

Chelan County

Comprehensive Emergency Management Plan



Basic Plan

June 2020

Chelan County Sheriff's Office
Emergency Management





Forward

Chelan County Sheriff's Office Emergency Management sincerely appreciates the cooperation and support of the local jurisdictions, agencies, and departments, public and private stakeholders, and state agencies that have contributed to the revision and publication of the June 2020, Chelan County Comprehensive Emergency Management Plan (CEMP).

The 2020 CEMP represents a substantial shift from previous revisions of the CEMP by aligning to the National Preparedness Goal through the incorporation of core capabilities. The Basic Plan of this CEMP has been reformatted to better addresses legal requirements, best practices, and planning guidance. This edition of the CEMP also replaces the use of emergency support functions with agency/department annexes and contract city department appendixes to provide for the most accurate and executable plan throughout Chelan County.

The CEMP is intended as a comprehensive framework for county-wide emergency preparedness in the prevention, protection, mitigation, response, and recovery mission areas. The CEMP is one of many efforts in preparing the whole community for emergencies and disasters.

This CEMP is consistent with the National Response Framework to provide a format that all local jurisdictions can follow, promoting interoperability at all levels of response. Advances in technology allow us to coordinate actions and activities through electronic means much more quickly and frequently and to deliver this plan in a digital form versus a paper document. Any requests for changes or modifications should be directed to the Chelan County Emergency Management Office.


Date 6-30-2020
Sheriff Brian Burnett
Chelan County EM Director


Date 06-30-2020
Sgt. Kent Sisson
Chelan County Assistant EM Director



Promulgation Memorandum

TO: Directors of Local and State Agencies, Boards, Baccalaureate Institutions, Commissions and Councils

FROM: Doug England, Chairman of the Board, Chelan County Commissioners

**SUBJECT: 2020 Comprehensive Emergency Management Plan
Promulgation Memorandum**

The County of Chelan recently promulgated the June 2020 Chelan County Comprehensive Emergency Management Plan. This 2020 revision of the CC CEMP represents a substantial shift from previous revisions of the CEMP by aligning to the National Preparedness Goal through the incorporation of common core capabilities and the use of department/agency focused support annexes and appendixes to provide for the most accurate and executable plan for Chelan County.

The CEMP meets the requirements of RCW 38.52.070 and the criteria of WAC 118-30-060 and has been reviewed by the Washington State Emergency Management Division to ensure its conformity to applicable regulatory requirements and the standards of Federal or state agencies and for its usefulness in practice. The CEMP is intended as a comprehensive framework for countywide preparedness in the Prevention, Protection, Mitigation, Response, and Recovery Mission Areas.

Chelan County Emergency Management is responsible for coordinating emergency management activities as well as publishing, distributing, and revising the Plans, as required.

Please contact Sergeant Kent Sisson, for further information and action at telephone (509) 667-6864, or in writing at the Chelan County Sheriff's Office, 401 Washington St. #1, Wenatchee, Washington 98801.

BOARD OF CHELAN COUNTY COMMISSIONERS


DOUG ENGLAND, CHAIRMAN



CHELAN COUNTY COMPREHENSIVE EMERGENCY MANAGEMENT PLAN ADOPTION AND PROMULGATION

This Comprehensive Emergency Management Plan (CEMP) is required by law and is the basis for an integrated system of emergency management in Chelan County, in accordance with the requirements of RCW 38.52 and WAC 118. The Basic Plan was reviewed by the Washington State Emergency Management Division to ensure its conformity to applicable regulatory requirements and the standards of Federal or state agencies and for its usefulness in practice.

This 2020 revision of the CC CEMP represents a substantial shift from previous revisions of the CEMP by aligning to the National Preparedness Goal through the incorporation of common core capabilities and the use of department/agency focused support annexes and appendixes to provide for the most accurate and executable plan for Chelan County. The CEMP is intended as a comprehensive framework for county-wide preparedness in the Prevention, Protection, Mitigation, Response, and Recovery Mission Areas.

A "disaster" is defined as a great misfortune, catastrophe or sudden calamitous event which brings great damage, loss or destruction. The Chelan County area is vulnerable to natural, man-made, and/or technological related disasters.

When a disaster threatens or strikes, county and city governments will take the lead in managing emergency public health, safety and welfare services. The response will be widespread, extending beyond the usual boundaries of departments providing emergency services and requiring cooperation of governmental and private sector units that do not normally respond to emergency situations. Since the state and federal governments will provide only supporting services for disaster mitigation, response and recovery, the leadership of the legislative authorities is of critical importance.

The Chelan County CEMP addresses legal requirements, best practices, and planning guidance for county and city officials in providing emergency management operational decisions preceding, during and following disasters.

In order to ensure a workable plan, department heads and agency managers are directed to:

- Support the planning efforts
- Adhere to this plan
- Develop supporting documents (Standard Operating Procedures and check lists)
- Implement this plan for their departments/agencies
- Assure that all personnel within their departments/agencies are trained in this plan and their responsibilities in emergency/disaster operations

The Chelan County Comprehensive Emergency Management Plan dated June 2020 is hereby adopted and promulgated this 16TH day of June, 2020 as the official emergency management plan.



BOARD OF CHELAN COUNTY COMMISSIONERS



ATTEST: CARLYE BARRY

Carlye Barry
Clerk of the Board

Doug England
DOUG ENGLAND, CHAIRMAN

Bob Burgert
BOB BURGERT, COMMISSIONER

Kevin Overbay
KEVIN OVERBAY, COMMISSIONER

MAYORS

Frank Kuntz 7/23/2020
City of Wenatchee, Mayor Frank Kuntz Date

James Fletcher 8/25/2020
City of Cashmere, Mayor Jim Fletcher Date

Bob Goedde 7/17/20
City of Chelan, Mayor Bob Goedde Date

Michael Buckingham 7/10/2020
City of Entiat, Mayor Michael Buckingham Date

Carl Florea 7/28/2020
City of Leavenworth, Mayor Carl Florea Date

CHELAN COUNTY SHERIFF'S OFFICE EMERGENCY MANAGEMENT

Brian Burnett 6-30-2020
Sheriff, Brian Burnett Date



Record of Changes

Change Number:	Date of Change:	Document/Section	Change Summary	Position/Name
1	1/27/20	Chelan County CEMP	Complete revision that incorporated Core Capabilities with the assistance of the Washington State Military EMD	CCEM Smoke
2	4/1/20	Basic Plan Concept of Ops.	State Recommendation Concept of Ops. – Leadership drives operational objectives	CCEM Smoke
3	4-22-20	Basic Plan Concept of Ops.	State Recommendation Concept of Ops. - Desired outcomes come from operational objectives	CCEM Smoke
4	4-22-20	Basic Plan Concept of Ops	State Recommendation Use standard NIMS activation levels.	CCEM Smoke
5	4-29-20	Basic Plan Communications	State Recommendation Community Communications – Add section covering Access and Functional Needs	CCEM Smoke
4	5-4-20	Basic Plan Finance	State Recommendation Add additional information on Individual Assistance, Small Business and Human Service Programs	CCEM Smoke
5	5-19-20	Basic Plan Logistics and Resource Management	State Recommendation Add additional information on procurement programs and specialized resources (WAMAS, EMAC, PNFM, All hazard Fire Mob)	CCEM Smoke
6	5-20-20	Basic Plan Development and Maintenance	State Recommendation Add Availability to public and monitoring legal changes	CCEM Smoke
7	8-1-20	Basic Plan Concept of Ops. B. Leadership	Mayor of Cashmere Recommendation Revision to clarify City and Mayor responsibilities	CCEM Smoke
8	9-30-20	Basic Plan Section III.M. Response Mission	Added missing Response Core Capabilities of Planning, Public Info & Warning, Operational Coordination, Infrastructure Systems	CCEM Smoke
9	10-28-20	Basic Plan Annexes and Appendixes	Added agency/department annexes and contract cities appendixes to CC CEMP Basic Plan	CCEM Owens
10	10-28-20	Basic Plan Development & Maintenance Revision Process	Revised final paragraph to show CEMP available through Chelan County EM website.	CCEM Owens



Record of Distribution

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I. Introduction

Purpose

The Chelan County Comprehensive Emergency Management Plan (CEMP) is an all-hazard plan to approach emergency and disaster situations likely to occur in the county, as described in the Chelan County Hazard Identification and Vulnerability Analysis (HIVA). Emergency management consists of mitigation, preparedness (including prevention and protection), response, and recovery activities. The CEMP sets in place policies and procedures to minimize the impact of emergencies and disasters to the people, property, environment, and economy of Chelan County.

The CEMP includes the Basic Plan, Agency/Department – Focused Annexes, and hazard specific annexes that describe the roles, responsibilities, functions, and support relationships of Chelan County Emergency Management.

The Chelan County CEMP is designed to meet the requirements of Washington Administrative Code 118-30 and Revised Code of Washington 38.52. It has been adopted by the Chelan County Board of Commissioners by resolution and codified in section 7.14.010 of the Chelan County Code.

Scope

The Chelan County CEMP was promulgated by the County Board Commissioners and Mayors of the participating cities within the county and applies to all local, public, and private entities and organizations participating and included in the plan.

The CEMP establishes a mutual understanding of authority, responsibilities, and functions of local government and provides a basis for incorporating essential non-governmental agencies and organizations into the emergency management organization. The “all hazards” approach allows the plan to be activated for a wide range of emergencies that vary in scale, duration, and cause. The CEMP helps promote the efficient and effective use of government, private sector and volunteer resources during all phases of emergency management and throughout all levels of emergency response activation or recovery activities.

The Chelan County CEMP is activated when an event occurs, or has been forecast as imminent, which places people and property in danger. Technologically caused events and some natural events, such as earthquakes, generally do not provide any advance warning. However, other natural disasters, such as winter storms and flooding, can generally be predicted which may allow some time for preparedness actions. Many events require response and/or actions by the public in order to eliminate or reduce their exposure to the danger of the event.

The plan is consistent with the Washington State CEMP, the National Prevention, Protection, Mitigation, Response, and Disaster Recovery Frameworks, as well as FEMA’s National Incident Management System (NIMS) and Comprehensive Planning Guide 101v2.



Situation Overview

Chelan County experiences significant impacts from natural hazards including floods, droughts, slides, severe storms and wildland fires. Beyond natural hazards, there are technological hazards, including dam failures, hazardous material incidents, utility outages and the potential for terrorism. All of these require assessment and determination by the county officials to organize resources so that losses can be prevented or minimized. Specific hazards are detailed in the Chelan County Hazard Identification and Vulnerability Analysis (HIVA), which is published as a separate document.

Emergencies or disasters could occur in the county at any time causing significant human suffering, injury and death, public and private property damage, environmental degradation, loss of essential services, economic hardships to businesses, families, and individuals and disruption of governmental entities.

Due to the topography of Chelan County and the geographical separation of some of the populated areas, response concepts must account for the potential of isolation in some areas. Available resources and capabilities may be limited for a period of time and operational decisions need to reflect the needs of each community and also maintain countywide coordination in order to ensure effective and efficient resource management. Chelan County usually has several declared emergencies each year, most often pertaining to wildland fires and flooding. Often the declared emergencies are for specific areas of the county, and not declared for the entire county.

The 2019 Chelan County Natural Hazard Mitigation Plan provides detailed information on the following natural hazards and the probability, impact, and risk ranking scores that these natural hazards pose to the people, property and economy in Chelan County.

Hazard Risk Ranking

Rank	Hazard Type	Risk Rating Score (Probability x Impact)	Category
1	Severe Weather	45	High
2	Wildfire	36	High
3	Earthquake	34	High
4	Landslide	33	High
5	Flooding	18	Medium
6	Dam Failure	12	Low
7	Drought	9	Low

Planning Assumptions

Some emergencies or disasters will occur with enough warning that appropriate notification will be issued to ensure some level of preparation. Other emergencies or disasters will occur with no advanced warning.

The extent of the challenges created by emergencies or disasters depends on factors such as time of occurrence, geographic area, severity of impact, weather conditions, area demographics, nature of building construction, and the status of communications and cyber systems operability. Collateral incidents such as fire, floods, hazardous materials releases, or mass cyber systems outages will occur and increase the impact on the community, multiply losses, and hinder immediate emergency response efforts.



Governmental officials within the county recognize their responsibilities regarding the safety and well-being of the public and they will assume their responsibilities when the Comprehensive Emergency Management Program is implemented.

The common core capabilities of this revision serve as both preparedness tools and a means of structured implementation and interoperability that all local jurisdictions and disciplines can follow throughout all levels of response.

Demand on emergency response agencies becomes much greater in times of crisis, and the prioritization of response to an emergency becomes critical. In addition, the resource of many of the supporting public and private organizations, that normally do not interact except in a crisis, need to be mobilized on a cooperative basis.

In situations not specifically addressed in this plan, responding agencies will have to improvise and carry out their responsibilities to the best of their abilities under the circumstances.

In a major event the resources within the county will be overwhelmed and outside assistance will need to be requested. Such requests will be made through the Chelan County Emergency Operations Center (EOC) to the Washington State Military Department, Emergency Management Division (WEMD)/State Emergency Operations Center (SEOC).

Members of the public, private organizations and businesses, state agencies, and local jurisdictions are expected to provide their own resources for at least the first three days of an emergency or disaster. Catastrophic disasters will require even greater preparation. Therefore, to adequately prepare for a catastrophic disaster, members of the public are encouraged to prepare to remain self-sufficient for longer periods.

Federal assistance may become available for disaster response and recovery operations under the provisions of the National Response Framework and the Stafford Act, Public Law 93-288, as amended.

II. Concept of Operations

NIMS

The National Incident Management System (NIMS) is a comprehensive, national approach to incident management that is applicable at all jurisdictional levels and across functional disciplines. It is intended to be applicable across a full spectrum of potential incidents, hazards, and impacts, regardless of size, location or complexity.

NIMS guides all levels of government, nongovernmental organizations (NGO), and the private sector to work together to prevent, protect against, mitigate, respond to, and recover from incidents. NIMS provides stakeholders across the whole community with the shared vocabulary, systems, and processes to successfully deliver the core capabilities

The NIMS model for incident management is the Incident Command System (ICS). The Incident Command System provides the structure for all operational coordination of emergency response and recovery efforts conducted under this plan. Emergency response and supporting agencies and organizations agree to carry out their objectives in support of the incident command structure to the fullest extent possible.



Leadership

The responsibility for leadership and operations during emergency situations is vested in the executive heads of government. The legislative authority of Chelan County is responsible for policy actions or decisions during an emergency or disaster within Chelan County. In the event a majority of the Board is not available, the remaining one Commissioner may make decisions dealing with an occurring emergency or disaster.

The City Council is responsible for declaration of an emergency. The Mayor of each city is responsible for decisions during an emergency or disaster, within the scope of their powers.

Designation of the incident command agency, and assumption of incident coordination, will follow statutory responsibilities when applicable. Designation of the Incident Commander is made by the executive authority of the jurisdiction and is based on the following criteria:

- a. Specific or implied authority or responsibility within the applicable jurisdiction, or as otherwise identified in this plan.
- b. Assumption of responsibility by the official agency.

Operational Objectives

Incident Management operational objectives are based on the following priorities:

1. Life Safety
2. Incident Stabilization
3. Protection of Property
4. Protection of the Environment

Incident management priorities include saving lives, stabilizing the incident, and protecting property and the environment. To achieve these priorities, incident personnel apply and implement NIMS components in accordance with the principles of flexibility, standardization, and unity of effort.

Flexibility – allows NIMS to be scalable and, therefore, applicable for incidents that vary widely in terms of hazard, geography, demographics, climate, cultural, and organizational authorities.

Standardization – defines standard organizational structures that improve integration and connectivity among jurisdictions and organizations, defines standard practices that allow incident personnel to work together effectively and foster cohesion among the various organizations involved, and includes common terminology to enable effective communication.

Unity of Effort – coordinating activities among various organizations to achieve common objectives. Unity of effort enables organizations with specific jurisdictional responsibilities to support each other while maintaining their own authorities.

The operational direction and control of emergency response and recovery activities will be conducted on-site by an Incident Commander. The ICS responsibilities of an Incident Commander or Unified Command include:

1. Establishing a single Incident Command Post (ICP) for the incident
2. Establishes incident objectives to drive incident operations toward the desired outcomes.
3. Establishing an Incident Action Plan (IAP) to coordinate and guide incident operations and activities, through unity of effort, to accomplish the desired outcomes of the incident objectives.



Plan Activation

The initial response to, or the imminent threat of, an emergency will generally be conducted under the guidelines of this Basic Plan, and the Agency / Department Annexes and Appendices contained in this plan. During an initial response, an Incident Commander (IC) will assume command of local resources and *act* to protect lives, property and the environment. If the situation exceeds or threatens to exceed the initial response, the IC will activate additional response capabilities through established procedures, mutual aid or inter-local operational agreements.

Upon notification of an incident, Chelan County Emergency Management will support the Incident Command and activate the necessary functions of the emergency management organization, such as emergency alerting and notifications. The Chelan County Emergency Operations Center (CCEOC) activation level is determined by the size, scope and complexity of an incident.

CCEM utilizes the standard NIMS EOC activation levels:

NIMS EOC Activation Levels	
Activation Level	Description
3 – Normal Operations	Activities that are normal for the EOC when no incident or specific risk or hazard has been identified; or an activity that can be dealt with using existing local resources or minimal mutual aid assistance, and that is short term in nature and limited in scope.
2 – Partial Activation	Certain EOC staff and departments/agencies activated to monitor a credible threat, risk, or hazard and/or to support the response to a new and potentially evolving incident; or incident activities with increasing scope, complexity and mutual aid resources.
1 – Full Activation	All EOC staff and multiple department/agencies are activated to support the response to a major incident or credible threat; or broad scope community emergencies with long term impact, representing a significant threat to life, property and/or the environment; and requiring a substantial commitment of personnel,



Continuity of Government

Under Article XI, Section 11 of the Washington State Constitution, any county, city, or town is charged with the responsibility for ensuring provisions are made for continuity of government during emergencies within their respective jurisdictions. The Chelan County Continuity of Government and Operations Plan (COG/COOP), has been approved by the Chelan County Commissioners (9/27/2016), as a supporting preparedness document to complement the existing Chelan County CEMP.

The purpose and intent of the COG/COOP is to prepare Chelan County to respond to disasters or a major emergency while continuing to provide day-to-day essential services. COG/COOP planning helps assure the capability exists to continue essential services across a wide range of potential emergencies. The objectives of the plan are to:

Ensure the continuous performance of a department's essential services during a disaster or major emergency.

1. Protect critical infrastructure.
2. Reduce or mitigate disruptions to operations from a disaster.
3. Achieve a timely and orderly recovery from an emergency and resume full service to customers as quickly as possible.

Natural, technological, or man-made disasters may threaten the functional capability of local government through the potential destruction of or harm to government personnel, facilities, critical systems, resources, and vital records. Continuity of government and operations planning is necessary to provide for the continued protection and safety of the population and bring about the prompt and orderly restoration and recovery of public and private property and services.

Many of the catastrophes that require activation of the CC COG/COOP will cause extensive damage to more than just County facilities.

The Continuity of Government and Operations Plan will be activated upon notification of an emergency or disaster in the County that severely impacts the County's and/or contracted City's ability to continue normal operations and provide essential services. The COG/COOP addresses the preservation and/or reconstruction of government to ensure that the legislative, administrative, and business continuity for Chelan County is maintained until normal operations and services can be restored.

The Chelan County Emergency Operations Center (EOC) will be activated to support County and/or City operations to an emergency or disaster for response, recovery and restoration. The CC EOC will also serve as the central coordination point for the implementation of the COG/COOP activation and the coordination and support for operations and/or alternative facilities.

Each political subdivision shall adopt rules and regulations providing for appointment of temporary interim successors to the elected and appointed offices of the political subdivisions (RCW 42.14.070).

Executive heads of all departments and agencies of the county and cities should designate alternates to assure continuity of leadership and operation in the event they (the executive heads) are not available during the time of an emergency. An alternate operations office should also be designated in the event the normal office is unusable. The successors are to be made aware of their emergency responsibilities and receive appropriate training.

All departments, agencies, and commissions shall identify essential records and take actions to protect those records during a disaster or emergency operation.



Designation of Successors

Succession will occur if there are no available elected executives to make policy decisions. Upon the availability of any elected executive official, succession to non-elected personnel will cease.

County Government

If the entire Board of Commissioners is not available, then this authority is assumed in this order:

1. Sheriff
2. Director of Public Works
3. Assessor
4. Auditor

In the event no elected officials are available, emergency authority will fall to the Senior Sheriff's Office Commander.

City Government

If the entire elected legislative authority body is unavailable, this authority is assumed by the available department heads, with the City Administrator acting as chair of this body.

Scope of Authority

Emergency Management responsibilities of successors acting as the executive authority:

1. Shall abide by any and all procedures pre-determined by the elected executive officials for their particular political subdivision.
2. Shall make only those decisions necessary to support the emergency or disaster operations.
3. Shall commit funds to the emergency/disaster operations as provided in the Revised Code of Washington.

Whole Community Involvement

The Whole Community is defined by the Federal government as:

“Whole Community is a means by which residents, emergency management practitioners, organizational community leaders, and government officials can collectively understand and assess the needs of their respective communities and determine the best ways to organize and strengthen their assets, capacities, and interests. Whole Community includes individuals and families, including those identified as at-risk or vulnerable populations; businesses; faith-based and community organizations; nonprofit groups; schools and academia; media outlets; and all levels of government, including state, local, tribal, territorial, and federal partners.”

Involving the Whole Community is a means by which Washington State residents, businesses, non-profit organizations, emergency management practitioners, organizational and community leaders, and government officials at all levels can collectively identify and assess the needs of their respective communities and determine the best ways to organize and strengthen their assets, capacities, and interests. The Whole Community approach in Washington State attempts to engage the full capacity of the public, private and nonprofit sectors. This includes businesses, faith-based and disability organizations, and the public, including



people with Access and Functional Needs (AFN), people covered under the Americans with Disabilities Act (ADA), people with Limited English Proficiency (LEP), and culturally diverse populations. This engagement is in conjunction with the participation of local, tribal, state, and federal governmental partners.

State and local governments carrying out emergency response and providing disaster assistance shall comply with all applicable non-discrimination provisions contained in RCW 49.60, Discrimination - Human Rights Commission, as well as in Public Law 110-325, Americans with Disabilities Act (ADA) of 1990 as amended with ADA Amendments Act of 2008.

Recipients of any federal funds must acknowledge and agree to comply with applicable provisions of federal civil rights laws and policies prohibiting discrimination, including, but not limited to: Title VI of the Civil Rights Act of 1964, which prohibits recipients from discriminating on the basis of race, color, or national origin. Recipients of federal financial assistance must also take reasonable steps to provide meaningful access for persons with Limited English Proficiency (LEP) to their programs and services.

Providing meaningful access for persons with LEP may entail providing language assistance services, including oral interpretation and written translation. Executive Order 13166, Improving Access to Services for Persons with Limited English Proficiency (August 11, 2000), requires federal agencies issue guidance to grant recipients, assisting such organizations and entities in understanding their language access obligations. The Department of Homeland Security (DHS) published the required grant recipient guidance in April 2011, DHS Guidance to Federal Financial Assistance Recipients Regarding Title VI Prohibition Against National Origin Discrimination Affecting Limited English Proficient Persons, 76 Fed. Reg. 21755-21768, (April 18, 2011). The guidance provides helpful information such as how a grant recipient can determine the extent of its obligation to provide language services, selecting language services, and elements of an effective plan on language assistance for LEP persons.

The term Access and Functional Needs (AFN) has replaced "special needs," "vulnerable," "high-risk," and similar terms. People with access or functional needs are those who may have additional needs before, during or after an incident in functional areas including, but not limited to: maintaining health, independence, communication, transportation, support, services, self-determination, and medical care. Individuals in need of additional response assistance may include people who have disabilities, who live in institutionalized settings, who are older adults, who are children, who are from diverse cultures, who have limited English proficiency or who are non-English speaking, or who are transportation disadvantaged (National Preparedness Goal, September 2015).

The Pets Evacuation and Transportation Standards (PETS) Act amends the Robert T. Stafford Disaster Relief and Emergency Assistance Act to ensure state and local emergency preparedness operational plans address the needs of individuals with household pets and service animals following a major disaster or emergency.



Request for a Proclamation of Emergency

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

Proclamation of Emergency: Activation of the appropriate parts of this plan, and certain emergency powers, by proclamation of emergency. A proclamation of emergency must be made by the local legislative authority to request state or federal assistance.

III. Direction, Control, and Coordination

Multi-Jurisdictional Coordination

The Incident Command System (ICS) is the basis for all direction, control and coordination of emergency response and recovery efforts conducted under this plan. ICS will be used to provide a common organizational structure and framework for multiagency/multi-jurisdiction operations and coordinating emergency management related actions, resources, and activities with other federal, state, county, regional, private-sector, and nongovernmental organizations.

The operations of the emergency management within Chelan County are established by the Inter-local Agreement between the County of Chelan and the Cities of Cashmere, Chelan, Entiat, Leavenworth and Wenatchee.

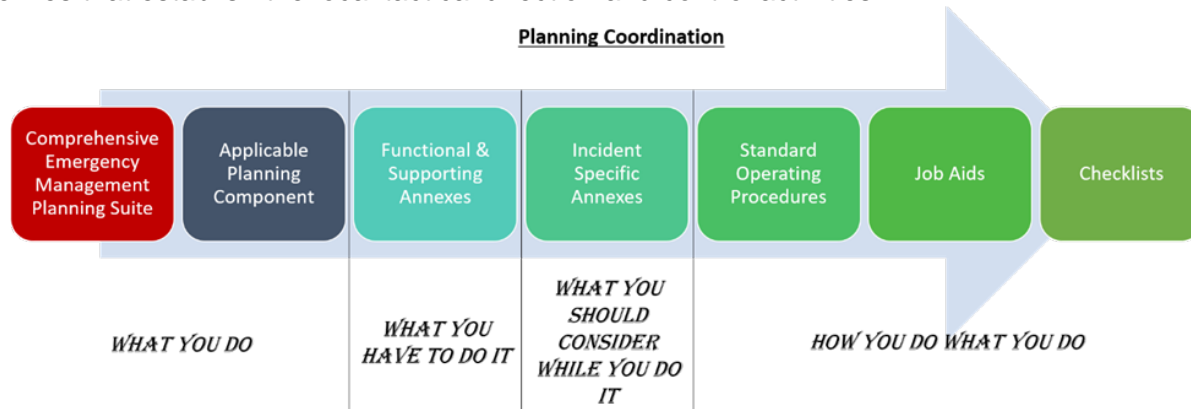
General

All disasters and emergencies begin locally, and local jurisdictions working in collaboration with county and other local emergency management agencies provide initial response. Direction, control, and coordination of the initial emergency management response activities are provided by local jurisdictions and their emergency management agencies. The complexity of emergency management operations during a disaster or emergency requires that direction, control, and coordination channels are formalized and understood by all involved in the incident.

Local incident commanders lead tactical direction and control activities. Incident commanders report as specified in their chain of command and request resources through the Chelan County Emergency Operations Center (EOC). When public, private, and mutual aid or inter-local agreement resources from adjacent political subdivisions are exhausted, the county EOC requests assistance from the State Emergency Operations Center (SEOC).



The following graph illustrates the relationship of the Comprehensive Emergency Management Plan Basic Plan with the Agency/Department Annexes and an agency or department's operation procedures and guidelines that establish the local tactical direction and control activities.



Horizontal Integration

Chelan County Code - The county code was reviewed for the full capability assessment and for identifying opportunities for action plan integration.

Chelan County Flood Control Zone District Plan (2018) - The Management Plan recommends regional policies, programs, and projects to reduce flood risks and to protect, restore or enhance riparian and aquatic ecosystems. The flood damage prevention ordinance was reviewed for compliance with the National Flood Insurance Program.

Chelan County Natural Hazard Mitigation Plan

The 2019 revision is a comprehensive document that evaluates and identifies natural hazards, potential risks from those hazards, and projects to mitigate for and respond to hazard events.

Chelan County Community Wildfire Protection Plan

The purpose of the Chelan County Community Wildfire Protection Plan (CWPP) is to reduce the impact of wildfire on Chelan County residents, landowners, businesses, communities, local governments, and state and federal agencies while maintaining appropriate emergency response capabilities and sustainable natural resource management policies. The CWPP identifies high risk areas as well as recommend specific projects that may help prevent wildland fires from occurring altogether or, at the least, lessen their impact on residents and property.

Chelan / Douglas Health District Emergency Operations Plan (2017)

The purpose of the Chelan Douglas Health District's (CDHD) Emergency Operation Plan (EOP) is to provide guidelines for coordinated preparedness and response to emergency incidents that fall under Emergency Support Function (ESF) 8, Public Health and Medical Services, or incidents that may have public health implications in Chelan & Douglas Counties.

Chelan / Douglas LEPC Hazardous Materials Emergency Response Plan (December 2018)

This plan replaced Emergency Support Function (ESF 10), Oil and Hazardous Materials Response, of the 2014 Chelan County CEMP. The plan establishes the policies and procedures under which the County of Chelan will operate in the event of a hazardous materials incident, oil spill, or other release.



Chelan / Douglas Area Emergency Services Mutual Aid Agreement

Based on the provisions of Chapter 39.34 RCW, RCW 35.84.040, and RCW 52.12.111, this mutual aid agreement provides the signature cities, fire districts and other public safety agencies with a mechanism for requesting mutual aid for fire protection, rescue, and other emergency situations.

Vertical Integration

WA State Region Seven Emergency Management Inter-local Agreement

A regional inter-local agreement between the counties of Chelan, Douglas, Grant, Kittitas, and Okanogan for the purpose of joint participation in Homeland Security and Emergency Management “All Hazards” planning and preparedness programs.

REDi (Regional Emergency and Disaster) Healthcare Coalition

Formerly Washington State Region 7, Region 8 and Region 9 Healthcare Coalitions, the **Regional Emergency and Disaster (REDi) Healthcare Coalition** is the healthcare coalition serving the 19 counties and 4 tribes of eastern Washington. The coalition collaborates with hospitals, clinics, long-term care providers, dialysis centers, blood centers, emergency management, public health, tribal health and others increase regional healthcare system preparedness and response. We welcome these partners to collaborate with us as we plan for, train, exercise and respond to emergencies impacting eastern Washington.

Washington State Comprehensive Emergency Management Plan (CEMP)

The Washington State CEMP provides the framework for statewide mitigation, preparedness (including prevention and protection), response and recovery activities while providing a structure for plan consistency throughout the state and facilitating interoperability between local, state, and federal governments.

WA State CEMP Catastrophic Incident Annex (2013)

This annex helps state agencies and local jurisdictions prepare to respond rapidly in the case of a catastrophic incident.

WA State Fire Services Resource Mobilization Plan

Under [RCW 43.43.961](#), the Fire Service Resource Mobilization Plan is implemented to provide personnel, equipment, and other logistical resources when a wildland fire or other emergency exceeds the firefighting capacity of local jurisdictions.

Northwest Area Contingency Plan (2011)

The Northwest Area Contingency Plan (NWACP) has been adopted as Washington State’s Oil and hazardous Substance Spill Prevention and Response Plan, as required by statute (RCW 90.56.060). This plan is intended for use as a guideline for coordination of spill response actions and to ensure consistency in response to spills.

Washington Intrastate Mutual Aid System (WAMAS)

WAMAS, established in RCW 38.56, provides for mutual assistance among member jurisdictions, to include every county, city and town of the state. WAMAS is a mutual aid tool to use when other agreements do not exist.

Emergency Management Assistance Compact (EMAC)

EMAC, is a national governor’s interstate mutual aid compact that facilitates the sharing of resources, personnel and equipment across state lines during times of disaster and emergency.

EMAC is formalized into law (RCW 38.10.010) and requires a Governor’s Proclamation before use. It is coordinated through the Washington Emergency Management Division.



National Incident Management System (NIMS)

A system mandated by Homeland Security Presidential Directive 5 (HSPD-5) that provides a consistent nationwide approach for domestic incidents.

National Warning System (NAWAS)

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

Unity of Effort through Core Capabilities

Unity of Effort is a third **NIMS** Guiding Principle added in **NIMS 2017**. **Unity of effort** means coordinating activities among various organizations to achieve common objectives. **Unity of effort** enables organizations with specific jurisdictional responsibilities to support each other while maintaining their own authorities.

The National Preparedness Goal: Mission Areas

The [National Preparedness Goal](#) identified five mission areas to prepare our nation and our communities for all types of disasters or emergencies.

- **Prevention.** Prevent, avoid or stop an imminent, threatened or actual act of terrorism.
- **Protection.** Protect our citizens, residents, visitors, and assets against the greatest threats and hazards in a manner that allows our interests, aspirations and way of life to thrive.
- **Mitigation.** Reduce the loss of life and property by lessening the impact of future disasters.
- **Response.** Respond quickly to save lives, protect property and the environment, and meet basic human needs in the aftermath of a catastrophic incident.
- **Recovery.** Recover through a focus on the timely restoration, strengthening and revitalization of infrastructure, housing and a sustainable economy, as well as the health, social, cultural, historic and environmental fabric of communities affected by a catastrophic incident.





The National Preparedness Goal also provided 32 [core capabilities](#) (distinct critical elements) necessary for our success. They are highly interdependent and require us to use existing preparedness networks and activities, coordinate and unify efforts, improve training and exercise programs, promote innovation, leverage and enhance our science and technology capacity, and ensure that administrative, finance, and logistics systems are in place to support these capabilities. The core capabilities serve as both preparedness tools and a means of structured implementation.

Mission Area Core Capabilities					
Prevention	Protection	Mitigation	Response	Recovery	
Planning					
Public Information and Warning					
Operational Coordination					
Intelligence and Information Sharing			Infrastructure Systems		
Interdiction and Disruption			Community Resilience	Critical Transportation Environmental Response/Health and Safety Fatality Management Services Fire Management and Suppression Logistics and Supply Chain Management Mass Care Services Mass Search and Rescue Operations On-scene Security, Protection, and Law Enforcement Operational Communications Public Health, Healthcare, and Emergency Medical Services Situational Assessment	Economic Recovery Health and Social Services Housing Natural and Cultural Resources
Screening, Search, and Detection					
Forensics and Attribution	Access Control and Identity Verification	Long-term Vulnerability Reduction			
	Cybersecurity	Risk and Disaster Resilience Assessment			
	Physical Protective Measures	Threats and Hazards Identification			
	Risk Management for Protection Programs and Activities				
	Supply Chain Integrity and Security				

Thirty-Two (32) core capabilities (distinct activities) identified by the National Preparedness Goal



Common Core Capabilities

Three core capabilities: Planning, Public Information and Warning, and Operational Coordination are common in all five mission areas.

COMMON CORE CAPABILITIES
Planning
Conduct a systematic process engaging the whole community as appropriate in the development of executable strategic, operational, and/or tactical-level approaches to meet defined objectives.
Public Information and Warning
Deliver coordinated, prompt, reliable, and actionable information to the whole community through the use of clear, consistent, accessible, and culturally and linguistically appropriate methods to effectively relay information regarding any threat or hazard, as well as the actions being taken, and the assistance being made available, as appropriate.
Operational Coordination
Establish and maintain a unified and coordinated operational structure and process that appropriately integrates all critical stakeholders and supports the execution of Core Capabilities.

Common Prevention and Protection

SHARED PREVENTION & PROTECTION CORE CAPABILITIES
Intelligence and Information Sharing
Provide timely, accurate, and actionable information resulting from the planning, direction, collection, exploitation, processing, analysis, production, dissemination, evaluation, and feedback of available information concerning physical and cyber threats to the United States, its people, property, or interests; the development, proliferation, or use of WMDs; or any other matter bearing on U.S. national or homeland security by local, state, tribal, territorial, Federal, and other stakeholders. Information sharing is the ability to exchange intelligence, information, data, or knowledge among government or private sector entities, as appropriate.
Interdiction and Disruption
Delay, divert, intercept, halt, apprehend, or secure threats and/or hazards.
Screening, Search, and Detection
Identify, discover, or locate threats and/or hazards through active and passive surveillance and search procedures. This may include the use of systematic examinations and assessments, bio-surveillance, sensor technologies, or physical investigation and intelligence.



Prevention Mission

Prevention includes those capabilities necessary to avoid, prevent, or stop a threatened or actual act of terrorism. Unlike other mission areas, which are all-hazards by design, Prevention core capabilities are focused specifically on imminent terrorist threats, including on-going attacks or stopping imminent follow-on attacks.

PREVENTION CORE CAPABILITIES	
Forensics and Attribution	
Conduct forensic analysis and attribute terrorist acts (including the means and methods of terrorism) to their source, to include forensic analysis as well as attribution for an attack and for the preparation for an attack, in an effort to prevent initial or follow-on acts and/or swiftly develop counter-options.	

Protection Mission

Protection includes the capabilities to safeguard the homeland against acts of terrorism and man-made or natural disasters. It focuses on actions to protect our people, our vital interests, and our way of life.

PROTECTION CORE CAPABILITIES	
Access Control and Identity Verification	
Apply and support necessary physical, technological, and cyber measures to control admittance to critical locations and systems.	
Cybersecurity	
Protect (and, if needed, restore) electronic communications systems, information, and services from damage, unauthorized use, and exploitation.	
Physical Protective Measures	
Implement and maintain risk-informed countermeasures and policies protecting people, borders, structures, materials, products, and systems associated with key operational activities and critical infrastructure sectors.	
Risk Management for Protection Programs and Activities	
Identify, assess, and prioritize risks to inform Protection activities, countermeasures, and investments.	
Supply Chain Integrity and Security	
Strengthen the security and resilience of the supply chain.	

Mitigation Mission

Mitigation includes those capabilities necessary to reduce loss of life and property by lessening the impact of disasters. It is focused on the premise that individuals, the private and nonprofit sectors, communities, critical infrastructure, and the Nation as a whole are made more resilient when the consequences and impacts, the duration, and the financial and human costs to respond to and recover from adverse incidents are all reduced.

The Chelan County Emergency Management Department will prepare and maintain a Natural Hazard Mitigation Plan, coordinate with other agencies for management of specific mitigation projects, provide public information on mitigation and coordinate with Washington Emergency Management Division on mitigation issues.



All agencies and jurisdictions will develop and implement a plan to reduce or alleviate the loss of life, property, economy, and the environment from natural and human caused hazards.

Basic mitigation considerations include:

1. Removal or elimination of the hazard.
2. Reduce or limit the amount or size of the hazard
3. Segregate the hazard from that which is to be protected.
4. Establish hazard warning and communication procedures.
5. Conduct training and education, coordinate exercises, and plan maintenance.

MITIGATION CORE CAPABILITIES
Community Resilience
Enable the recognition, understanding, communication of, and planning for risk, and empower individuals and communities to make informed risk management decisions necessary to adapt to, withstand, and quickly recover from future incidents.
Long-term Vulnerability Reduction
Build and sustain resilient systems, communities, and critical infrastructure and key resources lifelines so as to reduce their vulnerability to natural, technological, and human-caused threats and hazards by lessening the likelihood, severity, and duration of the adverse consequences.
Risk and Disaster Resilience Assessment
Assess risk and disaster resilience so that decision makers, responders, and community members can take informed action to reduce their entity's risk and increase its resilience.
Threats and Hazards Identification
Identify the threats and hazards that occur in the geographic area; determine the frequency and magnitude; and incorporate this into analysis and planning processes so as to clearly understand the needs of a community or entity.

Common Response and Recovery

SHARED RESPONSE & RECOVERY CORE CAPABILITY
Infrastructure Systems
Stabilize critical infrastructure functions, minimize health and safety threats, and efficiently restore and revitalize systems and services to support a viable, resilient community.



Response Mission

Response includes those capabilities necessary to save lives, protect property and the environment, and meet basic human needs after an incident has occurred. It is focused on ensuring that the Nation is able to effectively respond to any threat or hazard, including those with cascading effects. Response emphasizes saving and sustaining lives, stabilizing the incident, rapidly meeting basic human needs, restoring basic services and technologies, restoring community functionality, providing universal accessibility, establishing a safe and secure environment, and supporting the transition to recovery.

RESPONSE CORE CAPABILITIES
Planning
Conduct a systematic process engaging the whole community as appropriate in the development of executable strategic, operational, and/or tactical-level approaches to meet defined objectives.
Public Information & Warning
Deliver coordinated, prompt, reliable, and actionable information to the whole community with clear, consistent, accessible, and culturally and linguistically appropriate methods to effectively relay information regarding any threat or hazard, as well as the actions being taken, and the assistance being made available, as appropriate.
Operational Coordination
Establish and maintain a unified and coordinated operational structure and process that appropriately integrates all critical stakeholders and supports the execution of Core Capabilities.
Infrastructure Systems
Stabilize critical infrastructure functions, minimize health and safety threats, and efficiently restore and revitalize systems and services to support a viable, resilient community.
Critical Transportation
Provide transportation (including infrastructure access and accessible transportation services) for response priority objectives, including the evacuation of people and animals and the delivery of vital response personnel, equipment, and services into the affected areas.
Environmental Response/Health & Safety
Conduct appropriate measures to ensure the protection of the health and safety of the public and workers, as well as the environment, from all hazards in support of responder operations and the affected communities.
Fatality Management Services
Provide fatality management services, including decedent remains recovery and victim identification, and work with local, state, tribal, territorial, insular area, and Federal authorities to provide mortuary processes, temporary storage or permanent internment solutions, sharing information with mass care services for the purpose of reunifying family members and caregivers with missing persons/remains, and providing counseling to the bereaved.
Fire Management & Suppression
Provide structural, wildland, and specialized firefighting capabilities to manage and suppress fires of all types, kinds, and complexities while protecting the lives, property, and environment in the affected area.
Logistics & Supply Chain Management
Deliver essential commodities, equipment, and services in support of impacted communities and survivors, to include emergency power and fuel support, as well as the coordination of access to community staples. Synchronize logistics capabilities and enable the restoration of impacted supply chains.
Mass Care Services
Provide life-sustaining and human services to the affected population, to include hydration, feeding, sheltering, temporary housing, evacuee support, reunification, and distribution of emergency supplies.



RESPONSE CORE CAPABILITIES
Mass Search & Rescue Operations
Deliver traditional and atypical search and rescue capabilities, including personnel, services, animals, and assets to survivors in need, with the goal of saving the greatest number of endangered lives in the shortest time possible.
On-scene Security, Protection, & Law Enforcement
Ensure a safe and secure environment through law enforcement and related security and protection operations for people and communities located within affected areas and also for response personnel engaged in lifesaving and life-sustaining operations.
Operational Communications
Ensure the capacity for timely communications in support of security, situational awareness, and operations, by any and all means available, among and between affected communities in the impact area and all response forces.
Public Health, Healthcare, & Emergency Medical Services
Provide lifesaving medical treatment via Emergency Medical Services and related operations and avoid additional disease and injury by providing targeted public health, medical, and behavioral health support and products to all affected populations.
Situational Assessment
Provide all decision makers with decision-relevant information regarding the nature and extent of the hazard, any cascading effects, and the status of the response.

Recovery Mission

Recovery includes those capabilities necessary to assist communities affected by an incident to recover effectively. Support for recovery ensures a continuum of care for individuals to maintain and restore health, safety, independence and livelihoods, especially those who experience financial, emotional, and physical hardships. Successful recovery ensures that we emerge from any threat or hazard stronger and positioned to meet the needs of the future. Recovery capabilities support well-coordinated, transparent, and timely restoration, strengthening, and revitalization of infrastructure and housing; an economic base; health and social systems; and a revitalized cultural, historic, and environmental fabric.

The Chelan County Emergency Management Department will coordinate disaster recovery and restoration efforts to include collection, evaluation, compilation, and forwarding of reports and damage assistance requests, restoration of essential services, State, Federal and other disaster assistance programs, identify potential future mitigation measures, and conduct reviews and critiques of emergency plans and procedures.

RECOVERY CORE CAPABILITIES
Economic Recovery
Return economic and business activities (including food and agriculture) to a healthy state and develop new business and employment opportunities that result in an economically viable community.
Health & Social Services
Restore and improve health and social services capabilities and networks to promote the resilience, independence, health (including behavioral health), and well-being of the whole community.
Housing
Implement housing solutions that effectively support the needs of the whole community and contribute to its sustainability and resilience.



RECOVERY CORE CAPABILITIES

Natural & Cultural Resources

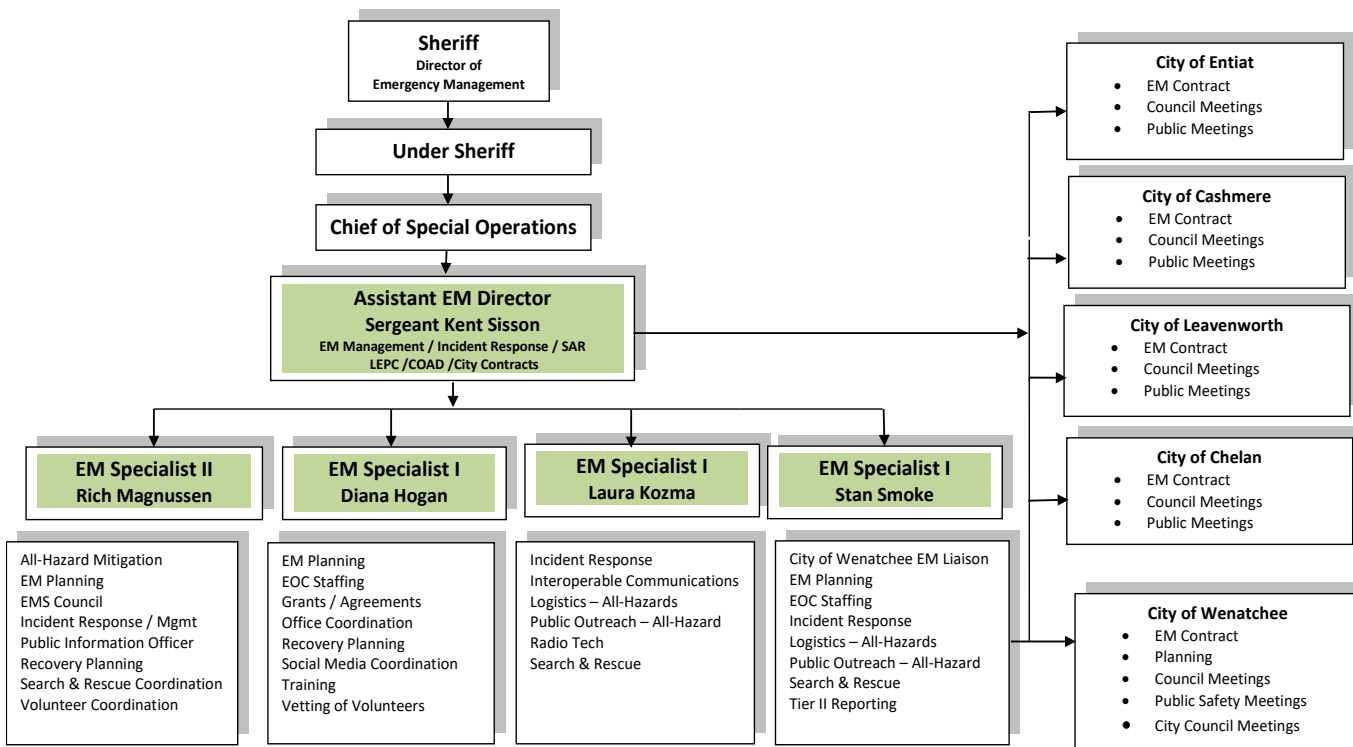
Protect natural and cultural resources and historic properties through appropriate planning, mitigation, response, and recovery actions to preserve, conserve, rehabilitate, and restore them consistent with post-disaster community priorities and best practices and in compliance with applicable environmental and historic preservation laws and Executive orders.

IV. Organization

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

Jurisdiction Organizational Structure

Chelan County Sheriff's Office Emergency Management Division Organization Chart



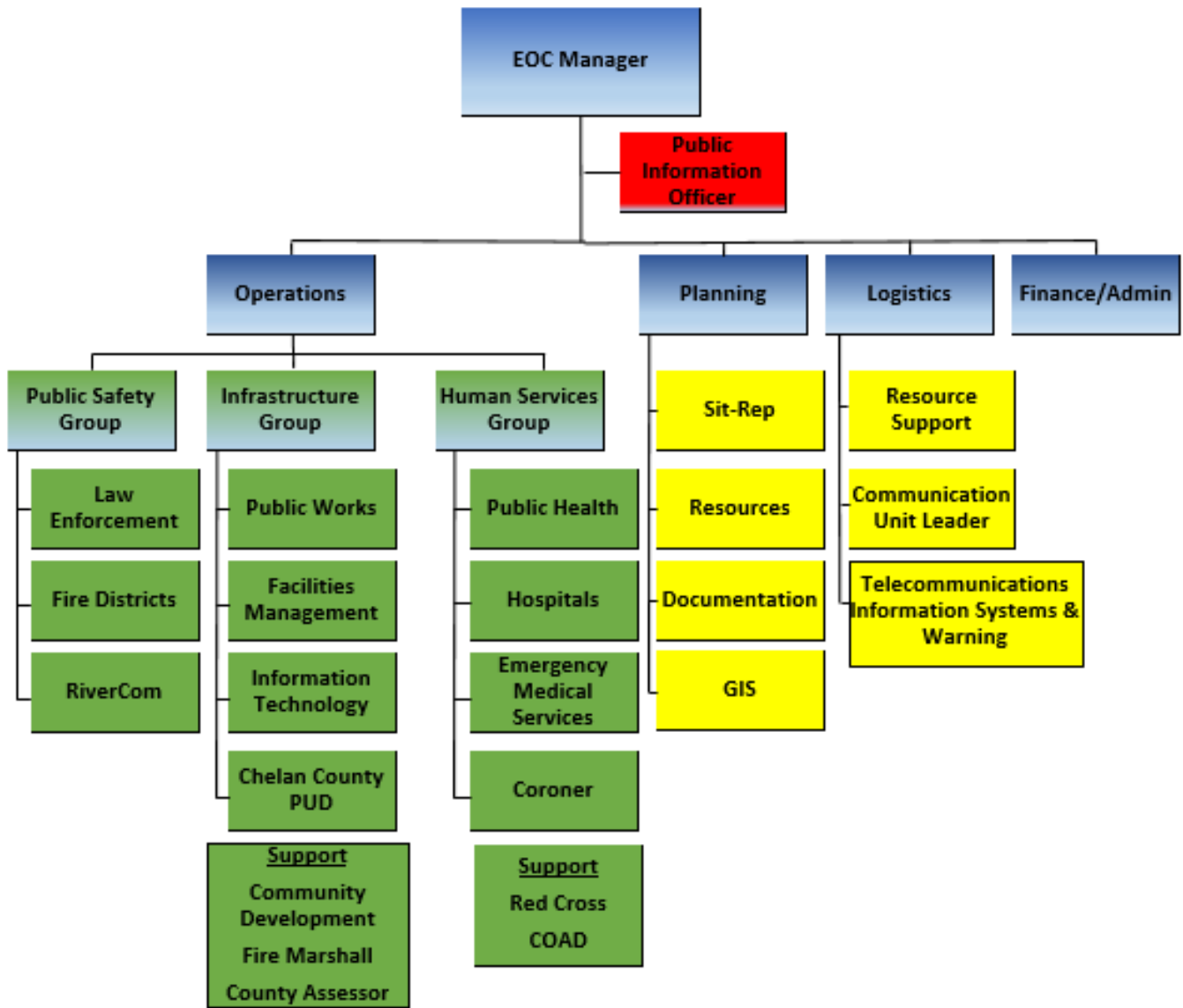


Emergency Organizational Structure

The 2019 Chelan County CEMP revision follows the Agency/Department-Focused Emergency Operations Plan (EOP) Format using Agency/Department annexes to describe the capabilities and limitations of each specific entity involved in an incident

Incident Command System (ICS) is used to manage the response and recovery efforts conducted under this plan. The authority of the Incident Commander (IC) is limited to those powers specifically granted by delegation of authority, statute, legislative authority or derived from the plan. Emergency response and supporting agencies and organizations fully agree to carry out their objectives in support of the incident command structure.

Chelan County Emergency Management Organization Structure





Emergency Operations Center

EOCs are locations where staff from multiple agencies typically come together to address imminent threats and hazards and to provide coordinated support to incident command, on-scene personnel, and/or other EOCs. EOCs may be fixed locations, temporary facilities, or virtual structures with staff participating remotely.

Primary functions of staff in EOCs, whether virtual or physical, include:

1. Collecting, analyzing, and sharing information;
2. Supporting resource needs and requests, including allocation and tracking;
3. Coordinating plans and determining current and future needs; and
4. Providing coordination and policy direction.

Agencies and departments also have operations centers. However, these organization-specific operations centers differ from multidisciplinary EOCs. Departmental Operations Center (DOC) staff coordinate their agency or department's activities.

The elected executive officials, department heads and other key officials usually operate at a location apart from Emergency Operations Center during emergency or disaster situations. Information regarding the situation will be coordinated at the Emergency Operations Center and the elected and/or senior government officials will make the policy decisions.

Bringing representatives from various stakeholder and partner organizations together in EOCs optimizes unity of effort and enables staff to share information, provide legal and policy guidance to on-scene personnel, plan for contingencies, deploy resources efficiently, and generally provide whatever support is required. The composition of EOC teams may also vary depending on the nature and complexity of the incident or situation. Regardless of which organizations are represented, all EOC teams receive oversight from elected and/or appointed officials such as governors, tribal leaders, mayors, and city managers. They typically make decisions regarding priorities and on issues such as emergency declarations, large-scale evacuations, access to extraordinary emergency funding, waivers to ordinances and regulations, and adjudication of scarce resources.

EOC Personnel and Staffing

- The need for EOC staff will expand and contract during the various phases of the disaster, with the largest commitment of personnel usually required during the response phase.
- During a major emergency or disaster, it may become necessary to support the EOC with personnel from varying departments. All Directors, Supervisors, Chiefs and other heads of departments,
- Agencies and local political subdivisions should provide personnel to support the EOC.
- Persons assigned EOC duties must be prepared to respond during emergencies.

Primary/Alternate Location

The Chelan County Emergency Operations Center is located at 206A Easy Street, Wenatchee. If the EOC is unable to operate from its primary facility an alternate will be designated based on the situation. The primary alternate is Chelan County Fire District 3 (Leavenworth), Chelan County Fire District 7 (Chelan) or Wenatchee Police Department.



EOC Activation Process

The Chelan County EOC is activated for various reasons based on the needs of a jurisdiction, organization, or Incident Commander; the context of a threat; the anticipation of events; or in response to an incident. Circumstances that might trigger EOC activation include:

1. More than one jurisdiction becomes involved in an incident and/or the incident involves multiple agencies;
2. The Incident Commander or Unified Command indicates an incident could expand rapidly, involve cascading effects, or require additional resources;
3. A similar incident in the past led to EOC activation;
4. The EOC director or an appointed or elected official directs that the EOC be activated;
5. An incident is imminent.
6. Threshold events described in the emergency operations plan occur; and/or
7. Significant impacts to the population are anticipated.

Upon notification of an incident, Chelan County Emergency Management will support the Incident Command and activate the necessary functions of the emergency management organization, such as emergency alerting and notifications. The Chelan County Emergency Operations Center (CCEOC) activation level is determined by the size, scope and complexity of an incident.

CCEM utilizes the standard NIMS EOC activation levels:

NIMS EOC Activation Levels	
Activation Level	Description
3 – Normal Operations	Activities that are normal for the EOC when no incident or specific risk or hazard has been identified; or an activity that can be dealt with using existing local resources or minimal mutual aid assistance, and that is short term in nature and limited in scope.
2 – Partial Activation	Certain EOC staff and departments/agencies activated to monitor a credible threat, risk, or hazard and/or to support the response to a new and potentially evolving incident; or incident activities with increasing scope, complexity and mutual aid resources.
1 – Full Activation	All EOC staff and multiple department/agencies are activated to support the response to a major incident or credible threat; or broad scope community emergencies with long term impact, representing a significant threat to life, property and/or the environment; and requiring a substantial commitment of personnel,



In the event the magnitude and complexity of the incident overwhelm or exhaust local capabilities and resources, Chelan County EM will activate the EOC, if not already activated; alert and notify the appropriate staff and officials; and implement the Comprehensive Emergency Management Plan. CCEOC will:

1. Obtain proclamation of emergency, if necessary, to activate emergency powers. Suspend normal non-essential activities, and divert local resources to augment disaster response and recovery.
2. Request support from the Washington State Emergency Operations Center (SEOC). They will evaluate local resource commitment and coordinate additional resource response.
3. In the event that the capabilities of state government are exceeded, the Governor may request federal disaster assistance. A disaster declaration by the President will be necessary in order to release certain federal aid.
4. Identify and mobilize available local, state and federal resources to restore the community to its pre-disaster state to the fullest extent possible.

Once the county’s Emergency Operations Center (EOC) has been opened, all operations are to be coordinated with or reported to the EOC.

Deactivation Process

The EOC director deactivates EOC staff as circumstances allow, and the EOC returns to its normal operations/steady state condition. Deactivation typically occurs when the incident no longer needs the support and coordination functions provided by the EOC staff or those functions can be managed by individual organizations or by steady-state coordination mechanisms. EOC leadership may phase deactivation depending on mission needs. EOC staff complete resource demobilization and transfer any ongoing incident support/recovery activities before deactivating.

Emergency Roles

Coordinating

Coordinators oversee the preparedness activities for a particular capability and coordinate with its primary and support agencies. Responsibilities of the coordinator include:

- Maintaining contact with primary and support agencies through conference calls, meetings, training activities, and exercises.
- Monitoring the progress in meeting the core capabilities it supports.
- Coordinating efforts with corresponding private sector, NGO, and Federal partners.
- Ensuring engagement in appropriate planning and preparedness activities.

Primary

Primary agencies have significant authorities, roles, resources, and capabilities for a particular function within a capability. Primary agencies are responsible for:

- Orchestrating support within their functional area for the appropriate response core capabilities and other missions.
- Notifying and requesting assistance from support agencies.
- Managing mission assignments (in Stafford Act incidents) and coordinating with support agencies, as well as appropriate state officials, operations centers, and other stakeholders.



- Coordinating resources resulting from mission assignments.
- Working with all types of organizations to maximize the use of all available resources.
- Monitoring progress in achieving core capability and other missions and providing that information as part of situational and periodic readiness or preparedness assessments.
- Planning for incident management, short-term recovery operations, and long-term recovery.
- Maintaining trained personnel to support interagency emergency response and support teams.
- Identifying new equipment or capabilities required to prevent or respond to new or emerging threats and hazards or to validate and improve capabilities to address changing risks.
- Promoting physical accessibility, programmatic inclusion, and effective communication for the whole community, including individuals with disabilities.

Support



Support agencies have specific capabilities or resources that support primary agencies in executing capabilities and other missions. The activities of support agencies typically include:

- Participating in planning for incident management, short-term recovery operations, long-term-recovery, and the development of supporting operational plans, standard operating procedures, checklists, or other job aids.
- Providing input to periodic readiness assessments.
- Maintaining trained personnel to support interagency emergency response and support teams.
- Identifying new equipment or capabilities required to respond to new or emerging threats and hazards, or to improve the ability to address existing threats.
- Coordinating resources resulting from response mission assignments.

MISSION AREA	P – Primary S – Support C - Coordinating	Coroner	Emergency Management	Emergency Medical Services	Facilities Maintenance	Fire Department	Hospitals	Information Technology	Law Enforcement	Public Health District	Public Utilities Department	Public Works	RiverCom
	CORE CAPABILITIES												
RESPONSE	Planning		P										
	Public Information & Warning	S	P	S			S	S	S	P	P	S	S
	Operational Coordination	S	P	S	S	P	P	S	P	P	S	S	S
	Infrastructure Systems		S	S	P	S	S	S	S	S	P	P	S
	Critical Transportation		S	S		S	S		P		S	P	
	Environmental Response/Health & Safety		S	S		S	S		S	P	S	S	
	Fatality Management Services	P	S	S			S		S				
	Fire Management & Suppression					P							
	Logistics & Supply Chain Management		P	S			S			S	S		
	Mass Care Services		P				S			S			
	Mass Search & Rescue Operations		P			S							
	On-scene Security, Protection, & Law Enforcement								P				
	Operational Communications		S	S		S	S	P	P		P		P
	Public Health, Healthcare, & EMS			P		S	P			P			
	Situational Assessment	S	P	S	S	S	S	S	S	P	P	S	S



V. Responsibilities

The goal is to work together, reviewing plans, agreements, and operational initiatives to ensure the whole community can build, sustain, and improve their capability to prepare for, protect against, respond to, recover from, and mitigate all hazards.

Elected/Appointed Officials

All Mission Areas	<p>Jurisdictional chief executives are responsible for the public safety and welfare of the people of their jurisdiction. These officials provide strategic guidance and resources across all five mission areas. Chief elected, or appointed, officials must have a clear understanding of their emergency management roles and responsibilities and how to apply the response core capabilities to make decisions regarding resources and operations during an incident, as needed. Lives may depend on their decisions. Elected and appointed officials also routinely shape or modify laws, policies, and budgets to aid preparedness efforts and improve emergency management and response capabilities.</p> <p>Emergency Management: Ultimately responsible for the emergency management program and organization and to provide overall direction in the development of emergency mitigation, preparedness, response and recovery programs. Chelan County has appointed the Sheriff to head the Emergency Management Office and he in turn has appointed an Assistant Director. Cities within Chelan County (Wenatchee, Cashmere, Leavenworth, Entiat, and Chelan) have contracted with Chelan County for Emergency Management Services.</p> <p>Chair of Board of County Commissioners / City Mayors: Shall act as the single point of contact, for the legislative body of their jurisdiction, for emergency policy decisions.</p> <p>Local government resources: Ensure that all available local government resources are utilized to the maximum extent possible.</p> <p>The EMD Director is responsible to the executive heads of government for carrying out the program for emergency management for the county.</p>
Prevention	May routinely shape or modify laws, policies, and budgets to aid prevention (and general preparedness) efforts.
Protection	<ul style="list-style-type: none"> • May routinely shape or modify laws, policies, and budgets to aid protection (and general preparedness) efforts. • Establish policy and procedures for the municipality’s chain of command and succession of authority.
Mitigation	May routinely shape or modify laws, policies, and budgets to aid mitigation efforts.
Response	<p>Chief executives’ response duties may include:</p> <ul style="list-style-type: none"> • Obtaining assistance from other governmental agencies; • Providing direction for response activities; and • Ensuring appropriate information is provided to the public <p>Proclamation of Emergency: Activation of the appropriate parts of this plan, and certain emergency powers, by proclamation of emergency. A proclamation of emergency must be made by the local legislative authority to request state or federal assistance.</p>



	<ul style="list-style-type: none"> • Emergency expenditures: Authorize expenditure of funds necessary to combat the disaster, protect health and safety of persons and property, and provide assistance to disaster victims, as appropriate. • Prioritizing emergency resources: Policy level decisions involving the acquisition and distribution of food and water, supplies, equipment and other material when critical shortages exist or are anticipated. • Impressment of citizens: Command the services and equipment of private citizens as necessary in response to the disaster after proclamation by the governor. • The responsibility for leadership and operations during emergency situations is vested in the executive heads of government. • Provide liaison to mayors, other county commissioners or to the Governor in emergency or disaster related matters. • Request state assistance from either the Governor or other appropriate state agencies. • Issue, amend, or rescind necessary orders, rules and regulations to carry out emergency management operations.
Recovery	Has the authority to appoint local recovery leadership that they select or that is selected by a designated recovery management organization.

Local Government Agencies/Departments

All Mission Areas	<p>Local governments provide leadership for services such as law enforcement, fire, public safety, environmental response, public health, emergency management, emergency medical services, and public works for all manner of threats, hazards, and emergencies. Local governments are responsible for ensuring all citizens receive timely information in a variety of accessible formats. Department and agency heads collaborate with the emergency manager during the development of local emergency plans and provide key response resources. Participation in the planning process helps to ensure that specific capabilities are integrated into a workable plan to safeguard the community. These department and agency heads (and their staff) develop, plan, and train on internal policies and procedures to meet response needs safely. They also participate in interagency training and exercises to develop and maintain necessary capabilities.</p> <p>In carrying out the provisions of the emergency management program, the legislative authority of the political subdivisions of the state are responsible for utilizing the services, equipment, supplies and facilities of existing departments; and the personnel of such departments are directed to cooperate with the emergency management organization upon request (RCW 38.52.110).</p> <p>Incident command agencies. These agencies have established day-to-day responsibility for specific services within a specific jurisdiction (fire districts and departments, law enforcement agencies, public works departments, etc.). They are also responsible for providing trained incident commanders and staff when required, responsible for management of the emergency response and recovery according to the plan and responsible for establishing direction and control facilities at the incident.</p>
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	<p>Participating agencies and organizations. Responsible for providing necessary staff in time of emergency, participating in training and exercises, providing representatives to incident management as a point of contact during emergencies, and committing agency workers, equipment and resources to the cooperative effort.</p> <p>Heads of departments, augmented by trained reserves and volunteers, perform emergency functions as stated in this plan.</p> <p>Departments will retain their identity and autonomy during disaster operations. When agencies assist each other, personnel will remain under the supervision of their own agency. They will receive mission assignments from the using agency.</p> <p>Departments not having an assigned emergency mission will carry out such duties as may be directed by the executive heads of government.</p> <p>Local agencies and organizations should develop and implement procedures to carry out their responsibilities as outlined in the plan. Lines of authority should be identified and documents for the continuity of government should be protected. Individuals with responsibilities during assessment and mitigation, preparedness, response, and recovery phases should be identified and aware of their emergency responsibilities.</p> <p>Prepare a plan to provide essential government services during a disaster. Include establishing essential government services at another location should current facilities be unusable.</p> <p>Identify key personnel to staff organization during emergency situations.</p> <p>Develop and maintain a chain of command and authority to ensure continued operations in the event key personnel are not available.</p> <p>All departments, agencies, and participating organizations will assign personnel to be responsible for documentation of disaster activities and costs and to utilize effective administrative methods to keep accurate detailed records distinguishing incident operational activities and expenditures from day to day activities and expenditures.</p> <p>All agencies in all jurisdictions are responsible to:</p> <ul style="list-style-type: none"> • Identify and train personnel to implement the public information responsibilities outlined in the CEMP. • Participate in programs to educate the public about hazards caused by emergencies or disasters, and actions people may be asked to take to protect themselves, their property, and the environment. • Advise county agencies and jurisdictions of emergency management PIO training that is available.
Prevention	Coordinate prevention resources and capabilities with neighboring jurisdictions, the state, and the private and nonprofit sectors



<p>Protection</p>	<p>Promote:</p> <ul style="list-style-type: none"> • Coordination of ongoing protection plans; • Implementation of core capabilities; and • Engagement and information sharing with private sector entities, infrastructure owners and operators, and other jurisdictions and regional entities <p>Address unique geographical protection issues, transborder concerns, dependencies and interdependencies among agencies and enterprises, and the establishment of agreements for cross-jurisdictional and public-private coordination</p> <p>Local law enforcement agencies are responsible for the protection of life and property, the preservation of peace, the prevention of crime, and the arrest of violators of the law</p> <p>These agencies respond to incidents, conduct criminal investigations, collect criminal intelligence, and collaborate with other law enforcement agencies to resolve crime; and</p> <p>They engage in community, private industry, and interagency partnerships to identify and prevent criminal acts, including terrorism and transnational threats.</p>
<p>Mitigation</p>	<p>Lead pre-disaster recovery and mitigation planning efforts</p> <ul style="list-style-type: none"> • Provide a better understanding of local vulnerabilities as they relate to risk reduction activities; • Actions to reduce long-term vulnerability are applied in both the pre-disaster planning and the post-disaster recovery activities of the jurisdiction; and • Improve resiliency by preparing for recovery and integrating mitigation policies into the recovery phase to ensure opportunities are not lost for risk reduction during rebuilding <p>Assist in making the connection between community resilience priorities and private sector development, most often addressed directly at the local level</p> <p>Prepare and maintain a safe workplace. Conduct hazard surveys and eliminate or mitigate hazards. Review workplaces and take action to mitigate the effects of disasters.</p>
<p>Response</p>	<p>Prepare for and manage the response and recovery of the community</p> <p>Volunteers and Donations: Volunteers and donors support response efforts in many ways, and governments at all levels must plan to incorporate volunteers and donated resources into response activities</p> <p>Local agencies and organizations should:</p> <ul style="list-style-type: none"> • Establish response strategies and actions to save lives, reduce injury, minimize property and resource damage, and protect the environment. • Follow established response procedures for: <ul style="list-style-type: none"> ○ Processing emergency call information. ○ Activation and implementation of their plans. ○ Mobilization or demobilization of services. ○ Establishing an Incident Command System and organization. • Prepare and coordinate public information resource material that might be needed by their agency during an emergency.



	<ul style="list-style-type: none"> • Maintain on-scene procedures for: <ul style="list-style-type: none"> ○ Control of access to the area affected by the disaster. ○ Identification of personnel engaged in incident activities. ○ Accountability of personnel engaged in the incident. ○ Document all emergency response activities and actions.
Recovery	<p>Primary role of planning and managing all aspects of a community’s recovery post-disaster</p> <ul style="list-style-type: none"> • Focus on business retention and the redevelopment of housing units that are damaged or destroyed; repairing and rebuilding presents an opportunity to promote and integrate mitigation measures into recovery rebuilding strategies and plans; • Find opportunities to share information with the public on the status of recovery efforts to maintain community coordination and focus; and • Document progress made towards objectives and best practices for use in future incidents <p>Take the lead in ensuring that recovery needs assessment and planning processes are inclusive and accessible, often by establishing local recovery structures that address overall coordination, sectors impacted, and survivor services</p> <p>Local agencies and organizations should address the following issues:</p> <ul style="list-style-type: none"> • Organization and staffing for continuity of government. • Essential records recovery and restoration. • Restoration of utility and other essential services. • Record keeping and documentation of disaster related expenditures. • Debris and waste removal and disposal. • Inspection and evaluation of facilities. • Internal review of plans, procedures and emergency related activities.

Regional Organizations

All Mission Areas	<p>Regional organizations provide coordination and support for planning, training, and exercise services regarding functional areas (e.g., public safety, hazardous materials/environmental response, public health, emergency medical services, etc.) for all manner of threats, hazards, and emergencies. Regional organizations are responsible for collaborating and coordinating with emergency management during the development of local emergency plans and identifying key response capabilities. Participation in the planning process helps to ensure that specific capabilities are integrated into a workable plan to safeguard each community. These regional organizations (and their staff) coordinate, plan, and train to meet response needs safely. They also participate in interagency training and exercises to develop and maintain necessary capabilities.</p>
Prevention	<p>Coordinate prevention resources and capabilities with neighboring jurisdictions, the state, and the private and nonprofit sector.</p>
Protection	<ul style="list-style-type: none"> • Promote: <ul style="list-style-type: none"> ○ Coordination of ongoing protection plans; ○ Implementation of core capabilities; and



	<ul style="list-style-type: none"> ○ Engagement and information sharing with private sector entities, infrastructure owners and operators, and other jurisdictions and regional entities ● Address unique geographical protection issues, trans-border concerns, dependencies and interdependencies among agencies and enterprises, and the establishment of agreements for cross-jurisdictional and public-private coordination. ● They engage in community, private industry, and interagency partnerships to identify and prevent criminal acts, including terrorism
Mitigation	<ul style="list-style-type: none"> ● Support local jurisdictions in pre-disaster recovery and mitigation planning efforts ● As able, promote and implement mitigation activities without necessarily holding a formal position of authority within a jurisdiction ● May provide training and education to jurisdictions or communities, including how-to guides
Response	Participate and/or support with local jurisdictions in preparation for and manage the response and recovery of the communities.
Recovery	<ul style="list-style-type: none"> ● Support role of planning and advising functional aspects of a community's recovery post-disaster ● May provide experience and subject matter expertise to local jurisdictions and Yakima County agencies in ensuring that recovery needs assessment and planning processes are inclusive and accessible. ● In addition to collaborating on disaster planning with recovery partners, it is beneficial for regional organizations to develop their own plans for how they will support disaster recovery efforts.

