CITY OF RENTON

COMPREHENSIVE EMERGENCY MANAGEMENT PLAN

City of Renton

Office of Emergency Management

Adopted by Council October 23, 2017

PROMULGATION DOCUMENT

It is the policy of the City of Renton to provide the emergency organization and resources to minimize the effects of incidents; prepare to respond to disaster situations; maximize population survival; preserve property; and recovery that will ensure the orderly and fast return to normal community life in the City of Renton in the event of a natural or technological disaster.

The City of Renton Comprehensive Emergency Management Plan (CEMP) has been developed to establish the special policies, guidelines, and procedures that will provide response personnel with the information and guidance required to function quickly and effectively in a disaster situation. It is a goal of this plan to help develop city, business, and resident self-sufficiency for a minimum of 72 hours after a disaster. This plan supersedes all previous versions of the Renton CEMP.

It should be understood that emergencies and disasters are dynamic events that require flexibility and the ability to solve challenges that are presented. Circumstances may dictate deviation from this plan in order to have the best possible response. This plan may be supplemented by the King County Comprehensive Emergency Management Plan, the Puget Sound Regional Catastrophic Disaster Coordination Plan and Annexes, the Washington State Comprehensive Emergency Management Plan, and other applicable plans.

All city departments are directed to take appropriate actions to implement this plan and to maintain the necessary capabilities to respond effectively to emergencies and disasters. All non-city entities involved in the plan are requested to cooperate with the city in order to coordinate the total disaster response within the community.

Mayor, City of Renton	*Date*
Emergency Management Director, City of Renton	*Date*

Reviewed by:

Attorney, City of Renton	*Date*
Emergency Management Director, Washington State	*Date*

RECORD OF CHANGES

Update No.	Date of Update	Date Added	Initials
1	10/27/2008		
2	11/05/2012		
3	10/23/2017		
4			
5			
6			
7			
8			
9			
10			
11			
12			
13			
14			
15			
16			
17			
18			
19			
20			
21			
22			
23			
24			
25			
26			
27			
28			
29			
30			

Documents Covered by this Record

- Basic Plan
- Emergency Support Functions
- Support Annexes
- Hazard Specific Annexes
- Appendices

RECORD OF DISTRIBUTION

Name	Title	Agency	Delivery Date	Copies

TABLE OF CONTENTS

Basic Plan 10

Introductory Material 10

Organization and Assignment of Responsibilities 11

Direction, Control, and Coordination 18

Communications 21

Plan Development and Maintenance 23

Authorities and References 24

Glossary 26

Emergency Support Function 1: Transportation 40

Introduction 40

Policies 40

Situation 41

Concept of Operations 41

Responsibilities 44

Resource Requirements 45

References 46

Terms and Definitions 46

Appendices 46

EMERGENCY SUPPORT FUNCTION 2: COMMUNICATIONS, INFORMATION SYSTEMS, AND WARNING 47

Introduction 47

Policies 48

Situation 48

Concept of Operations 49

Responsibilities 55

Resource Requirements 56

References 56

Terms and Definitions 56

Appendices 57

EMERGENCY SUPPORT FUNCTION 3: PUBLIC WORKS AND ENGINEERING 58

Introduction 58

Policies 59

Situation 59

Concept of Operations 60

Responsibilities 64
Resource Requirements 65
References 65
Terms and Conditions 65
Appendices 65
EMERGENCY SUPPORT FUNCTION 4: FIREFIGHTING 67
Introduction 67
Policies 67
Situation 68
Concept of Operations 69
Responsibilities 73
Resource Requirements 73
References 74
Terms and Definitions 74
Appendices 74
EMERGENCY SUPPORT FUNCTION 5: EMERGENCY MANAGEMENT 75
Introduction 75
Policies 76
Situation 76
Concept of Operations 77
Responsibilities 80
Resource Requirements 80
References 80
Terms and Definitions 81
Appendices 81
EMERGENCY SUPPORT FUNCTION 6: MASS CARE, EMERGENCY ASSISTANCE, HOUSING AND HUMAN SERVICES 82
Introduction 82
Policies 84
Situation 85
Concept of Operations 86
Responsibilities 91
Resource Requirements 91
References 92
Terms and Definitions 92

Appendices 92
EMERGENCY SUPPORT FUNCTION 7: LOGISTICS MANAGEMENT AND RESOURCE SUPPORT 93
Introduction 93
Policies 93
Situation 94
Concept of Operations 95
Responsibilities 101
Resource Requirements 102
References 102
Terms and Definitions 103
Appendices 103
EMERGENCY SUPPORT FUNCTION 8: PUBLIC HEALTH AND MEDICAL SERVICES 104
Introduction 104
Situation and Assumptions 105
Concept of Operations 106
Organization and Responsibilities 112
Authorities and References 112
Terms and Definitions 113
Appendices 113
EMERGENCY SUPPORT FUNCTION 9: SEARCH AND RESCUE 114
Introduction 114
Policies 115
Situation 115
Concept of Operations 116
Responsibilities 120
Resource Requirements 120
References 121
Terms and Definitions 121
Appendices 121
EMERGENCY SUPPORT FUNCTION 10: HAZARDOUS MATERIALS RESPONSE 122
Introduction 122
Policies 123
Situation 123
Concept of Operations 124
Responsibilities 128

Resource Requirements 129
References 129
Terms and Definitions 129
Appendices 129
EMERGENCY SUPPORT FUNCTION 11: AGRICULTURE AND NATURAL RESOURCES 130
Introduction 130
Policies 131
Situation and Assumptions 132
Concept of Operations 133
Responsibilities 135
References 136
Terms and Definitions 136
Appendices 136
EMERGENCY SUPPORT FUNCTION 12: ENERGY 136
Introduction 137
Policies 137
Situation 137
Concept of Operations 138
Responsibilities 141
Resource Requirements 141
References 141
Terms and Definitions 141
Appendices 142
EMERGENCY SUPPORT FUNCTION 13: PUBLIC SAFETY, LAW ENFORCEMENT, AND SECURITY . 143
Introduction 143
Situation and Assumptions 143
Concept of Operations 144
Organization and Responsibilities 146
Authorities and References 147
Terms and Definitions 147
Appendices 147
CITY OF RENTON DISASTER RECOVERY FRAMEWORK 148
Introduction 152
Governance and Coordination 159
Recovery Support Functions 170

RSF 1. Community Planning and Capacity Building 173
RSF 2. Economic Recovery 178
RSF 3. Health and Social Services 182
RSF 4. Housing 186
RSF 5. Infrastructure Systems 191
RSF 6. Natural and Cultural Resources 197
Appendices 201
EMERGENCY SUPPORT FUNCTION 15: EXTERNAL AFFAIRS 220
Introduction 220
Situation 221
Resource Requirements 227
References and Resources 227
Terms and Definitions 227
Appendices 227
MAJOR CYPER INCIDENT ANNEX 228
Introduction 228
Situation and Assumptions 228
Concept of Operations 229
Responsibilities 230
References 235
Terms and Conditions 235
Appendices 236
DAMAGE ASSESSMENT ANNEX 237
Introduction 237
Policies 237
Situation 240
Concept of Operations 241
Responsibilities 247
Resource Requirements 248
References 249
Terms and Definitions 249
Appendices 249
EVACUATION ANNEX 250
Introduction 250
Authorities 255

Critical Assumptions..... 256
Hazards..... 258
Concept of Operations..... 258
Evacuation Operations..... 261
Administration 270
Plan Review and Maintenance 271
Training and Exercise 271
Appendices..... 271

BASIC PLAN

Introductory Material

Purpose

In order to protect life, property, and the environment within the City of Renton, city government shall respond to natural and human-caused disasters and shall take appropriate actions to mitigate against, prepare for, respond to, and recover from the effects of such events.

For the purpose of this plan, an emergency is defined as any event, natural or human-caused, that exceeds the capability of one or more city departments to manage their response effectively.

The Renton Comprehensive Emergency Management Plan is an all-hazards plan describing how the City of Renton will prepare for, prevent, mitigate, respond to, and recover from any emergency that could adversely impact the lives, property, and environment of the City's residents and visitors.

The CEMP includes the Basic Plan, Emergency Support Function (ESF) plans, and hazard specific annexes. The following documents comprise the CEMP and describe how City departments coordinate emergency management related actions, resources, and activities with other federal, state, county, regional, private-sector, and nongovernmental organizations.

This plan is designed to meet the requirements for a comprehensive emergency management plan as described in Washington Administrative Code 118-30 and Revised Code of Washington 38.52.

Scope

The CEMP establishes a mutual understanding of authority, responsibilities, and functions of local government and proves a basis for incorporating essential non-governmental agencies and organizations into the emergency management organization. All directions contained in this Plan apply to preparedness and emergency activities undertaken by the City of Renton and supporting organizations required to minimize the effects of emergency events and facilitate recovery activities.

All supporting organizations listed in the CEMP have been made aware of their responsibilities as outlined in the plan and have been provided with an opportunity to provide input to the review and revision process. Their feedback has been incorporated into the plan.

The CEMP applies within the City of Renton municipal boundaries.

Situation Overview

Natural Hazards

Renton city officials have identified the primary hazards that could potentially impact the city. The potential effects of these hazards could disrupt public services, damage property, and cause injury or death of persons within affected areas.

The relative probability and impact of the primary hazards are detailed in the City of Renton Hazard Mitigation Plan and include floods, winter storms, earthquakes, landslides and debris flows, volcanic hazards, coal mine hazards, hazardous materials releases, and acts of terrorism or civil disturbance. Additionally, the city is subject to major transportation disruptions and accidents, utility and infrastructure failures or collapses, public health emergencies, and mass casualty incidents from any cause.

Vulnerable Critical Facilities

For the purposes of the CEMP, the City has identified the following facilities considered critical to the regular operations of the City that could be vulnerable to the impacts of a natural hazard.

Planning Assumptions

The information and procedures included in this Plan have been prepared utilizing the best information and planning assumptions available at the time of preparation. As the true extent of the impacts of a disaster cannot be known before it occurs, the City can only endeavor to make every reasonable effort to respond based on the situation, information, and resources available at the time. The final outcome of an emergency may be different than the expected outcome based on these assumptions (or others).

It is assumed that any of the noted situations could create significant loss of life, injury, property damage, and disruption of essential services in the City of Renton. These situations may also create significant financial, psychological, and sociological impacts on the residents of the community and the City governmental organization.

It is reasonable to assume that, with impending incidents such as storms and floods, warnings will be issued to enable some preparation prior to the event. Other emergencies will come with no advance warning.

In the event of a severe disaster situation, there will not likely be any significant assistance from nearby communities, counties, and State or Federal agencies for 2 weeks or longer. In this situation, the City will need to rely on any available City resources and those of private organizations, businesses, and residents within the City for initial response operations.

Organization and Assignment of Responsibilities

Organization

The initial response to or the imminent threat of an emergency will be conducted under the guidelines of the National Incident Management System (NIMS), the Incident Command System (ICS), and in accordance with the Emergency Support Functions (ESFs) contained in this plan.

EOC Organization

Activation Levels

The EOC is organized into functional levels that coordinate with one another as well as with external agencies and resources. The EOC Director oversees all functions as well as Public Information activities. The Administrator from the lead Incident Command department coordinates with key officials at the Executive/Policy level. The Emergency Management Division of the Executive Department maintains a duty officer available 24 hours a day to activate the EOC when needed.

Level Three

Minimal staffing available to monitor the situation, answer the main EOC phone line, call in additional staff if needed, and provide limited support to field operations as requested.

Examples include: Certain weather advisories or watches, activation of a city Department Operations Center, a planned community event, and/or minor field incident needing minimal support.

A level three activation may also be done remotely with the EOC Duty Officer performing all functions and utilizing the EOC Duty Officer phone as the main EOC line.

Level Two

Minimal staffing of all appropriate EOC sections to facilitate interdepartmental coordination, public information dissemination, and information collection and distribution through situation reports.

Examples include: moderate earthquake requiring damage assessment, major wind or winter storm, mass evacuation, and/or moderate flooding.

Level One

Full staffing to perform all required functions of the EOC.

Examples include: major earthquake, major flood, or multiple departments involved in full response or support to another major incident.

EOC Director

The EOC Director is responsible for coordination of EOC activities; interface with the Policy Advisory Group, Incident Command, and other government agencies and private organizations; and may also authorize support staff to perform functions such as public information, liaison, safety and security.

Operations Section

This section is responsible for the initial receipt and coordination of information and requests related to field response. This section also maintains communication with field representatives and shares vital information with other EOC workers.

This section is headed by the Operations Section Chief, who reports to the EOC Director. The Operations Section Chief is drawn from the lead incident response department. Department or Emergency Support Function representatives coordinate resources and information with their own department personnel, all working together to ensure the best possible coordination of effort for the overall response. Incident-specific agencies, such as a pipeline company, can be added as needed. If necessary, the following branches may be created to maintain the appropriate span of control for the Operations Section Chief:

- Emergency Services Branch (Fire/EMS and Law Enforcement representatives)
- Human Services Branch (Community Services, Hospital, Mental Health, Public Health, Schools, and Community Organizations Active in Disaster representatives may be added)

Infrastructure Branch Planning Section

This section is responsible for the collection, evaluation and dissemination of information related to the incident or emergency and for the preparation and documentation of EOC Action Plans and Situation Reports. This section also maintains information on the current and forecasted situation related to the emergency.

This section is headed by the Planning Section chief, who reports to the EOC Director. Information collected by the cr (Logistics) and others is incorporated into organized Situation Reports, which are then distributed to recipients within and outside the EOC. The Message Controller monitors all information-sharing and sends key information to the Display Processors for posting on the whiteboards. Information within the EOC may also be shared through overhead projected display, web-based data displays, or oral briefings. The Documentation Unit maintains incident documentation for the entire EOC.

The Check-in Recorder in the Resources Unit oversees the check-in/check-out and assignment of EOC staff. The Planning Section also engages technical specialists such as mapping, hydrology, weather, and hazmat experts to provide specialized information to assist in incident planning. They work with the Operations Section to advise on upcoming issues and plan for resolving them. When ready, the Demobilization Unit coordinates the de-escalation of the EOC response.

This section is responsible for providing service, support, supplies, equipment, personnel and other resources.

This section is headed by the Logistics Section Chief, who reports to the EOC director. The Logistics Section handles food service, EOC security, technical assistance with phones and computers, and other general support functions within the facility. Within the Supply Unit, staff handle both internal and external resource requests. They identify

needed resources and work with Finance/Administration to procure them. If local resources are exhausted, resource requests are forwarded to the King County ECC after EOC Director approval. The Logistics Section may also help with volunteer and donations management coordination.

The Communications Unit within Logistics collects and distributes incident information within the EOC using call-takers, amateur radio operators, and message distributors. All messages pass through the Message Controller in the Planning Section so the information may be shared more broadly if appropriate.

Finance/Administration

This section is responsible for monitoring costs, procurements, contracts and other financial considerations.

This section is co-located with the Logistics Section, but is headed by the Finance Section Chief, who reports to the EOC Director. Staffed by representatives from Finance and HR/Risk Management, the Finance/Administration Section issues checks and purchase orders, and expends public funds to secure emergency resources located by Logistics. They track impact of the disaster by documenting damage assessment and personnel costs, as well as injuries or damage to city personnel or equipment, or even claims against the city by outside agencies or individuals.

EOC Readiness

The Emergency Management Director is responsible for ensuring the maintenance and operational readiness of the primary EOC and coordinating the readiness of the alternate EOCs. The EOC should include facilities for feeding personnel and an emergency power source capable of maintaining a functioning, fully staffed EOC for a minimum of 72 hours.

Primary EOC Location

Alternate EOC Locations

Restoration of City and Public Services

Efforts to restore city/public services to a basic functioning level shall be generally prioritized as listed below.

Tier I

- Emergency responder communications
- Vehicle access to emergency medical facilities
- Fire control, hazard mitigation and general rescue
- Emergency medical services
- Security and public order
- Water production and distribution
- Waste water collection

Tier II

- Electrical service
- Telephone service
- Natural gas service
- Vehicle access on arterial and collector roadways
- Internal communications

Tier III

- Normal incident command to govern response then includes property protection and protection of the economy and the environment. All other city and public services will be restored as soon as possible at the direction of the Incident Commander after consulting with the Mayor and the Chief Administrative Officer.

Assignment of Responsibilities

Role of Elected Officials

The City Council's overall role is to annually review policies and appropriate funds to allow the Emergency Management Director and staff to plan and implement an Emergency Management Program.

During an incident, the Council will be advised of the response and recovery plan by the Mayor, Incident Command Department Administrator or Fire Authority Chief, and the Emergency Management Director and/or Coordinator, and will be asked to provide input for the restoration of all city services. During an emergency, the Mayor may authorize the imposition of required emergency powers, such as evacuation orders and bans, and may authorize necessary condemnations.

City Council may be presented with special legislation proposals to facilitate the disaster response or recovery.

Role of Policy Advisory Group

The Administrator from the lead Incident Command department coordinates the Policy Advisory group, made up of the Mayor, Chief Administrative Officer, Deputy Public Affairs Administrator and the Department Administrators. The role of the Policy Advisory Group is to stay current on the most recent incident information from the Emergency Operations Center (EOC), inform one another of disaster conditions and implications for each department, and make necessary policy decisions. Issues and conflicts that arise in an emergency should be handled at the lowest appropriate level of the incident organization. The Policy Advisory Group is facilitated by the Mayor or his or her designee.

The Policy Advisory Group's role is to:

- Recommend necessary policy decisions that require resolution by a jurisdiction executive head or legislative body, such as priorities for resource allocation; management of jurisdiction resources; clarification of command authority; suspension of functions; and programs of city government.
- Provide guidance to incident managers and establish administrative objectives, including legal and policy restraints, limitations on authority, political and social concerns, environmental issues, and cost considerations.
- Provide guidance to Incident Commanders and PIOs regarding key messages to integrate into the overall public message.
- Propose emergency budgeting actions if required for response and recovery, evaluate and prioritize other department and city responses to balance them with future project needs to ensure adequate funding is provided to the disaster response.
- Recommend the discontinuation of non-essential government operations, to keep employees off the roads and free up personnel and other resources for use in disaster response.
- Provide a liaison to local, state, and congressional elected officials during and after a disaster to ensure appropriate assistance is brought to the local response effort, and coordinate contacts to collect damage estimates and response costs.

The Policy Advisory Group is initially assembled with full activation of the EOC or at the request of any Policy Advisory Group member. The Policy Advisory Group will convene at the appointed time at City Hall 7th Floor Conferencing Center, or other location deemed appropriate at the time.

Department Administrators

At the direction of the Chief Administrative Officer, Department Administrators may be required to take the following steps:

- Cancel scheduled employee leave
- Require personnel to work beyond normal shifts for an extended period
- Call back department personnel
- Alter normal organization structure to complete required tasks
- Reassign staff to their disaster assignments

City of Renton Administrative Services Department

- Financial Documentation
- Procurement
- Inventory Records
- Cost Recovery
- EOC Technical Support

City of Renton City Attorney Department

- Emergency Powers and Legislative Review
- Legal Support and Advice

City of Renton Community and Economic Development Department

- Agency Coordination (Boeing, franchise utilities, contractors and special purpose districts)
- Food and Water Coordination (with vendors/supply chain)
- Recovery Coordination
- Damage Assessment

City of Renton Community Services Department

- Provide Shelter and Mass Care
- Transportation Coordination for Public Needs
- Human Services
- Food and Water Coordination (direct delivery to populations in need)

City of Renton Court Services Department

- Restore Court Services

City of Renton Executive Department

- Emergency Management
- Communications and Warning
- Emergency Powers
- Continuity of Government
- Intergovernmental Coordination Policy Group Coordination

- Military Support
- Public Information

City of Renton Human Resources and Risk Management Department

- Volunteer Emergency Worker Registration
- Staff Reassignment
- Damage Assessment
- Disaster Claims
- Employee Care

City of Renton Police Department

- Public Safety and Security
- Evacuation
- Transportation Accidents
- Public Demonstrations/Civil Unrest
- Bomb Threats
- Crime Scene Response
- Terrorism
- Weapons of Mass Destruction

City of Renton Public Works Department

- Maintain Transportation/Evacuation Routes
- Flood Response
- Maintain City Utility Services
- Maintain Communication Systems
- Fleet Maintenance
- Energy/Fuel Supply

Renton Regional Fire Authority

- Damage Assessment
- Fire Suppression
- Multiple Casualty Incidents
- Hazardous Materials
- Search and Rescue
- Radiological Incidents
- Confined Space
- Weapons of Mass Destruction
- Resource Support

Direction, Control, and Coordination

Direction and Control

Incident Command

The lead city department for Incident Command will be the department with the mission most similar to the emergency situation. The lead city department shall ensure that an Incident Commander or Unified Command structure is identified and established in order to provide for coordinated field operations. The lead city department will provide a qualified representative to serve in the EOC if activated.

Departmental Operations Centers

Departmental Operations Centers (DOCs) may be established by any department in order to manage the dispatch and coordination of department-controlled or related resources. A DOC will maintain close communication with the Incident Commander and the EOC (when activated) regarding incident priorities and resource status to ensure overall incident objectives are met.

Emergency Operations Center

Although field Incident Command will control on-scene activities related to the disaster, the EOC will coordinate the overall city response to the disaster. The Emergency Management Director, other emergency management staff, designated city staff, agency representatives, and trained volunteers shall provide staffing at the EOC when activated rather than the incident site. The Emergency Management Director or her/his delegate will coordinate the activities of the EOC in the role of EOC Director.

Policy Advisory Group

Policy decisions will be referred to the Policy Advisory Group, along with a briefing and recommendations, by the Administrator of the lead Incident Command department and the EOC Director. The Policy Advisory Group, led by the Mayor, will advise City Council of policy-level decisions that require their direction, and will oversee the implementation of those decisions.

Emergency Operations Center

Introduction

The purpose of this section is to establish procedures to be followed when an incident occurs within the City of Renton that necessitates the activation of the EOC. The organization of the EOC and the degree of activation will depend upon the severity and nature of the emergency and anticipated requirements for support.

The purpose of the EOC is to provide centralized coordination for the community in the event of a disaster, large-scale emergency, or regional event that could overwhelm emergency resources. Specifically, the EOC is primarily involved with:

- **Collection and documentation of event information-Situational Awareness/Common Operating Picture** (critical infrastructure surveys, information about major incidents, casualties, shelters, damage assessments, response readiness by city assets)
- **Processing and distribution of event information** (situation reports to city officials, the King County ECC, neighboring jurisdictions, other emergency services, information releases to the media and public)
- **Coordination of resource support** (locate and procure resources as requested by Incident Command, including requesting items or support from the county or state as needed, prioritize and allocate scarce resources according to policy direction)
- **Technical information gathering and support** (forecast flood mapping, HAZUS modeling, incident mapping, etc.)
- **Operations representatives for field operations** (collection of event information from various departments with field operations)

Incident Command may choose to delegate extended functions to EOC staff, but staff in the EOC do not normally make operational decisions regarding management of the incident. Rather, they coordinate with and support Incident Command as requested.

EOC Coordination

Although field Incident Command controls on-scene activities related to the disaster, the EOC coordinates the overall city response to the disaster, which includes obtaining an emergency proclamation from an authorized official and requesting additional local, State and Federal aid to respond to the disaster. Coordination will generally be through the following means:

- Identification of a lead city department based on the nature of the disaster. The lead city department will provide an Incident Commander to the field Incident Management System, and a qualified representative to the EOC.
- Coordination of multiple agencies and the resources required to accomplish targeted goals.
- Effective public information.
- Procurement of technical expertise to assist in the disaster response and coordination
- Provision of financial and administrative resources and support to accomplish the goals of the developed strategy.

EOC Activation

Authority to Activate EOC

The City EOC may be activated by any of the following city officials or their designated alternates:

- Mayor, or their delegate

- Chief Administrative Officer or delegate
- Department Administrator for Police, Public Works, or Community Services or delegate
- Emergency Management Director or delegate

Authority to Request EOC Activation

In addition to the officials that may activate the EOC, the following personnel may request activation of the EOC:

- Any Department Administrator
- Regional Fire Authority Chief or delegate
- Police Department Deputy Chief or Commanders
- Public Works Department Duty Supervisor

Procedures to Activate EOC

To activate the EOC, the requesting individual should attempt to notify one of the following, in the preferred order:

1. EOC Duty Officer
2. Department Administrators

The Police Watch Desk is staffed 24 hours a day, 7 days a week, and can assist in notification of the above individuals. The person requesting the EOC activation shall indicate whether it is a level one, two or three activation. The first individual notified of the EOC activation request will follow the EOC Duty Officer Procedures for activation of the EOC. Valley Communications, the King County Office of Emergency Management/Regional Communications and Emergency Coordination Center, and Washington State Emergency Management Division should be advised that the City of Renton is activating the EOC.

Communications

Communications Framework

General Communications Policy

The City of Renton will use normal communications and warnings systems as much as possible during a disaster. Police and Renton Regional Fire Authority will continue to use Valley Communications. Public Works will use their normal government Talk group, which is 154.100 MHz.

If the Valley Communications Center is not functional, or if communication needs to be made with the EOC the following talk groups will be used.

- RFA: Renton Fire Admin Talk group
- Police: Renton P.S. (Public Safety)

- Public Works: Government Talk group 154.100 MHz
- Amateur Radio: 147.48 Renton EOC, 145.11 King County ECC

In the event of any activation, the RFA and the Police and Public Works Department representatives will bring a mobile radio with them to the EOC to provide an alternate means of communication with their field personnel. The EOC also has Police, Fire, Public Works and amateur radios ready for use.

