating in mitigation.

#### E. Preparedness Activities

1. Various state departments and agencies are involved with preparedness by developing emergency plans and resource lists, training personnel, and offering training to other agencies and departments. They conduct emergency and disaster drills, and evaluate them. Extra supplies and equipment may be maintained for use in an emergency or disaster.
2. The State Emergency Management Division maintains a 24-hour alert and warning system, develops and maintains SOPs for managing response and

recovery activities, and maintains the state EOC in a fully operational status.

3. Garfield County EMD develops SOPs and resource lists for the EOC and emergency management staff for managing response and recovery activities. Emergency management provides training opportunities to emergency responders and support groups and personnel, conducts emergency/disaster exercises and drills, and evaluates the exercises and drills. County emergency management participates in state and regional exercises and drills. Emergency management develops and maintains this plan with input from emergency response and support agencies.
4. Local fire and EMS departments and agencies develop SOPs in accordance with state and local regulations and this plan. They acquire and maintain necessary supplies and equipment, and train personnel in their use. Training all personnel in the implementation and use of the Incident Command System is imperative. Contributing to the development and maintenance of this plan and participation in emergency/disaster exercises and drills are also a major part of preparedness.

#### F. Response Activities

1. General response to emergencies and disasters typically begins with a single agency or jurisdiction. As the incident expands or local resources are expended, the response effort expands. However, some incidents require an immediate, large-scale response. In either case, accountability and management of resources is a major concern. The Incident Command System, and the Unified Command structure are vital to the operation, and must be implemented immediately. A prompt and ongoing size-up is critical, so that necessary resources can be requested and dispatched quickly, and coordinated goals and objectives can be developed. Initial response actions must include coordination with law enforcement and other agencies that may be needed to assure emergency access to the scene, traffic control and preventing access to the general public. A staging area must be identified, and a staging officer designated. Other traffic and transportation safety issues should also be addressed.
2. The Incident Commander should make an early request for EOC or emergency management assistance or support, to allow for response time of staff and/or the incident escalating faster than anticipated. Mutual aid agencies and departments must work within the established Incident Command System, while maintaining authority/control of their equipment and personnel. At the point when the incident has become multi-jurisdictional or multi-agency, a unified command may be established at the EOC and the various Incident Commanders shall become Operation Commanders.
3. If volunteer groups or citizens are assisting fire service and/or EMS, the Incident Commander must assign a person or group to supervise and monitor them. Accountability of volunteers is a significant safety issue, as is assuring that volunteers are given some basic information on how to do their assigned tasks and are aware of basic safety and emergency procedures.

#### 4. EOC/Emergency Management staff

The decision to activate the county EOC may be made by emergency management staff when a need or potential need for their assistance has been identified. The Incident commander, regardless of rank, may also request activation of the county EOC or support from emergency management staff. The county EOC will provide support and assistance as needed, and will maintain liaison with the state EOC as necessary.

#### G. Recovery Activities

1. Each department, agency and individual shall maintain accurate records of the incident. They will be responsible for maintaining disaster and recovery expense records for future possible reimbursement. Financial issues such as supplies used, equipment lost or damaged, wages for hours worked including overtime, and other costs require documentation before reimbursement is issued. If emergency vehicles, communications equipment, or stations are damaged, special contracts may be needed for their quick repair or replacement, and temporary or long-term arrangements may be needed. During the Recovery phase, it is imperative to maintain communication and coordination with the EOC. Fire departments and districts may provide public information regarding safety issues as people return to their homes and businesses. Departments, districts, and individuals involved in the emergency or disaster should participate in post event reviews and critiques, and contribute to written reports regarding observations and recommendations.
2. Support for the Fire/EMS personnel is also part of recovery and returning to normal operations. This support may include counseling, or Critical Incident Stress Management (CISM). CISM is available, at no charge, through the office of the Garfield County EMS coordinator.
3. Fire Departments will continue to communicate with the EOC and coordinate recovery activities, as priorities and resources allow. They will continue to assist with damage assessment reports and other requirements necessary for obtaining financial assistance for the County and involved cities or towns.

#### **V. RESPONSE PLANS FOR SPECIFIC SITUATIONS**

A. Aircraft Incidents occurring off of the airport property, the jurisdiction in which it occurred is responsible for assuming command and assuring fire suppression, medical care, and scene security. The Incident Command System must be implemented promptly, and the Incident Commander/Unified Command staff must identify a Command Post. The IC/Unified Command staff must also identify a staging area and assign a staging officer. If a number of patients are involved, a Medical Officer, and Treatment, Triage, and Transportation Officers may also be assigned. Fire personnel not involved in fire suppression activities or Incident Command positions may be asked to assist with extrication and/or transporting patients on backboards or litters under the direction of EMS personnel. The airport tower may have already contacted the FAA, but if not, the IC needs to make sure it gets done. Again, the FAA has complete authority regarding securing and/or moving the aircraft. The FAA or other officials may interview or ask for any or all responders to provide a written statement regarding observations made, actions taken and times they occurred.

#### B. Bomb Threats/Bomb Found, Acts of Terrorism

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

critical evidence may be destroyed unnecessarily if actions are not coordinated. The Washington State Patrol (WSP) has a bomb squad and will respond with specialized equipment and personnel if a suspected or confirmed explosive device is found WSP will support the Incident Commander and/or Unified Command. Outside agencies such as the FBI and/or ATF may be involved, and they will work with, or supersede local law enforcement and the Washington State Patrol.

#### C. Civil Unrest, Crowd Control

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

#### D. Fire - Requiring Large Scale Response

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

#### E. Hazardous Materials

The Command Agency may be the fire department or the Washington State Patrol, depending on the jurisdiction and location of the incident. A quick size-up and identification of the material(s) involved should be done quickly. Identification may be provided by the responsible party, or by reading a placard(s), preferably with binoculars. Establishing a safety and evacuation zone is a high priority, the Incident Command System must be implemented immediately, and a Unified Command structure is advised. Coordination with law enforcement is crucial. Representatives from a variety of government and private industry groups may need to be included in the Unified Command structure. The Incident Commander can request a hazardous materials team response, and may gather important information from the team while awaiting their arrival. The Incident Commander may also request assistance or support from the county EOC or emergency management staff. (See ESF 10, Hazardous Materials)

#### F. Incidents Involving Temporary Holding Facilities, Jails or Penitentiary

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

#### G. Incidents Involving Prisoners Being Transported

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

#### H. Mountain Rescue and/or EMS

As per RCW 38.52.400, the chief law enforcement officer of each political subdivision is responsible for search and rescue activities in their jurisdictions. The Sheriff's Office is the Command Agency for search and rescue in the county, but may not be the first unit on scene. Incident Command should still be established by first unit on scene and will be transferred when appropriate. They may request assistance from fire districts and departments, and utilize their knowledge of the area, use their personnel to help search and provide EMS, and utilize whatever equipment and radios they have that are needed and available. The IC may request that a staffed ambulance be staged nearby. The Sheriff's Office may call out the volunteer Search and Rescue group, request search aircraft, or call for a rescue helicopter if needed. The Sheriff's Office may also request assistance from Garfield Fire Department mountain rescue team. A Unified Command structure needs to be established to coordinate the various agencies and activities. Once the missing subject has been located, and it is determined that specialized rescue or medical attention is needed, Fire/EMS or the mountain rescue team becomes the Command Agency for the EMS/rescue. Fire/EMS/mountain rescue must maintain a Unified Command to continue coordination with law enforcement and other agencies, and assure they all continue working as a team. Fire/EMS/mountain rescue will facilitate safe and timely medical care, extrication, and transport to the appropriate medical facility as needed.

#### I. Mass Casualty Incidents

When there is a need for medical care for multiple patients at the same time, whether or not they are at the same location, several actions are needed. The Incident Command System must be implemented quickly, with identification of the Incident Commander, Staging area and officer, and Treatment, Triage, and Transportation officers. A prompt and ongoing size up of the incident(s) is vital. Medical Central Control is to be advised of the situation, as is the EMS Coordinator. If the situation warrants, a Medical Branch may also be identified. The Incident Commander should request resources as soon as size-up information has been obtained. The Incident Commander may request assistance or support

from the county EOC or emergency management staff if the need or potential need exists. If there is more than one multiple patient location, each location should have an Operations Officer or Medical Branch. All mutual aid agencies and departments must work within the established Incident Command System, while maintaining authority/control of their equipment and personnel. Fire personnel not involved with fire suppression activities or Incident Command positions may be asked to assist with extrication and/or carrying patients on backboards or litters under the direction of EMS personnel. EMS personnel should not be the primary or only litter bearers. After the rescue and medical care is completed, command may transfer to law enforcement and other investigative officials.

#### J. Disruption to Transportation and/or Communication

1. Transportation, communication, and other vital services may be disrupted due to earthquake, flooding, high winds, a severe winter storm, or other natural or man-made disasters. The Incident Command Structure should be established and the Incident Commander should request that the county EOC be activated, and that all involved agencies and departments are put on alert. Involved fire/EMS agencies should provide representation to the county EOC, or authorize another jurisdiction to represent them. There will need to be a very coordinated response from fire service, EMS, law enforcement, public works, and the EOC staff through the Unified Command Structure. Emergency lighting, and damage reports/status reports are a very high priority due to impact on safety, and the ability for emergency agencies to respond. Each unit and agency must provide status reports and size-up, as no one person or agency can completely cover a wide-spread area. All agencies and departments should initiate their plans to call in off-duty personnel as needed.
2. In the case of flooding, Fire/EMS personnel should not be performing or directing sandbagging efforts for private homes, or businesses. The individuals and agencies could be held liable for any damages to those, or other homes and businesses. Fire/EMS personnel may perform or direct sandbagging operations for critical buildings and facilities such as hospitals, fire and police stations, water treatment plants, and other critical areas. Communications backup may be provided by the local Amateur Radio Emergency Services group. Radio operators will respond with battery powered equipment and mobile antennas, and may supplement or replace missing communication between units and their base, between the Garfield County Emergency Services Communication Center and departments/agencies, hospitals, emergency shelters, and between these areas and the EOC, depending on what is needed. Amateur Radio Emergency Services will be coordinated through liaison between their Emergency Coordinator and the county EOC. If agencies, departments or units have communications needs, those requests must go directly to the EOC. If telephone services are disrupted, it may be necessary to establish communication points throughout the involved community(ies).
3. Citizens living near fire or police stations can go there and directly request emergency assistance. In other areas, it may be helpful to send trained radio operators and portable or mobile radios to churches, schools, or businesses that would allow their facilities to be communication points. These facilities would need to be identified in some way, and the public would need to be informed of their location.
4. After a number of hours or more, outside agencies and resources may begin to arrive. Individual Operation Commanders must coordinate with the EOC while establishing a staging area(s) for incoming resources. Staging areas for power

company, heavy equipment and public works type of resources will usually be separate from emergency services (fire, EMS, law enforcement) staging areas. Each staging area will need a staging officer and communications with the EOC. All mutual aid and incoming resources must work within the established EOC and Incident Command System structure. Mutual aid and outside agencies will maintain authority/control of their equipment and personnel while doing so.

#### K. Water Rescue and Recovery

Water rescue in and along the Snake River are typically handled by the Sheriffs Office. In all cases, the Incident Command System will help coordinate the actions of rescue specialists, and other fire, law enforcement and EMS personnel.

### V. RESPONSIBILITIES

- A. Fire/EMS may be the primary command agency involved in the emergency or disaster, or they may be the support agency. The designated primary command agency may change during the incident as the situation changes, and some incidents may have a shared designated command. The Incident Commanders are responsible for assuring a smooth transfer or sharing of the Incident Command authority.
- B. When Fire/EMS is designated as the primary or command agency, the Incident Commander will typically be from the jurisdiction involved. The IC is responsible for coordinating all the Fire/EMS agencies involved, as well as coordinating with all the support agencies.
- C. When Fire/EMS is designated as a support agency, the Fire/EMS commander(s) will coordinate with, and provide assistance to the designated command agency.