Private Sector

All Mission Areas	Private sector entities operate in all sectors of business, commerce, private universities, and industry that support the operation, security, and resilience of global trade systems. Owners and operators of private sector entities and infrastructure should maintain situational awareness and take actions on a continuous basis to promote and build capabilities.
Prevention	Maintain situational awareness of the current threat environment, including potential terrorism-related activities; this awareness allows private sector entities to assist in preventing terrorism by identifying and reporting potential terrorism-related activity to law enforcement.
Protection	<p>Both private and public sector infrastructure develop and implement:</p> <ul style="list-style-type: none"> ● Risk-based protective programs; ● Resilience strategies for infrastructure; and ● Related information and operations under their control <p>Make investments in security and resilience as necessary components of prudent day-to-day business and continuity of operations planning</p> <p>Work together and with public sector entities through established sector coordination bodies established under relevant legal authorities to share information and jointly address public risks.</p>



<p>Mitigation</p>	<p>Mitigation is a sound business practice that reduces disaster losses and quickens restoration of normal operations. Private sector investments in continuity and vulnerability reduction have broad benefits. Private sector entities are essential to improving resilience through planning and long-term vulnerability reduction efforts and the development of regulatory measures that address and manage risks across infrastructure sectors. A more resilient private sector strengthens community resilience by helping to sustain economic vitality and ensuring the delivery of goods and services in the aftermath of a disaster. Among numerous activities that promote and implement the mitigation core capabilities, businesses:</p> <ul style="list-style-type: none"> • Analyze and manage their own risks; • Volunteer time and services; • Operate business emergency operations centers; • Help protect America’s infrastructure; and • Promote the return on investment realized from increased resilience, developed continuity of operations plans, and reduced vulnerability
<p>Response</p>	<p>Provide for the welfare of their employees in the workplace</p> <p>Should have a direct link to emergency managers and, in some cases, be involved in the decision-making process</p> <p>Critical infrastructure—such as privately-owned transportation and transit, telecommunications, utilities, financial institutions, hospitals, and other health regulated facilities—should have effective business continuity plans</p> <ul style="list-style-type: none"> • Unique private sector organizations, including critical infrastructure and regulated entities, may require additional efforts to promote resilience <p>Certain regulated facilities or hazardous operations may be legally responsible for preparing for and preventing incidents and responding when an incident occurs</p> <p>Participate in state and local preparedness activities by providing resources (donated or compensated) through local public-private emergency plans, or mutual aid and assistance agreements, or in response to requests from government and nongovernmental-volunteer initiatives.</p>
<p>Recovery</p>	<p>Participate in coordination opportunities during pre-disaster planning processes</p> <p>Maintain communication with the recovery officials about the status of operations and supply chains, as well as restoration challenges and timelines</p> <p>Businesses that plan for disruption are less likely to go out of business after an incident than those that do not</p> <ul style="list-style-type: none"> • Develop continuity plans that include actionable, effective, and accessible internal communication processes and protocols to convey critical information <p>May provide volunteers, leaders, technical assistance, commodities, and facilities to support the recovery effort.</p>



Nongovernmental/Volunteer and Community Organizations

Individual Community Members

All Mission Areas	Nongovernmental Organizations include voluntary, racial and ethnic, faith-based, veteran-based, and nonprofit organizations that provide sheltering, emergency food supplies, and other essential support services. Communities are groups that share goals, values, and institutions. They are not always bound by geographic boundaries or political divisions. Instead, they may be faith-based organizations, neighborhood partnerships, advocacy groups, academia, social and community groups, and associations. All these groups bring people together in different ways for different reasons, but each provides opportunities for sharing information and promoting collective action by fostering the development and organizational capacity to act toward a common goal. Communities may be the most effective actors to take specific action to manage and reduce their specific risks.
Prevention	<p>May possess the knowledge and understanding of the threats they face and have the capacity to alert authorities of potential terrorism-related information and/or suspicious activities</p> <p>Support terrorism prevention activities through information sharing by identifying and reporting potential terrorism-related information to law enforcement</p>
Protection	<p>Understand the threats and hazards in their locales</p> <p>Promote, implement, and deliver core capabilities within the Protection mission by:</p> <ul style="list-style-type: none"> • Sharing information; • Establishing protection standards of practice; and • Advocate for, or assistance providers to, the entire range of community members by helping communities, individuals, and households to receive that protection information and resources <p>Central role in the development of Protection plans and in identifying and implementing solutions to Protection challenges</p> <ul style="list-style-type: none"> • As risks transect geographical and jurisdictional boundaries, communities are essential partners for understanding how to manage complex Protection issues across multiple spheres of responsibility
Mitigation	<p>Represent communities and many groups in mitigation policy discussions</p> <p>Apply a localized understanding of risks to effective planning</p> <ul style="list-style-type: none"> • Identify strategic mitigation options <p>As able, promote and implement mitigation activities without necessarily holding a formal position of authority within a jurisdiction</p> <p>May provide training and education to communities, including how-to guides</p>



Response	<p>Possess the knowledge and understanding of the vital roles for delivering important services; some are officially designated as support elements to national response capabilities:</p> <ul style="list-style-type: none"> • The American Red Cross: the American Red Cross is chartered by Congress to provide relief to survivors of disasters and help people prevent, prepare for, and respond to emergencies. Red Cross has a legal status of “a federal instrumentality” and maintains a special relationship with the Federal Government. • COAD (Community Organizations Active in Disaster) The goal of the Chelan/Douglas County COAD is to bring together a broad array of community organizations to build working relationships by promoting preparedness, communications and collaboration to support jurisdictions affected by disasters • The Chelan County Volunteer Search and Rescue (CCVSAR) is a volunteer public safety organization that responds to support a wide variety of emergencies and disasters.
Recovery	<p>Play a critical role in the implementation of an inclusive, locally led recovery organization and planning process</p> <p>Some NGOs play a critical role in meeting disaster-caused unmet needs of disaster survivors</p> <p>May provide experience and subject matter expertise greatly assisting with the management of money, manpower, and materials to meet recovery needs and obligations that otherwise are not funded by government programs.</p>
All Mission Areas	<p>Although not formally part of emergency management operations, individuals, families, and households play an important role in emergency preparedness; each can be better prepared in the immediate aftermath of a disaster if they:</p> <p>Build an emergency kit that includes food, water, battery powered communication devices, and other essential needs</p> <p>Prepare emergency plans, with family members who have access and functional needs, to addresses evacuation, sheltering-in-place, and sheltering needs; include medical needs; provisions for their animals, including household pets or service and assistance animals; prepare for the essential needs of their children and ensure children know the family emergency plan</p> <p>Contribute to the preparedness and resilience of their households and communities by volunteering with emergency organizations and completing emergency response training courses</p> <p>Safe, secure, and prepared individuals, families, and households are often less dependent on response services, which, in turn, places fewer responders in hazardous response situations. Those who prepare will reduce their personal stress, be able to reach out to others in need of assistance and be better positioned to actively contribute to post-disaster response and recovery efforts.</p>
Prevention	<p>Identify and report potential terrorism-related activity to law enforcement</p> <ul style="list-style-type: none"> • Individual vigilance and awareness help communities remain safer and bolster prevention efforts



Protection	<p>Understand the threats and hazards in their locales</p> <ul style="list-style-type: none"> • Acquire an awareness of potential threats and hazards through sources such as news outlets, local emergency management agencies, public information and warning systems, community education campaigns, and information-sharing mechanisms <ul style="list-style-type: none"> ○ Take risk-informed protective actions based on this knowledge
Mitigation	<p>Mitigation begins with individual awareness and action; informed decisions facilitate actions that reduce risk and enable individuals, families, and households to better withstand, absorb, or adapt to the impacts of threats and hazards and quickly recover from future incidents. Homeowners who have adequate hazard and flood insurance coverage and take steps to protect their property from hazards common to their area, reduce the impacts of an incident and are less reliant on external assistance to repair or rebuild their homes.</p> <p>Stay aware of and participate in disaster preparedness efforts in their community</p> <p>Become aware of planning efforts regarding floodplain management, building codes, and land use and environmental regulations</p> <p>Take actions and the basic steps to prepare themselves for emergencies</p> <ul style="list-style-type: none"> • Reduce hazards in and around their homes through efforts such as raising utilities above flood level or securing unanchored objects against the threat of high winds
Response	<p>Prepare to take care of themselves and their neighbors until assistance arrives</p> <ul style="list-style-type: none"> • Preparedness should account for a minimum of three days (72 hours) • Due to the unique catastrophic hazard profile in the State of Washington, EMD recommends striving to prepare for 14 days <p>Monitor emergency communications and follow guidance and instructions provided by local authorities</p>
Recovery	<p>After suffering losses, survivors can:</p> <ul style="list-style-type: none"> • Maximize any benefits from insurance coverage; • Pursue additional funding through any available personal or loan-based resources; • Apply for local, regional/metropolitan, state, tribal, territorial, insular area, or Federal program assistance that may be available <ul style="list-style-type: none"> ○ After applying, survivors should: <ul style="list-style-type: none"> ▪ Ensure they follow up on agency requests; ▪ Gain full understanding of program processes; and ▪ Express any unmet needs <p>Get involved in their community's recovery activities, including providing input in the post-disaster recovery planning process</p>



VI. Communications

Leadership, at the incident level and in EOCs, facilitates communication through the development and use of a common communications plan, interoperable communications processes, and systems that include voice and data links. Integrated communications provide and maintain contact among and between incident resources, enable connectivity between various levels of government, achieve situational awareness, and facilitate information sharing. Planning, both in advance of and during an incident, addresses equipment, systems, and protocols necessary to achieve integrated voice and data communications.

The principles of communications and information management, which support incident managers in maintaining a constant flow of information during an incident, are (1) Interoperability; (2) Reliability, Scalability, and Portability; (3) Resilience and Redundancy; and (4) Security. Information and intelligence management includes identifying essential elements of information (EEI) to ensure personnel gather the most accurate and appropriate data, translate it into useful information, and communicate it with appropriate personnel.

Interoperable Communications Plans

a. Federal

National Emergency Communications Plan (NECP)

The NECP is the Nation's strategic plan for emergency communications that promotes communication and sharing of information across all levels of government, jurisdictions, disciplines, and organizations for all threats and hazards, as needed and when authorized.

b. State

The Alert and Warning Center (AWC)

The AWC is a function of the State Emergency Operations Center (SEOC) which provides 24-hour, 7 days a week coverage for notifications, alerts, and warnings of emergency events and incidents affecting Washington State. The AWC provides continuous situational monitoring during non-emergency periods as well as in times of disaster and emergency. Federal, state, local and tribal officials are then responsible for further dissemination or action as needed.

Information Management Systems

Washington State maintains information management systems, such as WebEOC, to manage disasters and emergencies and to support and increase public safety information sharing. The system is used as a gateway to share information and provide communications among county/city EOCs, the SEOC and state, federal, and local public safety entities. This information sharing allows authorized users to make informed decisions regarding public safety operations during disasters or emergencies and supports statewide collaboration.



State Radio Amateur Civil Emergency Services (RACES) Plan

The purpose of this plan is to provide guidance, establish responsibility, and ensure coordinated operations between State of Washington government officials (state/local) and the RACES organizations during times when there are extraordinary threats to the safety of life and/or property. This plan enables agencies and organizations having emergency responsibilities to include the RACES organizations in local emergency plans and programs.

State Telecommunications Service Priority (TSP) Planning Guidance

The purpose of this planning guide is to describe the State of Washington's policy and procedures for the Telecommunications Service Priority (TSP) system. It summarizes the legal and regulatory basis and procedures for all non-federal government agencies in Washington. It will aid potential users in determining eligibility for TSP and outlines the procedures for submitting TSP applications in Washington.

Statewide Communications Interoperability Plan (SCIP)

The purpose of the Washington SCIP is to: 1) provide the strategic direction and alignment for those responsible for interoperable and emergency communications at the State, regional, local, and tribal levels, and 2), explain to leadership and elected officials the vision for interoperable and emergency communications and demonstrate the need for funding.

Washington Statewide AMBER Alert Plan

A program of voluntary cooperation between broadcasters, cable systems, and local and state law enforcement agencies to enhance the public's ability to assist in recovering abducted children. AMBER Alert notification is supported by the AMBER Alert Web Portal (Portal) and the Emergency Alert System (EAS). The Federal Communications Commission has authorized activation of the EAS for AMBER Alerts using the "child abduction emergency" code.

Appendix: Communicating with Limited English Proficient Populations; Washington State CEMP - ESF 15

This appendix describes how Emergency Support Function 15 External Affairs will communicate state-level vital information to individuals with Limited English Proficiency (LEP) during emergencies and disasters impacting the State of Washington.

c. Regional

The RiverCom 911 Dispatch is the designated Public Safety Answering Point (PSAP) for Chelan and Douglas Counties. It maintains 24-hour emergency alerting and communications capability for receiving, coordinating and disseminating emergency information.

RiverCom may serve as an alternate Emergency Operations Center. RiverCom maintains Chelan and Douglas County's two-way radio equipment with dispatch consoles for Fire, Law and EMS for both counties. RiverCom's dispatch center has telephones, EAS (Emergency Alert System), Alertsense Notification System, and NAWAS (National Warning System). RiverCom is backed up by emergency power generation with a 14 day capability. The generators are tested regularly. RiverCom also maintains many linked repeater sites that have 5 days generator backup by propane.



In the event a situation causes an outage of the RiverCom 911 communications center, backup communications and dispatch has been installed at Wenatchee Valley College, which includes a landline, cell phone cache, and two-way radios systems with generator back up.

Community Communications Plans

Chelan County Sheriff's Office

Emergency Operations Center (206A Easy St., Wenatchee, WA)

In a major disaster situation, the Chelan County Emergency Operations Center has a 24-hour emergency alerting and communications capability for contacting response personnel. Communications resources and their backup capabilities include two way public agency radio networks; amateur radio VHF, HF and Winlink (email over radio); Chelan PUD radio; ACCESS (A Central Computerized Enforcement Service System); NAWAS (National Warning Alert System) telephone system; CEMNET (WA Comprehensive Emergency Management Network -radio communications to WA ST EMD); VOIP telephone; cellular phone; satellite telephone; and a cache of GETS cards available in the event of an overload of the telephone system.

CCSO EM also has a cache of two-way handheld radios that are programmed identically to patrol radios; including all county frequencies, state mutual aid, federal mutual aid and neighboring county frequencies.

Base radios at CCSO offices have 100 watt base radios in current use; located at: Chelan, Leavenworth, Cashmere, and Wenatchee CCSO (2).

Chelan County Mobile operations

CCSO EM Mobile Command Trailer-Search and Rescue Trailer: Trailer equipped with (2) 50 watt two-way public agency radios on whip antennas, and a mast antenna; a cache of Family Radio Service radios; along with response gear for Search and Rescue.

CCVSAR Mobile Command Post-(Chelan County Volunteer Search and Rescue MCP): 4 wheel drive F350 capable of going most locations in the county; communications equipment includes multiple 100 watt two-way public agency radios on whip antennas or mast antenna; amateur radio VHF, UHF Digital DMR radio, Wi-Fi, APRS (vehicle tracking and messaging), WinLink (email over radio), Cell phone booster, and 3 computer systems supporting mapping and documentation. Powered by shore power, battery bank or 4KW generator. Includes a cache of GPS, portable radios, and other SAR gear.

ARES/RACES Team: *The Chelan-Douglas Amateur Radio Emergency Services/Radio Amateur Civil Emergency Services team currently includes 13 members all fully capable of deploying VHF and HF communications; utilizing portable handhelds, mobile radios and portable base stations. Pre-determined locations include Fire Stations around the county and Red Cross shelters. These members are also able to staff the Central Washington Hospital and Wenatchee Valley Clinic hospital Amateur Radios.*

Portable base radios-multiple 50 watt and 100 watt transportable two-way public agency mobile base radios that can be deployed to locations.

Portable repeaters- (1) 5 watt Bendix King portable repeater with solar panels programmed to channel SAR RPT, and (1) 100 watt Codan portable repeater with battery and solar panel programmed to channel TAC CP; deployable to hill/mountain tops to greater area coverage, or where a repeater has been damaged.



Access and Functional Needs Communications

The “whole community” includes people with Access and Functional Needs (AFN), people covered under the Americans with Disabilities Act (ADA), people with Limited English Proficiency (LEP), and culturally diverse populations.

Executive Order 13407 requires the Federal Emergency Management Agency (FEMA) to “include in the public alert and warning system the capability to alert and warn all Americans, including those with disabilities.” During a disaster, communication becomes especially critical.

Chelan and Douglas County public safety organizations have several communication tools that are used to ensure equal access to communication assistance and services. The RiverCom Inter-local Cooperative Agreement with Chelan County, Douglas County, and the Cities of Wenatchee and East Wenatchee provides the legal foundation for emergency dispatch and communication services throughout the counties.

The RiverCom 911 Dispatch Center provides the first line of contact with the public that call for public safety services. RiverCom utilizes a 24/7 on-demand interpreting service (Language Line Solutions) when receiving emergency calls to deal with language access issues.

RiverCom and both counties subscribe to the Alert Sense Notification System that is used to send out emergency alerts and notifications in both English and Spanish. The WEAS messaging platform allows text-like alerts and notifications to be sent to the public via cell phones and other wireless devices. WEAS use a unique signal and vibration to attract attention, which can be helpful to individuals with hearing or vision loss.

Since redundancy is essential in sending out rapid and effective life safety notifications, the websites and social media pages of multiple public safety agencies will be actively operational with current information on an incident. Door-to-door notifications are also an important redundancy that can target AFN and LEP populations.

Another important tool is the Chelan/Douglas regional Vulnerable Person’s Registry database that is accessed by the Chelan County Sheriff’s office through RiverCom Dispatch to provide Law Enforcement with quick access to critical information so deputies can respond to a specific residence and provide effective assistance to a registrant. The database information provides deputies and emergency managers with important information to provide on-site communications and determine the resources needed to provide for the special needs of children; individuals with disabilities, access, and functional needs; and household pets and service animals throughout the life of an incident.

Public safety information and outreach through website, social media and community event efforts of Chelan County Emergency Management and collaborative efforts with many other local public safety agencies provide continuous promotion of the registry programs of the Alert Sense Notification System and the Vulnerable Persons Registry



Limited-English Proficiency (LEP) Communications Plan

WA State RCW 38.52.070 (2017) was revised to address the obligation of emergency management agencies to develop communication plans that provide emergency notifications of vital information and services to Limited English Proficiency (LEP) populations during emergencies and disasters.

The Chelan County LEP Plan has identified Hispanic or Latino as a significant population segment for Chelan County (27.7%, 2015 Census Data). According to the WA State OFM, Spanish is the primary language of 38.11% of all students in the county. The fruit agriculture industry in Chelan County also has a seasonal influx of Spanish speaking employees that is estimated at 75-85% in fruit packing warehouses and 90-95% in migrant worker camps and housing.

Chelan County Emergency Management uses multiple methods of conducting alerting and notifications in both English and Spanish. The “Alert Sense Notification System” is a web-based mass notification system used to supply emergency alerts, notifications, and other critical information to government agencies and the general public in times of disasters and emergencies. It has a wireless emergency alerting (WEAS) capability based on the national integrated public alert and warning system (IPAWS). The Alert Sense Notification System is usually activated by the RiverCom 911 Dispatch Center, but can also be activated by Chelan County Emergency Management.

Emergency alerts and notifications can also be made through the reverse 911 system or the Emergency Alert System (EAS). Door-to-door notifications are used during level 2 and level 3 evacuations, whenever possible, and to provide assistance for special needs populations. Chelan County also uses social media platforms (Facebook and Twitter) to post alerts, notifications and updates to active emergencies.

Several technological challenges repeatedly limit the effectiveness of public alerts and notifications in Chelan County:

- The success of WEAS or IPAWS messaging is often based on the number of cellular towers communicating with each other in a specific area. In rural locations where only one or two cellular towers reach into the affected location, the messaging can bleed over to unaffected areas or may not reach affected residents.
- WEAS messaging is currently limited in the characters per message, which also limits the clarity and effectiveness of the information being sent.
- Presently, phone carriers are not required to send out notifications in secondary language. (Need Federal mandate)
- Alert Sense has not activated their second language (Spanish) capabilities and previously promised.
- State does not have 24 hr. interpretation available through State EMD.
- Locally, there are delays in getting a certified translator, so the first translation is through google translate.
- Local Spanish radio stations are not staffed 24 hours a day so cannot always be used to get notifications and messages sent



VII. Administration

The Governor, Washington Military Department, Emergency Management Division (EMD), and other governmental officials require information concerning the nature, magnitude, and impact of a disaster or emergency. This information allows for evaluating and providing the most efficient and appropriate distribution of resources and services during the response to and recovery from a disaster or emergency. State agencies, local jurisdictions, and other organizations provide these reports including, but are not limited to:

1. Situation Reports;
2. Requests for Proclamations of Emergency;
3. Requests for Assistance;
4. Costs/Expenditures Reports;
5. Damage Assessment Reports; and/or
6. After Action Reports.

Documentation

Records will be kept in such a manner to separately identify incident related expenditures and obligations from general programs and activities of local jurisdictions or organizations. Complete and accurate records are necessary to document requests for assistance, for reimbursement under approved applications pertaining to declared emergencies or major disasters, and for audit reports. Records are necessary:

1. To document requests for assistance.
2. For reimbursement under approved applications pertaining to declared emergencies or major disasters.
3. For audit reports. Records need to include:
 - a. Work that is performed by force account. (Local Agency)
 - Appropriate extracts from payrolls, with any cross-reference needed to locate original documents.
 - A schedule of equipment used on the job.
 - Invoices, warrants, and checks issued and paid for materials and supplies used on the job.
 - b. There are two types of contract work:
 - Time and material contracts. This type needs a schedule of equipment, labor rates, and material prices.
 - Small works or advertised contracts. This type requires plan specification, engineer estimate, bid tabulations, possibly proof of advertisement, concurrence from FEMA in award, certified payrolls, and ledger of payments to contractor.

Retention

Jurisdictions and organizations with emergency management responsibilities are required to establish, maintain, and protect vital records under a record retention program as defined in RCW 40.10.010. Records include, but are not limited to, files of directives and forms.

Preservation

Local government offices may coordinate the protection of their essential records with the state archivist as necessary to provide continuity of government under emergency conditions pursuant to RCW 40.10.010.



VIII. Finance

Local jurisdictions requesting assistance should assume the resources requested will need to be paid out of local funding. Local jurisdictions may incur disaster-related obligations and expenditures in accordance with the provisions of RCW 38.52.070(2), applicable state statutes and local codes, charters, and ordinances, which may include but are not limited to the following:

1. Emergency expenditures for cities with populations less than 300,000. RCW 35.33.081.
2. Emergency expenditures for towns and cities with an ordinance providing for a biennial budget. RCW 35.33.081.
3. Emergency expenditures for code cities. RCW 35A.33.080 and RCW 35A.34.140.
4. Emergency expenditures for counties. RCW 36.40.180.

The Federal Emergency Management Agency (FEMA) requires that state and local governments receiving federal financial assistance under the Stafford Act comply with FEMA's rules prohibiting discrimination, as provided in 44 Code of Federal Regulation (CFR) § 206.11. As a result of this federal requirement, state, and local governments seeking to receive federal disaster assistance will follow a program of non-discrimination and incorporates FEMA's Whole Community approach (discussed in the Concept of Operations section). This requirement encompasses all state and local jurisdiction actions to the Federal/State Agreement.

All personnel carrying out federal major disaster or emergency assistance functions, including the distribution of supplies, the processing of applications, and other relief and assistance activities, shall perform their work in an equitable and impartial manner, without discrimination on the grounds of race, religion, sex, color, age, economic status, physical and sensory limitations, Limited English Proficiency (LEP), or national origin.

As a condition of participation in the distribution of assistance or supplies under the Stafford Act, government bodies and other organizations shall provide a written assurance of their intent to comply with regulations relating to nondiscrimination promulgated by the President or the administrator of the Federal Emergency Management Agency (FEMA), and shall comply with such other regulations applicable to activities within an area affected by a major disaster or emergency as the administration of FEMA deems necessary for the effective coordination of relief efforts.

The Pets Evacuation and Transportation Standards (PETS) Act amends the Robert T. Stafford Disaster Relief and Emergency Assistance Act. The PETS Act is operational when a federal disaster declaration is made and can provide reimbursement for allowable, documented services used in the declared emergency. Eligible costs related to pet evacuations and sheltering is in FEMA's Public Assistance Program and Policy Guide (PAPPG).

Incurring Costs Tracking

Each community organization, agency, or department is responsible for establishing effective administrative funding controls, segregation of duties for proper internal controls, and accountability to ensure that costs incurred are consistent with the missions identified in this plan. Extreme care and attention to detail must be taken throughout the emergency response period to maintain logs, formal records, and file copies of all expenditures, including personnel time sheets, in order to provide clear and reasonable accountability and justification for future reimbursement requests.



Cost Recovery

Detailed financial records should be kept for every emergency or disaster. Having detailed and complete financial records are requirements for receiving federal reimbursement under the Stafford Act for Presidentially declared disasters and emergencies. Documentation should include personnel hours (including volunteers), equipment costs, expenditures/procurements, costs incurred by the county/city etc. Financial records are essential to a successful recovery effort.

Note: Reimbursement of costs is not guaranteed and if provided will likely not cover all costs incurred.

Disaster-related expenditures and obligations of state agencies, local jurisdictions, and other organizations may be reimbursed under a number of federal programs. The federal government may authorize reimbursement of approved costs for work performed in the restoration of certain public facilities after a major disaster declaration by the President of the United States under the statutory authority of certain federal agencies.

Audits of state and local jurisdiction emergency expenditures will be conducted in the course of normal audits of state and local governments. Audits of projects approved for funding with federal disaster assistance funds are necessary to determine the eligibility of the costs claimed by the applicant.

Immediate reports of damage losses, and requests for assistance, must to be sent, or called in, to Emergency Management (EM) or the Emergency Operations Center (EOC) in order for the County Commissioners to have a basis for proclaiming an emergency. The county needs to forward damage reports to the SEOC in order for the Governor to have a basis for proclaiming a state of emergency. The state needs to proclaim an emergency before requests for federal assistance and a Presidential Declaration can be made. In other words, requests for assistance must start at the lowest level and work their way up. If there is a delay in requesting assistance there could also be a delay in receiving any outside assistance that might be available.

Several county departments can provide support and assistance for disaster related cost recovery:

Auditor

1. Support county emergency resource program.
2. Emergency fiscal procedures.

Treasurer

1. Emergency fiscal procedures support.

Assessor

1. Damage assessment support.
2. Recovery assistance.



Federal Assistance Programs

Public Assistance (PA) Program

FEMA's Public Assistance (PA) grant program provides federal assistance to government organizations and certain private nonprofit (PNP) organizations following a Presidential disaster declaration. PA provides grants to state, tribal, territorial, and local governments, and certain types of PNP organizations so that communities can quickly respond to and recover from major disasters or emergencies. Through the program, FEMA provides supplemental federal disaster grant assistance for debris removal, life-saving emergency protective measures, and the repair, replacement, or restoration of disaster-damaged publicly-owned facilities, and the facilities of certain PNP organizations. The PA program also encourages protection of these damaged facilities from future events by providing assistance for hazard mitigation measures during the recovery process. The federal share of assistance is not less than 75 percent of the eligible cost. The Recipient (usually the state) determines how the non-federal share (up to 25 percent) is split with the sub-recipients (eligible applicants).

Individual Assistance (IA) Program

FEMA provides assistance to individuals and households through the Individual Assistance Program, which includes all of the following:

- Mass Care and Emergency Assistance (MC/EA);
- Crisis Counseling Assistance and Training Program (CCP);
- Disaster Unemployment Assistance (DUA);
- Disaster Legal Services (DLS);
- Disaster Case Management (DCM); and
- Individuals and Households Program (IHP) – Housing Assistance (HA) and Other Needs Assistance (ONA).

State Assistance Programs

Public Assistance (PA) Program

The Public Assistance (PA) State Administrative Plan (SAP) provides procedures used by the Military Department, Emergency Management Division staff (as Grantee) to administer the Public Assistance Program. Audits of state and local jurisdiction emergency expenditures will be conducted in the normal course of state and local government audits. Audits of projects approved for funding with federal disaster assistance funds are necessary to determine the eligibility of the costs claimed by the applicant.



Individual Assistance, SBA, other Human Services Programs

Individuals, households, and small businesses may also be eligible for federal help following a disaster. The Washington Emergency Management Division Human Services Program works with Federal, State, and Local partners to support disaster preparedness and recovery for Washington's individuals, households, and businesses. The Emergency Management Division Individuals and Households Program and FEMA jointly administer programs so individuals and households may begin to apply for assistance immediately. The Individual Assistance (IA) State Assistance Program (SAP) is used by WEMD staff (as Grantee) to administer (set the organization, staffing, and procedures) the Individual Assistance Program and the Other Needs Assistance, in Washington State after a major disaster declaration by the President. Programs include:

- **Housing Assistance:** Eligible individuals may receive financial assistance to rent alternate housing, pay for short-term transient accommodations, repair owner occupied private residences and to replace owner-occupied private residences. FEMA may provide direct housing assistance in the form of temporary housing units that FEMA purchases or leases for disaster victims. The following are the general types of housing assistance:
 - Temporary / Rental Housing — Financial Assistance (Limited to 18 months or up to the maximum award, whichever comes first)
 - Homeowners or renters may qualify.
 - Provides alternate short-term living arrangements if the primary residence is uninhabitable; and insurance does not cover.
 - Applicants are certified for an initial time period and then must present justification to FEMA for additional periods.
 - Repair / Replacement / Construction — Financial Assistance (Limited to the maximum award)
 - Purpose is to return an unlivable primary residence to a state of repair that will allow it to be safely occupied.
 - Homeowners may have more expansive rebuilding goals that are beyond what a repair grant will cover.
 - Financial assistance for repair expenses beyond what home repair grants will cover may come from the SBA.
 - Construction is limited and typically intended for insular or remote areas.
 - FEMA Housing Units -- Direct Assistance (Limited to 18 months or up to the maximum award, whichever comes first)
 - When there's not enough rental properties available, FEMA may provide a mobile / modular housing unit.
 - Although housing units are usually for homeowners, renters may also receive units.
 - Housing units may be placed on a homeowner's land, provided certain conditions are met.
 - Intended to be temporary and sold via online public auctions conducted by the General Services Administration.
- **The Small Business Administration (SBA) Disaster Loan Program:** SBA disaster loans are available even without a Presidential Disaster Declaration and are a great tool to provide low-interest loans to individuals, families, businesses and organizations that suffer physical or economic loss due to a disaster or other disruption. Additionally, the Small Business Administration makes it low interest loan programs available to qualifying businesses and private non-profit organizations that have suffered damages. The SBA works with lenders to provide loans to small businesses. The agency



doesn't lend money directly to small business owners. Instead, it sets guidelines for loans made by its partnering lenders, community development organizations, and micro-lending institutions. The SBA reduces risk for lenders and makes it easier for them to access capital. That makes it easier for small businesses to get loans.

- **Limited English Proficiency Program:** The LEP program supports language accessibility for individuals, families and businesses by working with state and local governments and community organizations to promote preparedness activities in communities around the state.
- **Disaster Resilience, Recovery and Restoration:** Disaster Recovery includes both pre-disaster recovery planning and post-disaster recovery to re-envision and restore a community. Technical assistance and information is available for local governments, special districts, and organizations.
- **Grants and other resources for individuals, organizations, local jurisdictions:** The Washington Emergency Management Division has compiled a selection of grants, loans, in-kind programs and other services that can assist recovery efforts.

Local Assistance

Immediate Assistance - The American Red Cross, Salvation Army and other voluntary organizations can and will provide immediate aid in the way of mass care (sheltering and feeding), medical assistance, animal control and sheltering, child care, clothing, clean-up help, transportation help and some personal property assistance.

Insurance – Self-insured with homeowner's insurance and/or participation in the National Flood Insurance Program (NFIP) can recover much of the expenses needed to repair or rebuild.

IX. Logistics and Resource Management

NIMS resource management guidance enables many organizational elements to collaborate and coordinate to systematically manage resources—personnel, teams, facilities, equipment, and supplies. Most jurisdictions or organizations do not own and maintain all the resources necessary to address all potential threats and hazards. Therefore, effective resource management includes leveraging each jurisdiction's resources, engaging private sector resources, involving volunteer organizations, and encouraging further development of mutual aid agreements.

Resource Typing

Resource typing is defining and categorizing incident resources by capability. Resource typing definitions establish a common language for discussing resources by defining minimum capabilities for personnel, teams, facilities, equipment, and supplies. Resource typing enables communities to plan for, request, and have confidence that the resources they receive have the capabilities they requested. FEMA leads the development and maintenance of resource typing definitions for resources shared on a local, interstate, regional, or national scale. Jurisdictions can use these definitions to categorize local assets.



Emergency Worker Program/Liability Protection

RCW 38.52 authorizes the use of emergency workers as outlined in state law. "Emergency Worker" is defined in RCW 38.52.010(7), while provisions addressing the registration, use, classification and coverage of emergency workers are addressed by RCW 38.52.180, RCW 38.52.310 and WAC 118.04.

The WA State EOC (SEOC) will assign an Incident Number to a local jurisdiction any time they declare a disaster. If the state declares a state of emergency, or a disaster, then all counties that are impacted may be included under the same number. This number will be used through the response and recovery phases of the incident. When an Incident Number has been obtained there is some coverage for injuries and loss of equipment of registered "Emergency Workers".

Equipment and vehicles should only be used by trained, qualified personnel. Personal property not relevant to the mission will not be considered for compensation coverage.

Procurement Methodology

The Washington Intrastate Mutual Aid System (WAMAS) established in RCW 38.56, provides for mutual assistance among member jurisdictions, to include every county, city and town of the state. Members of WAMAS are not precluded from entering into or participating in other mutual aid agreements that are authorized by law. WAMAS does not replace current mutual aid agreements; it is a mutual aid tool to use when other agreements do not exist.

The Emergency Management Assistance Compact (EMAC) is a national governor's interstate mutual aid compact that facilitates the sharing of resources, personnel and equipment across state lines during times of disaster and emergency. EMAC is formalized into law (RCW 38.10.010) and requires a Governor's Proclamation before use. It is coordinated through the Washington Emergency Management Division.

Out-of-state mutual aid resources can also be requested through the Pacific Northwest Emergency Management Arrangement (PNEMA), established in Public Law 105-381. It is also coordinated through Washington Emergency Management Division.

The Washington State Fire Services Resource Mobilization Plan provides a mechanism for fire service resources to respond to fires, disasters, or other events. In 2015, after the devastation caused by the SR 530 Landslide in Oso, Washington, the Washington State Legislature amended RCW 43.43 to include All-Risk incidents. This amendment allows for reimbursement for responding resources to an authorized All-Risk mobilization event.

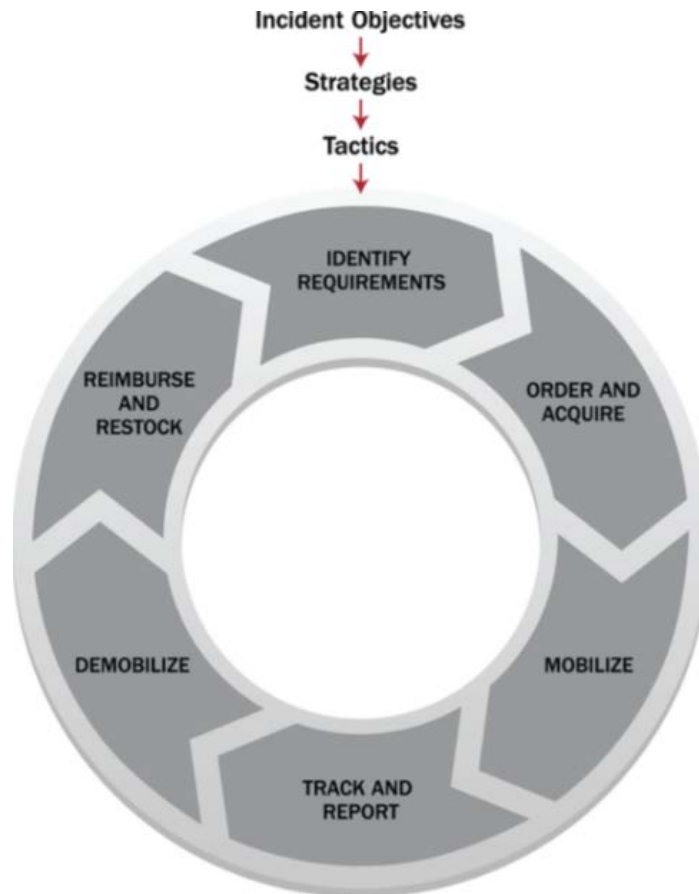
There are many types and kinds of specialized resources that may be needed for both emergencies and disasters (e.g. search and rescue air support, underground/mine rescue, urban search and rescue (USAR), specialized health professionals, disaster housing inspectors, mobile telecommunications equipment, HAZMAT teams, etc.). Some of these resources can be identified through mutual aid or secured through the Washington Emergency Management Division. Other resources may require a declaration process.

Resources should deploy only when appropriate authorities request and dispatch them through established resource management systems. Resources that authorities do not request should refrain from spontaneous deployment to avoid overburdening the recipient and compounding accountability challenges.



Resource Tracking

Resource requests are tracked throughout their entire life cycle, from the time submitted, until filled (if consumable) or until the resource is demobilized and returned (if non-consumable). Supply chain elements, such as state and local staging areas, reception and integration centers, movement coordination centers, and movement control points activate as appropriate to the situation. State and local staging areas serve as temporary storage areas for the movement of resources to affected areas. Reception and integration centers provide reception, integration, onward movement, and accountability for out-of-state resources.



Demobilization

The response is rapidly transitioning from the emergency response phase to a planned recovery effort. The demobilization of incident resources must be conducted in an efficient and safe manner and shall not interfere with ongoing incident operations. Demobilization ensures that resources checking out of the incident have completed all appropriate incident business and provides the Planning Section information on resources released from the incident.



Resource Gaps

Comprehensive and integrated planning can help other levels of government plan their response to an incident within a jurisdiction. By knowing the extent of the jurisdiction's capability, supporting planners can pre-identify shortfalls and develop pre-scripted resource requests.

In a major event the resources within the county will be overwhelmed and outside assistance will need to be requested. Such requests will be made through the County EOC to the SEOC (WA State Emergency Operations Center).

X. Development and Maintenance

This Comprehensive Emergency Management Plan is required by law and is the basis for an integrated system of emergency management in Chelan County, in accordance with the requirements of RCW 38.52 and WAC 118. This plan is the documentation of the planning process and as such needs to be a product of that process, and it is essential this be accomplished with the input and cooperation of all participants.

The Planning Process

Planning is a continuous process that does not stop when the plan is published. The planning team develops a rough draft of the basic plan or annexes. As the planning team works through successive drafts, they add necessary tables, charts, and other graphics. The team prepares a final draft and circulates it for comment to organizations that have responsibilities for implementing the plan. The written plan should be checked for its conformity to applicable regulatory requirements and the standards of Federal or state agencies and for its usefulness in practice. Once validated, the planning team presents the plan to the appropriate officials for signature and promulgation. The promulgation process should be based on specific statute, law, or ordinance. Once approved, the planner should arrange to distribute the plan to stakeholders who have roles in implementing the plan.

The Review Process

Commonly used criteria can help decision makers determine the effectiveness and efficiency of plans. These measures include adequacy, feasibility, and acceptability. Decision makers directly involved in planning can employ these criteria, along with their understanding of plan requirements, not only to determine a plan's effectiveness and efficiency but also to assess risks and define costs

1. Adequacy – a plan is adequate if the scope and concept of planned operations identify and address critical tasks effectively; the plan can accomplish the assigned mission while complying with guidance; and the plan's assumptions are valid, reasonable, and comply with guidance.
2. Feasibility – a plan is feasible if the organization can accomplish the assigned mission and critical tasks by using available resources within the time contemplated by the plan. The organization allocates available resources to tasks and tracks the resources by status (e.g., assigned, out of service). Available resources include internal assets and those available through mutual aid or through existing state, regional, or Federal assistance agreements.
3. Acceptability – a plan is acceptable if it meets the requirements driven by a threat or incident, meets decision maker and public cost and time limitations, and is consistent with the law. The plan can be justified in terms of the cost of resources and if its scale is proportional to mission requirements. Planners use both acceptability and feasibility tests to ensure that the mission can be accomplished with available resources, without incurring excessive risk regarding personnel,



- equipment, material, or time. They also verify that risk management procedures have identified, assessed, and applied control measures to mitigate operational risk (i.e., the risk associated with achieving operational objectives).
4. Completeness – a plan is complete if it:
 - a. Incorporates all tasks to be accomplished;
 - b. Includes all required capabilities;
 - c. Integrates the needs of the general population, children of all ages, individuals with disabilities and others with access and functional needs, immigrants, individuals with limited English proficiency, and diverse racial and ethnic populations;
 - d. Provides a complete picture of the sequence and scope of the planned response operation;
 - e. Makes time estimates for achieving objectives; and
 - f. Identifies success criteria and a desired end-state.
 5. Compliance – the plan should comply with guidance and doctrine to the maximum extent possible, because these provide a baseline that facilitates both planning and execution.

The Revision Process

Plans should evolve as lessons are learned, new information and insights are obtained, and priorities are updated. Evaluating the effectiveness of plans involves a combination of training events, exercises, and real-world incidents to determine whether the goals, objectives, decisions, actions, and timing outlined in the plan led to a successful response. The normal review period will be every five years. It is the intent to conduct a formal review of 25 percent of the plan each year and publish the appropriate changes annually. It is also the intent to review and update supporting documents and attachments to the Plan if they contain personnel phone numbers and other like information, on an annual basis. It is the responsibility of the EM Assistant Director to schedule and coordinate the reviews and to publish any changes that may be necessary. The Plan and procedures will also be reviewed after any Emergency Management exercises and actual occurrences that implement portions of the plan. Changes resulting from exercise or actual occurrences should be accomplished at the earliest opportunity.

Proposed changes to this plan will be accepted at any time, especially after a major emergency, disaster, exercise or anytime a key element changes. Local agency and organization actions support the overall emergency management function in the County. The operating procedures of those agencies and organizations, when coordinated and integrated into the CEMP form the backbone of the operational concept of the Emergency Management Organization.

As revisions, updates, and changes are adopted, Chelan County Emergency Management will make the necessary changes in the Plan. Changes may be administrative (small edits that do not impact the Emergency Management Program processes and/or roles and responsibilities) or substantive (larger modifications to processes and/or roles and responsibilities in nature).

Administrative changes do not require signature and promulgation from the County Commissioners, but may be approved by the Emergency Manager. All substantive changes within the five year review period will require the Commissioners signature and promulgation and will be briefed to the elected officials, department, agencies, and organizations impacted by the revision.

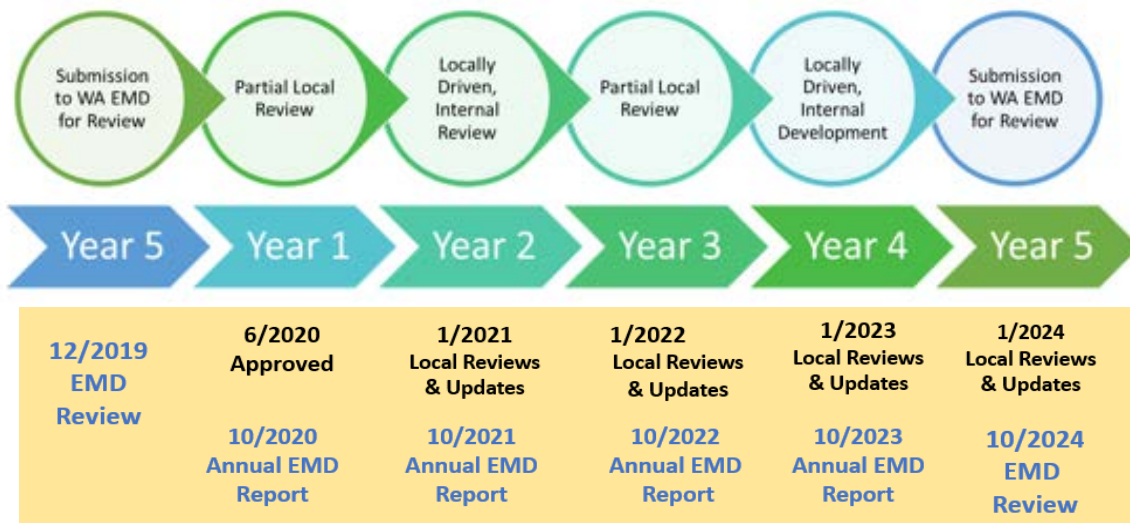


Plan changes will be published either using an entire new publication, by subsection, or by publishing only those pages that have changes. The changes are to be recorded on the record of changes form. Emergency Management will maintain the record of changes for the Plan.

Changes to the department/agency annexes and supporting appendixes will be coordinated with the agencies and organizations impacted by the particular annex or supporting appendix.

The CEMP and accompanying annexes and appendixes will be made publicly available via the Chelan County Emergency Management website at: <https://www.co.chelan.wa.us/emergency-management/pages/emergency-planning>.

The Maintenance Schedule and Revision Process





HSEEP Training & Exercise Program

Through the implementation of the Homeland Security Exercise and Evaluation Program (HSEEP), agencies and organizations will use training and exercises to improve current and required core capability levels, identify gaps, and overcome shortfalls. The Homeland Security Region 7 capability assessment gap analysis and priority capabilities will also be used to plan regional training and exercise activities.



a. Local Training Programs

It is the responsibility of the departments and agencies within the Chelan County CEMP to certify that their department/agency and emergency response personnel are appropriately trained to the proper level of response and the NIMS training requirements in accordance with their incident management responsibilities, and that the required level of training is consistent with the organization’s plan and policies.

b. Training Records

Each department and agency within the CEMP is responsible to maintain their own individual training records.

c. Exercise Program Principles

Applying the following principles to both the management of an exercise program and the execution of individual exercises is critical to the effective examination of capabilities:

1. Guided by Elected and Appointed Officials – provide the overarching guidance and direction for the exercise and evaluation program as well as specific intent for individual exercises.
2. Capability-based, Objective Driven – through HSEEP, organizations can use exercises to examine current and required core capability levels and identify gaps; exercises focus on assessing performance against capability-based objectives.
3. Progressive Planning Approach – a progressive approach includes the use of various exercises aligned to a common set of exercise program priorities and objectives with an increasing level of complexity over time.



4. Whole Community Integration – encourage exercise planners to engage the whole community throughout exercise program management, design and development, conduct, evaluation, and improvement planning.
5. Informed by Risk – identifying and assessing risks and associated impacts helps organizations identify priorities, objectives, and core capabilities to be evaluated through exercises.
6. Common Methodology – enables organizations of divergent sizes, geographies, and capabilities to have a shared understanding of exercise program management, design and development, conduct, evaluation, and improvement planning; and fosters exercise-related interoperability and collaboration.

The local CEMP exercise program is coordinated by Chelan County Emergency Management (CCEM) to exercise the plan and the core capabilities of the county, its contract cities, and other public safety partners, agencies and organizations throughout the county. Annual exercises are used to improve the operational coordination, operational communications, and the emergency preparedness of response agencies and the community. The exercises may be discussion-based (seminars, workshops, tabletops and games) or operation-based (drills, functional, and full-scale) in order to test the full spectrum of preparedness.

d. After-Action Process

Chelan County Emergency management will use current Homeland Security Exercise and Evaluation Program (HSEEP) methodology to conduct and evaluate exercises and real-world events, including the After-Action Report and Improvement Plan process. An after-action report (AAR) summarizes key exercise-related evaluation information, including the exercise overview and analysis of the performance related to each exercise objectives and the core capabilities. They are used to highlight strengths, as well as areas for improvement, so that corrective actions can be implemented to resolve capability gaps and shortcomings identified in exercises or real-world events. CCEM also conducts after action reports on local emergencies and exercises to evaluate the effectiveness of the communication of life safety information and to identify technological challenges and recommendations for corrective actions for improving the whole community communication of the county per RCW 38.52.070(4).



XI. AGENCY / DEPARTMENT ANNEXES

Chelan County Coroner Annex

Purpose

The Chelan County Coroner’s Office is the lead agency for the determination of the cause and manner of death in cases that are of concern to the public’s health and safety, and welfare. This determination is made on the basis of investigation and examination. County Coroner’s Office is also the lead agency for activities concerning the mass fatalities as a result of a natural or manmade disaster, a pandemic or other mass fatality emergency, including identification and disposition of the dead, and documentation of the number of confirmed dead.

The following **Core Capabilities of Response** describe the important responsibilities and functions that the Coroner’s Office provides or supports.

Chelan County Coroner Core Capabilities

Primary Core Capabilities	
Fatality Management Services	Provide fatality management services, including decedent remains recovery and victim identification, and work with local, state, tribal, territorial, insular area, and Federal authorities to provide mortuary processes, temporary storage or permanent internment solutions, sharing information with mass care services for the purpose of reunifying family members and caregivers with missing persons/remains, and providing counseling to the bereaved.
Support Core Capabilities	
Operational Coordination	Establish and maintain a unified and coordinated operational structure and process that appropriately integrates all critical stakeholders and supports the execution of Core Capabilities.
Situational Assessment	Provide all decision makers with decision-relevant information regarding the nature and extent of the hazard, any cascading effects, and the status of the response.

Authorities and Policies

The Chelan County Coroner is an elected official. RCW 68.50.010: provides the legislative foundation for the functions of the Coroner. The County Coroner is the acting authority for deceased remains and the coordination of mass fatality efforts with Chelan County Emergency Management, the Chelan/Douglas Health District, hospital facilities and funeral home directors.



Chelan County Coroner Annex

Situation Overview

The 2019 Chelan County Multi-Jurisdictional Natural Hazard Mitigation Plan provides detailed information on natural hazards and the probability, impact, and risk ranking scores that these natural hazards pose to the people, property and economy in Chelan County.

Hazard Risk Ranking

Rank	Hazard Type	Risk Rating Score (Probability x Impact)	Category
1	Severe Weather	45	High
2	Wildfire	36	High
3	Earthquake	34	High

These natural hazards, as well as other emergencies and disasters, pandemics or mass fatality emergencies can occur at any time, causing significant loss of life, as well as damage to the infrastructure and loss of essential services.

Concept of Operations

Upon notification of a fatality or mass fatality incident, the Chelan County Coroner’s Office will respond as the lead agency for activities concerning the deceased.

Upon notification of a mass fatality incident, if a Declaration of Emergency has not been issued by the Board of County Commissioners, the County Coroner or County Emergency Management shall request a Declaration of Emergency. Upon issuance of a Declaration of Emergency by the Board of County Commissioners the Washington State Emergency Operations Center shall be immediately advised of the emergency declaration and a “mission number” obtained.

Some functions of this Department may include, but are not limited to, the following:

- Protecting Sensitive Information
- Command, Control, and Coordination
- Allocating and Mobilizing Resources
- Determining Priorities, Objectives, and Strategies
- Body Recovery
- Mortuary Services
- Victim Identification
- Family Reunification
- Assessing Hazard Impacts



Chelan County Coroner Annex

Whole Community Involvement

The “whole community” includes individuals, families, households and communities and includes people with Access and Functional Needs (AFN), people covered under the Americans with Disabilities Act (ADA), people with Limited English Proficiency (LEP), and culturally diverse populations. During the course of the Coroners normal responsibilities and duties, as well as during an emergency of disaster response, communication assistance and services may be required to effectively communicate with individuals and family members.

The Coroner’s Office, with cooperative public safety partnerships provides equal access to communication assistance and services. The RiverCom 911 Dispatch Center utilizes a 24/7 on-demand interpreting service (Language Line Solutions) when receiving emergency calls to deal with language access issues. RiverCom also provides the Coroner’s Office and the Chelan County Sheriff’s Office with access to the Chelan/Douglas Regional Vulnerable Person’s Registry database. This database provides the Coroner, CCSO deputies and emergency managers with important information to provide on-site communications and determine the resources needed to provide for the special needs individuals and families of Chelan County during the course of the Coroners duties and responsibilities.

Coroner’s Office Core Capabilities and Critical Tasks

Each of the Core Capabilities identified for the Chelan County Coroner has one or more critical tasks that are listed in the following table. These critical tasks are defined and pre-assigned to each Core Capability based on Federal guidance documents.

Mission Area	Critical Task I.D.	Critical Task
Fatality Management Services		
Response	1	Establish and maintain operations to recover a significant number of fatalities over a geographically dispersed area.
Response	2	Mitigate hazards from remains, facilitate care to survivors, and return remains for final disposition.
Operational Coordination		
Response	2	Enhance and supports command, control, and coordination structures consistent with the National Incident Management System (NIMS) to meet basic human needs, stabilize the incident, and transition to recovery.
Situational Assessment		
Response	2	Deliver enhanced information to reinforce ongoing lifesaving and life-sustaining activities, and engage governmental, private, and civic sector resources within and outside of the affected area to meet basic human needs, stabilize the incident, and transition to recovery.



Chelan County Coroner Annex

Organization

The Chelan County Coroner is an elected official. The Chelan County Coroner's Office consists of the Coroner and one Chief Deputy Coroner.

At the discretion of the Coroner, temporary Deputy Coroners may be sworn-in with limited and temporary jurisdiction. Medical professionals, emergency services personnel and Funeral Directors may be utilized as temporary Deputies in the event of a mass fatalities event.

The County Coroner is the acting authority for deceased remains and the coordination of mass fatality efforts with Chelan County Emergency Management, the Chelan/Douglas Health District, hospital facilities and funeral home directors.

The County Coroner is responsible for operations and coordination of existing morgues. Management of a mass fatality incident may require establishing temporary morgues or use of local cold storage warehouses, as appropriate. The Coroner will also coordinate with hospitals and local funeral homes to handle mass fatalities

If mass affect both Chelan and Douglas Counties, each Coroner has primary responsibility for directing retrieval efforts within his or her county and shall coordinate personnel, equipment and other resources with the neighboring Coroner to the greatest extent possible.

Regional and State support for mass fatality incident response and operation is requested through Chelan County Emergency Management.

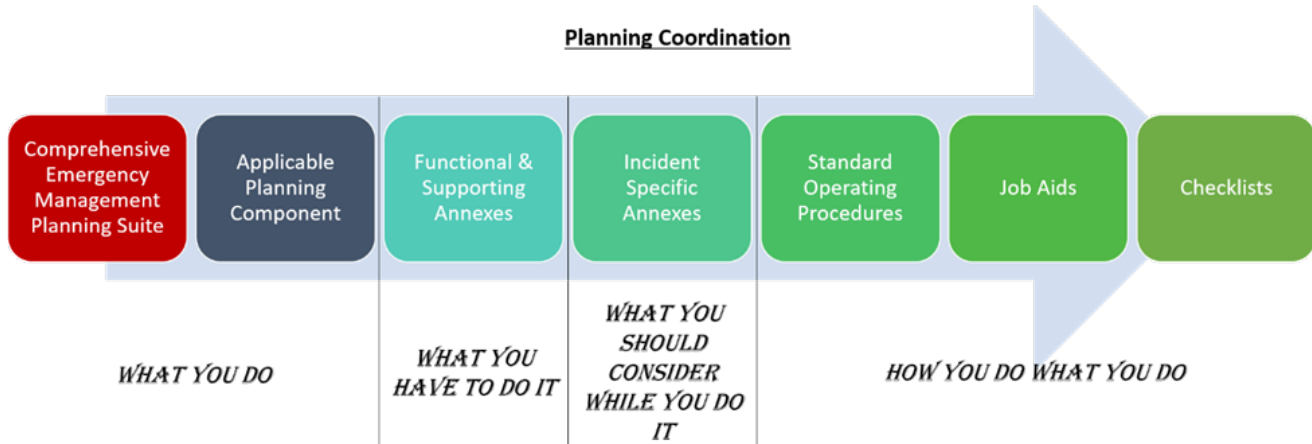
Direction, Control, & Coordination

Management of all mass fatality incidents will be conducted using the accepted concepts and principles of the Incident Command System (ICS), as set forth by National Incident Management System (NIMS), as the basis for all direction, control and coordination of emergency response and recovery efforts. ICS will be used to provide a common organizational structure and framework for multiagency/multi-jurisdiction operations and coordinating emergency management related actions, resources, and activities with other federal, state, county, regional, local, private-sector, and nongovernmental organizations.



Chelan County Coroner Annex

The following graph illustrates the relationship of the Comprehensive Emergency Management Plan Basic Plan with the Chelan County Coroner Annex and the department's operational procedures and guidelines that establish the local tactical direction and control activities.



Horizontal Integration

Chelan / Douglas County Mass Casualty Incident (MCI) Management Plan (2019)

This plan provides standard operating guidelines for emergency service personnel for the response and incident management of mass casualty incidents in Chelan and Douglas Counties.

Chelan / Douglas Area Emergency Services Mutual Aid Agreement

This mutual aid agreement provides the signature cities, fire districts and other public safety agencies with a mechanism for requesting mutual aid for fire protection, rescue, and other emergency situations.

Chelan / Douglas Health District Emergency Operations Plan (2018): Annex J

The purpose of this plan is to provide guidelines for coordinated preparedness and response to emergency incidents that fall under Emergency Support Function (ESF) 8, Public Health and Medical Services, or incidents that may have public health implications in Chelan & Douglas Counties.

Vertical Integration

Eastern WA Regional Emergency and Disaster Healthcare Coalition Preparedness Plan (2019)

This plan recognizes by standing agreement of the former Region 7 All Hazards Plan: Appendix G: Mass Fatality Plan. The plan provides Region 7 (Chelan, Douglas, Okanogan, Grant, and Kittitas Counties) guidance for regional coordination and communications in the event of a mass fatality event.

The WA State Department of Health (DOH) Doctrine for Health and Medical Preparedness, Response, and Recovery (2016)

This plan established guidance for statewide response and recovery capabilities of mobilizing resources; setting priorities; coordinating preparedness, response, and recovery actions across jurisdictions.



Chelan County Coroner Annex

The U.S. Department of Health and Human Services (HHS) Office of the Assistant Secretary for Preparedness and Response (ASPR)

This Federal doctrine established the capability for Health Care and Medical Readiness and State DOH objectives to develop the Eastern WA Regional Emergency and Disaster Healthcare Coalition (REDi).

Information Collection, Analysis, & Dissemination

Information Collection

Fatality Management Current Status Information	<ul style="list-style-type: none"> • Current situations – location, impact, extent • Number of reported injuries and fatalities • Location(s) of temporary morgue facilities • Other information needed for decision making
Resource Information	<ul style="list-style-type: none"> • Body retrieval resource needs • Availability of storage options • Availability of personnel, equipment , resources

Information Analysis

Resource Information	<ul style="list-style-type: none"> • Personnel needed for timely, efficient retrieval • Personnel needed as Deputy Coroners • Personnel for decedent affairs
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Information Dissemination

Provide investigation findings and reports	<ul style="list-style-type: none"> • Documented information for investigations or legal proceedings.
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Chelan County Coroner Annex

Responsibilities

Preparedness	Activity/Action		Organization(s) Involved
<p>Preparedness is the development of plans and activities that take place before an emergency or disaster occurs. . Examples of preparedness activities include developing local and regional mass fatality plans, training and exercises, resource inventories, resource contacts, and mutual aid agreements.</p>			CCEM CDHD EMS Hospitals
Response	Critical Task I.D.	Activity/Action	Organization(s) Involved
<p>Response for fatality management is comprised of the coordination and management of resources (including personnel, equipment, and supplies) as a result of a natural or manmade disaster, a pandemic or other mass fatality emergency, It includes identification and disposition of the dead, and documentation of the number of confirmed dead.</p>			
Operational Coordination	Determining Priorities, Objectives, and Strategies		
	1	To work with law enforcement and other public safety agencies to determine mass fatality management resources needed.	CCEM CDHD EMS Hospitals
	1	To work with public safety and healthcare agencies to mobilize personnel, equipment and other resources to for mass fatality management of the incident.	CCEM CDHD EMS Hospitals
	1	Direct activities of workers conducting autopsies, performing pathological and toxicological analyses, and preparing documents for permanent records.	
Fatality Management	Body Recovery		
	1	Remove or supervise removal of bodies from death scenes, using the proper equipment and supplies, and arrange for transportation to morgues	Law CCEM
Fatality Management	Mortuary Services		
	2	Arrange for the next of kin to be notified of deaths.	Law
		Collect wills, burial instructions, and other documentation needed for investigations and for handling of the remains.	



Chelan County Coroner Annex

Response	Critical Task I.D.	Activity/Action	Organization(s) Involved
Fatality Management	Victim Identification		
	1	Perform medical legal examinations and autopsies, conducting preliminary examinations of the body to identify victims, locate signs of trauma, and identify factors that would indicate time of death.	
	2	Direct activities of workers conducting autopsies, performing pathological and toxicological analyses, and preparing documents for permanent records.	
	2	Establish positive identification of the deceased through finger prints, forensic odontology (dental records), DNA or other presumptive methods	
Fatality Management	Family Reunification		
	2	Notify the family members of the deceased.	Law
	2	Complete death certificates, including the assignment of cause and manner of death	
Situational Assessment	Assessing Hazard Impacts		
	1	To work with law enforcement and other public safety agencies to determine number of fatalities and resources required for body recovery	Law CCEM
	1	Inform individuals or organizations of status or findings.	

Resource Requirements for EOC Operations

Chelan County Emergency Management Emergency Operations Center (206A Easy Street)

All department and agency representatives invited to participate in EOC operations at the 206A Easy Street location should be reminded to provide their own laptop computers, cell phones, and any references and supporting guidance (useful plans, maps, or checklists) needed for EOC operation.

Whenever alternative EOC locations are activated, all CCEM representatives, as well as department and agency representatives invited to participate in EOC operations at the alternative location should be reminded to provide their own laptop computers, cell phones, and any references and supporting guidance (useful plans, maps, or checklists) needed for EOC operation.



Chelan County Emergency Management Annex

Purpose

Emergency management provides for the effective direction, control, and coordination of emergency management functions and activities during emergency or disaster operations and to ensure the continued operation of local government during and after an incident.

Response emphasizes saving and sustaining lives, stabilizing the incident, rapidly meeting basic human needs, restoring basic services and technologies, restoring community functionality, providing universal accessibility, establishing a safe and secure environment, and supporting the transition to recovery.

The following Core Capabilities of Response describe the important responsibilities and functions that Chelan County Emergency Management supports and/or coordinates.

Coordinating Core Capabilities	
Fatality Management Services	Provide fatality management services, including decedent remains recovery and victim identification, and work with local, state, tribal, territorial, insular area, and Federal authorities to provide mortuary processes, temporary storage or permanent internment solutions, sharing information with mass care services for the purpose of reunifying family members and caregivers with missing persons/remains, and providing counseling to the bereaved.
Primary Core Capabilities	
Public Information and Warning	Deliver coordinated, prompt, reliable, and actionable information to the whole community with clear, consistent, accessible, and culturally and linguistically appropriate methods to effectively relay information regarding any threat or hazard, as well as the actions being taken, and the assistance being made available, as appropriate.
Logistics & Supply Chain Management	Deliver essential commodities, equipment, and services in support of impacted communities and survivors, to include emergency power and fuel support, as well as the coordination of access to community staples. Synchronize logistics capabilities and enable the restoration of impacted supply chains.
Mass Care Services	Provide life-sustaining and human services to the affected population, to include hydration, feeding, sheltering, temporary housing, evacuee support, reunification, and distribution of emergency supplies.
Mass Search & Rescue Operations	Deliver traditional and atypical search and rescue capabilities, including personnel, services, animals, and assets to survivors in need, with the goal of saving the greatest number of endangered lives in the shortest time possible.
Situational Assessment	Provide all decision makers with decision-relevant information regarding the nature and extent of the hazard, any cascading effects, and the status of the response.



Chelan County Emergency Management Annex

Support Core Capabilities	
Operational Coordination	Establish and maintain a unified and coordinated operational structure and process that appropriately integrates all critical stakeholders and supports the execution of Core Capabilities.
Infrastructure Systems	Stabilize critical infrastructure functions, minimize health and safety threats, and efficiently restore and revitalize systems and services to support a viable, resilient community.
Critical Transportation	Provide transportation (including infrastructure access and accessible transportation services) for response priority objectives, including the evacuation of people and animals and the delivery of vital response personnel, equipment, and services into the affected areas.
Environmental Response/Health & Safety	Conduct appropriate measures to ensure the protection of the health and safety of the public and workers, as well as the environment, from all hazards in support of responder operations and the affected communities.
Fatality Management Services	Provide fatality management services, including decedent remains recovery and victim identification, and work with local, state, tribal, territorial, insular area, and Federal authorities to provide mortuary processes, temporary storage or permanent internment solutions, sharing information with mass care services for the purpose of reunifying family members and caregivers with missing persons/remains, and providing counseling to the bereaved.
Operational Communications	Ensure the capacity for timely communications in support of security, situational awareness, and operations, by any and all means available, among and between affected communities in the impact area and all response forces.

Authorities and Policies

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

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

The creation of Emergency Management and the duties assigned are outlined in the Chelan County Code, Chapter 7.12 Civil Defense, W.A.C. 118-30-050, and R.C.W. 38.52



Chelan County Emergency Management Annex

Legislative Authority

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

Situation Overview

Due to the topography of Chelan County and the geographical separation of some of the populated areas, response concepts must account for the potential of isolation in some areas. Available resources and capabilities may be limited for a period of time and operational decisions need to reflect the needs of each community and also maintain countywide coordination in order to ensure effective and efficient resource management. Chelan County usually has several declared emergencies each year, most often pertaining to wildland fires and flooding. Often the declared emergencies are for specific areas of the county, and not declared for the entire county.

The 2019 Chelan County Multi-Jurisdictional Natural Hazard Mitigation Plan provides detailed information on the following natural hazards and the probability, impact, and risk ranking scores that these natural hazards pose to the people, property and economy in Chelan County.

Hazard Risk Ranking

Rank	Hazard Type	Risk Rating Score (Probability x Impact)	Category
1	Severe Weather	45	High
2	Wildfire	36	High
3	Earthquake	34	High
4	Landslide	33	High
5	Flooding	18	Medium
6	Dam Failure	12	Low
7	Drought	9	Low

The plan also provides hazard risk ranking for Chelan County Emergency Management contract cities, fire districts and other partner districts.

Due to the unique geography of Chelan County, transportation routes and the ability to move the population could be affected by the following hazards disrupting the ability to use roads:

1. Wildfire
2. Flooding
3. Severe Weather
4. Earthquake
5. Hazardous Materials Incident
6. Terrorism Event



Chelan County Emergency Management Annex

Not only can these, or other hazards, interrupt transportation by damaging the road system, the facilities that house needed equipment could be damaged. The personnel used to provide transportation services may be unavailable due to the hazard, which would also affect the city's transportation abilities. Responders may need transportation to or from a base or staging area. Transportation of cargo may be needed.

The high rating for severe weather and wildfire is based on the past history and high frequency of weather events and large fires throughout the county. The potential for earthquake and landslide are high based on USGS data and the steepness of the mountain terrain.

The rating for flooding varies throughout the county. Some areas are high, based on the location within flood zones or associated with runoff from fire-damaged terrain.

The natural hazards, as well as other emergencies and disasters, pandemics or mass fatality emergencies can occur at any time, causing significant loss of life, as well as damage to the infrastructure and loss of essential services.

Concept of Operations

Upon notification of an incident, Chelan County Emergency Management will alert and notify the appropriate emergency management staff and officials, activate the EOC, and implement the CEMP. CCEM will support the Incident Commander by establishing a liaison with other organizations and entities, and implement appropriate plan annexes and appendices to support response and recovery operations.

CCEM will obtain a state Emergency Management incident number to extend liability coverage to register local volunteers and equipment responding in a specialized or general support capacity.

Some functions of this Department may include, but are not limited to, the following:

- Delivering Actionable Guidance
- Alerts and Warnings
- Culturally and Linguistically Appropriate Messaging
- Protecting Sensitive Information
- Traditional Communications Mechanisms
- Command, Control, and Coordination
- Allocating and Mobilizing Resources
- Emergency Operations Center Management
- Ensuring Information Flow
- Responder Safety
- Body Recovery
- Family Reunification
- Resource Management
- Resource Delivery
- Access to Community Staples
- Donation Management
- Emergency Power Provision
- Fuel Support
- Ensuring Unity of Effort
- Ensuring Continuity of Government and Essential Services
- Establishing a Common Operating Picture
- Establishing Lines of Communication
- Communications Systems
- Evacuation
- Reentering Affected Area
- Hazardous Material Clean-Up
- Resource Distribution
- Relocation Assistance
- Rescue Operations
- Search Operations
- Community-Based Search and Rescue Support
- Specialized Operations
- Synchronizing Operations



Chelan County Emergency Management Annex

- Private Resources
- Resource Tracking
- Volunteer Management
- Sheltering
- Feeding
- Hydration
- Pets
- Interoperable Communications Between Responders
- Communication Between Responders and the Affected Population
- Voice Communications
- Delivering Situational Reports
- Analyzing Information
- Assessing Hazard Impacts
- Tracking Response Activities

Whole Community Involvement

The “Whole Community” approach attempts to engage the full capacity of the public, including individuals, families, households and communities: private and nonprofit sectors; and local, tribal, state and Federal governments. This includes businesses, faith-based and disability organizations, and the general public including people with Access and Functional Needs (AFN), people covered under the Americans with Disabilities Act (ADA), and people with Limited English Proficiency (LEP), and culturally diverse populations. Chelan County Emergency Management has identified and addressed the essential needs of children, those with access and functional needs, and the essential needs of household pets and service animals in disaster preparedness and planning.

Essential Needs of Children: The unique needs of children have been addressed in disaster planning and preparedness to help ensure that children are safe and protected from harm. These essential needs include:

- Reliance On Caregivers
- Communication and Identification
- Mobility
- Safety and Protection
- Physical Needs
- Nutritional Needs
- Emotional Needs

Access and Functional Needs: Access and Functional Needs (AFN) refers to individuals who are or have: physical, developmental or intellectual disabilities. Chronic conditions or injuries. The term Access and Functional Needs (AFN) has replaced “special needs,” “vulnerable,” “high-risk,” and similar terms.

People with access or functional needs are those who may have additional needs before, during or after an incident in functional areas including, but not limited to: maintaining health, independence, communication, transportation, support, services, self-determination, and medical care. Individuals in need of additional response assistance may include people who have disabilities, who live in institutionalized settings, who are older adults, who are children, who are from diverse cultures, who have limited English proficiency or who are non-English speaking, or who are transportation disadvantaged

Functional needs support services (FNSS) are services that enable individuals with access and functional needs to maintain their independence in a general population shelter. Examples of support services include durable medical equipment (DME), consumable medical supplies (CMS), and personal assistance services (PAS).



Chelan County Emergency Management Annex

Essential Needs of Household Pets and Service Animals: The Pets Evacuation and Transportation Standards (PETS) Act amends the Robert T. Stafford Disaster Relief and Emergency Assistance Act to ensure state and local emergency preparedness operational plans address the needs of individuals with household pets and service animals following a major disaster or emergency.

Community disaster and emergency plans should include provisions for individuals who own household pets or have responsibility for service and other animals. Planning factors should include resources and processes for the rescue, transportation, care, shelter, and essential needs of animals.

Emergency Management Critical Tasks

Critical tasks are the distinct elements required to perform a core capability. These Critical Task Identifiers are pre-assigned to each core capability based on Federal guidance documents. They are operationally focused tasks that are necessary to ensure success and execution of core capabilities. They generally include the activities, resources, and responsibilities required to fulfill capability targets. Capability targets and critical tasks are based on operational plans, policies, and procedures.

Mission Area	Critical Task I.D.	Critical Task
Public Information and Warning		
Response	1	Inform all affected segments of society of critical lifesaving and life-sustaining information by all means necessary, including accessible tools, to expedite the delivery of emergency services and aid the public to take protective actions.
Response	2	Deliver credible and actionable messages to inform ongoing emergency services and the public about protective measures and other life-sustaining actions, and facilitate the transition to recovery.
Operational Coordination		
Response	2	Enhance and support command, control, and coordination structures consistent with the National Incident Management System (NIMS) to meet basic human needs, stabilize the incident, and transition to recovery.
Logistics & Supply Chain Management		
Response	1	Mobilize and deliver governmental, nongovernmental, and private sector resources to save lives, sustain lives, meet basic human needs, stabilize the incident, and transition to recovery, to include moving and delivering resources and services to meet the needs of disaster survivors.
Response	2	Enhance public and private resource and services support for an affected area.
Mass Care Services		
Response	1	Move and deliver resources and capabilities to meet the needs of disaster survivors, including individuals with access and functional needs.
Response	2	Establish, staff, and equip emergency shelters and other temporary housing options (including accessible housing) for the affected population.
Response	3	Support the movement from congregate care to non-congregate care alternatives and provide relocation assistance or interim housing solutions for families unable to return to their pre-disaster homes.



Chelan County Emergency Management Annex

Mission Area	Critical Task I.D.	Critical Task
Mass Search & Rescue Operations		
Response	1	Conduct search and rescue operations to locate and rescue persons in distress.
Response	2	Initiate community-based search and rescue support operations across a wide, geographically dispersed area.
Response	3	Ensure the synchronized deployment of local and regional teams to reinforce ongoing search and rescue efforts and transition to recovery.
Situational Assessment		
Response	1	Deliver information sufficient to inform decision making regarding immediate lifesaving and life-sustaining activities, and engage governmental, private, and civic sector resources within and outside of the affected area to meet basic human needs and stabilize the incident (e.g., Situation Reports [SitReps]).
Response	2	Deliver enhanced information to reinforce ongoing lifesaving and life-sustaining activities, and engage governmental, private, and civic sector resources within and outside of the affected area to meet basic human needs, stabilize the incident, and transition to recovery (e.g., Damage Assessments).
Infrastructure Systems		
Response	2	Re-establish critical infrastructure within the affected areas to support ongoing emergency response operations, life sustainment, community functionality, and a transition to recovery.
Critical Transportation		
Response	1	Establish physical access through appropriate transportation corridors and deliver required resources to save lives and to meet the needs of disaster survivors.
Environmental Response/Health & Safety		
Response	1	Identify, assess, and mitigate worker health and safety hazards, and disseminate health and safety guidance and resources to response and recovery workers.
Response	2	Minimize public exposure to environmental hazards through assessment of the hazards and implementation of public protective actions.
Response	3	Support the detection, assessment, stabilization, and cleanup of releases of oil and hazardous materials into the environment, including buildings/structures, and properly manage waste.
Fatality Management Services		
Response	1	Establish and maintain operations to recover a significant number of fatalities over a geographically dispersed area.
Response	2	Facilitate care to survivors.
Operational Communications		
Response	1	Ensure the capacity to communicate with both the emergency response community and the affected populations and establish interoperable voice communications between state, and local first responders.