Cell Phones/Tablets/Lap Top Computers

All personnel responding to the EOC who have a cell phone(s), tablets or lap top computer purchased through the government contract shall bring the cell phone(s) with them as well as the appropriate AC power adapter or other recharging device.

Communication Resources

- 800 MHz Radio System
- VHF Radios
- CEMNET Radio
- Amateur Radios
- Weather Radio (incoming only)
- Pagers (RFA Only)
- Landline Telephones
- Cellular Telephones
- Satellite Telephones
- Fax Machines
- Email
- Internet
- AM/FM Radio (Incoming Only)
- Television (Incoming Only)
- Social Media

Alternate Communications

During a disaster, or when normal communication methods are not in service, amateur radio operators may be the most reliable form of communications. Amateur radio equipment is located at City Hall near the Police Watch Desk, at each fire station, the Public Works Shops, In the City Hall Conference Center storage and the EOC. The City also has a Mobile Communications Response Unit (MCRU) which can be deployed to set up emergency communications in the field or in support of a backup EOC. In the event that all electronic communications are unavailable, a messenger or runner shall deliver messages to the EOC.

The Renton Emergency Communication Service (RECS) is a nonprofit team of licensed amateur radio volunteers, established for the purpose of providing emergency communications for the City of Renton and its service area during events which overwhelm existing communications resources.

Plan Development and Maintenance

Planning Committee and Plan Development

The Emergency Management Director for the city shall maintain an ongoing Emergency Management Group. The Emergency Management Group shall consist of personnel from the following:

- Executive Department
- Administrative Services Department
- City Attorney Department
- Community and Economic Development Department
- Community Services Department
- Human Resource and Risk Management Department
- Police Department
- Public Works Department
- Renton Regional Fire Authority
- Other community partners when appropriate

Departments with divisions or sections with significant variations in responsibilities and expertise may find it necessary to send more than one representative to adequately contribute to overall emergency management planning and training. The Emergency Management Group should also participate in the planning for, at a minimum, an annual emergency management exercise, that exercises the plan and includes all city departments and partner agencies.

The Emergency Management Group is charged with coordinating overall emergency planning for the city. The Emergency Management Group is responsible for contributing to the continued development and readiness of the EOC. The Emergency Management Group shall ensure that this plan is consistent with the King County Comprehensive Emergency Management Plan, the Regional Disaster Plan for Public and Private Organizations in King County, Washington, the Puget Sound Regional Catastrophic Disaster Coordination Plan, and the Washington State Comprehensive Emergency Management Plan

Distribution of Minor and Major Plan Modifications

Changes to any part of the plan may be minor (small edits that do not impact the Emergency Management Program processes and/or roles and responsibilities) or major (significant modifications to processes and/or roles and responsibilities) in nature. Minor, administrative changes do not require signature and promulgation. All substantive changes will be briefed to the Office of Emergency Management, the Emergency Management Group, and any EOC staff who may have a part in EOC response. Renton Emergency Management is ultimately responsible for updates and changes to the CEMP and will submit a revised CEMP to the Washington State Emergency Management Division and Renton City Council for approval and formal adoption. The Emergency Management Director shall promulgate the revised CEMP through a signed letter to all City Department Administrators, and the Office of Emergency

Management will promulgate the revised CEMP elements to all known stakeholders through communication and training efforts.

Frequency of Updates

Portions of the Comprehensive Emergency Management Plan should be reviewed and updated annually. The Plan shall be sent to Washington State Emergency Management every five years for review.

Authorities and References

Continuity of Government

Emergency Interim Successors for Elected Officials

During the emergency, for a period of less than 30 days, the Council President shall automatically assume the authority and duties of the Mayor when the Mayor is unavailable. If both the Mayor and Council President are unavailable during an emergency or disaster, the City Council President pro-tem will serve in the role of Mayor. RCW 42.14.070 provides that the legislative authority shall adopt rules and regulations providing for appointment of temporary interim successors to the elected and appointed offices of the city.

City Council Meeting Location

Chapter 42.14 of the RCW provides that in the event of an emergency the City Council may meet at any place within or outside the territorial limits of the city on the call of the Council President or any two members of the governing body and shall lawfully conduct the city's affairs for the duration of the emergency.

In the event that the City Council Chambers are uninhabitable or if the Mayor deems it desirable, the City Council may meet at any place within or outside the city limits.

In the event that a special meeting of the Council is called, the Council Liaison, in communication with the City Clerk, is primarily responsible for coordinating the notification of each Council member and notifying the public as soon as practical. The Deputy Public Affairs Administrator or designated Public Information Officer (PIO) shall work with the Council Liaison and City Clerk to notify the media and to complete the public posting of the meeting.

Circumstances may necessitate that city government will not be able to meet normal posting requirements for emergency Council meetings

Emergency Interim Successor for the Chief Administrative Officer

If the Chief Administrative Officer is unavailable during an emergency, the acting Chief Administrative Officer specified in the city's Continuity of Operations Plan (COOP) shall fulfill the responsibilities of that role.

Emergency Interim Successors for Appointed Officials

The person designated by the COOP within each city department will serve as the interim successor if the Department Administrator is unavailable during an emergency. If the interim successor of a city department is unavailable, the Department Administrator will have a further designee to fulfill the responsibilities of that role and direct the actions of each department. These authorities should be clearly communicated in writing within the department and to the personnel of that department.

Governing Laws and Authorities

- The City of Renton Comprehensive Emergency Management Plan has been developed and is maintained under the following authorities: State Revised Code of Washington (RCW)
    - 35.33.081, Emergency Expenditures – Nondebatable Emergencies
    - 35..33.101, Emergency Warrants
    - 38.52, Emergency Management
    - 38.56, Intrastate Mutual Aid System
    - 39.34, Interlocal Cooperation Act
    - 49.60.400 Discrimination, Preferential Treatment Prohibited
- Washington Administrative Code (WAC)
    - 118-04, Emergency Worker Program
    - 118-30, Local Emergency Management/Services Organizations, Plans and Programs
    - 296-62, General Occupational Health Standards
- Federal Public Law
    - 93-342, Disaster Relief Act of 1974, as amended by Public Law 100-707, the Robert T. Stafford Disaster Relief and Emergency Assistance Act
    - 96-342, Improved Civil Defense Act of 1980, as amended
    - “Federal Civil Defense Act of 1950," as amended.
    - 99-499, Superfund Amendments and Reauthorization Act of 1986

Glossary

Definitions

Term	Definition
After Action Report (AAR)	A narrative report that presents issues found during an incident or exercise along with recommendations on how those issues can be resolved.
Amateur Radio Emergency Service (ARES)	The American Radio Relay League (ARRL) public service arm for providing support primarily to non-government agencies during an emergency.
American Red Cross (ARC)	Non-profit organization that provides support of mass care, sheltering, communication, and other services in times of disaster. Relies on volunteers to carry out operations.
Annex	The purpose of an annex is to describe operations for a particular function. It defines the function and shows how activities of various participants in the functional organization are coordinated. The annex is action-oriented. It is written for, and preferably by, the person responsible for controlling resources available to accomplish the objectives of the function in any large-scale emergency. It is a substantial, freestanding plan that is specific to carry out a task.
Appendix	An appendix contains details, methods, and technical information that are unique to specific hazards identified as being likely to pose a threat of disaster in the community. Appendices are supplementary, helper documents, frequently changing but without specific direction.
Area Command	An organization established to oversee the management of (1) multiple incidents that are each being handled by an ICS organization, or (2) large or multiple incidents too which several Incident Management Teams have been assigned. Area command has the responsibility to set overall strategy and priorities, allocate critical resources according to priorities, ensure that incidents are properly managed, and ensure that objectives are met and strategies followed. May be established at an EOC or some location other than an ICP.
Command Staff	The Command Staff consists of the Safety Officer, Liaison Officer, and Public Information Officer, who report directly to the Incident Commander.
Communications Unit	In Incident Command structure, responsible for providing communication services at an incident, whether it be by phone, in person, radio, etc.…
Comprehensive Emergency Management Network (CEMNET)	Dedicated 2-way Very High Frequency (VHF) low-band radio system. Provides direction and control capability for state and local jurisdictions for administrative use, and during an emergency or disaster. This is an emergency management net belonging to and

Term	Definition
	managed by the Washington State Military Department, Emergency Management Division.
Comprehensive Emergency Management Plan (CEMP)	A required plan which addressed the mitigation, preparation, response and recovery activities associated with emergency situations.
Concept of Operations (CONOPS)	User-oriented document that describes the characteristics for a proposed asset or system from the viewpoint of any individual or organizational entity that will use it in their daily work activities or who will operate or interact directly with it.
Continuity of Operations (COOP)	An internal effort within individual components of a government to ensure the capability exists to continue essential functions across a wide range of potential emergencies.
Continuity of Government (COG)	Measure taken by a government to continue to perform required functions during and after a severe emergency. COG is a coordinated effort within each branch of the government to continue its minimum essential responsibilities in a catastrophic emergency.
Damage Assessment	The process of determining the magnitude of damage and the unmet needs of the community as the result of a hazardous event.
Debrief/Debriefing	A meeting held after an event or disaster to discuss what happened, lessons learned, and what may or may not be shared with the public.
Delegated Authority	An official mandate calling on the individual holding a specific position to assume responsibilities and authorities not normally associated with that position when specified conditions are met.
Direction and Control	Defines the management of emergency response and recovery.
Disaster Assessment	An event, expected or unexpected, in which a community's available, pertinent resources are expended, or the need for resources exceeds availability, and in which a community undergoes severe danger, incurring losses so that the social or economic structure of the community is disrupted and the fulfillment of some or all of the community's essential functions are prevented.
Duty Officer	Generally refers to the person designated to intake and assess emergency events one 24/7 basis.
Emergency	A sudden, usually unexpected event that does or could do harm to people, resources, property, or the environment. Emergencies can range from localized events to human, natural, or technological events that damage or threaten to damage local operations.

Term	Definition
Emergency Alert System (EAS)	A federally mandated program established to enable the President, federal, state, and local jurisdiction authorities to disseminate emergency information to the public via the Commercial Broadcast System. Formerly known as the Emergency Broadcast System (EBS), it requires broadcaster to relay emergency information. This system is for immediate action emergencies where the public needs to be informed.
Emergency Management	The preparation for and the carrying out of all emergency functions to mitigate, prepare for, respond to, an recover from emergencies and disasters, to aid victims suffering from injury or damage resulting from disasters caused by all hazards, whether natural or technological, and to provide support for search and rescue operations for persons and property in distress.
Emergency Management Assistance Compact (EMAC)	Agreements that provide for jurisdictions in different states to provide resources or other support to one another during an incident.
Emergency Management Director	The Individual within each political subdivision that has coordination responsibility for jurisdictional emergency management.
Emergency Management Division (EMD)	Washington State Emergency Management Division, responsible for coordinating state-wide emergency management activities.
Emergency Medical Services (EMS)	Emergency Medical Services provides care to the sick and injured at the scene of any medical emergency or while transporting any patient in an ambulance to an appropriate medical control, including ambulance transportation between medical facilities. It commonly includes trained and licensed emergency care providers and specialized transportation vehicles
Emergency Operations Center (EOC)	A central location from which overall direction, control, and coordination of a single community's response to a disaster will be established. The EOC is generally equipped and staffed to perform the following functions: collect, record, analyze, display, and distribute information; coordinate public information and warning; coordinate government emergency activities; support first responders by coordinating the management and distribution of information and resources and the restoration of services; conduct appropriate liaison and coordination activities with all levels of govern
Emergency Operations Center Director	The staff person assigned to manage the EOC during an activation or exercise.
Emergency Support Function	The grouping of government capabilities into an organizational structure to provide support, resources, program implementation, and services that are most likely needed to save lives, protect property and the environment, restore essential services, and

Term	Definition
	critical infrastructure, and help victims and communities recovery from incidents.
Emergency Work	Work that must be done immediately to save lives and to protect improved property and public health and safety to avert or lessen the threat of a major disaster
Emergency Worker	Emergency worker means any person, including but not limited to, an architect registered under Chapter 18.08 RCW, a professional engineer registered under Chapter 18.43 RCW, or a volunteer registered under RCW 38.52/WAC 118.04 who is registered with a local emergency management organization for the purpose of engaging in authorized emergency management activities or is an employee of the state of Washington or any political subdivision thereof who is called upon to perform emergency management activities.
Essential Functions	Those functions, stated or implied, that jurisdictions are required to perform by statute or executive order or are otherwise necessary to provide vital services, exercise civil authority, maintain the safety and well-being of the general populace, and sustain the industrial/economic base in an emergency.
Essential Operations	Those operations, stated or implied, that state departments and local jurisdictions are required to perform by stature or executive order or are otherwise deemed necessary.
Essential Personnel	Staff of the department or jurisdiction that are needed for the performance of the organization's mission-essential functions.
Evacuation	A protective action which involves leaving an area of risk until the hazard has passed.
Event	A planned, non-emergency activity. ICS can be used as the management system for a wide range of events, e.g. parades, concerts or sporting events
Facility	Any publicly or privately owned building, works, system, or equipment built or manufactured, or an improved and maintained natural feature. Land used for agricultural purposes is not a facility.
Federal Disaster Declaration	See Presidential Declaration.
Federal Emergency Management Agency (FEMA)	Agency 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 provides technical advice and funding for state and local emergency management agencies, 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.

Term	Definition
Finance Section Chief	Responsible for all costs and financial/administrative considerations of the incident. Part of the Command and General Staff, reporting to the Incident Commander.
Finance/Administration Section	Responsible for all costs and financial/administrative considerations of the incident. Section Chief reports directly to the Incident Commander.
First Responders	Those in occupations that require they respond immediately to an emergency event. Example: firefighters, law enforcement officers, emergency medical services personnel, public works.
Government Emergency Telecommunications Service (GETS)	A service providing priority access telephone dialing during circuit overload conditions.
Governor's Proclamation of a State of Emergency	A proclamation by the Governor in accordance with RCW 43.06 and 38.52 which activates the State of Washington Comprehensive Emergency Management Plan and authorizes State resources to be used to assist affected political jurisdictions.
Hazard	Something that is potentially dangerous or harmful, often the root cause of an unwanted outcome.
Hazard Identification and Vulnerability Analysis (HIVA)	The HIVA is a comprehensive plan that is the result of a systematic evaluation of a jurisdiction's existing natural and technological hazards. It includes a vulnerability assessment to such hazards and provides guidance for mitigation efforts.
Hazard Mitigation	Any measure that will reduce or prevent the damaging effects of a hazard.
Hazmat	Hazardous Materials.
Hazmat Team	Team with specialized training to respond to hazardous materials incidents.
Incident	An occurrence or event, either human-caused or natural phenomena, that requires action by emergency services personnel to prevent or minimize loss of life or damage to property and/or the environment.
Incident Action Plan (IAP)	The strategic goals, tactical objectives, and support requirements for the incident. All incidents require an action plan.
Incident Command Post (ICP)	A centralized base of operations established near the site of an incident. That location at which primary command functions are executed; usually collated with the incident base.
Incident Command System (ICS)	The combination of facilities, equipment, personnel, procedures, and communications operating within a common organizational structure for the purpose of coordinating the response to any event. An all-hazard, on-scene functional management system that establishes common standards in organization, terminology, and procedures, provides a means (unified command) for the

Term	Definition
	establishment of a common set of incident objectives and strategies during multi-agency/multi-jurisdiction operations while maintaining individual agency/jurisdiction authority, responsibility, and accountability, and which is a component of the National Interagency Incident Management Systems (NIMS). An equivalent and compatible all-hazards, on-scene, functional management system.
Incident Commander (IC)	The individual responsible for the management of operations at the scene of an incident.
Incident Period	The time spend during which an incident or event occurs
Incidents of National Significance	Those high-impact events that require a coordinated and effective response by an appropriate combination of Federal, State, local, tribal, private sector, and nongovernmental entities in order to save lives, minimize damage, and provide the basis for long-term community recovery and mitigation activities. All Presidential declared disasters are considered Incidents of National Significance.
Individual Assistance (IA)	) Supplementary Federal assistance available under the Stafford Act to individuals, families, and businesses; includes disaster housing assistance, unemployment assistance, grants, loans, legal services, crisis counseling, tax relief, and other services or relief programs.
Integrated Public Alert & Warning System (iPAWS)	It is a modernization and integration of the nation's alert and warning infrastructure. Provides public safety officials with an effective way to alert and warn the public about serious emergencies using EAS, WEA, NOAA and other public alerting systems from a single interface.
Interoperable Communications	Alternate communications that provide the capability to perform minimum essential departmental or jurisdictional functions, in conjunction with other agencies, until normal operations can be resumed.
Joint Information Center (JIC)	A facility that may be used by affected utilities, state agencies, counties, local jurisdictions, and/or federal agencies to jointly coordinate the public information function during all hazards incidents. May also be conducted virtually.
Liaison Officer	The point of contact for assisting or coordinating agencies.
Local Emergency Declaration	
Local Emergency Planning Committee (LEPC)	A local planning group appointed by the State Emergency Response Commission (SERC) to fulfill the planning requirements for a Local Planning District under the Superfund Amendments and Reauthorization Act (SARA) of 1986. As the planning body for preparing local hazardous materials plans.

Term	Definition
Local Resources	The combined resources, of the type needed to respond to a given hazardous event, of the City and of the private sector. In any request for state or federal resources, the requesting jurisdiction must certify that local resources have been, or soon will be, exhausted.
Logistics Chief	In the incident command structure, responsible for resource management and responding to resource requests. Oversees Logistics Section. Reports directly to the Incident Commander.
Logistics Section	In Incident Command structure, responsible for providing facilities, services, and materials for an incident or event.
Major Disaster	As defined in the Stafford Act, "Any natural catastrophe (including any hurricane, tornado, storm, high water, wind-driven water, tidal wave, tsunami, earthquake, volcanic eruption, landslide, mudslide, snowstorm, or drought), or, regardless of cause, any fire, flood, or explosion in any part of the United States, which in the determination of the President causes damage of sufficient severity and magnitude to warrant major disaster assistance under this Act to supplement the efforts and available resources of states, local governments, and disaster relief organizations in alleviating the damage, loss, hardship, or suffering caused thereby."
Message Controller	A volunteer or staff member charged with recording and distributing paper based messages in the EOC or public call center.
Message Distributors	In the Incident Command structure, responsible for routing information about resources reporting to the incident, resource status, and administrative and tactical traffic.
Military Department	Refers to the Emergency Management Division, the Army and Air National Guard, and Support Services.
Mitigation	Any sustained actions taken to eliminate or reduce the degree of long-term risk to human life, property, and the environment from natural and technological events. Mitigation assumes our communities are exposed to risks whether or not an emergency occurs. Mitigation measures include but are not limited to: building codes, disaster insurance, hazard information systems, land use management, hazard analysis, land acquisition, monitoring and inspection, public education, research, relocation, risk mapping, safety codes, statutes and ordinances, tax incentives and disincentives, equipment or computer tie downs, and stockpiling emergency supplies.
Multi-Agency Coordination (MAC)	A system by which multiple agencies coordinate response and limited resources.

Term	Definition
Mutual Aid Agreement (MAA)	A formal or informal agreement for reciprocal assistance for emergency services and resources between jurisdictions.
National Incident Management System	A set of national principles expressly adopted by the City of Renton for use in this plan and the management of future events. NIMS provides a systematic, proactive approach guiding government agencies at all levels, non-government organizations, and the private sector to work seamlessly to prevent, protect against, respond to, recover from, and mitigate the effects of incidents, regardless of cause, size, location, or complexity, in order to reduce the loss of life or property and harm to the environment. This system ensures that those involved in incident response/recovery understand what their roles are and have the tools they need to be effective.
National Incident Management System (NIMS)	A concept that provides for a total approach to all risk incident management; NIMS addresses the Incident Command System (ICS), training, qualifications and certification, publications management, and supporting technology. NIMS outlines a standard incident management organization called Incident Command System (ICS) that establishes five functional areas--command, operations, planning, logistics, and finance/administration--for management of all major incidents. To ensure further coordination and during incidents involving multiple jurisdictions or agencies, the principle of unified command has been universally incorporated into NIMS. This unified command not only coordinates the efforts of many jurisdictions, but provides for and assures joint decisions on objectives, strategies, plans, priorities, and public communications.
National Response Framework (NRF)	The plan that establishes the basis for the provision of federal assistance to a state and the local jurisdiction impacted by a catastrophic or significant disaster or emergency that result in a requirement for federal response assistance.
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 National or FEMA Region 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

Term	Definition
	severe weather, earthquake, flooding, and other activities affecting public safety.
Non-Essential Personnel	Staff of the department or jurisdiction who are not required for the performance of the organization's mission-essential functions.
Objectives	The specific operations that must be accomplished to achieve goals. Objectives must be both specific and measurable.
Officer	The Incident Command title for individuals responsible for Public Information, liaison, and Safety.
Operational Period	In Incident Command, the period of time scheduled for execution of a given set of operation actions specified in the Incident Action Plan
Operations Chief	In an incident command structure, a representative of the principal first response agency having overall incident management responsibilities in the field; responsible for coordinating support to individual incident .commanders. Oversees the Operations Section. Reports to the Incident Commander
Operations Section	In an Incident command structure, responsible for all tactical operation at the incident.
Plan Maintenance	Steps taken to ensure the plans are reviewed regularly and updated whenever major changes occur.
Planning Chief	In an incident command structure, responsible for situation analysis and anticipating future response or recovery needs and activities. Oversees the Planning Section. Reports directly to the Incident Commander.
Planning Section	In incident command structure, responsible for the collection, evaluation, and dissemination of information related to the incident, and for the preparation and documentation of IAPs
Preliminary Damage Assessment (PDA)	The joint local, state, and Federal analysis of damage that has occurred during a disaster and which may result in a Presidential declaration of disaster. The PDA is documented through surveys, photographs, and other written .information
Preparedness	The range of deliberate, critical tasks and activities necessary to build, sustain, and improve the operational capability to prevent, protect against, respond to, and recover from domestic incidents. Within the NIMS, preparedness is operationally focused on establishing guidelines, protocols, and standards for planning, training and exercises, personnel qualification and certification, equipment certification, and publication management.
Presidential Disaster 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 Federal Emergency Management Agency preliminary damage assessments.

Term	Definition
Public Assistance (PA)	Supplementary federal assistance provided under the Stafford Act to state and local jurisdictions, special purpose districts, tribes, or eligible private, nonprofit organizations.
Public Information Officer (PIO)	The person designated and trained to coordinate disaster related public information and media relations.
Radio Amateur Civil Emergency Service (RACES)	Volunteer ham (amateur) radio operators who provide reserve communications within government agencies in times of extraordinary need. Although the exact nature of each activation will be different, the common thread is communications.
Radio Operators	Staff or volunteers assigned to operate radios in the EOC radio room or in the field.
Radio Room Supervisor	Staff member or volunteer assigned to supervise the people and activities in the EOC radio room.
Recovery	A short-term and long-term process. Short-term operations restore vital services to the community and provide for the basic needs of the public. Long-term recovery focuses on restoring the community to its normal, or improved, state of affairs, including some form of economic viability. Recovery measures include, but are not limited to, crisis counseling, damage assessment, debris clearance, decontamination, disaster application centers, disaster insurance payments, disaster loans and grants, disaster unemployment assistance, public information, reassessment of emergency plans, reconstruction, temporary housing, and full-scale business resumption. Also, the extrication, packaging, and transport of the body of a person killed in a search and rescue incident.
Regional Coordination Framework (RCF)	A mutual aid agreement specific to King County, which encompasses government agencies, non-profit organizations, and private businesses.
Renton Emergency Communication Service (RECS)	A non-profit team of licensed amateur radio operators who provide emergency communications capabilities for the City of Renton, primarily through amateur radio.
Response	The actual provision of services during an event. These activities help to reduce casualties and damage and to speed recovery. Actions taken immediately before, during, or directly after an emergency occurs, to save lives, minimize damage to property and the environment, and enhance the effectiveness of recovery. Response measures include, but are not limited to, emergency plan activation, emergency alert system activation, emergency instructions to the public, emergency medical assistance, staffing the emergency operations center, public official alerting, reception and care, shelter and evacuation, search and rescue, resource mobilization, and warning systems activation.

Term	Definition
Robert T. Stafford Disaster Relief and Emergency Assistance Act	(Public Law 93-288, as amended) - 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.
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. Includes DISASTER, URBAN, and WILDLAND SEARCH AND RESCUE.
Shelter in Place	A protective action that involves taking cover in a building that can be made relatively airtight. Generally, any building suitable for winter habitation will provide some protection with windows and doors closed and heating, ventilation, and air conditioning system turned off. Increased effectiveness can be obtained in sheltering by methods such as using an interior room or basement, taping windows and doors, and other more elaborate systems to limit natural ventilation. To be used as a protective action, sheltering requires the ability to communicate to the public when it is safe and/or necessary to emerge from the shelter.
Stafford Act	See Robert T. Stafford Disaster Relief and Emergency Assistance Act
Staging Area	In an Incident Command structure, the location where incident personnel and equipment are assigned on an immediately available status.
Task Force	A group of any type and kind of resources with common communications and a leader temporarily assembled for a specific mission.
Technical Specialist	Personnel with special skills who are activated only when needed.
Terrorism	The unlawful use of force or violence committed by an individual or group against persons or property in order to intimidate or coerce a government, the civilian population, or any segment thereof in furtherance of political or social objectives.
Unified Command	An application of ICS used when there is more than one agency with incident jurisdiction or when incidents cross political jurisdictions. Agencies work together through the designated members of the Unified Command, to establish a common set of objectives and strategies and a single IAP

Term	Definition
Warning and Information	Advising the public of a threatening or occurring hazard and providing information to assist them in safely preparing for and responding to the hazard.
Washington State Mutual Aid Agreement (WAMAC/WAMAS)	Mutual aid agreement covering all cities, counties, and state agencies in Washington State.