### VI. RESOURCE REQUIREMENTS

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

**GARFIELD COUNTY**

**COMPREHENSIVE EMERGENCY MANAGEMENT PLAN**

**EMERGENCY SUPPORT FUNCTIONS 6**

**MASS CARE**

**RESPONSIBILITY SUMMARY:**

Primary Response

Garfield County Chapter of the American Red Cross

Garfield County Coroner

Animal Control Officer

Supporting

Emergency Medical Services

Emergency PIO

Fire Services

HAZMAT

Law Enforcement

Public Works Departments

Garfield County Emergency Management

Garfield County Health District

Plan Preparation & Maintenance

Garfield County Chapter of the American Red Cross

Garfield County Emergency Management

**I. INTRODUCTION**

A. Purpose

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

B. Scope

1. In the event of a major disaster all, or any part, of Garfield County could be impacted in such a way that residents might have to evacuate their homes. If such a situation arises, ways will be needed to feed and shelter a large number of citizens.
2. Initial response activities will focus on meeting urgent needs of victims on a mass care basis. Recovery assistance, such as temporary housing, and

loans and grants for individuals under the traditional disaster assistance programs of the Federal Emergency Management Agency (FEMA) and other federal agencies' initial recovery efforts, may commence as response activities are taking place. Likewise, the provision of the customary American Red Cross (ARC) disaster services of Emergency Assistance and Additional Assistance will be considered based on the needs of the victims, the situation, and available resources. As recovery activities are introduced, close coordination will be required between those federal agencies responsible for recovery activities, and voluntary agencies providing recovery assistance, including the Garfield County Chapter of the ARC.

3. The ARC independently provides mass care to disaster victims as part of a broad program of disaster relief, as outlined in charter provisions enacted by the United States Congress, Act of January 5, 1905, and the Disaster Relief Act of 1974 (P.L. 93-288, as amended by the Stafford Act of 2000).

4. The ARC also assumes primary agency responsibility under the Federal Response Plan (FRP) to coordinate federal response assistance to the mass care response of Washington state and Garfield County, and the efforts of other voluntary agencies, including ARC relief operations.

5. Mass Care includes:

a. Shelter

The provision of emergency shelter for victims includes the use of designated shelter sites in existing structures, creation of temporary facilities such as tent cities, or the temporary construction of shelters, and use of similar facilities outside the affected area, should evacuation be necessary.

b. Feeding

The provision for feeding victims and emergency workers through a combination of fixed sites, mobile feeding units, and bulk food distribution. Such operations will be based on sound nutritional standards and will include provisions for meeting dietary requirements of victims with special dietary needs.

c. Emergency First Aid

Emergency first aid services will be provided to victims and workers at mass care facilities and at designated sites within the affected area. This emergency first aid service will be supplemental to emergency health and medical services established to meet the needs of the victims.

d. Disaster Welfare Information

Disaster Welfare Information (DWI) regarding individuals residing within the affected area will be collected and provided to

immediate family members outside the area through a DWI System. DWI will also be provided to aid in reunification of family members within the area who were separated at the time of the event.

e. Bulk Distribution of Emergency Relief Items

Sites will be established within the affected area for distribution of emergency relief items. The bulk distribution of these relief items will be determined by the requirement to meet urgent needs of victims for essential items. (Also see ESF 11, Food and Water)

## II. POLICIES

- A. ESF 6 will be implemented upon the appropriate request for assistance following an event.
- B. Appropriate federal, state, and local jurisdiction, voluntary agency, and private sector resources will be used as available with the ARC taking the role as lead agency.
- C. The Garfield County Chapter of the American Red Cross shall periodically survey their identified shelters as to their capabilities and contact information and provide Garfield County EMD with the survey results. See ESF 6, Tab 1 (to be published).
- D. Services will be provided without regard to economic status or racial, religious, political, ethnic, or other affiliation.
- E. This ESF will not supersede ARC response and relief activities and operations that conform to the ARC Board of Governors' Disaster Services Policy Regulations and Procedures: ARC 3000 Series. ARC will maintain administrative and financial control over its activities.
- F. Information about those injured and remaining within the affected area, and casualties evacuated from the affected area to other medical facilities, will be limited to that provided by local medical care facilities, either directly or through the ARC's DWI System.
- G. The Garfield County Chapter of the American Red Cross may be asked to participate in planning meetings, training, and exercises.

## III. SITUATION

- A. Emergency/Disaster Conditions and Hazards
  - 1. The magnitude of damage could rapidly overwhelm the capability of Garfield County and the Garfield County Chapter of the ARC to assess the event and respond effectively to basic and emergency human needs. Damage to roads, airports, communications systems, etc. could hamper emergency response efforts. The movement of emergency supplies could be seriously impeded. Many professional emergency workers and others who normally would help during an event could be dead, injured, involved with family problems resulting from the situation, or unable to reach their assigned posts. Local emergency facilities could be severely damaged or inaccessible.
  - 2. Large numbers of victims could be forced from their homes, depending on such factors as time of occurrence, area demographics, building construction, and existing weather conditions. There may be large numbers of dead and injured. Family members may be separated immediately following a sudden-impact event, such

as children in school and parents at work. Large numbers of transients, such as tourists, students, and foreign visitors, may be involved.

## B. Planning Assumption

1. Planning for ESF 6 is based on a worst-case scenario in which an event occurs without warning at a time of day that will produce maximum casualties, but also considers other events, which could cause large numbers of casualties and result in widespread damage necessitating the temporary relocation of victims.
2. The nature and extent of the event requires a planned, immediate, and automatic response from the Blue Mountain Chapter of the ARC and cooperating private sector and volunteer organizations.
3. The ARC will take the lead to immediately provide feeding, shelter, and emergency first aid services, if possible. The ARC will plan to provide these services without external support for at least the first three days, or however long resources dictate, following the onset of the event. An independent ARC relief operation will be established to support this response. If this overwhelms local ARC state capabilities, state and national ARC resources will be requested.
4. Various church and volunteer organizations will offer services in support of mass care efforts.
5. Surviving telephone service into and within the event area will be either inadequate or prioritized to emergency uses to the extent that it will be unable to handle disaster welfare inquiries.
6. The restoration of communications systems, disrupted by damages and overloads, may take weeks.
7. Some victims will go to mass shelters, but many will find shelter with friends and relatives, and others will remain with, or near, their damaged homes or property.
8. Some of the victims who arrive at mass shelters will bring their pets with them. Evacuation shelters do not accept animals because of health and safety regulations. The animal control officer is responsible for coordinating shelter arrangements for animals in the event of a disaster.
9. The names of many of the injured that are treated and released may continue to appear on casualty lists.
10. Some medical facilities will be so overwhelmed that accurate record keeping on treated, released, hospitalized, and transferred individuals may be disrupted.
11. Many of the more seriously injured will be transported to hospitals outside the event area, some of them hundreds of miles away.
12. Mass care shelter facilities will receive priority consideration for structural inspections to ensure safety of occupants.
13. Mass care operations and logistical support requirements will be given high priority by the County EOC and support agencies.
14. The magnitude of the event may require the operation of large long-term shelters.

15. Relocation of victims will limit or prevent routine mail delivery.
16. Large numbers of spontaneous volunteers in the affected area and around the state or country will require a planned recruitment strategy and operational training effort.
17. The County EOC will coordinate ESF 6 planning activities to ensure appropriate immediate and automatic response.

#### **IV. CONCEPT OF OPERATIONS**

##### **A. General**

1. The ARC has been designated the primary agency responsible for managing mass care activities. Other agencies have been designated to support the mass care mission. Resources from the private sector will also be applied to the response and recovery effort. The ARC will coordinate with the County EOC in providing needed support. Requests for assistance from citizens or jurisdictions within the county that come to the EOC will be referred to the local ARC chapter or field office.
2. Initial response activities will focus on meeting urgent needs of victims on a mass care basis. Services provided will be based on the needs of victims, the situation, and available resources. As recovery activities are introduced, close coordination will be required between those agencies responsible for recovery activities, and voluntary agencies providing recovery assistance, such as ARC and The Salvation Army.
3. The County Emergency Management may authorize use of County facilities and resources in support of mass care. In addition, they may enter into contracts with local businesses or agencies for additional resources or facilities.
4. Possible Shelter and/or feeding sites may include, but is not limited to: public schools, Granges, community centers, and churches that have general purpose or community rooms and kitchens. The fairgrounds could be use for tent or RV camping.
5. The animal control officer will coordinate efforts to provide water, food, and shelter and other physical needs to animals. They will coordinate with the Emergency PIO to ensure that information is provided on the location of animal shelters and other animal-related matters.

##### **B. Organization**

The County EOC will alert, and may request activation of, mass care agencies. When alerted or activated, agencies will contact their staff, appropriate teams, and individual volunteers. They will maintain communication and coordination with the County EOC.

### C. Preparedness Activities

#### 1. Garfield County EMD

- a. Maintains a basic inventory of cots, blankets, and other supplies in a local warehouse.

*Note that this will change once distribution of the warehouse materials has been completed, per EMD approval.*

- b. EMD conducts planning meetings and disaster preparedness exercises.

#### 2. Garfield County Chapter of the American Red Cross

- a. Maintains resource and personnel lists. They have established agreements with several local schools and churches for use of their facilities as shelter and/or feeding sites.
- b. The ARC is invited to participate in local Emergency Management Advisory Council (EMAC) meetings and community disaster exercises.

### C. Response Activities

#### 1. County EOC

- a. Receives and verifies situation reports from a variety of sources and identifies/estimates needs for mass care services.
- b. Identifies potential resources for providing mass care.

- c. Requests assistance from support agencies, and communication resources, as appropriate.
- d. Coordinates with involved support agencies regarding specific mass care site(s) locations that will be used and indicate what route(s) are to be used.
- e. Arranges for, or coordinates logistical support, including transportation of evacuees and supplies.
- f. Provides public information on mass care sites, services provided, available routes, and transportation options (also see ESF 2- Telecommunications and Warning, and Basic Plan Appendix 2-Public Information).
- g. Maintains coordination and communication between the EOC and support agencies.

## 2. Garfield County Chapter of the American Red Cross

- a. Assesses situation and status reports from EOC and ARC damage assessment teams, assesses available personnel and resources.
- b. Operates shelters as needed.
- c. Provides meals at fixed and mobile feeding sites.
- d. Provides emergency first aid services in shelters, feeding sites, and emergency first aid stations.
- e. Distributes potable water and ice, and bulk emergency relief items.
- f. Provides, staffs, and operates DWI services.
- g. Establishes communications between shelters, feeding units, emergency first aid stations, and relief operation locations.
- h. Manages ARC logistical support (such as transportation, and needed supplies), and financial activities.
- i. Maintains contact with the EOC.
- j. Evaluates mass care needs, and makes recommendations to higher level of ARC regarding allocation of resources and establishment of priorities.
- k. Evaluates support requirements received from EOC, and/or other volunteer agencies.

## 3. Animal Control Officer

- a. Will track the activities of all available animal shelter facilities and confinement areas identified before, during, and after the disaster.
- b. Provides information on the location and availability of shelter space, food, and water for animals.

5. Other Volunteer Groups, Churches.

- a. Coordinates with ARC re: providing food, water, bedding, clothing, or other supplies.
- b. Coordinates with ARC re: providing fixed or mobile feeding sites.
- c. Coordinates with the animal control officer re: providing assistance with animal shelter operations.