Chelan County Emergency Management Annex

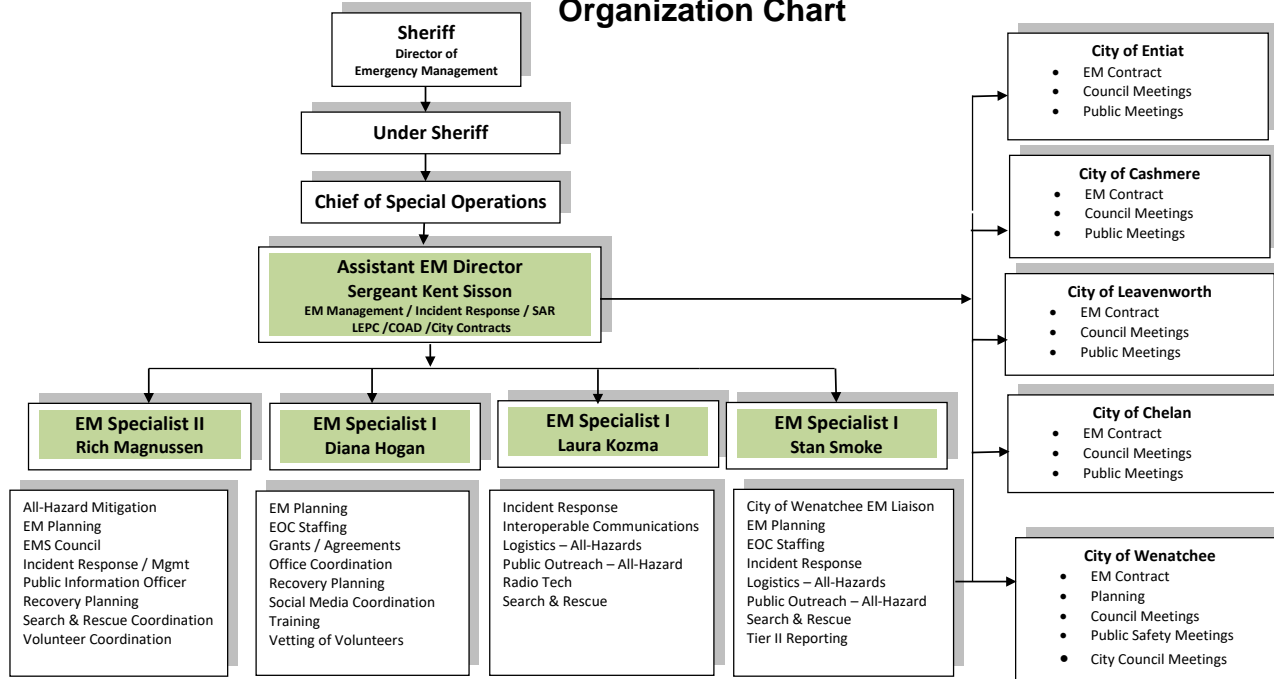
Organization

The Sheriff of Chelan County is the Emergency Management Director and has the overall responsibility for the emergency preparedness of the county and its political sub-divisions, to include:

1. Appointment of an Assistant Director of Emergency Management, and establishing and maintaining an Emergency Management office.
2. Designating and maintaining a primary EOC as well as mobile EOC capabilities.
3. Ensure that the County's Comprehensive Emergency Management Plan is maintained.

Operations of the emergency management organization within Chelan County are established by contracts between Chelan County and the cities of Wenatchee, Cashmere, Leavenworth, Entiat, and Chelan.

Chelan County Sheriff's Office Emergency Management Division Organization Chart



Direction, Control, & Coordination

The Incident Command System (ICS) is the basis for all direction, control and coordination of emergency response and recovery efforts conducted under this plan. ICS will be used to provide a common organizational structure and framework for multiagency/multi-jurisdiction operations and coordinating emergency management related actions, resources, and activities with other federal, state, county, regional, private-sector, and nongovernmental organizations.

The operations of the emergency management within Chelan County are established by the Inter-local Agreement between the County of Chelan and the Cities of Cashmere, Chelan, Entiat, Leavenworth and Wenatchee.

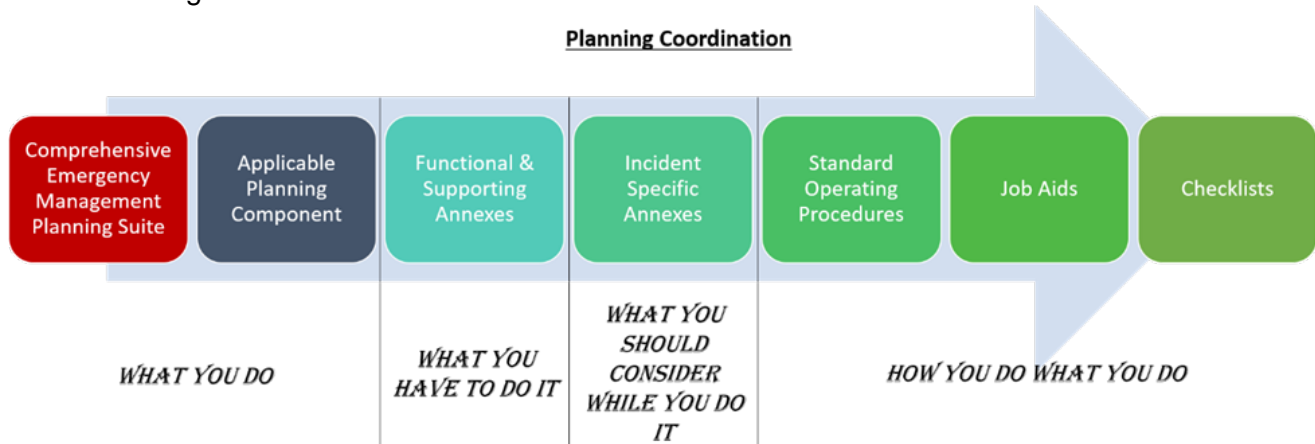


Chelan County Emergency Management Annex

All disasters and emergencies begin locally, and local jurisdictions working in collaboration with county and other local public safety agencies to provide initial response. The complexity of emergency response operations during a disaster or emergency requires that direction, control, and coordination channels are formalized and understood by all involved in the incident.

Local incident commanders lead tactical direction and control activities. Incident commanders report as specified in their chain of command and request resources through the Chelan County Emergency Operations Center (EOC). When public, private, and mutual aid or inter-local agreement resources from adjacent political subdivisions are exhausted, the county EOC requests assistance from the State Emergency Operations Center (SEOC).

The following graph illustrates the relationship of the Comprehensive Emergency Management Plan Basic Plan with the Emergency Management Annex and Appendixes, and the department's operation procedures and guidelines that establish the local tactical direction and control activities.



Horizontal Integration

Chelan County Code - The county code was reviewed for the full capability assessment and for identifying opportunities for action plan integration.

Chelan County Flood Control Zone District Plan (2018)

The Management Plan recommends regional policies, programs, and projects to reduce flood risks and to protect, restore or enhance riparian and aquatic ecosystems. The flood damage prevention ordinance was reviewed for compliance with the National Flood Insurance Program.

Chelan County Natural Hazard Mitigation Plan

The 2019 revision is a comprehensive document that evaluates and identifies natural hazards, potential risks from those hazards, and projects to mitigate for and respond to hazard events.

Chelan County Community Wildfire Protection Plan

The purpose of the Chelan County Community Wildfire Protection Plan (CWPP) is to reduce the impact of wildfire on Chelan County residents, landowners, businesses, communities, local governments, and state and federal agencies while maintaining appropriate emergency response capabilities and sustainable natural resource management policies. The CWPP identifies high risk areas as well as recommend specific projects that may help prevent wildland fires from occurring altogether or, at the least, lessen their impact on residents and property.



Chelan County Emergency Management Annex

Chelan / Douglas Health District Emergency Operations Plan (2017)

The purpose of the Chelan Douglas Health District's (CDHD) Emergency Operation Plan (EOP) is to provide guidelines for coordinated preparedness and response to emergency incidents that fall under Emergency Support Function (ESF) 8, Public Health and Medical Services, or incidents that may have public health implications in Chelan & Douglas Counties.

Chelan / Douglas LEPC Hazardous Materials Emergency Response Plan (December 2018)

This plan replaced Emergency Support Function (ESF 10), Oil and Hazardous Materials Response, of the 2014 Chelan County CEMP. The plan establishes the policies and procedures under which the County of Chelan will operate in the event of a hazardous materials incident, oil spill, or other release.

Chelan / Douglas County Mass Casualty Incident (MCI) Management Plan (2019)

This plan provides standard operating guidelines for emergency service personnel for the response and incident management of mass casualty incidents in Chelan and Douglas Counties.

Chelan / Douglas Area Emergency Services Mutual Aid Agreement

Based on the provisions of Chapter 39.34 RCW, RCW 35.84.040, and RCW 52.12.111, this mutual aid agreement provides the signature cities, fire districts and other public safety agencies with a mechanism for requesting mutual aid for fire protection, rescue, and other emergency situations.

Vertical Integration

WA State Region Seven Emergency Management Inter-local Agreement

A regional inter-local agreement between the counties of Chelan, Douglas, Grant, Kittitas, and Okanogan for the purpose of joint participation in Homeland Security and Emergency Management "All Hazards" planning and preparedness programs.

REDi (Regional Emergency and Disaster) Healthcare Coalition

Formerly Washington State Region 7, Region 8 and Region 9 Healthcare Coalitions, the **R**egional **E**mergency and **D**isaster (REDi) Healthcare Coalition is the healthcare coalition serving the 19 counties and 4 tribes of eastern Washington. The coalition collaborates with hospitals, clinics, long-term care providers, dialysis centers, blood centers, emergency management, public health, tribal health and others increase regional healthcare system preparedness and response. We welcome these partners to collaborate with us as we plan for, train, exercise and respond to emergencies impacting eastern Washington.

Washington State Comprehensive Emergency Management Plan (CEMP)

The Washington State CEMP provides the framework for statewide mitigation, preparedness (including prevention and protection), response and recovery activities while providing a structure for plan consistency throughout the state and facilitating interoperability between local, state, and federal governments.

WA State CEMP Catastrophic Incident Annex (2013)

This annex helps state agencies and local jurisdictions prepare to respond rapidly in the case of a catastrophic incident.



Chelan County Emergency Management Annex

WA State Fire Services Resource Mobilization Plan

Under [RCW 43.43.961](#), the Fire Service Resource Mobilization Plan is implemented to provide personnel, equipment, and other logistical resources when a wildland fire or other emergency exceeds the firefighting capacity of local jurisdictions.

Northwest Area Contingency Plan (2011)

The Northwest Area Contingency Plan (NWACP) has been adopted as Washington State's Oil and hazardous Substance Spill Prevention and Response Plan, as required by statute (RCW 90.56.060). This plan is intended for use as a guideline for coordination of spill response actions and to ensure consistency in response to spills.

National Incident Management System (NIMS)

A system mandated by Homeland Security Presidential Directive 5 (HSPD-5) that provides a consistent nationwide approach for domestic disaster incidents.

National Warning System (NAWAS)

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

Unity of Effort through Core Capabilities

Unity of Effort is a third **NIMS** Guiding Principle added in **NIMS 2017**. **Unity of effort** means coordinating activities among various organizations to achieve common objectives. **Unity of effort** enables organizations with specific jurisdictional responsibilities to support each other while maintaining their own authorities.



Chelan County Emergency Management Annex

The National Preparedness Goal: Mission Areas

The [National Preparedness Goal](#) identified five mission areas to prepare our nation and our communities for all types of disasters or emergencies.

- **Prevention.** Prevent, avoid or stop an imminent, threatened or actual act of terrorism.
- **Protection.** Protect our citizens, residents, visitors, and assets against the greatest threats and hazards in a manner that allows our interests, aspirations and way of life to thrive.
- **Mitigation.** Reduce the loss of life and property by lessening the impact of future disasters.
- **Response.** Respond quickly to save lives, stabilize the incident, protect property and the environment, and meet basic human needs in the aftermath of a catastrophic incident.
- **Recovery.** Recover through a focus on the timely restoration, strengthening and revitalization of infrastructure, housing and a sustainable economy, as well as the health, social, cultural, historic and environmental fabric of communities affected by a catastrophic incident.



The National Preparedness Goal also provided the 32 [core capabilities](#) (distinct critical elements) necessary for our success. They are highly interdependent and require us to use existing preparedness networks and activities, coordinate and unify efforts, improve training and exercise programs, promote innovation, leverage and enhance our science and technology capacity, and ensure that administrative, finance, and logistics systems are in place to support these capabilities. The core capabilities serve as both preparedness tools and a means of structured implementation.



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Information Collection, Analysis, & Dissemination

Essential Elements of Information (EEl)s include:

Information Collection

Monitoring Hazard Information	WA Crime Information Center WA State Fusion Center
Situation Status Information	Potential hazards Current situations – location, impact, extent Other information needed for decision making
Operational Information	Information on incident regarding people property, and status of emergency services impact assessments: <ul style="list-style-type: none"> • Injuries and fatalities • Gather information on lifesaving needs including evacuation and search and rescue. • Critical infrastructure and property threatened, damaged, or lost • Determining the status of transportation, utilities, communication systems, and fuel and water supplies. • The status of police and fire stations, medical providers, water and sewage treatment facilities, and media outlets. • The risk of damage to the community (e.g., dams and levees, facilities producing or storing hazardous materials) from imminent hazards. • The number of individuals who have been displaced because of the event and the estimated extent of damage to their dwellings. • Agencies involved and numbers of units on the scene and responding. Threats to responders and to the public
Resource Information	Resource typing and inventory Resource needs, including: Types, Amounts, Locations, Estimated costs Resource availability Resource tracking, reporting, and accountability
Public Information	Alert system notices and other predictive information Information about degrees of threat to the general public, areas to avoid, and similar information. Information on protective measures, such as evacuation routes, shelter-in-place or other lifesaving measures



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Information Analysis

Monitoring Hazard Information	Credible threats for terrorism activities Public safety risks of potential hazards
Situation Status Information Operational Information	Used to develop situation reports (sit-reps) as an incident progresses.
Operational Information Public Information	To determine alerts and notifications to provide credible and actionable messages to inform emergency services and the public
Resource Information	Analysis of information and planning for anticipated resources to support emergency response and damage assessment and recovery activities.

Information Dissemination

Monitoring Hazard Information	Emergency alerts and forecasting of potential hazards or risk
Situation Status Report (Sit-Rep) Operational Information	Information used to brief agencies on the situation, initial response, and for planning purposes. (Decision Making Information)
Resource Information	Resource information will be used to identify, inventory, dispatch, mobilize, transport, and demobilize human and material resources to ensure sustained operations.
Public Information	Alert system notices and other predictive information Information about degrees of threat to the general public, areas to avoid, and similar information. Information on protective measures, such as evacuation routes, shelter-in-place or other lifesaving measures



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Responsibilities

Preparedness	Activity/Action	Organization(s) Involved
<p>Preparedness is the development of plans and preparation activities made before an emergency or disaster occurs.</p> <p>Public Works departments should:</p> <ul style="list-style-type: none"> • Maintain current inventories of resources. • Provide ongoing training to personnel on their roles and responsibilities during emergency operations • Provide trained personnel and resources for assignment to the EOC, as appropriate. • Develop SOPs in accordance with state and local regulations and this plan. • Participate in emergency / disaster exercises and drills to test and update, as needed, written SOPs. 		All Chelan County Departments

<p>Hazard Prevention and Control - Effective controls protect workers from workplace hazards; help avoid injuries, illnesses, and incidents; minimize or eliminate safety and health risks; and help employers provide workers with safe and healthful working conditions.</p> <p>Prevention focuses on preventing human hazards, primarily from potential natural disasters or terrorist (both physical and biological) attacks. Preventive measures are designed to provide more permanent protection from disasters; however, not all disasters can be prevented.</p>		
Prevention	Critical Task I.D.	Activity/Action
	2	Promote and support hazard prevention and control in all aspects of the government facilities.



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Protection means the capabilities to secure against acts of violence and manmade or natural disasters. Protection focuses on ongoing actions that protect people and property from a threat or hazard.

Protection	Critical Task I.D.	Activity/Action	Organization(s) Involved
Planning	1	Implement, exercise, and maintain plans to ensure continuity of operations.	Chelan County Government Contract Cities
Public Information & warning	1	Use effective and accessible indication and warning systems to communicate significant hazards to involved operators, security officials, and the public (including alerts, detection capabilities, and other necessary and appropriate assets)	RiverCom 911 Dispatch Center
Cybersecurity	2	Implement and maintain procedures to detect malicious activity and to conduct technical and investigative-based countermeasures, mitigations, and operations against malicious actors to counter existing and emerging cyber-based threats, consistent with established protocols.	Chelan County Information Technology department

Mitigation is the effort to reduce loss of life and property by lessening the impact of disasters and emergencies. Mitigation involves structural and non-structural measures taken to limit the impact of disasters and emergencies. Structural mitigation actions change the characteristics of buildings or the environment; examples include flood control projects, raising building elevations, and clearing areas around structures. Non-structural mitigation most often entails adopting or changing building codes.

Mitigation	Critical Task I.D.	Activity/Action	Organization(s) Involved
Planning	1	Chelan County Emergency Management serves as a primary planning partner for the 2019 Multi-Jurisdiction Natural Hazard Mitigation Plan.	Hazard Mitigation Plan Stakeholders



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Response includes those capabilities necessary to save lives, protect property and the environment, and meet basic human needs after an incident has occurred. It is focused on ensuring that the Nation is able to effectively respond to any threat or hazard, including those with cascading effects. Response emphasizes saving and sustaining lives, stabilizing the incident, rapidly meeting basic human needs, restoring basic services and technologies, restoring community functionality, providing universal accessibility, establishing a safe and secure environment, and supporting the transition to recovery.

Response	Critical Task I.D.	Activity/Action	Organization(s) Involved
Public Information & Warning	Delivering Actionable Guidance		
	1, 2	CCEM will provide the community with the most up-to-date information on current hazards and potential secondary hazards. Included with information will be information regarding shelter-in-place guidance, evacuation routes, shelter locations, and assistance services.	RiverCom 911 WA State EMD
Public Information & Warning	Alerts and Warnings		
	1	CCEM will provide the community with alert messaging when hazards either immediately threaten or potentially threaten populated areas. Providing this messaging as soon as possible will enable the public to take protective actions and potentially lessen the impact to life safety. This will also allow those community members with Access and Functional Needs additional time to take action.	RiverCom 911 WA State EMD
Public Information & Warning	Culturally and Linguistically Appropriate Messaging		
	1	CCEM will disseminate all information in English and Spanish. Also provide interpreters and closed captioning services when messages are relayed and conducted verbally.	RiverCom 911 WA State EMD



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Response	Critical Task I.D.	Activity/Action	Organization(s) Involved
Public Information & Warning	Protecting Sensitive Information		
	2	CCEM will ensure that community member's names are not used when delivering incident information. The release of this information may affect law enforcement activities or interfere with the family reunification process.	Law Fire EMS Healthcare
Public Information & Warning	Traditional Communications Mechanisms		
	1	CCEM will provide the community with accurate and timely information and warning through a public information officer (PIO). Traditional communication mechanisms include radio and television broad casting media, social media, and press releases. Multi-jurisdictional responses require organized coordination of all jurisdictions and disciplines through the activation of a Joint Information Center (JIC).	Law Fire Public Health Public Works CC PUD EMD
Operational Coordination	Command, Control, and Coordination		
	2	CCEM will conduct all emergency operations utilizing the accepted concepts and principals of the Incident Command System.	All Response Agencies
Operational Coordination	Allocating and Mobilizing Resources		
	2	CCEM resource support includes the provision of services, personnel, commodities, and facilities to the county and cities within the county during the response and recovery phases of an emergency or disaster. This includes emergency relief supplies, office space, office equipment and supplies, contracting services, transportation services, and personnel as needed to support emergency activities. The CCEM EOC coordinates resources and support agencies and organizations including the county and city resources, volunteer groups, businesses, and community service organizations.	EMD



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Response	Critical Task I.D.	Activity/Action	Organization(s) Involved
Operational Coordination	Emergency Operations Center Management		
	2	CCEM will activate the Chelan County EOC or alternate site to support emergency operations and for the information analysis and planning functions.	EMD
Operational Coordination	Ensuring Information Flow		
	2	CCEM will maintain the EOC and the necessary equipment to serve as a point of contact for information collection, coordination and distribution.	EMD
Operational Coordination	Ensuring Unity of Effort		
	2	CCEM will coordinate activities among various agencies and organizations to achieve common objective that support emergency operations.	EMD
Operational Coordination	Ensuring Continuity of Government and Essential Services		
	2	The CCEM EOC will serve as the central coordination point to support the activation of County and/or City COG/COOP plans for the recovery and restoration of essential services following an emergency or disaster.	Chelan County Contract Cities
Operational Coordination	Establishing a Common Operating Picture		
	2	The CCEM EOC will serve as a point of contact for information collection, coordination and distribution to support decision making that is critical to facilitate warning, public information, emergency response, disaster analysis, situation reports, resource management, damage assessment, and recovery operations and efforts.	Law Fire Public Health Public Works CC PUD EMD
Operational Coordination	Establishing Lines of Communication		
	2	The CCEM EOC will serve as a point of contact for information collection, coordination and distribution. It also has 24 hour emergency alerting and communications capability for contacting response personnel at the various local, state and federal levels of government.	RiverCom 911 WA State EMD



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Response	Critical Task I.D.	Activity/Action	Organization(s) Involved
Infrastructure Systems	Communication Systems		
	2	The CCEM EOC has 24 hour emergency alerting and communications capability for contacting response personnel at the various local, state and federal levels of government. Communications resources and their backup capabilities include: two way public agency radio networks; amateur radio VHF, HF and Winlink (email over radio); Chelan PUD radio; ACCESS (A Central Computerized Enforcement Service System); NAWAS (National Warning Alert System) telephone system; CEMNET (WA Comprehensive Emergency Management Network -radio communications to WA ST EMD); VOIP telephone; cellular phone; satellite telephone; and a cache of GETS cards available in the event of an overload of the telephone system.	RiverCom 911 WA State EMD
Critical Transportation	Evacuation		
	1	CCEM will provide public information as to areas to avoid, alternate routes of travel, shelter-in-place or evacuation or other information as required.	RiverCom 911 Broadcast Media Social Media DOT
	1	CCEM will provide emergency management or emergency operations center (EOC) support for transportation for evacuation of people, including people with access and functional needs.	Law Public Works DOT
	1	CCEM will provide emergency management or emergency operations center (EOC) support for transportation for evacuation of pets and livestock.	Humane Society
Critical Transportation	Re-entering Affected Area		
	2	CCEM will provide emergency management or emergency operations center (EOC) support for the transportation of life saving resources and services	Law Public Works DOT Public Health WA State EMD



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Response	Critical Task I.D.	Activity/Action	Organization(s) Involved
Environmental Response/ Health & Safety	Hazardous Material Clean-Up		
	1	CCEM will maintain LEPC HazMat Response Plan	LEPC
	1	CCEM will provide transport of oil spill equipment trailers to support mitigation and clean-up operations of response agencies.	Local Fire Districts Local Industry DOE WSP
	2	CCEM will provide public information on response activities and public safety as necessary during major incidents.	RiverCom 911 Local Media Social Media
	3	CCEM will provide emergency management or emergency operations center (EOC) support for the logistical requirements of hazardous materials emergency response.	WSP DOE WA State EMD
Environmental Response/ Health & Safety	Responder Safety		
	2	CCEM will provide public information as to areas to avoid, alternate routes of travel, shelter-in-place or evacuation or other information as required.	RiverCom 911 Local Media Social Media
	3	CCEM will provide emergency management or emergency operations center (EOC) support for the logistical requirements of hazardous materials emergency response.	WSP DOE WA State EMD
Fatality Management	Body Recovery		
	1	CCEM will provide emergency management support for body recovery, including the deployment of personnel, equipment and resources.	CC Volunteer SAR RiverCom 911 WA State EMD
Fatality Management	Family Reunification		
	2	CCEM will provide emergency management or EOC support to coordinate family reunification following emergencies or disasters.	ARC REDi Health Care



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Response	Critical Task I.D.	Activity/Action	Organization(s) Involved
Logistics & Supply Chain Management	Resource Management		
	1	CCEM will utilize NIMS resource management guidance to support resource management. An EOC Support Group will coordinate resource support and management.	CC Commissioners Contract Cities
	2	CCEM will provide emergency management or EOC support for the transportation of life saving resources and services.	Public Works EMD
Logistics & Supply Chain Management	Resource Delivery		
	1,2	CCEM will provide emergency management or EOC support for the transportation of life saving resources and services.	Public Works EMD
Logistics & Supply Chain Management	Access to Community Staples		
	1	CCEM would recommend that the CC Commissioners establish an Emergency Resource Management Organization (ERMO) to select public agency representatives and representatives from the private sector representing the following interests: construction, utilities, industrial production, petroleum products, transportation, food, labor, medical and healthcare, and telecommunications.	CC Commissioners CC PUD
Logistics & Supply Chain Management	Donation Management		
	2	CCEM will coordinate the management of donated goods and services and designate the responsibilities for management and dispersal of donated monies.	ARC COAD



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Response	Critical Task I.D.	Activity/Action	Organization(s) Involved
Logistics & Supply Chain Management	Emergency Power Provision		
	1,2	CCEM would recommend that the CC Commissioners establish an Emergency Resource Management Organization (ERMO) to select public agency representatives and representatives from the private sector representing the following interests: construction, utilities, industrial production, petroleum products, transportation, food, labor, medical and health and telecommunications.	CC Commissioners Contract Cities
	2	CCEM will establish overall resource management priorities and strategies as appropriate and necessary.	CC Commissioners Contract Cities
Logistics & Supply Chain Management	Fuel Support		
	1,2	CCEM would recommend that the CC Commissioners establish an Emergency Resource Management Organization (ERMO) to select public agency representatives and representatives from the private sector representing the following interests: construction, utilities, industrial production, petroleum products, transportation, food, labor, medical and health and telecommunications.	CC Commissioners Contract Cities
Logistics & Supply Chain Management	Private Resources		
	1	CCEM will provide emergency management or emergency operations center (EOC) support for the transportation of life saving resources and services.	EMD
	2	CCEM will coordinate the management of donated goods and services and designate the responsibilities for management and dispersal of donated monies.	ARC COAD
Logistics & Supply Chain Management	Resource Tracking		
	1,2	CCEM will utilize NIMS resource management guidance to support resource management. An EOC Support Group will coordinate resource support and management. Resource requests are tracked throughout their entire life cycle, from the time submitted, until filled (if consumable) or until the resource is demobilized and returned (if non-consumable).	EMD



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Response	Critical Task I.D.	Activity/Action	Organization(s) Involved
Logistics & Supply Chain Management	Volunteer Management		
	2	CCEM EOC will coordinate the identification and registration of volunteers as Emergency Workers and coordinate the use of locally trained volunteer groups for assistance in areas such as operations, damage assessment, shelter and mass care activities, and handling donated goods and other emergency functions.	ARC Fire Services Church Groups School Districts Law Reserves WA State EMD
Mass Care Services	Sheltering		
	2,3	CCEM will provide emergency management or EOC support to coordinate the identification of facilities for sheltering displaced people, pets, and livestock following emergencies or disasters.	ARC CDHD WVHS
	3	CCEM will provide public information on mass care sites, services provided, available routes, and transportation options.	Broadcast media Social Media sites
Mass Care Services	Feeding		
	1	CCEM will provide emergency management or EOC support for the transportation of life saving resources and services.	ARC Southern Baptist Food Banks WSDA
	2	CCEM will provide emergency management or EOC support to coordinate the identification of facilities for sheltering displaced people, pets, and livestock and ensure the safety and security of the food supply following emergencies or disasters.	ARC WSDA
Mass Care Services	Hydration		
	1	CCEM will provide emergency management or EOC support for the transportation of life saving resources and services.	CDHD
	2,3	CCEM will provide emergency management or EOC support for resource management and distribution of life saving resources and services.	



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Response	Critical Task I.D.	Activity/Action	Organization(s) Involved
Mass Care Services	Pets		
	1	CCEM will coordinate with local agencies and outside resources to provide life-sustaining support to individuals, their pets, and other domestic or agricultural animal.	ARC Humane Society WASART WSDA
Mass Care Services	Resource Distribution		
	1	CCEM will provide emergency management or EOC support for the transportation of life saving resources and services.	EMD
	2	CCEM will utilize NIMS resource management guidance to support resource management. An EOC Support Group will coordinate resource distribution.	EMD
Mass Care Services	Relocation Assistance		
	2	CCEM will provide emergency management or EOC support to coordinate the identification of facilities for sheltering displaced people, pets, and livestock following emergencies or disasters.	ARC
Mass Search & Rescue	Search and Rescue Operations		
	1	In the event of a search and rescue emergency, all necessary equipment and personnel, including organized volunteer services, will be mobilized and dispatched to the scene.	CCSO EM CC Volunteer SAR RiverCom 911
	2	Search and Rescue operations will normally be controlled from a field command post location. Large scale Search and Rescue may utilize the EOC for coordination of resources.	CCSO EM CC Volunteer SAR RiverCom 911
	3	Whenever local resources are exhausted, unavailable, or unqualified for a particular search and rescue mission, Chelan County Emergency Management may request assistance through the state Division of Emergency Management.	CCSO EM CC Volunteer SAR RiverCom 911 WA State EMD



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Response	Critical Task I.D.	Activity/Action	Organization(s) Involved
Mass Search & Rescue	Community-Based Search and Rescue Support		
	2	When personnel from outside the law enforcement agency are used, Chelan County Emergency Management or the Incident Commander of the SAR will contact WA State EMD for a Mission Number. The issuance of this mission number authorizes the deployment of volunteers under the provisions and protection of Chapter 38.52 RCW.	CC Volunteer Search & Rescue
Mass Search & Rescue	Specialized Operations		
	1	SAR Air support may be activated through the CCSO. Whenever local resources are exhausted, unavailable, or unqualified for a particular search and rescue mission, CCEM may request assistance through the state Division of Emergency Management.	CCSO EMD
	2	Underground/mine rescue, after deployment of local resources, may require outside assistance that will be obtained through WA State EMD.	EMD
	3	The state office will authorize state and federal search and rescue volunteer organization resources and initiate the access of personnel, equipment, air support, and other specialized or requested supplies.	EMD
Mass Search & Rescue	Synchronizing Operations		
	3	Multi-jurisdictional SAR operations may be coordinated by the state EMD when requested.	EMD
Operational Communications	Interoperable Communications Between Responders		
	1	In a major disaster situation, the CCEM EOC has a 24 hour emergency alerting and communications capability for contacting response personnel.	RiverCom 911 WA State EMD



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Response	Critical Task I.D.	Activity/Action	Organization(s) Involved
Operational Communications	Communication Between Responders and the Affected Population		
	1	The CCEM EOC will serve as a point of contact for information collection, coordination and distribution. It also has 24 hour emergency alerting and communications capability for contacting response personnel at the various local, state and federal levels of government. CCEM will provide public information on response activities and public safety as necessary during major incidents.	EMD
Operational Communications	Voice Communications		
	1	The CCEM EOC has 24 hour emergency alerting and communications capability for contacting response personnel at the various local, state and federal levels of government. Communications resources and their backup capabilities include: two way public agency radio networks; amateur radio VHF, HF and Winlink (email over radio); Chelan PUD radio; ACCESS (A Central Computerized Enforcement Service System); NAWAS (National Warning Alert System) telephone system; CEMNET (WA).	RiverCom 911 WA State EMD
Situational Assessment	Delivering Situational Reports		
	1,2	Gather current incident information to provide situation reports to provide a common operating picture for operations and decision making.	RiverCom 911 Law Fire Public Health Public Works CC PUD EMD
Situational Assessment	Analyzing Information		
	1,2	The CCEM EOC will serve as a point of contact for information collection, to monitor hazard information, situation status information, operational information, resource information, and public information to analyze, coordinate and distribute to support decision-making that is critical to facilitate warning, public information, emergency response, disaster analysis, situation reports, resource management, damage assessment, and recovery operations and efforts.	RiverCom 911 Law Fire Public Health Public Works CC PUD EMD



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Response	Critical Task I.D.	Activity/Action	Organization(s) Involved
Situational Assessment	Assessing Hazard Impacts		
	1,2	The CCEM EOC will serve as a point of contact for information collection, to monitor hazard information, situation status information, operational information, resource information, and public information to analyze, coordinate and distribute to support decision-making that is critical to facilitate warning, public information, emergency response, disaster analysis, situation reports, resource management, damage assessment, and recovery operations and efforts.	RiverCom 911 Law Fire Public Health Public Works CC PUD
Situational Assessment	Tracking Response Activities		
	1,2	The CCEM EOC will serve as a point of contact for information collection, to monitor hazard information, situation status information, operational information, resource information, and public information to analyze, coordinate and distribute to support decision-making that is critical to facilitate warning, public information, emergency response, disaster analysis, situation reports, resource management, damage assessment, and recovery operations and efforts.	RiverCom 911 Law Fire Public Health Public Works CC PUD

Recovery	Critical Task I.D.	Activity/Action	Organization(s) Involved
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Mission Area Definition:	Recover through a focus on the timely restoration, strengthening and revitalization of infrastructure, housing and a sustainable economy, as well as the health, social, cultural, historic and environmental fabric of communities affected by a catastrophic incident.
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Recovery consists of those activities that continue beyond the emergency period to restore critical community functions and begin to manage stabilization efforts. The recovery phase begins immediately after the threat to human life has subsided. The goal of the recovery phase is to bring the affected area back to some degree of normalcy.

Recovery is defined as actions taken to return to a normal or an even safer situation following an emergency or disaster. Short term recovery returns vital life support systems to minimum operating standards. Long term recovery may continue for months or even several years after a disaster or emergency. Recovery often includes mitigation measures against repeat of the disaster. Recovery takes place after an emergency or disaster.



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Infrastructure Systems	2	Stabilize critical infrastructure functions, minimize health and safety threats, and efficiently restore and revitalize systems and services to support a viable, resilient community.	Whole Community
Operational Coordination	1	Establish and maintain a unified and coordinated operational structure and process that appropriately integrates all critical stakeholders and supports the execution of Core Capabilities.	All critical Stakeholders

Resource Requirements for EOC Operations

Chelan County Emergency Management Emergency Operations Center
206A Easy Street

All department and agency representatives invited to participate in EOC operations at the 206A Easy Street location should be reminded to provide their own laptop computers, cell phones, and any references and supporting guidance (useful plans, maps, or checklists) needed for EOC operation.

Whenever alternative EOC locations are activated, all CCEM representatives, as well as department and agency representatives invited to participate in EOC operations at the alternative location should be reminded to provide their own laptop computers, cell phones, and any references and supporting guidance (useful plans, maps, or checklists) needed for EOC operation.



References and Supporting Guidance

Chelan County Emergency Management Annex - Appendixes

Appendix A - Telecommunications (ESF 2) (10/7/20 Draft)

A1: Public Alerts & Warning (10/28/20 Draft)

A2: Public Safety Radio (10/28/20 Draft)

A3: Amateur Radio (ARES/RACES) Plan (5/24/19)

Appendix B - External Affairs (ESF 15) (6/2017 Draft)

B1: Joint Information Center Operations (6/2017 Draft)

Appendix C - LEP Response Plan (11/14/19)

Appendix D - Emergency Operations Center Activation (10/3/20 Draft)

D1: Web EOC (10/3/20 Draft)

Appendix E - Mass Care (ESF 6) (10/6/20 Draft)

E1: Sheltering (10/7/20 Draft)

E2: Household Pets – Sheltering Considerations

E3: Food / Water – Distribution (10/7/20 Draft)

E4: Crisis Counseling (10/8/20 Draft)

E5: Reunification (10/8/20 Draft)

Appendix F - Logistics and Resource Management (ESF 7) (10/7/20 Draft)

F1: Emergency Workers (Emergency Workers / Volunteers) (10/7/20)

F2: Management of Donated Goods, Services and Monies (10/7/20 Draft)

F3: Resource Distribution (10/28/20 Draft)

F4: Transportation Coordination (10/28/20 Draft)

Appendix G - Agriculture & Natural Resources (ESF 11) (10/3/20 Draft)

G1: Foreign Animal Diseases (10/3/20 Draft)

G2: Disaster Animal Response (10/3/20 Draft)

Appendix H - Search & Rescue (ESF 9) (10/3/20 Draft)

Appendix I - Recovery

I1: Damage Assessment

I2: Energy (ESF 12) (10/23/14 Draft)

I3: Long Term Community Recovery & Mitigation (ESF 14) (9/1/16)

Appendix J - Oil and Hazardous Materials Response (ESF 10)

Separate Document – Chelan/Douglas LEPC Hazardous Materials Emergency Response Plan (12/2019 revision)



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Emergency Management Terms and Definitions

Access and Functional Needs

Access and functional needs (AFN) refers to individuals who are or have: physical, developmental or intellectual disabilities.

Agency

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

Agency Representative

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

Chief Elected Official (CEO)

The elected or appointed official who, by statute, is charged with implementing and administering laws, ordinances, and regulations for a jurisdiction. He or she may be a mayor, city manager, etc.

Command

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

Command Post

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

Command Staff

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

Common Operating Picture

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

Damage Assessment

The process used to appraise or determine the number of injuries and deaths, damage to public and private property, and status of key facilities and services (e.g., hospitals and other health care facilities, fire and police stations, communications networks, water and sanitation systems, utilities, transportation networks) resulting from a man-made or natural disaster.

Emergency Alert System (EAS)

Established to enable the President, federal, state, and local jurisdiction authorities to disseminate emergency information to the public via the commercial broadcast system. Composed of amplitude modulation (AM), frequency modulation (FM) television broadcasters, and the cable industry. Formerly known as the Emergency Broadcast System (EBS).

Emergency Management

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



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Emergency Medical Services (EMS)

A complex health care system that provides immediate, on-scene patient care to those suffering sudden illness and injury.

Emergency Operations Center (EOC)

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

Emergency Operations Plan

The plan that each jurisdiction has and maintains for responding to appropriate hazards.

Emergency Public Information

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

Emergency Worker

Any person who is registered with and holds an identification card issued by, the local emergency management director for the purpose of engaging in authorized emergency management activities. It is also an employee of the State of Washington or any political subdivision thereof who is called upon to perform emergency management activities.

Evacuation

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

Federal Emergency Management Agency (FEMA)

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

Finance/Administration

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

First Responder

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

Functional Exercise

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

General Staff

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



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Group

Established to divide the incident management structure into functional areas of operation. Groups are composed of resources assembled to perform a special function not necessarily within a single geographic division.

Hazard Mitigation

Any action taken to reduce or eliminate the long-term risk to human life and property from hazards. The term is sometimes used in a stricter sense to mean cost-effective measures to reduce the potential for damage to a facility or facilities from a disaster event.

Hazardous Materials (HAZMAT)

Any substance or combination of substances which, because of quantity, concentration, physical, chemical, or infectious characteristics, may cause and/or pose a substantial present or potential hazard to people property, or the environment.

Hot Zone

A hazardous material response team referring to the area immediately around the incident where serious threat of harm exists. It should extend far enough to prevent adverse effects from CBRNE agents to personnel outside the zone. Entry into the hot zone requires specialized training in the use of proper personal protective equipment (PPE). This is also referred to as the exclusion zone or red zone.

Incident Action Plan (IAP)

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

Incident Command Post (ICP)

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

Incident Command System (ICS)

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

Incident Commander (IC)

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

Incident Management Team (IMT)

The Incident Commander and appropriate Command and General Staff personnel assigned to an incident.

Incident Objectives

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



Chelan County Emergency Management Annex

Individual Assistance (IA)

Supplementary federal assistance available under the Stafford Act to individuals, families, and businesses: which includes disaster housing assistance, unemployment assistance, grants, loans, legal services, crisis counseling, tax relief, and other services or relief programs.

Initial Action

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

Initial Response

Resources initially committed to an incident.

Interface Fire

A fire that threatens or burns the interface area affecting both wild lands and homes. Sometimes referred as Wildland Urban Interface Fire (WUI).

Joint Information Center (JIC)

A facility established to coordinate and disseminate all incident-related public information activities. It is the central point of contact for all news media at the scene of the incident. Public information officials from all participating agencies should collocate at the JIC. JICs may be established locally, regionally or nationally depending on the size and magnitude of the incident.

Joint Information System (JIS)

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

Liaison Officer

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

Local Emergency Planning Committee (LEPC)

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

Local Government

A county, municipality, city, town, township, local public authority, school district, special district, intrastate district, council of governments (regardless of whether the council of governments is incorporated as a nonprofit corporation under State law), regional or interstate government entity, or agency or instrumentality of a local government; an Indian tribe or authorized tribal organization, or in Alaska a Native village or Alaska Regional Native Corporation; a rural community, unincorporated town or village, or other public entity.

Logistics Section

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

Logistics

Providing resources and other services to support incident management.

Management by Objective

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



Chelan County Emergency Management Annex

Mission

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

Mitigation

Activities providing a critical foundation in the effort to reduce the loss of life and property from natural and/or man-made disasters by avoiding or lessening the impact of a disaster and providing value to the public by creating safer communities. Mitigation seeks to fix the cycle of disaster damage, reconstruction, and repeated damage. These activities or actions, in most cases, will have a long-term sustained effect.

Mobilization

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

Multi-jurisdictional Incident

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

Mutual-Aid Agreement

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

National Incident Management System (NIMS)

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

National Response Framework (NRF)

A guide to how the Nation conducts all-hazards response.

National Response Plan

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

Operational Period

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

Operations Section

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

Planning Meeting

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

Planning Section

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



Chelan County Emergency Management Annex

Presidential Declaration

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

Private Sector

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

Public Assistance (PA)

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

Public Information Officer

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

Resource Management

A system for identifying available resources at all jurisdictional levels to enable timely, efficient, and unimpeded access to resources needed to prepare for, respond to, or recover from an incident. Resource management under the National Incident Management System includes mutual aid and assistance agreements; the use of special Federal, state, local, tribal, and territorial teams; and resource mobilization protocols.

Resources

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

Risk Management

The process of identifying, analyzing, assessing, and communicating risk and accepting, avoiding, transferring, or controlling it to an acceptable level at an acceptable cost.

Robert T. Stafford Disaster Relief and Emergency Assistance Act (Public Law 93-288, as amended by Public Law 100-707)

The act that authorizes the greatest single source of federal disaster assistance. It authorizes coordination of the activities of federal, state, and volunteer agencies operating under their own authorities in providing disaster assistance, provision of direct federal assistance as necessary, and provision of financial grants to state and local jurisdictions as well as a separate program of financial grants to individuals and families. This act is commonly referred to as the Stafford Act.

Safety Officer

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

Search and Rescue (SAR)

The act of searching for, rescuing, or recovering by means of ground, marine, or air activity any person who becomes lost, injured, or is killed while outdoors or as a result of a natural or human-caused event, including instances of searching for downed aircraft when ground personnel are used.

Standard Operating Procedure (SOP)

These are the procedures established by individual agencies for the operations of their specific agency when encountering specific situations.

Strike Team

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



Chelan County Emergency Management Annex

Tabletop Exercise

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

Task Force

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

Unified Command (UC)

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

Unity of Command

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

Volunteer

For purposes of the NIMS, a volunteer is any individual accepted to perform services by the lead agency, which has authority to accept volunteer services, when the individual performs services without promise, expectation, or receipt of compensation for services performed.

Warning

The alerting of emergency response personnel and the public to the threat of extraordinary danger and the related effects that specific hazards may cause. A warning issued by the National Weather Service (e.g., severe storm warning, tornado warning, tropical storm warning) for a defined area indicates that a particular type of severe weather is either occurring or imminent in that area.

Weapon of Mass Destruction (WMD)

Title 18, U.S.C. 2332a, defines a weapon of mass destruction as (1) any explosive, incendiary, or poison gas, bomb, grenade, or rocket having a propellant charge of more than four ounces, a missile having an explosive or incendiary charge of more than one-quarter ounce, or a mine or device similar to the above; (2) poison gas; (3) any weapon involving a disease organism; or (4) any weapon that is designed to release radiation or radioactivity at a level dangerous to human life.

Wildland

An area in which development is essentially non-existent except for roads, railroads, power lines, and similar transportation facilities. Used in place of WILDERNESS, which frequently refers to specifically designated federal lands intended to remain in their natural state to the greatest extent possible.

Windshield Survey

This is a quick, cursory evaluation usually accomplished by driving through the areas.



Chelan / Douglas Counties Emergency Medical Services Annex

Purpose

The Greater Wenatchee Emergency Medical Services (EMS) covers the Chelan County and South Douglas County areas. EMS agencies, providing ambulance services or paramedic services, are emergency care services that treat illnesses and injuries that require an urgent medical response and provide out-of-hospital treatment and transport to definitive care.

The purpose of this annex is to provide the EMS agencies of the Greater Wenatchee EMS with guidelines for effective coordination between emergency management and other public safety agencies for preparedness and response relating to the event of a natural or technological disaster, bioterrorism, epidemic disease, or other mass casualty incident occurring independently, or in addition to other disasters.

Core Capabilities

The Greater Wenatchee EMS agencies are considered to be **primary response agencies**, having significant authorities, roles, resources to provide the core capability of public health care and emergency medical services in response to emergency and disaster incidents.

Primary Core Capabilities	
Public Health, Healthcare, & Emergency Medical Services	Provide lifesaving medical treatment via Emergency Medical Services and related operations and avoid additional disease and injury by providing targeted public health, medical, and behavioral health support and products to all affected populations.

The Greater Wenatchee EMS agencies are also **support agencies**, having specific capabilities or resources that support other agencies in executing the following core capabilities.

Support Core Capabilities	
Operational Coordination	Establish and maintain a unified and coordinated operational structure and process that appropriately integrates all critical stakeholders and supports the execution of Core Capabilities.
Infrastructure Systems	Stabilize critical infrastructure functions, minimize health and safety threats, and efficiently restore and revitalize systems and services to support a viable, resilient community.
Critical Transportation	Provide transportation (including infrastructure access and accessible transportation services) for response priority objectives, including the evacuation of people and animals and the delivery of vital response personnel, equipment, and services into the affected areas.
Environmental Response/Health & Safety	Conduct appropriate measures to ensure the protection of the health and safety of the public and workers, as well as the environment, from all hazards in support of responder operations and the affected communities.



Chelan / Douglas Counties Emergency Medical Services Annex

Fatality Management Services	Provide fatality management services, including decedent remains recovery and victim identification, and work with local, state, tribal, territorial, insular area, and Federal authorities to provide mortuary processes, temporary storage or permanent internment solutions, sharing information with mass care services for the purpose of reunifying family members and caregivers with missing persons/remains, and providing counseling to the bereaved.
Logistics & Supply Chain Management	Deliver essential commodities, equipment, and services in support of impacted communities and survivors, to include emergency power and fuel support, as well as the coordination of access to community staples. Synchronize logistics capabilities and enable the restoration of impacted supply chains.
Operational Communications	Ensure the capacity for timely communications in support of security, situational awareness, and operations, by any and all means available, among and between affected communities in the impact area and all response forces.
Situational Assessment	Provide all decision makers with decision-relevant information regarding the nature and extent of the hazard, any cascading effects, and the status of the response.

Authorities and Policies

State Authority and Responsibilities

The Washington EMS and Trauma Act of 1990 created three major groups of participants: the Department of Health’s Office of Emergency Medical Services and Trauma System, the EMS and Trauma Care Steering Committee and the eight EMS and Trauma Care Regions.

WA State Department of Health (DOH) responsibilities include coordination of injury prevention programs, regulation of EMS providers, standards for education of EMS personnel and training programs, standards and designation of trauma and rehabilitation services, management of a trauma registry and quality improvement programs, establishment of trauma triage criteria, patient care protocols, destination guidelines and administration of the Trauma Care Fund.

RCW 70.168 is the legislative authority for the Department of Health, Office of EMS and Trauma Prevention contracts with the eight Regional EMS and Trauma Care Councils in Washington State to provide funds for regional assessment, planning, and implementation of EMS and trauma system building activities.

RCW 18.71 is the legislative authority for Emergency Medical Care and Transportation Services relating to paramedics and training “...under the supervision of an approved medical program director according to training standards prescribed in rule to perform specific phases of advanced cardiac and trauma life support under written or oral authorization of an approved licensed physician.”

RCW 18.73 is the legislative authority for Emergency Medical Care and Transportation Services. The intent of the legislature is to assure minimum standards and training for first responders and emergency medical technicians, and minimum standards for ambulance services, ambulances, aid vehicles, aid services, and emergency medical equipment.



Chelan / Douglas Counties Emergency Medical Services Annex

Situation Overview

The EMS and fire services of the Greater Wenatchee area respond to numerous injuries and illnesses every day. Natural hazards, as well as other emergencies and disasters, pandemics or mass fatality Incidents can occur at any time, causing significant loss of life and life threatening injuries, as well as damage to infrastructure and essential services. Emergency care services that are normally available to treat illnesses and injuries and provide out-of-hospital treatment and transport will be difficult to obtain and utilize during and after a disaster because of massive disruption of communication, transportation, utilities and water systems.

Concept of Operations

RiverCom 911 Dispatch Center is the Public Safety Answering Point (PSAP) for emergency medical services in Chelan and Douglas Counties. The RiverCom tele-communicators enter call information into a Computer Aided Dispatch (CAD) system and route the call to the appropriate EMS agencies for response. The Chelan/Douglas County Mass Casualty Incident Management Plan provides MCI emergency response plans based on the area fire district zones. Multiple EMS and other fire and public safety agencies are dispatched to meet the initial incident needs and requests for additional EMS patient care and transport units.

Functional Areas of Responsibility

Some functions of this Departments may include, but are not limited to, the following:

- Protecting Sensitive Information
- Command, Control, and Coordination
- Allocating and Mobilizing Resources
- Determining Priorities, Objectives, and Strategies
- Hospitals
- Infrastructure Site Assessments
- Delivery of Response Assets
- Responder Safety
- Survivor Safety and Assistance
- Mortuary Services
- Private Resources
- Resource Tracking
- Interoperable Communications Between Responders
- Triage and Initial Stabilization
- Emergency Medical Services
- Delivering Situation Reports
- Analyzing Information
- Tracking response Activities



Chelan / Douglas Counties Emergency Medical Services Annex

Whole Community Involvement

The “Whole Community” approach attempts to engage the full capacity of the public, including individuals, families, households and communities: private and nonprofit sectors; and local, tribal, state and Federal governments. This includes businesses, faith-based and disability organizations, and the general public including people with Access and Functional Needs (AFN), people covered under the Americans with Disabilities Act (ADA), and people with Limited English Proficiency (LEP), and culturally diverse populations.

Recipients of any federal funds must acknowledge and agree to comply with applicable provisions of federal civil rights laws and policies prohibiting discrimination, including, but not limited to: Title VI of the Civil Rights Act of 1964, which prohibits recipients from discriminating on the basis of race, color, or national origin. Recipients of federal financial assistance must also take reasonable steps to provide meaningful access for persons with Limited English Proficiency (LEP) to their programs and services.

Each of the Greater Wenatchee EMS agencies will address how LEP and AFN will be integrated into all phases of their organization and operations as applicable to its respective responsibilities. Other public safety organizations, such as RiverCom Dispatch Center and local law enforcement agencies help address critical safety issues, as well as equal access to communication assistance and services.

EMS Critical Tasks

Each of the Core Capabilities identified for the EMS agencies has one or more critical tasks that are listed in the following table. These critical tasks are defined and pre-assigned to each Core Capability based on Federal guidance documents.

Mission Area	Critical Task I.D.	Critical Task
Public Health, Healthcare, & Emergency Medical Services		
Response	2	Complete triage and initial stabilization of casualties, and begin definitive care for those likely to survive their injuries and illnesses.
Operational Coordination		
Response	2	Enhance and maintain command, control, and coordination structures consistent with the National Incident Management System (NIMS) to meet basic human needs, stabilize the incident, and transition to recovery.
Infrastructure Systems		
Response	4	Formalize partnerships with governmental and private sector cyber incident or emergency response teams to accept, triage, and collaboratively respond to cascading impacts in an efficient manner.
Critical Transportation		
Response	1	Establish physical access through appropriate transportation corridors and deliver required resources to save lives and to meet the needs of disaster survivors.
Response	2	Ensure basic human needs are met, stabilize the incident, transition into recovery for an affected area, and restore basic services and community functionality.



Chelan / Douglas Counties Emergency Medical Services Annex

Mission Area	Critical Task I.D.	Critical Task
Environmental Response/Health & Safety		
Response	1	Identify, assess, and mitigate worker health and safety hazards, and disseminate health and safety guidance and resources to response and recovery workers.
Response	2	Minimize public exposure to environmental hazards through assessment of the hazards and implementation of public protective actions.
Fatality Management Services		
Response	1	Establish and maintain operations to recover a significant number of fatalities over a geographically dispersed area.
Response	2	Mitigate hazards from remains, facilitate care to survivors, and return remains for final disposition.
Logistics & Supply Chain Management		
Response	1	Mobilize and deliver governmental, nongovernmental, and private sector resources to save lives, sustain lives, meet basic human needs, stabilize the incident, and transition to recovery, to include moving and delivering resources and services to meet the needs of disaster survivors.
Response	2	Enhance public and private resource and services support for an affected area.
Operational Communications		
Response	1	Ensure the capacity to communicate with both the emergency response community and the affected populations and establish interoperable voice and data communications between Federal, tribal, state, and local first responders.
Situational Assessment		
Response	1	Deliver information sufficient to inform decision making regarding immediate lifesaving and life-sustaining activities, and engage governmental, private, and civic sector resources within and outside of the affected area to meet basic human needs and stabilize the incident.
Response	2	Deliver enhanced information to reinforce ongoing lifesaving and life-sustaining activities, and engage governmental, private, and civic sector resources within and outside of the affected area to meet basic human needs, stabilize the incident, and transition to recovery.

Organization

The Washington EMS and Trauma Act of 1990 created three major groups of participants: the Department of Health’s Office of Emergency Medical Services and Trauma System, the EMS and Trauma Care Steering Committee and the eight EMS and Trauma Care Regions. The North Central Region EMS & Trauma Care includes the Chelan and Douglas Counties Emergency Medical Services (EMS) System (Greater Wenatchee EMS Council System).

The Greater Wenatchee EMS Council system facilitates the county’s transportation and pre-hospital medical needs. Chelan County consists of 11 licensed EMS agencies (primarily local fire departments) and 5 affiliated-



Chelan / Douglas Counties Emergency Medical Services Annex

level services. Douglas County has 5 EMS agencies. Coordination between licensed EMS agencies to meet the local EMS needs is facilitated through RiverCom 911 Dispatch and based on the Regional County Patient Care Operating Procedures and the Chelan and Douglas Counties Mass Casualty Incident Plan (MCI Run Cards).

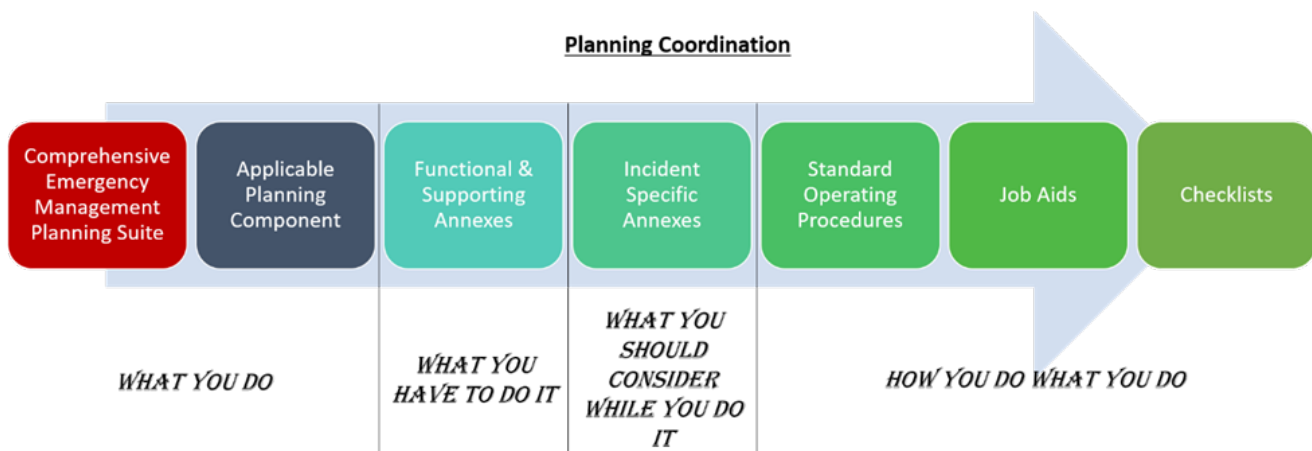
Direction, Control, & Coordination

The Greater Wenatchee EMS Council system Medical Program Director (MPD) is a licensed physician that provides medical control and direction of the EMS and Trauma Care system personnel in their prehospital medical duties. The MPD is responsible for development and adoption of prehospital patient care protocols and procedures, approving and supervising EMS training and auditing medical care performance, and approving recertification training.

Management of all mass casualty incidents will be conducted using the accepted concepts and principles of the Incident Command System (ICS), as set forth by National Incident Management System (NIMS), as the basis for all direction, control and coordination of emergency response and recovery efforts. ICS will be used to provide a common organizational structure and framework for multiagency/multi-jurisdiction operations and coordinating emergency management related actions, resources, and activities with other federal, state, county, regional, local, private-sector, and nongovernmental organizations.

Planning Coordination

The following graph illustrates the relationship of the Chelan County Comprehensive Emergency Management Plan, Basic Plan with the Greater Wenatchee EMS Annex and the EMS agency operational procedures and guidelines that establish the local tactical direction and control activities.





Chelan / Douglas Counties Emergency Medical Services Annex

Horizontal Integration

Chelan / Douglas County Mass Casualty Incident (MCI) Management Plan (2019)

This plan provides standard operating guidelines for emergency service personnel for the response and incident management of mass casualty incidents in Chelan and Douglas Counties.

Chelan / Douglas Area Emergency Services Mutual Aid Agreement

This mutual aid agreement provides the signature cities, fire districts and other public safety agencies with a mechanism for requesting mutual aid for fire protection, rescue, and other emergency situations.

Chelan / Douglas Health District Emergency Operations Plan (2018): Annex J

The purpose of this plan is to provide guidelines for coordinated preparedness and response to emergency incidents that fall under Emergency Support Function (ESF) 8, Public Health and Medical Services, or incidents that may have public health implications in Chelan & Douglas Counties.

Vertical Integration

The U.S. Department of Health and Human Services (HHS) Office of the Assistant Secretary for Preparedness and Response (ASPR)

This Federal doctrine established the capability for Health Care and Medical Readiness and State DOH objectives to develop the Eastern WA Regional Emergency and Disaster Healthcare Coalition (REDi).

The WA State Department of Health (DOH) Doctrine for Health and Medical Preparedness, Response, and Recovery (2016)

This plan established guidance for statewide response and recovery capabilities of mobilizing resources; setting priorities; coordinating preparedness, response, and recovery actions across jurisdictions.

The Eastern WA Regional Emergency and Disaster Healthcare Coalition (REDi HCC) plans include:

REDi HCC Preparedness Plan (2019)

This plan recognizes by standing agreement of the former Region 7 All Hazards Plan: Appendix G: Mass Fatality Plan. The plan provides Region 7 (Chelan, Douglas, Okanogan, Grant, and Kittitas Counties) guidance for regional coordination and communications in the event of a mass casualty incident or fatality event.

REDi CC Patient Tracking Annex (January 2020 Revision)

The purpose of this plan is to provide accurate and timely tracking of patients in a patient surge event, such as a Mass Casualty Incident (MCI) or evacuation of healthcare facilities, which require coordination of patient tracking information for the purposes of patient care and family reunification.

REDi HCC Regional DMCC Patient Placement Annex (March 2020)

The purpose of this plan is to provide patient placement coordination structure and roles and responsibilities for the regional Disaster Medical Coordination Centers (DMCCs) to manage the distribution of patients around the region in the event of an emergency. In the event of an emergency that severely impacts one or more communities, a regional DMCC will be used to efficiently coordinate the distribution of all affected patients to appropriate points of care.



Chelan / Douglas Counties Emergency Medical Services Annex

Information Collection, Analysis, & Dissemination (Initial MCI Plan)

Information Collection

First arriving Unit (MCI Plan)	<ul style="list-style-type: none"> Initial size-up – location, mechanism, approximate. number of patients, major hazards
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Information Analysis

First arriving officer	<ul style="list-style-type: none"> Need for additional resources Initiate Command
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Information Dissemination

Incident Command	<ul style="list-style-type: none"> Establish Command Initial response objectives Information Action Plan (IAP) <ul style="list-style-type: none"> Safety plan Communications plan Medical Branch Director Establish transportation corridor
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Responsibilities

Preparedness	Activity/Action	Organization(s) Involved
Preparedness	Preparedness is the development of plans and activities that take place before an emergency or disaster occurs. . Examples of preparedness activities include developing local MCI plan and local & regional mass fatality plans, training and exercises, resource inventories, resource contacts, and mutual aid agreements.	EMS CCEM CDHD Hospitals

Response	Response includes those capabilities necessary to save lives, protect property and the environment, and meet basic human needs after an incident has occurred.
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Response	Critical Task I.D.	Activity/Action
Public Information & Warning		Protecting Sensitive Information
	2	Adhere to HIPAA - provide data privacy and security provisions for safeguarding medical information Ensure that community member's names are not used when delivering incident information. The release of this information may affect law enforcement activities or interfere with the family reunification process.



Chelan / Douglas Counties Emergency Medical Services Annex

Response	Critical Task I.D.	Activity/Action
Operational Coordination		Command, Control, and Coordination
	2	CCEM will conduct all emergency operations utilizing the accepted concepts and principals of the Incident Command System.
Operational Coordination		Allocating and Mobilizing Resources
	1	Deploy apparatus, equipment and personnel to safely stabilize the incident
Operational Coordination		Determining Priorities, Objectives, and Strategies
	1	Establish patient care strategies and coordination with fire and other healthcare and public safety agencies
Operational Coordination		Hospitals
	2	Establish on-scene medical coordination with hospital, as appropriate
Infrastructure Systems		Infrastructure Site Assessments
	2	Communicate EMS facility and other area damages to facilities, utilities, and transportation to CCEM for coordination of response and recovery efforts
Critical Transportation		Delivery of Response Assets
	1	Provide transportation to deliver medical personnel, equipment and services to affected areas.
Environmental Response/ Health & Safety		Responder Safety
	1	Provide health and safety equipment and guidance, based on local directives and protocols, to ensure personnel and response safety.
Environmental Response/ Health & Safety		Survivor Safety and Assistance
	1	Provide EMS patient stabilization and transportation utilizing appropriate decontamination procedures to minimize exposure and impacts of hazardous materials and environment conditions.
Fatality Management		Mortuary Services
	2	Provide transportation of fatalities and facilitate care of survivors.
Logistics & Supply Chain Management		Private Resources
	2	Utilize and coordinate the use of both public and private resources and services to support for affected areas of the community.



Chelan / Douglas Counties Emergency Medical Services Annex

Response	Critical Task I.D.	Activity/Action
Logistics & Supply Chain Management		Resource Tracking
	1	Establish tracking and coordination of resource needs, distribution, and delivery for response and recovery efforts.
Operational Communications		Interoperable Communications Between Responders
	1	Establish radio and cellular communications and coordination with incident healthcare and public safety agencies to maximize efficiency and coordination of response and emergency care.
Public Health, Healthcare, & EMS		Triage and Initial Stabilization
	2	Establish triage and patient stabilization based on local MCI management plan.
Public Health, Healthcare, & EMS		Emergency Medical Services
	2	Provide ambulance and paramedic response and emergency care services for urgent medical illnesses and injuries.
	2	Provide out-of-hospital treatment and transport to definitive care
Situational Assessment		Delivering Situational Reports
	1,2	EMS agencies deliver patient information to medical control for common operating picture and preparation for patient care according to local protocol and procedures.
Situational Assessment		Analyzing Information
	1,2	EMS agencies will assess and communicate initial size-up (location, mechanism, approximate. number of patients, major hazards) to provide a common operating picture for multi-agency planning, resource deployment, and operational coordination.
Situational Assessment		Tracking Response Activities
	1,2	EMS agencies should track response activities and expenses for possible reimbursement.



Chelan / Douglas Counties Emergency Medical Services Annex

Resource Requirements for EOC Operations

Chelan County Emergency Management Emergency Operations Center (206A Easy Street)

All department and agency representatives invited to participate in EOC operations at the 206A Easy Street location should be reminded to provide their own laptop computers, cell phones, and any references and supporting guidance (useful plans, maps, or checklists) needed for EOC operation.

Whenever alternative EOC locations are activated, all CCEM representatives, as well as department and agency representatives invited to participate in EOC operations at the alternative location should be reminded to provide their own laptop computers, cell phones, and any references and supporting guidance (useful plans, maps, or checklists) needed for EOC operation.

References and Supporting Guidance

The Greater Wenatchee EMS Council system Medical Program Director (MPD) is a licensed physician that provides medical control and direction of the EMS and Trauma Care system personnel in their prehospital medical duties. The MPD is responsible for development and adoption of prehospital patient care protocols and procedures.

The North Central Emergency Care Council website provides a summary of the Chelan / S. Douglas County (Greater Wenatchee) EMS County Protocols: <http://ncecc.net/chelan-s-douglas-county/county-protocols/>

County Protocols

[COVID-19 Pandemic EMS Response 6-22](#)

[COVID-19 Pandemic EMS Response](#)

[MPD Approved BLS IN Naloxone Protocol 2019-03-01](#)

[Overdose report form Public Health](#)

[Chelan S Douglas County Alternative Destination Patient Assessment Checklist](#)

[Excited Delirium ALS Protocol 2018-04](#)

[KETAMINE ALS Protocol Formulary 2018-04](#)



Chelan / Douglas Counties Emergency Medical Services Annex

Chelan-South Douglas EMT-P Protocols *2-2012*

Chelan-South Douglas County Cardiac Arrest Protocol *2-2014*

Pandemic Protocol

Protocol for Caring for Potentially Serious Infections, such as Ebola, 10-24-2014

Additions to ALS Protocols for Intranasal Fentanyl and Narcan

Addition of IN Fentanyl to ALS protocols 2017-09-01

Addition of IN Nalaxone to ALS protocols 2017-09-01

Fire Fighter Rehab Protocol

Formal Fire Rehab Protocol 2016-08

Rehabilitation and Medical Monitoring

Fire Fighter Rehabilitation Monitoring Form

Chelan – South Douglas County MPD Approved Rocuronium Protocol 2015-12-15



Chelan / Douglas Counties Emergency Medical Services Annex

Long Spine Board Immobilization Protocol

Implementation Date: September 30, 2015

Please review with your agency personnel during training this month.

You may also attend the monthly EMS meeting on Sept. 29th, 9:00

Douglas County Fire District 2

[Long Spine Board Immobilization Guidelines 2015-09-28](#)

[Executive-Summary-Spine-Injury 2015-06-01](#)

TOURNIQUET PROTOCOL

Before use of the Tourniquet Protocol; all personnel must be trained with the MPD Approved training materials provided.

[Prezi Presentation pdf](#)

[ALS Tourniquet Protocol 2015-06](#)

[BLS Tourniquet Protocol 2015-06](#)

[Levophed Protocol July 2013](#)

CPAP Protocol and Training Materials

[Chelan- South Douglas CPAP Protocol July 2013](#)

[Chelan- South Douglas CPAP Training PowerPoint July 2013](#)

[Chelan-South Douglas ASA for Acute Coronary Syndrome](#)

this Protocol replaces the Aspirin Protocol in ALL EMT Protocols

[Chelan-South Douglas EMT-B Protocols](#)

[Chelan-South Douglas EMT-IV Protocols](#)

[Chelan-South Douglas EMT-IV/AW Protocols](#)

[Chelan-South Douglas EMT Standing Orders for Glucometry](#)



Chelan / Douglas Counties Emergency Medical Services Annex

SPHERE Information and Supporting Documents for Training

[SPHERE Article](#)

[SPHERE-Alert Card FAQs](#)

[Aftercare Instructions Blood Pressure](#)

[Aftercare Instructions High Blood Sugar](#)

[Aftercare Instructions Low Blood Sugar](#)

[IM EPINEPHRINE FOR EMT, 8-2012](#)

EPI IM TRAINING MATERIALS:

[Epi Intramuscular Injection PPT](#)

[Epinephrine Administration For Experience EMT's](#)

[EPI IM Skill Evaluation Check Off Sheet](#)

[Protocol Change-Midazolam for seizures 6-2012](#)

[Intramuscular vs. Intravenous Therapy for Prehospital Status Epilepticus](#)

Ketamine protocol and PowerPoint presentation for Training

[Addition of Ketamine to ALS protocols 6-2012](#)

[Ketamine Introduction and Training PowerPoint](#)

Mass Casualty All-Hazards Protocols

ALL Chelan S. Douglas County Operating Procedures

Regional Patient Care Procedures



Chelan / Douglas Counties Emergency Medical Services Annex

Terms and Definitions

RCW [18.73.030](#)

- 1) "Advanced life support" means invasive emergency medical services requiring advanced medical treatment skills as defined by chapter [18.71](#) RCW.
- 2) "Aid service" means an organization that operates one or more aid vehicles.
- 3) "Aid vehicle" means a vehicle used to carry aid equipment and individuals trained in first aid or emergency medical procedure.
- 4) "Ambulance" means a ground or air vehicle designed and used to transport the ill and injured and to provide personnel, facilities, and equipment to treat patients before and during transportation.
- 5) "Ambulance service" means an organization that operates one or more ambulances.
- 6) "Basic life support" means noninvasive emergency medical services requiring basic medical treatment skills as defined in chapter [18.73](#) RCW.
- 7) "Communications system" means a radio and landline network which provides rapid public access, coordinated central dispatching of services, and coordination of personnel, equipment, and facilities in an emergency medical services and trauma care system.
- 8) "Council" means the local or regional emergency medical services and trauma care council as authorized under chapter [70.168](#) RCW.
- 9) "Department" means the department of health.
- 10) "Emergency medical service" means medical treatment and care which may be rendered at the scene of any medical emergency or while transporting any patient in an ambulance to an appropriate medical facility, including ambulance transportation between medical facilities.
- 11) "Emergency medical services medical program director" means a person who is an approved medical program director as defined by RCW [18.71.205](#)(4).
- 12) "Emergency medical technician" means a person who is authorized by the secretary to render emergency medical care pursuant to RCW [18.73.081](#) or, under the responsible supervision and direction of an approved medical program director, to participate in a community assistance referral and education services program established under RCW [35.21.930](#) if the participation does not exceed the participant's training and certification.
- 13) "First responder" means a person who is authorized by the secretary to render emergency medical care as defined by RCW [18.73.081](#).
- 14) "Patient care procedures" means written operating guidelines adopted by the regional emergency medical services and trauma care council, in consultation with the local emergency medical services and trauma care councils, emergency communication centers, and the emergency medical services medical program director, in accordance with statewide minimum standards. The patient care procedures shall identify the level of medical care personnel to be dispatched to an emergency scene, procedures for triage of patients, the level of trauma care facility to first receive the patient, and the name and location of other trauma care facilities to receive the patient should an inter-facility transfer be necessary. Procedures on inter-facility transfer of patients shall be consistent with the transfer procedures in chapter [70.170](#) RCW.
- 15) "Prehospital patient care protocols" means the written procedure adopted by the emergency medical services medical program director which direct the out-of-hospital emergency care of the emergency patient which includes the trauma care patient. These procedures shall be based upon the assessment of the patient's medical needs and what treatment will be provided for emergency conditions. The protocols shall meet or exceed statewide minimum standards developed by the department in rule as authorized in chapter [70.168](#) RCW.
- 16) "Secretary" means the secretary of the department of health.



Chelan / Douglas Counties Emergency Medical Services Annex

- 17) "Stretcher" means a cart designed to serve as a litter for the transportation of a patient in a prone or supine position as is commonly used in the ambulance industry, such as wheeled stretchers, portable stretchers, stair chairs, solid backboards, scoop stretchers, basket stretchers, or flexible stretchers. The term does not include personal mobility aids that recline at an angle or remain at a flat position that are owned or leased for a period of at least one week by the individual using the equipment or the individual's guardian or representative, such as wheelchairs, personal gurneys, or banana carts.