Acronyms

Acronym	Definition
AC	Alternating Current
ALS	Advanced Life Support
ARC	American Red Cross
ARES	Amateur Radio Emergency Services
ARRL	Amateur Radio Relay League
ASL	American Sign Language
ATC	Applied Technology Council
BLS	Basic Life Support
CAO	Chief Administrative Officer
CBO	Community Based Organization
CDC	Center for Disease Control and Prevention (HHS)
CEMNET	Comprehensive Emergency Management Network
CEMP	Comprehensive Emergency Management Plan
CERT	Community Emergency Response Team
COAD	Community Organizations Active in Disasters
COG	Continuity of Government
CPG	Comprehensive Preparedness Guidance
CPOD	Community Point of Distribution
CTF	FBI Joint Cyber Task Force

Acronym	Definition
DHS	Department of Homeland Security
DNRP	Department of Natural Resources and Parks
DOC	Department Operations Center
DOD	Department of Defense
DOE	Federal Department of Energy
DOH	Department of Health
DOT	Department of Transportation
EAS	Emergency Alert System
EHP	environmental and Historic Preservation
EMD	Emergency Management Division
EMG	Emergency Management Group
EMP	Emergency Management Plan
EMS	Emergency Medical Service
EMWIN	Emergency Management Weather Information Network
EOC	Emergency Operation Center
EPA	Environmental Protection Agency
EPCRA	Emergency Planning and Community Right-To-Know Act

Acronym	Definition
ESF	Emergency Support Function
FBI	Federal Bureau of Investigation
FBOD	Finance & Business Operations Division
FEMA	Federal Emergency Management Agency
GIS	Geographic Information System
GMA	Growth Management Act
HAZMAT	Hazardous Materials
HHS	Department of Health and Human Services
HIVA	Hazard Identification and Vulnerability Assessment
HMP	Hazard Mitigation Plan
HOH	Hard of Hearing
HR	Human Resources
HSEEP	Homeland Security Exercise Evaluation Program
HSPD	Homeland Security Presidential Directive
HVA	Hazard Vulnerability Analysis
IC	Incident Commander
ICS	Incident Command System
IMS	Incident Management System
IO	Information Officer
JFO	Joint Field Office
JIC	Joint Information Center
JIS	Joint Information System
KCCEMP	King County Comprehensive Emergency Management Plan
KCECC	King County Emergency Coordination Center
LEP	Limited English Proficiency
LEPC	Local Emergency Planning Committee

Acronym	Definition
MAC	Multi Agency Coordination Group
MCI	Mass Casualty Incident
MOU	Memorandum of Understanding
MS-IASAC	Multi-State Information Sharing and Analysis Center
NCH	Natural, Cultural, and Historic
NGO	Non-Governmental Organizations
NICC	National Interagency Coordinating Center
NIFC	National Interagency Fire Center
NIMS	National Incident Management System
NOAA	National Oceanic Atmospheric Association
NRF	National Response Framework
NWCG	Northwest Coordination Group
OEM	Office of Emergency Management
OSHA	Occupational Safety and Health Administration
PDA	Preliminary Damage Assessment
PDA	Preliminary Damage Assessment
PIO	Public Information Officer
PSAP	Public Safety Answering Points
RCW	Revised Code of Washington
RDP	Regional Disaster Plan
RFA	Regional Fire Authority
RHMP	Regional Hazard Mitigation Plan
RRFA	Renton Regional Fire Authority
RSF	Recovery Support Function

Acronym	Definition
SAR	Search and Rescue
SARA	Superfund Amendments and Reauthorization Act
SBA	Small Business Administration
SERC	State Emergency Response Commission
SOG	Standard Operating Guidelines
SOP	Standard Operating Procedure
TASKC	Regional Animal Services of King County
UCG	Washington State Cyber Unified Coordination Group
US	United States
UW	University of Washington
WAC	Washington Administrative Code
WAEMD	Washington State Emergency Management Division
WASART	Washington State Animal Response Team
WSDA	Washington State Department of Agriculture
WSDOT	Washington State Department of Transportation
WSDOT	Washington State Department of Transportation
WSP	Washington State Patrol
WSP HTCU	Washington State Patrol High Tech Crimes United

EMERGENCY SUPPORT FUNCTION 1: TRANSPORTATION

Primary Agency:	City of Renton Public Works Department
Support Agencies:	City of Renton Community Services Department
	City of Renton Executive Department
	City of Renton Police Department
	King County Transportation Department
	King County/Metro Transit
	Private Rail Carriers
	Puget Sound Energy
	Renton School District Transportation
	Seattle City Light
	Washington State Department of Transportation

Introduction

Purpose

Emergency Support Function (ESF) 1: Transportation is to provide, in a coordinated manner, the resources (human, technical, equipment, facility, materials and supplies) of internal and external department and agencies to support emergency transportation needs during and emergency or disaster impacting the City of Renton.

Scope

The City of Renton Emergency Operations Center (EOC) will coordinate with county, state and federal agencies to supplement the transportation resource needs of the city departments. Priorities for these resource requests and their allocation will also be determined in coordination with the City of Renton EOC. These priorities will be established consistent with the mission of this plan that calls first for the protection of life, then property, the environment, and finally the economy.

Policies

The City of Renton Public Works Department will act as the lead agency for transportation related issues, and as such will be responsible for three operational functions. The first is to identify and ensure the integrity of local transportation routes for emergency response. The second is to coordinate transportation resources with city departments as outlined above under Scope. Third, upon activation of the City of Renton EOC, the City of Renton Public Works Department will fill the Incident Management System (IMS) role of Ground Support/ Transportation Unit, ensuring a smooth operational transition towards large event management.

Situation

Emergency/Disaster Hazards and Conditions

The City of Renton Hazard Mitigation Plan identifies the natural and technological emergencies or disasters the City of Renton may experience that could severely damage transportation systems. Local transportation systems and activities could be hampered by damaged infrastructures and disrupted communications. Specific hazards of note that would affect transportation infrastructure include earthquake (direct damage), windstorm (debris blocking roads), winter storms (making roads impassable), flooding (direct damage, debris deposits, or impassable roads).

Planning Assumptions

- The local transportation infrastructure will most likely sustain damage in a major earthquake, and may be damaged in other disasters. The degree of damage will determine the effectiveness and efficiency of the response and recovery efforts**.**
- Disaster response and recovery activities, which require the use of the transportation system, may be difficult to coordinate effectively when transportation infrastructure is negatively affected.
- The immediate need for the use of the transportation system for response and recovery activities will most likely exceed the capabilities of city resources, requiring assistance from private, county, state and federal agencies to support the local efforts.

Concept of Operations

General

It is the policy of the City of Renton that public transportation authorities are responsible for restoring transportation systems under their control. The City of Renton Public Works Department is the primary agency responsible for the assessment of damages to highway and road transportation routes in the City of Renton.

Organization

The responsibility for assessment and identification of functional transportation systems in the City of Renton is the City of Renton Public Works Department. Public transportation authorities are responsible for the restoration of transportation systems under their control.

A Ground Support/Transportation Unit from the City of Renton Public Works Department will organize transportation resources and maintain liaison with transportation authorities. The Transportation Unit is located in the Logistics Section of the Incident Management System.

Procedures

Transportation Systems

The procedures for the assessment and restoration of transportation systems are located with the City of Renton Public Works Department or the agency having the system under their control.

Transportation Resources

Although an Incident Command Post or Departmental Operations Center (DOC) may directly manage requests for transportation resources in smaller incidents, in a disaster or complex incident, resource ordering will be coordinated with the City of Renton EOC to eliminate potential duplication of requests and ensure overall incident priorities are met. When the local resources are depleted, requests will be made through the county or state.

Procedures for the coordination of transportation resources are located under the Logistics Section of the City of Renton EOC procedures.

Mitigation Activities

Primary Agency

City of Renton Public Works Department

Mitigate transportation systems to increase the integrity and decrease damage potential. This would include the construction of over/underpasses at rail crossings.

Support Agency

City of Renton Executive Department

Provide hazard information that may influence the staging or site storage of resources.

Preparedness Activities

Primary Agency

City of Renton Public Works Department

- Develop and maintain departmental standard operating procedures and checklists in accordance with this plan.
- Develop an inventory of transportation resources in coordination with the Renton Executive Department.
- Participate in emergency management training, drills, and exercises in support of this ESF.
- Identify transportation routes that would support an evacuation.

Support Agency

City of Renton Executive Department

- Coordinate with City of Renton Public Works Department to ensure operational readiness.
- Develop an inventory of transportation resources in coordination with the City of Renton Public Works Department.
- Participate in emergency management training, drills and exercises in support of this ESF.

Response Activities

Primary Agency

City of Renton Public Works Department

- Coordinate the mobilization of personnel and equipment necessary for the assessment of transportation systems.
- Conduct damage assessment to highway and road transportation routes.
- Identify and coordinate emergency transportation routes in the City of Renton.
- Brief deployed personnel on the known hazards and designated assignments.
- Forward information of damaged transportation systems and emergency response routes to other departments and the City of Renton EOC consistent with the Incident Management System.
- Provide limited transportation of critical supplies.
- Provide a representative to the City of Renton EOC if requested.

Support Agencies

City of Renton Executive Department

- Activate the City of Renton EOC, when requested.
- Coordinate the release of public information and warning.
- Notify the county or state of the need for activation of the Emergency Alert System (EAS) and the potential need for transportation resources.
- Provide damage assessment information as outlined in the Damage Assessment Annex of the City of Renton Comprehensive Emergency Management Plan.

City of Renton Police Department

- Provide damage assessment information as outlined in the Damage Assessment Annex of the City of Renton Comprehensive Emergency Management Plan.

Washington State Department of Transportation

- Conduct aerial reconnaissance and photographic missions, as requested, if resources are available.
- Provide a liaison to the City of Renton EOC through the county or state EOC.
- Provide personnel and equipment required for engineering services as related to the state transportation system.

Recovery Activities

Primary Agency

City of Renton Public Works Department

- Reconstruct, repair and maintain the city transportation system, including the designation of alternate routes in coordination with the county and state.
- Conduct damage assessment of city transportation systems and facilities, as a member of the Preliminary Damage Assessment (PDA) team.
- Provide support and coordination with the State Department of Transportation for the assessment and restoration of state transportation systems through the City of Renton EOC, if activated, or the City of Renton Executive Department.
- Provide documentation to the City of Renton EOC or designated Applicant Agent for the city, of costs incurred for the response and recovery efforts of city transportation systems.
- Provide information identifying alternate transportation routes to the City of Renton EOC.

Support Agencies

City of Renton Executive Department

Washington State Department of Transportation

Coordinate recovery activities with the City of Renton Public Works Department.

Responsibilities

Primary Agency

City of Renton Public Works Department

- Coordinate transportation related emergency management activities in support of the City of Renton's Comprehensive Emergency Management Plan.
- Develop and maintain standard operating guidelines in support of the City of Renton's Comprehensive Emergency Management Plan.
- Act as the primary agency for damage assessment on all city transportation systems.
- Provide a representative to the City of Renton EOC as requested.
- Coordinate with and provide transportation system information to the City of Renton EOC or the City of Renton Office of Emergency Management.

Support Agencies

City of Renton Executive Department

- Activate the EOC
- Coordinate information and transportation resources with the City of Renton Public Works Department, county, state and outside agencies.

City of Renton Community Services Department

City of Renton Police Department

- Support the City of Renton Public Works Department by providing available resources for damage assessment, emergency traffic control, repair, etc., of transportation systems.

Washington State Department of Transportation

- Support the City of Renton in transportation emergency management activities for state transportation routes.

Puget Sound Energy

Seattle City Light

- Provide personnel and equipment, when requested, to restore city transportation routes affected by utility damage under their control.

Private Rail Carriers

- Provide personnel and equipment, when requested, to restore city transportation systems affected by rail damage under their control.

Renton School District Transportation

- Support the City of Renton by coordinating school buses for the movement of people.

King County Transportation Department

- Coordinate the use of available equipment and personnel resources to assist with emergency or disaster requirements.

King County/METRO Transit

- Coordinate the use of available equipment and personnel resources to assist with emergency or disaster requirements.

Resource Requirements

Refer to the City of Renton Public Works Department Resource Manual or the City of Renton EOC procedures.

References

- City of Renton Hazard Mitigation Plan
- City of Renton EOC procedures
- King County Comprehensive Emergency Management Plan
- Washington State Comprehensive Emergency Management Plan
- Washington State Department of Transportation Disaster Plan
- Puget Sound Regional Transportation Recovery Plan
- Evacuation Annex to this plan

Terms and Definitions

See Basic Plan

Appendices

None

EMERGENCY SUPPORT FUNCTION 2: COMMUNICATIONS, INFORMATION SYSTEMS, AND WARNING

Primary Agency:	City of Renton Executive Department
Support Agencies:	City of Renton Administrative Services Department
	City of Renton Community Services Department
	City of Renton Police Department
	City of Renton Public Works Department
	King County Office of Emergency Management/Regional Communications and Emergency Coordination Center
	Renton Emergency Communication Service
	Renton Regional Fire Authority
	Valley Communications Center
	Washington State Emergency Management Division

Introduction

Purpose

The purpose of Emergency Support Function 2 (ESF) is to provide guidance for organizing, establishing, and maintaining the communications capabilities necessary for the operational requirements for the City of Renton in preparing for, responding to and recovering from emergencies and disasters.

ESF 2 also identifies methods for rapid alerting and warning of city officials and the general public of a potential or occurring emergency or disaster.

Scope

This ESF describes the coordination of the departments' actions within the City of Renton that need to be taken to establish and maintain communications and warning support in preparation for, response to, and recovery from an emergency or disaster which affects the population and government operations in the City of Renton. It also addresses special considerations for communicating with significant segments of the population with limited English proficiency and those with access or functional needs.

The systems used include voice, data, internet, radio, or personal contact through voice, pictures, gestures, or by leveraging existing social networks. Specific procedures are addressed in the policy and procedure manuals of participating departments and agencies.

Policies

It is the policy of the City of Renton to use normal communications and warning systems as much as possible during an emergency or disaster. The city aims to communicate emergency messages in a manner which can be understood by its diverse population. The City of Renton will prioritize available communications systems with life safety first, followed by critical government functions, the protection of property, the environment and the economy. In the event communication support is needed beyond available capabilities, the City of Renton will request assistance through the King County Office of Emergency Management/Regional Communications and Emergency Coordination Center or directly to Washington State Emergency Management Division.

Situation

Emergency/Disaster Hazards and Conditions

The Basic Plan portion of this plan identifies the natural and technological emergencies or disasters the City of Renton may experience that require full support of their communication systems.

The city's communications systems may be overwhelmed, damaged or destroyed by a natural or technological disaster when they are needed the most. As backup communication is limited, it will be necessary to assess, prioritize and allocate the use of all working systems.

Planning Assumptions

- The City of Renton's primary concern will be with lifesaving responses and the restoration of vital city services necessitating the use of communication systems.
- Communication systems are vulnerable, and depending on the nature of the disaster and the extent of damage, repairs to these systems may take months.
- The 800 MHz radio system may be overwhelmed and unable to handle all public safety and emergency responder radio transmissions.
- The City of Renton does not have a single warning system to alert the population of an emergency or disaster, but would likely need to use multiple systems and approaches.
- The nature of the incident may not allow the time to provide for warning.
- Emergency information or warning relayed to the media is publicized at the discretion of the broadcasters.
- The activation of the Emergency Alert System (EAS) can be requested by the City of Renton, but the city is not an EAS warning point and does not control the use of that warning resource.
- Following an emergency or disaster, people within Renton will expect to be informed of the actions the City of Renton is taking to protect life and property loss.
- Reverse dial telephone notification systems databases will not include all telephone numbers of affected individuals.
- Communication systems may not have sufficient capacity to handle the traffic generated by emergency conditions.

- The city may be forced to rely on alternate communication systems when normal communication systems are overwhelmed or inadequate.
- Not all warning and emergency notification messages will reach the intended audiences due to disruptions in communication systems.
- Members of the community with limited English proficiency and those with access and functional needs will have additional difficulties in receiving and understanding warning and emergency notification messages if special efforts are not made to reach them.
- Technological limitations may prevent communication with the general public, including those with limited English proficiency and those with access or functional needs.

Concept of Operations

General

It is essential for the City of Renton to have reliable communications for day to day operations, warning capabilities, response and recovery efforts, and coordination with other organizations.

The Incident Command System organization responding to the disaster or emergency will establish a communications plan for the field units and other organizations responsible for response and recovery efforts. The City of Renton Emergency Operations Center (EOC) may assist Incident Command in communications coordination. Additional communication resources may be requested by the city through the King County Office of Emergency Management/Regional Communications and Emergency Coordination Center or to Washington State Emergency Management Division directly.

Methods of warning the public include:

- Radio and television broadcasts including City of Renton Cable Channel. Commercial broadcasts are at the discretion of the media broadcaster.
- City of Renton Critical Emergency Information web page on therentonwa.gov web site, including e-alerts that send a text message to indicate updates to that page.
- A reverse dialing system based on the E-911 landline database, which includes TDD/TTY capability as well as text messaging options, and allows individuals to opt-in their cell phone numbers.
- National Oceanic Atmospheric Association (NOAA) Weather Radio (announces weather forecasts only). Weather warnings, watches and advisories are issued by the National Weather Service over the NOAA Weather Radio and other avenues.
- EAS (Emergency Alert System) Relay Network (Public Safety radio and the broadcast industry) (See Appendix 1 Emergency Alert System)
- In some situations, door to door notification.

Additional communication resources for the City of Renton include:

- Regular telephones
- Cellular telephones
- Pagers
- Facsimiles

- Satellite telephones
- 800 MHz radio system
- VHF radio
- City of Renton e-mail (in-house notification system only)
- CEMNET (Comprehensive Emergency Management Network) - Two way VHF radio system for contact with the State EOC at Camp Murray.
- Renton Emergency Communication Service (RECS) amateur radio volunteer group which is registered as both a RACES (Radio Amateur Civil Emergency Services) and ARES (Amateur Radio Emergency Services) group - Two-way communication via voice, limited continuous wave/Morse code, limited radio teletype, and packet using amateur radio frequencies.
- NAWAS (National Warning System) - Federal landline warning system connecting the state warning network. The primary "drop" is located in King County Dispatch.
- Valley Communication Center – regional 9-1-1 public safety dispatch center.
- Use of message runners or couriers to convey written or verbal messages between locations if all communications are disrupted.
- Use of social media sites such as Twitter, Facebook, Snapchat, Instagram, Periscope and NextDoor.
- Neighborhood Information Centers – publicized locations where written messages can be posted for the public when electronic and media communications are unavailable.
- Use of universal symbols to convey messages without words.
- Leveraging community-based social networks, which may include word of mouth, email, social media, and other means of informal information sharing by the public.
- Utilizing interpreters/translators to provide messaging that can be understood by significant segments of the population with limited English proficiency.

Organization

The responsibility for development, coordination and maintenance of communication systems for day to day operations rests with individual departments. Technical expertise and support for these systems may be provided by the City of Renton's Administrative Services Department (telephone and electronic) or the Public Works Department (radio) depending on the mode of communication.

Procedures

- Incident Command procedures are dictated by the National Incident Management System.
- Procedures detailing responsibility for and operation of emergency communications equipment are located in the City of Renton EOC procedures, maintained separately.
- Procedures detailing the activation of warning systems are found in the City of Renton EOC Duty Officer Manual, maintained separately.

Mitigation Activities

Primary Agency

City of Renton Executive Department

Support Agencies

City of Renton Administrative Services Department

- Establish a mitigation program for all city computer and communications systems to protect them from the effects of an emergency or disaster. Included in this program will be the seismic protection of all essential city computer and communications systems.
- Explore new technologies designed to improve the reliability of communication systems.

City of Renton Public Works Department

- Establish a mitigation program for all radio and wireless communications systems to protect them from the effects of an emergency or disaster.
- Explore new technologies designed to improve the reliability of radio and wireless communication systems.

Preparedness Activities

Primary Agency

City of Renton Executive Department

- Maintain day to day operations of communications systems within headquarters, and the City of Renton EOC.
- Establish and maintain standard operating procedures for emergency operations for those emergency communications, alert, and warning tools within their control.
- Work with RECS representatives to develop an amateur radio program that supports emergency management operations in the City of Renton.
- Provide or participate in emergency management training, drills and exercises in support of this ESF.
- Maintain inventory records of assigned equipment and report damage/needed repairs to appropriate staff.
- Pre-stage relevant emergency messages and/or maps for the automated emergency notification system.
- Maintain a resource list of translation/interpreter services.

Support Agencies

City of Renton Administrative Services Department

City of Renton Community Services Department

City of Renton Police Department

City of Renton Public Works Department

King County Office of Emergency Management/Regional Communications and Emergency Coordination Center

Renton Emergency Communication Service

Renton Regional Fire Authority

Valley Communications Center

Washington State Emergency Management Division

- Maintain day to day operations of communications systems within the scope of their access and expertise.
- Establish and maintain standard operating procedures for emergency operations for those emergency communications, alert, and warning tools and resources within their control.
- Participate in emergency management training, drills and exercises in support of this ESF.
- Make provisions for alternate communications at each site where significant emergency activities are coordinated.
- Maintain inventory records of assigned equipment and report damage/needed repairs to appropriate staff.
- Provide guidance or resources within their area of expertise to the City of Renton Office of Emergency Management to pre-stage relevant emergency messages and/or maps for use in emergency notifications.

Response Activities

Primary Agency

City of Renton Executive Department

- Notify city officials and other city departments of emergency or disaster situation.
- Activate public warning and alerting systems.
- Activate the City of Renton EOC if requested.
- Activate the Renton Emergency Communication Service if needed.
- Request communications support from the King County Office of Emergency Management/Regional Communications and Emergency Coordination Center and/or the Washington State Emergency Management Division if needed.
- Follow standard operating procedures for emergency communications.
- Relay incident information to the King County Office of Emergency Management/Regional Communications and Emergency Coordination Center and/or the Washington State Emergency Management Division.
- Provide staff, as available, to assist in the communications function as needed.
- Communicate information vital to the protection of life, property and the environment to the City of Renton EOC.
- Follow standard operating procedures for emergency operations.

- Update and publish information to the emergency information web page if the necessary systems are accessible and operational.
- Work together with the other city departments to develop content of warning messages.
- Coordinate the communication strategy for reaching significant segments of the population with limited English proficiency.

Support Agencies

City of Renton Administrative Services Department

City of Renton Community Services Department

City of Renton Police Department

City of Renton Public Works Department

King County Office of Emergency Management/Regional

Communications and Emergency Coordination Center

Renton Emergency Communication Service

Renton Regional Fire Authority

Valley Communications Center

Washington State Emergency Management Division

- Provide staff, as available, to assist in the communications function as needed.
- Communicate information vital to the protection of life, property and the environment to the City of Renton EOC.
- Follow standard operating procedures for emergency operations.

City of Renton Police Department

- In conjunction with ESF 13, Police Department Amber Alert follow Washington State Patrol procedures for Missing and Unidentified Person.
- Assist in notifying the public of an imminent emergency according to agency procedures and resources.
- Provide technical information regarding fire, hazardous materials, or other hazards to the City of Renton EOC to assist in crafting appropriate emergency messages.

King County Office of Emergency Management/Regional Communications and Emergency Coordination Center

- Maintain communication with the City of Renton EOC

Renton Emergency Communication Service

- Provide staff, as available, to assist in the communications function as needed.
- Provide communications support to emergency operations, as requested, relaying information as directed by city staff.

- Follow standard RACES (Radio Amateur Civil Emergency Services) operating procedures and City of Renton EOC operating procedures for emergency operations.

Renton Regional Fire Authority

- Assist in notifying the public of an imminent emergency according to agency procedures and resources.
- Provide technical information regarding fire, hazardous materials, or other hazards to the City of Renton EOC to assist in crafting appropriate emergency messages.

Recovery Activities

Primary Agency

City of Renton Executive Department

- Coordinate the repair and restoration of overall communication systems through the Incident Management System and through the City of Renton EOC.
- Repair and restore communication systems within the scope of their access and expertise, or coordinate and direct the restoration of those systems.
- Continue to provide public information and warning regarding recovery activities. (See ESF #15)

Support Agencies

City of Renton Administrative Services Department

City of Renton Community Services Department

City of Renton Police Department

City of Renton Public Works Department

King County Office of Emergency Management/Regional Communications and Emergency Coordination Center

Renton Regional Fire Authority

Valley Communications Center

Washington State Emergency Management Division

- Repair and restore communication systems within the scope of their access and expertise, or coordinates and directs the restoration of those systems.

Renton Emergency Communication Service

- Continue to provide communication support for emergency operations, as needed and directed by city staff.
- Repair and restore amateur radio communication systems or provides technical information or recommendations on the restoration of those systems.