E. Recovery Activities

1. Garfield County Chapter of the American Red Cross

Supports recovery activities consistent with the mission and capabilities of the ARC. Provides information to Garfield County EMD to assist with after-action reports.

2. Animal Control Officer

- a. Will keep EMD informed as to the closing of animal shelters or confinement areas, personnel status, and supplies as the need diminishes.
- b. Will coordinate return of animals to their owners and determine the disposition of animals that cannot be returned to their normal habitat or are otherwise separated from their owners.

**V. RESPONSIBILITIES**

A. The County EOC

Obtains and evaluates situation reports, and identifies current or potential needs for mass care, including coordination of spontaneous volunteer resources. The EOC identifies potential resources for supporting or providing mass care, and provides direct and logistical support as appropriate and available.

B. Garfield County Chapter of the American Red Cross

- 1. Coordinates efforts to provide sheltering, feeding, and emergency first aid, operate a DWI System, and to coordinate bulk distribution of emergency relief supplies.
- 2. The National Traffic Safety Board has identified the ARC as the designated organization with primary responsibility for the Aviation Disaster Family Assistance Act. As per Public Law 104-264, the ARC has the following responsibilities for families of passengers involved in an aircraft accident involving significant loss of life:
  - a. To provide mental health and counseling services, in coordination with the disaster response team of the air carrier involved.
  - b. To take necessary actions to provide an area where families may grieve in private.
  - c. To meet with families who have traveled to the location of the accident, to contact the families unable to travel to that location, and to contact all affected families periodically thereafter until the director of family support services designated for the accident determines that further assistance is no longer needed.

- d. To communicate with the families regarding the roles of ARC, government agencies, and the air carrier involved with respect to the accident and the post-accident activities.
- e. To arrange a suitable memorial service, in consultation with the families.

## **VI. RESOURCE REQUIREMENTS**

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

## **VII. REFERENCES**

- A. American Red Cross Board of Governor's Disaster Services Policy Statements.
- B. American Red Cross Disaster Services Regulations and Procedures (ARC 3000 Series).
- C. Disaster Services Numbered Notice 116, June 22, 1994.

**GARFIELD COUNTY**

**COMPREHENSIVE EMERGENCY MANAGEMENT PLAN**

**EMERGENCY SUPPORT FUNCTIONS 8**

**HEALTH AND MEDICAL SERVICES**

**RESPONSIBILITY SUMMARY:**

Primary Response

Garfield County Health District  
Garfield County Emergency Management  
Garfield County Emergency Medical Services  
Garfield County Chapter of the American Red Cross

Supporting

Emergency PIO  
Fire Departments, Hazardous Materials Response Teams, Rescue Teams  
Garfield County Coroner  
Washington State Region 9 Public Health Response Coordinator  
Washington State Department of Health  
Garfield County Human Services  
Local Hospital and Clinic and Dentist  
Law Enforcement  
Amateur Radio Emergency Services (ARES)  
Local volunteer services  
Medical Reserve Corps of the Citizen Corps—to be established  
The National Disaster Medical System (NDMS)  
Garfield County Agriculturist / WSU Cooperative Extension Office  
Public Works Departments  
Plan Preparation & Maintenance  
Garfield County Health District  
Garfield County Emergency Management Department

**I. INTRODUCTION**

A. Purpose

The purpose of this Emergency Support Function (ESF) is to provide Garfield County with guidelines for preparedness and response relating to health in the event of an event of natural or technological disaster, bioterrorism, epidemic disease, or other public health emergency.

B. Scope

This ESF involves identifying and meeting the health, safety and medical needs of the people of Garfield County in the event of an emergency or a disaster by utilizing the existing expertise and personnel of the Garfield County Health

District, Emergency Medical Services, the Garfield County Emergency Management Department, and the Garfield County Chapter of the American Red Cross (GCCARC) with local government agencies and community partners through the Incident Command System. This response at the local level utilizes resources from local, state, and federal governments, private agencies and entities, health care facilities and personnel, veterinary services providers, and volunteers.

## **II. POLICIES**

A. State coordinated health and medical assistance to local jurisdictions is directed by the state Department of Health (DOH) through the Secretary of Health or the designated representative.

B. Local jurisdictions will activate mutual aid agreements when their resources are depleted or committed. Additional state and federal assistance will be requested through the Garfield County Emergency Operations Center (EOC), and coordinated and provided through the state EOC, when local public and private resources have been exhausted.

C. Authorities

1. RCW 43.20.050(4). All police officers, sheriffs, constables and all other officers and employees of the state or any county, city or township thereof, shall enforce all rules adopted by the State Board of Health.

2. RCW 70.05.070. The local Health Officer shall control and prevent the spread of any dangerous contagious or infectious disease that may occur in his/her jurisdiction.

3. WAC 246-101-505. Local Health officers shall review and determine the appropriate action for instituting disease prevention and infection control, isolation, detention and quarantine measures necessary to prevent the spread of communicable disease, invoking the powers of the courts to enforce these measures when necessary.

4. WAC 246-101-425. Members of the general public shall cooperate with public health authorities in the investigation of cases and suspected cases, and cooperate with the implementation of infection control measures including isolation and quarantine.

D. Garfield County Health District Policies and Procedures

1. Quarantine and isolation

2. Vector control—to be developed

## **III. SITUATION**

A. Emergency/Disaster Conditions and Hazards

1. A significant natural disaster, epidemic, or technological or human event that overwhelms Garfield County would necessitate both state and federal health and medical assistance, in addition to mutual aid resources. For example, an event resulting in as few as 25 to 50 patients would require extensive mutual aid, and coordination of all involved health care facilities. However, events such as earthquakes or severe storms could result in significantly more patients, depending on the location, time of day, and other factors.

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

B. Specific situations with special considerations would include the following:

1. Radiological emergencies;
2. Chemical/hazardous materials emergencies;

3. Disease or epidemics; and
4. Bioterrorism.

#### C. Planning Assumptions

1. Resources within the affected area will be inadequate to clear casualties from the scene or treat them in local hospitals. Additional medical capabilities will be needed to supplement and assist local jurisdictions to triage and treat casualties in the affected area, and then transport them to the appropriate hospital or health care facility. Additionally, medical re-supply will be needed throughout the disaster area. It may be necessary to arrange for air transportation to areas that have sufficient available hospital beds and where patients will receive necessary definitive medical care.
2. There will be an inadequate number of personnel with needed medical and public health knowledge and skills to perform medical and public health response.
3. Damage to chemical or industrial plants, sewer lines or treatment systems, and water distribution systems, and secondary hazards such as fires may result in significant hazards to the surviving population and response personnel. These hazards may include exposure to toxic chemicals, and contaminated water supplies, food products, crops, and livestock.
4. The damage and destruction caused by a disaster will produce urgent needs for mental health crisis counseling for victims and emergency responders.
5. Assistance in maintaining the continuity of health and medical services will be required.
6. Disruption of sanitation services and facilities, disrupted utilities, displacement of people, displacement of domestic and wild animals, and massing of people in shelters will increase the potential for disease and injury.

### IV. CONCEPT OF OPERATIONS

#### A. General

1. When there is a potential for, or occurrence of, a significant emergency or disaster, Garfield County Emergency Management Department (EMD) is to be notified. This notification could be to advise of a need for some level of an Emergency Operation Center (EOC) activation, or to pass on a request for assistance from the state.
  - a. When activated, the EMD Emergency Manager will request necessary personnel to staff the EOC.
  - b. Based on the situation, the Garfield County Health District, medical facilities and response agencies will be notified of the potential for, or occurrence of the event. This may be done by the Garfield County Emergency Services Communication Center (Dispatch), response agencies, or Emergency Operations Center (EOC) staff, but the EOC is to verify that it is has been completed.

- c. Medical and health facilities, response agencies, and support agencies will activate their own emergency or disaster procedures as needed for the potential or actual event and will maintain communication with the Garfield County Health Officer or designee in the EOC as to needs and status.
    - d. In the event of a public health emergency where the Garfield County Health District EOC has been activated but not the County EOC, the County Health Officer or designee will notify the County Emergency Management Director and the State Health Officer of the activation.
  2. Once the Garfield County Emergency Operations Center (EOC) is operational, all Emergency Support Function (ESF) 8 response and recovery activities will be directed from the Emergency Operations Center (EOC). The Garfield County Health District is the lead agency for the ESF 8 Health and Medical Services. Garfield County EOC ESF 8 staff will include the Garfield County Health Officer or designee, the county EMS coordinator, and other technical staff as needed for the event.
  3. Necessary support agencies and organizations will be notified, and requested to provide 24-hour representation to the EOC or be available by direct communication. Each support agency and organization is responsible for ensuring that sufficient staff are available to support the EOC and carry out the activities tasked to their agency or organization on a continuous basis. Individuals staffing the EOC, or acting as liaison with the EOC, need to have extensive knowledge of the resources and capabilities of their respective agencies or organizations, and have access to the appropriate authority for committing those resources during response and recovery operations.
  4. Garfield County EOC and Health Department staff will maintain communication and coordination with response agencies, medical and health facilities, and other organizations and officials to identify current and projected medical and public health status and requests for assistance. Written situation reports will assist other EOC staff, and other officials with a need for this information.
  5. Response agencies and health care facilities will report needs or potential needs to the Garfield County EOC. Medical and health needs that cannot be met with local and regional resources and mutual aid will be directed to the state EOC. The state EOC may provide advice or technical assistance, and they may provide direct support with personnel, equipment, and/or supplies.

## B. Organization

1. The Garfield County Health District (GCHD) coordinates Health and Medical Response to an incident. The GCHD also provides public health services and public health emergency response to an incident and will operate under the Garfield County Health Officer and coordinate their activities through the Garfield County EOC. In the event of a major event that is primarily a public health emergency, such as epidemic, the Health District will function as lead agency. Response by health professionals other than through the hospitals, such as veterinarians, pharmacists, and mental health care providers, will be coordinated through the Health District with its community partners.

2. Emergency Medical Services (EMS), law enforcement, fire departments and other first responders operate under their directors and coordinate their activities through the Garfield County EOC.
3. The County Coroner is responsible for mortuary service operations in the event of an incident as outlined in Appendix I - Mortuary Services.
4. The local hospitals participate in local and regional disaster response plans and will stay in communication with the EOC regarding situation updates, their response activities, capacity status, public information coordination, and other activities and information as is appropriate.
5. The Garfield County Chapter of the American Red Cross (GCCARC) provides shelter, food, and mental health support for evacuated and other displaced people and operates under its organizational direction and coordinates its activities with the Garfield County Emergency Operations Center (EOC).
6. The Garfield County EOC coordinates overall activities.

#### C. Procedures

##### 1. General

Garfield County Health District utilizes the the emergency response plan with direction from the county health officer.

##### 2. Other federal and state references and resources

The County EMS Director functions under the following regulations and documents:

- a. RCW 1871 and RCW 1873
- b. WAC 246.976, EMS and Trauma Systems
- c. Regional EMS Plan
- d. County EMS protocols

3. Hospitals and clinics operate under their internal, local and regional disaster plans, which are based on accreditation and state requirements.

#### D. Mitigation Activities

The Garfield County Health District works with regional, state, and federal programs and local community partners to promote public awareness and use of standard health and safety practices, maintenance of routine immunization levels in the population, disease prevention, nutritional support and education,

overview water and on-site sewage systems, and promotion of conditions for a safe and healthy population in Garfield County.