REDi Healthcare Coalition

Regional DMCC Patient Placement Annex (March 2020)

Appendix E: Definitions and Acronyms

Coordination Call: A coordination call service is available to all coalition partners who participate in the region's situational awareness processes. The purpose of a coordination call serves as just-in-time coordination with peers to a healthcare systems response, and to find agreement and alignment on an issue affecting healthcare systems response.

Surge Capacity: The ability to evaluate and care for a markedly increased volume of patients—one that challenges or exceeds normal operating capacity.¹

DMCC (Disaster Medical Coordination Center): a regionally identified hospital which is responsible for all patient/resource coordination in a mass-casualty incident or disaster event.

WATrac: WATrac provides communication technology relied on for efficient and coordinated healthcare delivery throughout Washington State. It is the only system of its kind in Washington and enables users across healthcare disciplines to accurately track the availability of beds, surgical specialists, and agency status. Key features include:

- Tracking bed availability and surgical specialists;
- Status reports for individual agencies and for the region;
- Patient Tracking module;
- Data sharing and planning through a report writer, a virtual library, and a survey builder;
- Real-time communications using an alert manager, emergency contacts, and an online chat

Acronyms

- DMCC – Disaster Medical Coordination Center
- DOH – Washington State Department of Health
- ED – Emergency Department
- EM – Emergency Management
- EMS – Emergency Medical Services
- ESF-8 – Emergency Support Function-#8
- EOC – Emergency Operations Center
- MCI – Mass Casualty Incident
- NIMS – National Incident Management System



Chelan County Facilities Maintenance Annex

Purpose

The Facilities Maintenance Department helps ensure the continued operation of local government during and after emergencies and disasters. The department provides post-incident assessments of County infrastructure to identify and assess the impact on campus utility systems (i.e. electricity, gas, water, telephone); and to restore any disruptions as quickly as possible to reduce the impact on Chelan County’s essential services and the continuity of government.

The following **Core Capabilities** of Response describe the important responsibilities and functions that the Facilities Maintenance Department provides or supports.

Primary Core Capabilities	
Infrastructure Systems	Stabilize critical infrastructure functions, minimize health and safety threats, and efficiently restore and revitalize systems and services to support a viable, resilient community.

Support Core Capabilities	
Operational Communications	Ensure the capacity for timely communications in support of security, situational awareness, and operations, by any and all means available, among and between affected communities in the impact area and all response forces.
Operational Coordination	Establish and maintain a unified and coordinated operational structure and process that appropriately integrates all critical stakeholders and supports the execution of Core Capabilities.
Situational Assessment	Provide all decision makers with decision-relevant information regarding the nature and extent of the hazard, any cascading effects, and the status of the response.

Authorities and Policies

The Chelan County Board of County Commissioners is the legislative authority responsible for policy actions or decisions during an emergency or disaster, within the scope of their powers. This includes:

- Proclaim a local proclamation of emergency as prescribed in Chapter 36.40.180 Revised Code of Washington. This is usually a prerequisite for state and federal assistance.
- Issue, amend, or rescind necessary orders, rules and regulations to carry out emergency management operations.
- Emergency funding, transfers, and expenditures to support disaster operations that demand immediate action to preserve public health, protect life, protect public property, or to provide disaster relief.
- The activation of the Chelan County Continuity of Government and Operations Plan (COG/COOP) addresses the preservation and/or reconstruction of government to ensure that the legislative, administrative, and business continuity for Chelan County is maintained until normal operations and services can be restored.



Chelan County Facilities Maintenance Annex

Situation Overview

Natural, technological, or man-made disasters may threaten the functional capability of local government through the potential destruction of or harm to government personnel, facilities, critical systems, resources, and vital records.

The 2019 Chelan County Multi-Jurisdictional Natural Hazard Mitigation Plan provides detailed information on natural hazards and the probability, impact, and risk ranking scores that these natural hazards pose to the people, property and economy in Chelan County.

Hazard Risk Ranking

Rank	Hazard Type	Risk Rating Score (Probability x Impact)	Category
1	Severe Weather	45	High
2	Wildfire	36	High
3	Earthquake	34	High

The natural hazards, as well as other emergencies and disasters in Chelan County can occur at any time, causing significant damage to the infrastructure of utilities, loss of essential services to businesses and homes, and disruption of governmental entities. These include electric power, water, and telecommunications. Impacts from local as well as regional and out-of-area incidents may also have adverse effects on the local capabilities.

Continuity of government and operations planning is necessary to provide for the continued protection and safety of the population and bring about the prompt and orderly restoration and recovery of public and private property and services.

Assumptions

- Even during disasters and emergencies, there is an expectation by the public that the government will continue to provide its normal services.
- Those services that directly impact the preservation of life, property, and the environment will be given the highest priorities for receiving resources.
- Communications will likely be disrupted. Telephone and cellular communications may be affected by the emergency.
- Internet service and network access may be unavailable for several days while an alternate work area or facility is set up.
- The Board of County Commissioners will declare an emergency if local emergency response resources are exhausted or nearing exhaustion.
- Many of the catastrophes that require activation of the County COG/COOP will cause extensive damage to more than just County facilities.

Concept of Operations

In the event of a major disaster, the potential destruction of facilities, critical systems, resources, and vital records may be significant. Facilities Maintenance will assess the overall damage to County property and utility systems to help restore or mediate disruptions to government and essential services.



Chelan County Facilities Maintenance Annex

The Continuity of Government and Operations Plan (COG/COOP) will be activated upon notification of an emergency or disaster in the County that severely impacts the County's ability to continue normal operations and provide essential services. Facilities Maintenance will work with Emergency Management and Information Technology to identify alternative sites to provide work stations for County department and essential personnel.

The Chelan County Emergency Operations Center (EOC) will be activated to support County operations to an emergency or disaster for response, recovery and restoration. The CC EOC will also serve as the central coordination point for the implementation of the CC COG/COOP activation and the support for operations providing alternative work areas and facility sites.

Functional Areas of Responsibility

Some functions of this Department may include, but are not limited to, the following:

- Communication Systems
- Ensuring Information Flow
- Ensuring Continuity of Government and Essential Services
- Water Treatment and Provision
- Power Restoration
- Infrastructure Site Assessment
- Public Recreation Facilities
- Public Safety Facilities
- Analyzing Information

Whole Community Involvement

The "Whole Community" approach attempts to engage the full capacity of the public, including individuals, families, households and communities: private and nonprofit sectors; and local, tribal, state and Federal governments. This includes businesses, faith-based and disability organizations, and the general public including people with Access and Functional Needs (AFN), people covered under the Americans with Disabilities Act (ADA), and people with Limited English Proficiency (LEP), and culturally diverse populations.

Recipients of any federal funds must acknowledge and agree to comply with applicable provisions of federal civil rights laws and policies prohibiting discrimination, including, but not limited to: Title VI of the Civil Rights Act of 1964, which prohibits recipients from discriminating on the basis of race, color, or national origin. Recipients of federal financial assistance must also take reasonable steps to provide meaningful access for persons with Limited English Proficiency (LEP) to their programs and services.

The Chelan County Facilities Maintenance does not serve the public directly, but will address how LEP and AFN will be integrated into all phases of their organization and operations as applicable to its respective responsibilities. This includes addressing how LEP and AFN will be integrated into all work areas or alternative work sites.



Chelan County Facilities Maintenance Annex

Facilities Maintenance Critical Tasks

Each of the Core Capabilities identified for the Chelan County Facilities Maintenance Department has one or more critical tasks that are listed in the following table. These critical tasks are defined and pre-assigned to each Core Capability based on Federal guidance documents.

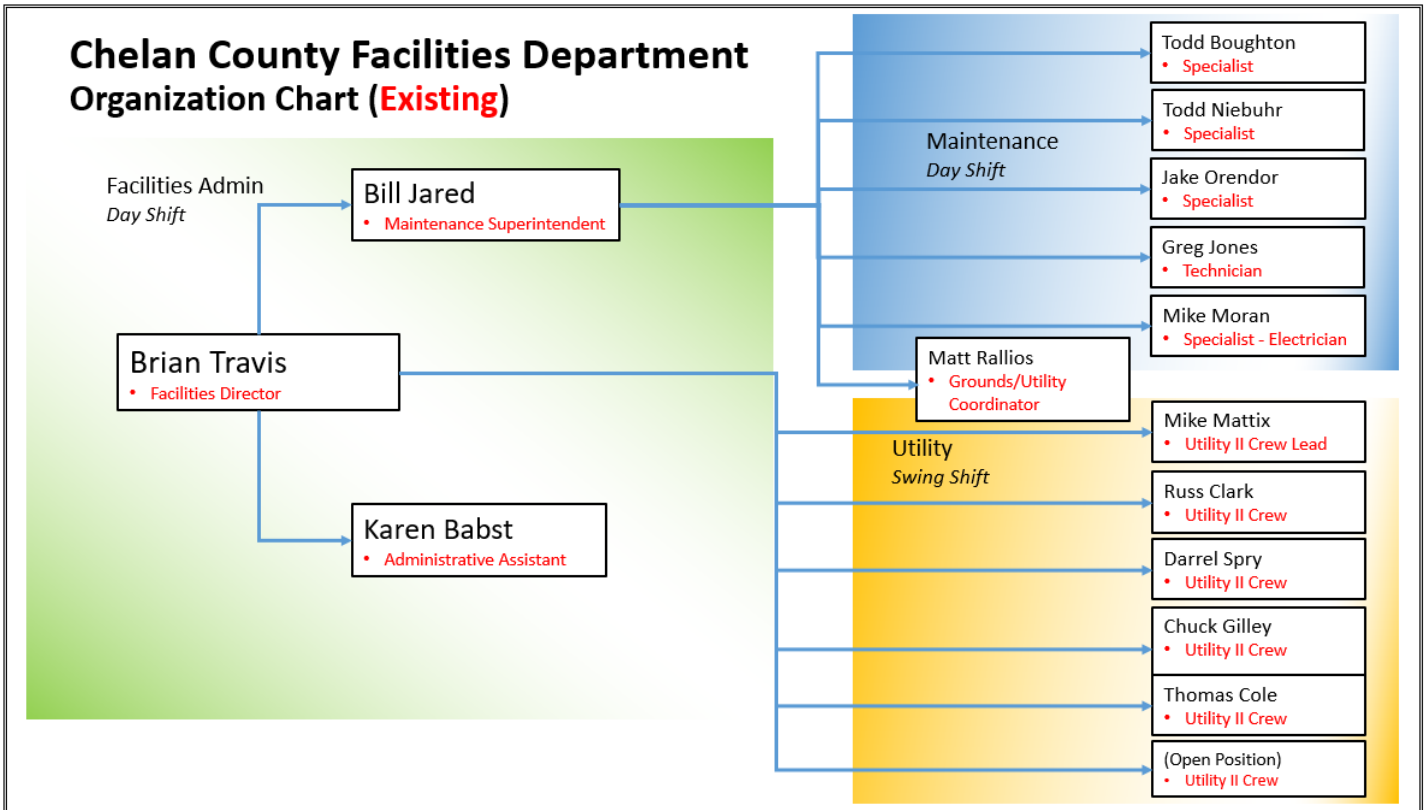
Mission Area	Critical Task I.D.	Critical Task
Infrastructure Systems		
Response	1	Decrease and stabilize immediate infrastructure threats to the affected population, to include survivors in the heavily damaged zone, nearby communities that may be affected by cascading effects, and mass care support facilities and evacuation processing centers with a focus on life-sustainment and congregate care services.
Response	2	Re-establish critical infrastructure within the affected areas to support ongoing emergency response operations, life sustainment, community functionality, and a transition to recovery.
Response	4	Formalize partnerships with governmental and private sector or emergency response teams to accept, triage, and collaboratively respond to cascading impacts in an efficient manner.
Operational Coordination		
Response	2	Enhance and maintain command, control, and coordination structures consistent with the National Incident Management System (NIMS) to meet basic human needs, stabilize the incident, and transition to recovery.
Situational Assessment		
Response	1	Deliver information sufficient to inform decision making regarding immediate lifesaving and life-sustaining activities, and engage governmental, private, and civic sector resources within and outside of the affected area to meet basic human needs and stabilize the incident.
Response	2	Deliver enhanced information to reinforce ongoing lifesaving and life-sustaining activities, and engage governmental, private, and civic sector resources within and outside of the affected area to meet basic human needs, stabilize the incident, and transition to recovery.



Chelan County Facilities Maintenance Annex

Organization

The following Organizational Chart illustrates the administrative and operational structure of Chelan County Facilities Maintenance Department.



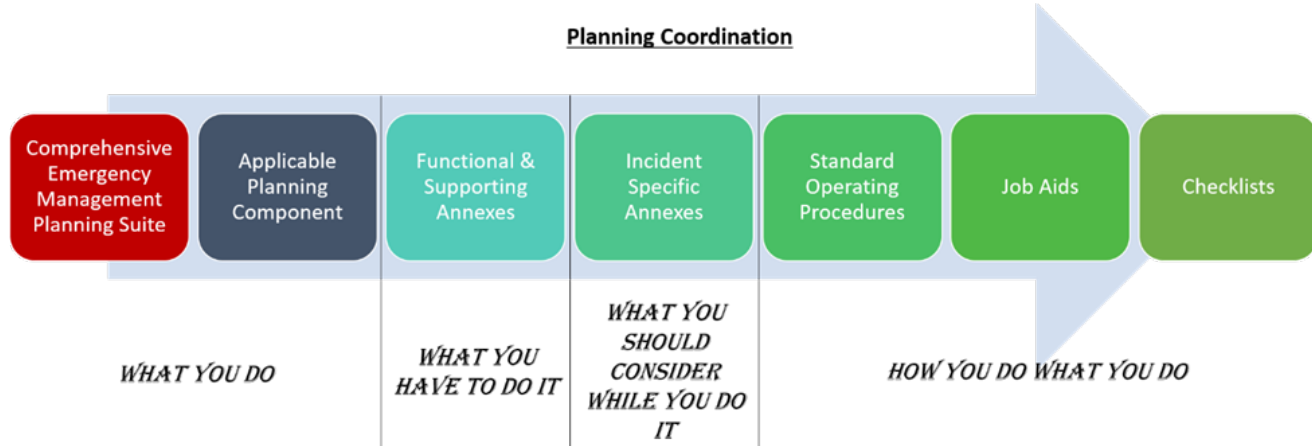
Direction, Control, & Coordination

The Incident Command System (ICS), as set forth by National Incident Management System (NIMS), is the basis for all direction, control and coordination of major emergency response and recovery efforts. ICS will be used to provide a common organizational structure and framework for multidepartment or agency and multi-jurisdiction operations and coordinating emergency management related actions, resources, and activities. An example would be the activation of the County’s Continuity of Government and Operations Plan following a disaster that causes significant damages to facilities and essential government services and operations.



Chelan County Facilities Maintenance Annex

The following graph illustrates the relationship of the Comprehensive Emergency Management Plan Basic Plan with the Facilities Maintenance Annex and the department's operation procedures and guidelines that establish the local tactical direction and control activities.



Horizontal Integration

Chelan County Code - The county code was reviewed for the full capability assessment and for identifying opportunities for action plan integration.

Chelan County Natural Hazard Mitigation Plan

The 2019 revision is a comprehensive document that evaluates and identifies natural hazards, potential risks from those hazards, and projects to mitigate for and respond to hazard events

Chelan County Continuity of Government and Operations Plan (COG/COOP)

The purpose of this plan is to prepare Chelan County to respond to disasters or a major emergency while continuing to provide essential services and to reduce or mitigate disruptions to operations from a disaster.

Vertical Integration

National Incident Management System (NIMS)

A system mandated by Homeland Security Presidential Directive 5 (HSPD-5) that provides a consistent nationwide approach for domestic disaster incidents.



Chelan County Facilities Maintenance Annex

Information Collection, Analysis, & Dissemination

Information Collection

Situation Status Information	Current situations – location, impact, extent Other information needed for decision making
Operational Information	Information on incident regarding people property, and status of emergency services Impact assessments: <ul style="list-style-type: none"> • Critical infrastructure and property threatened, damaged, or lost • Determining the status of transportation, utilities, communication systems, and fuel and water supplies. • The number of employees who have been displaced because of the event and the estimated extent of damage to their work areas.
Resource Information	Resource needs, including: Types, Amounts, Locations, Estimated costs Resource availability Resource tracking, reporting, and accountability

Information Analysis

Situation Status Information Operational Information	Used to develop situation reports (sit-reps) as an incident progresses.
Resource Information	Analysis of information and planning for anticipated resources to support emergency response and damage assessment and recovery activities.

Information Dissemination

Situation Status Report (Sit-Rep) Operational Information	Information used to brief the Commissioners, Emergency Management and inform all involved County departments on the situation, strategies and restoration estimates (Decision Making Information)
Resource Information	Resource information will be used to identify, inventory, dispatch, mobilize, transport, and demobilize resources to ensure sustained operations.



Chelan County Facilities Maintenance Annex

Responsibilities

Preparedness	Activity/Action		Organization(s) Involved
Preparedness is the development of plans and preparation activities made before an emergency or disaster occurs. Public Works departments should: <ul style="list-style-type: none"> • Maintain current inventories of resources. • Provide ongoing training to personnel on their roles and responsibilities during emergency operations • Develop SOPs in accordance with state and local regulations and this plan. • Participate in emergency / disaster exercises and drills to test and update, as needed, written SOPs. 			All Chelan County Departments
Mitigation	Activity/Action		Organization(s) Involved
Mitigation is the effort to reduce loss of life and property by lessening the impact of disasters and emergencies. Mitigation involves structural and non-structural measures taken to limit the impact of disasters and emergencies. Structural mitigation actions change the characteristics of buildings or the environment.			CC Community Development
Response	Critical Task I.D.	Activity/Action	Organization(s) Involved
Operational Coordination	Ensuring Information Flow		
	2	Conduct incident assessments of County infrastructure and campus utility systems to begin restoration and decision making.	Community Development IT
	2	Provide current sit-rep information to brief the Commissioners, Emergency Management and inform all involved County departments on the situation, strategies and restoration estimates (Decision Making Information).	
Operational Coordination	Ensuring Continuity of Government and Essential Services		
	2	Restore any disruptions in Campus utility systems as quickly as possible to reduce the impact on Chelan County's essential services	IT
	2	Provide emergency repair of damaged infrastructure and critical facilities.	IT PUD
	2	Assist with identification of locations and sites for logistics and personnel worksite relocations.	IT CCEM



Chelan County Facilities Maintenance Annex

Response	Critical Task I.D.	Activity/Action	Organization(s) Involved
Infrastructure Systems		Water Treatment and Provision	
	2	Restore any disruptions in Campus utility systems as quickly as possible to reduce the impact on Chelan County's essential services.	City Water
Infrastructure Systems		Power Restoration	
	2	Restore any disruptions in Campus utility systems as quickly as possible to reduce the impact on Chelan County's essential services.	PUD
Infrastructure Systems		Communication Systems	
	2	Restore any disruptions in Campus phone system as quickly as possible to reduce the impact on Chelan County's essential services.	?
Infrastructure Systems		Government Facilities	
	2	Conduct incident assessments of County Government facilities, utilities, and communication to begin restoration and decision making.	Community Development IT PUD
Infrastructure Systems		Infrastructure Site Assessment	
	2	Conduct incident assessments of County facilities, utilities, and communications to begin restoration and decision making.	Community Development IT PUD
Infrastructure Systems		Public Recreation Facilities	
	2	Conduct incident assessments of County recreational facilities and systems to begin restoration and decision making.	Community Development IT PUD
Infrastructure Systems		Public Safety Facilities	
	2	Conduct incident assessments of County Public Safety facilities, utilities, and communication systems to begin restoration and decision making.	Community Development IT PUD
	2	Restore any disruptions in Campus utility systems as quickly as possible to reduce the impact on Chelan County's essential services.	Community Development IT PUD



Chelan County Facilities Maintenance Annex

Response	Critical Task I.D.	Activity/Action	Organization(s) Involved
Situational Assessment	Assessing Hazard Impacts		
	2	Analysis of information and planning for anticipated resources to support emergency response and damage assessment and recovery activities	Community Development IT CCEM

Recovery	Activity/Action	Organization(s)/ Departments Involved
	Recovery consists of those activities that continue beyond the emergency period to restore critical infrastructure and community functions and begin to manage stabilization efforts. The recovery phase begins immediately after the threat to human life has subsided. The goal of the recovery phase is to bring the affected area back to some degree of normalcy.	CCEM IT Community Development

Resource Requirements for EOC Operations

When appropriate, Facilities Management will assign a representative to the EOC, as the circumstances dictate.

All department and agency representatives invited to participate in EOC operations at the 206A Easy Street location, or an alternate location, should be reminded to provide their own laptop computers, cell phones, and any references and supporting guidance (useful plans, maps, or checklists) needed for EOC operation.

References and Supporting Guidance

- RCW 43.19.450 Supervisor of Engineering and Architecture
- RCW 38.52.195 Emergency workers exemption from liability



Chelan County Fire Districts / Departments Annex

Purpose

To establish guidelines for effective coordination between fire agencies and units in detection and suppression of wildland, rural, and urban fires, whether occurring independently, or in addition to other disasters. These guidelines 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.

Core Capabilities

Chelan County Fire Districts and Departments are considered to be **primary response agencies**, having significant authorities, roles, resources to provide the following core capabilities in response to emergency and disaster incidents.

Primary Core Capabilities	
Operational Coordination	Establish and maintain a unified and coordinated operational structure and process that appropriately integrates all critical stakeholders and supports the execution of Core Capabilities.
Environmental Response/Health & Safety	Conduct appropriate measures to ensure the protection of the health and safety of the public and workers, as well as the environment, from all hazards in support of responder operations and the affected communities.
Fire Management & Suppression	Provide structural, wildland, and specialized firefighting capabilities to manage and suppress fires of all types, kinds, and complexities while protecting the lives, property, and environment in the affected area.

The Chelan County Fire Districts and Departments are also **support agencies**, having specific capabilities or resources that support other agencies in executing the following core capabilities.

Support Core Capabilities	
Infrastructure Systems	Stabilize critical infrastructure functions, minimize health and safety threats, and efficiently restore and revitalize systems and services to support a viable, resilient community.
Critical Transportation	Provide transportation (including infrastructure access and accessible transportation services) for response priority objectives, including the evacuation of people and animals and the delivery of vital response personnel, equipment, and services into the affected areas.
Mass Search & Rescue Operations	Deliver traditional and atypical search and rescue capabilities, including personnel, services, animals, and assets to survivors in need, with the goal of saving the greatest number of endangered lives in the shortest time possible.
Operational Communications	Ensure the capacity for timely communications in support of security, situational awareness, and operations, by any and all means available, among and between affected communities in the impact area and all response forces.



Chelan County Fire Districts / Departments Annex

Public Health, Healthcare, & Emergency Medical Services	Provide lifesaving medical treatment via Emergency Medical Services and related operations and avoid additional disease and injury by providing targeted public health, medical, and behavioral health support and products to all affected populations.
Situational Assessment	Provide all decision makers with decision-relevant information regarding the nature and extent of the hazard, any cascading effects, and the status of the response.

Authorities and Policies

1. Local fire departments and districts function under the applicable portions of RCW 38.52, RCW 52.02, RCW 70.136, WAC 212, other State and local ordinances, and their own Standard Operating Procedures (SOPs). Fire departments within Chelan County have signed mutual aid agreements with the other departments in the county and with Douglas County agencies. It is understood that emergencies and disasters can overwhelm local resources, or in other ways prevent agencies and jurisdictions from fulfilling all their roles and responses to requests for assistance.
2. Fire mobilization will be requested by the proper authority within the affected fire department through their pre-established procedures. The State Emergency Management Division has the authority to mobilize jurisdictions under the WA State Fire Services Resource Mobilization Plan (RCW 38.54.030).
3. Direction and control of a multi-agency, multi-jurisdictional incident will follow the concepts of the National Incident Management System (NIMS).
4. Individual fire protection districts must ensure that their home district is adequately protected before responding to mutual aid or fire mobilization requested.
5. Per Chapter 76.04 RCW, the Department of Natural Resources (DNR) has the responsibility for wildland fire suppression on state and privately owned forestland. The DNR, Resource Protection Division, has the authority to respond to wildland fire suppression efforts, as well as the responsibility to respond to requests from other agencies for assistance for non-fire emergencies or disasters.
6. National support for forest fires shall be accomplished through the Northwest Coordination Center (NWC) (federal multi-coordinating agency comprised of Dept. of Forestry, Bureau of Land Management, Fish and Wildlife, Indian Affairs, etc.) who will coordinate with the National Interagency Coordination Center.



Chelan County Fire Districts / Departments Annex

Situation Overview

The 2019 Chelan County Multi-Jurisdictional Natural Hazard Mitigation Plan provides detailed information on the following natural hazards and the probability, impact, and risk ranking scores that these natural hazards pose to the people, property and economy in Chelan County.

Hazard Risk Ranking

Rank	Hazard Type	Risk Rating Score (Probability x Impact)	Category
1	Severe Weather	45	High
2	Wildfire	36	High
3	Earthquake	34	High
4	Landslide	33	High
5	Flooding	18	Medium
6	Dam Failure	12	Low
7	Drought	9	Low

The high rating for severe weather and wildfire is based on the past history and high frequency of weather events and large fires throughout the county. The potential for earthquake and landslide are high based on USGS data and the steepness of the mountain terrain.

The rating for flooding varies throughout the county. Some areas are high, based on the location within flood zones or associated with runoff from fire-damaged terrain.

The natural hazards, as well as other emergencies and disasters, pandemics or mass fatality Incidents can occur at any time, causing significant loss of life, damage to infrastructure and loss of essential services.

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



Chelan County Fire Districts / Departments Annex

Concept of Operations

RiverCom 911 Dispatch Center is the Public Safety Answering Point (PSAP) for fire and emergency medical services in Chelan and Douglas Counties. The RiverCom tele-communicators enter call information into a Computer Aided Dispatch (CAD) system and route the call to the appropriate fire and EMS agencies for response.

1. On-scene fire related operations within Chelan County are managed by concepts of the National Incident Management System (NIMS).
2. Designation of the incident command agency, and assumption of incident coordination, is based on the specific or implied authority or responsibility within the applicable jurisdiction.
3. Incident management priorities include saving lives, stabilizing the incident, and protecting property and the environment. To achieve these priorities, incident personnel apply and implement NIMS components in accordance with the principles of flexibility, standardization, and unity of effort.
4. Emergency response and supporting agencies and organizations agree to carry out their objectives in support of the incident command structure to the fullest extent possible.
5. Fire Service mutual-aid agreements provide for additional local personnel and resources in the event individual Chelan County jurisdictions are unable to contain a given situation with existing resources and personnel.
6. Each agency assisting under the mutual-aid agreement retains its own autonomy, with overall direction provided by the Chief (Incident Commander) of the affected jurisdiction. In the event of a multi-agency fire response, direction, control and coordination may be established from the county Emergency Operations Center, or a Command Post at the scene. Incoming units may receive assignments from either location or from designated staging areas.
7. Established firefighting and support organizations, processes, and procedures as listed in the WA State Fire Services Resource Mobilization Plan will be utilized. State and Federal Mobilization Guides will be used in support of firefighting activities. Responsibility for situation assessment and determination of resource needs lies primarily with local jurisdiction Incident Commanders in coordination with the State and Chelan County EOC, if activated.
8. 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.
9. 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.
10. Fire Services provide limited emergency medical services, based on individual department's abilities and training. Emergency medical response is not a requirement of local Fire Services. However those agencies that do provide emergency medical services, do so under the direction of the local Medical Program Director (MPD).



Chelan County Fire Districts / Departments Annex

11. Law Enforcement agencies and Public Works departments can support Fire Service agencies by performing their normal functions of traffic control, area security, road blocks, evacuation notification and heavy equipment, as appropriate.
12. Fire Service agencies' personnel can be used for the dissemination of information and warnings, as conditions and available resources allow.
13. Fire Service agencies provide limited response to hazardous materials incidents. Their response is in a defensive manner, commensurate with their level of training.

Functional Areas of Responsibility

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

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.

Some functions of this Department may include, but are not limited to, the following:

- Command, Control, and Coordination
- Allocating and Mobilizing Resources
- Determining Priorities, Objectives, and Strategies
- Establishing a Common Operating Picture
- Establishing Lines of Communication
- Infrastructure Site Assessments
- Public Safety Facilities
- Hazardous Materials Clean-Up
- Decontamination
- Health and Safety Monitoring and Assessment
- Environmental Impact Analysis
- Predictive Modeling
- Responder Safety
- Survivor Safety and Assistance
- Structural Firefighting
- Extended Attack Firefighting
- Initial Attack Firefighting
- Specialized Firefighting
- Wildland Firefighting
- Rescue Operations
- Specialized Operations
- Interoperable Communications Between Responders
- Data Communications
- Triage and Initial Stabilization
- Emergency Medical Services
- Assessing Hazard Impacts
- Tracking Response Activities



Chelan County Fire Districts / Departments Annex

Whole Community Involvement & Non-Discrimination

The “Whole Community” approach attempts to engage the full capacity of the public, including individuals, families, households and communities: private and nonprofit sectors; and local, tribal, state and Federal governments. This includes businesses, faith-based and disability organizations, and the general public including people with Access and Functional Needs (AFN), people covered under the Americans with Disabilities Act (ADA), and people with Limited English Proficiency (LEP), and culturally diverse populations.

Recipients of any federal funds must acknowledge and agree to comply with applicable provisions of federal civil rights laws and policies prohibiting discrimination, including, but not limited to: Title VI of the Civil Rights Act of 1964, which prohibits recipients from discriminating on the basis of race, color, or national origin. Recipients of federal financial assistance must also take reasonable steps to provide meaningful access for persons with Limited English Proficiency (LEP) to their programs and services.

Each Chelan County fire district or department will address how LEP and AFN will be integrated into all phases of their organization and operations as applicable to its respective responsibilities. Public safety organizations, such as RiverCom Dispatch Center and local law enforcement agencies help address critical safety issues, as well as equal access to communication assistance and services.

Fire Service Critical Tasks

Each of the Core Capabilities identified for the Chelan County fire districts and departments has one or more critical tasks that are listed in the following table. These critical tasks are defined and pre-assigned to each Core Capability based on Federal guidance documents.

Mission Area	Critical Task I.D.	Critical Task
Operational Coordination		
Response	1	Mobilize all critical resources and establish command, control, and coordination structures within the affected community, in other coordinating bodies in surrounding communities, and maintain as needed throughout the duration of an incident.
	2	Enhance and maintain command, control, and coordination structures consistent with the National Incident Management System (NIMS) to meet basic human needs, stabilize the incident, and transition to recovery.
Environmental Response/Health & Safety		
Response	1	Identify, assess, and mitigate worker health and safety hazards, and disseminate health and safety guidance and resources to response and recovery workers.
	2	Minimize public exposure to environmental hazards through assessment of the hazards and implementation of public protective actions.
	3	Detect, assess, stabilize, and clean up releases of oil and hazardous materials into the environment, including buildings/structures, and properly manage waste.
	4	Identify, evaluate, and implement measures to prevent and minimize impacts to the environment, natural and cultural resources, and historic properties from all-hazard emergencies and response operations.



Chelan County Fire Districts / Departments Annex

Mission Area	Critical Task I.D.	Critical Task
Fire Management & Suppression		
Response	1	Provide traditional first response or initial attack firefighting services.
	2	Conduct expanded or extended attack firefighting and support operations through coordinated response of fire management and specialized fire suppression resources.
	3	Ensure the coordinated deployment of appropriate local, regional, national, and international fire management and fire suppression resources to reinforce firefighting efforts and maintain an appropriate level of protection for subsequent fires.
Infrastructure Systems		
Response	2	Re-establish critical infrastructure within the affected areas to support ongoing emergency response operations, life sustainment, community functionality, and a transition to recovery.
Critical Transportation		
Response	1	Establish physical access through appropriate transportation corridors and deliver required resources to save lives and to meet the needs of disaster survivors.
Mass Search & Rescue Operations		
Response	1	Conduct search and rescue operations to locate and rescue persons in distress.
Operational Communications		
Response	1	Ensure the capacity to communicate with both the emergency response community and establish interoperable voice and data communications between state, and local first responders.
Public Health, Healthcare, & Emergency Medical Services		
Response	2	Complete triage and initial stabilization of casualties, and begin definitive care for those likely to survive their injuries and illnesses.
Situational Assessment		
Response	1	Deliver information sufficient to inform decision making regarding immediate lifesaving and life-sustaining activities, and engage governmental, private, and civic sector resources within and outside of the affected area to meet basic human needs and stabilize the incident.
	2	Deliver enhanced information to reinforce ongoing lifesaving and life-sustaining activities, and engage governmental, private, and civic sector resources within and outside of the affected area to meet basic human needs, stabilize the incident, and transition to recovery.



Chelan County Fire Districts / Departments Annex

Organization

Fire protection within Chelan County is provided by Fire Districts 1,3,5,6,7,8,9,10, and the Cashmere Fire Department. The departments are a combination of paid and volunteer personnel. Each fire agency is an independent agency reporting to elected representatives. Within each agency is an identified chain of command which oversees the operational portion of the agency.

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

Fire mobilization will be requested by the proper authority within the affected fire department through their pre-established procedures. The State Emergency Management Division has the authority to mobilize jurisdictions under the WA State Fire Services Resource Mobilization Plan (RCW 38.54.030).

Direction, Control, & Coordination

The Incident Command System (ICS) is the basis for all direction, control and coordination of emergency response and recovery efforts conducted under this annex. ICS will be used to provide a common organizational structure and framework for multiagency/multi-jurisdiction operations and coordinating fire service related operations, actions, resources, and activities with other local fire districts, as well as, federal, state, county, regional, private-sector, and nongovernmental organizations.

The direction, control, and coordination of the initial response activities are provided by local jurisdictions and their automatic or mutual aid public safety partners. The local incident commander leads tactical direction and control activities on-site.

The ICS responsibilities of an Incident Commander or Unified Command include:

1. Establishing a single Incident Command Post (ICP) for the incident
2. Establishes incident objectives to drive incident operations toward the desired outcomes
3. Establishing an Incident Action Plan (IAP) to coordinate and guide incident operations and activities, through unity of effort, to accomplish the desired outcomes of the incident objectives

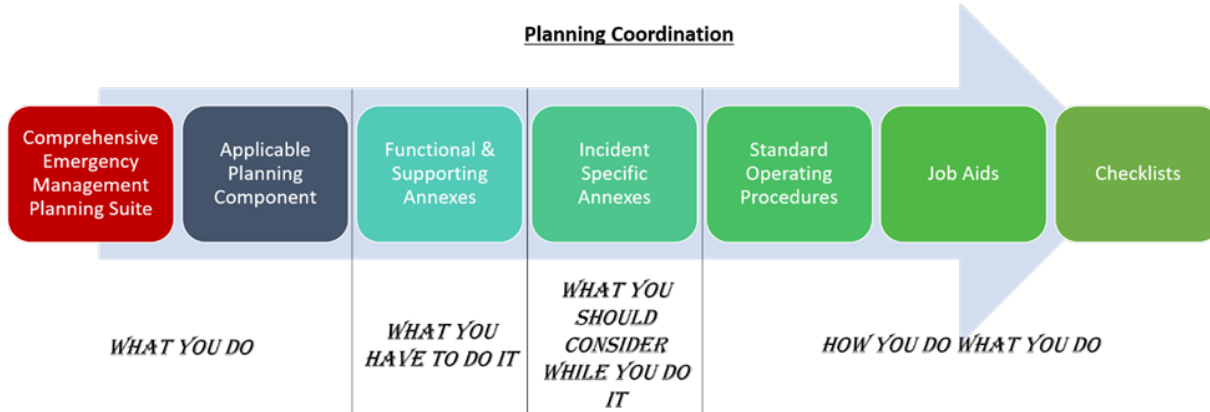
The complexity of emergency response operations during a disaster or emergency requires that direction, control, and coordination channels are formalized and understood by all involved in the incident.

When local and regional mutual aid response resources are not able to contain and control an incident, activation of the Washington Fire Services Resource Mobilization Plan can be requested.



Chelan County Fire Districts / Departments Annex

The following graph illustrates the relationship of the Comprehensive Emergency Management Plan Basic Plan with the Fire Districts / Department Annex, and the district’s or department operation procedures and guidelines that establish the local tactical direction and control activities.



Horizontal Integration

Chelan / Douglas Area Emergency Services Mutual Aid Agreement

Based on the provisions of Chapter 39.34 RCW, RCW 35.84.040, and RCW 52.12.111, this mutual aid agreement provides the signature cities, fire districts and other public safety agencies with a mechanism for requesting mutual aid for fire protection, rescue, and other emergency situations.

Chelan County Natural Hazard Mitigation Plan

The 2019 revision is a comprehensive document that evaluates and identifies natural hazards, potential risks from those hazards, and projects to mitigate for and respond to hazard events.

Chelan County Community Wildfire Protection Plan

The purpose of the Chelan County Community Wildfire Protection Plan (CWPP) is to reduce the impact of wildfire on Chelan County residents, landowners, businesses, communities, local governments, and state and federal agencies while maintaining appropriate emergency response capabilities and sustainable natural resource management policies. The CWPP identifies high risk areas as well as recommend specific projects that may help prevent wildland fires from occurring altogether or, at the least, lessen their impact on residents and property.

Chelan / Douglas LEPC Hazardous Materials Emergency Response Plan (December 2018)

This plan replaced Emergency Support Function (ESF 10), Oil and Hazardous Materials Response, of the 2014 Chelan County CEMP. The plan establishes the policies and procedures under which the County of Chelan will operate in the event of a hazardous materials incident, oil spill, or other release.

Chelan / Douglas County Mass Casualty Incident (MCI) Management Plan (2019)

This plan provides standard operating guidelines for emergency service personnel for the response and incident management of mass casualty incidents in Chelan and Douglas Counties.



Chelan County Fire Districts / Departments Annex

Vertical Integration

WA State Fire Services Resource Mobilization Plan

Under [RCW 43.43.961](#), the Fire Service Resource Mobilization Plan is implemented to provide personnel, equipment, and other logistical resources when a wildland fire or other emergency exceeds the firefighting capacity of local jurisdictions.

Northwest Area Contingency Plan (2011)

The Northwest Area Contingency Plan (NWACP) has been adopted as Washington State’s Oil and hazardous Substance Spill Prevention and Response Plan, as required by statute (RCW 90.56.060). This plan is intended for use as a guideline for coordination of spill response actions and to ensure consistency in response to spills.

Information Collection, Analysis, & Dissemination

Information Collection

Hazardous Materials	<ul style="list-style-type: none"> • Type and status of hazardous materials-related deployments • Status of significant oil or hazardous material releases • Number of oil and hazardous materials leaks, spills, or releases or threatened releases from facilities, vessels, pipelines, rail and any other sources • Extent of oil and hazardous materials facilities or mobile facilities damaged, destroyed, or without power • Nature and extent of actual or potential environmental contamination and its environmental contamination and impacts, as appropriate • Limiting factors or shortfalls
Firefighting	<ul style="list-style-type: none"> • Number of firefighting staff deployed to the field, EOC, etc. • Current or expected mission assignments • Number, location, and role of pre-positioned firefighting resources • Number, location, and role of deployed firefighting resources • Limiting factors or shortfalls
Search & Rescue	<ul style="list-style-type: none"> • Type, assignment, resources, and status of SAR resources • Status of SAR missions, including number of rescues, number of areas completed, and number of current areas of operations • Limiting factors and shortfalls
Situation Status Information	<ul style="list-style-type: none"> • Potential hazards • Current situations – location, impact, extent • Other information needed for decision making



Chelan County Fire Districts / Departments Annex

Operational Information	<p>Information on incident regarding people property, and status of emergency services</p> <p>Impact assessments:</p> <ul style="list-style-type: none"> • Injuries and fatalities • Critical infrastructure and property threatened, damaged, or lost • Agencies involved and numbers of units on the scene and responding. <p>Threats to responders and to the public</p>
Resource Information	<p>Resource typing and inventory</p> <p>Resource needs, including: Types, Amounts, Locations, Estimated costs</p> <p>Resource availability</p> <p>Resource tracking, reporting, and accountability</p>
Public Information	<p>Alert system notices and other predictive information</p> <p>Information about degrees of threat to the general public, areas to avoid, and similar information.</p> <p>Information on protective measures, such as evacuation routes, shelter-in-place or other lifesaving measures</p>

Information Analysis

Monitoring Hazard Information	Public safety risks of potential hazards
Situation Status Information Operational Information	Used to develop situation reports (sit-reps) as an incident progresses.
Operational Information Public Information	To determine alerts and notifications to provide credible and actionable messages to inform emergency services and the public
Resource Information	Analysis of information and planning for anticipated resources to support emergency response and damage assessment and recovery activities.



Chelan County Fire Districts / Departments Annex

Information Dissemination

Monitoring Hazard Information	Emergency alerts and forecasting of potential hazards or risk
Situation Status Report (Sit-Rep) Operational Information	Information will be used to brief the Mayor (and Policy Group) and inform all involved city departments and agencies on the situation, initial response, and for planning purposes.
Resource Information	Resource information will be used to identify, inventory, dispatch, mobilize, transport, and demobilize human and material resources to ensure sustained operations.
Public Information	Alert system notices and other predictive information Information about degrees of threat to the general public, areas to avoid, and similar information. Information on protective measures, such as evacuation routes, shelter-in-place or other lifesaving measures

Responsibilities

Preparedness is the development of plans and preparation activities made before an emergency or disaster occurs. All fire service agencies and support agencies:

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



Chelan County Fire Districts / Departments Annex

Mitigation is the effort to reduce loss of life and property by lessening the impact of disasters and emergencies. All fire service agencies and support agencies:

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

Response includes those capabilities necessary to save lives, protect property and the environment, and meet basic human needs after an incident has occurred.

Response	Critical Task I.D.	Activity/Action
Operational Coordination	Command, Control, and Coordination	
	2	Conduct all emergency operations utilizing the accepted concepts and principals of the Incident Command System.
	1	Establish command, control, and coordination of emergency operations
Operational Coordination	Allocating and Mobilizing Resources	
	1	Deploy apparatus, equipment and personnel to safely stabilize the incident
Operational Coordination	Determining Priorities, Objectives, and Strategies	
	1	Coordinate incident action plan with other fire and public safety agencies
Operational Coordination	Establishing a Common Operating Picture	
	2	Fire districts/departments will establish an incident action plan with common strategies, objectives to provide a common operating picture for all responding agencies.
Operational Coordination	Establishing Lines of Communication	
	2	Fire districts/departments will establish an incident action plan with common strategies, objectives and radio communications.



Chelan County Fire Districts / Departments Annex

Response	Critical Task I.D.	Activity/Action
Infrastructure Systems	Public Safety Facilities	
	4	Fire districts/departments will assess and report damage assessments of local public safety facilities.
Environmental Response/Health & Safety	Hazardous Material Clean-up	
	3	Fire districts/departments will provide a limited response and stabilization of hazards, based on responder level of training.
		Fire districts/departments will assist in clean-up of hazards, if appropriate, based on level of training and expertise.
Environmental Response/Health & Safety	Decontamination	
	1	Fire districts/departments will coordinate with healthcare providers to provide field decontamination, as needed, based on responder training and expertise.
Environmental Response/Health & Safety	Health and Safety Monitoring and Assessment	
	1	Fire districts/departments will provide assessment and limited air monitoring to minimize exposure to the public and response personnel.
Environmental Response/Health & Safety	Predictive Modeling	
	1	Fire districts/departments will use available information and predictive modeling resources, based on level of training, to establish isolation and evacuation zones and other public and responder safety measures.
Environmental Response/Health & Safety	Responder Safety	
	1	Fire districts/departments will identify, assess, and mitigate worker health and safety hazards, and disseminate safety guidance and resources to response and recovery workers.



Chelan County Fire Districts / Departments Annex

Response	Critical Task I.D.	Activity/Action
Fire Management & Suppression	Structural Firefighting	
	1	Fire districts/departments will respond and perform a variety of structural suppression activities, such as hose streams, ventilation techniques, and shutting off utilities, as they control and extinguish a structure fire to protect lives and property, and prevent further extension of the fire.
Fire Management & Suppression	Extended Attack Firefighting	
	2	Fire districts/departments will provide an extended attack when a wildland fire has not been contained or controlled by initial <i>attack</i> forces and for which more firefighting resources are arriving, .
Fire Management & Suppression	Initial Attack Firefighting	
	1	Fire districts/departments will respond, perform an initial size-up and perform actions, as the first resources to a wildfire, to protect lives and property, and prevent further extension of the fire.
Fire Management & Suppression	Specialized Firefighting	
	2	Fire districts/departments will respond and perform initial specialized firefighting, such as high-rise firefighting, airport firefighting, and HazMat firefighting based on levels of training.
Fire Management & Suppression	Wildland Firefighting	
	1	Fire districts/departments will respond and provide initial wildland fire fighting operations to level of training.
	2	Fire districts/departments will provide mutual-aid wildland firefighting resources and personnel, based on level of training.
Search & Rescue	Rescue Operations	
	1	Fire districts/departments will respond and conduct local and mutual aid search and rescue operations based of level of training.



Chelan County Fire Districts / Departments Annex

Response	Critical Task I.D.	Activity/Action
Search & Rescue		Specialized Operations
	1,2	Fire districts/departments will respond and perform specialized operations, such as vehicle extrication, HazMat operations, water rescue, and rope rescue based on levels of training.
Operational Communications		Interoperable Communications Between Responders
	1	Fire command structure will establish an interoperable radio communications plan, appropriate for the size and complexity of the incident, for all responding public safety agencies.
Public Health, Healthcare & EMS		Triage and Initial Stabilization
	2	Fire districts/department will utilize the START triage system for trauma patients.
Public Health, Healthcare & EMS		Emergency Medical Services
	2	Fire districts/departments will perform EMS care based on level of training
Situational Assessment		Assessing Hazard Impacts
	1,2	Fire districts/departments will assess and communicate hazards and impacts to provide a common operating picture for multi-agency planning, resource deployment, and operational coordination.
Situational Assessment		Tracking Response Activities
	1,2	Fire districts/departments will track response activities and expenses for possible reimbursement.



Chelan County Fire Districts / Departments Annex

Recovery	Activity/Action
	<ol style="list-style-type: none"> 1. Each department, agency and individual shall maintain accurate records of the incident. They will be responsible for maintaining disaster and recovery expense records for future possible reimbursement. Financial issues such as supplies used, equipment lost or damaged, wages for hours worked including overtime and other costs require documentation before reimbursement is issued. If emergency vehicles, communications equipment, or stations are damaged, special contracts may be needed for their quick repair or replacement, and temporary or long-term arrangements may be needed. During the Recovery phase, it is imperative to maintain communication and coordination with the EOC. Fire departments and districts may provide public information regarding safety issues as people return to their homes and businesses. Departments, districts, and individuals involved in the emergency or disaster should participate in post event reviews and critiques, and contribute to written reports regarding observations and recommendations. 2. Support for the fire/EMS personnel is also part of recovery and returning to normal operations. This support may include counseling or Critical Incident Stress Management. 3. Fire Departments will continue to communicate with the EOC and coordinate recovery activities as priorities and resources allow. They will continue to assist with damage assessment reports and other requirements necessary for obtaining financial assistance for the county and involved cities and towns.

Resource Requirements

When appropriate, Chelan County Fire Districts assign a representative to the EOC or command post, as the circumstances dictate.

All District and agency representatives invited to participate in EOC operations at the 206A Easy Street location, or an alternate location, should be reminded to provide their own laptop computers, cell phones, and any references and supporting guidance (useful plans, maps, or checklists) needed for EOC operations.



Chelan County Hospitals Annex

Purpose

Chelan County has three hospitals that provide patient treatment and varying levels of specialized medical and nursing staff and medical equipment.

Central Washington Hospital (Wenatchee) is the Regional and County Control Hospital, providing the highest level of acute care trauma services (Level II) in the county and region (Region 7). It provides coordination of patient & medical staff / resource distribution for mass casualty incidents (MCI) and disaster incidents.

Cascade Medical Center (trauma services level 5 - Leavenworth) and Lake Chelan Community Hospital (trauma services level 4 - Chelan) provide direct care to casualties of all hazards disaster, triage of casualties in conjunction with regional plans, and stabilization and transfer of casualties to county/regional facility (Central Washington Hospital)

The purpose of this annex is to provide the county hospitals with guidelines for effective coordination between emergency management and other public safety agencies for preparedness and response relating to the event of a natural or technological disaster, bioterrorism, epidemic disease, or other mass casualty incident occurring independently, or in addition to other disasters.

Core Capabilities

Chelan County hospitals are **primary response agencies**, having significant authorities, roles, resources to provide the core capability of public health care and emergency medical services in response to emergency and disaster incidents. Hospital services and levels of patient care are based on the Washington State Department of Health (DOH) Trauma Services designation level of acute care trauma services. These designations limit the medical care capabilities and services that are provided by hospitals.

Primary Core Capabilities	
Operational Coordination	Establish and maintain a unified and coordinated operational structure and process that appropriately integrates all critical stakeholders and supports the execution of Core Capabilities.
Public Health, Healthcare, & Emergency Medical Services	Provide lifesaving medical treatment via Emergency Medical Services and related operations and avoid additional disease and injury by providing targeted public health, medical, and behavioral health support and products to all affected populations.

Chelan County hospitals are also **support agencies**, having specific capabilities or resources that support other agencies in executing the following core capabilities.

Support Core Capabilities	
Infrastructure Systems	Stabilize critical infrastructure functions, minimize health and safety threats, and efficiently restore and revitalize systems and services to support a viable, resilient community.
Critical Transportation	Provide transportation (including infrastructure access and accessible transportation services) for response priority objectives, including the evacuation of people and animals and the delivery of vital response personnel, equipment, and services into the affected areas.



Chelan County Hospitals Annex

Environmental Response/Health & Safety	Conduct appropriate measures to ensure the protection of the health and safety of the public and workers, as well as the environment, from all hazards in support of responder operations and the affected communities.
Fatality Management Services	Provide fatality management services, including decedent remains recovery and victim identification, and work with local, state, tribal, territorial, insular area, and Federal authorities to provide mortuary processes, temporary storage or permanent internment solutions, sharing information with mass care services for the purpose of reunifying family members and caregivers with missing persons/remains, and providing counseling to the bereaved.
Logistics & Supply Chain Management	Deliver essential commodities, equipment, and services in support of impacted communities and survivors, to include emergency power and fuel support, as well as the coordination of access to community staples. Synchronize logistics capabilities and enable the restoration of impacted supply chains.
Operational Communications	Ensure the capacity for timely communications in support of security, situational awareness, and operations, by any and all means available, among and between affected communities in the impact area and all response forces.
Situational Assessment	Provide all decision makers with decision-relevant information regarding the nature and extent of the hazard, any cascading effects, and the status of the response.

Authorities and Policies

RCW 70.41 provides the authorities for the WA State Department of Health

RCW 70.41 provides the authorities for hospital licensing and regulation

Concept of Operations

When a disaster event occurs, Central Washington Hospital will activate its Hospital Emergency Incident Command Center (HEICS) for the facility as appropriate for the level of emergency or disaster and will be responsible for the coordination of the overall operations of the hospital in any disaster situation. CWH will have primary responsibility for staffing the hospital and will assist with any auxiliary areas created to manage the medical needs of the public during an emergency (i.e., mass casualties, quarantine and isolation, etc.). CWH will support an alternate care facility (ACF), if necessary and possible, through provision of medical expertise and resources.

As Region’s Disaster Medical Coordination Center (DMCC), Central Washington Hospital will coordinate the response of hospitals in the region, and take the lead in communicating with hospitals outside our region, using WATrac (see below for more on WATrac) and other resources to do so. It will provide situational updates to CDHD and Region 7 public health response coordinators through the Regional Emergency Response Coordinator (RERC) or the RERC’s designee.

CWH will also provide emergency storage for CDHD’s vaccine through an Interlocal Cooperative Agreement for emergency storage of vaccine in the event of power or equipment failure at CDHD.



Chelan County Hospitals Annex

WATrac, hosted and managed by the Washington State DOH, is Washington's web-based healthcare resource tracking and alert system for statewide collaboration on a daily basis and during emergency responses. WATrac allows healthcare and public health partners to:

1. View real-time data related to the status of healthcare in Washington
2. Post and share documents internally and externally
3. Conduct on-line chat 24/7; inviting WATrac users from all healthcare sectors and in all parts of the state
4. Send emergency alert notifications via email, text message, or pager
5. Use standard and ad hoc reporting to turn data into actionable information

Chelan and Douglas Counties Emergency Medical Services (EMS) System will facilitate the county's transportation and pre-hospital medical needs. The system consists of 11 licensed EMS agencies (primarily local fire departments) and 5 affiliated-level ambulance services. Coordination between licensed EMS agencies to meet the local EMS needs will be facilitated through RIVERCOM and based on the Regional County Patient Care Operating Procedures and the Chelan and Douglas Counties Mass Casualty Incident Plan (MCI Run Cards).

Functional Areas of Responsibility

Some functions of Chelan County hospitals may include, but are not limited to, the following:

- Protecting Sensitive Information
- Command, Control, and Coordination
- Allocating and Mobilizing Resources
- Determining Priorities, Objectives, Strategies
- Ensuring Information Flow
- Ensuring Unity of Effort
- Ensuring Continuity of Government and Essential Services
- Establishing Lines of Communication
- Infrastructure Site Assessment
- Evacuation
- Decontamination
- Responder Safety
- Survivor Safety and Assistance
- Mortuary Services
- Bereavement Counseling
- Resource Management
- Resource Tracking
- Relocation Assistance
- Family Reunification
- Interoperable Communications Between Responders
- Data Communications
- Re-Establishing Communications Infrastructure
- Re-Establishing Critical Information Networks
- Voice Communications
- Triage and Initial Stabilization
- Definitive Care
- Clinical Laboratory Testing
- Health Assessments
- Medical Countermeasures
- Medical Surge
- Public Health Interventions
- Analyzing Information
- Tracking Response Activities



Chelan County Hospitals Annex

Whole Community Involvement

The “Whole Community” approach attempts to engage the full capacity of the public, including individuals, families, households and communities: private and nonprofit sectors; and local, tribal, state and Federal governments. This includes businesses, faith-based and disability organizations, and the general public including people with Access and Functional Needs (AFN), people covered under the Americans with Disabilities Act (ADA), and people with Limited English Proficiency (LEP), and culturally diverse populations.

Recipients of any federal funds must acknowledge and agree to comply with applicable provisions of federal civil rights laws and policies prohibiting discrimination, including, but not limited to: Title VI of the Civil Rights Act of 1964, which prohibits recipients from discriminating on the basis of race, color, or national origin. Recipients of federal financial assistance must also take reasonable steps to provide meaningful access for persons with Limited English Proficiency (LEP) to their programs and services. Each of the Chelan County hospitals will address how LEP and AFN issues, such as critical safety and equal access to communication assistance and services, will be integrated into all phases of their organization and operations as applicable to its respective responsibilities.

Mission Area	Critical Task I.D.	Critical Task
Operational Coordination		
Response	1	Mobilize all critical resources and establish command, control, and coordination structures within the affected community, in other coordinating bodies in surrounding communities, and across the Nation, and maintain as needed throughout the duration of an incident.
Response	2	Enhance and maintain command, control, and coordination structures consistent with the National Incident Management System (NIMS) to meet basic human needs, stabilize the incident, and transition to recovery.
Public Health, Healthcare, & Emergency Medical Services		
	1	Deliver medical countermeasures to exposed populations.
Response	2	Complete triage and initial stabilization of casualties, and begin definitive care for those likely to survive their injuries and illnesses.
Response	3	Return medical surge resources to pre-incident levels, complete health assessments, and identify recovery processes.
Infrastructure Systems		
Response	2	Re-establish critical infrastructure within the affected areas to support ongoing emergency response operations, life sustainment, community functionality, and a transition to recovery.
Response	4	Formalize partnerships with governmental and private sector or emergency response teams to accept, triage, and collaboratively respond to cascading impacts in an efficient manner.
Critical Transportation		
Response	2	Ensure basic human needs are met, stabilize the incident, transition into recovery for an affected area, and restore basic services and community functionality.



Chelan County Hospitals Annex

Mission Area	Critical Task I.D.	Critical Task
Environmental Response/Health & Safety		
Response	1	Identify, assess, and mitigate worker health and safety hazards, and disseminate health and safety guidance and resources to response and recovery workers.
Response	2	Minimize public exposure to environmental hazards through assessment of the hazards and implementation of public protective actions.
Response	3	Detect, assess, stabilize, and clean up releases of oil and hazardous materials into the environment, including buildings/structures, and properly manage waste.
Fatality Management Services		
Response	1	Establish and maintain operations to support a significant number of fatalities over a geographically dispersed area.
Response	2	Mitigate hazards from remains, facilitate care to survivors.
Logistics & Supply Chain Management		
Response	1	Mobilize and deliver governmental, nongovernmental, and private sector resources to save lives, sustain lives, meet basic human needs, stabilize the incident, and transition to recovery, to include moving and delivering resources and services to meet the needs of disaster survivors.
Operational Communications		
Response	1	Ensure the capacity to communicate with both the emergency response community and the affected populations and establish interoperable voice and data communications between state, regional, and local first responders.
Response	2	Re-establish sufficient communications infrastructure within the affected areas to support ongoing life-sustaining activities, provide basic human needs, and a transition to recovery.
Response	3	Re-establish critical information networks, including cybersecurity information sharing networks, to inform situational awareness, enable incident response, and support the resilience of key systems.
Situational Assessment		
Response	1	Deliver information sufficient to inform decision making regarding immediate lifesaving and life-sustaining activities, and engage governmental, private, and civic sector resources within and outside of the affected area to meet basic human needs and stabilize the incident.
Response	2	Deliver enhanced information to reinforce ongoing lifesaving and life-sustaining activities, and engage governmental, private, and civic sector resources within and outside of the affected area to meet basic human needs, stabilize the incident, and transition to recovery.



Chelan County Hospitals Annex

Organization

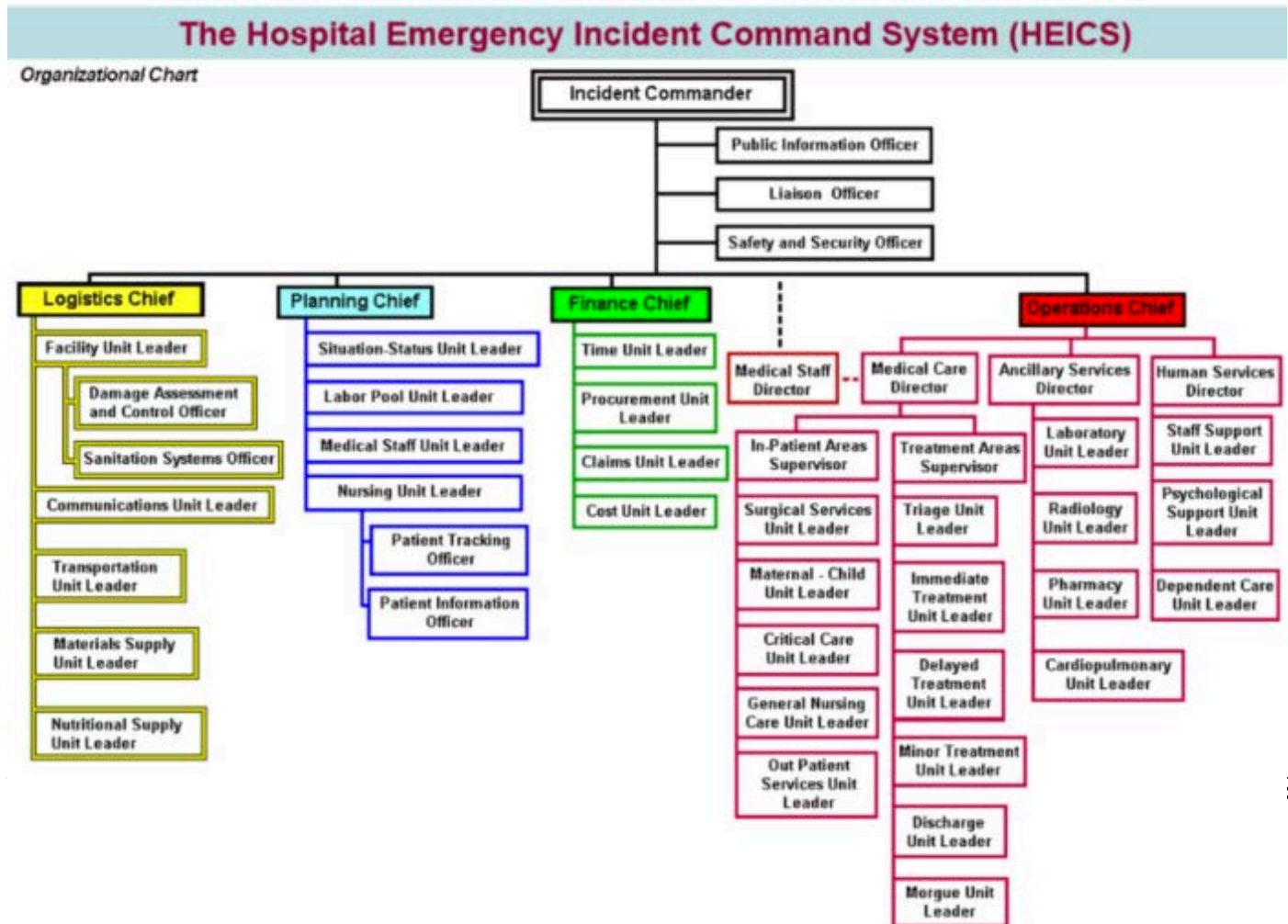
Central Washington Hospital (CWH) is part of the healthcare services of Confluence Health, a private non-profit organization that contracts with the physicians of Wenatchee Valley Medical Group to provide medical services.

Cascade Medical Center (Leavenworth) and Lake Chelan Community Hospital (Chelan) are both Public Hospital Districts that are critical access hospitals and offer emergency medical services.

Direction, Control, & Coordination

Management of all mass fatality and mass causality incidents will be conducted using the accepted concepts and principles of the Incident Command System (ICS), as set forth by National Incident Management System (NIMS), as the basis for all direction, control and coordination of emergency response and recovery efforts. ICS will be used to provide a common organizational structure and framework for multiagency/multi-jurisdiction operations and coordinating emergency management related actions, resources, and activities with other federal, state, county, regional, local, private-sector, and nongovernmental organizations.

Each of the Chelan County hospitals has adopted HEICS, a hospital/healthcare incident management system based on principles of the *Incident Command System (ICS)*, which assists *hospitals* and healthcare organizations in improving their emergency management planning, response, and recovery capabilities for unplanned and planned events.

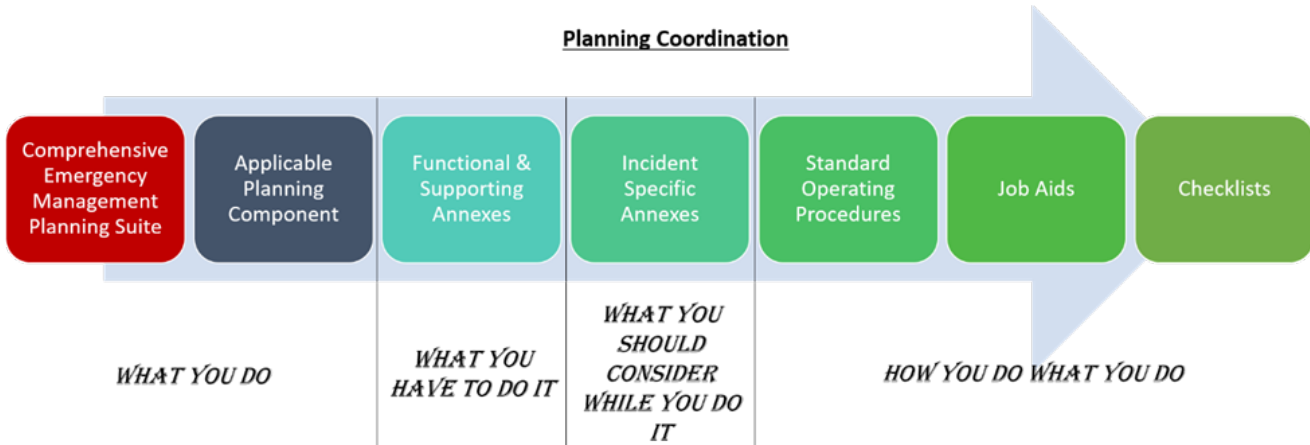




Chelan County Hospitals Annex

Planning Coordination

The following graph illustrates the relationship of the Comprehensive Emergency Management Plan Basic Plan with the Chelan County Coroner Annex and the department's operational procedures and guidelines that establish the local tactical direction and control activities.



Horizontal Integration

Chelan / Douglas County Mass Casualty Incident (MCI) Management Plan (2019)

This plan provides standard operating guidelines for emergency service personnel for the response and incident management of mass casualty incidents in Chelan and Douglas Counties.

Chelan / Douglas Area Emergency Services Mutual Aid Agreement

This mutual aid agreement provides the signature cities, fire districts and other public safety agencies with a mechanism for requesting mutual aid for fire protection, rescue, and other emergency situations.

Chelan / Douglas Health District Emergency Operations Plan (2018): Annex J

The purpose of this plan is to provide guidelines for coordinated preparedness and response to emergency incidents that fall under Emergency Support Function (ESF) 8, Public Health and Medical Services, or incidents that may have public health implications in Chelan & Douglas Counties.

Vertical Integration

The U.S. Department of Health and Human Services (HHS) Office of the Assistant Secretary for Preparedness and Response (ASPR)

This Federal doctrine established the capability for Health Care and Medical Readiness and State DOH objectives to develop the Eastern WA Regional Emergency and Disaster Healthcare Coalition (REDi).

The WA State Department of Health (DOH) Doctrine for Health and Medical Preparedness, Response, and Recovery (2016)

This plan established guidance for statewide response and recovery capabilities of mobilizing resources; setting priorities; coordinating preparedness, response, and recovery actions across jurisdictions.



Chelan County Hospitals Annex

The Eastern WA Regional Emergency and Disaster Healthcare Coalition (REDi HCC) plans include:

REDi HCC Preparedness Plan (2019)

This plan recognizes by standing agreement of the former Region 7 All Hazards Plan: Appendix G: Mass Fatality Plan. The plan provides Region 7 (Chelan, Douglas, Okanogan, Grant, and Kittitas Counties) guidance for regional coordination and communications in the event of a mass causality incident or fatality event.

REDi CC Patient Tracking Annex (January 2020 Revision)

The purpose of this plan is to provide accurate and timely tracking of patients in a patient surge event, such as a Mass Causality Incident (MCI) or evacuation of healthcare facilities that require coordination of patient tracking information for the purposes of patient care and family reunification.

REDi HCC Regional DMCC Patient Placement Annex (March 2020)

The purpose of this plan is to provide patient placement coordination structure and roles and responsibilities for the regional Disaster Medical Coordination Centers (DMCCs) to manage the distribution of patients around the region in the event of an emergency. In the event of an emergency that severely impacts one or more communities, a regional DMCC will be used to efficiently coordinate the distribution of all affected patients to appropriate points of care.

Responsibilities

Preparedness	Activity/Action	Organization(s) Involved
Preparedness	Preparedness is the development of plans and activities that take place before an emergency or disaster occurs. . Examples of preparedness activities include developing local and regional mass fatality plans, training and exercises, resource inventories, resource contacts, and mutual aid agreements.	CCEM CDHD EMS Hospitals
Response	Response includes those capabilities necessary to save lives, protect property and the environment, and meet basic human needs after an incident has occurred.	

Resource Requirements for EOC Operations

Chelan County Emergency Management Emergency Operations Center (206A Easy Street)

All department and agency representatives invited to participate in EOC operations at the 206A Easy Street location should be reminded to provide their own laptop computers, cell phones, and any references and supporting guidance (useful plans, maps, or checklists) needed for EOC operation.

Whenever alternative EOC locations are activated, all CCEM representatives, as well as department and agency representatives invited to participate in EOC operations at the alternative location should be reminded to provide their own laptop computers, cell phones, and any references and supporting guidance (useful plans, maps, or checklists) needed for EOC operation.



Chelan County Information Technology Annex

Purpose

The Information Technology (IT) department helps ensure the continued operation of local government during and after emergencies and disasters. IT plays a critical role in emergency recovery by providing computer system infrastructure, networks, and equipment for disrupted or displaced Chelan County government services.

The following **Core Capabilities** of Response describe the important responsibilities and functions that the Information Technology Department provides or supports.

Primary Core Capabilities	
Operational Communications	Ensure the capacity for timely communications in support of security, situational awareness, and operations, by any and all means available, among and between affected communities in the impact area and all response forces.
Cybersecurity	Protect (and, if needed, restore) electronic communications systems, information, and services from damage, unauthorized use and exploitation.

Support Core Capabilities	
Operational Coordination	Establish and maintain a unified and coordinated operational structure and process that appropriately integrates all critical stakeholders and supports the execution of Core Capabilities.
Infrastructure Systems	Stabilize critical infrastructure functions, minimize health and safety threats, and efficiently restore and revitalize systems and services to support a viable, resilient community.
Situational Assessment	Provide all decision makers with decision-relevant information regarding the nature and extent of the hazard, any cascading effects, and the status of the response.

Authorities and Policies

The Chelan County Board of County Commissioners (BOCC) is the legislative authority responsible for policy actions or decisions during an emergency or disaster, within the scope of their powers. This includes:

- Proclaim a local proclamation of emergency as prescribed in Chapter 36.40.180 Revised Code of Washington. This is usually a prerequisite for state and federal assistance.
- Issue, amend, or rescind necessary orders, rules and regulations to carry out emergency management operations.
- Emergency funding, transfers, and expenditures to support disaster operations that demand immediate action to preserve public health, protect life, protect public property, or to provide disaster relief.



Chelan County Information Technology Annex

- The activation of the Chelan County Continuity of Government and Operations Plan (COG/COOP) addresses the preservation and/or reconstruction of government to ensure that the legislative, administrative, and business continuity for Chelan County is maintained until normal operations and services can be restored.

IT will work with Facilities to restore computing services and partner with Facilities and CCEM to provide information updates to the BOCC and local officials to facilitate decision making, restoration and recovery efforts.

Situation Overview

Natural, technological, or man-made disasters may threaten the functional capability of local government through the potential destruction of or harm to government personnel, facilities, critical systems, resources, and vital records.

The 2019 Chelan County Multi-Jurisdictional Natural Hazard Mitigation Plan provides detailed information on natural hazards and the probability, impact, and risk ranking scores that these natural hazards pose to the people, property and economy in Chelan County.

Hazard Risk Ranking

Rank	Hazard Type	Risk Rating Score (Probability x Impact)	Category
1	Severe Weather	45	High
2	Wildfire	36	High
3	Earthquake	34	High

The natural hazards, as well as other emergencies and disasters in Chelan County can occur at any time, causing significant damage to the infrastructure of utilities, loss of essential services to businesses and homes, and disruption of governmental entities. These include electric power, water, and telecommunications. Impacts from local as well as regional and out-of-area incidents may also have adverse effects on the local capabilities.

Continuity of government and operations planning is necessary to provide for the continued protection and safety of the population and bring about the prompt and orderly restoration and recovery of public and private property and services.

Assumptions

- Even during disasters and emergencies, there is an expectation by the public that the government will continue to provide its normal services.
- Those services that directly impact the preservation of life, property, and the environment will be given the highest priorities for receiving resources.
- Communications will likely be disrupted. Telephone and cellular communications may be affected by the emergency.
- Internet service and network access may be unavailable for several days while an alternate work area or facility is set up.



Chelan County Information Technology Annex

The Board of County Commissioners will declare an emergency if local emergency response resources are exhausted or nearing exhaustion.

- Many of the catastrophes that require activation of the County COG/COOP will cause extensive damage to more than just County facilities.

Concept of Operations

In the event of a major disaster, Information Technology will assess the overall damage to computer system infrastructure, networks and equipment for damaged or disrupted services to help restore, initiate repairs or provide backup systems to mediate disruptions to government and essential services. The county backup systems maintain copies of information on alternate servers that are used to restore data to servers in the event of hardware or software malfunction.

The Continuity of Government and Operations Plan (COG/COOP) will be activated upon notification of an emergency or disaster in the county that severely impacts the ability to continue normal operations and provide essential services. Information Technology will work with Facilities Maintenance and Emergency Management and to identify alternative sites to provide work stations for county department and essential personnel.

The Chelan County Emergency Operations Center (EOC) will be activated to support county and/or city operations to an emergency or disaster for response, recovery and restoration. The CC EOC will also serve as the central coordination point for the implementation of the CC COG/COOP activation and the support for operations providing alternative work areas and facility sites.

Functional Areas of Responsibility

Some functions of this Department may include, but are not limited to, the following:

- Traditional Communications Mechanisms
- Ensuring Information Flow
- Establishing Lines of Communications
- Communications Systems
- Infrastructure Site Assessments
- Interoperable Communications Between Responders
- Data Communications
- Re-Establishing Communications Infrastructure
- Re-Establishing Critical Information Networks
- Voice Communications
- Assessing Hazard Impacts

Whole Community Involvement

The “Whole Community” approach attempts to engage the full capacity of the public, including individuals, families, households and communities: private and nonprofit sectors; and local, tribal, state and Federal governments. This includes businesses, faith-based and disability organizations, and the general public including people with Access and Functional Needs (AFN), people covered under the Americans with Disabilities Act (ADA), and people with Limited English Proficiency (LEP), and culturally diverse populations.