Responsibilities

Primary Agency

City of Renton Executive Department

- Assess and allocate emergency communication resources during a disaster.
- Provide alert and warning of the incident to the Mayor and city officials.
- Maintain operational procedures for the activation of warning systems and implement them appropriately.
- Develop a functional RACES program that provides communications support for emergency operations.
- Coordinate maintenance and repair of the division's radio communication equipment.
- Request additional communication equipment through the King County Office of Emergency Management/Regional Communications and Emergency Coordination Center or the Washington State Emergency Management Division if necessary.
- Coordinate the alert, warning and notification with other public information functions covered in ESF #15

Support Agencies

City of Renton Community Services Department

City of Renton Police Department

City of Renton Public Works Department

Renton Regional Fire Authority

- Coordinate maintenance and repair of their respective radio communication equipment.
- Establish a Departmental Operations Center (DOC) when department resources require close monitoring, restricted or modified communications, and prioritization of dispatched response.
- Provide available nonessential technical communication resources to the City of Renton EOC as requested.
- Provide, upon request, personnel with skills in the area of communications to work with Administrative Services or the City of Renton EOC Communications Section to re-establish systems.

City of Renton Administrative Services Department

- Coordinate the restoration of city government communication capabilities.
- Provide equipment, maintenance and software support for telephone and computer operations during an emergency or disaster.

King County Office of Emergency Management/Regional Communications and Emergency Coordination Center

- Develop the 800 MHz radio system for local emergency responders.
- Coordinate the restoration of the 800 MHz radio system, if necessary.

Valley Communications Center

- Develop procedures for emergency restoration of dispatch communications.

Renton Emergency Communication Service

- Develop an amateur radio communications system in cooperation with the City of Renton Office of Emergency Management that supports emergency management operations.
- Activate a notification/callout system of staff when requested.
- Maintain a deployment plan for staffing critical locations specified by city staff.

Resource Requirements

Technical and support staff will be necessary to expedite the establishment of critical communication systems. Equipment and supplies should be cached to support operations for a minimum of 3 days. Alternate power sources should be available to operate electricity dependent systems.

References

- City of Renton EOC procedures
- City of Renton EOC Duty Officer Manual
- King County Emergency Management Plan
- Washington State Comprehensive Emergency Management Plan
- King County Amateur Radio Plan
- Valley Communications Emergency Restoration Procedures
- Puget Sound Regional Catastrophic Disaster Coordination Plan
- RCW 38.52.070, Modified by Substitute Senate Bill 5046, Effective 7/23/2017
- Memorandum of Understanding between City of Renton and Renton Emergency Communication Service.

Terms and Definitions

- Significant segment of the population means 5% of the total population of the city, or 1000 persons, whichever is smaller.
- Limited English proficiency populations refers to language groups who self-identify as not speaking English very well.
- Access and functional needs includes those people who may have specific needs related to the emergency incident. In the context of this ESF, this includes those members of community who are blind, visually impaired, deaf, and/or have experienced hearing loss.

Also see Basic Plan.

Appendices

None

EMERGENCY SUPPORT FUNCTION 3: PUBLIC WORKS AND ENGINEERING

Primary Agency:	City of Renton Public Works Department
Support Agencies:	City of Renton Community and Economic Development Department
	City of Renton Community Services Department
	City of Renton Police Department
	City of Renton Executive Department
	Renton Regional Fire Authority
	King County Office of Emergency Management/Regional Communications and Emergency Coordination Center
	King County/Metro Transit
	Puget Sound Energy
	Seattle City Light
	Washington State Department of Transportation

Introduction

Purpose

Emergency Support Function (ESF) 3 is developed for the coordination of engineering and public works activities. This includes emergency construction, demolition, repair, operation and management of water, waste water, storm water and transportation systems, the inspection of facilities for structural condition and safety, maintenance and repair of city vehicles, and the coordination of heavy equipment resources required to support emergency operations of the City of Renton.

Scope

The City of Renton Public Works Department support includes technical advice and evaluations, engineering services, construction management and inspection, emergency contracting, emergency repair of water, stormwater and waste water facilities, emergency response to transportation routes, provision of potable water and emergency power. Activities within the scope include:

- Coordination of mitigation and preparedness activities.
- Assists in the damage assessment immediately following the event.
- Emergency clearance of debris to allow access to emergency responders to protect life, property and the environment.
- Removal of debris from public streets and roads.

- Temporary repair or replacement of emergency access routes to include damaged streets, roads, bridges, and any other facilities necessary for passage of emergency responders.
- Emergency restoration of critical utility systems including temporary restoration of water supply, waste water collection systems and drainage.
- Emergency contracting to support public health and safety.
- Assist in the preparation of Preliminary Damage Assessment reports as required.
- Support other ESF's as outlined in the City of Renton Comprehensive Emergency Management Plan (CEMP).

Policies

It is the policy of the City of Renton to provide public works response services to lands and facilities under city jurisdiction. Response to private property problems shall be performed only when a city facility, such as a utility is causing the problem or when life or public health is threatened. The City of Renton Public Works Department may assist in the evaluation of unsafe conditions on private property giving recommendations for repair or restoration. The City of Renton Community and Economic Development Department may provide a structural engineer to assess conditions on private property if there is an immediate threat to life.

Situation

Emergency/Disaster Hazards and Conditions

The City of Renton Hazard Mitigation Plan identifies the natural and technological emergencies or disasters the City of Renton may experience that could overwhelm the City of Renton Public Works Department. An emergency or disaster could damage or destroy structures, streets, signals, or water, storm drainage and sewer utility systems.

Public Works personnel may also be affected by the event and unable to work or obtain the necessary equipment to perform their standard operating procedures. Additional resources may not be available to the city to meet emergency requirements. County, state or federal assistance may be necessary to ensure a timely, efficient, and effective response and recovery from the event.

Planning Assumptions

- Damage assessment teams will need to be formed to establish response routes and potential work responsibilities.
- Debris clearance and emergency road repairs will be given priority to support immediate lifesaving emergency response.
- Water supplies and infrastructure for firefighting will be evaluated and priority given to those areas most critical.
- City of Renton engineering and construction personnel and equipment may be overwhelmed requiring resource assistance from outside the jurisdiction of the city.
- Emergency supplies of potable drinking water will be coordinated system wide or at pre-designated locations such as functional water reservoirs.

- Previously inspected structures and city utility systems will require re-evaluation when after-shocks occur following an earthquake, or, in other disasters, whenever conditions of the disaster substantially worsen.

Concept of Operations

General

The City of Renton Public Works Department will coordinate engineering and construction activities, communicating with support agencies such as city departments, the City of Renton Emergency Operations Center (EOC) and the Washington State Department of Transportation as necessary to determine potential tasks.

Damage assessment will be conducted for this ESF in conjunction with ESF 1 - Transportation and the Damage Assessment Annex, which will be forwarded to the City of Renton Public Works Department and the City of Renton EOC, if activated. The City of Renton Public Works Department will then develop Incident Action Plans with the support of ESF 5 - Emergency Management and ESF 14 - the City of Renton Disaster Recovery Plan, for response and recovery activities.

Organization

The Primary Agency responsible for the coordination of this ESF is the City of Renton Public Works Department. They will provide public works and engineering assistance, as resources allow, meeting the city's needs in an emergency or disaster.

Procedures

Refer to the City of Renton Public Works Operations Emergency Management Plan.

Mitigation Activities

Primary Agency

City of Renton Public Works Department

- Mitigate city utility systems to increase the integrity and decrease damage potential.
- Implement hazard mitigation in the development of policy, issuing of permits and the design and construction of city facilities, including water, sewer, drainage, and street facilities and structures. This mitigation program will include the designation of methods to support emergency power sources for city wells, sewer pumping stations and fuel supplies necessary to public works operations.
- Identify opportunities to lessen the effects of future emergencies or disasters and makes them known to all agencies that could be impacted.

Support Agencies

City of Renton Community and Economic Development Department

City of Renton Community Services Department

City of Renton Executive Department

Renton Regional Fire Authority

City of Renton Police Department

King County Office of Emergency Management/Regional Communications and Emergency Coordination Center

Puget Sound Energy

Seattle City Light

Washington State Department of Transportation

- Identify opportunities to lessen the effects of future emergencies or disasters and makes them known to the City of Renton Public Works Department.

Preparedness Activities

Primary Agency

City of Renton Public Works Department

- Develop policies and procedures for emergency response and recovery for public works activities.
- Ensure that field personnel have training, proper protection and equipment necessary for response to an emergency or disaster.
- Provide regular training to staff for home and work emergency preparedness.
- Provide a liaison for city support agencies, Washington State Department of Transportation and Puget Sound Energy.
- Work with neighboring jurisdictions and water districts to establish mutual aid and inter-local agreements.
- Provide and participates in emergency management training, drills and exercises in coordination with the City of Renton Office of Emergency Management, in support of this ESF.

Support Agencies

City of Renton Community and Economic Development Department

City of Renton Community Services Department

City of Renton Executive Department

City of Renton Police Department

Renton Regional Fire Authority

King County Office of Emergency Management/Regional Communications and Emergency Coordination Center

Puget Sound Energy

Seattle City Light

Washington State Department of Transportation

- Provide training to ensure personnel are prepared to accomplish their response and recovery activities in support of the City of Renton Public Works Department.

Response Activities

Primary Agency

City of Renton Public Works Department

- Provide personnel to conduct post disaster safety evaluation of buildings in accordance with the Damage Assessment Annex.
- Organize trained personnel to perform preliminary damage assessment of city roads, bridges and utility systems.
- Coordinate the city flood fighting operations.
- Coordinate with support agencies to supply requested services and resources.
- Request activation of the City of Renton EOC, if necessary
- Perform or contracts major recovery work to restore damaged public facilities under Public Law 93-288, the Disaster Relief Act.
- Provide for the identification and preservation of essential records.
- Provide operational control of traffic signals and flashers under the city's jurisdiction.
- Provide technical advice and limited resources for emergency disposal of contaminated soil on city property.
- Organize trained personnel to perform preliminary damage assessment of city roads, bridges, utility systems, city vehicles and equipment.
- Provide debris clearance (except on private property), emergency protective measures, emergency and temporary repairs and/or construction on city lands, roads, dikes, drainage, storm/sanitary sewer and water systems, and facilities.
- Provide light and heavy construction equipment, supplies and personnel.
- Provide for emergency restoration of city roads, water and storm/sewer systems, construction equipment, and emergency vehicles.
- Coordinate and provide for the placement of traffic control signs and barricades for road closures, detours and potential road hazards. Provide operational control of traffic signals and flashers under city jurisdiction.
- Monitor city water supply for possible contamination.
- Coordinate with support agencies to supply requested services and resources.
- Request activation of the City of Renton EOC, if necessary.
- Request public works resources from neighboring jurisdictions or districts through pre-existing verbal agreements.
- Register, train and coordinate volunteer workers as needed for activities associated with this ESF.

- Provide and maintain city vehicles.

Support Agencies

City of Renton Executive Department

- Activate the City of Renton EOC, when requested.
- Request activation of damage assessment teams.
- Prepare and forward situation reports to the King County Office of Emergency Management/Regional Communications and Emergency Coordination Center or the Washington State EOC.
- Provide communication resources and support as needed.
- Provide personnel to the damage assessment teams.

Renton Regional Fire Authority

- Provide hazardous materials personnel and equipment to support City of Renton Public Works Department response and recovery activities, when requested.
- Provide fire suppression personnel and equipment to support City of Renton Public Works Department response and recovery activities.

City of Renton Community Services Department

- Provide maintenance personnel and equipment to support public works response and recovery activities.
- Provide Parks personnel to the damage assessment teams.

City of Renton Community and Economic Development Department

- Conduct damage assessment of City of Renton Public Works Department structures in accordance with the Damage Assessment Annex.
- Provide a structural engineer to assess conditions on private property if there is an immediate threat to life.

City of Renton Police Department

- Provide police personnel and equipment to support public works response and recovery activities.
- Provide communication resources and support as needed.

King County Office of Emergency Management/Regional Communications and Emergency Coordination Center

- Provide support and resource allocation for City of Renton Public Works Department response and recovery activities, when requested.

King County/Metro Transit

- Provide resources and technical support for City of Renton Public Works Department response and recovery activities.

Washington State Department of Transportation

- Reconstruct, repair, and maintain state transportation systems.
- Notify City of Renton Public Works Department regarding the status of the state transportation systems through Renton.
- Coordinate with City of Renton Public Works Department on the designation of alternate transportation routes.
- Provide personnel to be part of the preliminary damage assessment team for City of Renton Public Works Department transportation systems and facilities, when requested.

Puget Sound Energy

Seattle City Light

- Provide damage assessment evaluations to the City of Renton Public Works Department or the City of Renton EOC if activated, to include identification of outages and main breaks, their locations, and probable restoration times on the utility systems within the City of Renton.

Coordination with Federal, State and Local Regulatory Agencies

United States Army Corps of Engineers

United States Environmental Protection Agency

Washington State Department of Ecology

Washington State Department of Health

Seattle-King County Public Health

- Provide regulatory information, technical and resource support for the City of Renton Public Works Department response and recovery activities.

Recovery Activities

Primary and Support Agencies

- Continues with response and recovery activities until completed.
- Provides documentation of costs incurred for the response and recovery efforts of City Public Works operations to the Renton Emergency Operations Center.

Responsibilities

Primary Agency

City of Renton Public Works Department

- Coordinates public works operations and engineering support for the City of Renton for the emergency construction, demolition, repair, operation and management of essential facilities, and the inspection of those facilities during or following an emergency or disaster.

- Coordinates the inspection and repair of essential equipment and vehicles.

Support Agencies

City of Renton Community and Economic Development Department

City of Renton Community Services Department

City of Renton Executive Department

City of Renton Police Department

Renton Regional Fire Authority

King County Office of Emergency Management/Regional Communications and Emergency Coordination Center

King County/Metro Transit

Puget Sound Energy

Seattle City Light

Washington State Department of Transportation

- Assist the City of Renton Public Works Department in providing support for this ESF during an emergency or disaster.

Resource Requirements

City of Renton Public Works Emergency Management Plan.

References

- City of Renton Public Works Emergency Management Plan
- Washington State Comprehensive Emergency Management Plan
- ATC-20 Post Earthquake Safety Evaluation of Buildings
- Intertie Agreements for Emergency Water Supplies
  Purveyors include City of Kent, Tukwila, and Seattle
- City of Renton Hazard Mitigation Plan
- Puget Sound Regional Transportation Recovery Plan

Terms and Conditions

- ATC-20: Standards for seismic evaluation of buildings developed by the Applied Technology Council

Also see Basic Plan

Appendices

None

EMERGENCY SUPPORT FUNCTION 4: FIREFIGHTING

Primary Agency:	Renton Regional Fire Authority
Support Agencies:	City of Renton Executive Department
	City of Renton Public Works Department
	City of Renton Police Department
	King County Office of Emergency Management/Regional Communications and Emergency Coordination Center
	King County and Zone 3 Mutual Aid Agencies
	Utility Companies
	Valley Communications Center
	Washington State Department of Natural Resources
	Washington State Patrol
	Washington State Office of the Fire Marshal

Introduction

Purpose

Emergency Support Function (ESF) 4: Is developed to provide an organizational framework that will effectively utilize all available firefighting apparatus and personnel within the City of Renton. To control the dispatching of such equipment and manpower to locations where needed, and provide for effective operations at the scene during an emergency or disaster.

Scope

Firefighting involves the organization and management of fire scene activities. This includes the resource assistance of other agencies through the countywide mutual aid agreement and the statewide mobilization plan.

For the purpose of this ESF, fire service is considered fire suppression and control. Basic emergency medical care and immediate life safety services, such as rescue and hazardous materials response, although delivered by the Renton Regional Fire Authority, are detailed in other ESFs.

Policies

- The guidelines established in the Renton Regional Fire Authority Operating Procedures shall be followed in responding to an emergency or disaster. This includes the activation of the fire Department Operating Center (DOC) to establish operational control.
- All Activates within ESF #4 will be conducted in accordance with the National Incident Management System/Incident Command System (NIMS)) and the National Response Framework (NRF) and will utilize the Incident Command System (ICS).

- Priority shall be given to life safety, property conservation, and Environmental/Economic considerations, in that order.
- In the event the Renton Regional Fire Authority has exhausted all resources through automatic mutual aid agreements, one or more of three established fire resource plans may be activated. These three plans consist of the King County Fire Resource Plan, the South Puget Sound Regional Fire Defense Plan and the Washington State Fire Services Resources Mobilization Plan (RCW 38.54.030).
- The City of Renton Emergency Operations Center (EOC), if activated, will be informed when resources are reasonably expected to be exhausted. The City of Renton EOC will communicate critical resource updates to the Policy Advisory Group if policy level decisions are required in the continued management of the incident.
- The County Critical Incident Stress Management Team through the Department Chaplain will provide closed forum debriefings, and personal or interpersonal support for fire personnel and their families when requested.
- Fire service mutual aid will be exhausted or nearly exhausted prior to requesting regional or state fire mobilization resources.
- Valley Communications Center is the designated public safety answering point (E 9-1-1 dispatch center) for the dispatch of fire mobilization resources. Other E 9-1-1 dispatch centers will support Valley Communications Center upon request.
- Each local, state or federal agency will assume the full cost of protection of the lands within its respective boundaries unless other arrangements are made. Fire protection agencies should not incur costs in jurisdictions outside their area without reimbursement unless there is a local mutual aid agreement between those jurisdictions. It is essential that the issue of financial limitation be clarified through proper official channels for efficient delivery of fire services.
- Coordination with and support of state and local fire suppressions organizations is accomplished through the state forester, in cooperation with the state fire marshal, Washington State Emergency Management Division, or other appropriate fire suppression organizations operating under NIMS / ICS.
- National support for local and state firefighting operations is coordinated through the National Interagency Coordinating Center (NICC) located at the National Interagency Fire Center (NIFC) in Boise, ID. This is coordinated among the Washington State Fire Marshal or WEMD and the Joint Field Office (JFO).

Situation

Emergency/Disaster Hazards and Conditions

Under ideal conditions, the management of large firefighting operations is complex and involves an immense staff, several different agencies and jurisdictions. Extremely large fires and those resulting from, or coinciding with a major earthquake or other disaster, will place extraordinary demands on available resources and logistics support systems.

A significant natural or technological event may result in many fire emergencies throughout the City of Renton. Ignition sources could cause hundreds of fires during and after an earthquake. The damage potential from fires in urban areas during and after a major earthquake is extreme.

Under the worst conditions, these fires will have the potential to spread rapidly, cause extensive damage, and pose a serious threat to life, property and the environment. Intra-jurisdiction and mutual aid firefighting resources may be difficult to obtain and utilize due to massive disruption of communications, transportation routes, utilities and water systems.

Planning Assumptions

- Urban and rural fires may result from, or occur coincidentally with, an earthquake or as the result of another significant event.
- All forms of communications may be disrupted, particularly landline forms such as telephone. Cellular phones and 800 MHz radio systems also rely on land based towers and repeaters, which may be damaged. Heavy traffic from the attempted use of these systems, and even fully functional systems, may be overwhelmed, and therefore should not be relied upon. Backup communications such as VHF, alternate 800 MHz frequencies (site trunking operations), mobile data computers, and amateur radio may be needed. Valley Communications Center, if operable, will be inundated with calls and may be unable to effectively dispatch calls. If communications are completely down, it will be necessary for the city to manage its own resources.
- Normal response will be hampered by such occurrences as bridge failures, landslides, traffic congestion, fallen debris, flooding or fire. Fire and life safety response times will be delayed and responses to occurrences will be prioritized.
- Agencies, which commonly support large fire suppression operations (mutual aid, fire mobilization, police, public works, the Department of Ecology, the American Red Cross, etc.), will receive many fire and non-fire related requests. Many of the resources normally available for use in fighting large fires may be unavailable.
- Support normally given by electric, gas and water utility companies may be hampered by the magnitude of the incident. Also, utility failure such as the disruption of firefighting water supply may compound, or add to the size of the incident.
- Availability of fire service personnel may be limited due to injuries, personal concerns, needs or limited access to work location. First arriving recall personnel may be assigned to initial first response for emergencies.

Concept of Operations

General

Renton Regional Fire Authority (RRFA) will manage and coordinate firefighting activities within the city. Other RRFA functions may be carried out concurrently and by the same personnel during the course of firefighting. The RRFA is signatory to a countywide mutual aid agreement. The fire service also cooperates in a statewide mobilization plan. This plan is activated through a detailed request to the South Puget Sound Regional Coordinator through Valley Communications Center. RRFA is also a participant in the Zone 3 Fire Operations Chief Coordinators, for large-scale incidents.

The Fire Chief or designate will activate the Departmental Operations Center (DOC) to manage and support complex or significant field incidents, or high call volume events. The Duty Chief or

on-duty North Battalion Chief/Safety Officer will be an overall coordinator of fire service activities during or following a disaster. The DOC will coordinate with the field command post and the City of Renton EOC as necessary.

Communications will be through established channels. The primary mode of emergency communications would take place on the 800 MHz radio communications system. Secondary communications are outlined in RRFA Communication Guide and include Site Trucking, State Ops, VHF radios, MDC, pagers and Ham Radios.

Organization

- The Renton Regional Fire Authority has the responsibility for the accomplishment of firefighting activities in the Renton Regional Fire Authority service area.
- The fire stations have pre-designated response areas and provide backup as necessary to the other stations.
- The Response Operations Division is responsible for all Suppression, EMS, Technical Rescue, Water Rescue, and Hazardous Material activities.
- The Office of the Fire Marshal is responsible for providing International Fire and Building Code inspections, plans checking, public education and fire investigation.
- Support Services Division and Administration are responsible for, Fleet, facilities, security, logistics and other support needs.

Procedures

The Renton Regional Fire Authority policies and procedures outline mutual aid partners and DOC guidelines to be used for large incidents.

Mitigation Activities

Primary Agency

Renton Regional Fire Authority

- Develop and implement fire prevention and fire safety programs.
- Review building plans, issue permits and perform inspections of general businesses, fire code permitted occupancies, multi-family housing and other licensed facilities in an effort to reduce the risk of fire.
- Review, evaluate, inspect and issue permits for the storage and use of hazardous materials in an effort to reduce the risk of a release or spill.
- Work with Renton Emergency Communication Service (RECS) as described in ESF 2.

Preparedness Activities

Primary Agency

Renton Regional Fire Authority

- Provide training to fire personnel responsible for suppression operations, including the Incident Management System, safety procedures, and communications.
- Prepare pre-incident fire surveys of large and/or high hazard facilities in Renton to enhance response capabilities.
- Review the Washington State Fire Services Resource Mobilization Plan annually and update the City of Renton Comprehensive Emergency Management Plan appropriately.
- Review mobilization communication needs with the South Puget Sound Regional Coordinator annually per the Washington State Fire Services Resource Mobilization Plan.
- Coordinate preparedness and planning efforts with hazardous material facilities in the City of Renton under the Superfund Amendment and Reauthorization Act (SARA) Title III Program. The SARA Title III Program is covered in ESF 10 – Hazardous Materials Response.

Response Activities

Primary Agency

Renton Regional Fire Authority

- Assume full responsibility for fire suppression and immediate life safety services within the City of Renton and Renton Regional Fire Authority service area utilizing the Incident Management System.
- Confine and extinguish fires, conduct technical rescue operations, and provide command structure to emergency operations within the Renton Regional Fire Authority response area.
- Develop and implement strategic incident action plans.
- The DOC will maintain operational command and control over field activities.
- Request the support of mutual aid agreement signatories to the Renton Regional Fire Authority as needed.
- Respond to assist those mutual aid signatories when requested if, within the Renton Regional Fire Authority service area, staffing levels and the situational demands for service allows the rendering of aid, without reducing the level of protection in that service area.
- Request the assistance of support agencies.
- Provide a fire liaison and/or other personnel to the City of Renton EOC, as requested.
- Request additional personnel and resources as needed beyond mutual aid agreements, through the King County Fire Resource Plan, the South Puget Sound Fire Defense Plan or the Washington State Fire Services Resource Mobilization Plan.
- Perform damage assessment and triages fire and emergency services responses.
- Activate the City of Renton EOC, if requested.

- Assist in the coordination and documentation necessary for the recovery of disaster expenses following a State Fire Mobilization or a Presidential Disaster Declaration.

Support Agencies

City of Renton Executive Department

City of Renton Police Department

City of Renton Public Works Department

Utility Companies

- Utilize the ICS for all emergency/disaster response activities in accordance with the NIMS and NRF (National Response Framework
- Provide equipment and personnel to support fire suppression activities when requested, as available.
- Provides documentation of costs incurred for the response and recovery efforts to the City of Renton Executive Department
- Manage debris removal and provide transportation and infrastructure support.
- Manage evacuations of impacted areas as necessary

King County Office of Emergency Management/Regional Communications and Emergency Coordination Center

RECS (Renton Emergency Communication Services

- Provides communications support to firefighting operations as requested.

King County and Zone 3 Mutual Aid Agencies

Valley Communications Center

- Serve as a Public Safety Answering Point (PSAP), providing call receiving and dispatch services, and procure additional firefighting resources for Renton Regional Fire Authority.

Recovery Activities

Primary Agency

Renton Regional Fire Authority

- Conduct a post-incident review to evaluate the incident.
- Provides estimates for damage and costs incurred by the incident to City of Renton Executive Department.
- Compile the appropriate documentation for the incident report.
- Continues to assist in the coordination and documentation necessary for the expense recovery process associated with a Presidential Declaration or state Fire Services Resource Mobilization.

Support Agencies

City of Renton Police Department

City of Renton Public Works Department

Utility Companies

- Assist the Renton Regional Fire Authority t in evaluating the incident and providing information for the incident report.
- Provide estimates for damage and costs incurred by the incident to the designated city personnel tasked with tracking eligible expenses for reimbursement.