#### E. Preparedness Activities

1. Washington state departments and agencies with health and medical services responsibilities develop plans and procedures using standardized planning procedures for accomplishing response and recovery activities to assist local jurisdictions as well as the state.
2. The Garfield County Health District the EMS Coordinator, and local hospitals participate in local planning, develop response and recovery procedures, and participate in local emergency and disaster exercises.
3. Communications infrastructure will be developed and maintained.
4. Public Information and critical communications will be developed prior to events for the Center for Disease Control and Prevention (CDC) Category A Agents and for other types of public health events and coordinated with the State Emergency Operations Center (EOC) and Department of Health Public Information.
5. Disease reporting and surveillance activities will be performed and reportable diseases and potential disease outbreaks will be investigated.
6. Bioterrorism Response with Law Enforcement Agencies outlines coordination with law enforcement for reporting and response to potential criminal and terrorism related activities with potential public health risk.
7. Training will be provided to the Garfield County Health District staff and its response partners so that all will be able to meet planning assumptions.
8. Support agencies, such as the Garfield County Chapter of the American Red Cross and other volunteer organizations maintain their nationally developed plans, and develop local elements of their response and recovery plans. They are encouraged to participate in local planning, and emergency and disaster exercises through the Garfield County EOC.

#### F. Response Activities

1. Alerts and notifications as outlined in Appendix A- Activation and Operations Procedures and Notifications.
2. Local hospital and walk-in clinic contact information
  - a. Local emergency management and public health will notify hospitals and walk-in clinics under the following circumstances:
    - (1) A declared Public Health Emergency.
    - (2) In the event of possible or probable excessive demand on the capacity of hospitals or walk-in clinics.
    - (3) In the event of unusual health threats requiring special preparations and/or precautions.

b. Notification is to be follow-up promptly with faxed information and instructions appropriate to the emergency.

3. State, Regional, and other Local Public Health Agencies

All Public Information is an integral part of the Emergency Operations Center's Public Information Plan in the CEMP. As such public information relating to the Health and Medical emergency response:

- (1) Will be communicated through the Garfield County EOC Emergency Public Information Officer (EPIO).
- (2) Will be approved by the Garfield County Health Officer or the ranking Public Health professional on duty or their designee.
- (3) Will be preferentially based on previously prepared messages as is appropriate.
- (4) Will be coordinated with the State Department of Health and regional emergency response to ensure consistency of messages.

G. Recovery Activities

1. Garfield County Health District

Monitors recovery activities, assesses for potential or actual health hazards during the recovery phase, and makes recommendations or carries out interventions as needed. This may include drinking water safety, injury prevention, vector control, mental health assessment and intervention, and other standard public health assessment, response and assurance activities. Prepares after-action reports of the event. Records costs of providing public health response activities.

2. EMS Coordinator, Coroner and other agencies

a. Supports and coordinates recovery activities consistent with their missions and capabilities, including continued mental health support, public information and education, and liaison with regional, state and federal agencies; and

b. Prepares after-action reports of the event.

3. Support agencies, such as various city and county departments, the Garfield County Chapter American of the Red Cross, and other volunteer organizations.

a. Supports recovery activities consistent with their organization missions and capabilities; and

b. Provides their own after-action reports, and provides input to the health districts after-action report of the event.

**V. RESPONSIBILITIES**

A. Local

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

1. Garfield County Health District (GCHD).

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

- (1) Surveillance;
- (2) Response;
- (3) Event tracking;
- (4) Rapid health risk assessment;
- (5) Environmental health services;
- (6) Community education;
- (7) Coordination with community partners;
- (8) Dissemination of information;
- (9) Event command and control through the Incident Command System;
- (10) Post event recovery recommendations;
- (11) Support to Garfield County Emergency Management in planning for, and providing medical and public health assistance to local jurisdictions affected by an emergency or disaster;
- (12) Coordination and maintenance of situation reports;
- (13) Coordination with hospitals, clinics, and extended care facilities and the Emergency Operations Center (EOC) staff including the EMS Director, the Coroner, and other support agencies;
- (14) Coordination establishment of medical care points or facilities when needed outside of existing hospital;
- (15) Coordination of the location and authorization of additional and/or alternate means of transporting patients when needed; and
- (16) Assistance in the establishment of temporary morgues with the Garfield County Coroner when needed.

b. Other specific responsibilities:

- (1) Control of communicable disease, including isolation and quarantine if necessary;
- (2) Local receipt and administration of the Strategic National Stockpile (SNS);
- (3) Monitor quality of public water systems;

(4) Test public and private water systems if necessary (tests for nitrates can be completed in a couple of hours, tests for bacteria can be completed in about 24 hours);

(5) Test and investigate reports of septic tank system problems;

- (6) Inspect temporary food booths;
- (7) Investigate illegal dumping activities and inspect solid waste disposal facilities as needed;
- (8) Investigate reports of rodents, insects, and disease vectors and other environmental health hazards, make recommendations or take corrective action as needed;
- (9) Provide public information and education through the EOC PIO;
- (10) Provide liaison with Mental Health providers and Mental Health emergency support services for assistance to citizens and victims;
- (11) Provide liaison with the Garfield County Chapter of the American Red Cross (GCCARC) and other relief and volunteer agencies re: shelters, feeding sites, first aid and other health and medical issues;
- (12) Public Health Emergency Planning and Response:
  - (a) All hazards emergency planning, preparedness and response;
  - (b) Biological and chemical hazards;
  - (c) Strategic National Stockpile (SNS) planning and response;
  - (d) Emergency response worker health and safety;
  - (e) Coordination and support of health care and medical services in Garfield County during an emergency;
  - (f) Communications and information to health care providers;
  - (g) Support of special needs populations;
  - (h) Emergency mental health assessment and response;
  - (i) Public information for health, medical and safety concerns;
  - (j) Potable water, wastewater, and solid waste disposal;
  - (k) Victim identification and mortuary services; and

## 2. Garfield County Emergency Management

- a. Ensure communications lines are established and participants are clear on what actions need to be taken if a public health emergency arises.
- b. Develop a call-up list and activation procedures for the EOC.

- c. Provide logistical and other support to responders upon request from the Incident Commander.
- d. Provide public information through a Public Information Officer (PIO).
- e. Coordinate mass alert and warning of persons located in effected area.
- f. Coordinate additional communication equipment as needed.
- g. Maintain liaison with supporting agencies.
- h. Provide needed information and documentation to WA State EOC regarding emergency and/or disaster declarations.

### 3. Garfield County Emergency Medical Services

- a. The EMS Director supports the Garfield County Health Officer with ESF 8 health and medical response in addition to fulfilling specific EMS roles and responsibilities.
- b. The EMS Director works closely with the EMS County Medical Program Director; State, Regional and local EMS and fire officials; local hospitals, and field EMS providers.
- c. Establishes immediate communication with the Garfield Emergency Services Communication Center, Medical Control, and EMS agencies;
- d. Determines availability of EMS units and personnel;
- e. Determines geographical location of available EMS units and personnel;
- f. Monitors emergency transports, evaluates evacuations and emergency medical cases;
- g. Monitors activities of all EMS vehicles and personnel during a disaster, and monitors issues that may affect them;
- h. Maintains a roster of certified EMS personnel and agencies;
- i. Assists the Garfield County Health Officer as needed, such as when emergency medical facilities are established outside of existing hospitals (Medical Control issue), coordination is needed regarding establishing temporary morgues, or there are conditions affecting EMS providers;
- j. Coordinates with other agencies and resources, when patients need to be transported out of the county; and
- k. Coordinates with mental health and Critical Incident Stress Management providers, re: support of emergency workers and volunteers.
- l. Additional services provided include:
  - (1) System development and evaluation;
  - (2) Education and training;

- (3) Quality assurance;
- (4) Maintaining status of certified field EMS providers and agencies;  
and
- (5) Coordination between jurisdictions and the various levels of response and medical care.

4. Garfield County Chapter of the American Red Cross (GCCARC)

- a. Services are coordinated through the Garfield County Emergency Operations Center (EOC);
- b. Maintains lists of personnel with current Cardio Pulmonary Resuscitation (CPR) and First Aid training, and licensed volunteer nurses (especially registered nurses (RNs) and doctors;
- c. Provides emergency first aid, supportive counseling, health care for minor illnesses and injuries to victims in mass care shelters, selected disaster feeding and/or clean-up areas, and other sites deemed necessary by the Garfield County Health Officer;
- d. Supplements local existing health system, subject to availability of staff;
- e. Provides supportive counseling for the family members of the dead and injured;
- f. Provides available personnel to assist in temporary infirmaries, immunization clinics, morgues, hospitals, and nursing homes;
- g. Acquaints families with available health resources and services and make appropriate referrals;
- h. Provides blood and blood products through regional blood centers at the request of the appropriate agency; and
- i. Provides coordination for uploading of appropriate patient casualty information from ESF 8 into the Disaster Welfare Information System.

B. Supporting Agencies

The following agencies will provide the support for the primary responders to incidents:

- 1. Region 8 Public Health Emergency Planning Coordinator  
Provides epidemiology and technical support services and regional public health response support services.
- 2. Washington State Department of Health (DOH)
  - a. Provides technical assistance, consultation, and coordination; and
  - b. Conducts field investigations and laboratory analysis.
- 3. Washington State Department of Transportation (WSDOT) (when assistance from the state Emergency Operations Center is requested)

- a. Coordinates movement of seriously ill or injured patients from the affected area to locations where definitive medical care is available;

- b. Assists in identifying and arranging for utilization of all types of transportation such as air, rail, marine, and land vehicles; and
- c. Coordinates with the Federal Aviation Administration (FAA) for air traffic control support for priority missions.

#### 4. Garfield County Coroner

The Coroner's Office consists of the coroner, and deputy coroners. The coroner's office investigates sudden, unexpected, or suspicious deaths, working closely with law enforcement, fire service/EMS, hospitals, the County Health District, Garfield County Emergency Public Information Officer (EPIO), and others. Response activities include:

- a. Coordination all care of deceased, victim identification, and mortuary services;
- b. Coordinates with County EPIO regarding press releases and conferences. Is responsible for providing the specialized/technical information regarding the coroner's response and findings for press conferences, etc. (See Appendix I Mortuary Services for further information); and
- c. If necessary, designates sites/locations for temporary morgues in coordination with the Garfield County Health Officer. Specific considerations for potential temporary morgues include:

- (1) Refrigerated truck trailers may be used, but should have steel decks only.
- (2) Trailers used for hauling raw meat should be avoided.
- (3) Buildings used should have concrete or other non-porous flooring (not wood), not used for food storage or processing, have large open areas and be fairly cool.
- (4) Psychological impact on owner/occupants of building will be considered.
- (5) Sites should have good access for large vehicles, including tractor/trailer rigs.
- (6) Financial issues include any rent, cleaning costs, and the care and death investigation of the deceased. The coroner staff can provide the Emergency Operations Center (EOC) with estimated costs.

#### 5. Garfield County Agriculturist / WSU Extension Agent

- a. Specializes in issues affecting human food, animal feed, livestock, agriculture, horticulture, dairies, and honeybees, and transportation of same. The Extension Representative may be requested to report to the EOC, or maintain communication with the EOC as needed.
- b. Provides information and advice to the EOC from local sources, WSU, other areas of the United States, as well as other countries.

Coordinates with the Garfield County Health Officer, and others as needed, regarding issues affecting health and safety.

6. Mental Health Providers

Provides crisis intervention, as well as short term and long term counseling and education. Works with the Garfield County Chapter of the American Red Cross (GCCARC), and is a resource for the community and emergency workers, coordinated through the Emergency Operations Center (EOC).

7. Local Hazardous Materials Team

Have training and equipment to treat and decontaminate victims of a chemical or radiological event. Communication and coordination with the EOC would be maintained. Few other responders or medical facilities have adequate training or facilities to handle such cases.

8. Local Hospitals and Clinics

a. There is one hospital in Garfield County and one medical clinic.