Chelan County Information Technology Annex

Recipients of any federal funds must acknowledge and agree to comply with applicable provisions of federal civil rights laws and policies prohibiting discrimination, including, but not limited to: Title VI of the Civil Rights Act of 1964, which prohibits recipients from discriminating on the basis of race, color, or national origin. Recipients of federal financial assistance must also take reasonable steps to provide meaningful access for persons with Limited English Proficiency (LEP) to their programs and services.

The Chelan County Information Technology Department does not serve the public directly, but will address how LEP and AFN will be integrated into all phases of their organization and operations as applicable to its respective responsibilities. This includes addressing how LEP and AFN will be integrated into all work areas or alternative work sites.

Information Technology Critical Tasks

Each of the Core Capabilities identified for the Chelan County Information Technology Department has one or more critical tasks that are listed in the following table. These critical tasks are defined and pre-assigned to each Core Capability based on Federal guidance documents.

Mission Area	Critical Task I.D.	Critical Task
Operational Communications		
Response	1	Establish voice and data communications between Federal, tribal, state, and local first responders.
Response	2	Re-establish sufficient communications infrastructure within the affected areas to support ongoing life-sustaining activities, provide basic human needs, and a transition to recovery.
Response	3	Re-establish critical information networks, including cybersecurity information sharing networks, to inform situational awareness, enable incident response, and support the resilience of key systems.
Operational Coordination		
Response	2	Enhance and maintain command, control, and coordination structures consistent with the National Incident Management System (NIMS) to meet basic human needs, stabilize the incident, and transition to recovery.
Infrastructure Systems		
Response	2	Re-establish critical infrastructure within the affected areas to support ongoing emergency response operations, life sustainment, community functionality, and a transition to recovery.
Response	4	Formalize partnerships with governmental and private sector cyber incident or emergency response teams to accept, triage, and collaboratively respond to cascading impacts in an efficient manner.



Chelan County Information Technology Annex

Mission Area	Critical Task I.D.	Critical Task
Situational Assessment		
Response	1	Deliver information sufficient to inform decision making regarding immediate lifesaving and life-sustaining activities, and engage governmental, private, and civic sector resources within and outside of the affected area to meet basic human needs and stabilize the incident.
Response	2	Deliver enhanced information to reinforce ongoing lifesaving and life-sustaining activities, and engage governmental, private, and civic sector resources within and outside of the affected area to meet basic human needs, stabilize the incident, and transition to recovery.

Organization

The Chelan County Information Technology Department is staffed with seven (7) employees. This includes the IT Director, a System Administrator, Three (3) System Analyst III personnel and two (2) System Analyst II personnel.

- | | | |
|-------------------------|---|-----------------|
| 1. Director | - | Fred Hart |
| 2. System Administrator | - | Larry Dittel |
| 3. System Analyst III | - | Penny Miller |
| 4. System Analyst III | - | Jeff Godfrey |
| 5. System Analyst III | - | Jesse Laya |
| 6. System Analyst II | - | Robert Scoville |
| 7. System Analyst II | - | Mark McLean |

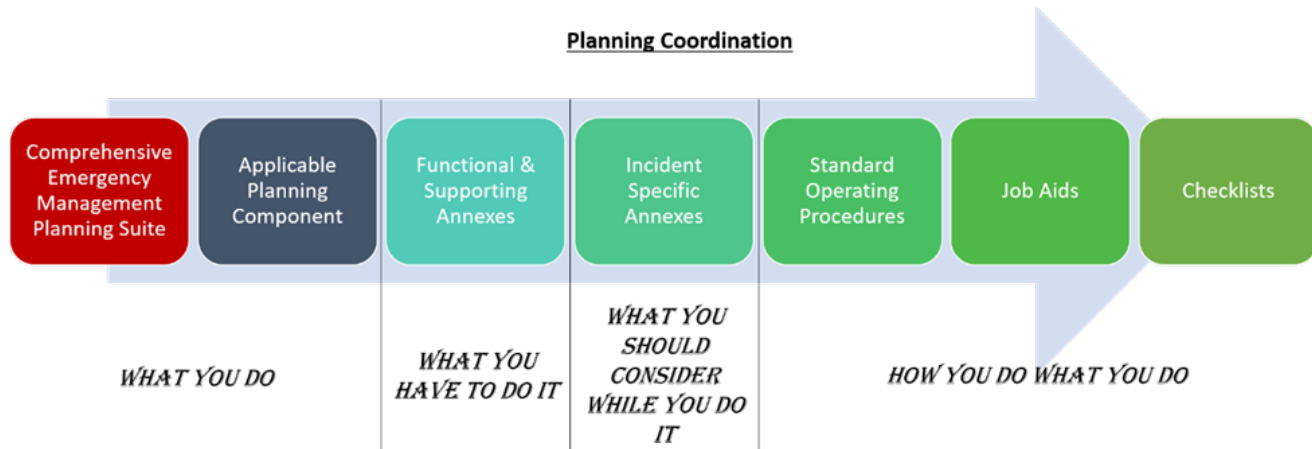
Direction, Control, & Coordination

The Incident Command System (ICS), as set forth by National Incident Management System (NIMS), is the basis for all direction, control and coordination of major emergency response and recovery efforts. ICS will be used to provide a common organizational structure and framework for multidepartment or agency and multi-jurisdiction operations and coordinating emergency management related actions, resources, and activities. An example would be the activation of the County's Continuity of Government and Operations Plan following a disaster that causes significant damages to facilities and essential government services and operations.



Chelan County Information Technology Annex

The following graph illustrates the relationship of the Comprehensive Emergency Management Plan Basic Plan with the Information Technology Annex and the department's operational procedures and guidelines that establish the local tactical direction and control activities.



Horizontal Integration

Chelan County Code - The county code was reviewed for the full capability assessment and for identifying opportunities for action plan integration.

Chelan County Natural Hazard Mitigation Plan

The 2019 revision is a comprehensive document that evaluates and identifies natural hazards, potential risks from those hazards, and projects to mitigate for and respond to hazard events

Chelan County Continuity of Government and Operations Plan (COG/COOP)

The purpose of this plan is to prepare Chelan County to respond to disasters or a major emergency while continuing to provide essential services and to reduce or mitigate disruptions to operations from a disaster.

Vertical Integration

National Incident Management System (NIMS)

A system mandated by Homeland Security Presidential Directive 5 (HSPD-5) that provides a consistent nationwide approach for domestic disaster incidents.



Chelan County Information Technology Annex

Information Collection, Analysis, & Dissemination

Information Collection

Situation Status Information	Current situations – location, impact, extent Other information needed for decision making
Operational Information	Information on incident regarding people property, and status of emergency services Impact assessments: <ul style="list-style-type: none"> • Critical infrastructure and property threatened, damaged, or lost • Determining the status of computer systems, networks, communication systems. • The number of employees who have been displaced because of the event and the estimated extent of damage to their work areas.
Resource Information	Resource needs, including: Types, Amounts, Locations, Estimated costs Resource availability Resource tracking, reporting, and accountability

Information Analysis

Situation Status Information Operational Information	Used to develop situation reports (sit-reps) as an incident progresses.
Resource Information	Analysis of information and planning for anticipated resources to support emergency response and damage assessment and recovery activities.

Information Dissemination

Situation Status Report (Sit-Rep) Operational Information	Information used to brief the Commissioners, Emergency Management and inform all involved County departments on the situation, strategies and restoration estimates (Decision Making Information)
Resource Information	Resource information will be used to identify, inventory, dispatch, mobilize, transport, and demobilize resources to ensure sustained operations.



Chelan County Information Technology Annex

Responsibilities

Protection means the capabilities to secure against acts of violence and manmade or natural disasters. Information Technology protection focuses on ongoing actions to protect the County infrastructure system equipment and networks against cybersecurity threats.

Cybersecurity

Implement and maintain procedures to detect malicious activity and to conduct technical and investigative-based countermeasures, mitigations, and operations against malicious actors to counter existing and emerging cyber-based threats, consistent with established protocols.

Mitigation is the effort to reduce or lessen the impact of disasters and emergencies. Mitigation involves structural and non-structural measures taken to limit the impact of disasters and emergencies

The IT department is involved in continuous strategic planning for updating and improving the infrastructure system and equipment, network back-up facilities, and system redundancy.

Response	Critical Task I.D.	Activity/Action	Organization(s) Involved
Public Information & Warning	Traditional Communications Mechanisms		
	2	Conduct incident assessments of County infrastructure and campus computer systems to begin restoration.	Facilities Maintenance
Operational Coordination	Ensuring Information Flow		
	2	Conduct incident assessments County computer systems to begin restoration and recovery.	
	2	Provide current sit-rep information to brief the Commissioners, Emergency Management and inform all involved County departments on the situation, strategies and restoration estimates (Decision Making Information)	Facilities Maintenance CCEM



Chelan County Information Technology Annex

Response	Critical Task I.D.	Activity/Action	Organization(s) Involved
Operational Coordination	Ensuring Continuity of Government and Essential Services		
	2	Restore any disruptions in computer systems as quickly as possible to reduce the impact on Chelan County's government and essential services.	
	2	Assist with identification of locations and sites for department or personnel worksite relocations.	Facilities Maintenance CCEM
Infrastructure Systems	Communications Systems		
	2	Restore any disruptions in County computer systems as quickly as possible to reduce the impact on Chelan County's essential services.	Facilities Maintenance
Infrastructure Systems	Infrastructure Site Assessments		
	2	Conduct incident assessments of County facilities, computer systems and hardware to begin restoration and recovery.	Facilities Maintenance
Operational Communications	Interoperable Communications Between Responders		
	2	Restore any disruptions in computer systems as quickly as possible to reduce the impact on Chelan County's essential services.	
Operational Communications	Data Communications		
	2	Restore any disruptions in computer systems as quickly as possible to reduce the impact on Chelan County's essential services.	
Operational Communications	Re-Establishing Communications Infrastructure		
	2	Restore any disruptions in computer systems as quickly as possible to reduce the impact on Chelan County's essential services.	
Operational Communications	Re-Establishing Critical Information Networks		
	2	Restore any disruptions in computer systems as quickly as possible to reduce the impact on Chelan County's essential services.	
Situational Assessment	Assessing Hazard Impacts		
	2	Analysis of information and planning for anticipated resources to support emergency response and damage assessment and recovery activities	Facilities Maintenance CCEM



Chelan County Information Technology Annex

Recovery	Activity/Action	Organization(s)/ Departments Involved
	Recovery consists of those activities that continue beyond the emergency period to restore critical infrastructure and community functions and begin to manage stabilization efforts. The recovery phase begins immediately after the threat to human life has subsided. The goal of the recovery phase is to bring the affected area back to some degree of normalcy.	CCEM Facilities Maintenance

Resource Requirements for EOC Operations

When appropriate, Information Technology will assign a representative to the EOC, as the circumstances dictate.

All department and agency representatives invited to participate in EOC operations at the 206A Easy Street location, or an alternate location, should be reminded to provide their own laptop computers, cell phones, and any references and supporting guidance (useful plans, maps, or checklists) needed for EOC operation.



Chelan County Sheriff's Office Annex

Purpose

To provide efficient organizational structure for the public safety, law enforcement, and security services to the citizens of Chelan County and the coordination of law enforcement operations and resources during emergency or disaster situations.

Core Capabilities

The Chelan County Sheriff's Office (CCSO) is one of the **primary agencies**, having significant authorities, roles, resources to provide the following core capabilities in response to emergency and disaster incidents.

Primary Core Capabilities	
Operational Coordination	Establish and maintain a unified and coordinated operational structure and process that appropriately integrates all critical stakeholders and supports the execution of Core Capabilities.
On-scene Security, Protection, & Law Enforcement	Ensure a safe and secure environment through law enforcement and related security and protection operations for people and communities located within affected areas and also for response personnel engaged in lifesaving and life-sustaining operations.
Operational Communications	Ensure the capacity for timely communications in support of security, situational awareness, and operations, by any and all means available, among and between affected communities in the impact area and all response forces.

The Sheriff's Office is also a **support agency**, having specific capabilities or resources that support primary agencies in executing the following core capabilities.

Support Core Capabilities	
Infrastructure Systems	Stabilize critical infrastructure functions, minimize health and safety threats, and efficiently restore and revitalize systems and services to support a viable, resilient community.
Public Information and Warning	Deliver coordinated, prompt, reliable, and actionable information to the whole community through the use of clear, consistent, accessible, and culturally and linguistically appropriate methods to effectively relay information regarding any threat or hazard, as well as the actions being taken, and the assistance being made available, as appropriate.
Critical Transportation	Provide transportation (including infrastructure access and accessible transportation services) for response priority objectives, including the evacuation of people and animals and the delivery of vital response personnel, equipment, and services into the affected areas.
Environmental Response/Health & Safety	Conduct appropriate measures to ensure the protection of the health and safety of the public and workers, as well as the environment, from all hazards in support of responder operations and the affected communities.



Chelan County Sheriff's Office Annex

Fatality Management Services	Provide fatality management services, including decedent remains recovery and victim identification, and work with local, state, tribal, territorial, insular area, and Federal authorities to provide mortuary processes, temporary storage or permanent internment solutions, sharing information with mass care services for the purpose of reunifying family members and caregivers with missing persons/remains, and providing counseling to the bereaved.
Situational Assessment	Provide all decision makers with decision-relevant information regarding the nature and extent of the hazard, any cascading effects, and the status of the response.

Authorities and Policies

RCW 10.93: The Chelan County Sheriff's Office is a General Authority Washington Law Enforcement Agency.

RCW 10.31.100: This RCW provides the arrest authority for the Chelan County Sheriff's Office.

RCW 10.93: Coordination between the Chelan County Sheriff's Office, the City of Wenatchee Police Department, and other law enforcement agencies is facilitated by the Washington Mutual Aid Peace Officers Powers Act City of Wenatchee Police Department personnel sent to assist other jurisdictions will maintain their own supervision and chain of command.

RCW 43.101.095(1); RCW 43.101.200(1): It is the policy of the Chelan County Sheriff's Office (CCSO) to authorize peace officer powers pursuant to applicable state law. All sworn deputies employed by CCSO shall receive certification by CJTC prior to assuming law enforcement duties and responsibilities

RCW 10.93: Coordination between the Chelan County Sheriff's Office and other law enforcement agencies is facilitated by the Washington Mutual Aid Peace Officers Powers Act CCSO personnel sent to assist other jurisdictions will maintain their own supervision and chain of command.

The Chelan County Sheriff's Office Policy Manual provides the policies directions and guidelines for the operation of the CCSO organization.

NIMS and ICS: The County and Sheriff's Office have adopted the Incident Command System (ICS) established by the National Incident Management System (NIMS) as the standard incident organizational structure for the management of major emergency and disaster operations.

Situation Overview

Law enforcement operations during emergencies and disasters include a wide range of public safety and security functions. These may include warning and evacuation, scene security, criminal investigation, access control and emergency traffic regulation enforcement. Law enforcement operations may include multiple agencies or jurisdictions.

The Chelan County hazard identification and vulnerability analysis (HIVA) identified the natural and technological emergencies or disasters the city may experience. Natural hazards are events caused by nature and include, but are not limited to, earthquakes, floods, severe storms and wildland fires. Technological emergencies are defined as manmade events such as dam failures, hazardous materials releases, terrorism acts, transportation accidents and urban fires. The impact of these potential hazards may threaten or cause injury and loss of life along with property and environmental damage in the city.



Chelan County Sheriff's Office Annex

- Normal response will be hampered by such occurrences as bridge failures, landslides, fallen debris, flooding or fire. Response times will be delayed and response to incidents may need to be prioritized.
- Mutual Aid agencies and other resources normally available to support law enforcement operations may be unavailable as a result of the incident.

Due to the topography of Chelan County and the geographical separation of some of the populated areas, response concepts must account for the potential of isolation in some areas. Available resources and capabilities may be limited for a period of time and operational decisions need to reflect the needs of each community and also maintain countywide coordination in order to ensure effective and efficient resource management. Chelan County usually has several declared emergencies each year, most often pertaining to wildland fires and flooding. Often the declared emergencies are for specific areas of the county, and not declared for the entire county.

The 2019 Chelan County Multi-Jurisdictional Natural Hazard Mitigation Plan provides detailed information on the following natural hazards and the probability, impact, and risk ranking scores that these natural hazards pose to the people, property and economy in Chelan County.

Chelan County Natural Disasters – Hazard Risk Rankings

Rank	Hazard Type	Risk Rating Score (Probability x Impact)	Category
1	Severe Weather	45	High
2	Wildfire	36	High
3	Earthquake	34	High
4	Landslide	33	High
5	Flooding	18	Medium

These natural hazards, as well as other emergencies and disasters, pandemics or mass fatality emergencies can occur at any time, causing significant loss of life, as well as damage to the infrastructure and loss of essential services.

Concept of Operations

The Sheriff is the Chelan County Emergency Management Director. During major emergencies, or disasters, the CCSO is responsible for essential emergency management functions, including command and control, emergency information and communications, and coordination of support and recovery efforts.

Upon notification of an incident, the Chelan County Sheriff's Office will mobilize appropriate resources to:

- Reduce loss of life and property damage
- Reduce and/or mitigate disruptions to operations and essential community services
- Protect critical facilities, equipment, vital records, and other assets
- Maintain clear lines of authority and delegation of authority
- Stabilize the incident in conjunction with other resources



Chelan County Sheriff's Office Annex

The Sheriff's Office is responsible for delivering law enforcement services for the County during emergencies or disasters. Essential functions of the Sheriff's Office defined in the Continuity of Operations Plan (COOP) include:

- a. Department Administration Division – for command, control and administrative functions
- b. Patrol Division Operations - for calls of service, traffic control, criminal investigations, serving court processes, and preserving the peace
- c. Investigations Division – for the investigation of major felony crimes;
- d. Civil Division - providing the mandated responsibilities of civil process service;
- e. Records Division – for processing criminal reports and provide support for emergency management and other divisions.

Mobilization and recall of department personnel will be accomplished in accordance with the CCSO Policy Manual (Policy 202.2 – Recall of Personnel). All department deputies and most support staff will be required to report to work. Mobilization and demobilization will be conducted to maintain effective staffing to cover these areas and additional assignments provided through mutual aid agreements.

Functional Areas of Responsibility

Some functions of this Department may include, but are not limited to, the following:

- Protecting Sensitive Information
- Command, Control, and Coordination
- Allocating and Mobilizing Resources
- Determining Priorities, Objectives, and Strategies
- Ensuring Information Flow
- Ensuring Unity of Effort
- Ensuring Continuity of Government and Essential Services
- Establishing a Common Operating Picture
- Establishing Lines of Communication
- Infrastructure Site Assessments
- Public Safety Facilities
- Evacuation
- Establishing Access
- Delivery of Response Assets
- Reentering Affected Area
- Transportation Safety and Condition Assessments
- Responder Safety
- Survivor Safety and Assistance
- Body Recovery
- Victim Identification
- Bereavement Counseling
- Family Reunification
- Law Enforcement
- Protecting Response Personnel
- Securing Disaster Areas
- Interoperable Communications Between Responders
- Communication Between Responders and the Affected Population
- Data Communications
- Voice Communications
- Analyzing Information
- Assessing Hazard Impacts
- Tracking Response Activities

Whole Community Involvement

The "Whole Community" approach attempts to engage the full capacity of the public, including individuals, families, households and communities: private and nonprofit sectors; and local, tribal, state and Federal governments. This includes businesses, faith-based and disability organizations, and the general public including people with Access and Functional Needs (AFN), people covered under the Americans with Disabilities Act (ADA), and people with Limited English Proficiency (LEP), and culturally diverse populations.



Chelan County Sheriff's Office Annex

Recipients of any federal funds must acknowledge and agree to comply with applicable provisions of federal civil rights laws and policies prohibiting discrimination, including, but not limited to: Title VI of the Civil Rights Act of 1964, which prohibits recipients from discriminating on the basis of race, color, or national origin. Recipients of federal financial assistance must also take reasonable steps to provide meaningful access for persons with Limited English Proficiency (LEP) to their programs and services.

The Chelan County Sheriff's Office will address how LEP and AFN will be integrated into all phases of emergency management as applicable to its respective responsibilities. The Department is service oriented, providing equal access to communication assistance and services, and encourages community-based partnerships to address safety issues and public outreach.

Primary Core Capabilities and Critical Tasks

Each of the Core Capabilities identified for the CCSO has one or more critical tasks that are listed in the following table. These operationally focused critical tasks are defined and pre-assigned to each Core Capability based on Federal guidance documents.

Mission Area	Critical Task I.D.	Critical Task
Operational Coordination		
Response	1	Mobilize all critical resources and establish command, control, and coordination structures within the affected community, in other coordinating bodies in surrounding communities, and across the Nation, and maintain as needed throughout the duration of an incident.
Response	2	Enhance and maintain command, control, and coordination structures consistent with the National Incident Management System (NIMS) to meet basic human needs, stabilize the incident, and transition to recovery.
Critical Transportation		
Response	1	Establish physical access through appropriate transportation corridors and deliver required resources to save lives and to meet the needs of disaster survivors.
Response	2	Ensure basic human needs are met, stabilize the incident, transition into recovery for an affected area, and restore basic services and community functionality.
On-scene Security, Protection, & Law Enforcement		
Response	1	Establish a safe and secure environment in an affected area.
Response	2	Provide and maintain on-scene security and meet the protection needs of the affected population over a geographically dispersed area while eliminating or mitigating the risk of further damage to persons, property, and the environment.



Chelan County Sheriff's Office Annex

Mission Area	Critical Task I.D.	Critical Task
Operational Communications		
Response	1	Ensure the capacity to communicate with both the emergency response community and the affected populations and establish interoperable voice and data communications between Federal, tribal, state, and local first responders.
Response	2	Re-establish sufficient communications infrastructure within the affected areas to support ongoing life-sustaining activities, provide basic human needs, and a transition to recovery.
Response	3	Re-establish critical information networks, including cybersecurity information sharing networks, to inform situational awareness, enable incident response, and support the resilience of key systems.
Infrastructure Systems		
Response	2	Re-establish critical infrastructure within the affected areas to support ongoing emergency response operations, life sustainment, community functionality, and a transition to recovery.
Response	4	Formalize partnerships with governmental and private sector cyber incident or emergency response teams to accept, triage, and collaboratively respond to cascading impacts in an efficient manner.
Environmental Response/Health & Safety		
Response	1	Identify, assess, and mitigate worker health and safety hazards, and disseminate health and safety guidance and resources to response and recovery workers.
Fatality Management Services		
Response	1	Establish and maintain operations to recover a significant number of fatalities over a geographically dispersed area.
Response	2	Facilitate care to survivors.
Situational Assessment		
Response	1	Deliver information sufficient to inform decision making regarding immediate lifesaving and life-sustaining activities, and engage governmental, private, and civic sector resources within and outside of the affected area to meet basic human needs and stabilize the incident.
Response	2	Deliver enhanced information to reinforce ongoing lifesaving and life-sustaining activities, and engage governmental, private, and civic sector resources within and outside of the affected area to meet basic human needs, stabilize the incident, and transition to recovery.



Chelan County Sheriff's Office Annex

Organization

The Sheriff is responsible for administering and managing the Chelan County Sheriff's Office. There are five divisions in the Sheriff's Office:

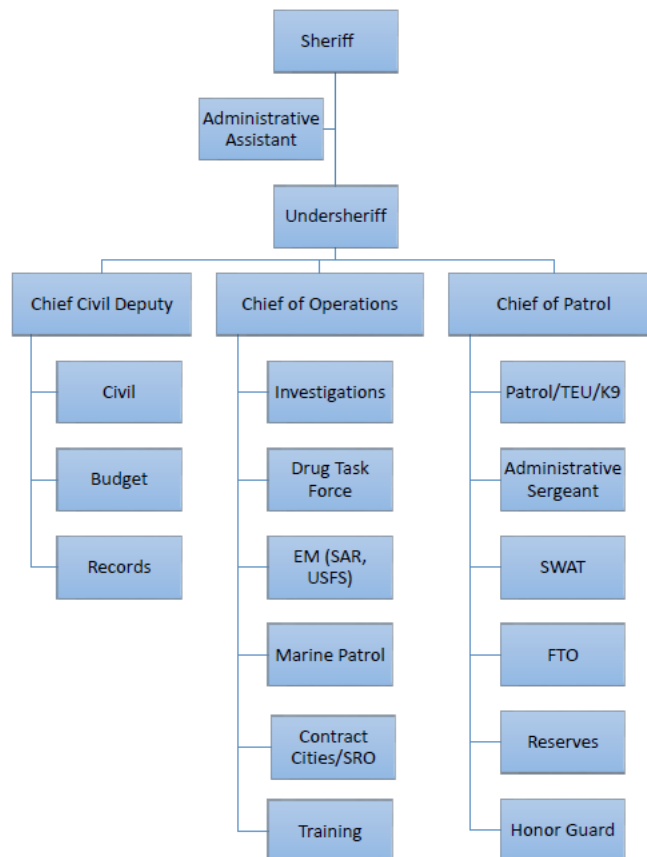
- Administration Division
- Patrol Division
- Special Operations Division
- Investigation Division
- Records Division

The structure and responsibilities of each division are defined in the CCSO Policy Manual (Policy 200).

Emergency Management is in the Special Operations Division. It is structured with the Sheriff as the Director of Emergency Management, a Sergeant who is the Assistant Director and staff consisting of commissioned and/or non-commissioned personnel. Day-to-day administration of the Emergency Management function is handled by the Assistant Director (Policy 202)



Chelan County Sheriff's Office





Chelan County Sheriff's Office Annex

Direction, Control, & Coordination

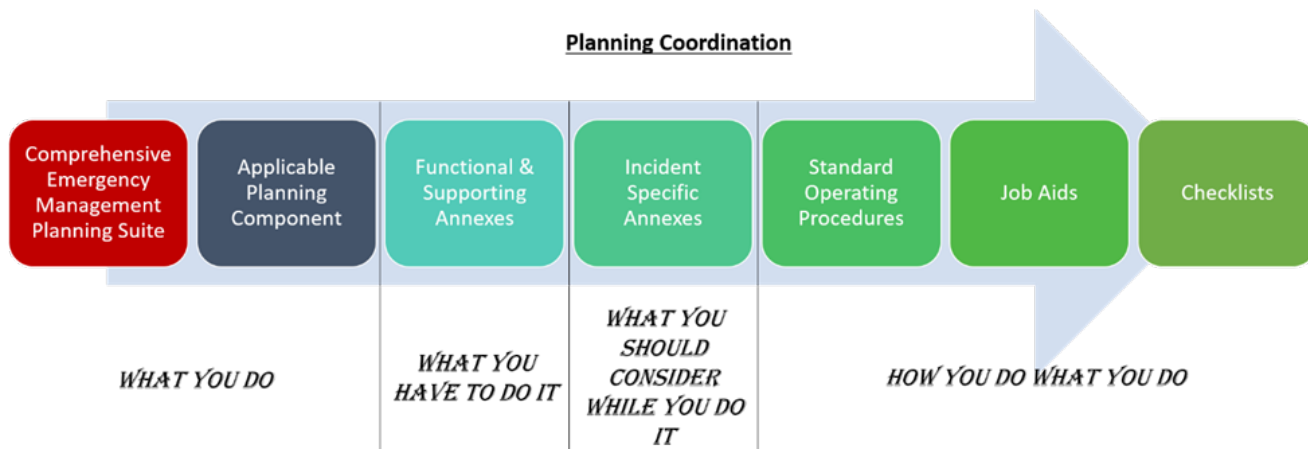
The Incident Command System (ICS) is the basis for all direction, control and coordination of emergency response and recovery efforts conducted under this plan. ICS will be used to provide a common organizational structure and framework for multiagency/multi-jurisdiction operations and coordinating emergency management related actions, resources, and activities with other federal, state, county, regional, private-sector, and nongovernmental organizations.

The operations of the emergency management within Chelan County are established by the Inter-local Agreement between the County of Chelan and the Cities of Cashmere, Chelan, Entiat, Leavenworth and Wenatchee.

All disasters and emergencies begin locally, and local jurisdictions working in collaboration with county and other local public safety agencies to provide initial response. The complexity of emergency response operations during a disaster or emergency requires that direction, control, and coordination channels are formalized and understood by all involved in the incident.

Local incident commanders lead tactical direction and control activities. Incident commanders report as specified in their chain of command and request resources through the Chelan County Emergency Operations Center (EOC). When public, private, and mutual aid or inter-local agreement resources from adjacent political subdivisions are exhausted, the county EOC requests assistance from the State Emergency Operations Center (SEOC)

The following graph illustrates the relationship of the Comprehensive Emergency Management Plan Basic Plan with the Emergency Management Annex and Appendixes, and the department's operation procedures and guidelines that establish the local tactical direction and control activities.





Chelan County Sheriff's Office Annex

Horizontal Integration

Chelan County Code

The Chelan County Code is current through Resolution 2020-51, and legislation passed through May 18, 2020.

Chelan County Terrorism Annex

The purpose of this Terrorism Annex (Plan) is to describe the Chelan County concept of operations used to respond to terrorist incidents within Chelan County and the surrounding area.

Chelan County Natural Hazard Mitigation Plan

The 2019 revision is a comprehensive document that evaluates and identifies natural hazards, potential risks from those hazards, and projects to mitigate for and respond to hazard events.

Chelan / Douglas LEPC Hazardous Materials Emergency Response Plan (December 2018)

This plan replaced Emergency Support Function (ESF 10), Oil and Hazardous Materials Response, of the 2014 Chelan County CEMP. The plan establishes the policies and procedures under which the County of Chelan will operate in the event of a hazardous materials incident, oil spill, or other release.

Chelan / Douglas Area Emergency Services Mutual Aid Agreement

Based on the provisions of Chapter 39.34 RCW, RCW 35.84.040, and RCW 52.12.111, this mutual aid agreement provides the signature cities, fire districts and other public safety agencies with a mechanism for requesting mutual aid for fire protection, rescue, and other emergency situations.

Vertical Integration

Washington Association of Sheriffs & Police Chiefs (WASPC)

The WASPC Association is a legal entity under RCW 36.28A.010 that provides materials and services to all law enforcement agencies in WA State.

National Incident Management System (NIMS)

A system mandated by Homeland Security Presidential Directive 5 (HSPD-5) that provides a consistent nationwide approach for domestic disaster incidents.



Chelan County Sheriff's Office Annex

Information Collection, Analysis, & Dissemination

Information Collection

Monitoring Hazard Information	WA Crime Information Center WA State Fusion Center
Situation Status Information	Potential hazards Current situations – location, impact, extent Other information needed for decision making
Operational Information	Information on incident regarding people property, and status of emergency services Impact assessments: <ul style="list-style-type: none"> • Injuries and fatalities • Critical infrastructure and property threatened, damaged, or lost • Agencies involved and numbers of units on the scene and responding. Threats to responders and to the public
Resource Information	Resource typing and inventory Resource needs, including: Types, Amounts, Locations, Estimated costs Resource availability Resource tracking, reporting, and accountability
Public Information	Alert system notices and other predictive information Information about degrees of threat to the general public, areas to avoid, and similar information. Information on protective measures, such as evacuation routes, shelter-in-place or other lifesaving measures

Information Analysis

Monitoring Hazard Information	Credible threats for terrorism activities Public safety risks of potential hazards
Situation Status Information Operational Information	Used to develop situation reports (sit-reps) as an incident progresses.
Operational Information Public Information	To determine alerts and notifications to provide credible and actionable messages to inform emergency services and the public
Resource Information	Analysis of information and planning for anticipated resources to support emergency response and damage assessment and recovery activities.



Chelan County Sheriff's Office Annex

Information Dissemination

Monitoring Hazard Information	Emergency alerts and forecasting of potential hazards or risk
Situation Status Report (Sit-Rep) Operational Information	Information will be used to brief the Mayor (and Policy Group) and inform all involved city departments and agencies on the situation, initial response, and for planning purposes.
Resource Information	Resource information will be used to identify, inventory, dispatch, mobilize, transport, and demobilize human and material resources to ensure sustained operations.
Public Information	Alert system notices and other predictive information Information about degrees of threat to the general public, areas to avoid, and similar information. Information on protective measures, such as evacuation routes, shelter-in-place or other lifesaving measures

Responsibilities

Preparedness

Preparedness is the development of plans and preparation activities made before an emergency or disaster occurs.

CCSO should:

- Maintain current inventories of resources.
- Provide ongoing training to personnel on their roles and responsibilities during emergency operations
- Provide trained personnel and resources for assignment to the EOC, as appropriate.
- Develop SOPs in accordance with state and local regulations and this plan.
- Participate in emergency / disaster exercises and drills to test and update, as needed, written SOPs.



Chelan County Sheriff's Office Annex

Response		
Response is comprised of the coordination and management of resources (including personnel, equipment, and supplies) utilizing the Incident Command System in an all-hazards approach; and measures taken for life/property/environmental safety. The response phase is a reaction to the occurrence of a catastrophic disaster or emergency.		
Response	Critical Task I.D.	Activity/Action
Public Information & Warning		Protecting Sensitive Information
	2	CCSO will ensure that community member's names are not used when delivering incident information. The release of this information may affect law enforcement activities or interfere with the family reunification process.
Operational Coordination		Command, Control, and Coordination
	2	CCSO will conduct all emergency operations utilizing the accepted concepts and principals of the Incident Command System.
Operational Coordination		Allocating and Mobilizing Resources
	2	CCSO resource includes the provision of personnel and resources to provide law enforcement services to the county and cities within the county during the response and recovery phases of an emergency or disaster.
Operational Coordination		Determining Priorities, Objectives, and Strategies
	1,2	Participate in Unified Command to establish common priorities, objectives, and strategies
Operational Coordination		Ensuring Information Flow
	1,2	Establishing command and tactical radio frequencies for all incident operations
	1,2	Establish interoperable radio channels when working with other jurisdictions or agencies
	1,2	Maintain a constant flow of information during incident
Operational Coordination		Ensuring Unity of Effort
	1,2	Establishing or participating in unified command to establish common objectives and coordinate activities



Chelan County Sheriff's Office Annex

Response	Critical Task I.D.	Activity/Action
Operational Coordination		Ensuring Continuity of Government and Essential Services
	2	Assist with activation of continuity of Government and Operations plan.
Operational Coordination		Establishing a Common Operating Picture
	1	Provide size-up and impact of on-scene incident threats and information to facilitate a common operation picture.
Operational Coordination		Establishing Lines of Communication
	1,2	Establish radio communications with Command and other public safety responders to facilitate incident operations.
Infrastructure Systems		Infrastructure Site Assessments
	2	Provide size-up and impact of on-scene incident threats and information to facilitate a common operation picture.
Infrastructure Systems		Public Safety Facilities
	2	Provide size-up and impact of on-scene incident threats and information to facilitate a common operation picture
Critical Transportation		Evacuation
	1	Provide emergency traffic road blocks and traffic control to assist evacuation efforts.
Critical Transportation		Establishing Access
	1	Provide traffic control and scene security to protect the public and responders
Critical Transportation		Delivery of Response Assets
	1	Provide emergency traffic road blocks and traffic control to assist emergency response efforts of Fire and EMS to save lives and assist disaster survivors
Critical Transportation		Reentering Affected Area
	1	Provide emergency traffic road blocks and traffic control to assist emergency response efforts of Fire and EMS to save lives and assist disaster survivors



Chelan County Sheriff's Office Annex

Response	Critical Task I.D.	Activity/Action
Critical Transportation		Transportation Safety and Condition Assessments
	1	Provide emergency traffic road blocks and traffic control to assist Public Works and DOT efforts to restore traffic safety conditions
Environmental Response/ Health & Safety		Responder Safety
	1	Provide traffic control and scene security to protect the public and responders
Environmental Response/ Health & Safety		Survivor Safety and Assistance
	2	Initiate and/or assist with evacuation efforts, shelter in place and other public protection actions
Fatality Management		Body Recovery
	1	Protect and secure the scene during operations
	2	Provide Initial stabilization of disaster scene casualties
Fatality Management		Family Reunification
	2	Notify the family members of the deceased.
On-scene Security, Protection, & Law Enforcement		Law Enforcement
	1,2	Provide law enforcement, security, and protection for people and community involved.
On-scene Security, Protection, & Law Enforcement		Protecting Response Personnel
	2	Provide on-scene security
	1	Establish a safe and secure environment in affected area.



Chelan County Sheriff's Office Annex

Response	Critical Task I.D.	Activity/Action
On-scene Security, Protection, & Law Enforcement		Securing Disaster Areas
	2	Protect and secure the scene during operations
Operational Communications		Interoperable Communications Between Responders
	1	Establish radio communications with Command and other public safety responders to facilitate incident operations.
Operational Communications		Communication Between Responders and the Affected Population
	1	Initiate and/or assist with communication to the public of life safety information, such as hazardous materials incidents or evacuation information.
Operational Communications		Data Communications
	1	Maintain data communications (MDTs) with RiverCom and other public safety agencies.
Operational Communications		Voice Communications
	1	Maintain radio communications (MDTs) with RiverCom and other public safety agencies
Public Information & Warning		Delivering Actionable Guidance
	1,2	Assist with providing the community with the most up-to-date information on current hazards and potential secondary hazards. Included with information will be information regarding shelter-in-place guidance, evacuation routes, shelter locations, and assistance services.
Public Information & Warning		Culturally and Linguistically Appropriate Messaging
	2	Disseminate all information in English and Spanish. Also provide interpreters and closed captioning services when messages are relayed and conducted verbally.
Public Information & Warning		Protecting Sensitive Information
	2	Ensure that community member's names are not used when delivering incident information. The release of this information may affect law enforcement activities or interfere with the family reunification process



Chelan County Sheriff's Office Annex

Public Information & Warning	Traditional Communications Mechanisms	
	1	Assist with providing the community with accurate and timely information and warning through a public information officer (PIO). May include radio and television broad casting media, social media, and press releases. Multi-jurisdictional responses require coordination of all jurisdictions and disciplines through the activation of a Joint Information Center (JIC).
Situational Assessment	Analyzing Information	
	1,2	Analyze information to determine credible threats to public safety and protection.
Situational Assessment	Assessing Hazard Impacts	
	1,2	Provide size-up and impact of on-scene incident threats and information to facilitate a common operation picture.
Situational Assessment	Tracking Response Activities	
	1,2	Track all response activities for disaster response expenses and potential reimbursement.

Resource Requirements for EOC Operations

Chelan County Emergency Management Emergency Operations Center (206A Easy Street)

All department and agency representatives invited to participate in EOC operations at the 206A Easy Street location should be reminded to provide their own laptop computers, cell phones, and any references and supporting guidance (useful plans, maps, or checklists) needed for EOC operation.

Whenever alternative EOC locations are activated, all CCEM representatives, as well as department and agency representatives invited to participate in EOC operations at the alternative location should be reminded to provide their own laptop computers, cell phones, and any references and supporting guidance (useful plans, maps, or checklists) needed for EOC operation.



Chelan / Douglas Health District Annex

Purpose

The Chelan / Douglas Health District (CDHD) is the primary agency for the public health core capabilities in Chelan County. The CDHD's Emergency Operation Plan (EOP) is a stand-a-lone document that compliments this Chelan County Public Health Annex. It provide guidelines for coordinated preparedness and response to emergency incidents that fall under Public Health or incidents that may have public health implications in Chelan & Douglas Counties.

Primary Core Capabilities	
Public Information and Warning	Deliver coordinated, prompt, reliable, and actionable information to the whole community through the use of clear, consistent, accessible, and culturally and linguistically appropriate methods to effectively relay information regarding any threat or hazard, as well as the actions being taken, and the assistance being made available, as appropriate.
Operational Coordination	Establish and maintain a unified and coordinated operational structure and process that appropriately integrates all critical stakeholders and supports the execution of Core Capabilities.
Environmental Response/Health & Safety	Conduct appropriate measures to ensure the protection of the health and safety of the public and workers, as well as the environment, from all hazards in support of responder operations and the affected communities.
Public Health, Healthcare, & Emergency Medical Services	Provide lifesaving medical treatment via Emergency Medical Services and related operations and avoid additional disease and injury by providing targeted public health, medical, and behavioral health support and products to all affected populations.
Situational Assessment	Provide all decision makers with decision-relevant information regarding the nature and extent of the hazard, any cascading effects, and the status of the response.
Support Core Capabilities	
Infrastructure Systems	Stabilize critical infrastructure functions, minimize health and safety threats, and efficiently restore and revitalize systems and services to support a viable, resilient community.
Logistics & Supply Chain Management	Deliver essential commodities, equipment, and services in support of impacted communities and survivors, to include emergency power and fuel support, as well as the coordination of access to community staples. Synchronize logistics capabilities and enable the restoration of impacted supply chains.
Mass Care Services	Provide life-sustaining and human services to the affected population, to include hydration, feeding, sheltering, temporary housing, evacuee support, reunification, and distribution of emergency supplies.



Chelan / Douglas Health District Annex

Authorities and Policies

The primary statutes governing public health include:

- Revised Code of Washington (RCW)
- Washington Administrative Code (WAC)
- Chelan and Douglas Health District Sanitary Code (CDHD Code)

RCW 70.05 is the legislation covering Local Health Departments, Boards, Officers, and Regulations.

RCW 70.46 is the legislation covering Health Districts.

RCW 43.70 is the legislation covering the State Board of health

Under Washington State laws and regulations, the Local Health Officer has authority to take action to control diseases that are threats to public health. RCW 70.05.070(3); WAC 246-100-036; WAC 246-101-505.

Typically, persons who have been infected with or exposed to a communicable disease voluntarily comply with the Local Health Officer's instructions. If necessary, however, the Local Health Officer may initiate involuntary detention for purposes of isolation and/or quarantine. WAC 246-100-040.

The Governor is authorized in RCW 43.06.220 to proclaim a state of emergency which restricts assemblage on public or private property, imposes curfews or prohibits use of highways and other modes of travel as is necessary to preserve and maintain life and health. If CDHD moves toward a community-wide quarantine (*cordon sanitaire*), the agency will consult with the Governor's office as well as Department of Health (DOH).

Revised Code of WA (RCW) 43.20.050(5) in part states that all police officers, sheriffs, constables and all other officers and employees of the state or any county, city or township thereof, shall enforce all rules adopted by the State Board of Health.

RCW 70.05.070 outlines the powers and duties of the local health officer. In part, it states that the local health officer shall control and prevent the spread of any dangerous, contagious, or infectious disease that may occur in his/her jurisdiction.

Washington Administrative Code (WAC) 246-101-505 outlines the duties of the local health officer or local health department. In part, it states that local health officers shall review and determine the appropriate action for instituting disease prevention and infection control, isolation, detention, and quarantine measures necessary to prevent the spread of communicable disease, invoking the powers of the courts to enforce these measures when necessary

WAC 246-101- 425 outlines the responsibilities of the general public. In part, it states that members of the general public shall cooperate with public health authorities in the investigation of cases and suspected cases, and cooperate with the implementation of infection control measures including isolation and quarantine.

Situation Overview

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.

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.



Chelan / Douglas Health District Annex

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

CDHD does not have adequate staff to respond to a community wide epidemic. CDHD expects to receive assistance from local emergency management located within the Chelan and Douglas Counties Sheriff's Office (CCSO AND DCSO), in addition to partners within Region 7 and elsewhere. In the event of a pandemic or large incident, local response will be quickly overwhelmed and require mutual aid, state, and possibly federal assistance. If an incident results in the need for equipment or personnel, requests are made to the Chelan and Douglas Counties Emergency Operation Center (EOC).

Concept of Operations

CDHD works with various partners to ensure rapid detection and response of public health emergencies, including but not limited to the Chelan and Douglas Counties Sheriff's Office, Region 7 Partners along with Region 7 epidemiologist, and Washington State Department of Health. Mutual Aid Agreements and Memoranda of Understanding documents are attached in Annex L. Notification of a potential incident or epidemic disease could happen in several ways:

1. Notification from regional, state, or national level authorities.
2. Notification by healthcare provider.
3. Notification by general public.
4. Notification by a law enforcement agency.
5. Detection by CDHD staff.
6. CDHD staff will notify Washington State Department of Health (DOH) in a timely manner of events or disease findings indicative of an emergency incident or an epidemic.
7. Increased surveillance may be necessary to confirm existence of an incident and CDHD will use local healthcare providers, regional partners and State DOH as needed.
8. If indicated, CDHD may activate its Emergency Coordination Center (ECC) to coordinate activities. The Incident Commander will be responsible for coordinating a response within the Health District in an emergency. The Incident Commander will determine the appropriate activation level, staffing, and roles.

Functional Areas of Responsibility

Some functions of this Department may include, but are not limited to, the following:

- | | |
|---|-------------------------------|
| • Delivering Actionable Guidance | • Predictive Modeling |
| • Alerts and Warning | • Responder Safety |
| • Culturally and Linguistically Appropriate Messaging | • Resource Management |
| • Protecting Sensitive Information | • Resource Delivery |
| • Command, Control, and Coordination | • Supply Chain Restoration |
| • Allocating and Mobilizing Resources | • Sheltering |
| • Determining Priorities, Objectives, and Strategies | • Feeding |
| • Ensuring Information Flow | • Hydration |
| | • Pets |
| | • Clinical Laboratory Testing |



Chelan / Douglas Health District Annex

- Ensuring Unity of Effort
- Establishing a Common Operating Picture
- Establishing Lines of Communication
- Water Treatment and Provision
- Sanitation
- Food Production and Delivery
- Hazardous Material Clean-Up
- Environmental Impact Analysis
- Health and Safety Monitoring Assessment
- Health Assessments
- Medical Countermeasures
- Medical Surge
- Public Health Interventions
- Delivering Situation Reports
- Analyzing Information
- Assessing Hazard Impacts
- Tracking Response Activities

Whole Community Involvement

The “Whole Community” approach attempts to engage the full capacity of the public, including individuals, families, households and communities: private and nonprofit sectors; and local, tribal, state and Federal governments. This includes businesses, faith-based and disability organizations, and the general public including people with Access and Functional Needs (AFN), people covered under the Americans with Disabilities Act (ADA), and people with Limited English Proficiency (LEP), and culturally diverse populations.

Access and Functional Needs: Access and functional needs (AFN) refers to individuals who are or have: physical, developmental or intellectual disabilities. Chronic conditions or injuries. The term Access and Functional Needs (AFN) has replaced “special needs,” “vulnerable,” “high-risk,” and similar terms.

People with access or functional needs are those who may have additional needs before, during or after an incident in functional areas including, but not limited to: maintaining health, independence, communication, transportation, support, services, self-determination, and medical care. Individuals in need of additional response assistance may include people who have disabilities, who live in institutionalized settings, who are older adults, who are children, who are from diverse cultures, who have limited English proficiency or who are non-English speaking, or who are transportation disadvantaged

Functional needs support services (FNSS) are services that enable individuals with access and functional needs to maintain their independence in a general population shelter. Examples of support services include durable medical equipment (DME), consumable medical supplies (CMS), and personal assistance services (PAS).

Essential Needs of Children: The unique needs of children have been addressed in disaster planning and preparedness to help ensure that children are safe and protected from harm. These essential needs include:

- Reliance On Caregivers
- Communication and Identification
- Mobility
- Safety and Protection
- Physical Needs
- Nutritional Needs
- Emotional Needs



Chelan / Douglas Health District Annex

Essential Needs of Household Pets and Service Animals: The Pets Evacuation and Transportation Standards (PETS) Act amends the Robert T. Stafford Disaster Relief and Emergency Assistance Act to ensure state and local emergency preparedness operational plans address the needs of individuals with household pets and service animals following a major disaster or emergency.

Community disaster and emergency plans should include provisions for individuals who own household pets or have responsibility for service and other animals. Planning factors should include resources and processes for the rescue, transportation, care, shelter, and essential needs of animals.

The Chelan/Douglas Public Health will address how LEP and AFN will be integrated into all phases of emergency management as applicable to its respective responsibilities.

Public Health Critical Tasks

Critical tasks are the distinct elements required to perform a core capability. These Critical Task Identifiers are pre-assigned to each core capability based on Federal guidance documents. They are operationally focused tasks that are necessary to ensure success and execution of core capabilities. They generally include the activities, resources, and responsibilities required to fulfill capability targets. Capability targets and critical tasks are based on operational plans, policies, and procedures.

Mission Area	Critical Task I.D.	Critical Task
Public Information and Warning		
Response	1	Inform all affected segments of society of critical lifesaving and life-sustaining information by all means necessary, including accessible tools, to expedite the delivery of emergency services and aid the public to take protective actions.
Response	2	Deliver credible and actionable messages to inform ongoing emergency services and the public about protective measures and other life-sustaining actions, and facilitate the transition to recovery.
Operational Coordination		
Response	1	Mobilize all critical resources and establish command, control, and coordination structures within the affected community, in other coordinating bodies in surrounding communities, and across the Nation, and maintain as needed throughout the duration of an incident.
Response	2	Enhance and maintain command, control, and coordination structures consistent with the National Incident Management System (NIMS) to meet basic human needs, stabilize the incident, and transition to recovery.
Environmental Response/Health & Safety		
Response	1	Identify, assess, and mitigate worker health and safety hazards, and disseminate health and safety guidance and resources to response and recovery workers.
Response	2	Minimize public exposure to environmental hazards through assessment of the hazards and implementation of public protective actions.
Response	3	Detect, assess, stabilize, and clean up releases of hazardous materials (e.g., biohazards) into the environment, including buildings/structures, and properly manage waste.



Chelan / Douglas Health District Annex

Mission Area	Critical Task I.D.	Critical Task
Public Health, Healthcare, & Emergency Medical Services		
Response	1	Deliver medical countermeasures to exposed populations.
Response	3	Return medical surge resources to pre-incident levels, complete health assessments, and identify recovery processes.
Situational Assessment		
Response	1	Deliver information sufficient to inform decision making regarding immediate lifesaving and life-sustaining activities, and engage governmental, private, and civic sector resources within and outside of the affected area to meet basic human needs and stabilize the incident.
Response	2	Deliver enhanced information to reinforce ongoing lifesaving and life-sustaining activities, and engage governmental, private, and civic sector resources within and outside of the affected area to meet basic human needs, stabilize the incident, and transition to recovery.
Infrastructure Systems		
Response	1	Decrease and stabilize immediate infrastructure threats to the affected population, to include survivors in the heavily damaged zone, nearby communities that may be affected by cascading effects, and mass care support facilities and evacuation processing centers with a focus on life-sustainment and congregate care services.
Response	2	Re-establish critical infrastructure within the affected areas to support ongoing emergency response operations, life sustainment, community functionality, and a transition to recovery.
Response	4	Formalize partnerships with governmental and private sector or emergency response teams to accept, triage, and collaboratively respond to cascading impacts in an efficient manner.
Logistics & Supply Chain Management		
Response	1	Mobilize and deliver governmental, nongovernmental, and private sector resources to save lives, sustain lives, meet basic human needs, stabilize the incident, and transition to recovery, to include moving and delivering resources and services to meet the needs of disaster survivors.
Response	2	Enhance public and private resource and services support for an affected area.
Mass Care Services		
Response	1	Move and deliver resources and capabilities to meet the needs of disaster survivors, including individuals with access and functional needs.
Response	2	Establish, staff, and equip emergency shelters and other temporary housing options (including accessible housing) for the affected population.



Chelan / Douglas Health District Annex

Organization

The Chelan Douglas Health District coordinates health and medical responses to an incident. The Health District may also provide public health services and response and will operate under the Chelan Douglas Health District Administrator. The Chelan Douglas Health District will coordinate their activities through the Chelan County EOC. The Chelan Douglas Health District will be the lead agency on any major event which is primarily a public health issue, such as an epidemic. Response by health professionals other than through the hospitals such as veterinarians, pharmacists, and mental health care providers will be coordinated through the Health District.

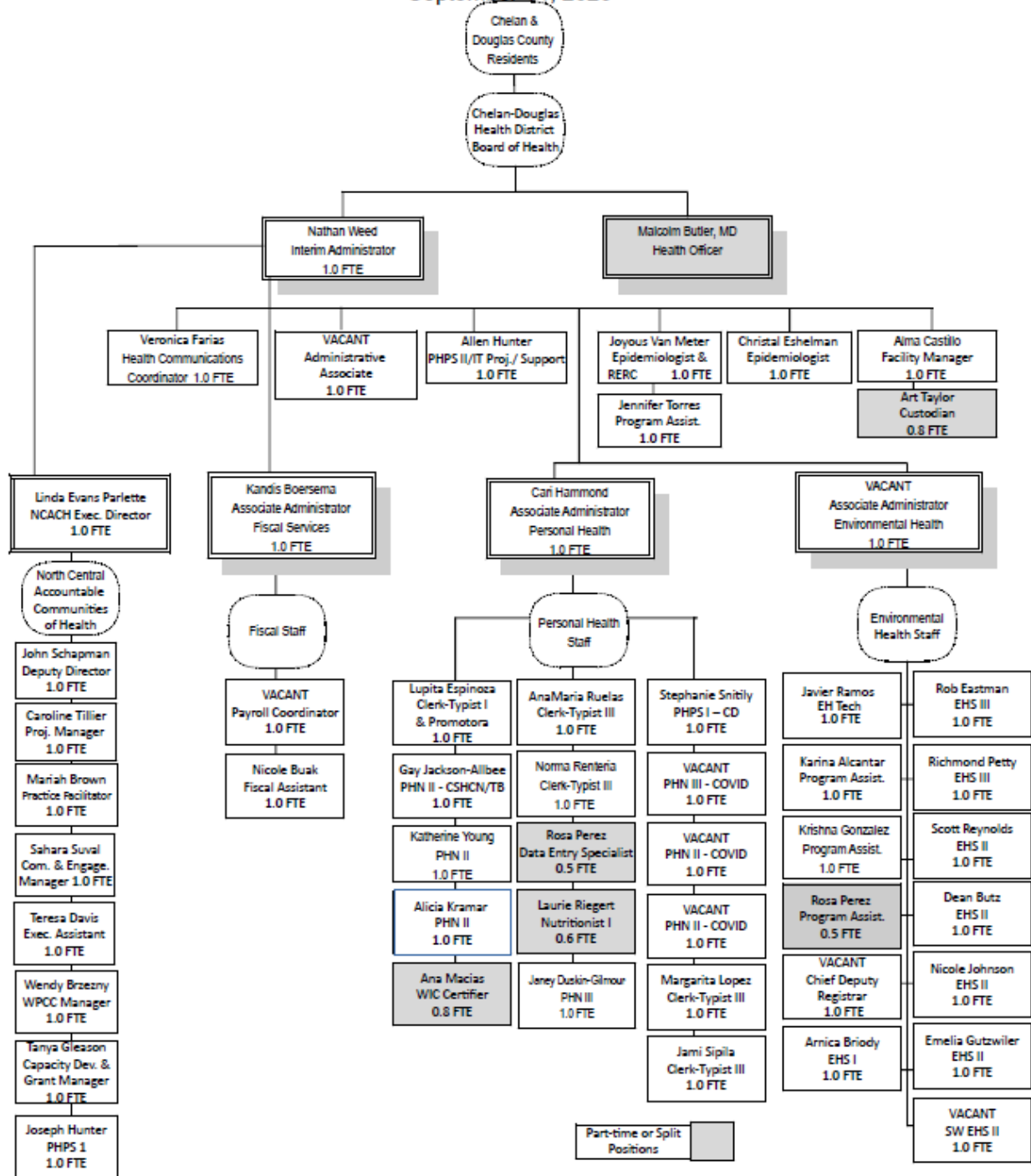
In the absence of the CDHD Administrator, delegation of authority within CDHD has been determined below specific to function and assigned personnel in order to continue the performance of critical functions. Ultimate delegation of authority resides with the Board of Health (BOH). If BOH is absent, then delegation of authority would follow the Chelan and Douglas Counties plan via Emergency Management.



Chelan / Douglas Health District Annex

Chelan-Douglas Health District 2020 Organization Chart

September 14, 2020



Part-time or Split Positions



Chelan / Douglas Health District Annex

Direction, Control, & Coordination

Incident Command System (ICS), as set forth by National Incident Management System (NIMS), as the basis for all direction, control and coordination of emergency response and recovery efforts. ICS will be used to provide a common organizational structure and framework for multiagency/multi-jurisdiction operations and coordinating emergency management related actions, resources, and activities with other federal, state, county, regional, local, private-sector, and nongovernmental organizations.

A. Chelan Douglas Health District

1. During a bioterrorism, chemical, or radiological incident; communicable disease outbreak or other public health emergency, CDHD will respond based on the complexity of the incident.
2. CDHD may activate its Emergency Coordination Center (ECC), which is located in its basement classroom space adjacent to kitchen facilities and restrooms. However, there may be situations where CDHD ECC is not activated because the Chelan and Douglas Counties EOC (located at 5th and Western in Wenatchee) is activated, in which case CDHD will work through the county EOC. Even in events of that kind, CDHD's ECC will be available if needed as a coordinating point for the public health aspects of the response.
3. All communications with the general public will be distributed through the Public Information Officer (PIO). If the EOC is activated, the PIO will coordinate messaging via the EOC and any JIC it may activate.
4. Shifts during operation of Chelan Douglas Health District ECC will normally be 12 hours during activation.
5. Security for the ECC will be provided by the Douglas County Sheriff's Office or East Wenatchee Police if needed.
6. CDHD will provide support to, and take guidance from, the Chelan and Douglas Counties EOC in public health emergencies. All public health activities will be coordinated with the Chelan and Douglas Counties EOC so long as it is activated.

B. Chelan Douglas Health District Representation in On Scene Incident Command System

1. On-scene Incident Command representation will depend on which agency will have the lead in the incident, and on the nature of the incident.
2. If the incident is an actual bioterrorism incident or other public health emergency where a crime is suspected, law enforcement will be the lead agency. In this case, CDHD will be represented on the Command Staff by the County Health Officer/Public Health Administrator, or a designee, who will be involved in various aspects of the response.

C. Coordination with Region 7 Public Health Agencies

Other public health jurisdictions in Region 7 will notify Chelan-Douglas Health District, as lead LHJ for Region7 Public Health Agencies, when a bioterrorism incident is suspected or confirmed in their jurisdiction. The Administrator of CDHD (or designee) will coordinate with the reporting jurisdiction in determining when support personnel from the regional partners may be needed immediately. If the incident requires ICS activation at CDHD the IC will designate staff to serve as liaison with other public health jurisdictions.



Chelan / Douglas Health District Annex

D. Coordination with Region 7 Hospital Network

As Region 7's Disaster Medical Coordination Center (DMCC), Central Washington Hospital (Confluence Health) will coordinate the response of hospitals in Region 7, and take the lead in communicating with hospitals outside our region, using WATrac and other resources to do so. It will provide situational updates to CDHD and Region 7 public health response coordinators through the Region 7 RERC (Regional Emergency Response Coordinator) or the RERC's designee

E. Coordination with Chelan and Douglas Counties Emergency Medical Services

Chelan and Douglas Counties falls under the South-Central Region (SCR) Trauma Plan for regional planning and coordination. The request for resources from outside the Health District will be made through RIVERCOM.

F. Coordination with Chelan and Douglas Counties EOC

Requests for assets to support a local emergency response are made through the Chelan and Douglas Counties' EOC. If the County EOC has not been activated, requests should be made directly to the Chelan and Douglas Counties Emergency Management Department via the Chelan and Douglas Counties Sheriff's Office. Requests can be made via phone, email, or in person. If the request cannot be handled locally, or through mutual aid, they are then sent to the Washington State Emergency Operations Center at the Washington State Emergency Management Division, Camp Murray, Washington.

If the request is specific to Emergency Support Function (ESF) 8, Public Health and Medical, that desk will then address the issue as appropriate, working with the requisition agency to best meet that need. Washington State Department of Health serves as the lead for ESF 8 along with other state agencies in a supporting role.

The Chelan and Douglas Counties Emergency Management Department (CCSO AND DCSO) must be aware of any potential requests for assistance in order to determine the need for a declaration of emergency within the county.

G. Health Officer

The Health Officer or designee may assume the role of Incident Commander during an epidemic disease or bioterrorism incident. The Health Officer, Public Health Administrator, and Board of Health will consult as needed to decide policy pertaining to health and medical decisions during emergencies. The Health Officer in consultation with the Board of County Commissioners will make decisions if there is a financial implication to public health policy decisions during an emergency. The Health Officer may also maintain contact with other agencies, develop public health priorities, lead incident response, and delegate tasks.

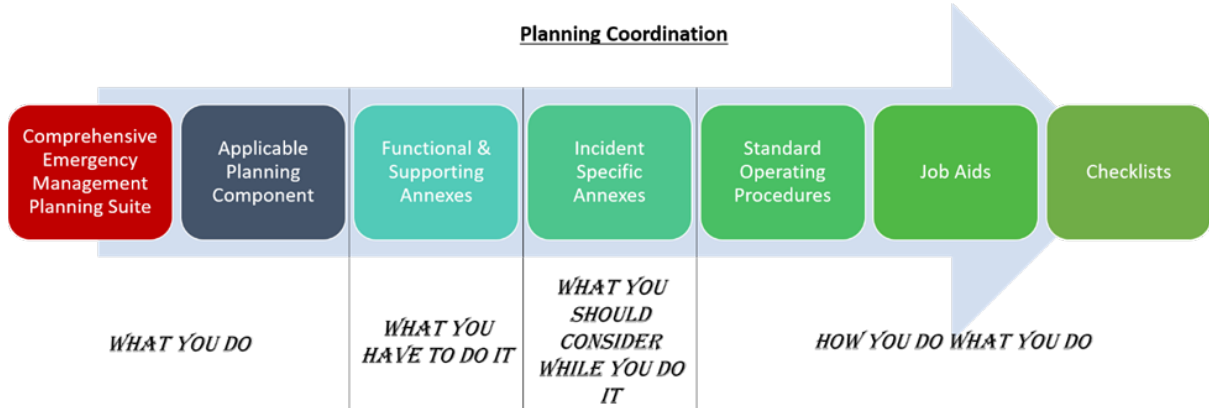
H. Volunteers

The Health Office or designee will assure management of spontaneous volunteers who may request to support the public health agency's response either by incorporation or triaging to other volunteer resources. CDHD may utilize trained volunteers or spontaneous volunteers for incidents that exceed our response capacity. The use of spontaneous volunteers will be coordinated with Chelan and Douglas Counties Emergency Management. All medical personnel must be verified using WAServ prior to accepting the volunteer for a medical role. All volunteers will be required to sign and submit an Emergency Worker Registration Card and a Chelan and Douglas Counties Emergency Management Certificate of Authorization and Photograph and Media Consent form.



Chelan / Douglas Health District Annex

The following graph illustrates the relationship of the Comprehensive Emergency Management Plan Basic Plan with the Chelan/Douglas health District Annex and the department’s operational procedures and guidelines that establish the local tactical direction and control activities.



Horizontal Integration

Chelan / Douglas Health District Emergency Operations Plan (2018)

The purpose of this plan is to provide guidelines for coordinated preparedness and response to emergency incidents that may have public health implications in Chelan & Douglas Counties.

Washington State Regional Emergency and Disaster Healthcare Coalition (REDi HCC) Preparedness Plan (2019)

This plan documents how the REDi HCC coordinates and works collectively with members to promote communication, information sharing, resource coordination, and operational response and recovery to emergencies and disasters.

Regional Emergency and Disaster Healthcare Coalition (REDi HCC) Response Plan

This plan outlines the roles and responsibilities of the coalition, members, and partners during a community-based incident or event. The plan supports strategic planning, information sharing, and resource management.

Vertical Integration

The WA State Department of Health (DOH) Doctrine for Health and Medical Preparedness, Response, and Recovery (2016)

This plan established guidance for statewide response and recovery capabilities of mobilizing resources; setting priorities; coordinating preparedness, response, and recovery actions across jurisdictions.

The U.S. Department of Health and Human Services (HHS) Office of the Assistant Secretary for Preparedness and Response (ASPR)

This Federal doctrine established the capability for Health Care and Medical Readiness and State DOH objectives to develop the Eastern WA Regional Emergency and Disaster Healthcare Coalition (REDi).



Chelan / Douglas Health District Annex

Information Collection, Analysis, & Dissemination

Critical information that will be collected for situational awareness will include functionality of public health operations, healthcare facilities and infrastructure, along with the nature of the health threat involved, its status as a suspected or confirmed threat, and the number of disease cases and/or fatalities attributed to the incident. Additional information may include client or patient identification, location of clients or patients, the potential of the health threat to spread, any related symptoms associated with the potential or identified disease, as well as individuals who may have been exposed. Sources of information may include local law enforcement, local healthcare providers, laboratories, RIVERCOM, a complaint from the general public, national, state, or regional partner.

Collected information will be used only for the investigation and response of any identified disease threats or health risks. Information will be shared in accordance with the Health Insurance Portability and Accountability Act (HIPAA) regulations. Only emergency responders who are required to comply with HIPAA regulations will receive confidential medical information relating to the investigation or response.

Responsibilities

Preparedness is the development of plans and preparation activities made before an emergency or disaster occurs.

- Maintain current inventories of supplies and resources.
- Provide ongoing training to personnel on their roles and responsibilities during emergency operations
- Develop local emergency operations plans and guidelines in accordance with state and regional regulations and guidance.
- Participate in emergency / disaster exercises and drills to test and update emergency operations plans, as needed.

Response	Critical Task I.D.	Activity/Action
Public Information & Warning	Alerts and Warning	
	1	Deliver public health and safety alerts such as: air quality or contaminated water supplies.
	1	Deliver all public health and safety alerts in both English and Spanish
	1	Delivering public health and safety alerts through a variety of media sources (broadcast, print, and social media)



Chelan / Douglas Health District Annex

Response	Critical Task I.D.	Activity/Action
Public Information & Warning		Delivering Actionable Guidance
	1,2	Deliver public health and safety information that promotes protective actions, such as staying inside or wearing masks during an air quality alert from the smoke of wildfires; or the use of masks and social distancing to reduce the risk of catching COVID-19.
	1	Provide information to the public on the health effects of, and how to avoid contamination from a hazardous materials release as needed.
	1	Deliver all public health and safety alerts in both English and Spanish
	1	Delivering public health and safety alerts through a variety of media sources (broadcast, print, and social media)
Public Information & Warning		Culturally and Linguistically Appropriate Messaging
	1	Deliver all public health and safety alerts in both English and Spanish
	1	Delivering public health and safety alerts through a variety of media sources (broadcast, print, and social media)
Public Information & Warning		Protecting Sensitive Information
	1	Adhere to HIPAA - provide data privacy and security provisions for safeguarding medical information.
	1	Ensure that community member's names are not used when delivering incident information. The release of this information may affect law enforcement activities or interfere with the family reunification process.
Operational Coordination		Command, Control, and Coordination
	2	CDHD will conduct emergency response activities and operations utilizing the accepted concepts and principals NIMS and the Incident Command System.
	2	The Incident Commander will be responsible for coordinating a response within the Health District in an emergency.



Chelan / Douglas Health District Annex

Response	Critical Task I.D.	Activity/Action
Operational Coordination		Allocating and Mobilizing Resources
	2	The Incident Commander will determine the appropriate activation level, staffing, and roles.
Operational Coordination		Determining Priorities, Objectives, and Strategies
	1,2	If indicated, CDHD may activate its Emergency Coordination Center (ECC) to coordinate activities.
	1,2	The Incident Commander will coordinate with Confluence Health (CH), other medical providers as needed depending on the locations involved, and Emergency Medical Service providers to determine the ability of the local community to respond to the emergency. If community resources are about to be or are already overwhelmed, the Incident Commander may request assistance.
Operational Coordination		Ensuring Information Flow
	2	CDHD will activate their Emergency Communications Plan to issue information and respond to requests in a timely manner and provide information 24/7 during an emergency.
Operational Coordination		Ensuring Unity of Effort
	2	CDHD will coordinate activities among various agencies and organizations to achieve common objective that support emergency operations
Operational Coordination		Establishing a Common Operating Picture
	2	The Incident Commander will coordinate with Confluence Health (CH), other medical providers as needed depending on the locations involved, and Emergency Medical Service providers to determine priorities, objectives and strategies.
	2	CDHD will coordinate and maintain situation reports (SitReps) to provide current information used to provide a common operating picture and for planning and decision-making.
Operational Coordination		Establishing Lines of Communication
	2	CDHD will activate their Emergency Communications Plan to issue information and respond to requests in a timely manner and provide information 24/7 during an emergency.



Chelan / Douglas Health District Annex

Response	Critical Task I.D.	Activity/Action
Infrastructure Systems		Water Treatment and Provision
	4	CDHD will coordinate with disaster response agencies to prevent the spread of disease with inspections and testing for wells and public water systems.
Infrastructure Systems		Sanitation
	4	CDHD will coordinate with disaster response agencies to prevent the spread of disease with inspections for waste disposal, and sanitary provisions.
Infrastructure Systems		Food Production and Delivery
	4	CDHD will coordinate with disaster response agencies to prevent the spread of disease with recommendations or inspections of food production facilities, agricultural facilities, restaurants, and other food delivery venues.
Environmental Response/ Health & Safety		Hazardous Material Clean-Up
	2	In conjunction with the Washington State Departments of Ecology and Health, assist water and sewer utilities in the investigation and mitigation of impacts from the effects of a hazardous materials incident.
Environmental Response/ Health & Safety		Environmental Impact Analysis
	2	CDHD will coordinate with partner agencies to ensure environmental hazards are not accessible to the public and will help assess the severity of hazard and overall health and safety of the situation and ensure mitigation of the environmental hazard.
Environmental Response/ Health & Safety		Health and Safety Monitoring Assessment
	1,2	Direct the closure of contaminated sites, as necessary, in collaboration with other agencies.
	3	Make a final determination on when contamination no longer poses a public health risk in collaboration with other agencies.
	3	Initiate actions to reopen contaminated sites, in collaboration with other agencies, when the threat is properly mitigated.
Environmental Response/ Health & Safety		Predictive Modeling
	1,2,4	CDHD utilizes emergency surveillance and predictive modeling to identify and determine the extent and impact of diseases and health problems; to monitor the health trends of the community; to determine the priority of health interventions; and to evaluate the impact of health responses and programs.



Chelan / Douglas Health District Annex

Response	Critical Task I.D.	Activity/Action
Environmental Response/ Health & Safety		Responder Safety
	1	Identify, assess, and mitigate worker health and safety hazards, and disseminate health and safety guidance and resources to response and recovery workers.
Logistics & Supply Chain Management		Resource Management
	2	CDHD utilizes NIMS resource management guidance to coordinate and manage resources (personnel, teams, facilities, equipment, and supplies
	1	When CDHD resources are not sufficient to support response activities, they will contact local emergency management and REDi HHC to obtain additional resources through partner entities.
Logistics & Supply Chain Management		Resource Delivery
	1,2	CDHD will activate personnel and resources based on the need and activation level determined for an incident.
	1	When additional resources are required to manage an incident, CDHD may use local healthcare providers, regional partners and State DOH as needed.
Logistics & Supply Chain Management		Supply Chain Restoration
	1	CDHD will coordinate transition to recovery during an incident and participate in the restoration of the impacted supply chains.
Mass Care Services		Sheltering
	1,2	CDHD will be responsible for assessing conditions of emergency shelter facilities during disasters, which include shelters for displaced individuals or for emergency workers responding to the incident in order to protect the occupants of the shelter.
	1,2	CDHD utilizes a comprehensive environmental health assessment tool for shelters to inspect and evaluate essential human services of the facility, food, drinking water, sanitation, medical care, and companion animals for health and safety conditions during disasters.



Chelan / Douglas Health District Annex

Response	Critical Task I.D.	Activity/Action
Public Health, Healthcare & EMS		Clinical Laboratory Testing
	1	CDHD is responsible for a variety of laboratory services, including <ul style="list-style-type: none"> • Initiating the use of laboratory services. • Choosing the appropriate laboratory site to utilize for testing. • Coordinating with the laboratory regarding supplies, shipping, and results. • CDHD staff may collect samples or coordinate collecting of samples. • Ensuring staff are trained in providing testing services
Public Health, Healthcare & EMS		Health Assessments
	1	CDHD utilizes emergency surveillance and healthcare partner reporting to develop appropriate and adequate data to identify and determine the extent and impact of diseases and health problems that can be used to develop a community health assessment.
Public Health, Healthcare & EMS		Medical Countermeasures
	1	CDHD delivers a variety of immunizations organizations and the general public.
Public Health, Healthcare & EMS		Medical Surge
	3	CDHD staff may be expected to respond to provide surge capacity and will be provided relevant safety information and instructions
Public Health, Healthcare & EMS		Public Health Interventions
	1	CDHD promotes and protects the health in our community by preventing illness and injury through a variety of personal health programs covering communicable diseases, chronic diseases, immunizations, parent and child programs; environmental health programs; and emergency preparedness programs.
Situational Assessment		Delivering Situation Reports
	1,2	CDHD will coordinate and maintain situation reports (SitReps) to provide current information used to provide a common operating picture and for planning and decision-making.