Responsibilities

Primary Agency

Renton Regional Fire Authority

- Manage and support firefighting and emergency medical activities

Support Agencies

City of Renton Executive Department

City of Renton Police Department

City of Renton Public Works Department

King County Office of Emergency Management/Regional Communications and Emergency Coordination Center

Mutual Aid Agencies

Northwest Coordination Group (NWCG)

Renton Emergency Communication Service (RECS)

Utility Companies

Valley Communications Center (Public Safety Answering Points)

Washington State Department of Natural Resources

- Support firefighting activities of the Renton Regional Fire Authority Department consistent with this ESF and the Renton Regional Fire Authority Department Standard Operating Procedures.

Resource Requirements

Prior to requesting additional resources through the Washington State Fire Services Mobilization Plan, the primary and support agencies will provide the available personnel, facilities and equipment to support firefighting activities.

References

- Renton Regional Fire Authority
- Department Standard Operating Procedures
- Zone 3 Fire Ground Incident Practices and Tactics
- King County Fire Resource Plan
- South Puget Sound Regional Fire Defense Plan
- Washington State Fire Services Resource Mobilization Plan
- Valley Communication High Call Volume Events Procedure

Terms and Definitions

See Basic Plan.

Appendices

- Request for Resources based on Fire Mobilization requirements
- ICS 201 for IMT resource

EMERGENCY SUPPORT FUNCTION 5: EMERGENCY MANAGEMENT

Primary Agency:	City of Renton Executive Department
Support Agencies:	All other City of Renton Departments
	Renton Regional Fire Authority
	King County Office of Emergency Management/Regional Communications and Emergency Coordination Center
	Washington State Emergency Management Division
	Department of Homeland Security

Introduction

Purpose

Emergency Support Function (ESF) 5: The purpose of emergency management is to collect, analyze, and share information about a potential or actual emergency or disaster to enhance the preparedness, mitigation, response and recovery activities of the City of Renton. Emergency management supports overall activities for incident management in Renton, and liaises with county, state and federal emergency management agencies for multi-agency coordination. Emergency Management maintains the Emergency Operations Center (EOC) in a state of readiness.

Scope

This ESF applies to city departments, as well as private and volunteer organizations that commonly report to the EOC during an activation. ESF 5 facilitates information flow in the pre-incident preparedness phase in order to place assets on alert or to pre-position assets for quick response. During the post-incident response phase, ESF 5 transitions and is responsible for support and planning functions. ESF 5 activities include those functions that are critical to support and facilitate multiagency planning and coordination for operations for large scale incidents. This includes alert and notification, staffing of the EOC, incident action planning, provide support operations, logistics and material direction and control, information management, facilitation of requests for assistance, resource acquisition and management, worker safety and health management, facilities management, financial management, and other support as required.

ESF Activation & Plan Maintenance

ESF 5 may be activated independently or in conjunction with other ESFs, depending on the needs of the situation. The ESF 5 Primary Agencies will be responsible for review and revision of this annex.

Policies

- The Incident Command System (ICS) will be used in any size or type of disaster to manage response personnel, facilities, and equipment.
- ESF 5 is responsible for coordinating the city support infrastructure in the affected area in the anticipation of requirements for preparedness, response, and recovery and in support of additional response activities.
- ESF 5 is responsible for requesting, coordinating, analyzing and disseminating necessary information from city departments to support response and recovery efforts.
- ESF 5 will provide guidance for each city department in making their reports, if needed.
- Incidents should be handled at the lowest level. If the city becomes overwhelmed and in need of outside support, existing mutual aid agreements will be used. Support beyond or in addition to mutual aid will be coordinated through ESF 5 up to the county, state, federal and non-governmental organizations. Conversely, ESF 5 will facilitate requests for support from these agencies.
- In circumstances that include a component of terrorism, civil disturbance, or other law-enforcement sensitive intelligence, the City of Renton Police Department will be the lead agency in information coordination to ensure proper intelligence-handling procedures are established and enforced.

Situation

Emergencies or disasters may occur in a local jurisdiction at any time causing significant human suffering, injury and death, public and private property damage, environmental degradation, economic hardship to businesses, families, individuals, and disruption of local government. These hazards are identified in the hazard identification and vulnerable assessment (HIVA) included in the Hazard Mitigation Plan, which is a supporting document to the CEMP.

Emergency/Disaster Hazards and Conditions

The hazards identified in the HIVA could disrupt public services, damage property, and cause injury or death of persons within affected areas.

Primary hazards include floods, winter storms, earthquakes, landslides and debris flows, volcanic hazards, coal mine hazards, hazardous materials releases, and acts of terrorism or civil disturbance. Additionally, the city is subject to major transportation disruptions and accidents, utility and infrastructure failures or collapses, public health emergencies, and mass casualty incidents from any cause.

Planning Assumptions

- The urgency of the event may direct the focus toward response operations and EOC activation. As a result, initial reporting to outside agencies may be delayed.
- Early in the course of the event, little information will be available and information may be vague and inaccurate.
- Reporting to outside agencies will improve as the event matures.

Concept of Operations

General

During disasters or emergencies, the need for rapid decisions and actions may require that emergency management plans and procedures supersede normal business operations.

The departments and outside agencies operating in the EOC will work to develop situational awareness/common operating picture for the incident. This will include receiving periodic reports from field representatives and Department Operation Centers. Additionally, the City of Renton EOC staff will request information from other agencies, public and private.

The City of Renton EOC Planning Section is responsible for the collection, analysis, synthesis and distribution of information gathered. This will be delivered in the form of a Situation Report. The SitRep may be shared with the field command, city departments, partner agencies, and the media as appropriate. The Planning Section is responsible for ongoing maintenance of situational awareness/common operating picture and distribution of this information as it changes throughout the event. City of Renton department representatives in the City of Renton EOC will develop reporting procedures with their field representatives and/or DOCs to facilitate information flow between the field and the EOC.

Organization

The City of Renton EOC is organized utilizing the basic concepts of the National Incident Management System and consists of the functional areas needed for coordination of the event, which could include Operations, Planning, Logistics, and Finance/Administration sections, and other core functions such as Public Information and Communications.

Procedures

- See the City of Renton EOC procedures.
- See individual department/division's standard operating procedures.

Mitigation Activities

Primary and Support Agencies

Any city department or outside agency involve in a current mitigation project.

Preparedness Activities

Primary Agencies

City of Renton Executive Department

- Prepare standardized reporting formats for citywide use.
- Establish reporting procedures for all departments.
- Prepare a standard template for the Mayor's Proclamation of Emergency.

- Facilitate emergency management training, drills and exercises in support of this ESF. City of Renton Police Department will facilitate and participate in emergency management training, drills and exercises in support of this ESF as well.

Support Agencies

All City of Renton Departments

Renton Regional Fire Authority

King County Office of Emergency Management/Regional Communications and Emergency Coordination Center

Washington State Emergency Management Division

- Participate in emergency management training, drills and exercises in support of this ESF.

Response Activities

Primary Agencies

City of Renton Executive Department

- Coordinate the activation and needed staffing of the EOC.
- Coordinate and prepare periodic situation reports for dissemination to inside and outside partners and stakeholders. .
- Provide briefings on the incident periodically to city policy group or departments/divisions as appropriate.
- Prepare the Mayor's Proclamation of Emergency.
- Request information from city departments, volunteer organizations and the private sector, as necessary.

City of Renton Police Department

- Provide briefings on the incident periodically to the EOC and city departments/divisions as appropriate.
- Request information from city departments, volunteer organizations and the private sector, as necessary.
- The City of Renton Police Department may contact federal agencies to include the Department of Homeland Security or the Federal Bureau of Investigation to solicit information related to the current incident.

Support Agencies

All City of Renton Departments

Renton Regional Fire Authority

Department of Homeland Security

Federal Bureau of Investigation

- Collect information from their field representatives, if applicable, to distribute to the City of Renton EOC as appropriate.
- Provide a liaison to the City of Renton EOC, as available.
- Analyze information specific to their department/agency and make recommendations to the City of Renton EOC Director on actions to be taken.
- Make requests from field representatives, if applicable, for special information.

King County Office of Emergency Management/Regional Communications and Emergency Coordination Center

Washington State Emergency Management Division

- Share information regarding regional effects with the City of Renton EOC. Solicit input and participation from the City of Renton in regional decision-making based on the best available information, usually including a regular policy conference call schedule.

Recovery Activities

Primary Agency

City of Renton Executive Department

City of Renton Police Department

- Prepare situation reports as necessary.
- Continue compiling information and documentation as necessary.
- Review and revise reporting procedures and formats as necessary.
- Prepare, submit and track all documentation necessary for federal and state reimbursement of Presidential declared disasters.

Support Agencies

All City of Renton Departments

Renton Regional Fire Authority

Department of Homeland Security

Federal Bureau of Investigation

King County Office of Emergency Management/Regional Communications and Emergency Coordination Center

Washington State Emergency Management Division

External agencies and stakeholders identified as part of the recovery process according to the Long Term Recovery Plan.

- Continue to provide information to the Executive Department or EOC, as necessary.
- Review and revise reporting procedures as necessary.

Responsibilities

Primary Agencies

City of Renton Executive Department

City of Renton Police Department

- Coordinate the collection, evaluation, documentation and dissemination of information in regards to potential or actual emergencies or disasters that could affect the City of Renton.
- Provide emergency management staff to the City of Renton EOC and/or field operations as needed.

Support Agencies

All City of Renton Departments

Renton Regional Fire Authority

Department of Homeland Security

Federal Bureau of Investigation

King County Office of Emergency Management/Regional Communications and Emergency Coordination Center

Washington State Emergency Management Division

- Support the City of Renton Executive Department in the collection, evaluation and dissemination of information in regards to potential or actual emergencies or disasters that could affect the City of Renton.
- Provide personnel to the City of Renton EOC when requested and if available to serve in support functions or liaison roles.

Resource Requirements

- Standard office machines, computers, printers, facsimile machines, charts, boards, and communications equipment.
- Emergency/Disaster Liaison from the support agencies to the City of Renton EOC.
- Communication links between the City of Renton EOC and the support agencies that are not located within the EOC.

References

- Regional Disaster Plan for Public and Private Agencies in King County, Washington
- Washington Mutual Aid System (WAMAS)
- Puget Sound Regional Catastrophic Framework and Annexes
- King County Comprehensive Emergency Management Plan
- King County Hazard Mitigation Plan
- Washington State Comprehensive Emergency Management Plan
- Emergency Management Assistance Compact

Terms and Definitions

See Basic Plan

Appendices

None

EMERGENCY SUPPORT FUNCTION 6: MASS CARE, EMERGENCY ASSISTANCE, HOUSING AND HUMAN SERVICES

Primary Agency:	City of Renton Community Services Department
Support Agencies:	American Red Cross
	City of Renton Executive Department
	City of Renton Police Department
	Greater Renton Community Organizations Active in Disaster
	Emergency Feeding Program
	Regional Animal Services of King County
	Washington State Animal Response Team

Introduction

Purpose

Emergency Support Function (ESF) 6: Mass care is developed to coordinate efforts to provide sheltering (humans and pets), feeding, and emergency first aid following an emergency or disaster requiring response assistance, to operate a system to collect, receive, and report information about the status of survivors and to persons unable to provide for themselves assist with the unification of families within the affected area, and to coordinate bulk distribution of emergency relief supplies vital to the delivery of services, to survivors following an incident within the City of Renton.

Scope

The needs of emergency workers and the general population are often the same during times of disaster. An emergency worker care program will be established by the Renton Community Services Department to meet these needs. This program will be established with the guidance and assistance of the American Red Cross but will not be dependent upon the American Red Cross for delivery. Pet and animal shelters will be guided by the Renton Police Department because people may not leave hazardous areas without their pets; pet shelters will be established as needed. The Community Services Department will work with people who have pets but that cannot be housed in the shelter by arranging housing vouchers with hotels and apartments that allow pets.

As part of the National Response Framework, the American Red Cross, largely through the utilization of volunteers, plans and prepares to support local jurisdictions in regional mass care needs. The City of Renton Community Services Department will work with the American Red Cross, in addition to local partners organized through the Renton Community Organizations Active in Disaster (COAD), in an effort to facilitate delivery of the following mass care services established by the American Red Cross and their volunteers but the Community Services Department will retain primary responsibility for the following functions:

Shelter

The provision for emergency shelter includes the use of designated shelter sites in existing structures, creation of temporary facilities such as tent cities, or the temporary construction of shelters. The city may partner with other cities or King County to participate in regional mass sheltering efforts or to support populations with medical, functional and/or access needs.

Feeding

The provision for feeding the general public and emergency workers is through a combination of fixed sites, mobile feeding units, and bulk food distribution.

Emergency First Aid

Emergency first aid services may be provided to impacted persons and workers at mass care facilities and at designated sites within the affected area as described in ESF 8, Health and Medical Services.

Disaster Welfare Information

Disaster welfare information regarding individuals residing within the affected area will be collected and provided (as capabilities allow) to immediate family members outside the area, through a disaster welfare information system. This will also help in the reunification of family members within the area who were separated at the time of the event.

Bulk Distribution of Emergency Relief Items

Sites will be established within the affected area for distribution of emergency relief items. The bulk distribution of these items may be accomplished regionally, and will be determined by the requirements to meet urgent needs of impacted persons for essential items. The Emergency Feeding Program is currently established as a fixed community point of distribution.

Transportation to Shelters

Facilitate providing transportation for the general population, including individuals with functional and access needs that either do not have caretakers or cannot otherwise provide their own transportation. Transportation for people needing specialized transportation for medical needs will be coordinated through ESF 8.

Animal Shelters

Domestic animal shelters will be established at location(s) determined by the Renton Police Department depending on the location and scope of the event. . Livestock and non-domestic pet needs will be coordinated with King County and the Washington State Animal Response Team (WASART).

Initial response activities will focus on meeting urgent needs of impacted persons on a mass care basis with available resources. FEMA (the Federal Emergency Management Agency) and other government and private agencies may provide disaster assistance such as loans, grants, and temporary housing. Coordination of these assistance programs will be administered by a long-term recovery team through ESF 14.

Policies

- The City of Renton will maintain a directory of shelters identified by the American Red Cross or designated by the City for shelter use.
- In coordination with the Damage Assessment Annex, shelter facilities will receive priority consideration for structural inspections to ensure the safety of occupants.
- The American Red Cross and King County Parks have formed a partnership with several jurisdictions to store containers supplied with cots, bariatric cots, blankets, etc., in cities and at county facilities. The City of Renton will maintain a list of shelter supply locations within the City of Renton, and will follow agreement terms in applicable MOUs to access and use these supplies.
- In accordance with the National Response Framework, mass care activities will include persons with access and functional needs include persons with additional needs before, during, and after an incident in functional areas, including but not limited to: maintaining independence, communication, transportation, supervision, medical care. Individuals in need of response assistance may include: those who have disabilities; who live in institutionalized settings; who are elderly; who are children; who are from diverse cultures; who have limited English proficiency or are non-English speaking; or who are transportation disadvantaged.
- The city shall include persons with access and functional needs as described about in ESF 6 planning and testing.
- The city recognizes the special needs of children, particularly as they related to issues of safety and welfare in the shelter setting and the need for swift reunification with families.
- All persons, regardless of access or functional need, shall have equal access to available state supported general population shelter if they are able to meet their own needs, have a reliable caretaker(s), or with some assistance from volunteers, to assist with personal and/or medical care.
- Shelters shall accommodate service animals that accompany persons with access or functional needs.
- During a disaster and when requested to support a jurisdiction’s sheltering efforts, the city will make every reasonable effort to provide facilities that are compliant with applicable laws pertaining to accessibility. Persons with access or functional needs shall receive the same standard of care and services as accorded to all others, regardless of the venue in which they are sheltered.

- All persons involved in the direct provision of disaster case management services shall be subject to criminal history background checks and verification of appropriate training.
- Persons requiring acute or skilled medical care cannot be accommodated in a general population shelter and shall be sheltered under ESF 8 in a medical shelter.

Situation

Emergency/Disaster Hazards and Conditions

Depending on the emergency or disaster, a significant percentage of the population of Renton could be displaced from their homes. In an earthquake, structures may be damaged and unsafe for occupancy. In many disasters, roads may be disrupted or blocked, preventing access to individual homes. Although homes may be undamaged, the absence of utilities could also drive people from their homes to seek shelter. Disruption of roads may make it difficult for displaced residents to reach shelter services.

Planning Assumptions

- The amount of damage to structures, essential systems and services could rapidly overwhelm the capacity of the City of Renton to assess the event and respond effectively to basic and emergency human needs.
- Damage to roads, airports, communications systems, etc., could hamper emergency response efforts. The movement of supplies could be seriously impeded. Many professional emergency workers and others who normally would help during an event could be unable to reach their assigned posts.
- Emergency facilities could be severely damaged or inaccessible.
- Thousands of people could be forced from their homes, depending on such factors as the time of occurrence, area demographics, building construction, and existing weather conditions.
- There may be numerous dead and injured.
- Thousands of family members may be separated immediately following a sudden-impact event, such as children at school and parents at work. There may be transients, tourists, etc., also involved.
- Planning for ESF 6 is based on a worst-case scenario in which an event occurs without warning at a time of day that will produce maximum casualties. Consideration should also be given to other events that could cause numerous casualties and require the temporary relocation of impacted persons.
- Many impacted persons will remain with or near their damaged homes. Some will go to mass shelters, others will find shelter with friends and relatives, and some will also go to public areas such as fire and police stations looking for guidance. However, fire and police stations will not be viable locations for public shelter.
- The magnitude of the event will determine the need for large, long-term shelters.
- The restoration of communication systems, disrupted by damages and overloads, may take weeks.

- Large numbers of spontaneous volunteers will require a planned staging area, registration and operational procedures.
- Large numbers of impacted persons with pets will not go to shelters if pets are not accepted.

Concept of Operations

General

- The City of Renton Community Services Department has been designated the primary agency responsible for managing the activities of ESF 6. Resources from the private sector will also be applied to the response and recovery effort. The Community Services Department will provide an Emergency Shelter Operations Manual for the designated sites. The City will attempt to provide emergency shelter training for staff and volunteers through coordination with the American Red Cross.
- The City of Renton will coordinate with the American Red Cross through the City of Renton EOC. The capability of the American Red Cross to provide representation to the EOC is not assumed. If American Red Cross liaison staff cannot support the City of Renton EOC, communications will be established through the King County Regional Communications Center and Emergency Coordination Center (KCRCECC) or Washington State Emergency Operations Center (EOC).
- The City of Renton has numerous Community Services parks, open spaces, and ball fields that may accommodate recreational vehicles, tents, etc., in the event of an emergency or disaster.
- The City of Renton Police Department with coordinate with Regional Animal Service of King County and WASART agencies to accommodate pet and animal shelters in the event of an emergency or disaster.
- The City of Renton Community Services has established a Memorandum of Understanding (MOU) with Catholic Community Services and Harambee Church, respectively, to provide cold weather shelters

Organization

The City of Renton Community Services Department will manage the mass care needs of emergency workers with the support of the American Red Cross and other agencies. The American Red Cross, as capabilities allow with their personnel, network of volunteers and like agencies, will support the Renton Community Services Department in delivering and managing the mass care services as described in this ESF, although their shelter operations support will be limited to the general population.

Types of Shelters include but are not limited to:

- General Population Shelters/Dormitory
- Warming/Cooling, Day Sheltering
- Disaster Meal Sites
- Special Populations Shelters

- Pet Shelters
- Livestock Shelters
- Medical Needs Shelters
- Mass Care Staff Shelters
- Emergency Responder Shelters

Procedures

City of Renton Community Services Department standard operating procedures provide guidance on implementation of this ESF and maintenance of a working relationship with the American Red Cross.

The American Red Cross procedures will govern operation of shelters set up by the American Red Cross, as well as utilization of American Red Cross volunteers.

Mitigation Activities

Primary Agency

City of Renton Community Services Department

- Maintain city facilities.

Support Agencies

None

Preparedness Activities

Primary Agency

City of Renton Community Services Department

- Develops plans and procedures for shelter operations. .
- Develops partnership plans with the American Red Cross.
- Develops and participates in emergency management training, drills, and exercises in support of this ESF.

Support Agencies

American Red Cross

- Develops partnership plans with City of Renton Community Services Department.
- Participates in emergency management training, drills, and exercises in support of this ESF.

City of Renton Executive Department

- Assists the City of Renton Community Services Department with the development of plans and procedures for shelter operations.
- Facilitates partnership plans between the City of Renton Community Services and the American Red Cross.
- Supports the development of and participates in emergency management training, drills and exercises in support of this ESF.

City of Renton Police Department

- Provides security, if needed, at human and pet shelters located within the City of Renton.
- Establishes, organizes, and develops a pet sheltering operation.
- Facilitates partnership plans between the City of Renton Community Services Department and other agencies on pet sheltering needs.
- Supports the development of and participates in emergency management training, drills and exercises in support of this ESF.

City of Renton Human Resources and Risk Management

- Develops plans and procedures for the reassignment of city staff and the registration and use of volunteers during an emergency or disaster.
- Participates in emergency management training, drills and exercises in support of this ESF.

Response Activities

Primary Agency

City of Renton Community Services Department

- Activates and operates emergency shelters.
- Coordinates response efforts with the American Red Cross.
- Provides referrals for emergency assistance and human services.
- Supports the development of and participates in emergency management training, drills and exercises in support of this ESF.

Support Agencies

American Red Cross

As resources allow, and potentially in a regionalized model, provides the following services:

- Food, Shelter and Emergency Supplies: During a disaster, first priority is to ensure that people have a safe place to stay, food, and emergency supplies. Red Cross works with government and community partners to open shelters where residents will find comfort with a hot meal, recovery information, and a place to rest. For emergency workers and people returning to their homes, the Red Cross mobilizes emergency response vehicles from which disaster workers distribute

food, water, and essential clean-up items that might not be immediately available in the community.

- Welfare Information: Disasters often disrupt regular communication channels and can separate families. Through the Red Cross' nationwide network of chapters, family members may request welfare information regarding their loved ones. The Red Cross "Safe and Well" Web site enables people within a disaster area to let their families and friends outside of the affected region know that they are all right. Clients register on Safe and Well, by going to http://redcross.org/safeandwell. Red Cross call agents at 1-800-RED-CROSSwill register individuals without computers or connectivity.
- Client Casework and Recovery Planning and Assistance: To help people with disaster-caused needs, Red Cross provides individualized client services through casework. Particular attention is given to those who have experienced significant damage or loss of their homes. This casework process consists of an in-depth interview that allows the worker to assess the client's immediate needs. With this information, the caseworker can connect the client with items, financial assistance and/or referrals to local resources which can meet those immediate needs. The caseworker also engages the client in a brief planning process which can help identify action steps for the client to follow in the first few days or weeks after a disaster. Red Cross caseworkers work closely with local, state and federal government to ensure clients have access to all available resources.
- Disaster Health and Mental Health Services: After an emergency, injuries can ensue, essential prescription medicines lost, and the shock and stress of sudden loss can overwhelm a person's normal coping skills. The Red Cross deploys licensed health and mental health professionals who are specifically trained and equipped for disaster responses to help. Disaster health professionals are available for emergency first aid, medical assessment, triage and replacement of emergency medications. Our Disaster Health Services team meets these needs through item distribution, financial assistance or referrals to community partners. Disaster mental health professionals in shelters and service locations provide mental health assessments, crisis intervention and a sympathetic ear to those in need.
- Provides preliminary and detailed damage assessments of the affected area to determine the number of dwellings and public shelters damaged and the extent of damage.
- Coordinates, within its agreements, the provision of relief efforts by any volunteer organizations actively engaged in providing relief assistance to disaster survivors.
- Coordinates its relief activity with participating and support agencies and affected areas through liaisons to the state, county, and local jurisdiction EOCs.
- Makes recommendations to the City of Renton EOC for the establishment of mass care priorities.

City of Renton Human Resources Risk Management

- Reassigns city personnel and registers and assigns volunteers as requested.

City of Renton Police Department

Washington State Animal Response Team

Regional Animal Services of King County

- Provides support in organizing animal sheltering for the Community Services Department.

REACH

- Provide cold weather shelters for the homeless populations.

Emergency Feeding Program

- Establish and run a community point of distribution for disaster supplies.

City of Renton Executive Department

- Coordinate City of Renton EOC Operations.

The Salvation Army

Greater Renton Community Organizations Active in Disaster

- Provide support to the Renton Community Services Department as resources and capabilities allow.

Recovery Activities

Primary Agency

City of Renton Community Services Department

- Continues to operate shelters as capabilities allow.
- Assist in services or arranging longer term housing
- Referrals to other agencies for appropriate services

Support Agencies

City of Renton Police Department

- Demobilizes pet sheltering operations
- Provides the long-term resources for unwanted pets

American Red Cross

City of Renton Executive Department

City of Renton Human Resources and Risk Management Department Greater Renton Community Organizations Active in Disaster

Salvation Army

- Support recovery activities consistent with their mission and capabilities.

- Continues to support mass care recovery activities through the Renton Community Services Department.

Responsibilities

Primary Agency

City of Renton Community Services Department

- Provides overall coordination for the accomplishment of this ESF.

Support Agencies

American Red Cross

As resources allow:

- Supports efforts to provide sheltering, feeding, and emergency first aid following a natural or technological event requiring response and recovery assistance.
- Operates a disaster welfare information system to collect, receive, and report information regarding the status of impacted persons and assist with family reunification within the event area.
- Coordinates bulk distribution (potentially regionally) of emergency relief supplies necessary to this ESF.

City of Renton Police Department

Regional Animal Services of King County

Washington State Animal Response Team

- Supports and maintains efforts to provide pet sheltering and feeding following a natural event requiring response and recovery assistance.
- Operates and/or supports a pet and animal shelter system that can collect, receive and report information reuniting pet owners with their pets.