9. Other support agencies and entities

Support Agencies, such as city and county departments, Garfield County Chapter of the American Red Cross, and other public, private and volunteer organizations.

C. State

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

1. Within the DOH;
2. Supporting state departments and agencies;
3. The National Disaster Medical system (NDMS), which extends to the federal level; and
4. Other non-governmental sources such as major pharmaceutical suppliers, hospital supply vendors, the Washington State Funeral Directors Association, and other volunteer organizations.

5. DOH provides:

Assistance to local jurisdictions, provides state mandated services and inspections, certifications and licensing. State DOH activities are covered in the following basic categories:

- a. Community and Family Health;
- b. Environmental Health;
- c. Epidemiology, Health Statistics, and Public Health Laboratory;
- d. Health Systems Quality Assurance; and
- e. Management Services.

## **VI. PLAN PREPARATION & MAINTENANCE**

- A. The Garfield County Health District (GCHD) and the Garfield County Emergency Management Department (EMD) are responsible for the plan preparation and maintenance of this Emergency Support Function (ESF).
- B. This ESF will be reviewed annually. Any necessary updates and revisions are prepared and coordinated between GCHD and EMD based on deficiencies identified in exercises and emergencies.
- C. Changes in this ESF will be coordinated by EMD and distributed to all holders of Garfield County Emergency Operations Center (EOC).

## **VII. RESOURCE REQUIREMENTS**

### **A. Medical Transportation**

Arrangements for medical transportation will begin at the local level. Transportation requirements will be coordinated and authorized by local authorities such as the Garfield County Health Officer and EMS Coordinator. During a mass casualty incident or a widespread disaster, use of vehicles that are not licensed as ambulances may be authorized for patient transport. If the local ESF 8 staff determine that the local or regional resources are inadequate, a request for state medical transportation assistance will be submitted to the state EOC, and will be coordinated with representatives from the WSDOT. (See ESF 1 - Transportation for more information).

### **B. Medical Facilities**

Coordination for medical facilities is primarily a local jurisdiction function. Medical Central Control will play a key role in this coordination, keeping in mind that if the local EOC is activated, information and coordination will need to be routed through the EOC. Requests for hospital support should be routed through the local EOC to the state EOC ESF 8 staff. For an inventory listing of medical facilities, see Appendix E – Inventory of Medical Facilities.

### **C. Medical Equipment and Supplies**

If local resources and normal re-supply methods are inadequate, local Mutual Aid Agreements will be activated. If this is inadequate or unavailable, then requests for aid are to be made to the state EOC. When the state authorizes their support, representatives from the Departments of Health, General Administration, Social and Health Services, Transportation, and the Military Department will coordinate the procurement and transportation of medical equipment and supplies to the affected area.

### **D. Personnel**

Health District staff will be augmented by volunteers previously identified through the Medical Reserve Corps (to be developed) and from professional organizations. The Health Department will supervise the activities of the volunteers.

### **E. Communications**

- 1. The local EOC will establish communications with the state EOC, local hospitals, emergency services providers, and involved support services as needed. Communication with adjacent county EOCs may also be necessary. Systems available include the regular phone system (including fax and e-mail), local cellular phone system, state and local emergency radio systems, and amateur radio.

2. The state Emergency Operations Center (EOC) will establish communications necessary to coordinate health and medical assistance. They will maintain communications with various state agencies, FEMA, and local jurisdictions as necessary.

#### F. Assets Critical for Initial 12 Hours

The most critical requirements during the first 12 hours of an event will be medical response personnel, necessary medical supplies and equipment, transportation, hospital and clinic beds and facilities, logistical and administrative support, and communication systems support. The principal requirements will be:

1. Alerting and deploying/obtaining additional medical facility staff
2. The alerting and deployment of field medical personnel and teams, including supporting military units to assist in the delivery of patient care to victims and provide mortuary services as needed. Patient care will likely be performed under extreme field conditions during casualty clearing, triage and patient staging, and transportation.
3. Medical supplies and equipment will be necessary to replace what has been damaged or destroyed by the event. Additionally, re-supply will be needed for deployed medical teams and military medical units, as well as local jurisdiction medical units that are providing patient care.
4. Public information.

#### G. Bioterrorism Event

1. In the event of Bioterrorism, public health assessment, investigation and response capacity will also be necessary.
2. Public health may need medical personnel, law enforcement and public works support for the receipt and deployment of the Strategic National Stockpile (SNS).

#### H. Assets Critical After Initial 12 Hours

The assets required for the initial 12 hours will also be required for the remainder of the response and recovery activities. At 6 hours, if the situation is likely to continue longer than 12 hours, a prolonged situation staffing protocol is to be activated (ESF 7 and Standard Operating Procedures (SOPs for Volunteers). Continuous situation and status updates will dictate what assets are needed, and when they can be released. Demobilization activities often take as long, or longer, and require as much clerical and communication support as the initial response does. Planning for and implementing demobilization is a major part of the recovery phase.

#### I. Transportation Support (provided resources are available)

1. Aircraft for transporting incoming medical personnel, supplies and equipment;
2. Ground transportation for deployment of incoming assets, within the affected area; and
3. Ground transportation, fixed and rotary-wing aircraft for movement of casualties within, and out of the affected area.

#### J. Logistics and Administrative Support

1. Representatives of each involved ESF 8 Primary and Support agency will be needed at the Emergency Operations Center (EOC), or available by direct communications, as needed to support health and medical efforts in the affected area.
2. Clerical/administrative support staff will be needed at the EOC and other key locations.
3. Reference materials including plans, directories, and maps as necessary for coordination of medical and public health response.
4. Coordination/liaison with other EOC staff, public works, fuel companies, or others as needed, to assure fuel and other necessary supplies are available for ground and air transport vehicles used to transport medical workers and patients.

**K. Communication Systems.**

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

**VIII. REFERENCES**

- A. Appendix A: Activation and Operations Procedure and Notifications

**EMERGENCY SUPPORT FUNCTION 8  
HEALTH AND MEDICAL SERVICES**

APPENDIX A

ACTIVATION AND OPERATIONS PROCEDURE AND NOTIFICATIONS

The activation of ESF 8 will be coordinated through the Emergency Operations Center (EOC) under the direction of the County Emergency Manager and the County Health Officer or designee.

**Local Emergency Management and Public Health Contact Information:**

Title / Position	Name	Contact Information
County Commissioners		(509) 843-1411 Alternate: through EOC
County Emergency Manager	Clay Barr	W: (509) 843-3369 C: (509) 751-6426 Email: claybarr@live.com
Emergency Management Assistant	Laura Dixon	W: (509) 843-3369 C: (509) 751-7124 Email: claybarr@live.com
Emergency Medical Services Director	Kyle Gingerich	W: (509) 566-7056
County Health District On-call	On-call contact person	Main number: (509) 843-3412 Afterhours(509)843-3494
HD Director of Nursing	Leta Travis	W: (509) 843-3412 C: Email:
HD Specialist of Environmental Health	Kevin Tureman	W: (509)843-3412 Afterhours (509)843-3494
HD Financial Manager	Kathy Crowner	W: (509)843-3412 Afterhours: (509)843-3494 Email:

**GARFIELD COUNTY**  
**COMPREHENSIVE EMERGENCY MANAGEMENT PLAN**

**EMERGENCY SUPPORT FUNCTIONS 9**

**SEARCH AND RESCUE**

**RESPONSIBILITY SUMMARY:**

Primary Response

Law Enforcement

Supporting

Amateur Radio Emergency Services (ARES)

Garfield County Chapter of the American Red Cross

Emergency Medical Services

Emergency PIO

Fire Services

Public Works Departments

Garfield County Emergency Management

Plan Preparation & Maintenance

Lead – Garfield County Sheriff's Office

Garfield County Emergency Management

**I. INTRODUCTION**

A. Purpose

To provide guidelines for the effective utilization of search and rescue resources and for the coordination of search and rescue efforts within Garfield County. By definition (RCW 38.52.010(7) Search and Rescue (SAR) is..." the act of searching for, rescuing, or recovering by means of ground, marine, or air activity any person who becomes lost, injured or is killed while outdoors or as a result of a natural or man-made disaster..."

B. Scope

1. Search and rescue operations are classified in several ways, such as land SAR, air SAR, and underground rescue. State law encompasses both wildland and disaster SAR within the definition of land SAR (Section 38.52.010 (7) RCW).
2. Wildland and disaster SAR are also terms used by the federal government, however are covered under two separate plans, i.e., the National SAR Plan and the Urban Search and Rescue in the Federal Response Plan respectively. In the State of Washington, Disaster SAR is generally called urban SAR, which is not specifically defined.
3. Air SAR is defined by RCW Chapter 47.68 and WAC Chapter 468.200.
4. A separate Underground (Mine) Rescue Plan is maintained by the State EMD SAR Coordinator.
5. SAR can also be used at the discretion of the Sheriff for various incidents or occurrences as deemed appropriate by the Sheriff.

**II. POLICIES**

- A. Land SAR operations are primarily initiated, coordinated, and directed by local jurisdictions in accordance with state and local jurisdiction plans. However, one political subdivision may not be able to provide the necessary equipment or sufficient numbers of trained

personnel to successfully carry out a SAR mission. Requests for additional resources including special skills, expertise, or equipment are coordinated by the state EMD.

- B. The Incident Command System (ICS) is the preferred method of on-scene incident management for SAR operations within the state. In accordance with RCW 38.52.400 (1), ICS shall be used for multi-agency/multi-jurisdiction SAR operations.
- C. Land SAR will normally be the responsibility of the law enforcement agency in whose jurisdiction it takes place. See RCW 38.52.400(1).
- D. Urban SAR will normally be the responsibility of the law enforcement in whose jurisdiction it takes place.
- E. Air SAR, for missing or downed civil aircraft is the responsibility of the State Department of Transportation, which may involve the local Civil Air Patrol.
- F. Underground/mine rescue, after deployment of local resources, outside assistance may be requested from the State EMD.

### III. SITUATION

#### A. Emergency/Disaster Conditions and Hazards

- 1. The wide range of and easy access to outdoor recreational activities in the state and the large number of people who participate in those activities results in a significant number of people becoming lost and/or injured or killed every year.
- 2. The chief law enforcement officer of each political subdivision is responsible for SAR efforts within their jurisdiction.
- 3. The County Emergency Management Department (EMD) will work with all law enforcement agencies within the county, but primarily with the Sheriff's personnel since their jurisdiction is where most SAR operations will take place. These efforts will include the coordination and the planning for training of personnel qualified to participate in SAR operations.
- 4. Maps to be used during SAR exercises and real events should have the uniform map system (UMS) grid overlaid on them. This will allow for uniform reporting between state agencies and local SAR agencies. Attachment 3 contains information on the UMS.
- 5. In Garfield County the Sheriff's Office (SO) has established three levels of SAR operations.
  - a. **LEVEL 1** Will involve only SO personnel, local volunteer organizations and any mutual aid agreement jurisdictions that may be appropriate.
  - b. **LEVEL 2** Will occur when specific or specialized, non-county, or volunteer organizations are called upon for assistance.
  - c. **LEVEL 3** Will be declared when a large number of volunteers are needed and a general "call out" is made by the SO.

#### B. Planning Assumptions

- 1. SAR missions will continue to increase as the population, recreational opportunities, and the wildland/urban interface continue to grow.
- 2. The widely differing terrain and climatic conditions in the county mandate a locally based SAR first response system.
- 3. Natural and technological disasters will greatly increase the scope of SAR operations.