Chelan / Douglas Health District Annex

Response	Critical Task I.D.	Activity/Action
Situational Assessment		Analyzing Information
	1	CDHD gathers and analyzes public health information through a variety of sources to identify and determine the extent and impact of diseases and health problems; to monitor the health trends of the community; to determine the priority of health interventions; and to evaluate the impact of health responses and programs.
Situational Assessment		Assessing Hazard Impacts
	1	CDHD will respond with other public safety agencies to assess public health hazards and impacts and collaborate with local emergency response agencies provide protective measures to mitigate public exposure.
Situational Assessment		Tracking Response Activities
	1	CDHD will track all response activities and adhere to department policies for financial records, reporting, and tracking resources.

Recovery consists of those activities that continue beyond the emergency period to restore critical community functions and begin to manage stabilization efforts. The recovery phase begins immediately after the threat to human life has subsided. The goal of the recovery phase is to bring the affected area back to some degree of normalcy.

Resource Requirements

When appropriate, the Public Health Administrator or designee will assign a representative to the EOC or command post, as the circumstances dictate.

All District and agency representatives invited to participate in EOC operations at the 206A Easy Street location, or an alternate location, should be reminded to provide their own laptop computers, cell phones, and any references and supporting guidance (useful plans, maps, or checklists) needed for EOC operations.



Chelan County Public Utility District Annex

Purpose

To provide for the effective use of available electric power and other essential utilities required to meet essential needs, and to facilitate restoration of energy and utility systems affected by an emergency or disaster.

Core Capabilities

The Chelan County PUD is one of the **primary agencies**, having significant authorities, roles, resources to provide the following core capabilities in response to emergency and disaster incidents.

Primary Core Capabilities	
Public Information and Warning	Deliver coordinated, prompt, reliable, and actionable information to the whole community through the use of clear, consistent, accessible, and culturally and linguistically appropriate methods to effectively relay information regarding any threat or hazard, as well as the actions being taken, and the assistance being made available, as appropriate.
Infrastructure Systems	Stabilize critical infrastructure functions, minimize health and safety threats, and efficiently restore and revitalize systems and services to support a viable, resilient community.
Operational Communications	Ensure the capacity for timely communications in support of security, situational awareness, and operations, by any and all means available, among and between affected communities in the impact area and all response forces.
Situational Assessment	Provide all decision makers with decision-relevant information regarding the nature and extent of the hazard, any cascading effects, and the status of the response.

The Chelan County PUD is also a **support agency**, having specific capabilities or resources that support other agencies in executing the following core capabilities.

Support Core Capabilities	
Operational Coordination	Establish and maintain a unified and coordinated operational structure and process that appropriately integrates all critical stakeholders and supports the execution of Core Capabilities.
Critical Transportation	Provide transportation (including infrastructure access and accessible transportation services) for response priority objectives, including the evacuation of people and animals and the delivery of vital response personnel, equipment, and services into the affected areas.
Environmental Response/Health & Safety	Conduct appropriate measures to ensure the protection of the health and safety of the public and workers, as well as the environment, from all hazards in support of responder operations and the affected communities.
Logistics & Supply Chain Management	Deliver essential commodities, equipment, and services in support of impacted communities and survivors, to include emergency power and fuel support, as well as the coordination of access to community staples. Synchronize logistics capabilities and enable the restoration of impacted supply chains.



Chelan County Public Utility District Annex

Authorities and Policies

1. Local energy and utility providers' policies. With the assistance of Emergency Management, the legislative authorities shall prepare and update contingency plans for implementation in the event of energy shortages or emergencies
2. Applicable state and federal laws and regulations. In the event of the entire state being affected, RCW 43.21G shall apply which deals with energy emergencies and alerts and establishes necessary emergency powers for the governor.
3. WA State Comprehensive Emergency Management Plan (CEMP), ESF 12 – Energy
4. The legislative authorities will determine energy priorities during a disaster.

Situation Overview

The 2019 Chelan County Multi-Jurisdictional Natural Hazard Mitigation Plan provides detailed information on natural hazards and the probability, impact, and risk ranking scores that these natural hazards pose to the people, property and economy in Chelan County. The three natural hazards with the highest risk include severe weather, wildfires and earthquakes. The high rating for severe weather and wildfire is based on the past history and high frequency of weather events and large fires throughout the county. The potential for earthquakes is high based on USGS data.

Hazard Risk Ranking

Rank	Hazard Type	Risk Rating Score (Probability x Impact)	Category
1	Severe Weather	45	High
2	Wildfire	36	High
3	Earthquake	34	High

The natural hazards, as well as other emergencies and disasters in Chelan County can occur at any time, causing significant damage to the infrastructure of utilities, loss of essential services to businesses and homes, and disruption of governmental entities. These include electric power, water, and telecommunications. Impacts from local as well as regional and out-of-area incidents may also have adverse effects on the local capabilities.

Concept of Operations

Local priorities will be established, based on the damage and complexity of the emergency or disaster, and coordinated to provide the most efficient utilization of available restoration resources, services and supplies.

If local control measures are necessary, the Chelan County PUD will work with Chelan County Emergency Management and the legislative authorities in the establishment and activation of control measures.

If an additional resources, outside of established mutual aid or other agreements, these requests for assistance will be coordinated through CCEM and the WA State Emergency Management Division.



Chelan County Public Utility District Annex

Functional Areas of Responsibility

Some functions of this Department may include, but are not limited to, the following:

- Delivering Actionable Guidance
- Alerts and Warning
- Culturally and Linguistically Appropriate Messaging
- Ensuring Information Flow
- Power Restoration
- Dams
- Infrastructure Site Assessments
- Public Recreation Facilities
- Delivery of Response Assets
- Hazardous Materials Debris Removal
- Environmental Impact Analysis
- Predictive Modeling
- Responder Safety
- Emergency Power Provision
- Private Resources
- Resource Tracking
- Interoperable Communication Between Responders
- Communication Between Responders and the Affected Population
- Data Communication
- Re-Establishing Critical Information Networks
- Delivering Situation Reports
- Analyzing Information
- Assessing Hazard Impacts
- Tracking Response Activities

Whole Community Involvement

The “Whole Community” approach attempts to engage the full capacity of the public, including individuals, families, households and communities: private and nonprofit sectors; and local, tribal, state and Federal governments. This includes businesses, faith-based and disability organizations, and the general public including people with Access and Functional Needs (AFN), people covered under the Americans with Disabilities Act (ADA), and people with Limited English Proficiency (LEP), and culturally diverse populations.

Recipients of any federal funds must acknowledge and agree to comply with applicable provisions of federal civil rights laws and policies prohibiting discrimination, including, but not limited to: Title VI of the Civil Rights Act of 1964, which prohibits recipients from discriminating on the basis of race, color, or national origin. Recipients of federal financial assistance must also take reasonable steps to provide meaningful access for persons with Limited English Proficiency (LEP) to their programs and services.

Chelan County PUD will address how LEP and AFN will be integrated into all phases of their organization and operations as applicable to its respective responsibilities. The PUD is service oriented, providing equal access to communication assistance and services, and encourages community-based partnerships to address safety issues and public outreach.



Chelan County Public Utility District Annex

Chelan County Public Utility District Critical Tasks

Each of the Core Capabilities identified for the Chelan County Public Utility District has one or more critical tasks that are listed in the following table. These critical tasks are defined and pre-assigned to each Core Capability based on Federal guidance documents.

Mission Area	Critical Task I.D.	Critical Task
Public Information & Warning		
Response	1	Inform all affected segments of society of critical lifesaving and life-sustaining information by all means necessary, including accessible tools, to expedite the delivery of emergency services and aid the public to take protective actions.
Response	2	Deliver credible and actionable messages to inform ongoing emergency services and the public about protective measures and other life-sustaining actions, and facilitate the transition to recovery.
Infrastructure Systems		
Response	1	Decrease and stabilize immediate infrastructure threats to the affected population, to include survivors in the heavily damaged zone, nearby communities that may be affected by cascading effects, and mass care support facilities and evacuation processing centers with a focus on life-sustainment and congregate care services.
Response	2	Re-establish critical infrastructure within the affected areas to support ongoing emergency response operations, life sustainment, community functionality, and a transition to recovery.
Response	4	Formalize partnerships with governmental and private sector cyber incident or emergency response teams to accept, triage, and collaboratively respond to cascading impacts in an efficient manner.
Operational Communications		
Response	1	Ensure the capacity to communicate with both the emergency response community and the affected populations and establish interoperable data communications between state, and local first responders.
Response	2	Re-establish sufficient communications infrastructure within the affected areas to support ongoing life-sustaining activities, provide basic human needs, and a transition to recovery.
Response	3	Re-establish critical information networks, including cybersecurity information sharing networks, to inform situational awareness, enable incident response, and support the resilience of key systems.



Chelan County Public Utility District Annex

Mission Area	Critical Task I.D.	Critical Task
Situational Assessment		
Response	1	Deliver information sufficient to inform decision making regarding immediate lifesaving and life-sustaining activities, and engage governmental, private, and civic sector resources within and outside of the affected area to meet basic human needs and stabilize the incident.
Response	2	Deliver enhanced information to reinforce ongoing lifesaving and life-sustaining activities, and engage governmental, private, and civic sector resources within and outside of the affected area to meet basic human needs, stabilize the incident, and transition to recovery.
Operational Coordination		
Response	2	Enhance and maintain command, control, and coordination structures consistent with the National Incident Management System (NIMS) to meet basic human needs, stabilize the incident, and transition to recovery.
Critical Transportation		
Response	3	Clear debris from any route type (i.e., road, rail, airfield, port facility, waterway) to facilitate response operations.
Environmental Response/Health & Safety		
Response	1	Identify, assess, and mitigate worker health and safety hazards, and disseminate health and safety guidance and resources to response and recovery workers.
Response	2	Minimize public exposure to environmental hazards through assessment of the hazards and implementation of public protective actions.
Response	4	Identify, evaluate, and implement measures to prevent and minimize impacts to the environment, natural and cultural resources, and historic properties from all-hazard emergencies and response operations.
Logistics & Supply Chain Management		
Response	1	Mobilize and deliver governmental, nongovernmental, and private sector resources to save lives, sustain lives, meet basic human needs, stabilize the incident, and transition to recovery, to include moving and delivering resources and services to meet the needs of disaster survivors.

Organization

The Chelan County PUD operates electric, water, and wastewater utilities. The electric portion of the utility includes electric generating stations and distribution facilities. Generating stations include three hydroelectric dams, as well as a limited amount of solar power. The District maintains diesel generators for emergencies. Distribution facilities include transmission lines, switchyards and ancillary equipment.

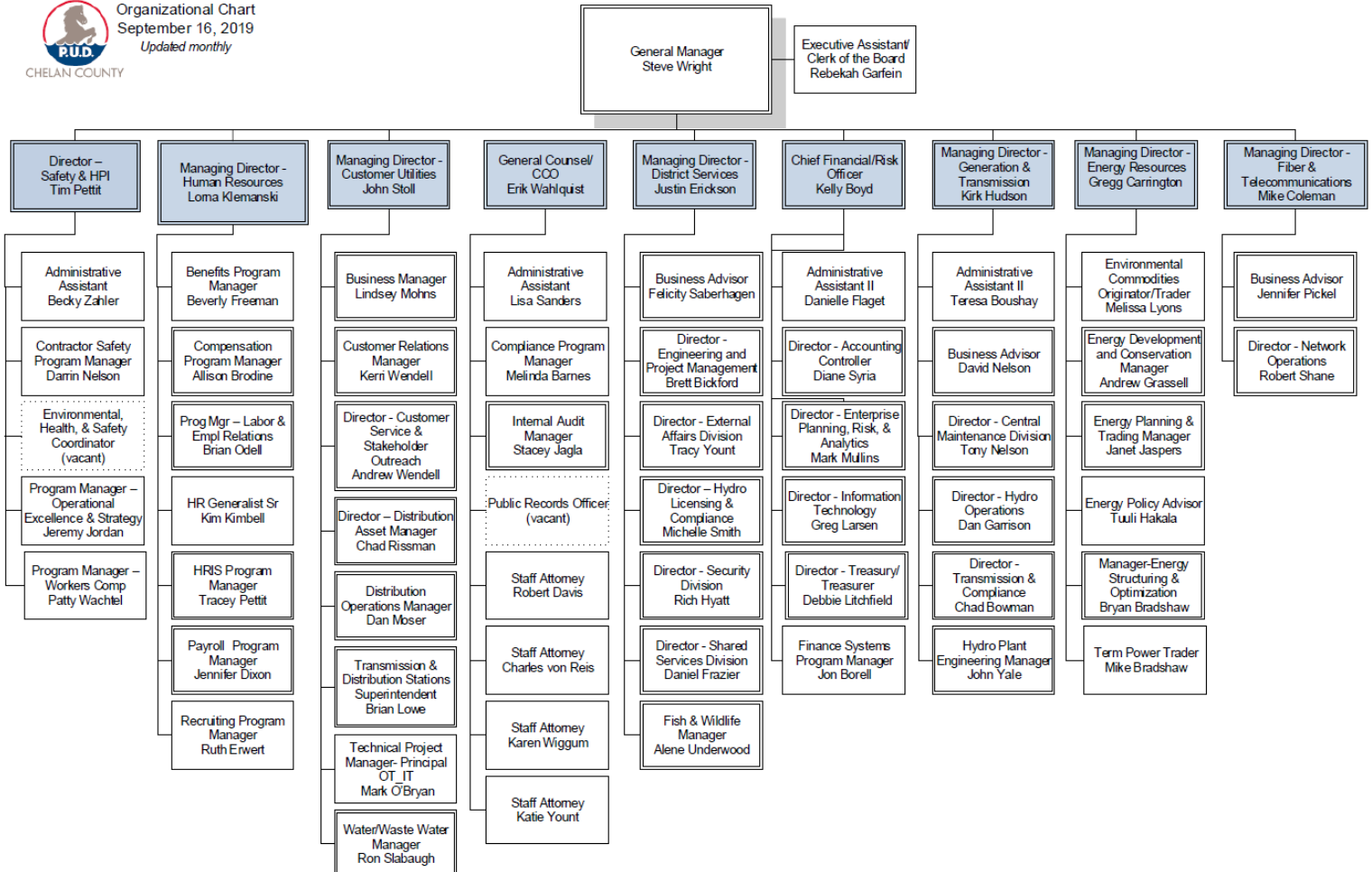
The electric power within Chelan County is organized by the Chelan County Public Utility District (PUD), which has its own hydroelectric power generating capability. This capability comes from Rocky Reach Dam, Chelan Falls generation plant and from Rock Island Dam. This independent power generation capability allows for the ability to generate power locally without using the Northwest Power Pool. Many end users with high reliability needs (e.g., hospitals, public safety) have their own in-house power generation capability.



Chelan County Public Utility District Annex

Chelan PUD Organization Chart

Organizational Chart
September 16, 2019
Updated monthly
CHELAN COUNTY



Direction, Control, & Coordination

The Incident Command System (ICS) is the basis for all direction, control and coordination of emergency response and recovery efforts conducted under this plan. ICS will be used to provide a common organizational structure and framework for multiagency/multi-jurisdiction operations and coordinating emergency management related actions, resources, and activities with other federal, state, county, regional, private-sector, and nongovernmental organizations.

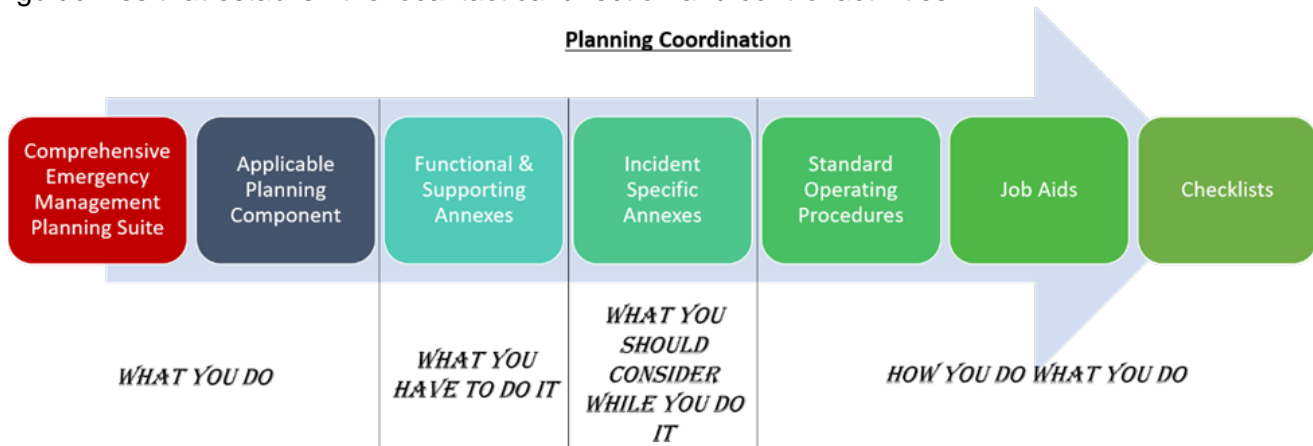
All disasters and emergencies begin locally, and local jurisdictions working in collaboration with county and other local public safety agencies to provide initial response. The complexity of emergency response operations during a disaster or emergency requires that direction, control, and coordination channels are formalized and understood by all involved in the incident.



Chelan County Public Utility District Annex

Local incident commanders lead tactical direction and control activities. Incident commanders report as specified in their chain of command and request resources through the Chelan County Emergency Operations Center (EOC). When public, private, and mutual aid or inter-local agreement resources from adjacent political subdivisions are exhausted, the county EOC requests assistance from the State Emergency Operations Center (SEOC)

The following graph illustrates the relationship of the Comprehensive Emergency Management Plan Basic Plan with the Chelan County PUD Annex and the department's operation procedures and guidelines that establish the local tactical direction and control activities.



Horizontal Integration

The District has (49) business units and each department has developed their own business continuity plan that ensures that the District still operates and provides utility services to Chelan County. The District has an over-arching business continuity plan along with an Incident Management Team that responds to all internal and external emergencies.

Vertical Integration

The District operates under several regulatory agencies with operating and compliance responsibilities. The North American Electricity Reliability Corporation (NERC) requires us to follow Department of Energy requirements for power generation, transmission and distribution of electricity. We also operate all of the Hydro-electric facilities under the Federal Energy Regulatory Commission (FERC) to ensure environmental stewardship with operating practices.

Information Collection, Analysis, & Dissemination

Information Collection

Essential Elements of Information include:

1. Gather information of damage assessment to critical facilities.
2. Gather as much information regarding road conditions
3. Identify personnel and equipment needed to maintain, repair or clear roadways
4. Gather geographical information and special referencing (GIS).



Chelan County Public Utility District Annex

Information Analysis

Information will be analyzed to assess hazard impacts and determining priorities, objectives, and strategies.

Information Dissemination

All public information and news release information regarding the Chelan County PUD will be coordinated with Chelan County Emergency Management.

Responsibilities

Preparedness is the development of plans and preparation activities made before an emergency or disaster occurs.

Public Works departments should:

- Maintain current inventories of resources.
- Provide ongoing training to personnel on their roles and responsibilities during emergency operations
- Provide trained personnel and resources for assignment to the EOC, as appropriate.
- Develop SOPs in accordance with state and local regulations and this plan.
- Participate in emergency / disaster exercises and drills to test and update, as needed, written SOPs.

Preparedness

Activity/Action

The District conducts an annual Business Continuity Exercise and a separate Wild Fire Preparedness meeting is held every spring with all operational departments.

Mitigation is the effort to reduce loss of life and property by lessening the impact of disasters and emergencies. Mitigation involves structural and non-structural measures taken to limit the impact of disasters and emergencies. Structural mitigation actions change the characteristics of buildings or the environment; examples include flood control projects, raising building elevations, and clearing areas around structures. Non-structural mitigation most often entails adopting or changing building codes.



Chelan County Public Utility District Annex

<p>Response is comprised of the coordination and management of resources (including personnel, equipment, and supplies) utilizing the Incident Command System in an all-hazards approach; and measures taken for life/property/environmental safety. The response phase is a reaction to the occurrence of a catastrophic disaster or emergency.</p>		
Response	Critical Task I.D.	Activity/Action
Public Information & Warning	Delivering Actionable Guidance	
	1,2	The District has an External Affairs and Communication department that strategizes any action that will be taken
Public Information & Warning	Alerts and Warning	
	1,2	<p>The District will provide emergency alert and warning public information in a variety of formats:</p> <ul style="list-style-type: none"> • Social Media to update the public • Press Releases to Media • Radio and Television Interviews
Public Information & Warning	Culturally and Linguistically Appropriate Messaging	
	1,2	The District has bilingual staff that work in the Communications department and all alerts and warnings are issued in both English and Spanish.
Operational Coordination	Ensuring Information Flow	
	1	District Liaison to County Incident Command System – Information sharing by our Communications department to external stakeholders.
Infrastructure Systems	Power Restoration	
	2	The District has several departments that are responsible for Power Restoration and are supported by the internal Incident Management Team.
Infrastructure Systems	Dams and Flood Control	
	4	The District is required to have Emergency Action Plans (EAPs) by FERC to deal with Dam and Flood Control issues.
Infrastructure Systems	Infrastructure Site Assessments	
	2	The District departments will perform damage assessments to critical facilities.
Infrastructure Systems	Public Recreation Facilities	
	1	The District has a Parks department that is staffed by upper management personnel.



Chelan County Public Utility District Annex

Response	Critical Task I.D.	Activity/Action
Critical Infrastructure		Delivery of Response Assets
	2	The District has several operational departments that support our Critical Infrastructure as well as an Incident Management Team that functions on the Incident Command System platform.
Environmental Response/ Health & Safety		Environmental Impact Analysis
	1,2,3	The District has several departments responsible for dealing with an environmental issue involving the Hydro-electric facilities and the Columbia River.
Environmental Response/ Health & Safety		Responder Safety
	1	The District has a Health and Safety Division to respond to or support any incident within the County.
Logistics & Supply Chain Management		Emergency Power Provision
	1	The District has an Incident Management Team responsible for restoral and recovery efforts.
Logistics & Supply Chain Management		Resource Tracking
	1	For internal or external emergencies that the District gets involved in, an ICS is stood up and a Logistics and Financial Chief are appointed for this responsibility.
Operational Communications		Interoperable Communication Between Responders
	1	The District will have staff that will be a liaison to the Incident Command System.
Operational Communications		Communication Between Responders and the Affected Population
	1	The District will communicate field reports and estimated recovery to the affected populations
Operational Communications		Data Communication
	2,3	The District will restore internal and external data
Operational Communications		Re-Establishing Critical Information Networks
	2,3	The District will restore critical infrastructure systems and information networks



Chelan County Public Utility District Annex

Response	Critical Task I.D.	Activity/Action
Situational Awareness		Delivering Situation Reports
	1,2	The District provides hazard damage assessments, and resource response information for situational reporting both internally and in coordination with the Chelan County EOC.
Situational Awareness		Analyzing Information
	1,2	The District analyzes all response and damage information to support decision-making, resource management and recovery operations.
Situational Awareness		Assessing Hazard Impacts
	1,2	The District gather current incident information to provide situation reports to provide a common operating picture for operations and decision making
Situational Awareness		Tracking Response Activities
	1,2	The District maintains all emergency operational response information, infrastructure damage assessments and other resource information through Logistics and Finance to facilitate recovery efforts and potential reimbursements.

Recovery consists of those activities that continue beyond the emergency period to restore critical infrastructure and community functions and begin to manage stabilization efforts. The recovery phase begins immediately after the threat to human life has subsided. The goal of the recovery phase is to bring the affected area back to some degree of normalcy.

Resource Requirements for EOC Operations

When appropriate, Chelan County PUD assign a representative to the EOC or command post, as the circumstances dictate.

All District and agency representatives invited to participate in EOC operations at the 206A Easy Street location, or an alternate location, should be reminded to provide their own laptop computers, cell phones, and any references and supporting guidance (useful plans, maps, or checklists) needed for EOC operations.

References and Supporting Guidance

www.chelanpud.org

Terms and Definitions

DHS – Department of Homeland Security
 DOE – Department of Energy
 EAP – Emergency Action Plan
 FERC – Federal Energy Regulatory Commission

NERC – North American Reliability Corporation
 IMT – Incident Management Team
 ICS – Incident Command System



Chelan County Public Works Annex

Purpose

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

Core Capabilities

The Chelan County Public Works Department is one of the **primary departments**, having significant authorities, roles, resources to provide the following core capabilities in response to emergency and disaster incidents.

Primary Core Capabilities	
Infrastructure Systems	Stabilize critical infrastructure functions, minimize health and safety threats, and efficiently restore and revitalize systems and services to support a viable, resilient community.
Critical Transportation	Provide transportation (including infrastructure access and accessible transportation services) for response priority objectives, including the evacuation of people and animals and the delivery of vital response personnel, equipment, and services into the affected areas.

The Chelan County Public Works is also a **support agency**, having specific capabilities or resources that support primary agencies in executing the following core capabilities.

Support Core Capabilities	
Public Information and Warning	Deliver coordinated, prompt, reliable, and actionable information to the whole community through the use of clear, consistent, accessible, and culturally and linguistically appropriate methods to effectively relay information regarding any threat or hazard, as well as the actions being taken, and the assistance being made available, as appropriate.
Operational Coordination	Establish and maintain a unified and coordinated operational structure and process that appropriately integrates all critical stakeholders and supports the execution of Core Capabilities.
Environmental Response/Health & Safety	Conduct appropriate measures to ensure the protection of the health and safety of the public and workers, as well as the environment, from all hazards in support of responder operations and the affected communities.
Situational Assessment	Provide all decision makers with decision-relevant information regarding the nature and extent of the hazard, any cascading effects, and the status of the response.



Chelan County Public Works Annex

Authorities and Policies

The Chelan County Public Works Departments will follow RCW 36.80 and applicable local county ordinances.

The Chelan County Commissioners have the authority to declare an emergency (RCW 36). Transportation resources, engineering services and support and the movement of passengers or cargo will follow all applicable Laws of the State of Washington and local ordinances.

RCW 38.52.195 provides emergency workers exemption from liability while providing construction, equipment or work.

Situation Overview

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. A limited number of resources will be available at the onset of an emergency or disaster. Local resources will be utilized first but the need for public works and engineering services may exceed resources within the county. If additional resources are needed they will be requested through the State of Washington Military Department, Emergency Management Division or coordinated as part of a Mutual Aid Agreement.

The Chelan County Natural Hazard Mitigation Plan (2019), volume 2, illustrates the natural hazards of Unincorporated Chelan County. The hazard ranking involves an assessment of the likelihood of occurrence for each hazard, along with its potential impacts on people, property, and the economy.

Table 1-11. Hazard Risk Ranking

Rank	Hazard Type	Risk Rating Score (Probability x Impact)	Category
1	Severe Weather	45	High
2	Wildfire	36	High
3	Earthquake	34	High
4	Landslide	33	High
5	Flooding	18	Medium
6	Dam Failure	12	Low
7	Drought	9	Low
8	Avalanche	n/a	Low



Chelan County Public Works Annex

Due to the unique geography of the Chelan County area, transportation routes and the ability to move the population could be affected by the following hazards disrupting the ability to use roads:

1. Wildfires
2. Floods
3. Severe weather
4. Earthquakes
5. Landslides
6. Hazardous Materials incidents
7. Terrorism Events

Not only can these, or other hazards, interrupt transportation by damaging the road system, the facilities that house needed equipment could be damaged. The personnel used to provide transportation services may be unavailable due to the hazard, which would also affect the county's transportation abilities. Responders may need transportation to or from a base or staging area. Transportation of cargo may be needed.

The natural hazards, as well as other emergencies and disasters, pandemics or mass fatality emergencies can occur at any time, causing significant loss of life, as well as damage to the infrastructure and loss of essential services.

Concept of Operations

In the event of a major emergency or disaster, Chelan County Public Works will activate engineering/public works services, and mobilize all necessary equipment and personnel. Activities that Public Works may provide during an emergency or disaster situation are:

1. Damage assessments of critical facilities and roadways
2. Debris clearance from roadway / right-of-ways.
3. Restoration of essential facilities / roadways.
4. Heavy equipment resources.
5. Evacuation route identification/coordination support.
6. Transportation resource coordination.
7. Provide signage equipment/road blocks and other resources as needed (i.e. sand, etc.)

Chelan County Public Works will provide a representative to the Chelan County EOC, or will maintain direct contact with the EOC. Prioritization, coordination, and support of response and recovery efforts will take place at the EOC. A Transportation Coordinator will be appointed to coordinate transportation activities, such as an evacuation of a large number of people from or within the county. CCPW may be assigned to support cargo transportation. The priority of transportation resources will be assigned based on protection of:

1. Life and Safety
2. Property
3. The Environment
4. Economic Vitality



Chelan County Public Works Annex

If needs exceed local resources the Chelan County EOC can contact the State of WA Emergency Management Office/EOC for assistance. The federal government may render assistance if needs exceed the capabilities of the county and state, provided the event has received a presidential declaration of disaster.

Some functions of Chelan County Public Works may include, but are not limited to, the following:

- Delivering Actionable Guidance
- Allocating and Mobilizing Resources
- Determining Priorities, Objectives, and Strategies
- Ensuring Information Flow
- Establishing Lines of Communication
- Flood Control
- Government Facilities
- Infrastructure Site Assessments
- Transportation Infrastructure
- Debris Removal
- Establishing Access
- Delivery of Response Assets
- Transportation Safety and Condition Assessments
- Responder Safety
- Analyzing Information
- Assessing Hazard Impacts

Whole Community Involvement

The “Whole Community” approach attempts to engage the full capacity of the public, including individuals, families, households and communities: private and nonprofit sectors; and local, tribal, state and Federal governments. This includes businesses, faith-based and disability organizations, and the general public including people with Access and Functional Needs (AFN), people covered under the Americans with Disabilities Act (ADA), and people with Limited English Proficiency (LEP), and culturally diverse populations.

Recipients of any federal funds must acknowledge and agree to comply with applicable provisions of federal civil rights laws and policies prohibiting discrimination, including, but not limited to: Title VI of the Civil Rights Act of 1964, which prohibits recipients from discriminating on the basis of race, color, or national origin. Recipients of federal financial assistance must also take reasonable steps to provide meaningful access for persons with Limited English Proficiency (LEP) to their programs and services.

The Chelan County Public Works Department will address how LEP and AFN will be integrated into all phases of emergency management as applicable to its respective responsibilities. The Department is service oriented, providing equal access to communication assistance and services, and encourages community-based partnerships to address safety issues and public outreach.



Chelan County Public Works Annex

Public Works Core Capabilities and Critical Tasks

Each of the Core Capabilities identified for the Chelan County Public Works Department has one or more critical tasks that are listed in the following table. These critical tasks are defined and pre-assigned to each Core Capability based on Federal guidance documents.

Primary Core Capabilities

Mission Area	Critical Task I.D.	Critical Task
Infrastructure Systems		
Response	1	Decrease and stabilize immediate infrastructure threats to the affected population, to include survivors in the heavily damaged zone, nearby communities that may be affected by cascading effects, and mass care support facilities and evacuation processing centers with a focus on life-sustainment and congregate care services.
Response	2	Re-establish critical infrastructure within the affected areas to support ongoing emergency response operations, life sustainment, community functionality, and a transition to recovery.
Response	3	Provide for the clearance, removal, and disposal of debris.
Critical Transportation		
Response	1	Establish physical access through appropriate transportation corridors and deliver required resources to support management of critical transportation routes.
Response	3	Clear debris from any route type (i.e., road, rail, airfield, port facility, waterway) to facilitate response operations.

Support Core Capabilities

Mission Area	Critical Task I.D.	Critical Task
Public Information and Warning		
Response	2	To support the delivery of credible and actionable messages to inform ongoing emergency services and the public about protective measures and other life-sustaining actions, and facilitate the transition to recovery.
Operational Coordination		
Response	2	Enhance and maintain command, control, and coordination structures consistent with the National Incident Management System (NIMS) to meet basic human needs, stabilize the incident, and transition to recovery.



Chelan County Public Works Annex

Mission Area	Critical Task I.D.	Critical Task
Environmental Response/Health & Safety		
Response	2	Minimize public exposure to environmental hazards through assessment of the hazards and support implementation of public protective actions.
Response	4	Assist and support measures to prevent and minimize impacts to the environment, natural and cultural resources, and historic properties from all-hazard emergencies and response operations.
Situational Assessment		
Response	1	Deliver information sufficient to inform decision making regarding immediate lifesaving and life-sustaining activities, and engage governmental, private, and civic sector resources within and outside of the affected area to meet basic human needs and stabilize the incident.
Response	2	Deliver enhanced information to reinforce ongoing lifesaving and life-sustaining activities, and engage governmental, private, and civic sector resources within and outside of the affected area to meet basic human needs, stabilize the incident, and transition to recovery.

Organization

Chelan County Public Works is responsible for the unincorporated areas of the county. It provides a variety of services through six departments:

- Addressing
- Development
- Road Maintenance
- Solid Waste
- Storm Water
- Oversight of Flood Control Zone District.

Chelan County Public Works will follow their own internal Standard Operating Procedures when responding to an incident. When appropriate, agencies will assign a representative to the EOC or command post, as the circumstances dictate.

The Chelan County Public Works coordinates with CCEM, private contractors, and other departments and agencies as necessary to obtain resources and assets to provide Public works and Engineering Services.

Organizational Chart

The Chelan County Public Works organizational structure is illustrated in Addendum 1: Chelan County Public Works -Table of Organization.



Chelan County Public Works Annex

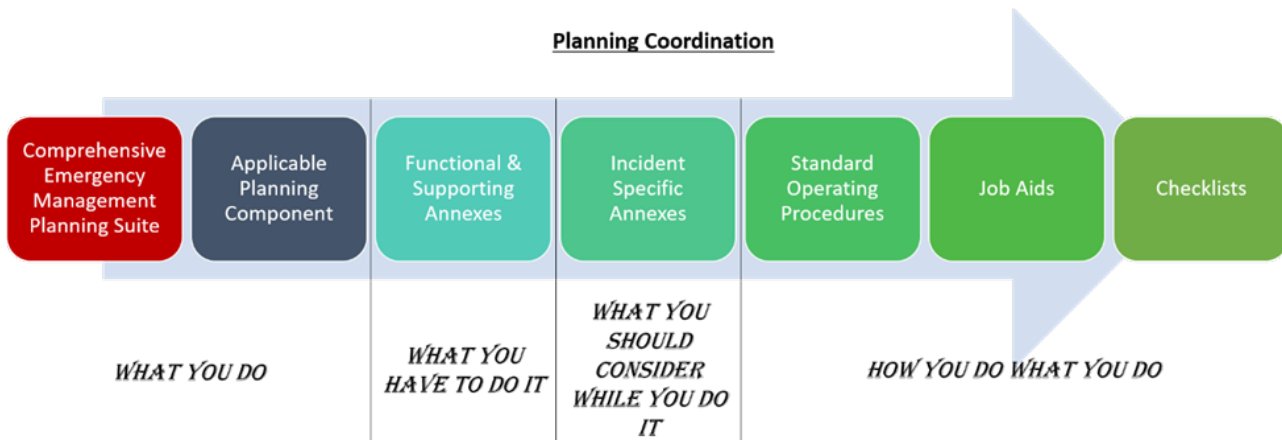
Direction, Control, & Coordination

The Incident Command System (ICS) is the basis for all direction, control and coordination of emergency response and recovery efforts conducted under this plan. ICS will be used to provide a common organizational structure and framework for multiagency/multi-jurisdiction operations and coordinating emergency management related actions, resources, and activities with other federal, state, county, regional, private-sector, and nongovernmental organizations.

All disasters and emergencies begin locally, and local jurisdictions working in collaboration with county and other local emergency management agencies provide initial response. Direction, control, and coordination of the initial emergency management response activities are provided by local jurisdictions and their emergency management agencies. The complexity of emergency management operations during a disaster or emergency requires that direction, control, and coordination channels are formalized and understood by all involved in the incident.

Local incident commanders lead tactical direction and control activities. Incident commanders report as specified in their chain of command and request resources through the Chelan County Emergency Operations Center (EOC). When public, private, and mutual aid or inter-local agreement resources from adjacent political subdivisions are exhausted, the county EOC requests assistance from the State Emergency Operations Center (SEOC).

The following graph illustrates the relationship of the Comprehensive Emergency Management Plan Basic Plan with the Chelan County Public Works Annex and the department’s operation procedures and guidelines that establish the local tactical direction and control activities.





Chelan County Public Works Annex

Horizontal Integration

Chelan County Code

The Chelan County Code provides minimum standards to preserve the public safety, health, and welfare by regulating the development, design and construction standards. The current code was adopted by Resolution 2020-38 (April 6, 2020).

Chelan County Flood Control Zone District Plan (2018)

The Management Plan recommends regional policies, programs, and projects to reduce flood risks and to protect, restore or enhance riparian and aquatic ecosystems. The flood damage prevention ordinance was reviewed for compliance with the National Flood Insurance Program.

Chelan County Natural Hazard Mitigation Plan

The 2019 revision is a comprehensive document that evaluates and identifies natural hazards, potential risks from those hazards, and projects to mitigate for and respond to hazard events.

Chelan County Community Wildfire Protection Plan

The purpose of the Chelan County Community Wildfire Protection Plan (CWPP) is to reduce the impact of wildfire on Chelan County residents, landowners, businesses, communities, local governments, and state and federal agencies while maintaining appropriate emergency response capabilities and sustainable natural resource management policies. The CWPP identifies high risk areas as well as recommend specific projects that may help prevent wildland fires from occurring altogether or, at the least, lessen their impact on residents and property.

Chelan / Douglas LEPC Hazardous Materials Emergency Response Plan (December 2018)

This plan replaced Emergency Support Function (ESF 10), Oil and Hazardous Materials Response, of the 2014 Chelan County CEMP. The plan establishes the policies and procedures under which the County of Chelan will operate in the event of a hazardous materials incident, oil spill, or other release.

Information Collection, Analysis, & Dissemination

Information Collection

1. Gather as much information regarding road conditions
2. Identify personnel and equipment needed to maintain, repair or clear roadways
3. Gather geographical information and special referencing (GIS).

Information Analysis

Information will be analyzed to assess hazard impacts and determining priorities, objectives, and strategies



Chelan County Public Works Annex

Information Dissemination

Situation status report to EOC for Situation Report (Sit-Rep) – To brief Commissioners (and Policy Group) and inform all involved city departments and agencies on the situation, initial response, and for planning purposes. (Decision Making Information).

The PW department will coordinate, through the EOC, when established, information with law enforcement, WA State Dept. of Transportation, and others as needed regarding what roads are open and if any restrictions apply. PW will disseminate GIS layers as needed.

Coordinate with other agency representatives in the EOC regarding debris removal, demolition of unstable structures, emergency stabilization of damaged structures, and other actions to assist with rescue, and protection of lives and property.

All public information and news release information regarding public works will be coordinated by the Chelan County Public Information Officer.

PW will assist with alert and warning, if requested.

Responsibilities

Preparedness	Activity/Action	Organization(s) Involved
	<p>Preparedness is the development of plans and preparation activities made before an emergency or disaster occurs.</p> <p>Public Works departments should:</p> <ul style="list-style-type: none"> • Maintain current inventories of resources. • Provide ongoing training to personnel on their roles and responsibilities during emergency operations • Provide trained personnel and resources for assignment to the EOC, as appropriate. • Develop SOPs in accordance with state and local regulations and this plan. • Participate in emergency / disaster exercises and drills to test and update, as needed, written SOPs. 	<p>All Chelan County Departments</p>

Mitigation	Activity/Action
	<p>Mitigation is the effort to reduce loss of life and property by lessening the impact of disasters and emergencies. Mitigation involves structural and non-structural measures taken to limit the impact of disasters and emergencies. Structural mitigation actions change the characteristics of buildings or the environment; examples include flood control projects, raising building elevations, and clearing areas around structures. Non-structural mitigation most often entails adopting or changing building codes.</p>



Chelan County Public Works Annex

Response	Critical Task I.D.	Activity/Action
Public Information & Warning	Delivering Actionable Guidance	
	1	Assist with alert and warning if requested
	2	Inform and coordinate with law enforcement, WA State Dept. of Transportation, and others as needed regarding what roads are open and if any restrictions apply
	1	All public information and news release information regarding public works will be coordinated by the Chelan County Public Information Officer.
Operational Coordination	Allocating and Mobilizing Resources	
	1	Identify personnel and equipment needed to maintain, repair or clear roadways as needed, and dispatch resources to high priority areas.
Operational Coordination	Determining Priorities, Objectives, and Strategies	
	1	Coordinate with other agency representatives in the EOC regarding debris removal, demolition of unstable structures, emergency stabilization of damaged structures, and other actions to assist with rescue, and protection of lives and property. High priority will be given to critical facilities such as hospitals, extended care facilities, and mass care shelters.
Operational Coordination	Ensuring Information Flow	
	2	Public Works representative report to the EOC to provide coordination and prioritization of the PW response activities
Operational Communications	Establishing Lines of Communication	
	2	Once the EOC is activated, the appropriate lead county or city public works department needs to send a representative to the EOC or maintain direct contact with the EOC as requested. The EOC and Public Works representative will establish and maintain lines of communication for the coordination and prioritization of response activities.
Infrastructure Systems	Flood Control	
	2	Conduct inspections flood control systems. Initiate mitigation and emergency repairs, as needed
	2	Take protective measures to protect roads, critical facilities, and other property as needed, such as sandbagging, building dikes, or digging drainage ditches.



Chelan County Public Works Annex

Response	Critical Task I.D.	Activity/Action
Infrastructure Systems	Transportation Infrastructure	
	2	Gather as much information regarding road conditions as possible, identify personnel and equipment needed to maintain, repair or clear roadways as needed, and dispatch resources to high priority areas
	4	Initiate or coordinate for emergency contracting of private resources.
Critical Transportation	Evacuation	
	1	Evacuation cannot be realistically predetermined within the Chelan County area. Evacuation must be dealt with on a case by case basis. However, Local law enforcement and public works departments should work together, prior to an incident, to deal with potential problems of traffic routing and communications during an incident that requires evacuation.
	1	Provide signage equipment/road blocks and other resources as needed
	1	Provide evacuation route identification/coordination support
Critical Transportation	Debris Removal	
	3	To provide emergency debris clearance from roadway / right-of-ways and other infrastructure.
	3	Initiate or coordinate for emergency contracting of private resources.
Critical Transportation	Establishing Access	
	1	Determine which streets and roads within their jurisdiction are unusable and report this information to the Chelan County EOC.
	1	Block off streets and roads and establish detours as appropriate
Critical Transportation	Delivery of Response Assets	
	1	Assist EOC with delivery of response assets or cargo based on available resources. Cargo transportation providers may include county and city public works departments and other public and private transportation providers.
Critical Transportation	Transportation Safety and Condition Assessments	
	2	In the event of a severe disaster damaging ground transportation systems in the Chelan County area, an immediate survey of the County and state highway system will be undertaken by law enforcement agencies and highway/road maintenance supervisors. Estimates of traffic capabilities, highways available for use, and route closures will be made available to Chelan County Emergency Management for public information purposes as soon as possible.



Chelan County Public Works Annex

Response	Critical Task I.D.	Activity/Action
Environmental Response		Health and Safety Monitoring and Assessment
	1	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.
Situational Assessment		Analyzing Information
	1	PWs, in coordination with emergency management, will determine and develop priorities, objectives, and strategies
Situational Assessment		Assessing Hazard Impacts
	2	All available resources of public works, local public safety and support organizations will be mobilized to assess hazard impacts on critical facilities and roadways.

Recovery	Activity/Action
Recovery consists of those activities that continue beyond the emergency period to restore critical infrastructure and community functions and begin to manage stabilization efforts. The recovery phase begins immediately after the threat to human life has subsided. The goal of the recovery phase is to bring the affected area back to some degree of normalcy.	

Resource Requirements for EOC Operations

When appropriate, CCPW will assign a representative to the EOC or command post, as the circumstances dictate.

All department and agency representatives invited to participate in EOC operations at the 206A Easy Street location should be reminded to provide their own laptop computers, cell phones, and any references and supporting guidance (useful plans, maps, or checklists) needed for EOC operation.

Whenever alternative EOC locations are activated, all CCEM representatives, as well as department and agency representatives invited to participate in EOC operations at the alternative location should be reminded to provide their own laptop computers, cell phones, and any references and supporting guidance (useful plans, maps, or checklists) needed for EOC operation.

References and Supporting Guidance

- RCW 43.19.450 Supervisor of Engineering and Architecture
- RCW 38.52.195 Emergency workers exemption from liability
- Chelan County Code



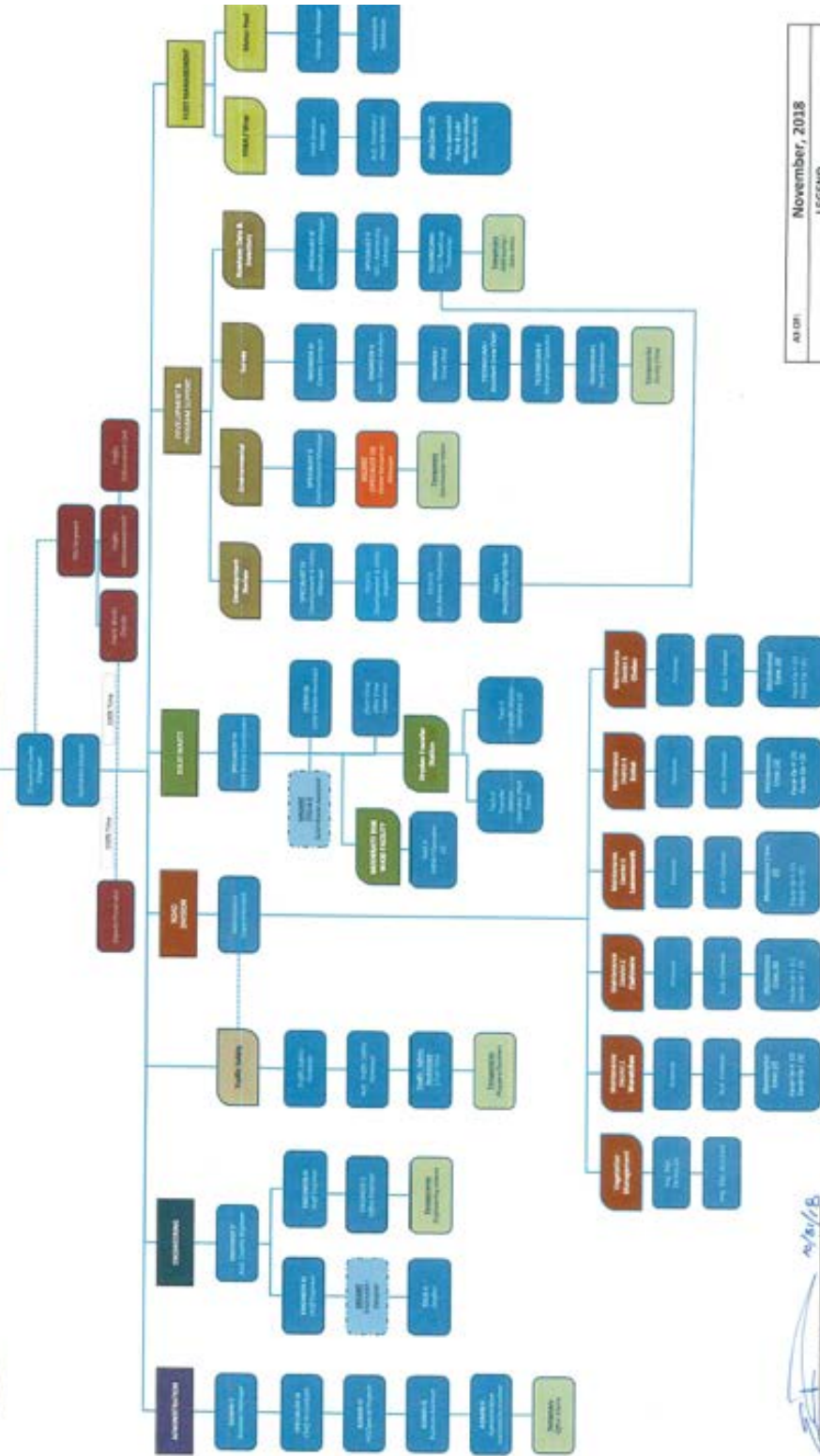
ADDENDUM 1

Chelan County Public Works: Table of Organization

Chelan County Public Works
TABLE OF ORGANIZATION



CITIZENS OF CHELAN COUNTY
Board of County Commissioners



 Date: 11/18/18
 Chair - Board of County Commissioners



RiverCom 911 Dispatch Center Annex

Purpose

RiverCom 911 Dispatch Center is a dedicated multi-jurisdictional Public Safety Answering Point (PSAP), located in Wenatchee, Washington, that provides public safety communications in Chelan and Douglas counties. RiverCom dispatchers answer and process emergency 9-1-1 calls and non-emergency calls for service and provide dispatching services for twenty-three law enforcement, fire, and emergency medical agencies within the two-county system.

RiverCom 911 is a vital public safety communication agency that provides and facilitates the effective operational communications and coordination between emergency management and other public safety agencies for response during emergency or disaster operations.

Core Capabilities

The following Core Capabilities of Response describe the important responsibilities and functions that RiverCom 911 Dispatch supports and/or coordinates.

Primary Core Capabilities	
Operational Communications	Ensure the capacity for timely communications in support of security, situational awareness, and operations, by any and all means available, among and between affected communities in the impact area and all response forces.
Support Core Capabilities	
Public Information and Warning	Deliver coordinated, prompt, reliable, and actionable information to the whole community through the use of clear, consistent, accessible, and culturally and linguistically appropriate methods to effectively relay information regarding any threat or hazard, as well as the actions being taken, and the assistance being made available, as appropriate.
Operational Coordination	Establish and maintain a unified and coordinated operational structure and process that appropriately integrates all critical stakeholders and supports the execution of Core Capabilities.
Infrastructure Systems	Stabilize critical infrastructure functions, minimize health and safety threats, and efficiently restore and revitalize systems and services to support a viable, resilient community.
Situational Assessment	Provide all decision makers with decision-relevant information regarding the nature and extent of the hazard, any cascading effects, and the status of the response.

Authorities and Policies

RCW 38.52.500 - This RCW section establishes Statewide 911 services, funding, coordination, and technical and operational standards.

RiverCom Inter-local Cooperative Agreement - This agreement established the consolidated 911 emergency dispatch facility and organization with Chelan County and Douglas County Commissioners, and City of Wenatchee and East Wenatchee City Councils.

RiverCom Inter-local User Agreement - The purpose of this agreement is to define the services that RiverCom provides to signature customer agencies. These include communications services, (such as



RiverCom 911 Dispatch Center Annex

emergency call receiving, radio communication, dispatch and teletype services), technical assistance, and the law enforcement agency data communications. It also outlines responsibilities of customer agencies.

Situation Overview

Emergencies or disasters could occur in the county at any time causing significant human suffering, injury and death. Emergencies requiring immediate law, fire or emergency medical assistance include, but are not limited to, the following types of incidents:

- Life-threatening situations
- Fires
- Medical situations or injury requiring emergency medical attention
- Crimes in-progress or crimes when the suspect is still in the area
- Any crime involving bodily assault
- Any domestic violence crime
- Motor vehicle accidents with personal injury or major damage and the parties are still on scene
- Hit-and-run traffic incidents
- Burglary (entering a structure with the intent to commit a crime such as theft, damage to property, etc.)
- Motor vehicle theft
- Theft or intentional damage to property with at least \$10,000 in loss or damages
- Suspicious persons, vehicles or circumstances when in-progress or suspects are still in the area
- Bomb threats, terrorists or hate-bias threats or acts
- Hazardous chemical spill
- Natural gas leaks
- Smoke detector or carbon monoxide detectors sounding
- Sparking electrical hazards
- Smoke in a building
- Suspicious activity
- Dangerous, threatening animals
- Other similar types of dangerous or threatening situations to life and/or property

Concept of Operations

When a 9-1-1 call in Chelan or Douglas County is made to RiverCom, a RiverCom telecommunicator answers the call and will begin gathering information to evaluate and determine what type of response is required. The telecommunicator will enter the call information into a Computer Aided Dispatch (CAD) system and routes the call to the appropriate agency(s) for response.

If the call involves emergency medical response, a telecommunicator may provide the caller with pre-arrival medical instructions. In situations which may involve cardiac arrest, the telecommunicator may work with the caller to provide telephonic CPR instructions until emergency medical responders arrive on scene.

Telecommunicators also monitor radio traffic and maintain contact with first responders in the field. When a call is entered into the CAD system, a telecommunicator dispatches available resources and coordinates a response for air support, SWAT and Special Response Team (SRT).



RiverCom 911 Dispatch Center Annex

RiverCom's communication services also include paging and communication systems to notify appropriate personnel of mission specific information and to provide the public with notification of specific emergencies and conditions, answering and dispatching response to non-emergency calls for service, and receiving reports and information on tip lines.

Functional Areas of Responsibility

Some functions of this Department may include, but are not limited to, the following:

- Alerts and Warning
- Culturally and Linguistically Appropriate Messaging
- Traditional Communications Mechanisms
- Ensuring Information Flow
- Establishing Lines of Communication
- Communications Systems
- Infrastructure Site Assessments
- Interoperable Communications Between Responders
- Communication Between Responders and the Affected Population
- Data Communications
- Re-Establishing Communications Infrastructure
- Re-Establishing Critical Information Networks
- Voice Communications
- Tracking Response Activities

Whole Community Involvement

The "Whole Community" approach attempts to engage the full capacity of the public, including individuals, families, households and communities: private and nonprofit sectors; and local, tribal, state and Federal governments. This includes businesses, faith-based and disability organizations, and the general public including people with Access and Functional Needs (AFN), people covered under the Americans with Disabilities Act (ADA), and people with Limited English Proficiency (LEP), and culturally diverse populations.

RiverCom 911 has several programs and services to address how LEP and AFN are integrated into its respective responsibilities for PSAP and other public telecommunications. RiverCom 911 utilizes a 24/7 on-demand interpreting service (Language Line Solutions) when receiving emergency calls to deal with language access issues. RiverCom works cooperatively with public safety agencies to provide them with equal access communication assistance and services. RiverCom also provides the public safety agencies with access to the Chelan/Douglas Regional Vulnerable Person's Registry database. This database provides important information to provide on-site communications and determine the resources needed to provide for the special needs individuals and families of Chelan and Douglas County during the course of their duties and responsibilities.



RiverCom 911 Dispatch Center Annex

RiverCom 911 Critical Tasks

Each of the Core Capabilities identified for RiverCom 911 has one or more critical tasks that are listed in the following table. These critical tasks are defined and pre-assigned to each Core Capability based on Federal guidance documents.

Mission Area	Critical Task I.D.	Critical Task
Operational Communications		
Response	1	Ensure the capacity to communicate with both the emergency response community and the affected populations and establish interoperable voice and data communications between local first responders.
Response	2	Re-establish sufficient communications infrastructure within the affected areas to support ongoing life-sustaining activities, provide basic human needs, and a transition to recovery.
Response	3	Re-establish critical information networks, including cybersecurity information sharing networks, to inform situational awareness, enable incident response, and support the resilience of key systems.
Public Information and Warning		
Response	1	Inform all affected segments of society of critical lifesaving and life-sustaining information by all means necessary, including accessible tools, to expedite the delivery of emergency services and aid the public to take protective actions.
Response	2	Deliver credible and actionable messages to inform ongoing emergency services and the public about protective measures and other life-sustaining actions, and facilitate the transition to recovery.
Operational Coordination		
Response	2	Enhance and maintain command, control, and coordination structures consistent with the National Incident Management System (NIMS) to meet basic human needs, stabilize the incident, and transition to recovery.
Infrastructure Systems		
Response	2	Re-establish critical infrastructure within the affected areas to support ongoing emergency response operations, life sustainment, community functionality, and a transition to recovery.
Response	4	Formalize partnerships with governmental and private sector cyber incident or emergency response teams to accept, triage, and collaboratively respond to cascading impacts in an efficient manner.
Situational Assessment		
Response	1	Deliver information sufficient to inform decision making regarding immediate lifesaving and life-sustaining activities, and engage governmental, private, and civic sector resources within and outside of the affected area to meet basic human needs and stabilize the incident.
Response	2	Deliver enhanced information to reinforce ongoing lifesaving and life-sustaining activities, and engage governmental, private, and civic sector resources within and outside of the affected area to meet basic human needs, stabilize the incident, and transition to recovery.



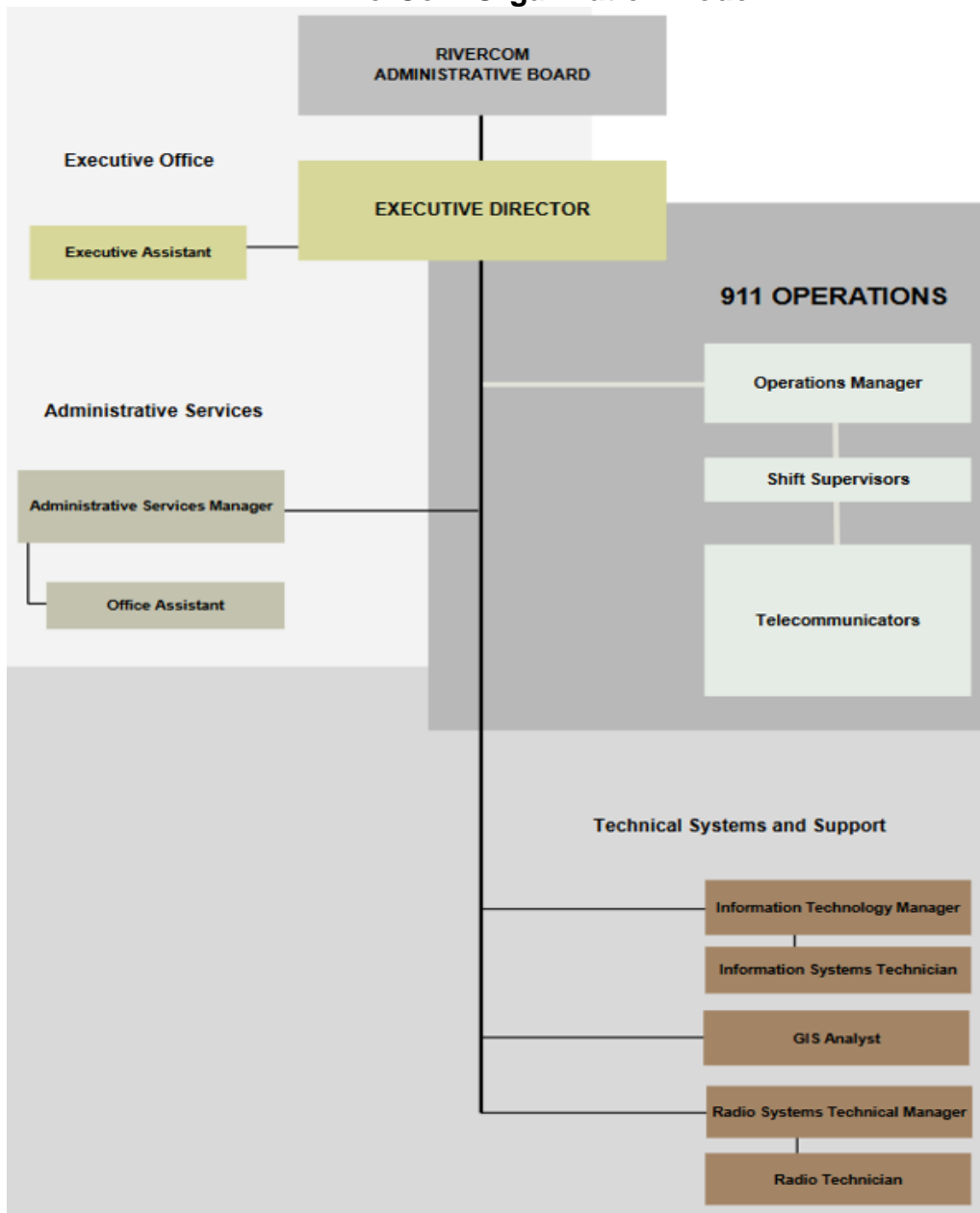
RiverCom 911 Dispatch Center Annex

Organization

RiverCom is organized as a municipal corporation and a separate legal entity under the laws of Washington State. RiverCom operates separate from any other existing emergency response agency. RiverCom functions under an amended interlocal cooperative agreement and is governed by the RiverCom Administrative Board.

RiverCom maintains about forty (40) full-time employees covering administrative, information technology, radio systems, GIS, and tele-communicator positions. The following organizational model illustrates RiverCom operation.

RiverCom Organization Model





RiverCom 911 Dispatch Center Annex

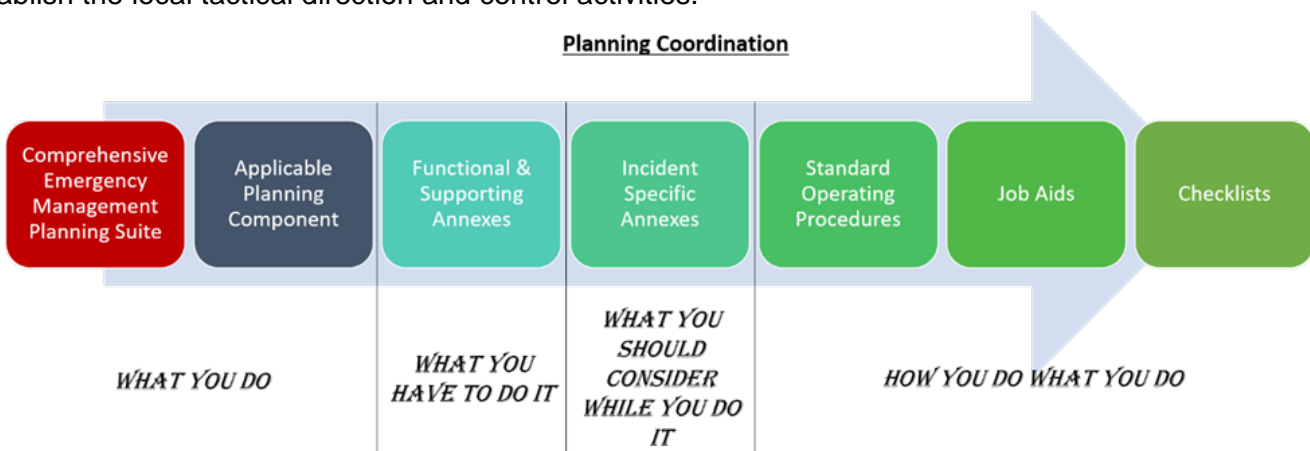
In addition to dispatch services, RiverCom is responsible for the mission-critical responsibility of maintaining a regional 911 communications systems that covers a wide range of geographical features and terrain. RiverCom operates and maintains a two-county public safety radio system comprised of nineteen (19) radio sites throughout Chelan and Douglas counties. Compared to any other 911 agency operating in the state, RiverCom's two-county radio system provides the largest expanse of coverage in the state of Washington.

Direction, Control, & Coordination

The Incident Command System (ICS) is the basis for all direction, control and coordination of emergency response and recovery efforts conducted in Chelan County. ICS will be used to provide a common organizational structure and framework for multiagency/multi-jurisdiction operations and coordinating emergency management related actions, resources, and activities with other federal, state, county, regional, private-sector, and nongovernmental organizations.

RiverCom 911 is a vital public safety communication agency that provides and facilitates the effective operational communications and coordination of public safety agencies for response during emergency or disaster operations.

The following graph illustrates the relationship of the Comprehensive Emergency Management Plan Basic Plan with the RiverCom 911 Annex and the department's operation procedures and guidelines that establish the local tactical direction and control activities.



Horizontal Integration

RiverCom Inter-local Cooperative Agreement – Established consolidated 911 emergency dispatch facility and organization with Chelan County and Douglas County Commissioners, and City of Wenatchee and East Wenatchee City Councils.

RiverCom Inter-local User Agreement - The purpose of this Agreement is to have RiverCom provide Customer with emergency call receiving, radio communication, dispatch and teletype services.



RiverCom 911 Dispatch Center Annex

Vertical Integration

Information Collection, Analysis, & Dissemination (Essential Elements of Information)

Responsibilities

Preparedness	Activity/Action
<p>Preparedness is the development of plans and preparation activities made before an emergency or disaster occurs.</p> <ul style="list-style-type: none"> • Provide ongoing training to personnel on their roles and responsibilities during emergency operations • Provide trained personnel and resources for assignment to the EOC, as appropriate. • Develop SOPs in accordance with state and local regulations and this plan. • Participate in emergency / disaster exercises and drills to test and update, as needed, written SOPs. 	

Resource Requirements for EOC Operations

Chelan County Emergency Management Emergency Operations Center (206A Easy Street)

All department and agency representatives invited to participate in EOC operations at the 206A Easy Street location should be reminded to provide their own laptop computers, cell phones, and any references and supporting guidance (useful plans, maps, or checklists) needed for EOC operation.

Whenever alternative EOC locations are activated, all CCEM representatives, as well as department and agency representatives invited to participate in EOC operations at the alternative location should be reminded to provide their own laptop computers, cell phones, and any references and supporting guidance (useful plans, maps, or checklists) needed for EOC operation.



Terrorism Annex

TERRORISM ANNEX

(Terrorism & Weapons of Mass Destruction Response Plan)

**Chelan County Emergency Management
Comprehensive Emergency Management Plan (CEMP)**

**Restricted Document
Published Separately from the
Comprehensive Emergency Management (Basic) Plan
Exempt from Public Disclosure in
Accordance with Revised Code of Washington
(RCW) 42.56.420 (1) (a,b)**

August 2020

**Chelan County Emergency Management
Wenatchee, WA 98801**



XII. CONTRACT CITIES APPENDICES

City of Cashmere Public Works Appendix

Purpose

1. To ensure effective utilization and coordination of all available public works resources during an emergency or disaster
2. To provide public works and engineering support to assist the city in meeting needs related to response and recovery.
3. To provide demolition of unsafe structures, debris and wreckage clearance, protection and temporary repair of essential facilities and utilities, 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.

Core Capabilities

The Cashmere Public Works Department is one of the **primary agencies**, having significant authorities, roles, resources to provide the following core capabilities in response to emergency and disaster incidents.

Primary Core Capabilities	
Infrastructure Systems	Stabilize critical infrastructure functions, minimize health and safety threats, and efficiently restore and revitalize systems and services to support a viable, resilient community.
Critical Transportation	Provide transportation (including infrastructure access and accessible transportation services) for response priority objectives, including the evacuation of people and animals and the delivery of vital response personnel, equipment, and services into the affected areas.

The Cashmere Public Works Department is also a **support agency**, having specific capabilities or resources that support primary agencies in executing the following core capabilities.

Support Core Capabilities	
Public Information and Warning	Deliver coordinated, prompt, reliable, and actionable information to the whole community through the use of clear, consistent, accessible, and culturally and linguistically appropriate methods to effectively relay information regarding any threat or hazard, as well as the actions being taken, and the assistance being made available, as appropriate.
Operational Coordination	Establish and maintain a unified and coordinated operational structure and process that appropriately integrates all critical stakeholders and supports the execution of Core Capabilities.
Environmental Response/Health & Safety	Conduct appropriate measures to ensure the protection of the health and safety of the public and workers, as well as the environment, from all hazards in support of responder operations and the affected communities.
Situational Assessment	Provide all decision makers with decision-relevant information regarding the nature and extent of the hazard, any cascading effects, and the status of the response.



City of Cashmere Public Works Appendix

Authorities and Policies

Cashmere Public Works department will follow RCW 35 and applicable local ordinances. Cashmere Public Works provides services based on the Municipal Code.

The Mayor of Cashmere has the authority to declare an emergency (RCW 35.33.081). Transportation resources, engineering services and support and the movement of passengers or cargo will follow all applicable Laws of the State of Washington and local ordinances.

RCW 38.52.195 provides emergency workers exemption from liability while providing construction, equipment or work.

Situation Overview

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. 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. A limited number of resources will be available at the onset of an emergency or disaster. Local resources will be utilized first but the need for public works and engineering services may exceed resources within the county. If additional resources are needed they will be requested through the State of Washington Military Department, Emergency Management Division or coordinated as part of a Mutual Aid Agreement.

The Chelan County Natural Hazard Mitigation Plan (2019), volume 2, illustrates the natural hazards of the city. The hazard ranking involves an assessment of the likelihood of occurrence for each hazard, along with its potential impacts on people, property, and the economy.

Rank	Hazard Type	Risk Rating Score (Probability x Impact)	Category
1	Wildfire	54	High
2	Severe Weather	45	High
3	Earthquake	36	High
4	Landslide	18	Medium
5	Flooding	18	Medium

Due to the unique geography of the Cashmere area, transportation routes and the ability to move the population could be affected by the following hazards disrupting the ability to use roads:

1. Wildfire
2. Severe weather
3. Earthquake
4. Hazardous Materials incident
5. Terrorism Event



City of Cashmere Public Works Appendix

These, and other hazards can interrupt transportation by damaging the road system, the facilities that house needed equipment could be damaged. The personnel used to provide transportation services may be unavailable due to the hazard, which would also affect the City's transportation abilities. Responders may need transportation to or from a base or staging area. Transportation of cargo may be needed.

Concept of Operations

In the event of a major emergency or disaster, Cashmere Public Works will activate public works services, and mobilize all necessary equipment and personnel. Activities that Public Works may provide during an emergency or disaster situation are:

1. Damage assessments of critical facilities, utilities and roadways
2. Debris clearance from roadway / right-of-ways.
3. Restoration of essential facilities / utilities / roadways.
4. Heavy equipment resources.
5. Evacuation route identification/coordination support.
6. Transportation resource coordination.
7. Provide signage equipment/road blocks and other resources as needed (i.e. sand, etc.)
8. Contracting of engineering services.

The City of Cashmere has contracted with Chelan County for emergency management services. Cashmere Public Works will provide a representative to the Chelan County EOC, or will maintain direct contact with the EOC. Prioritization, coordination, and support of response and recovery efforts will take place at the EOC. CCEM may provide a Transportation Coordinator to help coordinate transportation activities, such as an evacuation of a large number of people from or within the City. They may also coordinate cargo transportation. The priority of transportation resources will be assigned based on protection of:

1. Life and Safety
2. Property
3. The Environment
4. Economic Vitality

If needs exceed local resources the Chelan County EOC can contact the State of WA Emergency Management Office/EOC for assistance. The federal government may render assistance if needs exceed the capabilities of the county and state, provided the event has received a presidential declaration of disaster.



City of Cashmere Public Works Appendix

Some functions of Chelan Works may include, but are not limited to, the following:

- Delivering Actionable Guidance
- Allocating and Mobilizing Resources
- Determining Priorities, Objectives, and Strategies
- Ensuring Information Flow
- Establishing Lines of Communication
- Water Treatment and Provision
- Sanitation
- Flood Control
- Government Facilities
- Infrastructure Site Assessments
- Public Recreation Facilities
- Transportation Infrastructure
- Evacuation
- Debris Removal
- Establishing Access
- Delivery of Response Assets
- Transportation Safety and Condition Assessments
- Health and Safety Monitoring and Assessment
- Responder Safety
- Analyzing Information
- Assessing Hazard Impacts

Whole Community Involvement

The “Whole Community” approach attempts to engage the full capacity of the public, including individuals, families, households and communities: private and nonprofit sectors; and local, tribal, state and Federal governments. This includes businesses, faith-based and disability organizations, and the general public including people with Access and Functional Needs (AFN), people covered under the Americans with Disabilities Act (ADA), and people with Limited English Proficiency (LEP), and culturally diverse populations.

Recipients of any federal funds must acknowledge and agree to comply with applicable provisions of federal civil rights laws and policies prohibiting discrimination, including, but not limited to: Title VI of the Civil Rights Act of 1964, which prohibits recipients from discriminating on the basis of race, color, or national origin. Recipients of federal financial assistance must also take reasonable steps to provide meaningful access for persons with Limited English Proficiency (LEP) to their programs and services.

The Cashmere Public Works Department will address how LEP and AFN will be integrated into all phases of emergency management as applicable to its respective responsibilities. The Department is service oriented, providing equal access to communication assistance and services, and encourages community-based partnerships to address safety issues and public outreach.



City of Cashmere Public Works Appendix

Public Works Core Capabilities and Critical Tasks

Each of the Core Capabilities identified for the Cashmere Public Works Department has one or more critical tasks that are listed in the following table. These critical tasks are defined and pre-assigned to each Core Capability based on Federal guidance documents.