Greater Renton Community Organizations Active in Disaster

Emergency Feeding Program

Supports the City of Renton Community Services Department in the accomplishment of ESF 6 within the limits of their expertise and resources.

Resource Requirements

- Resources that may have to be mobilized in support of mass care activities include the transportation of cots, blankets, air mattresses, sleeping bags, portable toilets, water containers, cooking equipment, registration forms, tables, chairs, medical supplies, animal kennels and food dishes, tents, fencing, and transport vehicles. Many of these supplies will already be in shelter locations or can be obtained through normal supply channels.

- Personnel resources will include American Red Cross staff, volunteers such as veterans groups, labor unions, scouting organizations, professional associations, and City of Renton employees trained in shelter operations and private organizations with whom the American Red Cross has agreements. Skilled individuals will be identified from among these groups.

References

- American Red Cross Disaster Service Program Guidance
- City of Renton Shelter Operations Manual
- City of Renton Animal Sheltering Plan
- Mass Care Regional Plans
- Greater Renton Community Organizations Active in Disaster (COAD) Emergency Coordination Plan

Terms and Definitions

See Basic Plan

Appendices

None

EMERGENCY SUPPORT FUNCTION 7: LOGISTICS MANAGEMENT AND RESOURCE SUPPORT

Primary Agency:	City of Renton Executive Department
Support Agencies:	All other City of Renton Departments
	Renton Regional Fire Authority
	King County Office of Emergency Management/Regional Communications and Emergency Coordination Center
	Private Sector Organizations
	Public Health – Seattle and King County
	Voluntary Organizations
	Washington State Emergency Management Division

Introduction

Purpose

Emergency Support Function (ESF) 7: Resource management was developed to assist local government requiring logistical and resource support prior to, during, and/or after an emergency or disaster.

Scope

Resource support involves the procurement and allocation of resources beyond normal day to day operations. These resources include equipment, materials, facilities, contracted services, supplies, and personnel required to support the city's departments/divisions during the response and recovery phases of an emergency or disaster. Resource support may continue until the demobilization/disposition of all resources is complete.

Policies

- All activities within ESF 7 will be conducted in accordance with the National Incident Management System.
- It is the policy of the City of Renton that departments/divisions utilize their own resources or mutual aid agreements before requesting outside resources. It is not necessary to wait to make a request for outside resources until the city is already out of resources; the request may be initiated earlier to coordinate delivery of outside resources to arrive at the point in time when exhaustion of city resources is anticipated.
- In a single incident response, emergency resource requests may be handled through the field Incident Command organization, but may be delegated to the City of Renton Emergency Operations Center (EOC) at the discretion of the Incident Commander.
- When multiple incidents occur simultaneously, as in a regional disaster, and a field Incident Command structure has not been established to embrace the scope of the

entire emergency, emergency resource requests will be coordinated through the City of Renton EOC.

- In accordance with Chapter 38.52 RCW, RCW 35A.33.120, and Renton Municipal Code, the City of Renton has emergency powers that include purchasing and resource procurement necessary to respond to disasters. RCW 35A.33.080 authorizes the City Council to approve expenditures without public notice or hearing. Under the policy direction of the Mayor, the Logistics and Finance Sections of the City of Renton EOC are responsible for city emergency procurements. The Logistics Section of the City of Renton EOC has the responsibility for locating and ordering resources. The City of Renton EOC Finance Section will offer support, documentation and handle actual purchase arrangements in the process. This information will be coordinated with the City of Renton Administrative Services Department of the city in order to maintain required documentation.
- Supporting departments support ESF 7 by providing department resources, procurement lists, and personnel to staff the ESF 7 function in the EOC.
- Personnel within non-mission-critical functions in their own city departments may be reallocated to disaster assignments as needed. Volunteers may be used to staff the ESF 7 function at the EOC. Volunteers will be registered as Emergency Workers per WAC 118.04.
- The Regional Disaster Framework for Public and Private Organizations in King County, Washington to which the City of Renton is a signatory, provides a financial agreement between signatory partners when mutual aid resources are requested. This financial agreement, when invoked, supersedes other financial arrangements which may govern normal response operations and resource sharing between jurisdictions. It also describes the resource management and procurement process coordinated by King County when local city resources are insufficient to meet the demands of the incident.

Situation

Emergency/Disaster Hazards and Conditions

A significant emergency or disaster may damage or limit the existing resources needed to maintain vital city services or to care for the general public in need of disaster assistance. Certain disasters may significantly impact transportation infrastructure and/or vendor operations and may inhibit the availability and flow of resources into and within the city.

Refer to the Renton Hazard Identification and Vulnerability Analysis within the King County Hazard Mitigation Plan for details on hazards as well as the Basic Plan portion of City of Renton Comprehensive Emergency Management Plan.

Planning Assumptions

- The city may not have all the resources required, either in type or quantity, to respond to a disaster. These insufficiencies may be created by one or more of the following conditions:
    - The extent of the damage overwhelms available resources.

    - Normally available resources are damaged, lost, or unable to be moved from one place to another due to the incident.
    - The nature of the event requires resources not normally used within the city.
    - Personnel are injured or unable to report to work due to impacts of the emergency or disaster.
    - Disruptions in the vendor supply chain and/or increased regional demand may make regularly available resources unavailable or in short supply.
- Resource replacement or supplementation will likely need to come from outside sources.
- Outside resources may not be immediately available. Depending upon the area affected by the disaster, resources may have to be procured from out of state. The normal process is to request resources first from King County, which will coordinate a request to the state. However, cities in Washington can make requests directly to the state.

Concept of Operations

General

- City departments/divisions will first utilize normal procedures for their day to day or mutual aid resources before requesting outside assistance. The City of Renton Administrative Services Department may assist departments by providing procedural guidance for emergency resource procurement. The Policy Advisory Group, in consultation with the City of Renton Administrative Services Department, will provide policy guidance on financial limits which may be applied to resource procurement.
- Department Operations Centers (DOC) may be established by any department in order to manage the dispatch and coordination of department-controlled or related resources. A DOC will maintain close communication with the Incident Commander and/or the City of Renton EOC regarding incident priorities and resources status to ensure overall incident objectives are met. Any procurement done at the DOC level needs to be coordinated with the Administrative Services Department which maintains all procurement documentation for the incident.
- The City of Renton EOC procedures identify the process for the emergency procurement of resources. The Logistics Section of the EOC is responsible for the locating and ordering of emergency resources. The Finance Section may offer support and will document the resource procurement process and handle the actual purchasing/payment for the transaction.
- Department and EOC resource lists and directories in the will be used to identify locations within the city, as well as vendors, suppliers or other outside sources where resources may be procured to replace, or supplement those needed to fulfill the responsibilities of this ESF. Whenever possible, resources should be procured from Renton businesses.
- The Greater Renton Community Organizations Active in Disaster (COAD) will be used to identify organizations which may be able to provide additional resources for the response/recovery effort.

Organization

- This ESF will be coordinated by the Logistics Section Chief when the City of Renton EOC is activated. If the City of Renton EOC is not activated, the Emergency Management Director will perform or delegate this coordination.
- The Policy Advisory Group, in concert with the City of Renton Administrative Services Department will establish limits and guidance on resource procurement parameters if needed.
- The Logistics Section is responsible for coordination of City of Renton EOC emergency or disaster resource requests and procurement. The Finance Section is responsible for the contracts and documentation of resources procured through the City of Renton EOC as well as spending limits and payment options.
- Individual departments/divisions will determine quantities and use of equipment, personnel and supplies based on need. The Emergency Management Director may hold a briefing during the response and recovery phases of an emergency or disaster to determine department/ division's needs as well as the necessity of City of Renton EOC activation.
- The City of Renton Human Resources and Risk Management Department will coordinate the registration of civilian volunteers within the city per Chapter 118-04 WAC, Emergency Worker Program and Chapter 38.52 RCW.
- The City of Renton Human Resources and Risk Management Department will coordinate the overall reassignment and deployment of non-mission-critical personnel from city departments as requested by the City of Renton EOC.

Procedures

- Resource requests beyond the capability of normal day to day operations will be received and processed through the City of Renton EOC. Requests for resources may be initiated by the Incident Command organization in the field, by DOCs, or by other organizations or entities that have been granted access to the City of Renton EOC through standing plans or agreements, whether formal or informal.
- Resource procurement will be driven by the operational needs of the incident. Therefore, normal procurement procedures established by the City of Renton may be waived to support the urgencies of the emergency or disaster. Waiver of these procedures is supported by Renton City Code.

Mitigation Activities

Primary and Support Agencies

None

Preparedness Activities

Primary Agency

City of Renton Fire Executive Department

- Develops and maintains the Renton Comprehensive Emergency Management Plan identifying existing department and division resources and coordinating which city department has responsibility for each ESF/Annex capability.
- Maintains the EOC in order to be ready at any time for an activation.
- Coordinates the strategic placement of critical emergency supplies within the city.
- Develops and maintains Continuity of Operations Planning for the city.
- Coordinates acquisition, development and maintenance of shared resource lists, directories and databases.
- Ensure resource typing and inventory records are maintained for the city.
- Provide emergency management training, drills and exercises in support of this ESF to city department/divisions.
- Provide public education, encouraging residents to be prepared and self-sufficient for at least 7 days.

Support Agencies

City of Renton Administrative Services Department

- Work with primary and support agencies to establish and review policies and procedures governing procurement and purchasing.
- Participate in emergency management training, drills and exercises in support of this ESF.
- Assist in identifying existing departments/divisions resource inventories of major equipment, maintaining and updating records to provide to the City of Renton EOC.
- Assist in maintaining vendor/supplier records to identify where department resources may be supplemented, replaced or repaired during an emergency or disaster.

City of Renton Human Resources and Risk Management Department

- Establish a personnel resource registration program as outlined in Chapter 118-04 WAC Emergency Worker Program.
- Participate in emergency management training, drills and exercises in support of this ESF.
- Coordinate the overall reassignment and deployment of non-mission-critical personnel from city departments as requested.

All Other City of Renton Departments

Renton Regional Fire Authority

- Participate in emergency management training, drills and exercises in support of this ESF.
- Identify existing departments/divisions resources available to assist in the response and recovery activities of an emergency or disaster.

- Maintain inventory records to accurately represent departmentally controlled assets and resources.
- Identify resource vendors, suppliers or locations where departmentally controlled assets may be supplemented, replaced or repaired during an emergency or disaster.
- Identify and establish procedures to relocate essential resources away from hazard potential areas (as identified in the Renton section of the King County Hazard Mitigation Plan).

Response Activities

Primary Agency

City of Renton Executive Department

- Coordinate activation of the City of Renton EOC if requested.
- Receive direction from the Policy Advisory Group and the Administrative Services Department on any limits or other parameters established for procurement.
- Coordinate or delegate the procurement of resources within the organizational structure of the City of Renton EOC.
- Provide available personnel and resources for emergency or disaster work.
- Conduct a department/division briefing to determine the scope of the emergency or disaster, resource needs, EOC activation, and status of city response and recovery capabilities.
- Forward situation reports and resource requests to the King County Office of Emergency Management/Regional Communications and Emergency Coordination Center or the Washington State Emergency Management Division and other partner agencies.

Support Agencies

City of Renton Administrative Services Department

- Attend department/division briefings to coordinate disaster information and request resources needed to accomplish response and recovery activities.
- Provide representation as requested to assist the City of Renton EOC's Finance or Logistics Sections with procurement and documentation.
- Relocate essential resources away from hazard areas if vulnerable to the disaster.

City of Renton Community Services Department

- Attend department/division briefings to coordinate disaster information and request resources needed to accomplish response and recovery activities.
- Provide available personnel and resources for emergency or disaster work.
- Relocate essential resources away from hazard areas if vulnerable to the disaster.

- Make city parks facilities available for personnel registration, staging, relocation, donations management, debris removal, and emergency worker or general population shelters.

City of Renton Community and Economic Development Department

- Attend department/division briefings to coordinate disaster information and request resources needed to accomplish response and recovery activities.
- Provide available personnel and resources for emergency or disaster work.
- Relocate essential resources away from hazard areas if vulnerable to the disaster.
- Provide coordination to perform damage assessment activities.
- Provide guidance on resource needs for long-term recovery.

City of Renton Human Resources and Risk Management Department

- Attend department/division briefing to coordinate disaster information and request resources needed to accomplish response and recovery activities.
- Assist the City of Renton EOC as requested with personnel issues.
- Organize and register civilian volunteers to be utilized in the City of Renton EOC when requested.
- Provide available personnel and resources for emergency or disaster work.
- Coordinate the reassignment of other city personnel for disaster assignments.

Relocate essential resources away from hazard areas if vulnerable to the disaster.

All Other City of Renton Departments

Renton Regional Fire Authority

- Attend department/division briefings to coordinate disaster information and request resources needed to accomplish response and recovery activities.
- Provide available personnel and resources for emergency or disaster work.
- Relocate essential resources away from hazard areas if vulnerable to the disaster.
- Provide representative or subject matter expert to the EOC when requested.

King County Office of Emergency Management/Regional Communications and Emergency Coordination Center

Private Sector Organizations

Public Health – Seattle & King County

Voluntary Organizations

Washington State Emergency Management Division

- Provide resource support to the city as able to assist in the response and recovery phases of emergency or disaster operations.

Recovery Activities

Primary Agency

City of Renton Executive Department

- Continue to coordinate response and recovery activities through the City of Renton EOC, if activated.
- Conduct a post-incident review to evaluate the City of Renton EOC procedures to include the resource procurement and allocation process.
- Continue communication with the county and state through situation reports.
- In accordance with the Renton Disaster Recovery Plan (ESF 14) assist departments/divisions in compiling documentation for costs incurred by the emergency or disaster.
- Coordinate revision of City of Renton's EOC, CEMP and other emergency management policies and procedures to correct deficiencies learned from the emergency or disaster.
- Update inventory lists of departmentally controlled assets and resources.
- Update resource lists with information gained as a result of the disaster.

Support Agencies

City of Renton Administrative Services Department

- Follow appropriate policies and procedures in completing the required documentation to justify emergency services, contracts, purchases and expenditures.
- Attend a post-incident review to evaluate the City of Renton EOC procedures to include the resource procurement and allocation process.
- Compile documentation for departmental costs incurred and volunteers utilized. Revise internal policies and procedures to correct deficiencies learned from the emergency or disaster.
- Submit revised inventory lists of departmentally controlled assets and resources for inclusion in City of Renton EOC documentation.
- Submit a revised resource list of vendors and other suppliers or locations for inclusion in City of Renton EOC documentation.
- Coordinate FEMA reimbursement process if a Presidential Disaster Declaration is issued for the event.

City of Renton Human Resources and Risk Management Department

- Continue to support response and recovery activities.
- Assist departments/divisions with disaster insurance claims for personnel injuries/death, damaged or destroyed city resources.
- Forward completed documentation for departmental costs incurred and volunteers utilized to the Administrative Services.
- Revise policies and procedures to correct deficiencies learned from the emergency or disaster.

- Submit revised inventory lists of departmentally controlled assets and resources for inclusion in City of Renton EOC documentation.
- Submit a revised resource list of vendors and other suppliers or locations for inclusion in City of Renton EOC documentation.
- Work with the City Attorney to handle documentation of liability claims filed against the city.

All Other City of Renton Departments

Renton Regional Fire Authority

- Continue to support response and recovery activities.
- Forward completed documentation for departmental costs incurred by the emergency or disaster to the Administrative Services Department.
- Revise policies and procedures to correct deficiencies learned from the emergency or disaster.
- Submit revised inventory lists of departmentally controlled assets and resources for inclusion in City of Renton EOC documentation.
- Submit revised inventory lists of departmentally controlled assets and resources for inclusion in City of Renton EOC documentation.

King County Office of Emergency Management/Regional Communications and Emergency Coordination Center

Private Sector Organizations

Public Health – Seattle & King County

Voluntary Organizations

Washington State Emergency Management Division

- Continue to provide resource support as requested.

Responsibilities

Primary Agency

City of Renton Executive Department

- Ensure that operational response and recovery activities are properly coordinated. Resources are to be procured within the parameters established by the Policy Advisory Group and the City of Renton Administrative Services Department, and under the emergency powers provided by city code and state statute.
- Work toward the reduction of outside resource needs and the facilitation of resource procurement during an emergency or disaster through:
    - Educational programs that encourage area populations including businesses to be self-sufficient for a minimum of two (2) weeks.
    - Training of city departments/divisions that emphasize the need to safeguard city resources from the effects of an emergency or disaster.

- The collection and compilation of resource inventories, and procurement data.

Support Agencies

All Other City of Renton Departments

Renton Regional Fire Authority

- Maintain departmentally controlled resource inventories.
- Establish departmental programs that preserve and safeguard resources from the effects of an emergency or disaster.
- Prepare plans and/or maintain data that facilitates the procurement of available resources, which are likely to be needed during an emergency or disaster.

King County Office of Emergency Management/Regional Communications and Emergency Coordination Center

Private Sector Organizations

Public Health – Seattle & King County

Voluntary Organizations

Washington State Emergency Management Division

- Provides resource support as available to assist in the response and recovery phases of an emergency or disaster.

Resource Requirements

- Greater Renton Community Organizations Active in a Disaster (COAD) contacts list
- City of Renton EOC resource lists
- City of Renton department-specific inventory records
- City of Renton vendor records

References

- Chapter 38.52 RCW
- Chapter 35A.33 RCW
- Chapter 118-04 WAC
- City of Renton Municipal Code
- Washington State Comprehensive Emergency Management Plan
- King County Comprehensive Emergency Management Plan
- City of Renton EOC resource lists
- Greater Renton COAD Database
- Regional Disaster Framework for Public and Private Organizations in King County, Washington
- Logistics Management and Resource Toolkit to the Puget Sound Regional Catastrophic Disaster Coordination Plan
- King County Hazard Mitigation Plan

- City of Renton Disaster Recovery Plan (ESF 14)

Terms and Definitions

See Basic Plan

Appendices

None

EMERGENCY SUPPORT FUNCTION 8: PUBLIC HEALTH AND MEDICAL SERVICES

Primary Agency:	Renton Regional Fire Authority
	Public Health – Seattle and King County
Support Agencies:	American Red Cross
	City of Renton Executive Department
	King County Emergency Medical Services
	King County Medical Examiner
	Private Ambulance Companies
	Valley Medical Center

Introduction

Purpose

Emergency Support Function (ESF) 8: The purpose of this annex is to outline the local organization, operational concepts, responsibilities, and procedures/guidelines to accomplish coordinated public health and medical services to reduce death and injury during emergency situations and restore essential health and medical services within a disaster area.

Scope

This ESF will identify and meet the health and medical needs of individuals and communities impacted by an emergency or disaster through coordination with Public Health Seattle & King County and the City of Renton.

ESF Activation & Plan Maintenance

ESF 8 may be activated independently or in conjunction with other ESF's, depending on the needs of the situation.

Policies

The City of Renton and Renton Regional Fire Authority will use mutual aid agreements when the city's resources are depleted or committed. The Incident Command System (ICS) should be used in any size or type of disaster to manage response personnel, facilities, and equipment.

It is the policy of the Renton Regional Fire Authority to operate under the King County Comprehensive Emergency Management Plan, Emergency Support Function 8 (ESF) for disaster related health and medical services. Emergency Medical Technicians or other responders who provide emergency medical assistance in the City of Renton shall operate under King County's procedures and protocols.

A Mass Casualty Incident (MCI) may be declared to allow Emergency Medical Services personnel to follow the established written emergency protocols as referenced in the Seattle-King County Mass Casualty Incident (MCI) Plan.

Situation and Assumptions

Situation

Emergencies or disasters may occur in a local jurisdiction at any time causing significant human suffering, injury and death, public and private property damage, environment degradation, economic hardship to business, families, individuals, and disruption of local government.

- A significant natural disaster or technological event that overwhelms the City of Renton would demand county, state, and federal public medical care assistance.
- Hospitals, nursing homes, pharmacies and other medical/health care facilities may be structurally damaged or destroyed. Those facilities that survive with little or no structural damage may be rendered unusable or only partially usable because of damage to utilities (power, water, sewer), or the inability of staff to report for duty.
- Medical and health care facilities which remain in operation and have the necessary utilities and staff may be overwhelmed by the "walking wounded" and seriously injured patients who are transported there in the immediate aftermath of an emergency/disaster occurrence.
- Medical supplies and equipment will likely be in short supply. Most health care facilities maintain only inventory stock to meet their short-term (24 to 36 hours) normal patient load needs. Disruptions in local communications and transportation systems could prevent timely resupply.
- Uninjured persons who require daily medications such as insulin, antihypertensive drugs, and digitalis may have difficulty in obtaining these medications because of damage or destruction of normal supply locations and general shortages within the disaster area.
- Damage to transportation systems may delay medical transports and outside assistance from other agencies.
- Damages to drinking and wastewater systems may complicate health care and possibly add to the victim or patient totals.
- Hazardous Materials incidents will present unique problems to patient care as the patients themselves may become contaminated and considered hazardous.

Assumptions

- Resources within the affected area will be inadequate to clear casualties from the scene or treat them in local hospitals. Additional medical capabilities will urgently be needed to supplement and assist in triage and treat casualties in the affected area and to transport to the closest appropriate hospital or other health care facility. Medical resupply will be needed throughout the event area.

- Damage to chemical and industrial plants, sewer lines and water distribution systems, along with secondary hazards such as fires, will result in toxic environmental and public health hazards to the surviving population and response personnel.
- The damage and destruction caused by a natural or technological event will produce urgent needs for mental health crisis counseling for victims, their families, and emergency responders.
- Disruption of sanitation services and facilities, loss of power, and massing of people to shelters may increase the potential for disease and injury.
- Public health emergencies may require implementation of public health measures to contain and control communicable diseases or spread of environmental hazards.
- It is likely that public demand for health information and health and medical services will increase during disasters.
- The use of gymnasiums and community centers as temporary medical shelters, alternate care facilities, and family assistance centers may be necessary. Warehouses or airport hangars may be used as temporary morgues as needed by the King County Medical Examiner.
- Members of our community who are seniors, children, disabled, homeless, non-English speakers, low-income or otherwise in need of ongoing support, will be more vulnerable during and after an emergency. A partnership approach will be needed between government, private industry, volunteer agencies and the media to ensure essential health-related information and services reach vulnerable residents during an emergency.
- Health and medical services will be restored during the recovery period as soon as practical and within the limitations and capabilities allowed of affected agencies.

Concept of Operations

General

The local agencies and organizations located in the EOC should work to meet the information requirements of the EOC staff.

Notifications

- The City will establish the overall health and medical response and recovery objectives.
- Coordination of incident information with ESF-8 agencies.
- Identification and coordination of medical resources.
- Management of the acquisition and use of medical resources.
- Activation of the health and medical Joint Information System (JIS) as needed to coordinate the content and timing for release of accurate and consistent health and medical information to the public, media, and community response partners.
- Coordination of health and medical information.
- Investigation into the cause and manner of death resulting from an emergency or disaster.
- Overseeing regional health and medical surge capacity measures associated with added capacity or mobilization of volunteer personnel.

- Collaborating with local Emergency Operating Centers (EOCs) to provide logistical support for medical needs shelters, alternate care facilities, medication centers, mortuary operations, family assistance centers, and other field response locations.
- Implementing local medication distribution strategies directed by the Local Health Officer.
- Coordinating with Bloodworks Northwest to support the blood distribution system.
- Identification of potential sites and support staff for temporary emergency clinics.
- Emergency care at shelters and congregate care facilities.
- Coordination of medical transportation resources.
- Communicable disease and environmental health investigation and mitigation.
- Support of recovery activities aimed at restoring health and medical services to pre-event status.
- The provision of basic and advanced life support services shall be provided as per existing standard operating procedures, patient care guidelines and treatment/transfer protocols as promulgated or coordinated by the Emergency Medical Services Division of Public Health – Seattle & King County.
- The American Red Cross may support the Emergency Medical Services response with additional resources within the scope of their mission and as resources are available.

Organization

The Renton Regional Fire Authority responds to medical emergencies within the City of Renton and King County Fire Districts 25 and 40.

Public Health - Seattle & King County is the lead agency in providing health medical, and mortuary response within King County.

Procedures

The Renton Regional Fire Authority operates under the King County Emergency Medical Services guidelines. For a Mass Casualty Incident the Renton Regional Fire Authority follows procedure written in the Seattle-King County Mass Casualty Incident (MCI) Plan. Public Health - Seattle & King County follows procedures written in the King County, Washington, Comprehensive Emergency Management Plan, ESF 8, Health, Medical, and Mortuary Services. As a region the Puget Sound area follows guidance provided in the Pre-Hospital Emergency Triage and Treatment Annex and the Victim Information and Family Assistance Annex to the Puget Sound Regional Catastrophic Disaster Coordination Plan.

Mitigation

Primary and Support Agencies

Public Health – Seattle & King County

- Communicable disease surveillance, investigation, and community containment.
- Environmental health protective actions such as vector control, environmental sampling, and food product embargoes.
- Development of medical stockpiles.

Preparedness Activities

Primary Agencies

Renton Regional Fire Authority

- Provide ongoing medical service training to their personnel.
- Provide CPR training to the public through periodic classes.
- Establish transport procedures to facilitate disaster operations.
- Works with local health care providers to establish disaster treatment centers within the City of Renton.
- Public Health – Seattle & King County
- Develop operational and tactical plans for health and medical response.
- Coordinate and manage health and medical training and exercise opportunities for healthcare providers throughout the region.
- Assess the region's vulnerability to the health impacts of emergencies and disasters.
- Provide ongoing health protection activities such as vaccinations, provider education, and food and water safety assurance.