### IV. CONCEPT OF OPERATION

#### A. General

1. In Garfield County, Land SAR operations are primarily initiated, coordinated, and directed by the Garfield County Sheriff in accordance with state and local jurisdiction plans using local resources registered pursuant to Chapter 118-04 WAC.
2. Requests for additional resources including special skills, expertise, or equipment are coordinated by the state EMD.
3. Air SAR for missing or downed civil aircraft is the responsibility of WSDOT.
4. The Underground (Mine) Rescue Plan covers rescues from caves, active and abandoned mines, and underground works. Any underground rescue may be coordinated with the State EMD SAR Coordinator. The Plan is maintained by the state EMD SAR Coordinator.
5. If a multi-jurisdictional SAR operation occurs, the state Rescue Coordination Center (RCC) may be activated to provide coordination and support for all organizations involved.
6. Once the Garfield County Sheriff requests a mission number from the State Duty Officer (DO) either directly or via Garfield County EMD, the Sheriff must keep the State EMD DO or EOC and Garfield County EMD advised of progress until the mission is terminated with the state.

#### B. Organization

The Garfield County Sheriff or designee is responsible for SAR operations within his/her jurisdiction. The Garfield County EMD director will coordinate direct support to SAR operations in their political subdivisions and register volunteers. Local programs also provide training and education for volunteer SAR units, as well as, for the organization and deployment of SAR resources.

#### C. Procedures

##### 1. Land SAR

- a. Law Enforcement response will be in accordance with their SOPs and the Garfield County Comprehensive Emergency Management Plan.
- b. The state EMD, when notified of a SAR mission by the Garfield County Sheriff or designee, will issue a state mission number. The issuance of this mission number authorizes the employment of volunteers under the provisions and protection of Chapter 38.52 RCW.
- c. The state EMD, upon receiving a request for assistance from an authorized official, will coordinate the resources of other political subdivisions, as well as state, out-of-state, federal, and international agencies in support of the requesting jurisdiction. The state SAR Coordinator may be deployed to the scene to provide this coordination.
- d. Multi-jurisdictional SAR operations may be coordinated by the state EMD, when requested. Major multi-jurisdictional SAR operations resulting from a natural or technological disaster may require the activation of the state RCC. The state RCC may either be collocated with the state EOC or at a location in proximity to the incident site. The director of the state RCC is the state SAR Coordinator.

##### 2. Air SAR

Air SAR for missing or downed civil aviation aircraft is the responsibility of WSDOT Aviation Division (Chapter 47.68 RCW).

##### 3. Underground (Mine) SAR

A separate plan, along with the state EOC, Duty Officer procedures is maintained by the state EMD SAR Coordinator. The state EOC Duty Officers use the procedures in responding to a local jurisdiction's request for SAR resources in the event of an underground rescue incident (refer to Attachment 5).

#### D. Mitigation Activities

1. Each law enforcement agency should identify hazards and risks in their jurisdiction. Actions to reduce the likelihood of these events occurring, and/or reducing the impact if they were to occur can then be identified and implemented. Law enforcement can also implement safety and SAR prevention programs, so that citizens are better prepared.
2. Support preventive search and rescue, aviation safety, and survival programs with available resources, when requested.
3. Develop and present preventive SAR programs through public awareness and school education programs.

#### E. Preparedness Activities

1. Each law enforcement agency can help prepare for SAR situations by keeping their policies and procedures current and associated with identified potential hazards and risk analysis. Also, each agency needs to be involved with the development and maintenance of this emergency plan.
2. Law enforcement agencies can train personnel, try out and test equipment and communications, and evaluate this emergency plan by actively participating in emergency exercises and drills.
3. Develop and maintain lists of resources of other agencies such as Civil Air Patrol, off-road vehicle associations, American Red Cross, Amateur Radio or other local agencies that could assist law enforcement during SAR incidents. Law enforcement will establish and maintain liaison with these agencies for the use of their personnel and equipment for special emergency assignments. Law enforcement will assure that these resource lists are shared with Garfield County Emergency Management.

#### F. Response Activities

Based on the type and size of incident, a variety of outside resources may be needed. It is critical for law enforcement or any other emergency services provider first on the scene to provide an accurate and timely size up. An Incident Commander (or Liaison with other agencies Commander) must be identified. The Incident Commander (IC) needs to promptly identify a staging area, and assign someone as the staging officer. The IC will assign personnel to specific areas or tasks, and coordinate and assign resources. Law enforcement may need to coordinate their command with fire service or emergency medical service command, and special groups such as the FBI, ATF, FAA, NTSB, or other government agencies may also be involved.

#### G. Recovery Activities

1. Each department, agency and individual shall maintain accurate records of the incident. They will be responsible for maintaining SAR and recovery expense records for future possible reimbursement. Financial issues such as supplies used, equipment lost or damaged, wages for hours worked including overtime, and other costs require documentation before reimbursement is issued. If emergency vehicles, communications equipment, or stations are damaged, special contracts may be needed for their quick repair or replacement, and temporary or long-term arrangements may be needed. During the Recovery phase, it is imperative to maintain communication and coordination with the EOC. Law enforcement departments or the County PIO may provide public

information regarding safety issues as people return to their homes and businesses. Departments, districts, and individuals involved in the emergency or disaster should participate in post event reviews and critiques, and contribute to written reports regarding observations and recommendations.

2. Law enforcement will assist the return of all SAR organizations and personnel to a high state of preparedness, so as to be able to respond to future SAR missions with available resources, when requested.
3. Support for law enforcement and SAR personnel is also part of recovery and returning to normal operations. This support may include counseling, or Critical Incident Stress Management (CISM). CISM is available, at no charge, through the office of the Garfield County Emergency Management.
4. During the Recovery phase, it is imperative that the Incident Commander maintains communication and coordination with the EOC.

## **V. RESPONSIBILITIES**

### **A. Garfield County Sheriff's Office (SO)**

1. Initiate SAR operations.
2. The Sheriff will designate a deputy as SAR Coordinator and provide SAR training for that individual.
3. Maintain Standing Operating Procedures (SOP) for conducting searches. Review at least annually for possible revisions.
4. Notify Garfield County EMD when any operation goes to a Level 2 and request a mission number. Also advise of volunteer assistance or other resources that may be needed.
5. Call out volunteers, as needed.
6. Notify State EMD and obtain a state mission number for the SO.
7. Contact State EOC for mission number when aircraft are needed.
8. After an operation is completed verify with EMD the personnel and resources that were utilized during the operation.
9. Assist local organizations with the recruiting and training of volunteers.
10. Promote emergency survival preparedness programs for all who may participate in SAR operations.

### **B. Garfield County Emergency Management Department (EMD)**

1. When requested, notify State EMD and obtain a state mission number for the SO.
  - a. This number is necessary for liability coverage and possible compensation but must be obtained before volunteers are utilized in an SAR operation.
2. Register volunteers and emergency workers.
3. Coordinate any requests for state, federal or out of county SAR resources that are needed or are being used.
4. Notify county commissioners when a Level 3 is reached and request activation of an Emergency Operations Center, if appropriate.
5. Notify the county's Emergency Public Information Officer when a Level 3 is reached (see Appendix 2 - Public Information, of the County Comprehensive Emergency Management Plan).
6. Provide State EMD with periodic status reports.

7. Assist emergency workers with submission of any claims that might be appropriate.
8. Make final reports to State EMD to closeout missions.
9. Review and revise this ESF, if needed, after any major SAR operation or at least every four years.
10. Assist the SO in recruiting and training of volunteers.
11. Assist the SO in maintaining a current inventory of SAR resources.

C. Volunteer Organizations

1. Provide requested personnel and equipment, as available. The Sheriff, SAR Coordinator and Director EMD are the only persons authorized to call out volunteers for a SAR mission.
2. Insure that their personnel being utilized have the proper SAR identification, training and/or experience and are registered with Garfield County EMD (see Attachments 1 & 2).
3. Perform tasks as assigned by the Sheriff or his SAR Coordinator.
4. Account for and maintain equipment used in the operation.
5. Participate in the mission critique.
6. Ensure that claims for any compensation are submitted to the County EMD within two (2) weeks after the mission has been terminated.
7. Register members who could be available for SAR operations with DES. See Attachment 1.
8. Provide EMD with information so the SAR Resource List may be maintained in a current status.
9. Provide EMD and SO with list of names and phone numbers of persons authorized to commit their organization's resources.

D. Search and Rescue (SAR) Council

1. Organize SAR exercises and training for volunteer SAR organizations.
2. Provide a forum for volunteer organizations to meet and exchange information about SAR activities.

E. Washington State Emergency Management Division (EMD)

1. Will issue mission numbers for training exercises and actual events.
2. Will provide the coordination with other state agencies and with FEMA for any state and federal resources that may be requested.
3. Will assist local jurisdiction with the processing of any claims that may result from a county exercise or mission.
4. May participate in the mission critique if state or federal resources were utilized.
5. Will assist local jurisdictions in the organization and training for SAR personnel.

**VI. REFERENCES**

- A. Chapters 38.52 and 47.68 RCW.
- B. Chapters 118.04 and 468.200 WAC.
- C. Federal Response Plan, ESF 9.
- D. National Search and Rescue Plan (U.S. DOD Publication 3-50.1)

E. Underground (Mine) Rescue Plan, State of WA, EMD, S/D 5

**Attachment 1** - Individual Registration

**Attachment 2** - Organization Registration

**Attachment 3** - SAR Groups

**Attachment 4** - Uniform Map System (UMS)

**Attachment 5** - State Underground (Mine) Rescue Plan S/D 5

Attachment 1 to ESF 9 -- Individual Registration

Individuals who want to make themselves available to participate in SAR missions need to register with DEM. The reason is to insure liability coverage and eligibility to make claims for expenses that might be covered. This includes exercises as well as actual missions. The following are examples of the registrations form that is to be completed by individuals and the identification card that will be issued by DEM as proof of an individual's registration. EMERGENCY WORKER REGISTRATION CARD

Jurisdiction: <b>Garfield County</b>				Issue Date:	Registration Number:
Name (Last):	(First):	(Middle):	Social Security Number:		
Address 1:					
Address 2:					
City:			State:	Zip Code:	
Driver's License No.:	Date of Birth:	Blood Type: (not required)	Sex (M-F):	PHOTOGRAPH	
Height:	Weight:	Color Eyes:	Color Hair:		
Physical Disabilities (If any):					
Home Telephone:		Work Telephone:		<b>- In Case of Emergency - Please Notify:</b>	
<b>I certify that the information on this card is true and correct to my best knowledge and belief.</b>					
Emergency Worker Signature:			Date of Signature:	Name:	
Emergency Worker Assignment (WAC-118-04-110):				Telephone Number with Area Code:	
Authorizing Signature: Local Jurisdiction:			Date of Signature:	Relation to Emergency Worker:	

Attachment 2 to ESF 9--Organization Registration

Any organization that would like to make its members and equipment available to assist in SAR missions needs to keep a current resource list on file with the DEM and the Sheriff. The following is the format in which to prepare the listing. This list should be updated whenever there is any significant change(s) but at least once a year.

Search & Rescue Resource List

Name of organization: \_\_\_\_\_

Total number of members: \_\_\_\_\_

Date of this list: \_\_\_\_\_

Notification list (call-out list or telephone tree, etc.):

Meeting days and locations:

Special expertise:

Special equipment available:

Training accomplished in past two years:

Additional information:

Attachment 3 to ESF 9 – Search & Rescue Resource Groups

<u>Organization</u>	<u>Type Mission</u>
Direct SAR Groups	
Civil Air Patrol	Air Search
Snow Mobilers	Winter
Four Wheelers	Off road
Support SAR Groups	
Amateur Radio	Communications/control
American Red Cross	Individual assistance
Salvation Army	Individual assistance

## Attachment 4 to ESF 9 – Search & Rescue UNIFORM MAP SYSTEM (USM)

The USM originated among rescue organizations in Washington State during the 1960s and has become one of the standards among air search crews for reaching proper target areas. Although air search is not a primary focus, it is not uncommon for them to coordinate with ground teams, and therefore it is necessary to know enough about this system either to call up air searchers or for them to call in ground teams for closer reconnaissance.