Mission Area	Critical Task I.D.	Critical Task
Infrastructure Systems		
Response	1	Decrease and stabilize immediate infrastructure threats to the affected population, to include survivors in the heavily damaged zone, nearby communities that may be affected by cascading effects, and mass care support facilities and evacuation processing centers with a focus on life-sustainment and congregate care services.
Response	2	Re-establish critical infrastructure within the affected areas to support ongoing emergency response operations, life sustainment, community functionality, and a transition to recovery.
Response	3	Provide for the clearance, removal, and disposal of debris.
Critical Transportation		
Response	1	Establish physical access through appropriate transportation corridors and deliver required resources to save lives and to meet the needs of disaster survivors.
Response	3	Clear debris from any route type (i.e., road, rail, airfield, port facility, waterway) to facilitate response operations.
Public Information and Warning		
Response	2	Deliver credible and actionable messages to inform ongoing emergency services and the public about protective measures and other life-sustaining actions, and facilitate the transition to recovery.
Operational Coordination		
Response	2	Enhance and maintain command, control, and coordination structures consistent with the National Incident Management System (NIMS) to meet basic human needs, stabilize the incident, and transition to recovery.
Environmental Response/Health & Safety		
Response	1	Identify, assess, and mitigate worker health and safety hazards, and disseminate health and safety guidance and resources to response and recovery workers.
Response	2	Minimize public exposure to environmental hazards through assessment of the hazards and implementation of public protective actions.
Response	4	Identify, evaluate, and implement measures to prevent and minimize impacts to the environment, natural and cultural resources, and historic properties from all-hazard emergencies and response operations.



City of Cashmere Public Works Appendix

Mission Area	Critical Task I.D.	Critical Task
Situational Assessment		
Response	1	Deliver information sufficient to inform decision making regarding immediate lifesaving and life-sustaining activities, and engage governmental, private, and civic sector resources within and outside of the affected area to meet basic human needs and stabilize the incident.
Response	2	Deliver enhanced information to reinforce ongoing lifesaving and life-sustaining activities, and engage governmental, private, and civic sector resources within and outside of the affected area to meet basic human needs, stabilize the incident, and transition to recovery.

Organization

Cashmere Public Works is responsible for the City of Cashmere jurisdiction and will provide public works and engineering assistance, as resources permit, to meet the needs of City regarding emergencies or disasters.

The Public Works Director oversees five areas of operations and services:

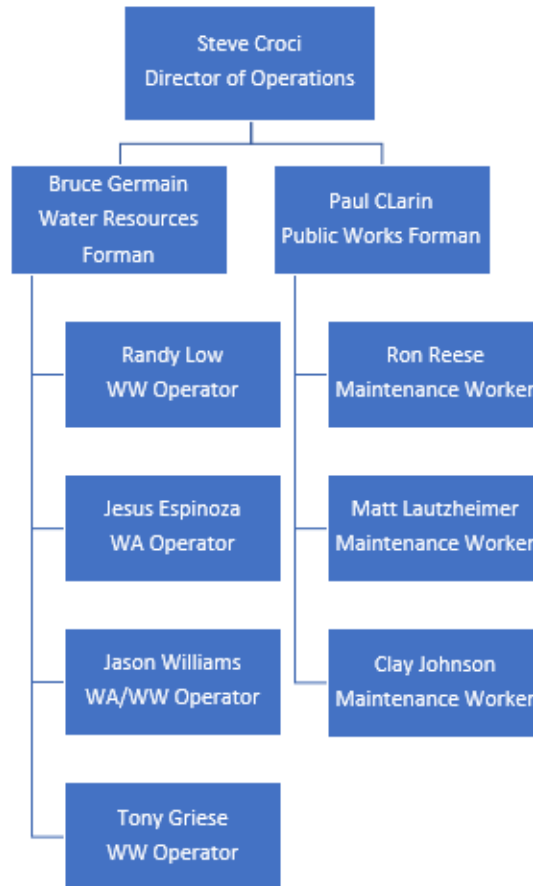
- Street Department
- Parks Department
- Water Department
- Wastewater Department
- Cemetery

Cashmere Public Works will follow their own internal Standard Operating Procedures when responding to an incident. When appropriate, agencies will assign a representative to the EOC or command post, as the circumstances dictate.



City of Cashmere Public Works Appendix

City of Cashmere Operations Organizational Chart



Direction, Control, & Coordination

The Incident Command System (ICS) is the basis for all direction, control and coordination of emergency response and recovery efforts conducted under this plan. ICS will be used to provide a common organizational structure and framework for multiagency/multi-jurisdiction operations and coordinating emergency management related actions, resources, and activities with other federal, state, county, regional, private-sector, and nongovernmental organizations.

The operations of the emergency management within the City of are established by the Inter-local Agreement between the Chelan County Sheriff’s Office Emergency Management and the City of Cashmere.

All disasters and emergencies begin locally, and local jurisdictions working in collaboration with county and other local emergency management agencies provide initial response. Direction, control, and coordination of the initial emergency management response activities are provided by local jurisdictions and their emergency management agencies. The complexity of emergency management operations

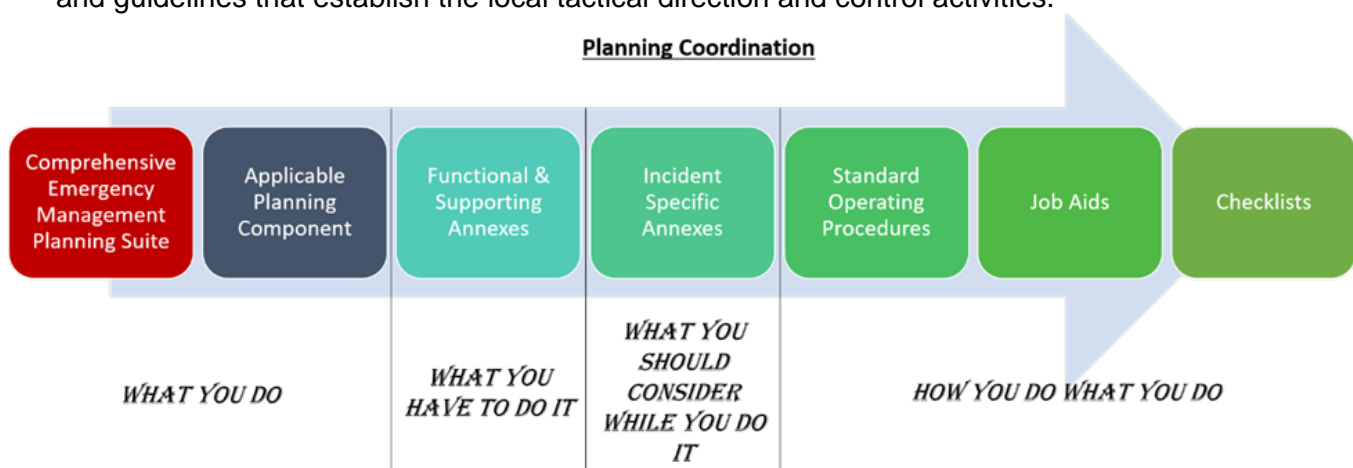


City of Cashmere Public Works Appendix

during a disaster or emergency requires that direction, control, and coordination channels are formalized and understood by all involved in the incident.

Local incident commanders lead tactical direction and control activities. Incident commanders report as specified in their chain of command and request resources through the Chelan County Emergency Operations Center (EOC). When public, private, and mutual aid or inter-local agreement resources from adjacent political subdivisions are exhausted, the county EOC requests assistance from the State Emergency Operations Center (SEOC).

The following graph illustrates the relationship of the Comprehensive Emergency Management Plan Basic Plan with the Cashmere Public Works Appendix, and the department's operation procedures and guidelines that establish the local tactical direction and control activities.



Information Collection, Analysis, & Dissemination

Information Collection

1. Gather information of damage assessment to critical facilities, such as government buildings and public safety facilities
2. Gather information of damage assessment to critical facilities such as hospitals, extended care facilities, and mass care shelters.
3. Gather information of damage assessment to critical utilities, such as water and waste water.
4. Gather as much information regarding road conditions
5. Identify personnel and equipment needed to maintain, repair or clear roadways

Information Analysis

Information will be analyzed to assess hazard impacts and determining priorities, objectives, and strategies.

Information Dissemination

Situation status report (Sit-Rep) – Operational information used to brief the Mayor (and Policy Group) and inform all involved City departments and agencies on the situation, initial response, and for planning purposes. (Decision Making Information).



City of Cashmere Public Works Appendix

Resource information will be used to identify, inventory, dispatch, mobilize, transport, and demobilize human and material resources to ensure sustained operations.

The PW department will coordinate, through the EOC, when established, information with law enforcement, WA State Dept. of Transportation, and others as needed regarding what roads are open and if any restrictions apply.

Coordination with other agency representatives in the EOC regarding debris removal, demolition of unstable structures, emergency stabilization of damaged structures, and other actions to assist with rescue, and protection of lives and property.

Responsibilities

Preparedness	Activity/Action	Organization(s) Involved
	<p>Preparedness is the development of plans and preparation activities made before an emergency or disaster occurs.</p> <p>Public Works departments should:</p> <ul style="list-style-type: none"> • Maintain current inventories of resources. • Provide ongoing training to personnel on their roles and responsibilities during emergency operations • Provide trained personnel and resources for assignment to the EOC, as appropriate. • Develop SOPs in accordance with state and local regulations and this plan. • Participate in emergency / disaster exercises and drills to test and update, as needed, written SOPs. 	<p>All City Departments</p>
Mitigation	Activity/Action	Organization(s) Involved
	<p>Mitigation is the effort to reduce loss of life and property by lessening the impact of disasters and emergencies. Mitigation involves structural and non-structural measures taken to limit the impact of disasters and emergencies. Structural mitigation actions change the characteristics of buildings or the environment; examples include flood control projects, raising building elevations, and clearing areas around structures. Non-structural mitigation most often entails adopting or changing building codes.</p>	<p>Consultant</p>



City of Cashmere Public Works Appendix

Response	Critical Task I.D.	Activity/Action	Organization(s) Involved
Public Information & Warning	Delivering Actionable Guidance		
	2	Inform and coordinate with law enforcement and others as needed regarding what roads are open and if any restrictions apply	CCPW DOT PUD
	2	Notify Chelan County EM/EOC and fire departments if fire hydrant systems are non-functional.	Cashmere Fire Dept.
	1	All public information and news release information regarding public works will be coordinated with CCEM Public Information Officer.	CCEM
Operational Coordination	Allocating and Mobilizing Resources		
	1	Identify personnel and equipment needed to maintain or repair utilities, maintain, repair or clear roadways as needed, and dispatch resources to high priority areas.	CCPUD CCPW
Operational Coordination	Determining Priorities, Objectives, and Strategies		
	1	Coordinate with other agency representatives in the EOC regarding debris removal, demolition of unstable structures, emergency stabilization of damaged structures, and other actions to assist with rescue, and protection of lives and property. High priority will be given to critical facilities such as hospitals, extended care facilities, and mass care shelters.	CCPW
	1	Coordinate with other agency representatives in the EOC regarding essential health and safety services such as water sewer and storm water utilities.	CDHD CCPUD
Operational Coordination	Ensuring Information Flow		
	2	Public Works representative contact the EOC to provide coordination and prioritization of the PW response activities.	CCEM



City of Cashmere Public Works Appendix

Response	Critical Task I.D.	Activity/Action	Organization(s) Involved
Operational Coordination	Establishing Lines of Communication		
	2	The EOC and Public Works representative will establish and maintain lines of communication for the coordination and prioritization of response activities	CCEM
Infrastructure Systems	Water Treatment and Provision		
	1	Conduct inspections for damage or disruption of water systems, including wells and pumps, in addition to sewer systems, and/or treatment plants as needed. Initiate backup systems and/or make emergency repairs, as needed	CDHD CCPUD
Infrastructure Systems	Sanitation		
	2	Obtain test water samples to see if there is a possibility of contamination. Coordinate with the health department as needed for inspection and testing of private wells and septic tanks.	CDHD
Infrastructure Systems	Flood Control		
	2	Conduct inspections for flooding. Initiate mitigation and emergency repairs, as needed	
	2	Take protective measures to protect roads, critical facilities, and other property as needed, such as sandbagging, building dikes, or digging drainage ditches.	
Infrastructure Systems	Government Facilities		
	2	Conduct inspections for damage to government facilities and disruption of critical systems. Assist with activation of continuity of Government and Operations plan.	Cashmere Bldg. Dept. Contract Engineering
	3	Supervise demolition of structures posing a threat to safety, and removal of debris and wreckage	Contract Engineering
	4	Initiate or coordinate for emergency contracting of private resources	



City of Cashmere Public Works Appendix

Response	Critical Task I.D.	Activity/Action	Organization(s) Involved
Infrastructure Systems	Infrastructure Site Assessments		
	2	Gather as much information regarding road conditions as possible, identify personnel and equipment needed to maintain, repair or clear roadways as needed, and dispatch resources to high priority areas	CCPW DOT
Infrastructure Systems	Public Recreation Facilities		
	2	Conduct inspections for damage to public recreation facilities and disruption of critical systems facilities to determine structural condition and safety factors that affect public safety.	
Infrastructure Systems	Transportation Infrastructure		
	2	Gather as much information regarding road conditions as possible, identify personnel and equipment needed to maintain, repair or clear roadways as needed, and dispatch resources to high priority areas	CCPW DOT
	4	Initiate or coordinate for emergency contracting of private resources.	
	2	Vital infrastructure - Roads, bridges, and transportation points that if damaged, could affect transportation within Cashmere and the Chelan County area. Cashmere PW should be aware of these and develop procedures to keep transportation operating in the event that one or more of these are impassable.	CC PW DOT BNSF
Critical Transportation	Evacuation		
	1	Evacuation cannot be realistically predetermined within the Cashmere area. Evacuation must be dealt with on a case by case basis. However, local law enforcement and public works departments should work together, prior to an incident, to deal with potential problems of traffic routing and communications during an incident that requires evacuation.	LINK School District
	1	Provide signage equipment/road blocks and other resources as needed	CCPW DOT
	1	Provide evacuation route identification/coordination support	CCPW DOT WSP



City of Cashmere Public Works Appendix

Response	Critical Task I.D.	Activity/Action	Organization(s) Involved
Critical Transportation	Debris Removal		
	3	To provide emergency debris clearance from roadway / right-of-ways and other infrastructure.	
	3	Initiate or coordinate for emergency contracting of private resources.	
Critical Transportation	Establishing Access		
	1	Determine which streets and roads within their jurisdiction are unusable and report this information to the Chelan County EOC.	Law CCPW
	1	Block off streets and roads and establish detours as appropriate.	Law CCPW
Critical Transportation	Transportation Safety and Condition Assessments		
	2	In the event of a severe disaster damaging ground transportation systems in the Cashmere area, an immediate survey of the county and state highway system will be undertaken by law enforcement agencies and highway/road maintenance supervisors. Estimates of traffic capabilities, highways available for use, and route closures will be made available to Chelan County Emergency Management for public information purposes as soon as possible.	Law CCPW DOT WSP
Environmental Response/Health & Safety	Health and Safety Monitoring and Assessment		
	1	The City 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.	Mayor CCEM
Situational Assessment	Analyzing Information		
	1	PWs, in coordination with emergency management, will determine and develop priorities, objectives, and strategies	CCEM
Situational Assessment	Assessing Hazard Impacts		
	2	All available resources of public works, local public safety and support organizations will be mobilized to assess hazard impacts on critical facilities and roadways.	CCPW



City of Cashmere Public Works Appendix

Recovery	Activity/Action	Organization(s)/ Departments Involved
	Recovery consists of those activities that continue beyond the emergency period to restore critical infrastructure and community functions and begin to manage stabilization efforts. The recovery phase begins immediately after the threat to human life has subsided. The goal of the recovery phase is to bring the affected area back to some degree of normalcy.	CCEM

Resource Requirements for EOC Operations

When appropriate, Cashmere PW will assign a representative to the EOC or command post, as the circumstances dictate.

All department and agency representatives invited to participate in EOC operations at the 206A Easy Street location, or an alternate location, should be reminded to provide their own laptop computers, cell phones, and any references and supporting guidance (useful plans, maps, or checklists) needed for EOC operation.

References and Supporting Guidance

- RCW 43.19.450 Supervisor of Engineering and Architecture
- RCW 38.52.195 Emergency workers exemption from liability



City of Chelan Public Works Appendix

Purpose

1. To ensure effective utilization and coordination of all available public works resources during an emergency or disaster
2. To provide public works and engineering support to assist the city in meeting needs related to response and recovery.
3. To provide demolition of unsafe structures, debris and wreckage clearance, protection and temporary repair of essential facilities and utilities, 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.

Core Capabilities

The City of Chelan Public Works Department is one of the **primary agencies**, having significant authorities, roles, resources to provide the following core capabilities in response to emergency and disaster incidents.

Primary Core Capabilities	
Infrastructure Systems	Stabilize critical infrastructure functions, minimize health and safety threats, and efficiently restore and revitalize systems and services to support a viable, resilient community.
Critical Transportation	Provide transportation (including infrastructure access and accessible transportation services) for response priority objectives, including the evacuation of people and animals and the delivery of vital response personnel, equipment, and services into the affected areas.

The City of Chelan Public Works is also a **support agency**, having specific capabilities or resources that support primary agencies in executing the following core capabilities.

Support Core Capabilities	
Public Information and Warning	Deliver coordinated, prompt, reliable, and actionable information to the whole community through the use of clear, consistent, accessible, and culturally and linguistically appropriate methods to effectively relay information regarding any threat or hazard, as well as the actions being taken, and the assistance being made available, as appropriate.
Operational Coordination	Establish and maintain a unified and coordinated operational structure and process that appropriately integrates all critical stakeholders and supports the execution of Core Capabilities.
Environmental Response/Health & Safety	Conduct appropriate measures to ensure the protection of the health and safety of the public and workers, as well as the environment, from all hazards in support of responder operations and the affected communities.
Situational Assessment	Provide all decision makers with decision-relevant information regarding the nature and extent of the hazard, any cascading effects, and the status of the response.



City of Chelan Public Works Appendix

Authorities and Policies

Chelan public works department will follow RCW 43.19.450 and applicable local ordinances. Chelan Public Works provides services based on the Municipal Code.

The Mayor of Chelan has the authority to declare an emergency (RCW 35.33.081). Transportation resources, engineering services and support and the movement of passengers or cargo will follow all applicable Laws of the State of Washington and local ordinances.

RCW 38.52.195 provides emergency workers exemption from liability while providing construction, equipment or work.

Situation Overview

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. 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. A limited number of resources will be available at the onset of an emergency or disaster. Local resources will be utilized first but the need for public works and engineering services may exceed resources within the county. If additional resources are needed they will be requested through the State of Washington Military Department, Emergency Management Division or coordinated as part of a Mutual Aid Agreement.

The Chelan County Natural Hazard Mitigation Plan (2019), volume 2, illustrates the natural hazards of the city. The hazard ranking involves an assessment of the likelihood of occurrence for each hazard, along with its potential impacts on people, property, and the economy.

Table 3-12. Hazard Risk Ranking

Rank	Hazard Type	Risk Rating Score (Probability x Impact)	Category
1	Wildfire	54	High
2	Severe Storms	45	High
3	Earthquake	36	High
4	Landslide	18	Medium
5	Flood	18	Medium
7	Avalanche	0	Low
8	Drought	6	Low
9	Dam Failure	12	Low



City of Chelan Public Works Appendix

Due to the unique geography of the Chelan area, transportation routes and the ability to move the population could be affected by the following hazards disrupting the ability to use roads:

1. Wildfire
2. Severe weather
3. Earthquake
4. Hazardous Materials incident
5. Terrorism Event

Not only can these, or other hazards, interrupt transportation by damaging the road system, the facilities that house needed equipment could be damaged. The personnel used to provide transportation services may be unavailable due to the hazard, which would also affect the City's transportation abilities. Responders may need transportation to or from a base or staging area. Transportation of cargo may be needed.

Natural hazards, as well as other emergencies and disasters, pandemics or mass fatality emergencies can occur at any time, causing significant loss of life, as well as damage to the infrastructure and loss of essential services. The City of Chelan also has a high volume of tourism throughout the year and many of the visiting population would not be aware of risks and responses to the priority hazards or the impact of smoke during regional fire activity

Concept of Operations

In the event of a major emergency or disaster, Chelan Public Works will activate public works services, and mobilize all necessary equipment and personnel. Activities that Public Works may provide during an emergency or disaster situation are:

1. Damage assessments of critical facilities, utilities and roadways
2. Debris clearance from roadway / right-of-ways.
3. Restoration of essential facilities, utilities and roadways.
4. Heavy equipment resources.
5. Evacuation route identification/coordination support.
6. Transportation resource coordination.
7. Provide signage equipment/road blocks and other resources as needed (i.e. sand, etc.)
8. Contracting of engineering services.

The City of Chelan has contracted with Chelan County for emergency management services.

Chelan Public Works will provide a representative to the Chelan County EOC, or will maintain direct contact with the EOC. Prioritization, coordination, and support of response and recovery efforts will take place at the EOC. CCEM may provide a Transportation Coordinator to help coordinate transportation activities, such as an evacuation of a large number of people from or within the City. They may also coordinate cargo transportation. The priority of transportation resources will be assigned based on protection of:

1. Life and Safety
2. Property
3. The Environment
4. Economic Vitality



City of Chelan Public Works Appendix

If needs exceed local resources the Chelan County EOC can contact the State of WA Emergency Management Office/EOC for assistance. The federal government may render assistance if needs exceed the capabilities of the county and state, provided the event has received a presidential declaration of disaster.

Some functions of Chelan Public Works may include, but are not limited to, the following:

- Delivering Actionable Guidance
- Allocating and Mobilizing Resources
- Determining Priorities, Objectives, and Strategies
- Ensuring Information Flow
- Establishing Lines of Communication
- Water Treatment and Provision
- Sanitation
- Flood Control
- Government Facilities
- Infrastructure Site Assessments
- Public Recreation Facilities
- Transportation Infrastructure
- Evacuation
- Debris Removal
- Establishing Access
- Delivery of Response Assets
- Transportation Safety and Condition Assessments
- Health and Safety Monitoring and Assessment
- Responder Safety
- Analyzing Information
- Assessing Hazard Impacts

Whole Community Involvement

The “Whole Community” approach attempts to engage the full capacity of the public, including individuals, families, households and communities: private and nonprofit sectors; and local, tribal, state and Federal governments. This includes businesses, faith-based and disability organizations, and the general public including people with Access and Functional Needs (AFN), people covered under the Americans with Disabilities Act (ADA), and people with Limited English Proficiency (LEP), and culturally diverse populations.

Recipients of any federal funds must acknowledge and agree to comply with applicable provisions of federal civil rights laws and policies prohibiting discrimination, including, but not limited to: Title VI of the Civil Rights Act of 1964, which prohibits recipients from discriminating on the basis of race, color, or national origin. Recipients of federal financial assistance must also take reasonable steps to provide meaningful access for persons with Limited English Proficiency (LEP) to their programs and services.



City of Chelan Public Works Appendix

The Chelan Public Works Department will address how LEP and AFN will be integrated into all phases of emergency management as applicable to its respective responsibilities. The Department is service oriented, providing equal access to communication assistance and services, and encourages community-based partnerships to address safety issues and public outreach.

Public Works Core Capabilities and Critical Tasks

Each of the Core Capabilities identified for the Chelan Public Works Department has one or more critical tasks that are listed in the following table. These critical tasks are defined and pre-assigned to each Core Capability based on Federal guidance documents.

Mission Area	Critical Task I.D.	Critical Task
Infrastructure Systems		
Response	1	Decrease and stabilize immediate infrastructure threats to the affected population, to include survivors in the heavily damaged zone, nearby communities that may be affected by cascading effects, and mass care support facilities and evacuation processing centers with a focus on life-sustainment and congregate care services.
Response	2	Re-establish critical infrastructure within the affected areas to support ongoing emergency response operations, life sustainment, community functionality, and a transition to recovery.
Response	3	Provide for the clearance, removal, and disposal of debris.
Critical Transportation		
Response	1	Establish physical access through appropriate transportation corridors and deliver required resources to save lives and to meet the needs of disaster survivors.
Response	3	Clear debris from any route type (i.e., road, rail, airfield, port facility, waterway) to facilitate response operations.
Public Information and Warning		
Response	2	Deliver credible and actionable messages to inform ongoing emergency services and the public about protective measures and other life-sustaining actions, and facilitate the transition to recovery.
Operational Coordination		
Response	2	Enhance and maintain command, control, and coordination structures consistent with the National Incident Management System (NIMS) to meet basic human needs, stabilize the incident, and transition to recovery.
Environmental Response/Health & Safety		
Response	1	Identify, assess, and mitigate worker health and safety hazards, and disseminate health and safety guidance and resources to response and recovery workers.
Response	2	Minimize public exposure to environmental hazards through assessment of the hazards and implementation of public protective actions.
Response	4	Identify, evaluate, and implement measures to prevent and minimize impacts to the environment, natural and cultural resources, and historic properties from all-hazard emergencies and response operations.



City of Chelan Public Works Appendix

Mission Area	Critical Task I.D.	Critical Task
Situational Assessment		
Response	1	Deliver information sufficient to inform decision making regarding immediate lifesaving and life-sustaining activities, and engage governmental, private, and civic sector resources within and outside of the affected area to meet basic human needs and stabilize the incident.
Response	2	Deliver enhanced information to reinforce ongoing lifesaving and life-sustaining activities, and engage governmental, private, and civic sector resources within and outside of the affected area to meet basic human needs, stabilize the incident, and transition to recovery.

Organization

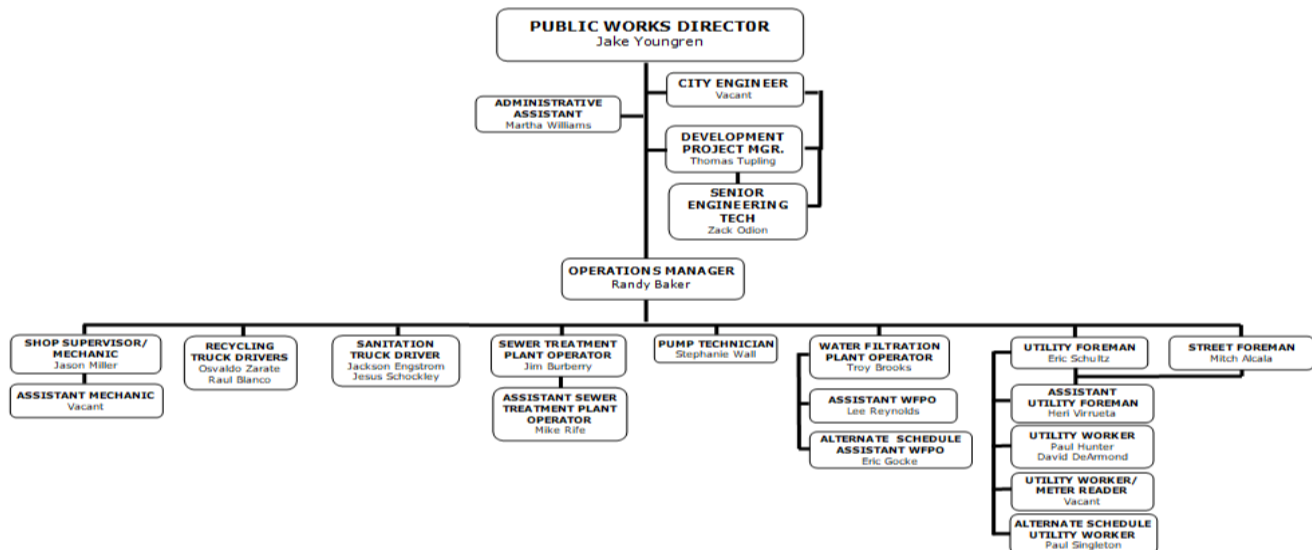
Chelan Public Works is responsible for the City of Chelan jurisdiction and will provide public works and engineering assistance, as resources permit, to meet the needs of City regarding emergencies or disasters.

The Public Works Director oversees five areas of operations and services:

- Street Department
- Public Works Fleet Management
- Water Division
- Wastewater Department
- Solid Waste and Recycling

Chelan Public Works will follow their own internal Standard Operating Procedures when responding to an incident. When appropriate, agencies will assign a representative to the EOC or command post, as the circumstances dictate.

Organization Chart





City of Chelan Public Works Appendix

Direction, Control, & Coordination

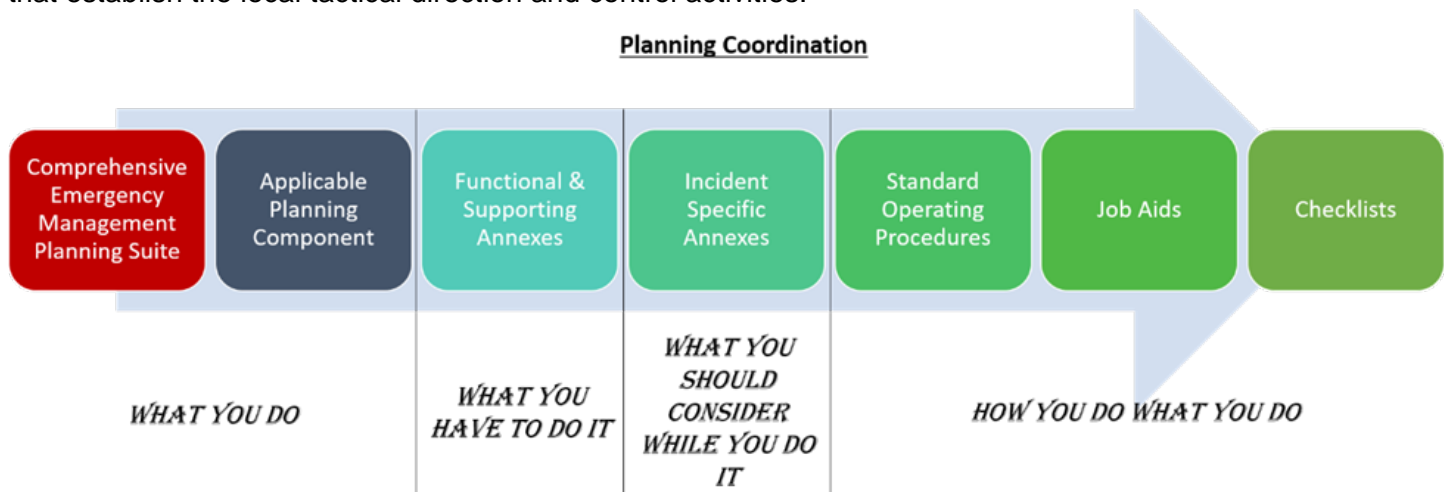
The Incident Command System (ICS) is the basis for all direction, control and coordination of emergency response and recovery efforts conducted under this plan. ICS will be used to provide a common organizational structure and framework for multiagency/multi-jurisdiction operations and coordinating emergency management related actions, resources, and activities with other federal, state, county, regional, private-sector, and nongovernmental organizations.

The operations of the emergency management for the City are established by the Inter-local Agreement between the Chelan County Department of Emergency Management and the City of Chelan.

All disasters and emergencies begin locally, and local jurisdictions working in collaboration with county and other local emergency management agencies provide initial response. Direction, control, and coordination of the initial emergency management response activities are provided by local jurisdictions and their emergency management agencies. The complexity of emergency management operations during a disaster or emergency requires that direction, control, and coordination channels are formalized and understood by all involved in the incident.

Local incident commanders lead tactical direction and control activities. Incident commanders report as specified in their chain of command and request resources through the Chelan County Emergency Operations Center (EOC). When public, private, and mutual aid or inter-local agreement resources from adjacent political subdivisions are exhausted, the county EOC requests assistance from the State Emergency Operations Center (SEOC).

The following graph illustrates the relationship of the Comprehensive Emergency Management Plan Basic Plan with the Chelan Public Works Appendix, and the department's operation procedures and guidelines that establish the local tactical direction and control activities.





City of Chelan Public Works Appendix

Information Collection, Analysis, & Dissemination

Information Collection

1. Gather information of damage assessment to critical facilities, such as government buildings and public safety facilities
2. Gather information of damage assessment to critical facilities such as hospitals, extended care facilities, and mass care shelters.
3. Gather information of damage assessment to critical utilities, such as water and waste water.
4. Gather as much information regarding road conditions
5. Identify personnel and equipment needed to maintain, repair or clear roadways
6. Gather geographical information and special referencing (GIS).

Information Analysis

Information will be analyzed to assess hazard impacts and determining priorities, objectives, and strategies

Information Dissemination

Situation status report (Sit-Rep) – Operational information used to brief the Mayor (and Policy Group) and inform all involved city departments and agencies on the situation, initial response, and for planning purposes. (Decision Making Information).

Resource information will be used to identify, inventory, dispatch, mobilize, transport, and demobilize human and material resources to ensure sustained operations.

The PW department will coordinate, through the EOC, when established, information with law enforcement, WA State Dept. of Transportation, and others as needed regarding what roads are open and if any restrictions apply. PW will disseminate GIS layers as needed.

Coordination with other agency representatives in the EOC regarding debris removal, demolition of unstable structures, emergency stabilization of damaged structures, and other actions to assist with rescue, and protection of lives and property.

Responsibilities

Preparedness	Activity/Action	Organization(s) Involved
<p>Preparedness is the development of plans and preparation activities made before an emergency or disaster occurs.</p> <p>Public Works departments should:</p> <ul style="list-style-type: none"> • Maintain current inventories of resources. • Provide ongoing training to personnel on their roles and responsibilities during emergency operations • Provide trained personnel and resources for assignment to the EOC, as appropriate. • Develop SOPs in accordance with state and local regulations and this plan. • Participate in emergency / disaster exercises and drills to test and update, as needed, written SOPs. 		All City Departments



City of Chelan Public Works Appendix

Mitigation	Activity/Action		Organization(s) Involved
<p>Mitigation is the effort to reduce loss of life and property by lessening the impact of disasters and emergencies. Mitigation involves structural and non-structural measures taken to limit the impact of disasters and emergencies. Structural mitigation actions change the characteristics of buildings or the environment; examples include flood control projects, raising building elevations, and clearing areas around structures. Non-structural mitigation most often entails adopting or changing building codes.</p>			Chelan Community Development <ul style="list-style-type: none"> • Planning • Building Information Systems
<p>Response is comprised of the coordination and management of resources (including personnel, equipment, and supplies) utilizing the Incident Command System in an all-hazards approach; and measures taken for life/property/environmental safety. The response phase is a reaction to the occurrence of a catastrophic disaster or emergency.</p>			
Response	Critical Task I.D.	Activity/Action	Organization(s) Involved
Public Information & Warning	Delivering Actionable Guidance		
	2	Inform and coordinate with law enforcement, WA State Dept. of Transportation, and others as needed regarding what roads are open and if any restrictions apply	CCPW DOT PUD
	2	Notify Chelan County EM/EOC and/or fire departments if fire hydrant systems are non-functional.	CCFD#7
	1	All public information and news release information regarding public works will be coordinated with CCEM Public Information Officer.	CCEM
Operational Coordination	Allocating and Mobilizing Resources		
	2	Identify personnel and equipment needed to maintain or repair utilities; maintain, repair or clear roadways as needed, and dispatch resources to high priority areas.	CCPUD CCPW
Operational Coordination	Determining Priorities, Objectives, and Strategies		
	1	Coordinate with other agency representatives in the EOC regarding debris removal, demolition of unstable structures, emergency stabilization of damaged structures, and other actions to assist with rescue, and protection of lives and property. High priority will be given to critical facilities such as hospitals, extended care facilities, and mass care shelters.	CCPW
	1	Coordinate with other agency representatives in the EOC regarding essential health and safety services such as water sewer and storm water utilities.	CDHD CCPUD



City of Chelan Public Works Appendix

Response	Critical Task I.D.	Activity/Action	Organization(s) Involved
Operational Coordination	Ensuring Information Flow		
	2	Public Works representative report to the EOC to provide coordination and prioritization of the PW response activities	CCEM
Operational Coordination	Establishing Lines of Communication		
	2	Once the EOC is activated, the appropriate lead county or city public works department needs to send a representative to the EOC or maintain direct contact with the EOC as requested. The EOC and Public Works representative will establish and maintain lines of communication for the coordination and prioritization of response activities.	CCEM
Infrastructure Systems	Water Treatment and Provision		
	1	Conduct inspections for damage or disruption of water systems, including wells and pumps, in addition to sewer systems, and/or treatment plants as needed. Initiate backup systems and/or make emergency repairs, as needed	CDHD CCPUD
Infrastructure Systems	Sanitation		
	1	Obtain test water samples to see if there is a possibility of contamination. Coordinate with the health department as needed for inspection and testing of private wells and septic tanks.	CDHD
Infrastructure Systems	Flood Control		
	1	Conduct inspections of dams and flood control systems. Initiate mitigation and emergency repairs, as needed	CCDW
	3	Take protective measures to protect roads, critical facilities, and other property as needed, such as sandbagging, building dikes, or digging drainage ditches.	CCDW DOT



City of Chelan Public Works Appendix

Response	Critical Task I.D.	Activity/Action	Organization(s) Involved
Infrastructure Systems	Government Facilities		
	1	Conduct inspections for damage to government facilities and disruption of critical systems. Assist with activation of continuity of Government and Operations plan.	Chelan Community Development Contract Engineering Service
	2	Supervise demolition of structures posing a threat to safety, and removal of debris and wreckage.	Contract Engineering Services
	2	Initiate or coordinate for emergency contracting of private resources.	
Infrastructure Systems	Infrastructure Site Assessments		
	1	Gather as much information regarding road conditions as possible, identify personnel and equipment needed to maintain, repair or clear roadways as needed, and dispatch resources to high priority areas.	CCPW DOT
Infrastructure Systems	Public Recreation Facilities		
	1	Conduct inspections for damage to public recreation facilities and disruption of critical systems facilities to determine structural condition and safety factors that affect public safety.	
Infrastructure Systems	Transportation Infrastructure		
	2	Gather as much information regarding road conditions as possible, identify personnel and equipment needed to maintain, repair or clear roadways as needed, and dispatch resources to high priority areas	CCPW DOT
	4	Initiate or coordinate for emergency contracting of private resources.	
	2	Vital infrastructure - Roads, bridges, and transportation points that if damaged, could affect transportation within Chelan and the Chelan County area. Chelan PW should be aware of these and develop procedures to keep transportation operating in the event that one or more of these are impassable.	CCPW DOT



City of Chelan Public Works Appendix

Response	Critical Task I.D.	Activity/Action	Organization(s) Involved
Critical Transportation	Evacuation		
	1	Evacuation cannot be realistically predetermined within the Chelan area. Evacuation must be dealt with on a case by case basis. However, local law enforcement and public works departments should work together, prior to an incident, to deal with potential problems of traffic routing and communications during an incident that requires evacuation.	LINK School District
	1	Provide signage equipment/road blocks and other resources as needed	CCPW DOT
	1	Provide evacuation route identification/coordination support	CCPW DOT WSP
Critical Transportation	Debris Removal		
	3	To provide emergency debris clearance from roadway / right-of-ways and other infrastructure.	
	3	Initiate or coordinate for emergency contracting of private resources.	
Critical Transportation	Establishing Access		
	1	Determine which streets and roads within their jurisdiction are unusable and report this information to the Chelan County EOC.	Law CCPW
	1	Block off streets and roads and establish detours as appropriate.	Law CCPW
Critical Transportation	Transportation Safety and Condition Assessments		
	1	In the event of a severe disaster damaging ground transportation systems in the Chelan area, an immediate survey of the city, county and state highway system will be undertaken by law enforcement agencies and highway/road maintenance supervisors. Estimates of traffic capabilities, highways available for use, and route closures will be made available to Chelan County Emergency Management for public information purposes as soon as possible.	LAW CCPW DOT WSP



City of Chelan Public Works Appendix

Response	Critical Task I.D.	Activity/Action	Organization(s) Involved
Environmental Response/Health & Safety		Health and Safety Monitoring and Assessment	
	1	The City 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.	Mayor CCEM
Situational Assessment		Analyzing Information	
	1	PWs, in coordination with emergency management, will determine and develop priorities, objectives, and strategies	CCEM
Situational Assessment		Assessing Hazard Impacts	
	2	All available resources of public works, local public safety and support organizations will be mobilized to assess hazard impacts on critical facilities and roadways.	CCPW

Recovery	Activity/Action	Organization(s)/ Departments Involved
	Recovery consists of those activities that continue beyond the emergency period to restore critical infrastructure and community functions and begin to manage stabilization efforts. The recovery phase begins immediately after the threat to human life has subsided. The goal of the recovery phase is to bring the affected area back to some degree of normalcy.	CCEM

Resource Requirements for EOC Operations

When appropriate, Chelan PW will assign a representative to the EOC or command post, as the circumstances dictate.

All department and agency representatives invited to participate in EOC operations at the 206A Easy Street location, or an alternate location, should be reminded to provide their own laptop computers, cell phones, and any references and supporting guidance (useful plans, maps, or checklists) needed for EOC operation.

References and Supporting Guidance

- RCW 43.19.450 Supervisor of Engineering and Architecture
- RCW 38.52.195 Emergency workers exemption from liability



City of Entiat Public Works Appendix

Purpose

1. To ensure effective utilization and coordination of all available public works resources during an emergency or disaster
2. To provide public works and engineering support to assist the City in meeting needs related to response and recovery.
3. To provide demolition of unsafe structures, debris and wreckage clearance, protection and temporary repair of essential facilities and utilities, 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.

Core Capabilities

The Entiat Public Works Department is one of the **primary agencies**, having significant authorities, roles, resources to provide the following core capabilities in response to emergency and disaster incidents.

Primary Core Capabilities	
Infrastructure Systems	Stabilize critical infrastructure functions, minimize health and safety threats, and efficiently restore and revitalize systems and services to support a viable, resilient community.
Critical Transportation	Provide transportation (including infrastructure access and accessible transportation services) for response priority objectives, including the evacuation of people and animals and the delivery of vital response personnel, equipment, and services into the affected areas.

The Entiat Public Works Department is also a **support agency**, having specific capabilities or resources that support primary agencies in executing the following core capabilities.

Support Core Capabilities	
Public Information and Warning	Deliver coordinated, prompt, reliable, and actionable information to the whole community through the use of clear, consistent, accessible, and culturally and linguistically appropriate methods to effectively relay information regarding any threat or hazard, as well as the actions being taken, and the assistance being made available, as appropriate.
Operational Coordination	Establish and maintain a unified and coordinated operational structure and process that appropriately integrates all critical stakeholders and supports the execution of Core Capabilities.
Environmental Response/Health & Safety	Conduct appropriate measures to ensure the protection of the health and safety of the public and workers, as well as the environment, from all hazards in support of responder operations and the affected communities.
Situational Assessment	Provide all decision makers with decision-relevant information regarding the nature and extent of the hazard, any cascading effects, and the status of the response.



City of Entiat Public Works Appendix

Authorities and Policies

Entiat public works department will follow RCW 43.19.450 and applicable local ordinances. Entiat Public Works provides services based on the Municipal Code.

The Mayor of Entiat has the authority to declare an emergency (RCW 35.33.081). Transportation resources, engineering services and support and the movement of passengers or cargo will follow all applicable Laws of the State of Washington and local ordinances.

RCW 38.52.195 provides emergency workers exemption from liability while providing construction, equipment or work.

Situation Overview

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. A limited number of resources will be available at the onset of an emergency or disaster. Local resources will be utilized first but the need for public works and engineering services may exceed resources within the county. If additional resources are needed they will be requested through the State of Washington Military Department, Emergency Management Division or coordinated as part of a Mutual Aid Agreement.

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3. Severe weather
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City of Entiat Public Works Appendix

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3. Restoration of essential facilities, utilities and roadways.
4. Heavy equipment resources.
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If needs exceed local resources the Chelan County EOC can contact the State of WA Emergency Management Office/EOC for assistance. The federal government may render assistance if needs exceed the capabilities of the county and state, provided the event has received a presidential declaration of disaster.



City of Entiat Public Works Appendix

Some functions of Entiat Public Works may include, but are not limited to, the following:

- Delivering Actionable Guidance
- Allocating and Mobilizing Resources
- Determining Priorities, Objectives, and Strategies
- Ensuring Information Flow
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- Flood Control
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City of Entiat Public Works Appendix

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Infrastructure Systems		
Response	1	Decrease and stabilize immediate infrastructure threats to the affected population, to include survivors in the heavily damaged zone, nearby communities that may be affected by cascading effects, and mass care support facilities and evacuation processing centers with a focus on life-sustainment and congregate care services.
Response	2	Re-establish critical infrastructure within the affected areas to support ongoing emergency response operations, life sustainment, community functionality, and a transition to recovery.
Response	3	Provide for the clearance, removal, and disposal of debris.
Critical Transportation		
Response	1	Establish physical access through appropriate transportation corridors and deliver required resources to save lives and to meet the needs of disaster survivors.
Response	3	Clear debris from any route type (i.e., road, rail, airfield, port facility, waterway) to facilitate response operations.
Public Information and Warning		
Response	2	Deliver credible and actionable messages to inform ongoing emergency services and the public about protective measures and other life-sustaining actions, and facilitate the transition to recovery.
Operational Coordination		
Response	2	Enhance and maintain command, control, and coordination structures consistent with the National Incident Management System (NIMS) to meet basic human needs, stabilize the incident, and transition to recovery.
Environmental Response/Health & Safety		
Response	1	Identify, assess, and mitigate worker health and safety hazards, and disseminate health and safety guidance and resources to response and recovery workers.
Response	2	Minimize public exposure to environmental hazards through assessment of the hazards and implementation of public protective actions.
Response	4	Identify, evaluate, and implement measures to prevent and minimize impacts to the environment, natural and cultural resources, and historic properties from all-hazard emergencies and response operations.
Situational Assessment		
Response	1	Deliver information sufficient to inform decision making regarding immediate lifesaving and life-sustaining activities, and engage governmental, private, and civic sector resources within and outside of the affected area to meet basic human needs and stabilize the incident.
Response	2	Deliver enhanced information to reinforce ongoing lifesaving and life-sustaining activities, and engage governmental, private, and civic sector resources within and outside of the affected area to meet basic human needs, stabilize the incident, and transition to recovery.



City of Entiat Public Works Appendix

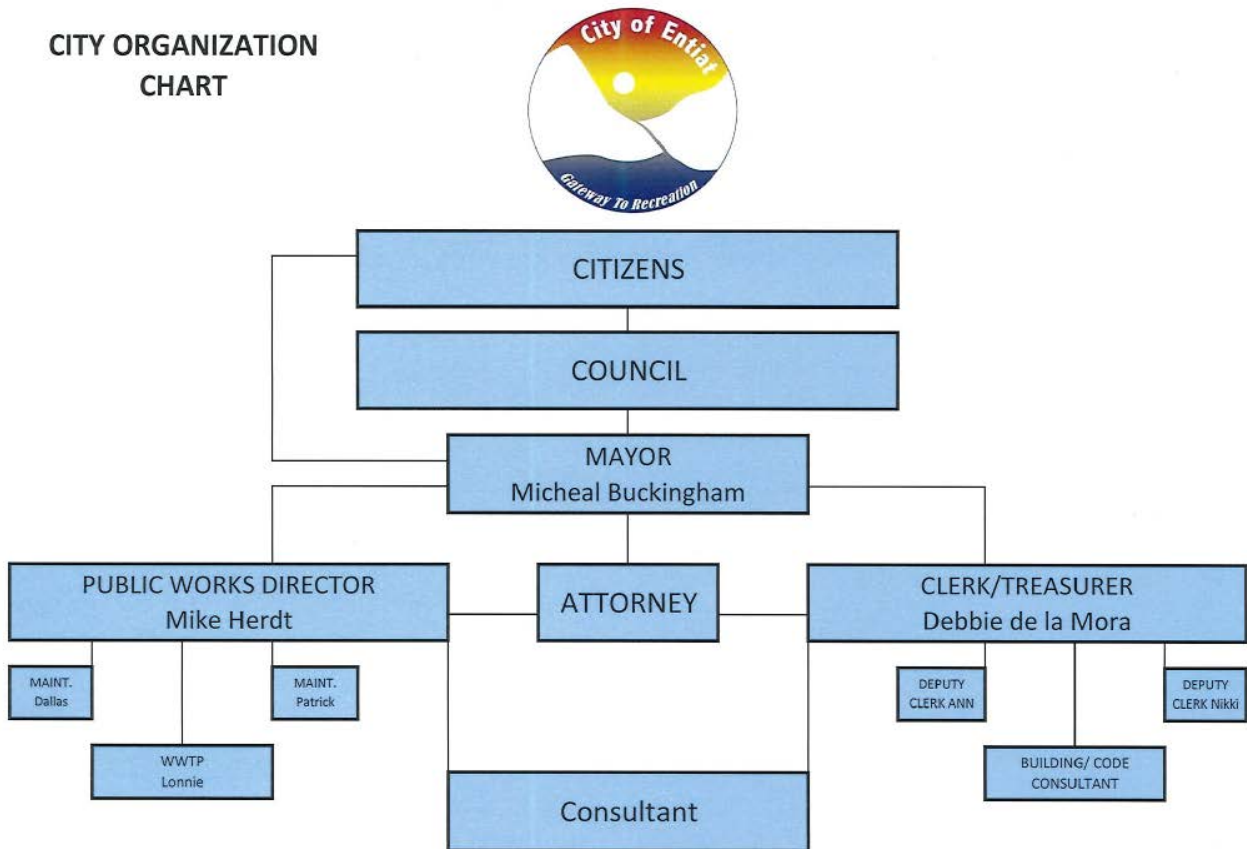
Organization

Entiat Public Works is responsible for the City of Entiat jurisdiction and will provide public works assistance, as resources permit, to meet the needs of City regarding emergencies or disasters.

The Public Works Director oversees the following areas of operations and services:

- Maintenance
- Streets
- Parks
- Water
- Sewer
- Wastewater

Entiat Public Works will follow their own internal Standard Operating Procedures when responding to an incident. When appropriate, agencies will assign a representative to the EOC or command post, as the circumstances dictate.



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City of Entiat Public Works Appendix

Direction, Control, & Coordination

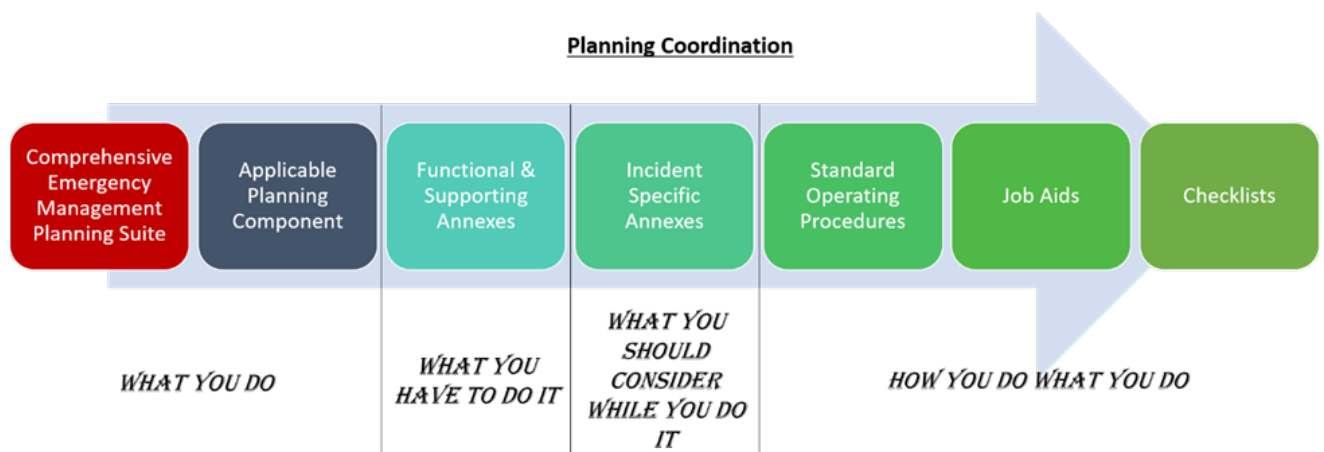
The Incident Command System (ICS) is the basis for all direction, control and coordination of emergency response and recovery efforts conducted under this plan. ICS will be used to provide a common organizational structure and framework for multiagency/multi-jurisdiction operations and coordinating emergency management related actions, resources, and activities with other federal, state, county, regional, private-sector, and nongovernmental organizations.

The operations of the emergency management within the City of Entiat are established by an Inter-local Agreement between the County of Chelan and the City.

All disasters and emergencies begin locally, and local jurisdictions working in collaboration with county and other local emergency management agencies provide initial response. Direction, control, and coordination of the initial emergency management response activities are provided by local jurisdictions and their emergency management agencies. The complexity of emergency management operations during a disaster or emergency requires that direction, control, and coordination channels are formalized and understood by all involved in the incident.

Local incident commanders lead tactical direction and control activities. Incident commanders report as specified in their chain of command and request resources through the Chelan County Emergency Operations Center (EOC). When public, private, and mutual aid or inter-local agreement resources from adjacent political subdivisions are exhausted, the county EOC requests assistance from the State Emergency Operations Center (SEOC).

The following graph illustrates the relationship of the Comprehensive Emergency Management Plan Basic Plan with the Entiat Public Works Appendix, and the department's operation procedures and guidelines that establish the local tactical direction and control activities.





City of Entiat Public Works Appendix

Information Collection, Analysis, & Dissemination

Essential Elements of Information (EEl)s include:

Information Collection

Gather information of damage assessment to critical facilities, such as government buildings and public safety facilities

1. Gather information of damage assessment to critical facilities such as hospitals, extended care facilities, and mass care shelters.
2. Gather information of damage assessment to critical utilities, such as water and waste water.
3. Gather as much information regarding road conditions
4. Identify personnel and equipment needed to maintain, repair or clear roadways

Information Analysis

Information will be analyzed to assess hazard impacts and determining priorities, objectives, and strategies.

Information Dissemination

The Situation status report (Sit-Rep) – Operational information used to brief the Mayor (and Policy Group) and inform all involved city departments and agencies on the situation, initial response, and for planning purposes. (Decision Making Information).

Resource information will be used to identify, inventory, dispatch, mobilize, transport, and demobilize human and material resources to ensure sustained operations.

The PW department will coordinate, through the EOC, when established, information with law enforcement, WA State Dept. of Transportation, and others as needed regarding what roads are open and if any restrictions apply. PW will disseminate GIS layers as needed.

Coordination with other agency representatives in the EOC regarding debris removal, demolition of unstable structures, emergency stabilization of damaged structures, and other actions to assist with rescue, and protection of lives and property.

Responsibilities

Preparedness	Activity/Action	Organization(s) Involved
<p>Preparedness is the development of plans and preparation activities made before an emergency or disaster occurs.</p> <p>Public Works departments should:</p> <ul style="list-style-type: none"> • Maintain current inventories of resources. • Provide ongoing training to personnel on their roles and responsibilities during emergency operations • Provide trained personnel and resources for assignment to the EOC, as appropriate. • Develop SOPs in accordance with state and local regulations and this plan. • Participate in emergency / disaster exercises and drills to test and update, as needed, written SOPs. 		<p>All City Departments</p>



City of Entiat Public Works Appendix

Mitigation	Activity/Action	Organization(s) Involved
Mitigation is the effort to reduce loss of life and property by lessening the impact of disasters and emergencies. Mitigation involves structural and non-structural measures taken to limit the impact of disasters and emergencies. Structural mitigation actions change the characteristics of buildings or the environment; examples include flood control projects, raising building elevations, and clearing areas around structures. Non-structural mitigation most often entails adopting or changing building codes.		Consultant

Response	Critical Task I.D.	Activity/Action	Organization(s) Involved
Public Info & Warning	Delivering Actionable Guidance		
	2	Inform and coordinate with law enforcement, WA State Dept. of Transportation, and others as needed regarding what roads are open and if any restrictions apply	CCPW DOT PUD
	2	Notify Chelan County EM/EOC and/or fire departments if fire hydrant systems are non-functional.	CCFD#8
	1	All public information and news release information regarding public works will be coordinated with CCEM Public Information Officer.	CCEM
Operational Coordination	Allocating and Mobilizing Resources		
	1	Identify personnel and equipment needed to maintain or repair utilities; maintain, repair or clear roadways as needed, and dispatch resources to high priority areas.	CCPUD CCPW
Operational Coordination	Determining Priorities, Objectives, and Strategies		
	1	Coordinate with other agency representatives in the EOC regarding debris removal, demolition of unstable structures, emergency stabilization of damaged structures, and other actions to assist with rescue, and protection of lives and property. High priority will be given to critical facilities such as hospitals, extended care facilities, and mass care shelters.	CCPW
	1	Coordinate with other agency representatives in the EOC regarding essential health and safety services such as water sewer and storm water utilities.	CDHD CCPUD



City of Entiat Public Works Appendix

Response	Critical Task I.D.	Activity/Action	Organization(s) Involved
Operational Coordination	Ensuring Information Flow		
	2	Public Works representative contact the EOC to provide coordination and prioritization of the PW response activities.	CCEM
Operational Coordination	Establishing Lines of Communication		
	2	The EOC and Public Works representative will establish and maintain lines of communication for the coordination and prioritization of response activities.	CCEM
Infrastructure Systems	Water Treatment and Provision		
	1	Conduct inspections for damage or disruption of water systems, including wells and pumps, in addition to sewer systems, and/or treatment plants as needed. Initiate backup systems and/or make emergency repairs, as needed	CDHD CCPUD
Infrastructure Systems	Sanitation		
	1	Obtain test water samples to see if there is a possibility of contamination. Coordinate with the health department as needed for inspection and testing of private wells and septic tanks.	CDHD
Infrastructure Systems	Flood Control		
	1	Take protective measures to protect roads, critical facilities, and other property as needed, such as sandbagging, building dikes, or digging drainage ditches.	
Infrastructure Systems	Government Facilities		
	2	Conduct inspections for damage to government facilities and disruption of critical systems	Contract Engineering
	3	Supervise demolition of structures posing a threat to safety, and removal of debris and wreckage	Contract Engineering
	4	Initiate or coordinate for emergency contracting of private resources	



City of Entiat Public Works Appendix

Response	Critical Task I.D.	Activity/Action	Organization(s) Involved
Infrastructure Systems		Infrastructure Site Assessments	
	2	Gather as much information regarding road conditions as possible, identify personnel and equipment needed to maintain, repair or clear roadways as needed, and dispatch resources to high priority areas	
Infrastructure Systems		Public Recreation Facilities	
	2	Conduct inspections for damage to public recreation facilities and disruption of critical systems facilities to determine structural condition and safety factors that affect public safety.	
Infrastructure Systems		Transportation Infrastructure	
	2	Gather as much information regarding road conditions as possible, identify personnel and equipment needed to maintain, repair or clear roadways as needed, and dispatch resources to high priority areas	CCPW DOT
	4	Initiate or coordinate for emergency contracting of private resources.	
	2	Vital infrastructure - Roads, bridges, and transportation points that if damaged, could affect transportation within Chelan and the Chelan County area. Chelan should be aware of these and develop procedures to keep transportation operating in the event that one or more of these are impassable. a. US Route Alt 97 b. Entiat River bridge c. Burlington Northern	CC PW DOT BNSF



City of Entiat Public Works Appendix

Response	Critical Task I.D.	Activity/Action	Organization(s) Involved
Critical Transportation	Evacuation		
	1	Evacuation cannot be realistically predetermined within the Entiat area. Evacuation must be dealt with on a case by case basis. Local law enforcement and public works departments should work together, prior to an incident, to deal with potential problems of traffic routing and communications during an incident that requires evacuation.	LINK School District
	1	Provide signage equipment/road blocks and other resources as needed	CCPW DOT
	1	Provide evacuation route identification/coordination support	CCPW DOT WSP
Critical Transportation	Debris Removal		
	3	To provide emergency debris clearance from roadway / right-of-ways and other infrastructure.	
	3	Initiate or coordinate for emergency contracting of private resources.	
Critical Transportation	Establishing Access		
	1	Determine which streets and roads within their jurisdiction are unusable and report this information to the Chelan County EOC.	Law CCPW
	1	Block off streets and roads and establish detours as appropriate	Law CCPW
Critical Transportation	Delivery of Response Assets		
	2	The Transportation Coordinator in the EOC will coordinate cargo transportation. Cargo transportation providers may include city and county public works departments and other public and private transportation providers.	



City of Entiat Public Works Appendix

Response	Critical Task I.D.	Activity/Action	Organization(s) Involved
Critical Transportation	Transportation Safety and Condition Assessments		
	2	In the event of a severe disaster damaging ground transportation systems in the Entiat area, an immediate survey of the city, county and state highway system will be undertaken by law enforcement agencies and highway/road maintenance supervisors. Estimates of traffic capabilities, highways available for use, and route closures will be made available to Chelan County Emergency Management for public information purposes as soon as possible.	LAW CCPW DOT WSP
Environmental Response/Health & Safety	Health and Safety Monitoring and Assessment		
	1	The City 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.	Mayor CCEM
Situational Assessment	Analyzing Information		
	1	PWs, in coordination with emergency management, will determine and develop priorities, objectives, and strategies	CCEM
Situational Assessment	Assessing Hazard Impacts		
	2	All available resources of public works, local public safety and support organizations will be mobilized to assess hazard impacts on critical facilities and roadways.	CCPW

Recovery	Activity/Action	Organization(s)/ Departments Involved
	Recovery consists of those activities that continue beyond the emergency period to restore critical infrastructure and community functions and begin to manage stabilization efforts. The recovery phase begins immediately after the threat to human life has subsided. The goal of the recovery phase is to bring the affected area back to some degree of normalcy.	CCEM



City of Entiat Public Works Appendix

Resource Requirements for EOC Operations

When appropriate, Entiat PW will assign a representative to the EOC or command post, as the circumstances dictate.

All department and agency representatives invited to participate in EOC operations at the 206A Easy Street location, or an alternate location, should be reminded to provide their own laptop computers, cell phones, and any references and supporting guidance (useful plans, maps, or checklists) needed for EOC operation.

References and Supporting Guidance

RCW 43.19.450 Supervisor of Engineering and Architecture
RCW 38.52.195 Emergency workers exemption from liability



City of Leavenworth Public Works Appendix

Purpose

1. To ensure effective utilization and coordination of all available public works resources during an emergency or disaster
2. To provide public works and engineering support to assist the City in meeting needs related to response and recovery.
3. To provide demolition of unsafe structures, debris and wreckage clearance, protection and temporary repair of essential facilities and utilities, 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.

Core Capabilities

The Leavenworth Public Works Department is one of the **primary agencies**, having significant authorities, roles, resources to provide the following core capabilities in response to emergency and disaster incidents.

Primary Core Capabilities	
Infrastructure Systems	Stabilize critical infrastructure functions, minimize health and safety threats, and efficiently restore and revitalize systems and services to support a viable, resilient community.
Critical Transportation	Provide transportation (including infrastructure access and accessible transportation services) for response priority objectives, including the evacuation of people and animals and the delivery of vital response personnel, equipment, and services into the affected areas.

The Leavenworth Public Works Department is also a **support agency**, having specific capabilities or resources that support primary agencies in executing the following core capabilities

Support Core Capabilities	
Public Information and Warning	Deliver coordinated, prompt, reliable, and actionable information to the whole community through the use of clear, consistent, accessible, and culturally and linguistically appropriate methods to effectively relay information regarding any threat or hazard, as well as the actions being taken, and the assistance being made available, as appropriate.
Operational Coordination	Establish and maintain a unified and coordinated operational structure and process that appropriately integrates all critical stakeholders and supports the execution of Core Capabilities.
Environmental Response/Health & Safety	Conduct appropriate measures to ensure the protection of the health and safety of the public and workers, as well as the environment, from all hazards in support of responder operations and the affected communities.
Situational Assessment	Provide all decision makers with decision-relevant information regarding the nature and extent of the hazard, any cascading effects, and the status of the response.



City of Leavenworth Public Works Appendix

Authorities and Policies

Leavenworth Public Works department will follow RCW 35 and applicable local ordinances. Leavenworth Public Works provides services based on the Leavenworth Municipal Code.

The Mayor of Leavenworth has the authority to declare an emergency (RCW 35.33.081). Transportation resources, engineering services and support and the movement of passengers or cargo will follow all applicable Laws of the State of Washington and local ordinances.

RCW 38.52.195 provides emergency workers exemption from liability while providing construction, equipment or work.

Situation Overview

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. A limited number of resources will be available at the onset of an emergency or disaster. Local resources will be utilized first but the need for public works and engineering services may exceed resources within the county. If additional resources are needed they will be requested through the State of Washington Military Department, Emergency Management Division or coordinated as part of a Mutual Aid Agreement.

The Chelan County Natural Hazard Mitigation Plan (2019), volume 2, illustrates the natural hazards of the city. The hazard ranking involves an assessment of the likelihood of occurrence for each hazard, along with its potential impacts on people, property, and the economy.

Table 5-11. Hazard Risk Ranking

Rank	Hazard Type	Risk Rating Score (Probability x Impact)	Category
1	Wildfire	54	High
2	Severe Weather	45	High
3	Earthquake	32	High
4	Flooding	18	Medium
5	Landslide	18	Medium
6	Dam Failure	12	Low
7	Drought	6	Low
8	Avalanche	n/a	Low



City of Leavenworth Public Works Appendix

Due to the unique geography of the City of Leavenworth area, transportation routes and the ability to move the population could be affected by the following hazards disrupting the ability to use roads:

1. Wildfire
2. Flood
3. Severe weather
4. Earthquake
5. Hazardous Materials incident
6. Terrorism Event

Not only can these, or other hazards, interrupt transportation by damaging the road system, the facilities that house needed equipment could be damaged. The personnel used to provide transportation services may be unavailable due to the hazard, which would also affect the City's transportation abilities. Responders may need transportation to or from a base or staging area. Transportation of cargo may be needed.

Natural hazards, as well as other emergencies and disasters, pandemics or mass fatality emergencies can occur at any time, causing significant loss of life, as well as damage to the infrastructure and loss of essential services.

The City of Leavenworth has a high volume of tourism throughout the year and many of the visiting population would not be aware of risks and responses to the priority hazards. Other common vulnerabilities to the Leavenworth area include the impact of smoke during regional fire activity, power outages due to downed trees from severe winter weather conditions, and loss of access during landslide events on Hwy 2, specifically through the Tumwater Canyon.

Concept of Operations

In the event of a major emergency or disaster, Leavenworth Public Works will activate public works services and mobilize all necessary equipment and personnel. Activities that Public Works may provide during an emergency or disaster situation are:

1. Damage assessments of critical facilities, utilities, and roadways.
2. Debris clearance from roadway / right-of-ways.
3. Restoration of essential facilities, utilities and roadways.
4. Heavy equipment resources.
5. Evacuation route identification/coordination support.
6. Transportation resource coordination.
7. Provide signage equipment/road blocks and other resources as needed (i.e. sand, etc.)
8. Contracting of engineering services.

The City of Leavenworth has contracted with Chelan County for emergency management services.

Leavenworth Public Works will provide a representative to the Chelan County EOC, or will maintain direct contact with the EOC. Prioritization, coordination, and support of response and recovery efforts will take place at the EOC. CCEM may provide a Transportation Coordinator to help coordinate transportation activities, such as an evacuation of a large number of people from or within the City. They may also coordinate cargo transportation. The priority of transportation resources will be assigned based on protection of:

1. Life and Safety
2. Property
3. The Environment
4. Economic Vitality



City of Leavenworth Public Works Appendix

If needs exceed local resources the Chelan County EOC can contact the State of WA Emergency Management Office/EOC for assistance. The federal government may render assistance if needs exceed the capabilities of the county and state, provided the event has received a presidential declaration of disaster.

Some functions of Chelan County Public Works may include, but are not limited to, the following:

- Delivering Actionable Guidance
- Allocating and Mobilizing Resources
- Determining Priorities, Objectives, and Strategies
- Ensuring Information Flow
- Establishing Lines of Communication
- Water Treatment and Provision
- Sanitation
- Flood Control
- Government Facilities
- Infrastructure Site Assessments
- Public Recreation Facilities
- Transportation Infrastructure
- Evacuation
- Debris Removal
- Establishing Access
- Delivery of Response Assets
- Transportation Safety and Condition Assessments
- Health and Safety Monitoring and Assessment
- Responder Safety
- Analyzing Information
- Assessing Hazard Impacts

Whole Community Involvement

The “Whole Community” approach attempts to engage the full capacity of the public, including individuals, families, households and communities: private and nonprofit sectors; and local, tribal, state and Federal governments. This includes businesses, faith-based and disability organizations, and the general public including people with Access and Functional Needs (AFN), people covered under the Americans with Disabilities Act (ADA), and people with Limited English Proficiency (LEP), and culturally diverse populations.

Recipients of any federal funds must acknowledge and agree to comply with applicable provisions of federal civil rights laws and policies prohibiting discrimination, including, but not limited to: Title VI of the Civil Rights Act of 1964, which prohibits recipients from discriminating on the basis of race, color, or national origin. Recipients of federal financial assistance must also take reasonable steps to provide meaningful access for persons with Limited English Proficiency (LEP) to their programs and services.



City of Leavenworth Public Works Appendix

The Leavenworth Public Works Department will address how LEP and AFN will be integrated into all phases of emergency management as applicable to its respective responsibilities. The Department is service oriented, providing equal access to communication assistance and services, and encourages community-based partnerships to address safety issues and public outreach.

Public Works Core Capabilities and Critical Tasks

Each of the Core Capabilities identified for the Leavenworth Public Works Department has one or more critical tasks that are listed in the following table. These critical tasks are defined and pre-assigned to each Core Capability based on Federal guidance documents.

Mission Area	Critical Task I.D.	Critical Task
Infrastructure Systems		
Response	1	Decrease and stabilize immediate infrastructure threats to the affected population, to include survivors in the heavily damaged zone, nearby communities that may be affected by cascading effects, and mass care support facilities and evacuation processing centers with a focus on life-sustainment and congregate care services.
Response	2	Re-establish critical infrastructure within the affected areas to support ongoing emergency response operations, life sustainment, community functionality, and a transition to recovery.
Response	3	Provide for the clearance, removal, and disposal of debris.
Critical Transportation		
Response	1	Establish physical access through appropriate transportation corridors and deliver required resources to save lives and to meet the needs of disaster survivors.
Response	3	Clear debris from any route type (i.e., road, rail, airfield, port facility, waterway) to facilitate response operations.
Public Information and Warning		
Response	2	Deliver credible and actionable messages to inform ongoing emergency services and the public about protective measures and other life-sustaining actions, and facilitate the transition to recovery.
Operational Coordination		
Response	2	Enhance and maintain command, control, and coordination structures consistent with the National Incident Management System (NIMS) to meet basic human needs, stabilize the incident, and transition to recovery.
Environmental Response/Health & Safety		
Response	1	Identify, assess, and mitigate worker health and safety hazards, and disseminate health and safety guidance and resources to response and recovery workers.
Response	2	Minimize public exposure to environmental hazards through assessment of the hazards and implementation of public protective actions.
Response	4	Identify, evaluate, and implement measures to prevent and minimize impacts to the environment, natural and cultural resources, and historic properties from all-hazard emergencies and response operations.



City of Leavenworth Public Works Appendix

Mission Area	Critical Task I.D.	Critical Task
Situational Assessment		
Response	1	Deliver information sufficient to inform decision making regarding immediate lifesaving and life-sustaining activities, and engage governmental, private, and civic sector resources within and outside of the affected area to meet basic human needs and stabilize the incident.
Response	2	Deliver enhanced information to reinforce ongoing lifesaving and life-sustaining activities, and engage governmental, private, and civic sector resources within and outside of the affected area to meet basic human needs, stabilize the incident, and transition to recovery.

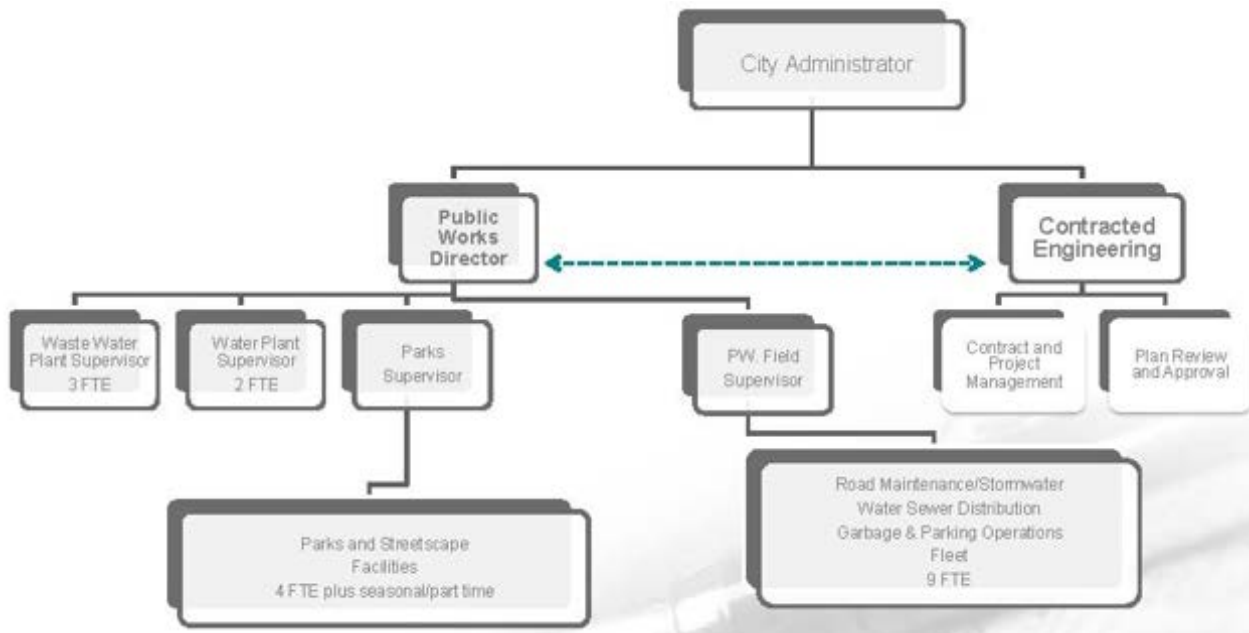
Organization

Leavenworth Public Works is responsible for the City of Leavenworth jurisdiction and will provide public works and engineering assistance, as resources permit, to meet the needs of City regarding emergencies or disasters.