Support Agencies

American Red Cross

Provide first aid training classes to the public.

Valley Medical Center

Provide training and education in support of emergency readiness.

Response

Primary Agencies

Renton Regional Fire Authority

- Establish Incident Command for on scene emergency operations.
- Provide basic life support (BLS) to ill or injured persons.
- Coordinate the transport of ill or injured persons.
- Request additional medical services dependent upon the number of injuries.
- Request critical incident stress debriefing teams.

- Request assistance via the City of Renton EOC to the King County Office of Emergency Management/Regional Communications and Emergency Coordination Center.
- Coordinate response efforts with primary agencies.
- Establish first aid stations when needed.
- Outreach to vulnerable populations (during preparedness and response times) to inform them of the health impacts of emergencies and recommend protective actions.
- Support evacuation of medical facilities with aid cars, ambulances and other logistical support.
- Coordinate with Renton EOC to make facilities such as community centers available to serve as medical sites such as medication centers, alternate care facilities, or family assistance centers.
- Support the evacuation of medically fragile residents if a city evacuation is recommended (Public Health is lead for coordinating this function).
- Implement disease control measures such as school closures or cancellation of public gatherings at the direction of the Local Health Officer.
- Provide representatives or subject matter experts to the Renton EOC if requested.

Public Health - Seattle & King County

- Provide leadership and direction in responding to health and medical emergencies across King County consistent with the authority of the Local Health Officer.
- Activate the ESF 8 Area Command Center, Joint Information System and MAC Group as appropriate.
- Provide medical advice and treatment protocols regarding communicable diseases and other biological hazards to EMS, hospitals, and healthcare providers.
- Maintain 24 / 7 Duty Officer program and serve as the primary point of notification for health and medical emergencies in King County.
- Coordinate assessment and response to disaster consequences affecting food safety, water quality, and sanitation.
- Coordinate and collaborate with community response agencies in identifying environmental impact, remediation, and recovery activities.
- Coordinate the response of regional veterinarian services and animal care groups.
- Direct response activities to vector-borne public health emergencies.
- Support mass care sheltering plans throughout the county in coordination with the American Red Cross and ESF 6 Mass Care agencies. Public Health's role in mass care sheltering will focus on assisting with environmental health assessments at shelters.
- Provide epidemiological surveillance, case investigation, and follow-up to control infectious disease, including acts of bioterrorism and outbreaks of food borne illness.

- Assess the health and medical impacts and potential consequences posed by emergencies and disasters and determines appropriate courses of action.
- Direct and manage medical surge capabilities including medical needs shelters, alternate care facilities, medication centers and temporary morgues.
- Coordinate and manage incident information and medical resources for healthcare agencies across King County.
- Direct and manage regional isolation, quarantine, and other control measures necessary in response to disease outbreaks.
- Direct and manage mass vaccination and antibiotic dispensing operations.
- Coordinate requests for medical resources with private vendors, the King County Office of Emergency Management/Regional Communications and Emergency Coordination Center and the State EOC, as needed.
- Support the King County Department of Community and Human Services and the American Red Cross in meeting demands for regional mental health services.
- Direct the development and dissemination of health messages to the public, media, response partners, and community based organizations.
- Activate the Public Health Information Call Center as needed.
- Activate the Community Communications Network during emergencies to provide public health and related information to community based organizations (CBO) and healthcare providers serving vulnerable populations and to receive incident information from CBOs.

Support Agencies

City of Renton Public Works Department

- Monitor and assure safe drinking water supply.
- Provide emergency repairs to utility systems as necessary.

American Red Cross

- Acquaint families with available health resources and services and make appropriate referrals.
- Provide supportive counseling for the family members of the dead and injured.
- Provide emergency first aid, supportive counseling, health care for minor illnesses and injuries to individuals in mass care shelters if qualified personnel are available, and coordinates support activities at other sites with Public Health-Seattle/King County.

Valley Medical Center

- Provide direct medical care to injured and ill persons at appropriate fixed and other facilities.

King County Emergency Medical Services

- Provide advanced life support (ALS) services in response to ill or injured persons.
- Provide limited emergency medical transportation capability.
- Provide Medical Services Officer, if requested.

- Coordinate regional critical incident stress management for first responders.

City of Renton Police Department

- Provide limited first aid capability.
- Assist the Medical Examiner with the identification of deceased persons.
- Secure medical scene.

King County Medical Examiner

- Provide notification of emergency morgue locations.
- Authorize the release of the deceased.
- Coordinate transportation of the deceased.
- Track incident related deaths resulting from emergencies and disasters.
- Manage disaster related human remains.
- Oversee a family assistance center to provide a private, safe and secure place for survivors of disaster victims to gather, and to facilitate necessary communication with the KCMEO, and to facilitate the coordination of psycho-social support.

Private Ambulance Companies

- Assist in the transportation of the injured.

Recovery

Primary Agencies

Renton Regional Fire Authority

Public Health - Seattle & King County

- Participate in a debriefing to evaluate the incident.
- Continue response and recovery efforts in support of this ESF.

Support Agencies

American Red Cross

City of Renton Executive Department

City of Renton Police Department

City of Renton Public Works Department

King County Emergency Medical Services

King County Medical Examiner

Private Ambulance Companies

Valley Medical Center

- Participate in a debriefing to evaluate the incident.
- Continue response and recovery efforts in support of this ESF.

Organization and Responsibilities

Organization

Primary Agencies

Renton Regional Fire Authority

Public Health - Seattle & King County

- Coordinate the planning and response activities for medical and health assistance in the event of an emergency or disaster.

Support Agencies

American Red Cross

City of Renton Executive Department

City of Renton Police Department

City of Renton Public Works Department

King County Emergency Medical Services

King County Medical Examiner

Private Ambulance Companies

Valley Medical Center

Responsibilities

These agencies provide support to the Renton Regional Fire Authority and Public Health - Seattle & King County in planning for and providing medical and public health assistance for an emergency or disaster as resources are available.

Medical resources including transportation, facilities, equipment and supplies are managed through ESF 8 Area Command utilizing the WATrac information management system.

Non-medical resources may be requested through King County Office of Emergency Management/Regional Communications and Emergency Coordination Center through the Renton EOC.

Authorities and References

- King County, Washington, Emergency Management Plan, Emergency Support Function (ESF) 8, Health, Medical, and Mortuary Services
- Renton Regional Fire Authority Mass Casualty Incident Plan
- King County Emergency Medical Services Protocol
- Pre-Hospital Emergency Triage and Treatment Annex to the Puget Sound Regional Catastrophic Disaster Coordination Plan

- Victim Information and Family Assistance Annex to the Puget Sound Regional Catastrophic Disaster Coordination Plan
- Seattle-King County Mass Casualty Incident (MCI) Plan

Terms and Definitions

See Basic Plan

Appendices

None

EMERGENCY SUPPORT FUNCTION 9: SEARCH AND RESCUE

Primary Agency:	Renton Regional Fire Authority
	City of Renton Police Department
Support Agencies:	City of Renton Community and Economic Development Department
	City of Renton Public Works Department
	King County Office of Emergency Management
	Mutual Aid Agencies
	Voluntary Organizations
	Washington State Department of Transportation, Aviation Division
	Washington State Emergency Management Division
	Washington State Military Department, National Guard

Introduction

Purpose

The purpose of this Emergency Support Function (ESF) is to provide guidance and coordination for a variety of search and rescue operations within the City of Renton.

Scope

State law encompasses both wildland and disaster search and rescue within the definition of search and rescue, RCW 38.52.010 Section 7. The federal government separates the two and covers wildland search and rescue in the National Search and Rescue Plan, and disaster search and rescue, specifically urban search and rescue, in the National Response Framework. Search and rescue in this Emergency Support Function (ESF) is defined as land and/or water search and rescue including both wildland and disaster search and rescue. Urban search and rescue will be coordinated by Renton Regional Fire Authority and supported by the City of Renton Police Department.

Air search and rescue is defined by Chapter 47.68 RCW and Chapter 468.200 WAC.

ESF Activation and Plan Maintenance

- Land search and rescue operations are primarily initiated, conducted and directed by the City of Renton Police Department.
- Air search and rescue for missing for downed civil aircraft is the responsibility of the Washington State Department of Transportation (WSDOT) per Chapter 47.68 RCW.
- The National Incident Management System will be utilized for the on-scene management of search and rescue operations within the City of Renton.
- Water search and rescue operations are primarily initiated, conducted and directed by the Renton Regional Fire Authority.

Policies

It is the policy of the City of Renton to request land search and rescue services via the Valley Communications Center from King County Dispatch (King County Sheriff's Office), the King County Office of Emergency Management, Washington State Emergency Management Division, or the City of Renton Emergency Operations Center (EOC).

- Land Search and Rescue
    - The City of Renton Police Department will request search and rescue resources when requested by the on scene incident commander, via the Valley Communications Center from King County Dispatch
    - The Washington State Emergency Management Division will issue a mission number to an authorized official in response to a downed or missing aircraft and will coordinate this with the Washington State Department of Transportation, Aviation Division. The Aviation Division Incident Commander may obtain the mission number on behalf of the City of Renton in order to facilitate response.
    - The City of Renton Public Works Department is responsible for providing heavy equipment in support of search and rescue operations.
    - The City of Renton Community and Economic Development Department will provide technical advice concerning building safety and structural stability if needed.
    - Water search and rescue operations are primarily initiated, conducted and directed by the Renton Regional Fire Authority.
- Air Search and Rescue
    - Air search and rescue for missing or downed civil aviation aircraft is the responsibility of Washington State Department of Transportation, Aviation Division (Chapter 47.68 RCW).
    - Upon location of downed aircraft, the incident becomes a land search and rescue operation under the direction and control of the City of Renton Police Department. The Washington State Department of Transportation Aviation Division Incident Commander provides support as available and assumes responsibility for the crash site for investigatory purposes.
- Water Search and Rescue
    - Water search and rescue operations are primarily initiated, conducted and directed by the Renton Regional Fire Authority.

Situation

Emergency/Disaster Hazards and Conditions

- The City of Renton is vulnerable to airline crashes, terrorist activities, earthquakes and volcanic eruptions. Such disasters can result in large, multi-jurisdictional search and rescue operations.
- Earthquakes pose a severe threat. A major earthquake would trigger search and rescue operations involving Renton Regional Fire Authority personnel, City of Renton personnel, statewide search and rescue volunteers, the Washington National Guard, responders from neighboring jurisdictions, federal response agencies including the

military, and the Federal Emergency Management Agency Urban Search and Rescue Task Forces.

Planning Assumptions

- Natural and technological disasters will greatly increase the scope of search and rescue operations.
- A major earthquake in the Puget Sound area will result in multi-jurisdictional search and rescue operations.
- As the population and industry in our community continues to grow the likelihood of search and rescue operations increases as well.

Concept of Operations

General

- Land search and rescue operations are primarily initiated, coordinated, and directed by the City of Renton Police Department. Requests for additional resources, including special skills, expertise, or equipment beyond those available through locally dispatched mutual aid agencies, are coordinated through the Renton Regional Fire Authority or the City of Renton EOC upon request by the on scene incident commander.
- Air search and rescue for missing or downed civil aircraft is the responsibility of Washington State Department of Transportation, Aviation Division.
- The City of Renton EOC may be activated to support search and rescue operations, at the request of the involved department or on scene incident commander.
- Water search and rescue operations are primarily initiated, coordinated and directed by the Renton Regional Fire Authority.
- The Renton Regional Fire Authority to request land search and rescue services via the Valley Communications Center from King County Dispatch (King County Sheriff's Office), the King County Office of Emergency Management, Washington State Emergency Management Division, or the City of Renton Emergency Operations Center (EOC).

Organization

The city of Renton Police Department is responsible for search and rescue operation within our jurisdictions. The Renton EOC will provide support for the ESF

Procedures

- Land Search and Rescue
    - When requested the City of Renton office of Emergency Management will request search and rescue resources through the King County Office of Emergency Management. The Washing State Emergency Management Division will issue a mission number to an authorized official in response to a downed or missing aircraft and will coordinate this with the WSDOT Aviation Division. The

Aviation Division Incident Commander may obtain the mission number on behalf of City of Renton Emergency Management in order to facilitate the response.
    - The city of Renton Public Works Department is responsible for providing heavy equipment in support of search and rescue operations
    - The City of Renton Community & Economic Development Department will provide technical advice concerning building safety and structural stability.
- Air Search and Rescue
    - Air search and rescue for missing or downed civil aviation aircraft is the responsibility of WSDOT Aviation Division (RCW chapter 47.68)
    - Upon location of the downed aircraft, the incident becomes a land search and rescue operation under the direction and control of the City of Renton Police Department. The WSDOT Aviation Incident Commander provides support as available and assumes responsibility for the crash site for investigatory purposes.

Mitigation Activities

Primary and Support Agencies

None

Preparedness Activities

Primary Agencies

Renton Regional Fire Authority

- Develop standard operating procedures to coordinate water search and rescue operations.
- Develop programs to provide education to the community and training for search and rescue personnel.
- Coordinate and maintain a liaison with the City of Renton EOC, mutual aid agencies and area search and rescue teams.
- Participate in emergency management training, drills and exercises in support of this ESF.

City of Renton Police Department

- Develop standard operating procedures to coordinate land search and rescue operations.
- Amber Alert follow Washington State Patrol procedures for Missing and Unidentified Person as addressed in ESF 13
- Develop programs to provide education to the community and training to search and rescue personnel.
- Coordinate and maintain a liaison with the City of Renton EOC, mutual aid agencies and area search and rescue teams.
- Participate in emergency management training, drills and exercises in support of this ESF.

Support Agencies

City of Renton Community and Economic Development Department

City of Renton Public Works Department

City of Renton Executive Department

Mutual Aid Agencies

Voluntary Organizations

- Plan for and prepare to provide support to the City of Renton in support of this ESF.
- Participate in emergency management training, drills and exercises in support of this ESF.

Response Activities

Primary Agencies

Regional Fire Authority

- Initiate, coordinate and direct water based search and rescue operations within the City of Renton.
- Request water search and rescue resource assistance through mutual aid agreements, or the City of Renton EOC as needed.
- Request activation of the City of Renton EOC when needed.
- Coordinate resource requests.
- Coordinate documentation and provide situation reports to the county or the state.
- Support volunteer worker activities.

City of Renton Police Department

- Initiate, coordinate and direct land based search and rescue operations within the City of Renton.
- Request land search and rescue resource assistance through mutual aid agreements, via Valley Communications Center from King County Dispatch, the King County Office of Emergency Management/Regional Communications and Emergency Coordination Center or the City of Renton EOC.

Support Agencies

City of Renton Executive Department

City of Renton Community and Economic Development Department

- Provide trained personnel for technical advice concerning damage assessment of structures through the City of Renton's Damage Assessment Annex of the Comprehensive Emergency Management Plan.

City of Renton Public Works Department

Mutual Aid Agencies

Voluntary Organizations

Washington State Military Department, National Guard

- Provide personnel and equipment to support search and rescue activities.

King County Office of Emergency Management/Regional Communications and Emergency Coordination Center

Washington State Emergency Management Division

- Assist in the request and procurement of search and rescue resources.

Washington State Department of Transportation, Aviation Division

- Direct and control air search and rescue operations for downed or missing civil aircraft.

Recovery

Primary Agency

Renton Regional Fire Authority

- Assist in the coordination and documentation necessary for the disaster recovery process.
- Participate in the post-incident review.

City of Renton Police Department

- Conduct a post-incident review to evaluate the incident.
- Compile appropriate documentation for the incident report.
- Provide documentation of costs incurred by the incident to the City of Renton Executive Department.

Support Agencies

City of Renton Executive Department

City of Renton Community and Economic Development Department

City of Renton Public Works Department

- Participate in the post-incident review.
- Provides documentation of costs incurred by the incident.

Mutual Aid Agencies

Voluntary Organizations

- Participate in the post-incident review process.

Responsibilities

Organization

The City of Renton Police Department is responsible for land search and rescue operations within our jurisdiction. Renton Regional Fire Authority will provide support upon request by the on scene incident commander for this ESF.

Responsibilities

Primary Agencies

Regional Fire Authority

- Direct water based search and rescue operations.
- Conduct search and rescue operations in damaged buildings.
- Assess the need for structural collapse rescue teams and requests appropriate resources.

City of Renton Police Department

- Direct land search and rescue operations for missing persons.

Support Agencies

City of Renton Community and Economic Development Department

City of Renton Public Works Department

City of Renton Executive Department

Mutual Aid Agencies

Voluntary Organizations

Washington State Department of Transportation, Aviation Division

Washington State Military Department, National Guard

- Provide appropriate support to search and rescue programs.

King County Office of Emergency Management/Regional Communications and Emergency Coordination Center

Washington State Emergency Management Division

- Assist in the request and procurement of search and rescue resources.

Resource Requirements

The Renton Regional Fire Authority will provide resources necessary for conducting search and rescue operations. When all resources are exhausted, a request will be made through the Renton EOC or King County Office of Emergency Management for additional resources specific to the response needs.

References

- Chapter 38.52 RCW
- Chapter 47.68 RCW
- Chapter 118.04 WAC
- Chapter 468.200 WAC
- National Response Framework, ESF 9
- National Search and Rescue Plan
- (U.S. Department of Defense Joint Publication 3-50.1)
- Washington State Comprehensive Emergency Management Plan
- King County Comprehensive Emergency Management Plan
- Structural Collapse and Rescue Annex to the Puget Sound Regional Catastrophic Disaster Coordination Plan

Terms and Definitions

See Basic Plan

Appendices

None

EMERGENCY SUPPORT FUNCTION 10: HAZARDOUS MATERIALS RESPONSE

Primary Agency:	Renton Regional Fire Authority
Support Agencies:	City of Renton Community Services Department
	City of Renton Police Department
	City of Renton Public Works Department
	City of Renton Executive Department
	Fuel Providers and Pipeline Companies
	King County Bomb Squad
	King County Office of Emergency Management/Regional Communications and Emergency Coordination Center
	Public Health – Seattle and King County
	Puget Sound Clean Air Agency
	U.S. Coast Guard
	U.S. Department of Transportation
	Washington State Department of Ecology
	Environmental Protection Agency
	Washington State Department of Transportation
	Washington State Department of Labor and Industry
	Washington State Patrol
	Washington State Military Department
	King County Zone 3 Agencies
	Automatic and Mutual Aid Agencies

Introduction

Purpose

Emergency Support Function (ESF) 10: The purpose of this annex is to designate local jurisdiction responsibilities for managing emergent hazardous material incidents and other unanticipated releases and to identify local jurisdiction responsibilities for hazardous materials in order to minimize exposure and/or damage to human health and safety or to the environment caused by the actual or threated release of hazardous materials and other releases within the City of Renton.

Scope

To provide guidance for off-site emergency planning and notification to minimize exposure and/or damage to human health and safety or to the environment as required by Title III of the Superfund Amendments and Reauthorization Acts of 1986 (SARA), and known as the Emergency Planning and Community Right-to-Know Act (EPCRA).

Policies

OSHA regulation 29CFR 1910.120 (q), Washington Administrative Code WAC 296-305-03002, and WAC 296-824 identifies the training levels for hazardous materials response teams. This is the minimum level of training provided to the Renton Regional Fire Authority Hazardous Material Response Team.

The guidelines established in the Renton Regional Fire Authority and Zone 3 Hazardous Materials Providers Standard Operating Procedures shall be followed in responding to a hazardous material incident.

The King County Local Emergency Planning Committee (LEPC) plans for hazardous material emergencies by collecting information from public and private organization with chemical inventories. This is required under the SARA Title III/EPCRA Program.

The Revised Code of Washington Title 70.136.010 outlines the intent of the legislature to promote and encourage advance planning, cooperation, and mutual assistance between applicable political subdivision of the state and persons with equipment, personnel, and expertise in the handling of hazardous materials incidents, by establishing limitations on liability for those persons responding in accordance with the provision of RCW 70.136.020 through 70.136.070.

Washing Administrative Code 118-40 covers hazardous chemical emergency response planning and community Right-To-Know reporting

Situation

Emergency/Disaster Hazards and Conditions

Hazardous materials may be released during a naturally occurring event like earthquakes or during an industrial accident, terrorism or illegal activity. The City of Renton has a high volume of hazardous materials used, manufactured, stored and transported, which increases the likelihood of a significant release. Illegal drug labs and dumping create yet another concern. The coordination of emergency response operations of hazardous material incidents may require multi-agency and multi-disciplinary responses. Disciplines involved may include hazardous materials technicians, firefighters, emergency medical service providers, law enforcement, environmental containment and clean-up specialists, fish and wildlife experts, and environmental/public health.

SARA/EPCRA facilities are required to maintain plans for warning, notification, evacuation and site security under numerous regulations. Copies are filed with the Renton Regional Fire Authority.

Planning Assumptions

- A hazardous material incident may develop slowly or occur without warning.
- Actual or threatened releases of hazardous materials often require immediate response.
- Most hazardous material incidents are minor in scope and can be handled by trained facility personnel and/or the Renton Regional Fire Authority Hazardous Materials Response Team. However, the potential exists for a large-scale incident, which would require multiple resources and the need for mass evacuation of downwind populations or sheltering in place.
- The number and severity of major incidents can be minimized by prevention programs.

Concept of Operations

General

The Renton Regional Fire Authority has the primary responsibility for protecting life, the environment and property threatened by hazardous materials incidents, except where this has been specifically preempted by state or federal laws or regulations. Hazardous materials response is organized under the National Incident Management System.

The agency with primary authority is dependent on the location of the event. The Renton Regional Fire Authority is the Incident Command Agency for the City of Renton under Chapter 70.136RCW. When an incident occurs on a state highway, the Washington State Patrol will establish a Unified Command System with surrounding fire departments, emergency medical services, and other state and federal agencies.

Organization

Response is organized under the National Incident Management System. The City of Renton Director of Emergency Management has been designated the Community Emergency Coordinator as required under SARA / EPCRA for the city. The response and recovery efforts will be coordinated through the on-scene Incident Commander or the City of Renton EOC, if activated.

Procedures

Based on the Hazardous Materials Response Plan and Procedures, the response will vary dependent upon the location and magnitude of the hazardous materials release and the population impact. Response and recovery efforts include containing and controlling the release, warning the public, request for assistance, notification of state and federal agencies, restoration of businesses and requests for cleanup resources. Additionally, requests for recovery of response and cleanup costs and monitoring the site may be necessary.

Mitigation Activities

The international Fire and building Codes, United States EPA regulations, Washington State Department of Ecology Codes and Puget Sound Air Pollution Control have regulations and codes relating to the safe storage, use, handling and disposal methods of hazardous materials, Inspections by fire and building personnel also contribute to the overall safety of works, the public and environment. The City of SeaTac may provide assistance to residents with hazardous materials disposal problems

Preparedness Activities

Primary Agency

Renton Regional Fire Authority

- Participate in training required by 29CFR 1910.120.
- Participate in drills and exercises in support of this ESF.
- Coordinate, participate and evaluate hazardous material drills and exercises for SARA / EPCRA Title III facilities with the King County LEPC.
- Maintain emergency response plans and Tier II files for facilities, which fall under the SARA / EPCRA Title III law.
- Provide emergency management training, drills and exercises in support of this ESF.

Support Agencies

Office of the Fire Marshal

- Manage and enforce city codes relating to the storage, use and handling of hazardous materials to lessen the impact of a hazardous material incident.
- Enforces the international Fire code requiring facilities to have hazardous materials management plans, which provide local responders with vital information for hazardous materials response to specific facilities.
- City of Renton Community & Economic Development Department
- Manages and enforces city codes relating to the storage, use and handling or hazardous materials to lessen.

Response Activities

Primary Agency

Renton Regional Fire Authority

- Provide initial response to, and size-up of hazardous material incidents.
- Assume the role of on-scene Incident Commander.
- Assist in containing and controlling the hazardous material.
- Contact the appropriate outside agencies for assistance, if necessary.
- Coordinate efforts with outside agencies.

- When required and in accordance with department Standard Operating Procedures, notify the Renton Regional Fire Authority Duty Chief, the City of Renton Emergency Management Duty Officer, King County Office of Emergency Management/Regional Communications and Emergency Coordination Center and Washington State Emergency Management Division of the size and impact to the area.
- Provide technical advice to the Incident Commander in the enforcement of all city codes relating to the storage, use and handling of hazardous materials.
- Assist in response and population protection measures such as sheltering in place.
- Review and stores copies of Emergency Response Plans and Spill Prevention Plans for facilities within the City of Renton.

Support Agencies

City of Renton Police Department

- Provide traffic control, area security and communication support.
- Assist in response and population protection measures such as sheltering in place.
- Assist in evacuation of potentially affected populations to safe environments as directed.

City of Renton Public Works Department

- Supply information on City of Renton infrastructure and regulate critical utilities.
- Provide necessary resources as required by the Incident Commander.
- Assist in containing and isolating the hazardous material within the limits of staff training and available personal protective equipment.
- Assist in traffic control.

City of Renton Executive Department

- Activate Renton EOC if requested to provide support to ESF 10 incidents.

King County Office of Emergency Management/Regional Communications and Emergency Coordination Center

- Activate the King County Emergency Coordination Center if required.
- Coordinate additional resources at the request of the Incident Command agency.

Mutual Aid Agencies

- Provide response resources as requested by the Incident Commander per mutual aid agreements.