The USM system is based on the “Sectional Aeronautical Chart” and is keyed to the 15’ and 7-1/2 quadrangle (quad) maps. Washington State and Northern Oregon are covered by the Seattle Chart. Aviators use 1:500000 maps they call “sectionals” that have 15’ latitude x 15’ longitude grid sectors. Each complete sectional goes by a three-letter code for its principal air traffic control tower. Each sector then has its own numerical label and these have quarter sectors (7.5’ x 7.5’, which is the same as a standard 1:24000 USGS topographic map) that receive letter labels. “A” is always the northwest quarter sector, “B” the northeast, “C” the southwest, and “D” the southeast (see Grid 347 on Grid Map, Attachment 5). For specifying more precise positions within a lettered quarter sector, pilots use a four-digit code and measure from the upper right corner of the sector. The measurements are in nautical miles and tenths (NM: 1NM equals 1’ of latitude).

Map Gridding Instructions: Gridding can be used on any map if properly labeled and laid out beforehand. The 15’ and 7-1/2 quadrangles should be prepared and translated as follows:

1. Quarter the 15” quad into the 7x1/2 quads A, B, C and D as shown in Attachment 5.
2. Beginning at each neutral (free) corner, draw vertical and horizontal lines on a one-mile scale from those respective corners. Place mileage numbers as indicated.
  - a. On A, begin at the upper left-hand corner.
  - b. On B, begin at the upper right-hand corner.
  - c. On C, begin at the lower left-hand corner.
  - d. On D, begin at the lower right-hand corner.
3. On 7-1/2 quadrangles, draw one-mile scale lines from respective and proper corners as indicated in 2, i.e., a, b, c and d.
4. Label each 7-1/2 quad with a proper grid number, plus the appropriate letter: SEA XXX X.
5. To read maps, count (measure) horizontally from the appropriate map edge in whole miles plus appropriate tenths; then count (measure) vertically in whole miles plus appropriate tenths of a mile.
6. To translate the map, relate SEA (for Seattle), XXX (the appropriate grid number), X (the letter a, b, c or d), XX (horizontal miles and tenths), and XX (vertical miles and tenths). This will enable the recipient of the information to get within a tenth of a mile in accuracy from the caller.
7. There is no substitute for knowing exactly where you are. The information received will be no better than the information sent.

For further information, contact the Garfield County Sheriff (509-843-3494), Garfield County Emergency Management (509-843-3369) or the Washington State Department of Emergency Management, SAR (206-756-5255).

## Attachment 5 to ESF 9 – Search & Rescue STATE UNDERGROUND (MINE) RESCUE

### I. PURPOSE

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

### II. GENERAL INFORMATION

RCW 38.52.037 requires that Washington State Emergency Management have a comprehensive state mine rescue plan. That plan is outlined in Emergency Support Function (ESF) 9 of the state CEMP and contained in the state SAR Coordinator's plan. The following information is extracted from that plan.

#### A. Caves

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

#### B. Abandoned Mines

1. There are numerous abandoned mines in Washington State making this hazard a statewide liability. The Puget Sound area has numerous abandoned coal mines and the Cascades and mountains of eastern Washington have many abandoned mineral or hard-metal mines. Under state law, the owner of the mine is responsible for sealing or fencing it so it will not be a hazard. If no owner can be found, the county commissioners are responsible for sealing or fencing the opening if they find it to be a danger to people or animals (RCW 78.12).
2. An emergency in an abandoned mine would be a search and rescue responsibility of the chief law enforcement official of the local political subdivision. As abandoned mines offer unique and dangerous problems, it is best if trained mine rescue personnel undertake the mission if possible. Some of the professional mine rescue experts in the state and northwest have offered their assistance in life saving emergencies. They would be registered by the local political subdivision requesting the assistance and would be provided the same coverage as search and rescue volunteers.

#### C. Active Mines

1. Rescue operations at a commercial mining operation are the responsibility of the mine operator. This is monitored by the U.S. Department of Labor, Mine Safety and Health Administration (MSHA) which sets regulations for required rescue equipment, personnel and training. MSHA is aware of two active mine operations in Washington State at this time; one in Wenatchee and one in Republic.
2. Each of these mine operations conforms to MSHA regulations. These regulations include call out, local notification, and notification to MSHA. The Emergency Management Division may be requested to support a rescue operation by the local jurisdiction or mine operator. This would be coordinated as a SAR mission through the local emergency management office or sheriff.

#### D. Underground Works

Other than some work to build highway tunnels, the one underground facility we are aware of is the Near Surface Test Facility at Hanford. This is where testing is being done for the potential disposal of nuclear waste. The Hanford Fire Department has received some mine rescue training to handle its own problems. If a problem develops beyond its capability, additional resources may be requested. This should be coordinated with Benton County Department of Emergency Management and treated as any emergency. *This may entail activation of the state Fire Mobilization Plan (C-5).*

### III. PROCEDURES

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

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

Answer the basic questions:

1. **Why?** (the mission) Search? Rescue? Recovery? Cave, Mine, abandoned mine, or underground works?
  2. **What** resource(s) is /are required? What special equipment do they need? Be specific.
  3. **How** many (dog teams, cave rescue teams,) are required?
  4. **When** are they to report?
  5. **Where** do they report?
  6. **Who** do they report to? (Include contact radio frequencies)
- Also, get a weather and mission update if this request is not in conjunction with the initial mission request.
- B. Refer to the SAR Resource database in TEL-11 thru -16.
  - C. Resources are sorted by function and by county. Locate the type resource you need and then contact the one nearest to the requesting jurisdiction. If it is an abandoned mine emergency, be sure to specify that you need volunteer assistance. If it is a mine emergency or underground works emergency, coordinate requests with MSHA, (206) 553-7037. Coordinate requests for professional contract services with requestor who will pay for the services.

- D. The first point of contact for any volunteer resource is the local SAR coordinator or DEM from the county in which the unit is registered. TEL-11 fully explains the procedures for each county. If these procedures fail, then as a last resort, contact the unit directly (TEL-13, 15).

- E. Contact the requesting jurisdiction and advise them of the status of their request.

**GARFIELD COUNTY**  
**COMPREHENSIVE EMERGENCY MANAGEMENT PLAN**  
**EMERGENCY SUPPORT FUNCTIONS 22**

**LAW ENFORCEMENT**

**RESPONSIBILITY SUMMARY:**

Primary Response

Law Enforcement

Supporting

Amateur Radio Emergency Services (ARES)  
Lewis-Clark Chapter of the American Red Cross  
Emergency Medical Services  
Emergency PIO  
Fire Services  
HAZMAT  
Public Works Departments  
Garfield County Emergency Management  
Garfield County Agriculturist / WSU Extension Agent

Plan Preparation & Maintenance

Sheriff's Office  
Garfield County Emergency Management

**I. INTRODUCTION**

A. Purpose

To effectively coordinate local, county and state law enforcement operations, including law enforcement agencies outside of Garfield County that are included in the Washington Mutual Aid Peace Officers Powers Act (RCW Chapter 10.93). These policies also address the coordination between law enforcement and other agencies such as fire service, emergency medical service, or other agencies that may be involved with emergencies or disasters requiring a law enforcement response.

B. Scope

The intent of this Emergency Support Function is to outline the law enforcement procedures required to effectively respond to a local, county, or regional emergency or disaster. The specific actions required will be determined by the event.

06/18/08

**II. POLICIES**

A. Law enforcement agencies will, within the limits of their resources and authority, coordinate with other local, state, and federal law enforcement organizations to support essential law enforcement operations. In addition to other state and local regulations and ordinances, law enforcement also functions under applicable portions of RCW 38.52 (Emergency Management), and RCW 70.136 (Hazardous Materials Incidents).

B. It is understood that emergencies and disasters can overwhelm local resources and prevent agencies and jurisdictions from fulfilling all their roles and responses to requests for assistance.

**III. SITUATION**

#### A. Emergency/Disaster Conditions and Hazards

1. Emergencies or disasters can occur in rural or heavily populated areas, and can occur at any time or any season. The management of multiple law enforcement officers and agencies can be quite complex. Law enforcement emergencies or disasters can occur independently, or along with other man-made or natural disasters.
2. Garfield County has a wide variety of roads and highways, private, public, and government buildings, schools, hospital, county jail. There are rivers and streams of various sizes and flow, and a wide variety of geographical features, from the desert areas, to the mountains. Garfield County is vulnerable to high winds, dust storms, winter storms, extreme heat, significant thunderstorms, flash flooding, and power outages. There are areas that are vulnerable to flooding, and there are fault lines that pass through the County. The Hazard Identification Vulnerability Analysis (HIVA) for Hazardous Materials has shown that there is a significant risk of a transportation related or a fixed site hazardous materials incident.

#### B. Planning Assumptions

1. Local jurisdictions will utilize all their law enforcement resources before requesting assistance from the state.
2. State agency personnel and resources will provide assistance, as available, during an emergency or disaster.

### IV. CONCEPT OF OPERATIONS

#### A. General

1. In time of an emergency or disaster, law enforcement agencies are called upon to perform a wide range of functions. These include, but are not limited to, warning and evacuation, search and rescue, emergency medical services, communications access control, traffic control and enforcement of emergency traffic regulations.
2. Assistance between law enforcement agencies within the state are facilitated by the Washington Mutual Aid Peace Officers Powers Act RCW 10.93 and where applicable, by signed law enforcement mutual aid agreements.
3. When local law enforcement resources are exhausted, supplemental assistance may be requested through local and state emergency management channels.
4. Law enforcement units provided by other levels of government will remain under the command of the parent agency.
5. The Washington State Patrol will coordinate statewide emergency or disaster law enforcement activities.
6. In order to facilitate coordination between and among the participating units and agencies, the Incident Command System will be utilized.
7. The Incident Commander, regardless of rank, has the authority to request support and assistance from the County Emergency Operations Center or County Emergency Management staff.
8. Law enforcement agencies have the right to have a representative at the County Emergency Operation Center. The primary law enforcement jurisdiction, or jurisdiction in which the emergency or disaster originates, will send a representative to the EOC unless they have authorized another agency to represent them.

#### B. Organization

1. Law enforcement operations are conducted by local jurisdictions and agencies within the limits of their resources and authority. They are governed by their jurisdictions ordinances, as well as the RCWs and WACs. There are RCWs relating to emergency and disaster operations. (RCW 38.52, RCW 70.136, etc).
2. Coordination of any state level law enforcement support will be performed by the Washington State Patrol.

#### C. Procedures

Law enforcement response will be in accordance with their SOPs, and the Garfield County Comprehensive Emergency Management Plan.

#### D. Mitigation Activities

Each law enforcement agency should identify hazards and risks in their own jurisdictions. Actions to reduce the likelihood of these events occurring, and/or reducing the impact if they were to occur can then be identified and implemented. Law enforcement can also implement safety and crime prevention programs, so that citizens are better prepared. Some potential emergencies or disasters will provide advance warning, allowing law enforcement to obtain additional resources, have personnel and equipment strategically placed, or take other preventative actions.