The Leavenworth Public Works Director reports to City Administrator and oversees the city service divisions of Water, Waste Water, Parks and Street Scape Facilities, and Field Operations that includes road maintenance, storm water, water and sewer distribution, garbage and parking. City Engineering services of contract and project management and plan reviews are contracted.

Leavenworth Public Works will follow their own internal Standard Operating Procedures when responding to an incident. When appropriate, agencies will assign a representative to the EOC or command post, as the circumstances dictate.

Organizational Chart





City of Leavenworth Public Works Appendix

Direction, Control, & Coordination

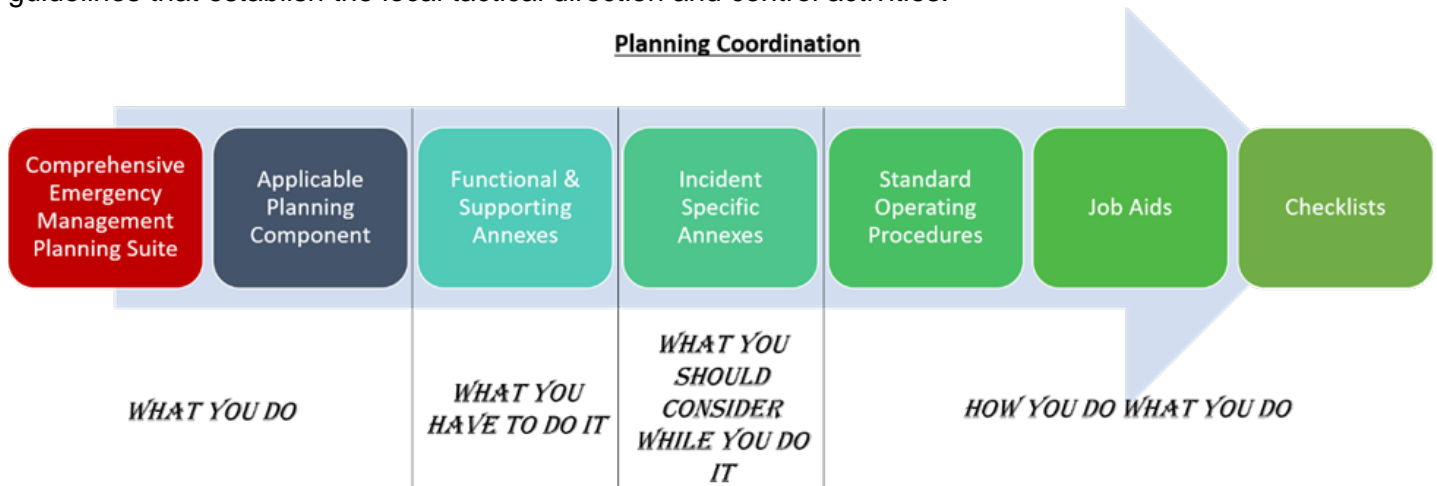
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Local incident commanders lead tactical direction and control activities. Incident commanders report as specified in their chain of command and request resources through the Chelan County Emergency Operations Center (EOC). When public, private, and mutual aid or inter-local agreement resources from adjacent political subdivisions are exhausted, the county EOC requests assistance from the State Emergency Operations Center (SEOC).

The following graph illustrates the relationship of the Comprehensive Emergency Management Plan Basic Plan with the Leavenworth Public Works Appendix, and the department’s operation procedures and guidelines that establish the local tactical direction and control activities.





City of Leavenworth Public Works Appendix

Information Collection, Analysis, & Dissemination

Information Collection

1. Gather information of damage assessment to critical facilities, such as government buildings and public safety facilities
2. Gather information of damage assessment to critical facilities such as hospitals, extended care facilities, and mass care shelters.
3. Gather information of damage assessment to critical utilities, such as water and waste water
4. Gather as much information regarding road conditions
5. Identify personnel and equipment needed to maintain, repair or clear roadways
6. Gather geographical information and special referencing (GIS).

Information Analysis

Information will be analyzed to:

- Assess hazard impacts, and
- Determining priorities, objectives, and strategies

Information Dissemination

Situation status report (Sit-Rep) – Operational information used to brief the Mayor (and Policy Group) and inform all involved city departments and agencies on the situation, initial response, and for planning purposes. (Decision Making Information).

Resource information will be used to identify, inventory, dispatch, mobilize, transport, and demobilize human and material resources to ensure sustained operations.

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Coordination with other agency representatives in the EOC regarding debris removal, demolition of unstable structures, emergency stabilization of damaged structures, and other actions to assist with rescue, and protection of lives and property.



City of Leavenworth Public Works Appendix

Responsibilities

Preparedness	Activity/Action	Organization(s) Involved
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Mitigation	Activity/Action	Organization(s) Involved
<p>Mitigation is the effort to reduce loss of life and property by lessening the impact of disasters and emergencies. Mitigation involves structural and non-structural measures taken to limit the impact of disasters and emergencies. Structural mitigation actions change the characteristics of buildings or the environment; examples include flood control projects, raising building elevations, and clearing areas around structures. Non-structural mitigation most often entails adopting or changing building codes.</p>		<p>Development Services</p> <p>Contract Engineering Services</p>

Response	Critical Task I.D.	Activity/Action	Organization(s) Involved
Public Information & Warning	Delivering Actionable Guidance		
	1	Assist with alert and warning if requested	CCEM
	2	Inform and coordinate with law enforcement, WA State Dept. of Transportation, and others as needed regarding what roads are open and if any restrictions apply	CCPW DOT
	2	Notify Chelan County EM/EOC and fire departments if fire hydrant systems are non-functional.	CCFD#3
	1	All public information and news release information regarding public works will be coordinated with CCEM Public Information Officer.	CCEM



City of Leavenworth Public Works Appendix

Response	Critical Task I.D.	Activity/Action	Organization(s) Involved
Operational Coordination	Allocating and Mobilizing Resources		
	1	Identify personnel and equipment needed to maintain or repair utilities; maintain, repair or clear roadways as needed, and dispatch resources to high priority areas.	CCPUD CCPW
Operational Coordination	Determining Priorities, Objectives, and Strategies		
	1	Coordinate with other agency representatives in the EOC regarding debris removal, demolition of unstable structures, emergency stabilization of damaged structures, and other actions to assist with rescue, and protection of lives and property. High priority will be given to critical facilities such as hospitals, extended care facilities, and mass care shelters.	CCPW
	1	Coordinate with other agency representatives in the EOC regarding essential health and safety services such as water sewer and storm water utilities.	CDHD CCPUD
Operational Coordination	Ensuring Information Flow		
	2	Public Works representative contact the EOC to provide coordination and prioritization of the PW response activities.	CCEM
Operational Coordination	Establishing Lines of Communication		
	2	The EOC and Public Works representative will establish and maintain lines of communication for the coordination and prioritization of response activities.	CCEM
Infrastructure Systems	Water Treatment and Provision		
	1	Conduct inspections for damage or disruption of water systems, including wells and pumps, in addition to sewer systems, and/or treatment plants as needed. Initiate backup systems and/or make emergency repairs, as needed	CDHD CCPUD
Infrastructure Systems	Sanitation		
	2	Obtain test water samples to see if there is a possibility of contamination. Coordinate with the health department as needed for inspection and testing of private wells and septic tanks.	CDHD



City of Leavenworth Public Works Appendix

Response	Critical Task I.D.	Activity/Action	Organization(s) Involved
Infrastructure Systems	Flood Control		
	2	Conduct inspections for flood control. Initiate mitigation and emergency repairs, as needed	CCPW
	2	Take protective measures to protect roads, critical facilities, and other property as needed, such as sandbagging, building dikes, or digging drainage ditches.	CCPW DOT
Infrastructure Systems	Government Facilities		
	2	Conduct inspections for damage to government facilities and disruption of critical systems. Assist with activation of continuity of Government and Operations plan.	Development Services Contract Engineering Services
	3	Supervise demolition of structures posing a threat to safety, and removal of debris and wreckage	Contract Engineering Services
	4	Initiate or coordinate for emergency contracting of private resources	
Infrastructure Systems	Infrastructure Site Assessments		
	2	Gather as much information regarding road conditions as possible, identify personnel and equipment needed to maintain, repair or clear roadways as needed, and dispatch resources to high priority areas	
Infrastructure Systems	Public Recreation Facilities		
	2	Conduct inspections for damage to public recreation facilities and disruption of critical systems facilities to determine structural condition and safety factors that affect public safety.	



City of Leavenworth Public Works Appendix

Response	Critical Task I.D.	Activity/Action	Organization(s) Involved
Infrastructure Systems	Transportation Infrastructure		
	2	Gather as much information regarding road conditions as possible, identify personnel and equipment needed to maintain, repair or clear roadways as needed, and dispatch resources to high priority areas	CCPW DOT
	4	Initiate or coordinate for emergency contracting of private resources.	
	2	Vital infrastructure - Roads, bridges, and transportation points that if damaged, could affect transportation within Leavenworth and the Chelan County area. Leavenworth PW should be aware of these and develop procedures to keep transportation operating in the event that one or more of these are impassable. <ul style="list-style-type: none"> Burlington Northern Train Station 	CC PW DOT BNSF
Critical Transportation	Evacuation		
	1	Evacuation cannot be realistically predetermined within the Leavenworth area. Evacuation must be dealt with on a case by case basis. However, local law enforcement and public works departments should work together, prior to an incident, to deal with potential problems of traffic routing and communications during an incident that requires evacuation.	LINK School District
	1	Provide signage equipment/road blocks and other resources as needed	CCPW DOT
	1	Provide evacuation route identification/coordination support	CCPW DOT WSP
Critical Transportation	Debris Removal		
	3	To provide emergency debris clearance from roadway / right-of-ways and other infrastructure.	
	3	Initiate or coordinate for emergency contracting of private resources.	



City of Leavenworth Public Works Appendix

Response	Critical Task I.D.	Activity/Action	Organization(s) Involved
Critical Transportation	Establishing Access		
	1	Determine which streets and roads within their jurisdiction are unusable and report this information to the Chelan County EOC.	Law CCPW
	1	Block off streets and roads and establish detours as appropriate	Law CCPW
Critical Transportation	Transportation Safety and Condition Assessments		
	2	In the event of a severe disaster damaging ground transportation systems in the Leavenworth area, an immediate survey of the city, county and state highway system will be undertaken by law enforcement agencies and highway/road maintenance supervisors. Estimates of traffic capabilities, highways available for use, and route closures will be made available to CCEM for public information purposes as soon as possible.	LAW CCPW DOT WSP
Environmental Response/ H & S	Health and Safety Monitoring and Assessment		
	1	The City 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.	Mayor CCEM
Situational Assessment	Analyzing Information		
	1	PW, in coordination with emergency management, will determine and develop priorities, objectives, and strategies	CCEM
Situational Assessment	Assessing Hazard Impacts		
	2	All available resources of public works, local public safety and support organizations will be mobilized to assess hazard impacts on critical facilities and roadways.	

Recovery	Activity/Action	Departments Involved
	Recovery consists of those activities that continue beyond the emergency period to restore critical infrastructure and community functions and begin to manage stabilization efforts. The recovery phase begins immediately after the threat to human life has subsided. The goal of the recovery phase is to bring the affected area back to some degree of normalcy.	CCEM



City of Leavenworth Public Works Appendix

Resource Requirements for EOC Operations

When appropriate, Leavenworth PW will assign a representative to the EOC or command post, as the circumstances dictate.

All department and agency representatives invited to participate in EOC operations at the 206A Easy Street location, or an alternate location, should be reminded to provide their own laptop computers, cell phones, and any references and supporting guidance (useful plans, maps, or checklists) needed for EOC operation.

References and Supporting Guidance

RCW 43.19.450 Supervisor of Engineering and Architecture
RCW 38.52.195 Emergency workers exemption from liability



City of Wenatchee Police Department Appendix

Purpose

To provide for effective coordination of Wenatchee public safety and law enforcement operations and resources during emergency or disaster situations.

Core Capabilities

The Wenatchee Police Department (WPD) is one of the **primary agencies**, having significant authorities, roles, resources to provide the following core capabilities in response to emergency and disaster incidents.

Primary Core Capabilities	
Operational Coordination	Establish and maintain a unified and coordinated operational structure and process that appropriately integrates all critical stakeholders and supports the execution of Core Capabilities.
On-scene Security, Protection, & Law Enforcement	Ensure a safe and secure environment through law enforcement and related security and protection operations for people and communities located within affected areas and also for response personnel engaged in lifesaving and life-sustaining operations.

The Wenatchee Police Department is also a **support agency**, having specific capabilities or resources that support primary agencies in executing the following core capabilities.

Support Core Capabilities	
Public Information and Warning	Deliver coordinated, prompt, reliable, and actionable information to the whole community through the use of clear, consistent, accessible, and culturally and linguistically appropriate methods to effectively relay information regarding any threat or hazard, as well as the actions being taken, and the assistance being made available, as appropriate.
Critical Transportation	Provide transportation (including infrastructure access and accessible transportation services) for response priority objectives, including the evacuation of people and animals and the delivery of vital response personnel, equipment, and services into the affected areas.
Environmental Response/Health & Safety	Conduct appropriate measures to ensure the protection of the health and safety of the public and workers, as well as the environment, from all hazards in support of responder operations and the affected communities.
Fatality Management Services	Provide fatality management services, including decedent remains recovery and victim identification, and work with local, state, tribal, territorial, insular area, and Federal authorities to provide mortuary processes, temporary storage or permanent internment solutions, sharing information with mass care services for the purpose of reunifying family members and caregivers with missing persons/remains, and providing counseling to the bereaved.



City of Wenatchee Police Department Appendix

Mass Search & Rescue Operations	Deliver traditional and atypical search and rescue capabilities, including personnel, services, animals, and assets to survivors in need, with the goal of saving the greatest number of endangered lives in the shortest time possible.
Public Health, Healthcare & Emergency Medical Services	Provide lifesaving medical treatment via Emergency Medical Services and related operations and avoid additional disease and injury by providing targeted public health, medical, and behavioral health support and products to all affected populations.
Situational Assessment	Provide all decision makers with decision-relevant information regarding the nature and extent of the hazard, any cascading effects, and the status of the response.

Authorities and Policies

RCW 10.93: The Wenatchee Police Department is a General Authority Washington Law Enforcement Agency.

RCW 43.101.095(1); RCW 43.101.200(1): It is the policy of the Wenatchee Police Department to authorize peace officer powers pursuant to applicable state law. All sworn officers employed by the Wenatchee Police Department shall receive certification by CJTC prior to assuming law enforcement duties and responsibilities

RCW 10.93: Coordination between the City of Wenatchee Police Department, the Chelan County Sheriff’s Office, and other law enforcement agencies is facilitated by the Washington Mutual Aid Peace Officers Powers Act City of Wenatchee Police Department personnel sent to assist other jurisdictions will maintain their own supervision and chain of command.

NIMS and ICS: The City has adopted the Incident Command System (ICS) established by the National Incident Management System (NIMS) as the standard incident organizational structure for the management of all incidents.

The Wenatchee Police Department Policy Manual will establish the procedures and guidelines when using the Incident Management System for emergency operations.

The Wenatchee Police Department will, within the limits of their resources and authority, coordinate and support essential law enforcement operations.

Situation Overview

Law enforcement operations during emergencies and disasters include a wide range of public safety and security functions. These may include warning and evacuation, scene security, criminal investigation, access control and emergency traffic regulation enforcement. Law enforcement operations may include multiple agencies or jurisdictions.

The Chelan County hazard identification and vulnerability analysis (HIVA) identified the natural and technological emergencies or disasters the city may experience. Natural hazards are events caused by nature and include, but are not limited to, earthquakes, floods, severe storms and wildland fires. Technological emergencies are defined as manmade events such as dam failures, hazardous materials releases, terrorism acts, transportation accidents and urban fires. The impact of these potential hazards may threaten or cause injury and loss of life along with property and environmental damage in the city.



City of Wenatchee Police Department Appendix

- Normal response will be hampered by such occurrences as bridge failures, landslides, fallen debris, flooding or fire. Police response times will be delayed and response to incidents may need to be prioritized.
- Mutual Aid agencies and other resources normally available to support police operations may be unavailable as a result of the incident.

The 2019 Chelan County Natural Hazard Mitigation Plan, Volume 2: Planning Partner Annexes, illustrates the local natural hazards of concern for the City of Wenatchee. The ranking process involves an assessment of the likelihood of occurrence for each hazard, along with its potential impacts on people, property and the economy.

City of Wenatchee – Hazard Risk Ranking

Rank	Hazard Type	Risk Rating Score (Probability x Impact)	Category
1	Wildfire	54	High
2	Severe Weather	45	High
3	Flooding	42	High
4	Earthquake	34	High

These natural hazards, as well as other emergencies and disasters, pandemics or mass fatality emergencies can occur at any time, causing significant loss of life, as well as damage to the infrastructure and loss of essential services.

Concept of Operations

Upon notification of an incident, the Wenatchee Police Department will mobilize appropriate resources to:

- Reduce loss of life and property damage
- Reduce and/or mitigate disruptions to operations and essential community services
- Protect critical facilities, equipment, vital records, and other assets
- Maintain clear lines of authority and delegation of authority
- Stabilize the incident in conjunction with other resources

Mobilization and recall of department personnel will be accomplished in accordance with Wenatchee Police Department Policy 202.

Responsibilities of Bureaus, Divisions, and Sections of the department are defined within Wenatchee Police Department policy. Command and Control of those areas are defined in Wenatchee Police Department Policy 200.

Essential functions of the Wenatchee Police Department defined in the Continuity of Operations Plan (COOP) are:

- Department Administration
- Patrol Operations
- Investigations
- Recordkeeping



City of Wenatchee Police Department Appendix

Mobilization and demobilization will be conducted to maintain effective staffing to cover these four areas and additional assignments provided through mutual aid agreements.

Functional Areas of Responsibility

Some functions of this Department may include, but are not limited to, the following:

- Alerts and Warning
- Delivering Actionable Guidance
- Culturally Appropriate Messaging
- Traditional Communications
- Protecting Sensitive Information
- Command, Control, and Coordination
- Allocating and Mobilizing Resources
- Determining Priorities, Objectives, and Strategies
- Ensuring Information Flow
- Ensuring Unity of Effort
- Ensuring Continuity of Government and Essential Services
- Establishing a Common Operating Picture
- Establishing Lines of Communication
- Infrastructure Site Assessments
- Public Safety Facilities
- Evacuation
- Establishing Access
- Delivery of Response Assets
- Reentering Affected Area
- Transportation Safety and Condition Assessments
- Responder Safety
- Survivor Safety and Assistance
- Body Recovery
- Triage and Initial Stabilization of Casualties
- Search and Rescue Operations
- Community-Based Search & Rescue Operations
- Law Enforcement
- Protecting Response Personnel
- Securing Disaster Areas
- Interoperable Communications Between Responders
- Communication Between Responders and the Affected Population
- Data Communications
- Voice Communications
- Analyzing Information
- Assessing Hazard Impacts
- Tracking Response Activities



City of Wenatchee Police Department Appendix

Whole Community Involvement

The “Whole Community” approach attempts to engage the full capacity of the public, including individuals, families, households and communities: private and nonprofit sectors; and local, tribal, state and Federal governments. This includes businesses, faith-based and disability organizations, and the general public including people with Access and Functional Needs (AFN), people covered under the Americans with Disabilities Act (ADA), and people with Limited English Proficiency (LEP), and culturally diverse populations.

Recipients of any federal funds must acknowledge and agree to comply with applicable provisions of federal civil rights laws and policies prohibiting discrimination, including, but not limited to: Title VI of the Civil Rights Act of 1964, which prohibits recipients from discriminating on the basis of race, color, or national origin. Recipients of federal financial assistance must also take reasonable steps to provide meaningful access for persons with Limited English Proficiency (LEP) to their programs and services.

Wenatchee Police Department Policies 331 (Limited English Proficiency) and 433 (Medical Aid and Response) address LEP, ADA, and AFN integration into all phases of emergency management as applicable to department responsibilities. The Department is service oriented and encourages community-based partnerships to address critical safety and enforcement issues, as well as equal access to communication assistance and services.

Primary Core Capabilities and Critical Tasks

Each of the Core Capabilities identified for the Wenatchee Police Department has one or more critical tasks that are listed in the following table. These operationally focused critical tasks are defined and pre-assigned to each Core Capability based on Federal guidance documents.

Mission Area	Critical Task I.D.	Critical Task
Operational Coordination		
Response	1	Mobilize all critical resources and establish command, control, and coordination structures within the affected community, in other coordinating bodies in surrounding communities, and across the Nation, and maintain as needed throughout the duration of an incident.
Response	2	Enhance and maintain command, control, and coordination structures consistent with the National Incident Management System (NIMS) to meet basic human needs, stabilize the incident, and transition to recovery.
On-scene Security, Protection, & Law Enforcement		
Response	1	Establish a safe and secure environment in an affected area.
Response	2	Provide and maintain on-scene security and meet the protection needs of the affected population over a geographically dispersed area while eliminating or mitigating the risk of further damage to persons, property, and the environment.



City of Wenatchee Police Department Appendix

Support Core Capabilities and Critical Tasks

Mission Area	Critical Task I.D.	Critical Task
Public Information and Warning		
Response	1	Inform all affected segments of society of critical lifesaving and life-sustaining information by all means necessary, including accessible tools, to expedite the delivery of emergency services and aid the public to take protective actions.
Response	2	Deliver credible and actionable messages to inform ongoing emergency services and the public about protective measures and other life-sustaining actions, and facilitate the transition to recovery.
Critical Transportation		
Response	1	Establish physical access through appropriate transportation corridors and deliver required resources to save lives and to meet the needs of disaster survivors.
Environmental Response / Health and Safety		
Response	2	Minimize public exposure to environmental hazards through assessment of the hazards and implementation of public protective actions.
Fatality Management Services		
Response	1	Establish and maintain operations to recover a significant number of fatalities over a geographically dispersed area.
Response	2	Facilitate care to survivors.
Mass Search & Rescue Operations		
Response	1	Conduct search and rescue operations to locate and rescue persons in distress.
Response	2	Initiate community-based search and rescue support operations across a wide, geographically dispersed area.
Public Health		
Response	2	Complete triage and initial stabilization of casualties, and begin definitive care for those likely to survive their injuries.
Situational Assessment		
Response	1	Deliver information sufficient to inform decision making regarding immediate lifesaving and life-sustaining activities, and engage governmental, private, and civic sector resources within and outside of the affected area to meet basic human needs and stabilize the incident.
Response	2	Deliver enhanced information to reinforce ongoing lifesaving and life-sustaining activities, and engage governmental, private, and civic sector resources within and outside of the affected area to meet basic human needs, stabilize the incident, and transition to recovery.

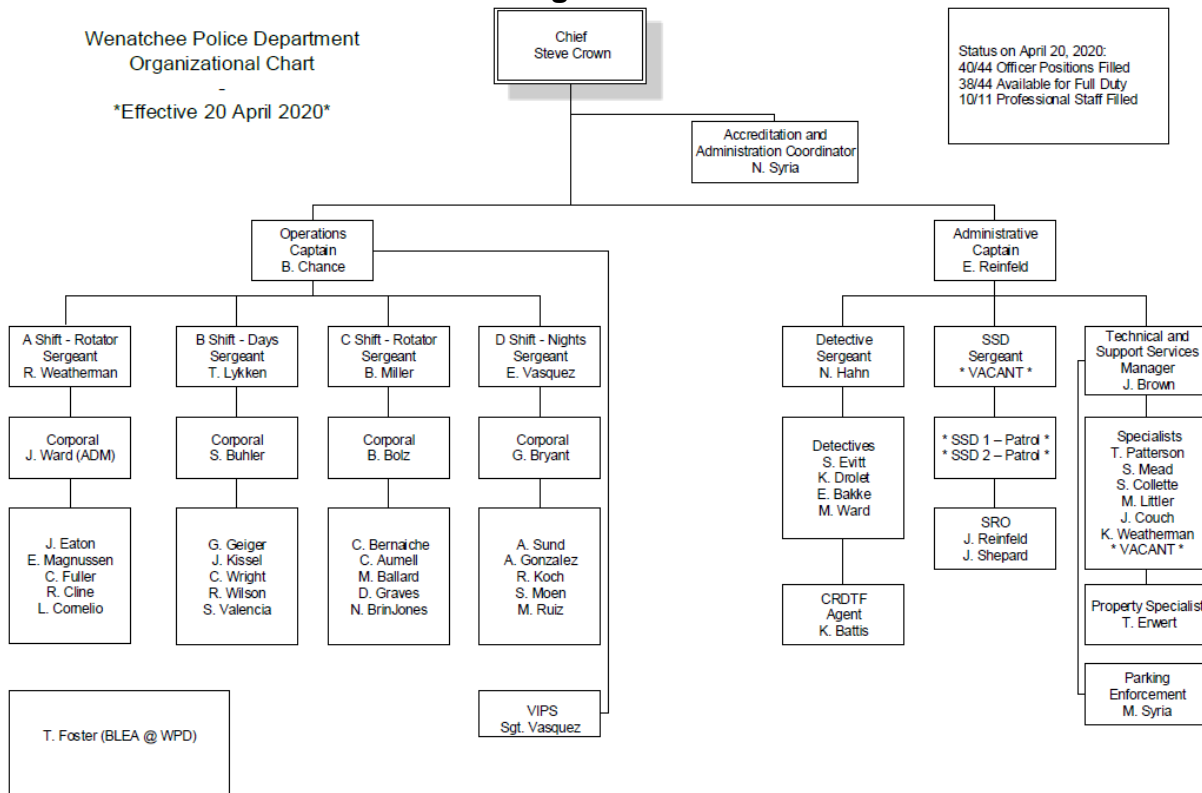


City of Wenatchee Police Department Appendix

Organization

The Wenatchee Police Chief is appointed by the City Mayor. The department is authorized 55 paid members, with 44 of the team members serving as sworn police officers. The Police Chief has two Captains that oversee Operations and Administrative Bureaus. Operations includes the department's Patrol Division. Administrative includes the Investigation Division, Special Services Division and Technical and Support Services including the Records Division, Property and Evidence Section, and Parking Enforcement. Professional Staff fill roles from Accreditation and Administration Coordinator, to Technical and Support Services Manager, through Records and Property Specialists, and Parking Enforcement. The Department also maintains a volunteer group, VIPS, with approximately 15 members who can assist with community outreach and other support tasks.

Wenatchee Police Department Organizational Chart



Direction, Control, & Coordination

The Incident Command System (ICS) is the basis for all direction, control and coordination of emergency response and recovery efforts conducted under this plan. ICS will be used to provide a common organizational structure and framework for multiagency/multi-jurisdiction operations and coordinating emergency management related actions, resources, and activities with other federal, state, county, regional, private-sector, and nongovernmental organizations.



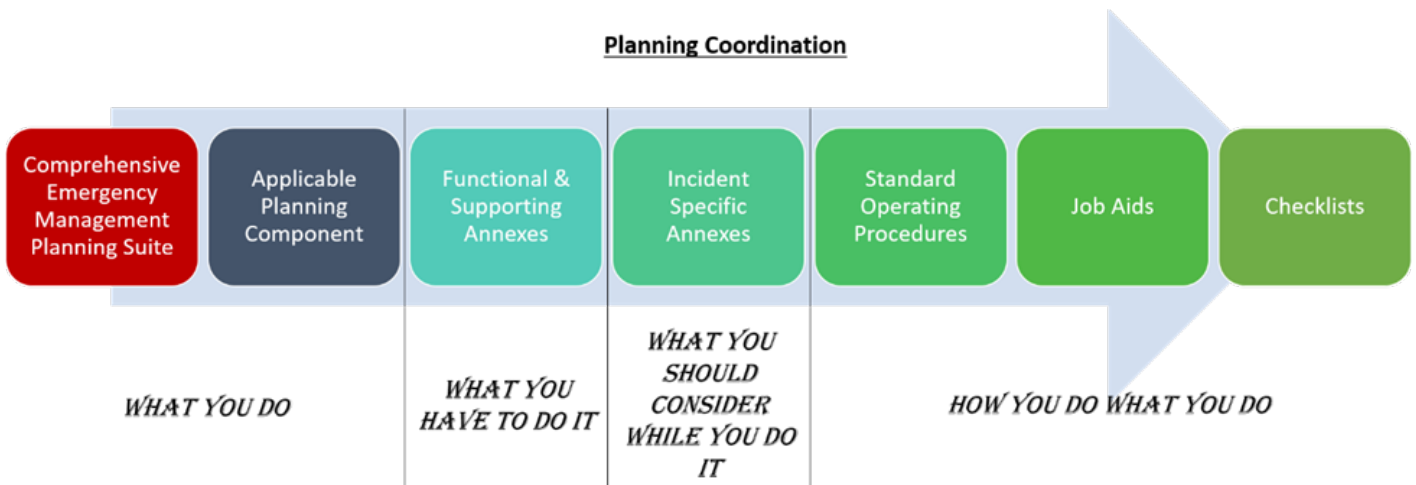
City of Wenatchee Police Department Appendix

The operations of the emergency management within Chelan County are established by the Inter-local Agreement between the County of Chelan and the Cities of Cashmere, Chelan, Entiat, Leavenworth and Wenatchee.

All disasters and emergencies begin locally, and local jurisdictions working in collaboration with county and other local public safety agencies to provide initial response. The complexity of emergency response operations during a disaster or emergency requires that direction, control, and coordination channels are formalized and understood by all involved in the incident.

Local incident commanders lead tactical direction and control activities. Incident commanders report as specified in their chain of command and request resources through the Chelan County Emergency Operations Center (EOC). When public, private, and mutual aid or inter-local agreement resources from adjacent political subdivisions are exhausted, the county EOC requests assistance from the State Emergency Operations Center (SEOC)

The following graph illustrates the relationship of the Comprehensive Emergency Management Plan Basic Plan with the Emergency Management Annex and Appendixes, and the department's operation procedures and guidelines that establish the local tactical direction and control activities.



Horizontal Integration

Wenatchee City Code

The *Wenatchee City Code* is current through Ordinance 2020-10, and legislation passed through February 27, 2020.

Chelan County Natural Hazard Mitigation Plan

The 2019 revision is a comprehensive document that evaluates and identifies natural hazards, potential risks from those hazards, and projects to mitigate for and respond to hazard events.



City of Wenatchee Police Department Appendix

Chelan / Douglas LEPC Hazardous Materials Emergency Response Plan (December 2018)

This plan replaced Emergency Support Function (ESF 10), Oil and Hazardous Materials Response, of the 2014 Chelan County CEMP. The plan establishes the policies and procedures under which the County of Chelan will operate in the event of a hazardous materials incident, oil spill, or other release.

Chelan / Douglas Area Emergency Services Mutual Aid Agreement

Based on the provisions of Chapter 39.34 RCW, RCW 35.84.040, and RCW 52.12.111, this mutual aid agreement provides the signature cities, fire districts and other public safety agencies with a mechanism for requesting mutual aid for fire protection, rescue, and other emergency situations.

Vertical Integration

Washington Association of Sheriffs & Police Chiefs (WASPC) – Wenatchee Police Department is an accredited agency. Last accreditation was awarded in 2019 and is up for renewal in 2023.

National Incident Management System (NIMS)

A system mandated by Homeland Security Presidential Directive 5 (HSPD-5) that provides a consistent nationwide approach for domestic disaster incidents.

Information Collection, Analysis, & Dissemination

Information Collection

Monitoring Hazard Information	WA Crime Information Center WA State Fusion Center
Situation Status Information	Potential hazards Current situations – location, impact, extent Other information needed for decision making
Operational Information	Information on incident regarding people property, and status of emergency services Impact assessments: <ul style="list-style-type: none"> • Injuries and fatalities • Critical infrastructure and property threatened, damaged, or lost • Agencies involved and numbers of units on the scene and responding. Threats to responders and to the public
Resource Information	Resource typing and inventory Resource needs, including: Types, Amounts, Locations, Estimated costs Resource availability Resource tracking, reporting, and accountability
Public Information	Alert system notices and other predictive information Information about degrees of threat to the general public, areas to avoid, and similar information. Information on protective measures, such as evacuation routes, shelter-in-place or other lifesaving measures



City of Wenatchee Police Department Appendix

Information Analysis

Monitoring Hazard Information	Credible threats for terrorism activities Public safety risks of potential hazards
Situation Status Information Operational Information	Used to develop situation reports (sit-reps) as an incident progresses.
Operational Information Public Information	To determine alerts and notifications to provide credible and actionable messages to inform emergency services and the public
Resource Information	Analysis of information and planning for anticipated resources to support emergency response and damage assessment and recovery activities.

Information Dissemination

Monitoring Hazard Information	Emergency alerts and forecasting of potential hazards or risk
Situation Status Report (Sit-Rep) Operational Information	Information will be used to brief the Mayor (and Policy Group) and inform all involved city departments and agencies on the situation, initial response, and for planning purposes.
Resource Information	Resource information will be used to identify, inventory, dispatch, mobilize, transport, and demobilize human and material resources to ensure sustained operations.
Public Information	Alert system notices and other predictive information Information about degrees of threat to the general public, areas to avoid, and similar information. Information on protective measures, such as evacuation routes, shelter-in-place or other lifesaving measures



City of Wenatchee Police Department Appendix

Responsibilities

Response is comprised of the coordination and management of resources (including personnel, equipment, and supplies) utilizing the Incident Command System in an all-hazards approach; and measures taken for life/property/environmental safety. The response phase is a reaction to the occurrence of a catastrophic disaster or emergency.

Response	Critical Task I.D.	Activity/Action
Operational Coordination		Command, Control, and Coordination
	1,2	Conduct all emergency operations utilizing the accepted concepts and principals of the Incident Command System.
Operational Coordination		Allocating and Mobilizing Resources
	1	Mobilizing appropriate resources required to meet the objectives of the incident
Operational Coordination		Determining Priorities, Objectives, and Strategies
	1,2	Participate in Unified Command to establish common priorities, objectives, and strategies
Operational Coordination		Ensuring Information Flow
	1,2	Establishing command and tactical radio frequencies for all incident operations
	1,2	Establish interoperable radio channels when working with other jurisdictions or agencies
	1,2	Maintain a constant flow of information during incident
Operational Coordination		Ensuring Unity of Effort
	1,2	Establishing or participating in unified command to establish common objectives and coordinate activities
Operational Coordination		Ensuring Continuity of Government and Essential Services
	2	Assist with activation of continuity of Government and Operations plan.
Operational Coordination		Establishing a Common Operating Picture
	1	Provide size-up and impact of on-scene incident threats and information to facilitate a common operation picture.
Operational Coordination		Establishing Lines of Communication
	1,2	Establish radio communications with Command and other public safety responders to facilitate incident operations.



City of Wenatchee Police Department Appendix

Response	Critical Task I.D.	Activity/Action
On-scene Security, Protection, & Law Enforcement		Law Enforcement
	1,2	Provide law enforcement, security, and protection for people and community involved.
On-scene Security, Protection, & Law Enforcement		Protecting Response Personnel
	2	Provide on-scene security
	1	Establish a safe and secure environment in affected area.
On-scene Security, Protection, & Law Enforcement		Securing Disaster Areas
	2	Protect and secure the scene during operations
Critical Transportation		Evacuation
	1	Provide emergency traffic road blocks and traffic control to assist evacuation efforts
Critical Transportation		Delivery of Response Assets
	1	Provide emergency traffic road blocks and traffic control to assist emergency response efforts of Fire and EMS to save lives and assist disaster survivors
Critical Transportation		Transportation Safety and Condition Assessments
	1	Provide emergency traffic road blocks and traffic control to assist Public Works and DOT efforts to restore traffic safety conditions
Environmental Response/ Health & Safety		Responder Safety
	1	Provide traffic control and scene security to protect the public and responders
Environmental Response/ Health & Safety		Survivor Safety and Assistance
	2	Initiate and/or assist with evacuation efforts



City of Wenatchee Police Department Appendix

Response	Critical Task I.D.	Activity/Action
Fatality Management		Body Recovery
	1	Protect and secure the scene during operations
	2	Provide Initial stabilization of disaster scene casualties
Operational Communications		Interoperable Communications Between Responders
	1	Establish radio communications with Command and other public safety responders to facilitate incident operations.
Operational Communications		Communication Between Responders and the Affected Population
	1	Initiate and/or assist with communication to the public of life safety information, such as hazardous materials incidents or evacuation information.
Public Health		Triage and Initial Stabilization
	2	Initiate triage and stabilization of victims during active shooter and other disaster situations
Mass Search & Rescue		Search and Rescue Operations
	1	Initiate and coordinate search and rescues to locate and/or rescue persons in distress
Mass Search & Rescue		Community-Based Search and Rescue Support
	2	Initiate and coordinate community-based search and rescue operations that cover a wide area.
Public Information & Warning		Delivering Actionable Guidance
	1,2	Assist with providing the community with the most up-to-date information on current hazards and potential secondary hazards. Included with information will be information regarding shelter-in-place guidance, evacuation routes, shelter locations, and assistance services.
Public Information & Warning		Alerts and Warnings
	1	Assist with providing the community with alert messaging when hazards either immediately threaten or potentially threaten populated areas. Providing this messaging as soon as possible will enable the public to take protective actions and potentially lessen the impact to life safety. This will also allow those community members with Access and Functional Needs additional time to take action.



City of Wenatchee Police Department Appendix

Response	Critical Task I.D.	Activity/Action
Public Information & Warning		Culturally and Linguistically Appropriate Messaging
	2	Disseminate all information in English and Spanish. Also provide interpreters and closed captioning services when messages are relayed and conducted verbally.
Public Information & Warning		Protecting Sensitive Information
	2	Ensure that community member's names are not used when delivering incident information. The release of this information may affect law enforcement activities or interfere with the family reunification process
Public Information & Warning		Traditional Communications Mechanisms
	1	Assist with providing the community with accurate and timely information and warning through a public information officer (PIO). Traditional communication mechanisms include radio and television broad casting media, social media, and press releases. Multi-jurisdictional responses require organized coordination of all jurisdictions and disciplines through the activation of a Joint Information Center (JIC).
Situational Assessment		Analyzing Information
	1,2	Analyze information to determine credible threats to public safety and protection
Situational Assessment		Assessing Hazard Impacts
	1,2	Provide size-up and impact of on-scene incident threats and information to facilitate a common operation picture
Situational Assessment		Tracking Response Activities
	1,2	Track all response activities for disaster response expenses and potential reimbursement

Resource Requirements for EOC Operations

When appropriate, Wenatchee Police Department will assign a representative to the EOC or command post, as the circumstances dictate.

All department and agency representatives invited to participate in EOC operations at the 206A Easy Street location, or an alternate location, should be reminded to provide their own laptop computers, cell phones, and any references and supporting guidance (useful plans, maps, or checklists) needed for EOC operations.



City of Wenatchee Police Department Appendix

References and Supporting Guidance

- Wenatchee Police Department Policy Manual
- Wenatchee Police Department Supplemental Policy Manual
- Wenatchee Police Department Continuity of Operations Plan (COOP)
- Wenatchee Police Department Roster
- Wenatchee Police Department Volunteers in Police Service Policy



City of Wenatchee Public Works Appendix

Purpose

1. To ensure effective utilization and coordination of all available public works resources during an emergency or disaster.
2. To provide public works and engineering support to assist the county in meeting needs related to response and recovery.
3. To provide demolition of unsafe structures, debris and wreckage clearance, protection and temporary repair of essential facilities and utilities, 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.

Core Capabilities

The Wenatchee Public Works Department is one of the **primary agencies**, having significant authorities, roles, resources to provide the following core capabilities in response to emergency and disaster incidents.

Primary Core Capabilities	
Infrastructure Systems	Stabilize critical infrastructure functions, minimize health and safety threats, and efficiently restore and revitalize systems and services to support a viable, resilient community.
Critical Transportation	Provide transportation (including infrastructure access and accessible transportation services) for response priority objectives, including the evacuation of people and animals and the delivery of vital response personnel, equipment, and services into the affected areas.

The Wenatchee Public Works Department is also a **support agency**, having specific capabilities or resources that support primary agencies in executing the following core capabilities.

Support Core Capabilities	
Public Information and Warning	Deliver coordinated, prompt, reliable, and actionable information to the whole community through the use of clear, consistent, accessible, and culturally and linguistically appropriate methods to effectively relay information regarding any threat or hazard, as well as the actions being taken, and the assistance being made available, as appropriate.
Operational Coordination	Establish and maintain a unified and coordinated operational structure and process that appropriately integrates all critical stakeholders and supports the execution of Core Capabilities.
Environmental Response/Health & Safety	Conduct appropriate measures to ensure the protection of the health and safety of the public and workers, as well as the environment, from all hazards in support of responder operations and the affected communities.
Situational Assessment	Provide all decision makers with decision-relevant information regarding the nature and extent of the hazard, any cascading effects, and the status of the response.



City of Wenatchee Public Works Appendix

Authorities and Policies

Wenatchee Public Works Department will follow RCW 35 and applicable local ordinances. Wenatchee Public Works provides services based on the City Code.

The Mayor of the City of Wenatchee has the authority to declare an emergency (RCW 35.33.081). Transportation resources, engineering services and support and the movement of passengers or cargo will follow all applicable Laws of the State of Washington and local ordinances.

RCW 38.52.195 provides emergency workers exemption from liability while providing construction, equipment or work.

Situation Overview

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 city 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. A limited number of resources will be available at the onset of an emergency or disaster. Local resources will be utilized first but the need for public works and engineering services may exceed resources within the county. If additional resources are needed they will be requested through the State of Washington Military Department, Emergency Management Division or coordinated as part of a Mutual Aid Agreement.

The Chelan County Natural Hazard Mitigation Plan (2019), volume 2, illustrates the natural hazards of the city. The hazard ranking involves an assessment of the likelihood of occurrence for each hazard, along with its potential impacts on people, property, and the economy.

Table 6-11. Hazard Risk Ranking

Rank	Hazard Type	Risk Rating Score (Probability x Impact)	Category
1	Wildfire	54	High
2	Severe Weather	45	High
3	Flooding	42	High
4	Earthquake	34	High
5	Landslide	18	Medium
6	Dam Failure	12	Low
7	Drought	6	Low
8	Avalanche	n/a	Low



City of Wenatchee Public Works Appendix

Due to the unique geography of the City of Wenatchee area, transportation routes and the ability to move the population could be affected by the following hazards disrupting the ability to use roads:

1. Wildfire
2. Flooding
3. Severe weather
4. Earthquake
5. Hazardous Materials incident
6. Terrorism Event

Not only can these, or other hazards, interrupt transportation by damaging the road system, the facilities that house needed equipment could be damaged. The personnel used to provide transportation services may be unavailable due to the hazard, which would also affect the city's transportation abilities. Responders may need transportation to or from a base or staging area. Transportation of cargo may be needed.

The natural hazards, as well as other emergencies and disasters, pandemics or mass fatality emergencies can occur at any time, causing significant loss of life, as well as damage to the infrastructure and loss of essential services.

Concept of Operations

The City of Wenatchee has contracted with Chelan County for emergency management services. In the event of a major emergency or disaster, City of Wenatchee Public Works will activate engineering / public works services, and mobilize all necessary equipment and personnel. Activities that Public Works may provide during an emergency or disaster situation are:

1. Damage assessments of critical facilities and roadways
2. Debris clearance from roadway / right-of-ways.
3. Restoration of essential facilities / roadways.
4. Heavy equipment resources.
5. Evacuation route identification/coordination support.
6. Transportation resource coordination.
7. Provide signage equipment/road blocks and other resources as needed (i.e. sand, etc.)

Wenatchee Public Works will provide a representative to the Chelan County EOC, or will maintain direct contact with the EOC. Prioritization, coordination, and support of response and recovery efforts will take place at the EOC. CCEM may provide a Transportation Coordinator to help coordinate transportation activities, such as an evacuation of a large number of people from or within the county. They may also coordinate cargo transportation. The priority of transportation resources will be assigned based on protection of:

1. Life and Safety
2. Property
3. The Environment
4. Economic Vitality



City of Wenatchee Public Works Appendix

If needs exceed local resources the Chelan County EOC can contact the State of WA Emergency Management Office/EOC for assistance. The federal government may render assistance if needs exceed the capabilities of the county and state, provided the event has received a presidential declaration of disaster.

Some functions of Wenatchee Public Works may include, but are not limited to, the following:

- Delivering Actionable Guidance
- Allocating and Mobilizing Resources
- Determining Priorities, Objectives, and Strategies
- Ensuring Information Flow
- Establishing Lines of Communication
- Water Treatment and Provision
- Sanitation
- Government Facilities
- Infrastructure Site Assessments
- Public Recreation Facilities
- Transportation Infrastructure Evacuation
- Debris Removal
- Establishing Access
- Delivery of Response Assets
- Transportation Safety and Condition Assessments
- Health and Safety Monitoring and Assessment
- Responder Safety
- Analyzing Information
- Assessing Hazard Impacts

Whole Community Involvement

The “Whole Community” approach attempts to engage the full capacity of the public, including individuals, families, households and communities: private and nonprofit sectors; and local, tribal, state and Federal governments. This includes businesses, faith-based and disability organizations, and the general public including people with Access and Functional Needs (AFN), people covered under the Americans with Disabilities Act (ADA), and people with Limited English Proficiency (LEP), and culturally diverse populations.

Recipients of any federal funds must acknowledge and agree to comply with applicable provisions of federal civil rights laws and policies prohibiting discrimination, including, but not limited to: Title VI of the Civil Rights Act of 1964, which prohibits recipients from discriminating on the basis of race, color, or national origin. Recipients of federal financial assistance must also take reasonable steps to provide meaningful access for persons with Limited English Proficiency (LEP) to their programs and services.

The City of Wenatchee Public Works Department will address how LEP and AFN will be integrated into all phases of emergency management as applicable to its respective responsibilities. The Department is service oriented, providing equal access to communication assistance and services, and encourages community-based partnerships to address safety issues and public outreach.

Primary Core Capabilities and Critical Tasks

Each of the Core Capabilities identified for the Wenatchee Public Works Department has one or more critical tasks that are listed in the following table. These operationally focused critical tasks are defined and pre-assigned to each Core Capability based on Federal guidance documents.



City of Wenatchee Public Works Appendix

Mission Area	Critical Task I.D.	Critical Task
Infrastructure Systems		
Response	1	Decrease and stabilize immediate infrastructure threats to the affected population, to include survivors in the heavily damaged zone, nearby communities that may be affected by cascading effects, and mass care support facilities and evacuation processing centers with a focus on life-sustainment and congregate care services.
Response	2	Re-establish critical infrastructure within the affected areas to support ongoing emergency response operations, life sustainment, community functionality, and a transition to recovery.
Response	3	Provide for the clearance, removal, and disposal of debris.
Critical Transportation		
Response	1	Establish physical access through appropriate transportation corridors and deliver required resources to save lives and to meet the needs of disaster survivors.
Response	3	Clear debris from any route type (i.e., road, rail, airfield, port facility, waterway) to facilitate response operations.

Support Core Capabilities and Critical Tasks

Mission Area	Critical Task I.D.	Critical Task
Public Information and Warning		
Response	2	Deliver credible and actionable messages to inform ongoing emergency services and the public about protective measures and other life-sustaining actions, and facilitate the transition to recovery.
Operational Coordination		
Response	2	Enhance and maintain command, control, and coordination structures consistent with the National Incident Management System (NIMS) to meet basic human needs, stabilize the incident, and transition to recovery.
Environmental Response/Health & Safety		
Response	1	Identify, assess, and mitigate worker health and safety hazards, and disseminate health and safety guidance and resources to response and recovery workers.
Response	2	Minimize public exposure to environmental hazards through assessment of the hazards and implementation of public protective actions.
Response	4	Identify, evaluate, and implement measures to prevent and minimize impacts to the environment, natural and cultural resources, and historic properties from all-hazard emergencies and response operations.
Situational Assessment		
Response	1	Deliver information sufficient to inform decision making regarding immediate lifesaving and life-sustaining activities, and engage governmental, private, and civic sector resources within and outside of the affected area to meet basic human needs and stabilize the incident.
Response	2	Deliver enhanced information to reinforce ongoing lifesaving and life-sustaining activities, and engage governmental, private, and civic sector resources within and outside of the affected area to meet basic human needs, stabilize the incident, and transition to recovery.



City of Wenatchee Public Works Appendix

Organization

The City of Wenatchee Public Works Department is responsible to provide public works and engineering assistance, as resources permit, to meet the needs of their jurisdiction regarding emergencies or disasters.

The Wenatchee Public Works manages four utilities that include the regional water supply, the water distribution, sanitary sewer and storm sewer systems. The City is responsible for the daily management and operation of the regional water supply system. The water distribution, sanitary sewer and storm water utilities are owned and operated solely by the City.

The Wenatchee Public Works Engineering Division is an integral part of keeping the city infrastructure maintained and expanding to meet the growing needs of the Wenatchee Valley. The Engineering Division provides data analysis, logistical planning, cost estimating, and construction inspections for infrastructure projects.

The Street Maintenance Division is responsible for maintaining the City's streets, alleys and publicly maintained sidewalks. This maintenance also includes snow removal and ice control on all City streets and along the sections of the state highway that run through the City.

The Facilities Division is the internal support for the city building maintenance and operations.

Wenatchee Public Works will follow their own internal Standard Operating Procedures when responding to an incident. When appropriate, agencies will assign a representative to the EOC or command post, as the circumstances dictate.

Organizational Structure

The City of Wenatchee Public Works organizational structure of various departments and utilities is illustrated in Addendum 1: City of Wenatchee Public Works – Chain of Command Tables.

Direction, Control, & Coordination

The Incident Command System (ICS) is the basis for all direction, control and coordination of emergency response and recovery efforts conducted under this plan. ICS will be used to provide a common organizational structure and framework for multiagency/multi-jurisdiction operations and coordinating emergency management related actions, resources, and activities with other federal, state, county, regional, private-sector, and nongovernmental organizations.

The operations of the emergency management for the City are established by the Inter-local Agreement between the Chelan County Sheriff's Office Emergency Management and the City of Wenatchee.

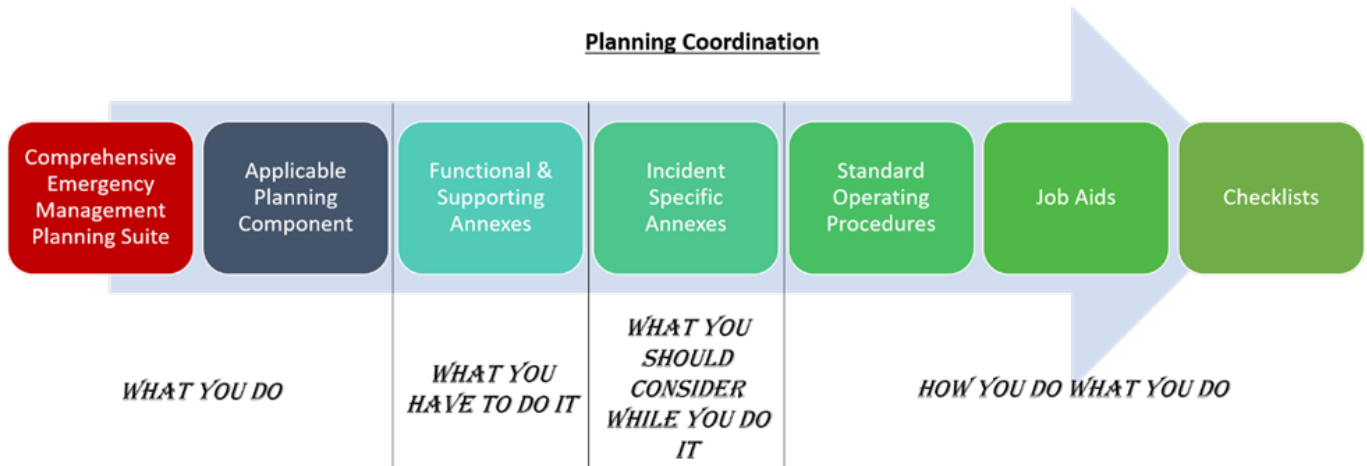
All disasters and emergencies begin locally, and local jurisdictions working in collaboration with county and other local emergency management agencies provide initial response. Direction, control, and coordination of the initial emergency management response activities are provided by local jurisdictions and their emergency management agencies. The complexity of emergency management operations during a disaster or emergency requires that direction, control, and coordination channels are formalized and understood by all involved in the incident.



City of Wenatchee Public Works Appendix

Local incident commanders lead tactical direction and control activities. Incident commanders report as specified in their chain of command and request resources through the Chelan County Emergency Operations Center (EOC). When public, private, and mutual aid or inter-local agreement resources from adjacent political subdivisions are exhausted, the county EOC requests assistance from the State Emergency Operations Center (SEOC).

The following graph illustrates the relationship of the Comprehensive Emergency Management Plan Basic Plan with the Wenatchee Public Works Appendix, and the department's operation procedures and guidelines that establish the local tactical direction and control activities.



Information Collection, Analysis, & Dissemination

Information Collection

1. Gather information of damage assessment to critical facilities, such as government buildings and public safety facilities.
2. Gather information of damage assessment to critical facilities such as hospitals, extended care facilities, and mass care shelters.
3. Gather as much information regarding road conditions.
4. Identify personnel and equipment needed to maintain, repair or clear roadways.
5. Gather geographical information and special referencing (GIS).

Information Analysis

Information will be analyzed to assess hazard impacts and determining priorities, objectives, and strategies.



City of Wenatchee Public Works Appendix

Information Dissemination

Situation status report (Sit-Rep) – Operational information used to brief the Mayor (and Policy Group) and inform all involved city departments and agencies on the situation, initial response, and for planning purposes. (Decision Making Information).

Resource information will be used to identify, inventory, dispatch, mobilize, transport, and demobilize human and material resources to ensure sustained operations.

The PW department will coordinate, through the EOC, when established, information with law enforcement, WA State Dept. of Transportation, and others as needed regarding what roads are open and if any restrictions apply. PW will disseminate GIS layers as needed.

Coordination with other agency representatives in the EOC regarding debris removal, demolition of unstable structures, emergency stabilization of damaged structures, and other actions to assist with rescue, and protection of lives and property.

All public information and news release information regarding public works and/or building inspectors will be coordinated by the City of Wenatchee Public Information Officer.

PW will assist with alert and warning, if requested.

Responsibilities

Preparedness is the development of plans and preparation activities made before an emergency or disaster occurs.

Public Works departments should:

- Maintain current inventories of resources.
- Provide ongoing training to personnel on their roles and responsibilities during emergency operations
- Provide trained personnel and resources for assignment to the EOC, as appropriate.
- Develop SOPs in accordance with state and local regulations and this plan.
- Participate in emergency / disaster exercises and drills to test and update, as needed, written SOPs.

Mitigation is the effort to reduce loss of life and property by lessening the impact of disasters and emergencies. Mitigation involves structural and non-structural measures taken to limit the impact of disasters and emergencies. Structural mitigation actions change the characteristics of buildings or the environment; examples include flood control projects, raising building elevations, and clearing areas around structures. Non-structural mitigation most often entails adopting or changing building codes.



City of Wenatchee Public Works Appendix

Response is comprised of the coordination and management of resources (including personnel, equipment, and supplies) utilizing the Incident Command System in an all-hazards approach; and measures taken for life/property/environmental safety. The response phase is a reaction to the occurrence of a catastrophic disaster or emergency.

Response	Critical Task I.D.	Activity/Action
Public Information & Warning	Delivering Actionable Guidance	
	1	Assist with alert and warning if requested
	2	Inform and coordinate with law enforcement, WA State Dept. of Transportation, and others as needed regarding what roads are open and if any restrictions apply
	2	Notify Chelan County EM/EOC and/or fire departments if fire hydrant systems are non-functional.
	1	All public information and news release information regarding public works will be coordinated by the City of Wenatchee Public Information Officer.
Operational Coordination	Allocating and Mobilizing Resources	
	1	Identify personnel and equipment needed to maintain, repair or clear roadways as needed, and dispatch resources to high priority areas.
Operational Coordination	Determining Priorities, Objectives, and Strategies	
	1	Coordinate with other agency representatives in the EOC regarding debris removal, demolition of unstable structures, emergency stabilization of damaged structures, and other actions to assist with rescue, and protection of lives and property. High priority will be given to critical facilities such as hospitals, extended care facilities, and mass care shelters.
Operational Coordination	Ensuring Information Flow	
	2	Public Works representative report to the EOC to provide coordination and prioritization of the PW response activities
Operational Coordination	Establishing Lines of Communication	
	2	Once the EOC is activated, the appropriate lead city public works department head needs to send a representative to the EOC or maintain direct contact with the EOC as requested. The EOC and Public Works representative will establish and maintain lines of communication for the coordination and prioritization of response activities.



City of Wenatchee Public Works Appendix

Response	Critical Task I.D.	Activity/Action
Infrastructure Systems	Water Treatment and Provision	
	1	Conduct inspections for damage or disruption of water systems, including wells and pumps, in addition to sewer systems, and/or treatment plants as needed. Initiate backup systems and/or make emergency repairs, as needed
Infrastructure Systems	Sanitation	
	2	Obtain test water samples to see if there is a possibility of contamination. Coordinate with the health department as needed for inspection and testing of private wells and septic tanks.
Infrastructure Systems	Flood Control	
	2	Conduct inspections flood control systems. Initiate mitigation and emergency repairs, as needed
	2	Take protective measures to protect roads, critical facilities, and other property as needed, such as sandbagging, building dikes, or digging drainage ditches.
Infrastructure Systems	Government Facilities	
	2	Conduct inspections for damage to government facilities and disruption of critical systems. Assist with activation of continuity of Government and Operations plan.
	3	Supervise demolition of structures posing a threat to safety, and removal of debris and wreckage.
	4	Initiate or coordinate for emergency contracting of private resources
Infrastructure Systems	Infrastructure Site Assessments	
	2	Gather as much information regarding road conditions as possible, identify personnel and equipment needed to maintain, repair or clear roadways as needed, and dispatch resources to high priority areas
Infrastructure Systems	Public Recreation Facilities	
	2	Conduct inspections for damage to public recreation facilities and disruption of critical systems facilities to determine structural condition and safety factors that affect public safety.



City of Wenatchee Public Works Appendix

Response	Critical Task I.D.	Activity/Action
Infrastructure Systems		Transportation Infrastructure
	2	Gather as much information regarding road conditions as possible, identify personnel and equipment needed to maintain, repair or clear roadways as needed, and dispatch resources to high priority areas
	4	Initiate or coordinate for emergency contracting of private resources
	2	Vital infrastructure - The following is a list of roads, bridges, and transportation points that if damaged, could affect transportation within the city or county. All agencies should be aware of these and develop procedures to keep transportation operating in the event that one or more of these are impassable. Copies of these procedures should be provided to Chelan County Emergency Management for storage at the EOC. a. Wenatchee River bridge b. Burlington Northern main line
Critical Transportation		Evacuation
	1	Transportation to move a large number of persons from or within the county will be coordinated by a Transportation Coordinator working out of the EOC. Transportation providers may include LINK, school buses and other public and private transportation resources. If buses are needed to transport large numbers of people from, or within, the cities of Chelan County, transportation providers may be called. Providers will be selected based upon their capability and availability to the emergency. Potential passenger transportation providers are: LINK Transit, public school buses, and commercial services such as taxis or buses.
	1	Evacuation cannot be realistically predetermined within the City. Evacuation must be dealt with on a case by case basis. However, local law enforcement and public works departments should work together, prior to an incident, to deal with potential problems of traffic routing and communications during an incident that requires evacuation.
	1	Provide signage equipment/road blocks and other resources as needed
	1	Provide evacuation route identification/coordination support
Critical Transportation		Debris Removal
	3	To provide emergency debris clearance from roadway / right-of-ways and other infrastructure
	3	Initiate or coordinate for emergency contracting of private resources.



City of Wenatchee Public Works Appendix

Response	Critical Task I.D.	Activity/Action
Critical Transportation		Establishing Access
	1	Determine which streets and roads within their jurisdiction are unusable and report this information to the Chelan County EOC.
	1	Block off streets and roads and establish detours as appropriate
Critical Transportation		Delivery of Response Assets
	2	The Transportation Coordinator in the EOC will coordinate cargo transportation. Cargo transportation providers may include city and county public works departments and other public and private transportation providers.
Critical Transportation		Transportation Safety and Condition Assessments
	2	In the event of a severe disaster damaging ground transportation systems in the city, an immediate survey of the county and state highway system will be undertaken by law enforcement agencies and highway/road maintenance supervisors. Estimates of traffic capabilities, highways available for use, and route closures will be made available to Chelan County Emergency Management for public information purposes as soon as possible.
Environmental Response/Health & Safety		Health and Safety Monitoring and Assessment
	1	The City will obtain emergency environmental permits, and legal authority will be granted for emergency actions to protect life and property.
Situational Assessment		Analyzing Information
	1	PWs, in coordination with emergency management, will determine and develop priorities, objectives, and strategies
Situational Assessment		Assessing Hazard Impacts
	2	All available resources of public works, local public safety and support organizations will be mobilized to assess hazard impacts on critical facilities and roadways.



City of Wenatchee Public Works Appendix

Recovery consists of those activities that continue beyond the emergency period to restore critical infrastructure and community functions and begin to manage stabilization efforts. The recovery phase begins immediately after the threat to human life has subsided. The goal of the recovery phase is to bring the affected area back to some degree of normalcy.

Resource Requirements for EOC Operations

When appropriate, Wenatchee PW will assign a representative to the EOC or command post, as the circumstances dictate.

All department and agency representatives invited to participate in EOC operations at the 206A Easy Street location, or an alternate location, should be reminded to provide their own laptop computers, cell phones, and any references and supporting guidance (useful plans, maps, or checklists) needed for EOC operation.

References and Supporting Guidance

RCW 43.19.450 Supervisor of Engineering and Architecture
RCW 38.52.195 Emergency workers exemption from liability



ADDENDUM 1

City of Wenatchee Public Works – Chain of Command Tables

Engineering Department

Employee	Title/Function	Responsibilities during Emergency	Office Phone #	Home Phone #	Cellular #
Rob Jammerman	Public Works Director	Head of department and lead person. Inform Mayor of incident as necessary and keep him apprised of situation.	(509) 888-3208		(425) 471-2132
Gary Owen	City Engineer	Provide information to Director, assist Engineering Services Manager and give direction as needed.	(509) 888-3204		(509) 880-5220
Jacob Huylar	Engineering Services Manager	Assess situation, provide information to City Engineer and PW Director. Assemble staff as needed and give direction.	(509) 888-3224		(509) 880-8160
Donald Nelson	Development Review Engineer		(509) 888-3255		(509) 881-4066
Steve Dobron	Project Engineer		(509) 888-3666		(267) 394-0782
Gary Faulkner	Engineering Tech Senior		(509) 888-3207		(509) 670-1477
Ryan Harmon	Project Engineer		(509) 888-3207		(509) 670-8728
Emma Honeycutt	Project Engineer		(509) 888-3209		(509) 470-5289
Jeremy Hoover	Senior Engineer - Utilities		(509) 888-3212		(505) 340-8870
Jake Lewing	Project Engineer		(509) 888-3224		(713) 882-9308
Natalie Thresher	Contracts Coordinator		(509) 888-3296		(509) 880-1077
Nathan Warden	Engineering Tech		(509) 888-3214		(509) 423-0360
Joshua Velazquez	Engineering Tech Senior		(509) 888-3226		(206) 250-6655

Environmental Department

Employee	Title/Function	Responsibilities during Emergency	Office Phone #	Home Phone #	Cellular #
Rob Jammerman	Public Works Director	Head of department and lead person. Inform Mayor of incident as necessary and keep him apprised of situation.	(509) 888-3205		(425) 471-2132
Jessica Shaw	Environmental Manager	Receives call, assess situation, informs UM, UAM, PWD and calls employees if necessary and other environmental agencies.	(509) 888-3225		(509) 630-5007
Terry O'Keefe	Utilities Assistant Manager	Assists Environmental Manager. Keeps UM and PW Director informed.	(509) 888-3230		(509) 669-9898
	Utilities Manager	Assists UAM and Environmental Manager. Keeps PWD apprised of situation.	(509) 888-3287		
James Frost	Cross-Connection Control Specialist		(509) 888-3227		(509) 860-6248
Kelsey Grover	Stormwater Technician		(509) 888-3273		(509) 630-1299
Paula Salter	Water Quality Specialist		(509) 888-3228		(509) 293-1890
Jennifer Rayson	PW Customer Service/Permit Specialist		(509) 888-3229		(509) 670-8336



GIS Department

Employee	Title/Function	Responsibilities during Emergency	Office Phone #	Home Phone #	Cellular #
Rob Jammerman	Public Works Director	Head of department and lead person. Inform Mayor of incident as necessary and keep him apprised of situation.	(509) 888-3208		(425) 471-2132
Matt Collins	GIS Manager	Provide information to Director. Assist all departments needing GIS information and keep PW Director apprised of situation.	(509) 888-3237		(318) 426-0135
Ron Hall	GIS Analyst		(509) 888-3208		(509) 885-4702
Brent Corbaley	GIS Operations Technician		(509) 888-3665		(509) 888-0627

Regional Water Department

Employee	Title/Function	Responsibilities during Emergency	Office Phone #	Home Phone #	Cellular #
Rob Jammerman	Public Works Director	Head of department and lead person. Inform Mayor of incident as necessary and keep him apprised of situation.	(509) 888-3205		(425) 471-2132
Tony Scherting	Regional Water Operator – Sr.	Receives call, assess situation, informs UM, UAM, PWD and calls employees if necessary.	(509) 884-7771		(509) 670-0802
Terry O'Keefe	Utilities Assistant Manager	Assists Regional Water Operator - Sr. Keeps UM and PW Director informed.	(509) 888-3230		(509) 669-9898
	Utilities Manager	Assists UAM and Regional Water Operator - Sr. Keeps PWD apprised of situation.	(509) 888-3287		
Dennis Smith	Regional Water Operator		(509) 884-7771		(509) 679-6810
Brian Jones	Utility Worker – Water		(509) 888-3274		(509) 668-7323

Storm/Sewer Collections Department

Employee	Title/Function	Responsibilities during Emergency	Office Phone #	Home Phone #	Cellular #
Rob Jammerman	Public Works Director	Head of department and lead person. Inform Mayor of incident as necessary and keep him apprised of situation.	(509) 888-3205		(425) 471-2132
Adam Nealy	Storm/Sewer Collections Supervisor	Receives call, assess situation, informs UM, UAM, PWD and calls employees if necessary. Notifies environmental agencies if necessary.	(509) 888-3291		(801) 512-3008
Terry O'Keefe	Utilities Assistant Manager	Assists Storm/Sewer Collections Supervisor. Keeps UM and PW Director informed.	(509) 888-3230		(509) 669-9898
	Utilities Manager	Assists UAM and Storm/Sewer Collections Supervisor. Keeps PWD apprised of situation.	(509) 888-3287		
Cande Amante	Utility Worker – Storm/Sewer Collections		(509) 888-3291		(509) 860-0274
Barry Clements	Utility Worker – Storm/Sewer Collections		(509) 888-3291		(509) 630-6237
Mike Webster	Utility Worker – Storm/Sewer Collections – Temp		(509) 888-3291		(509) 679-9280
Efrain Ramirez	Utility Worker – Storm/Sewer Collections		(509) 888-3291		(509) 415-5259



WWTP Department

Employee	Title/Function	Responsibilities during Emergency	Office Phone #	Home Phone #	Cellular #
Rob Jammerman	Public Works Director	Head of department and lead person. Inform Mayor of incident as necessary and keep him apprised of situation.	(509) 888-3205		(425) 471-2132
Adam Reichert	Wastewater Supervisor	Receives call, assess situation, informs UM, UAM, PWD and calls employees if necessary. Notifies environmental agencies if necessary.	(509) 888-3238		(509) 881-5506
Terry O'Keefe	Utilities Assistant Manager	Assists Wastewater Supervisor. Keeps UM and PW Director informed.	(509) 888-3230		(509) 669-9898
	Utilities Manager	Assists UAM and Wastewater Supervisor. Keeps PWD apprised of situation.	(509) 888-3287		
Chad Noah	WWTP Operator		(509) 888-3241		(509) 770-0182
Travis Clark	WWTP Operator		(509) 888-3241		(509) 237-3341
Andy Dorsey	WWTP Maintenance Technician		(509) 888-3242		(509) 237-3341
Katy Landers	WWTP Lab Technician		(509) 888-3239		(509) 699-9440
Josh Rader	WWTP Operator		(509) 888-3241		(509) 596-8212
Devlin Walt	WWTP Maintenance Technician		(509) 888-3242		(509) 670-0349

Water Department

Employee	Title/Function	Responsibilities during Emergency	Office Phone #	Home Phone #	Cellular #
Rob Jammerman	Public Works Director	Head of department and lead person. Inform Mayor of incident as necessary and keep him apprised of situation.	(509) 888-3205		(425) 471-2132
Will Weems	Water Distribution Supervisor	Receives initial call, determines plan of action, calls UM, UAM and puts crew into action.	(509) 888-3233		(509) 679-8175
Terry O'Keefe	Utilities Assistant Manager	Assists WDS with assembling of crew, needed equipment, parts, etc. Keeps UM and PW Director informed.	(509) 888-3230		(509) 669-9898
	Utilities Manager	Assists UAM and WDS. Keeps PWD apprised of situation.	(509) 888-3287		
Josh Manring	Utility Worker – Water		(509) 888-3274		(509) 679-5891
Jerry Craddock	Water Service Specialist		(509) 888-3232		(509) 669-5360
Brian Jones	Utility Worker – Water		(509) 888-3274		(509) 668-7323
Andy O'Kelley	Utility Worker – Water		(509) 888-3274		(509) 881-4108
Trent Osborn	Maint. Worker 1 – Water		(509) 888-3274		(509) 881-4478
Nick Pell	Utility Worker – Water		(509) 888-3274		(509) 591-8929
Brian Smiddy	Utility Worker – Water		(509) 888-3274		(509) 393-5329
Eric Janzen	Maint. Worker 1 – Water		(509) 888-3274		(509) 433-8011
Tony Scherting	Regional Water Operator - Sr		(509) 884-7771		(509) 670-0802
Dennis Smith	Regional Water Operator		(509) 884-7771		(509) 679-6810



Traffic Department

Employee	Title/Function	Responsibilities during Emergency	Office Phone #	Home Phone #	Cellular #
Rob Jammerman	Public Works Director	Head of department and lead person. Inform Mayor of incident as necessary and keep him apprised of situation.	(509) 888-3205		(425) 471-2132
Gary Owen	City Engineer	Provide information to Director, assist Traffic Technicians and give direction as needed.	(509) 888-3204		(509) 860-5220
Josh Winn	Traffic & Lighting Technician – Senior	Assess situation, call other technician out as needed. Advise PW Director and City Engineer of plan of action.	(509) 888-3222		(509) 630-4849
Nikk Johnson	Traffic & Lighting Technician	Assist Senior Technician.	(509) 888-3222		(509) 670-6531

Street Department

Employee	Title/Function	Responsibilities during Emergency	Office Phone #	Home Phone #	Cellular #
Rob Jammerman	Public Works Director	Head of department and lead person. Inform Mayor of incident as necessary and keep him apprised of situation.	(509) 888-3205		(425) 471-2132
Aaron Kelly	Public Works Operations Manager	Provide information to Director, assist Street Supervisor and give direction as needed.	(509) 888-3290		(509) 679-9968
Andy Greer	Street Supervisor	Assess situation, call leadworker to get team on the ground. Advise PW Director and PW Operations Supervisor of plan of action.	(509) 888-3245		(509) 630-9789
Jason Erickson	Maintenance Worker II – Streets – Leadworker	Call Street crew members in to action.	(509) 888-3245		(509) 951-3194
Erick Bradford	Maintenance Worker II – Streets		(509) 888-3245		(509) 679-8803
Pablo Chavolla	Maintenance Worker II – Streets		(509) 888-3245		(509) 679-5462
Todd Davis	Maintenance Worker II – Streets		(509) 888-3245		(509) 860-5120
Andy Gill	Maintenance Worker II – Streets		(509) 888-3245		(509) 860-3390
Billy Hale	Maintenance Worker II – Streets		(509) 888-3245		(509) 886-0710
Lukas Lee	Maintenance Worker II – Streets		(509) 888-3245		(509) 630-6347
Flint Neely	Maintenance Worker II – Streets		(509) 888-3245		(509) 885-5945
Bill Schneider	Maintenance Worker II – Streets		(509) 888-3245		(509) 421-7453