#### E. Preparedness Activities

1. Each law enforcement agency can help prepare for emergency and disaster situations by keeping their policies and procedures current and associated with identified potential hazards and risk analysis. Also, each agency needs to be involved with the development and maintenance of this emergency plan.
2. Law enforcement agencies can train personnel, try out and test equipment and communications, and evaluate this emergency plan by actively participating in emergency exercises and drills.
3. Develop and maintain lists of resources of other agencies such as Department of Corrections, Corps of Engineers, Department of Natural Resources, Fish and Wildlife, INS or other local agencies that could assist law enforcement during emergency or disaster incidents. Law enforcement will establish and maintain liaison with these agencies for the use of their personnel and equipment for special emergency assignments. Law Enforcement will assure that these resource lists are shared with Garfield County Emergency Management.

#### F. Response Activities

Based on the type and size of incident, a variety of outside resources may be needed. It is critical for law enforcement or any other emergency services provider first on the scene to provide an accurate and timely size up. An Incident Commander (or Liaison with other agencies Commander) must be identified. The Incident Commander (IC) needs to promptly identify a staging area, and assign a staging officer. The IC will assign personnel to specific areas or tasks, and coordinate and assign resources. Law enforcement may need to coordinate their command with fire service or emergency medical service command, and special groups such as the FBI, ATF, FAA, NTSB, or other government agencies may also be involved.

#### G. Recovery Activities

1. Each department, agency and individual shall maintain accurate records of the incident. They will be responsible for maintaining disaster and recovery expense records for future possible reimbursement. Financial issues such as supplies used, equipment lost or damaged, wages for hours worked including overtime, and other costs require documentation before reimbursement is issued. If emergency vehicles, communications equipment, or stations are damaged,

special contracts may be needed for their quick repair or replacement, and temporary or long-term arrangements may be needed. During the Recovery phase, it is imperative to maintain communication and coordination with the EOC. Law enforcement departments may provide public information regarding safety issues as people return to their homes and businesses. Departments, districts, and individuals involved in the emergency or disaster should participate in post event reviews and critiques, and contribute to written reports regarding observations and recommendations.

2. Temporary or long-term arrangements may be needed for alternate station locations and/or housing of prisoners. Each jurisdiction will be trying to return to normal operations as soon as possible by working to get roads and streets open, emergency signs or traffic lights back in service, and resolving other traffic related issues.
3. Law enforcement will attempt to keep business and home owners/occupants informed of the status of their property, and will continue to provide security for evacuated or damaged areas until the owners can secure their property or resume occupancy. Law enforcement may provide public information to citizens regarding returning to their homes and businesses. During the Recovery phase, it is imperative that law enforcement maintains communication and coordination with the EOC.
4. Support for the law enforcement personnel is also part of recovery and returning to normal operations. This support may include counseling, or Critical Incident Stress Management (CISM). CISM is available, at no charge, through the office of the Garfield County EMS coordinator.
5. Law enforcement departments will continue to communicate with the EOC and coordinate recovery activities, as priorities and resources allow. They will continue to assist with damage assessment reports and other requirements necessary for obtaining financial assistance for the County and involved cities or towns.

#### H. Response plans for specific situations:

##### 1. Aircraft Incidents

The FAA (Federal Aviation Administration) is to be notified immediately if there is an aircraft accident or unusual event. The FAA is the Command Agency. The Airport Fire Department assumes Incident Command on the flight line of the Garfield Regional Airport. The remainder of the airport property is under the jurisdiction of the Fire District. Local law enforcement will secure the area and protect the scene until the FAA investigators arrive, or the FAA gives permission via telephone or radio, to clear the scene and/or move the aircraft. The law enforcement commander should establish a Unified Command with fire service/EMS immediately. The various agencies can then extinguish any fire, and care for any patients, while protecting the scene as much as possible.

##### 2. Bomb Threats/Bomb Found, Acts of Terrorism

Local law enforcement is the Command Agency if a bomb threat or terrorist threat is made. If something believed to be an explosive device is found, the Washington State Patrol is to be notified. The Washington State Patrol will become the command agency at that time. They may offer advice to the local law enforcement command. The Washington State Patrol has a bomb team and equipment to handle such hazards. While law enforcement may request fire service and/or EMS standby or other assistance, law enforcement is responsible for establishing safety zones and other safety, site, and evidence protection

measures. Law enforcement should establish a Unified Command with fire service or other departments or agencies involved. Fire service personnel are not trained in identification of explosive devices or other terrorist dangers, so are not the primary agency to look for such devices.

### 3. Civil Unrest, Crowd Control

Local law enforcement is the Command Agency for these types of hazards. The CEO or designee may request assistance from other law enforcement agencies as needed. If other departments or agencies are requested, a Unified Command may need to be established. If the situation exceeds local capabilities, the commander may request assistance from the Washington State Patrol, who can then liaison with the State if further assistance is needed. The commander may request standby or other assistance from fire service and/or EMS. However, law enforcement is responsible for assuring that fire and/or EMS personnel and equipment are staged in a safe area. Fire and EMS personnel are not to be asked to make any aggressive type of actions toward those involved in the civil unrest or crowd control situation. They are there to extinguish fires and provide medical assistance to emergency workers and the public.

### 4. Fire requiring traffic control, Road Closures/Detours, or involving possible Criminal Acts.

Fire Service is the Command Agency for fire related emergencies. Example: a large ground cover fire may result in fire and /or smoke traveling across a road or highway, the fire may be spreading rapidly and areas may need to be cleared or evacuated, fire units may have hoses stretched across streets or roads, or emergency vehicles may need traffic control for safe entry and exit. Law enforcement and Department of Transportation has the authority to re-route traffic, close streets and roads, and perform other traffic related activities. The law enforcement agency of the involved jurisdiction(s) may request further law enforcement assistance as needed. The Washington State Patrol is responsible for state highways, the Sheriffs Office is responsible for county roads, and city police departments are responsible for roads within their jurisdictional boundaries. On potential criminal charges law enforcement works closely with fire investigation personnel re: fire cause determination, protection of possible evidence of any type of crime, and other legal issues.

### 5. Hazardous Materials

The Incident Command System must be implemented and used. The Washington State Patrol is the Command Agency for hazardous materials incidents on state highways. In all other areas the local fire department is the Command Agency. If law enforcement is the first agency on scene, a quick size-up is critical. Identification of the hazardous material may be possible by reading placards (with binoculars if possible) or interviewing the responsible party. Initial actions may include clearing people away from the area, and securing the perimeter. Law enforcement on scene may receive helpful information from the fire department or hazardous materials team while they are still en route.

Law enforcement must work closely with fire command, to assure that law enforcement and the public is not in a danger zone. Garfield County Fire Department has a hazardous materials team, and will respond to any incident within Garfield County.

### 6. Incidents involving County Jail.

- a. The County Jail also relies on the Garfield County Fire Department for fire suppression, EMS, and other specialized services. They too, could have events resulting in crowd control and/or civil unrest problems or threats of terrorist acts outside of the building, in addition to potential problems inside the facility.
- b. Incidents involving the jail may occur independently, or along with other man-made or natural disasters, so plans need to be flexible. If there is a need to evacuate and transport prisoners, the county patrol vehicles may be used. If those vehicles are not adequate for the number of prisoners needing transport, buses from the County Senior Program and/or the school districts may be used.

#### 7. Incidents involving Prisoners being Transported

A Unified Command needs to be established to coordinate law enforcement and fire/EMS, due to potential problems with security, extrication, and patient care. The Garfield County Sheriff's Office has their own vehicles. These vehicles will have radio contact with Garfield County Emergency Services Communication Center (Dispatch) if needed.

#### 8. Search and Rescue, Mountain Rescue and/or EMS

As per RCW 38.52.400, the chief law enforcement officer is responsible for search and rescue activities in their jurisdictions. Garfield County Sheriffs Office is the Command Agency for Search and Rescue within the County (See ESF 9, Search and Rescue). The Sheriff's Office frequently requests assistance from fire districts and departments and utilizes their knowledge of the area. This personnel may be used for searching, rescue and providing EMS, and whatever equipment and radios they have that are needed and available. The Incident Commander may authorize use of resources such as the volunteer Search and Rescue group, search aircraft, and/or a rescue helicopter. They too, may request assistance from other law enforcement agencies, fire service, and EMS. A Unified Command needs to be established to coordinate the various agencies and activities.

Garfield County Fire Department has a Tactical Response Team of firefighters and EMS personnel that are trained in high angle and mountain rescue. Once the missing subject has been located, and it is determined that specialized rescue or medical attention is needed, Fire/EMS assumes command of the EMS and rescue portion, while maintaining a Unified Command with law enforcement, as all agencies need to continue working together as a team. This will facilitate safe and timely medical care, extrication, and transport to the appropriate medical facility. After the rescue and medical care is completed, command will transfer to law enforcement and other investigative officials for the investigation phase.

#### 9. Mass Casualty Incidents

The Incident Command System needs to be established and implemented quickly so that all agencies will work as a team. The Incident Commander needs to notify the Garfield County Communication Center of the situation and identify who is in command, etc. The Command Agency will typically be Fire/EMS, with law enforcement being included in the Unified Command in a support function. However, if law enforcement is first on the scene, they will be responsible for some of the initial actions. These initial actions may include a size-up and updates as available, identifying the best access for emergency vehicles and potential staging sites, as well as starting to establish scene security and traffic control. Once fire/EMS has assumed command, law enforcement will need to continue working closely with them during the rescue and overhaul.

After the rescue and medical care is completed, command will transfer to law enforcement and other investigative officials for the investigation phase.

#### 10. Disruption to Transportation and or Communication

- a. It is imperative that there is law enforcement representation at the County Emergency Operation Center if there is widespread or significant disruption to transportation and/or communication. There also needs to be a representative from public works, and possibly the DOT at the EOC. Law enforcement and the Department of Transportation are the Command Agencies regarding traffic control. Actions will need to be coordinated through all law enforcement agencies, city and county public works, and the Department of Transportation. Accurate, timely identification and reporting of road or bridge damage, debris blocking roadways, or other hazards to motorists and emergency vehicles is a high priority. Equally important is the accurate reporting of routes that are safe and passable, and which routes are only to be used by emergency vehicles. By coordinating with public works agencies, priorities for clearing of debris or emergency road repairs, and resources to do them, can be determined.
- b. Communication may be supplemented with a variety of portable repeaters, battery powered radios, radio relays, and incorporation of Amateur Radio equipment and operators. Amateur Radio operators will be operating under the national Amateur Radio Emergency Services protocols, and will be coordinated through liaison between their Emergency Coordinator and the County EOC. If agencies, departments or units have communication needs, those requests must go directly to the EOC. Other communication systems may be used as well, such as if the military becomes involved.
- c. If telephone services are disrupted, it may be necessary to establish communication points throughout the involved community(ies). Citizens living near fire or police stations can go there to directly request emergency assistance. In other areas, it may be helpful to send trained radio operators and portable or mobile radios to churches, schools, or businesses that would allow their facilities to be communication points. These facilities would need to be identified in some way, and the public would need to be informed of their location.

#### 11. Water Rescue and Recovery

Water rescue in the Snake river may involve the Coast Guard, the Sheriff's Office, and Nez Perce County Dive Rescue Team. The Corps of Engineers may be able to provide information or other assistance in their areas of responsibility.

### V. RESPONSIBILITIES

- A. Law enforcement may be the primary agency involved in an emergency or disaster, or they may be the support agency.
- B. When law enforcement is designated as the primary or command agency, The Incident Commander is typically from the jurisdiction involved. The IC is responsible for coordinating all the law enforcement agencies involved, as well as coordinating with support agencies.
- C. When law enforcement is designated as a support agency, the law enforcement commander(s) will coordinate with, and provide assistance to the designated command agency.

### VI. RESOURCE REQUIREMENTS

The primary and support agencies will provide their own internal support, such as vehicles, and equipment for their staff. Support agencies will provide enforcement and commissioned officers, vehicles, and equipment, as requested, if available.