Fuel Providers and Pipeline Companies

King County Bomb Squad

Port of Seattle Bomb Squad

Public Health - Seattle & King County

Puget Sound Clean Air Agency

U.S. Department of Transportation, Coast Guard

U.S. Environmental Protection Agency

Washington State Department of Ecology

Washington State Department of Labor and Industry

Washington State Patrol

Washington State Department of Transportation

Washington State Military Department

- Provide resources, technical support, guidance and possible enforcement, as necessary.

Recovery Activities

Recovery Activities are undertaken primarily by the party responsible for the release. Where the responsible party is not identified or cannot pay for cleanup, limited state and federal assistance may be provided for costs of both response and recovery. Title 4 RCW 4.24.314 identifies the owner or transporter as responsible for the cost of cleanup from a hazardous materials release.

Washington State Department of Ecology is the lead agency in King County for recovery from hazardous materials incidents. Washington State Department of Health is the state lead for radiological incidents. The King County Office of Emergency Management is the coordinating agency for these efforts.

Primary Agency

Renton Regional Fire Authority

- Coordinates the response and recovery efforts to hazardous materials incidents
- Develops hazardous materials emergency response plans and procedures.
- Coordinates response and recovery activities related to disasters as described in Direction and Control and other portions of this plan as required.

Support Agencies

City of Renton Police Department

City of Renton Public Works Department

City of Renton Executive Department

King County Office of Emergency Management/Regional Communications and Emergency Coordination Center

Washington State Department of Ecology

Washington State Department of Health

King County Bomb Squad

Port of Seattle Bomb Squad

Washington State Patrol

Washington State Department of Transportation

Use Department of Transportation

Coast Guard

Responsible Party

Recovery activities are undertaken primarily by the party responsible for the release. Where the responsible party is not identified or cannot pay for the cleanup, limited state and federal assistance may be provided for costs of both response and recovery. Title 4 RCW4.24.314 identifies the owner or transporter responsible for the cost of cleanup from a hazardous material release.

Responsibilities

Primary Agency

Renton Regional Fire Authority

- Coordinate the response and recovery efforts to hazardous material incidents.
- Develop hazardous materials emergency response plans and procedures.
- Participate in the King County LEPC.

Support Agencies

King County Office of Emergency Management/Regional Communications and Emergency Coordination Center

- Participate in the King County LEPC.
- Maintain Tier II records and plans from facilities required under SARA Title III and the Clean Air Act.
- Develop and distribute public education information related to hazardous material issues per the Community Right to Know Act.

City of Renton Police Department

City of Renton Public Works Department

City of Renton Executive Department

Fuel Providers and Pipeline Companies

King County Bomb Squad

Port of Seattle Bomb Squad

Public Health – Seattle & King County

Puget Sound Clean Air Agency

United States Department of Transportation, Coast Guard

United States Environmental Protection Agency

Washington State Department of Ecology

Washington State Department of Labor and Industry

Washington State Patrol

Washington State Department of Transportation

Washington State Military Department

King County Zone 3 Agencies

- Assist in the response and recovery from hazardous material releases.

Resource Requirements

Hazardous material releases require substantial amounts of specialized equipment, supplies and training. Many specialized monitoring devices may be needed as well as training, decontamination equipment and technical information resources.

References

- SARA Title III, 40 CFR 355, PL 99-499, Chapter 118-40WAC
- SARA Title III Emergency Response Plans
- International Fire Code
- International Building Code
- King County Hazardous Materials Emergency Response Plan
- Renton Regional Fire Authority Standard Operating Procedures
- Zone 3 Haz-Mat Providers Emergency Response Plan
- Title 70 RCW 70.136
- Title 4 RCW 4.24.314

Terms and Definitions

See Basic Plan.

Appendices

None

EMERGENCY SUPPORT FUNCTION 11: AGRICULTURE AND NATURAL RESOURCES

Primary Agency:	City of Renton Community Services Department
Support Agencies:	City of Renton Executive Department
	City of Renton Police Department
	Renton Regional Fire Authority
	King County Office of Emergency Management/Regional Communications and Emergency Coordination Center
	Public Health – Seattle and King County
	Washington State Department of Agriculture
	Washington State Department of Health
	Washington State Department of Archaeology and Historic Preservation
	Greater Renton Community Organizations Active in Disaster
	Emergency Feeding Program
	Heritage Emergency National Task Force
	American Red Cross

Introduction

Purpose

Emergency Support Function (ESF) 11: supports local and State authorities and other Federal agency efforts to:

- Provide nutrition assistance;
- Manage the distribution of food supplies and water to the affected public and emergency responders during and following a major emergency or disaster event;
- Provide for the safety and well-being of animals during an emergency response or evacuation situation; and
- Protect, preserve and restore issues related to natural, cultural and historic sites affected by emergencies and/or disasters.

Scope

ESF-11 provides for the management, safe handling and distribution of food and water for the needs of large groups of people within the City of Renton during and immediately after a major emergency or disaster. It also addresses the safety and well-being of household pets, and the protection of natural, cultural and historic properties within this jurisdiction.

ESF-11 may be activated independently or in conjunction with other ESFs, depending on the situation. It may closely support ESF-6: Mass Care, Emergency Assistance, Housing and Human Services, ESF-14: Renton Disaster Recovery Plan and will utilize procedures under ESF-7: Logistics Management and Resource Support.

A goal of the City of Renton Comprehensive Emergency Management Plan is to help develop city, business, and resident self-sufficiency for a minimum of 72 hours after a disaster.

Policies

Food and Water

- Public information regarding food and water storage, contamination/decontamination and emergency distribution points should be disseminated per ESF-15: Public Information.
- City of Renton Emergency Operations Center (EOC) will work closely with local volunteer and non-profit agencies to determine the emergency food and water needs of the affected population.
- EOC will coordinate with local agencies, commercial facilities, volunteer organizations and appropriate purveyors for the supply and distribution of food and water to the affected population.
- Food safety actions will be guided and coordinated by State and County food safety officials, emergency preparedness and response officials, Homeland Security officials and internal policies and procedures of Washington State Departments of Agriculture and Health, such as Washington Administrative Code (WAC) 246-125: Department of Health Food Service.
- Emergency food stocks will be purchased or procured under the provisions of Revised Code of Washington (RCW) 38.52.070: Local Organization and Joint Local Organizations Authorized – Establishment, Operation – Emergency Powers, Procedures.
- The City will not accept unprocessed donated goods during a time of disaster. Only those goods that can quickly be placed into the community, or specifically requested, will be accepted.

Animals and Plants

- Renton Police Animal Sheltering Emergency Operations Plan will guide the City's response to domestic animal care following a major emergency or disaster.
- Animal evacuation and sheltering should be conducted in conjunction with human evacuation and sheltering efforts. Animals should be sheltered near their owners to the extent possible.
- While Incident Command will assist with animal issues, the priority will remain the health and safety of residents.
- WAC 16: Department of Agriculture guides agricultural protocols and responses related to animal and crop diseases and pests.

Natural, Cultural, and Historic (NCH) Resources

- Actions initiated under ESF-11 to protect, preserve, conserve, rehabilitate, recover, and restore NCH resources will be guided by the existing internal policies and procedures of the agencies providing support for the incident.
- King County EOC will coordinate with local, state, tribal and federal partners to assess, protect, preserve, conserve, inform long-term recovery and restore identified natural resources and/or cultural sites.
- Structures registered in national historical registries, or those structures eligible for inclusion in those registries, may be subject to special considerations.
- RCW 27.53: Archaeological Sites and Resources establishes penalties for disturbing known archeological sites on either public or private land without a permit from Department of Archaeology and Historic Preservation.
- RCW 27.44: Indian Graves and Records describes procedures for responding to discoveries of human skeletal remain and establishes penalties for known disturbance of Native Indian cairns, graves and rock markings.

Situation and Assumptions

Situation

- A significant emergency or disaster will deprive substantial numbers of people of the ability to prepare or gain access to food and water.
- In order to provide for the safety and security of Renton residents, animals and property, the City will work to ensure the care and shelter of pets in the event of an emergency.
- Natural, cultural or historic preservation and restoration issues may arise during an emergency or as a result of a disaster. Areas covered include terrestrial and aquatic ecosystems; biological resources, including fish and wildlife; threatened and endangered species, migratory birds; historic and prehistoric resources; mapping and geospatial data; geology; hydrology, including real-time water flow data; data on earthquakes and other natural hazards; on- and offshore minerals; energy; and coal mining.
- The City has limited experience in coordinating the distribution of foods, water and donated goods in large quantities and will rely upon the expertise of outside agencies and organizations to accomplish these tasks whenever possible.

Assumptions

- No guarantee is implied by this plan. Because assets and personnel may be overwhelmed, the City and County can only endeavor to make every reasonable effort to respond to a hazardous event based on the situation, information, and resources available at that time.
- During the first 72 hours of an emergency, shelters and individuals are expected to rely on their own resources, and those available in their immediate area, for food and water.

Food and Water

- A wide variety of outside agencies have the ability to provide mass care services, including coordination support. The City will work with all of these organizations in providing for the needs of the community.
- A significant emergency may deprive substantial numbers of local residents from access to safe and reliable supplies of food and water.
- Congregate care feeding areas will be the primary locations for the distribution of food and water supplies.
- Food warehouses located in the City are not available for the sole use of the City and must be considered a regional resource.
- If not handled properly, food and water can become vehicles for illness and disease transmission, which must be avoided.
- Seattle & King County Public Health will provide guidance to the City and to individuals to ensure the safety of food and water made available to the public.

Animals and Plants

- Any displacement or evacuation of people from their homes may cause household pets and livestock to be placed at risk for food, shelter, and care.
- Owners will be expected to provide food, water, husbandry, and exercise for their pets during the times they are in emergency shelters.
- Some animal diseases are very contagious (e.g. – foot and mouth disease) and would be very difficult to identify, isolate, control, and eradicate in an emergency shelter environment.
- Some plant diseases are very infectious to other plants and can be very difficult to identify, isolate, control and eradicate.
- The Washington State Department of Agriculture, in collaboration with identified stakeholders and legal authorities (local, state, federal and tribal), takes the lead in managing animal and/or plant health emergencies.

Natural, Cultural, and Historical Resources

- Cultural heritage institutions (such as museums, libraries, archives, records repositories, and historical societies) may have sensitive collections that require specific actions in the event of a disaster or emergency.

Concept of Operations

- It is the policy of the City of Renton to provide emergency organization and resources to minimize the effects of incidents; prepare to respond to disaster situations; maximize population survival; preserve property; and recovery that will ensure the orderly and fast return to normal community life in the City of Renton in the event of a natural or technological disaster.
- This Plan may be supplemented by the King County Comprehensive Emergency Management Plan, the Puget Sound Regional Coordination Plan and Annexes, the Washington State Comprehensive Emergency Management Plan, and other applicable plans. All operations will function in cooperation of the National Incident Management

System (NIMS) to assure a comprehensive approach to emergency management is achieved.

Food and Water

- The Renton EOC will coordinate with regional public messaging to provide emergency information and instructions to the public, through the media, of locations and hours of operation of any facility feeding victims and/or emergency workers. The public will also be advised when any feeding facility ceases operation.
- Requests for food and water should be made to local sources before requesting outside help from mutual aid partners.
- King County Office of Emergency Management will coordinate information on food supplies, monitor the situation and identify any potential shortfalls that exist or might occur.
- Management and procurement of food and water in the City for disaster victims and workers will be coordinated by the Logistics Section in the Renton EOC, with the assistance of the Finance/Administration Department. They will coordinate with county, state and federal resources as appropriate.
- In the event potable water distribution is necessary, the King County DEM will work with other agencies, such as local fire services, and Seattle & King County Public Health Department, Washington State Emergency Management Division/EOC or National Guard to provide emergency water supplies.
- Seattle & King County Public Health Department will provide inspections, testing, public education, and other actions necessary to insure the safety and sanitation of food and water supplies, for as long as those services continue to provide food and water to the general public.
- Various non-profit organizations will provide disaster victims with food, water, clothing, shelter, first aid and other immediate needs following a disaster. These efforts must be coordinated with the EOC during an event to ensure resources are allocated in the most beneficial way. These organizations will be encouraged to join the Community Organizations Active in Disaster (COAD) group in order to maintain regular contact with the Emergency Management Division.

Animals and Plants

- The Renton Police Department has jurisdictional authority and will direct and control all activities related to animal sheltering, protection and control during an emergency.
- If a possible foreign animal/insect/crop/disease is confirmed on a premise, the state veterinarian, WA Department of Agriculture and the Federal Area Veterinarian in Charge become the Unified Command. As a Unified Command, they would coordinate the response with local, other state and federal agencies.

Natural, Cultural, and Historic Resources

- King County OEM will coordinate information and requests pertinent to this function during an emergency or disaster and assist state, tribal and federal resources.
- King County OEM will monitor response operations to protect sensitive resources and minimize damage to natural and cultural resources.
- King County will assist the public in recovering treasured heirlooms damaged by disasters by directing the public to online information and organizations that can provide advice and assistance.
- The King County OEM will coordinate with ESF-3: Public Works and Engineering on the removal of debris affecting NCH resources.

Responsibilities

Preparation

- Exercise overall responsibility for the coordination of ESF-11 activities.
- Develop Standard Operating Procedures/Guidelines (SOPs/SOGs) and checklists to support ESF-11 activities. Work with support agencies to keep this Annex up-to-date.
- When requested, deploy a representative to the EOC to assist with agriculture and natural resources activities.
- Maintain an accurate roster and activation procedures of personnel assigned to perform ESF-11 duties during a disaster.
- Maintain current food resource directories to include maintaining points of contact.
- Identify likely transportation needs and coordinate with ESF-1.
- Coordinate with appropriate agencies to ensure procedures/guidelines are in place to inspect the food supply and ensure food safety.
- Advise the EOC of health hazards.
- Primary action officers for all ESF-11 agencies should complete ICS 100, 200, 700 training courses.
- Identify pet boarding facilities and private organizations that may provide emergency shelters for animals.
- Identify local agribusiness operators with equipment and personnel to assist with animal stop movement and quarantine activities.
- Develop mutual aid agreements with government agencies, professional associates and private agencies and organizations with personnel and equipment to support ESF-11 activities.
- Determine resources available for natural, historic, and cultural resources protection.
- Cultural heritage institutions (such as museums, libraries, archives, records repositories, and historical societies) should be encouraged to develop emergency plans, including having contingency plans in place for their collections in the event of a disaster or emergency. Nonprofit networks, such as the Heritage Emergency National Task Force, can provide information on cultural and historic resources at risk.

Response

- Activate plans.

- Establish communications between EOC and Incident Management Team to determine resource needs to support incident response and operations
- Ensure communication lines are established and participants are clear on what actions need to be taken if a highly contagious disease or insect is suspected or confirmed.

Recovery

- Help maintain movement restrictions as required by local, state, and federal authority.
- Continue to render support when and where required as long as emergency conditions exist.
- Participate in after-action reports and meetings.
- Make changes to plans and procedures/guidelines based on lessons learned.

References

- City of Renton Animal Sheltering Emergency Operations Plan
- Community Organizations Active in Disaster
- Emergency Support Function (ESF)-3: Public Works and Engineering
- ESF-6: Mass Care, Emergency Assistance, Housing and Human Services
- ESF-7: Logistics Management and Resource Support
- ESF-14: Renton Disaster Recovery Plan
- ESF-15: Public Information
- Heritage Emergency National Task Force
- Revised Code of Washington (RCW) 38.52.070: Local Organization and Joint Local Organizations Authorized – Establishment, Operation – Emergency Powers, Procedures
- RCW 27.53: Archaeological Sites and Resources
- RCW 27.44: Indian Graves and Records
- Washington Administrative Code 246-125: Department of Health Food Service
- Washington State Comprehensive Emergency Management Plan, ESF-11

See Basic Plan

Terms and Definitions

See Basic Plan.

Appendices

None

EMERGENCY SUPPORT FUNCTION 12: ENERGY

Primary Agency:	City of Renton Community Services Department
	City of Renton Public Works Department
Support Agencies:	City of Renton Executive Department
	Fuel Provides, including Overlake Oil

Puget Sound Energy

Seattle City Light

Introduction

Purpose

Emergency Support Function (ESF) 12: The purpose of this annex is to provide for effective use of available electric power, water resources, telecommunications, natural gas, and petroleum products required to meet essential needs, and to facilitate restoration of energy and utility systems affected by an emergency or disaster. The City of Renton includes commercial and public utilities in their coordination of damage assessments, operational capabilities, and restoration actions.

Scope

The term 'energy/utility' includes producing, refining, transporting, generating, transmitting, conserving, building, distributing, and maintaining energy/utility systems and system components. All energy/utility systems are considered critical infrastructure.

- Assessments are current energy/utility capabilities, capacities, and reserves within the City of Renton
- ESF-12 collects, evaluates, and shares information on energy/utility system damages and estimates on the impact of energy/utility system outages within the affected areas.
- ESF-12 also provides information concerning the energy/utility restoration process such as projected schedules, percent of completion of restoration, geographic information on the restoration and other information as appropriate.
- ESF-12 facilitates the restoration of energy systems through legal authorities and waivers.
- ESF-12 also provides technical expertise to the utilities, conducts field assessments, and assists government and private-sector stakeholders to overcome challenges in restoring the energy system.

Policies

The City of Renton Executive Department will establish a liaison relationship with public or private utility providers to coordinate disaster and emergency needs and services.

Where an agency representative for a fuel provider or power utility company is not available to sit directly within the City of Renton Emergency Operations Center (EOC), a liaison relationship will be established with the representative within the King County Regional Communications and Emergency Coordination Center, or directly with the on-call person for that agency.

Situation

Hazards Analysis

Power outages or petroleum supply interruptions may be triggered by a variety of hazards including windstorms, winter storms, earthquakes, and severe flooding.

Planning Assumptions

- The occurrence of a major disaster could destroy or damage portions of the city's energy and utility systems and disrupt petroleum supplies.
- Widespread and possibly prolonged electric power failures could occur in a major disaster.
- Transportation, media, and telecommunications infrastructures will be affected.
- Delays in the production, refining, and delivery of petroleum-based products occur as a result of transportation infrastructure problems and loss of commercial electrical power.

Concept of Operations

Responding to energy or petroleum shortages or disruptions and their effects is necessary for preservation of the public health, safety and general welfare of the City of Renton's residents. Activities during an energy emergency could include:

- Assessing fuel and electric power damage.
- Assessing energy supply and demand.
- Coordinate the identification of requirements to repair energy systems.
- Coordinate with county, state and federal officials as well as private agencies, to establish priorities for repair of damaged energy systems.
- Coordinate temporary, alternate, or interim sources of emergency fuel and power; obtaining current information regarding damage to energy supply and distribution systems.
- Assessing the requirements for restoration.

Organization

- The electric power industry within the state is organized into a network of public and private generation and transmission facilities, which form a part of the Northwest Power Pool. Through such networks, the electric power industry has developed a capability to transmit electric power under even the most extreme conditions. Power is then distributed by local utilities to individual end users, which have varying levels of distribution reliability. Many end users with high reliability needs (e.g., hospitals, and media) have their own in-house generation sources.
- Major natural gas companies through common pipelines originating in other states distribute natural gas within Washington State.

Procedures

- Power to city facilities will be assessed by and measures taken by the City of Renton Community Services Department to provide emergency power.

- Contact with utility providers may be established by the City of Renton EOC to coordinate resources, establish priorities, assess and document damages and provide information to the public. The City of Renton EOC may initiate information programs to keep the public informed of utility status and any restrictions.
- Utility providers may send a liaison to the City of Renton EOC to facilitate coordination and may provide communications equipment to be in contact with field units.
- Requests for assistance are primarily made by utility providers through existing mutual aid agreements with other providers. The City of Renton EOC may assist with coordinating outside resources, upon request.
- The City of Renton EOC may advise public utilities operating in Renton of federal or state restrictions, or any emergency restrictions or operating policies established by the city.
- Fueling procedures and locations will be established by the City of Renton Public Works Department.

Mitigation Activities

Primary Agencies

City of Renton Community Services Department

City of Renton Public Works Department

- Take appropriate steps to make power and fuel infrastructure disaster resilient.

Support Agencies

Fuel Providers, including Overlake Oil

Puget Sound Energy

Seattle City Light

- Take appropriate steps to make power and fuel infrastructure disaster resilient.

Preparedness Activities

Primary Agencies

City of Renton Community Services Department

- Maintain a list of city facilities and their power needs.

City of Renton Public Works Department

- Establish alternate fueling strategies to ensure fleet vehicles can be refueled.

Support Agencies

City of Renton Executive Department

- Maintain an operational EOC and standard operating procedures for that EOC for the City of Renton.

- Maintain the city of Renton Comprehensive Emergency Management Plan.
- Identify area supplies of petroleum fuels for city emergency response activities.

Fuel Providers, including Overlake Oil

Puget Sound Energy

Seattle City Light

- Maintain individual agency emergency plans.

Response Activities

Primary Agencies

City of Renton Community Services Department

City of Renton Public Works Department

- Assist in debris clearance.
- Provide available resources to supplement temporary energy systems for the city.

Support Agencies

City of Renton Executive Department

- Activate the City of Renton EOC, if requested.
- Coordinate activities with the King County Office of Emergency Management/Regional Communications and Emergency Coordination Center.
- Coordinate volunteer, private, state and federal emergency supplemental energy and utility resources.

Fuel Providers, including Overlake Oil

Puget Sound Energy

Seattle City Light

- Provide a liaison to the City of Renton EOC if requested and as available.
- Gather, assess, and report information to the City of Renton EOC on energy system damage and community impacts.
- Follow internal policies and procedures to facilitate the restoration of energy systems.

Recovery Activities

Primary Agencies

City of Renton Community Services Department

City of Renton Public Works Department

- Continue to assess status of energy and fuel systems.

Support Agencies

City of Renton Executive Department

Fuel Providers, including Overlake Oil

Puget Sound Energy

Seattle City Light

- Continue to provide support for recovery operations.

Responsibilities

Primary Agencies

City of Renton Community Services Department

City of Renton Public Works Department

- Assist in debris clearance.
- Provide available resources to supplement temporary energy systems for the city.

Support Agencies

City of Renton Executive Department

Fuel Providers, including Overlake Oil

Puget Sound Energy

Seattle City Light

- Provide information or support during response to an energy emergency based on the nature, severity, and extent of the emergency or disaster.
- Coordinate with the appropriate agencies to acquire or provide supplemental energy and utility needs in an emergency or disaster.

Resource Requirements

Resources that may be necessary in an energy emergency may include supplemental electrical energy such as generators, reserve petroleum sources, utility contingency plans, maps and office supplies.

References

- Agency-specific Emergency Operations Plans

Terms and Definitions

See Basic Plan

Appendices

None

EMERGENCY SUPPORT FUNCTION 13: PUBLIC SAFETY, LAW ENFORCEMENT, AND SECURITY

Primary Agency:	City of Renton Police Department
Support Agencies:	Renton Regional Fire Authority
	City of Renton Executive Department
	City of Renton Public Works Department
	Mutual Aid Agencies

Introduction

Purpose

To effectively coordinate law enforcement activities within the City of Renton in response to an emergency or disaster.

Scope

The intent of this Emergency Support Function (ESF) is to outline the law enforcement procedures required to effectively respond to a citywide emergency or disaster.

ESF Activation & Plan Maintenance

This ESF may be activated independently or in conjunction with other ESF's, depending on the needs of the situation

Policies

The City of Renton Police Department will, within the limits of its resources and authority, coordinate and support essential law enforcement operations. Coordination between the City of Renton Police Department and other law enforcement agencies is facilitated by the Washington Mutual Aid Peace Officers Powers Act (Chapter 10.93 RCW). City of Renton Police Department personnel sent to assist other jurisdictions will maintain their own supervision and chain of command.

Situation and Assumptions

Situation

Any disaster may generate a need for law enforcement activity. The primary hazards are detailed in the City of Renton Hazard Mitigation Plan and include floods, winter storms, earthquakes, landslides and debris flows, volcanic hazards, coal mine hazards, hazardous materials releases, and acts of terrorism or civil disturbance. Additionally, the city is subject to major transportation disruptions and accidents, utility and infrastructure failures or collapses, public health emergencies, and mass casualty incidents from any cause.

Assumptions

- The City of Renton Police Department will exhaust its resources before requesting assistance from other agencies.
- City of Renton personnel will provide assistance and resources as available during an emergency or disaster.
- Landline communications may be interrupted. Cellular, satellite telephone and conventional and amateur radio communication will be relied upon heavily, if available. Congested frequencies should be expected.
- Valley Communications Center, if operable, will be inundated with calls, possibly requiring the City of Renton Police Department to dispatch their own calls.
- 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.

Concept of Operations

In times of an emergency or disaster, law enforcement agencies are called upon to provide a wide range of functions. These include, but are not limited to, warning and evacuation, search and rescue, emergency medical services, communications, access control, and enforcement of emergency traffic regulations.

Assistance between law enforcement agencies within the state is facilitated by the signatory agencies to the Mutual Law Enforcement Assistance Agreement.

When the City of Renton Police Department resources are exhausted, supplemental assistance may be requested through the Renton Emergency Operations Center.

Law enforcement units provided by other levels of government will remain under the command of their parent agency.

The City of Renton Police Department will coordinate citywide emergency or disaster law enforcement activities.

Notifications

City of Renton law enforcement response will be in accordance with the operational procedures of the City of Renton Police Department and the City of Renton Comprehensive Emergency Management Plan.

A Division Commander or designee of the City of Renton Police Department will report to the City of Renton Emergency Management Duty Officer or EOC, if activated, to coordinate law enforcement notifications and activities with other response functions.

Preparedness

Primary Agency

City of Renton Police Department

- Develops emergency standard operating procedures for the effective use of the department's resources.
- Assists the City of Renton Office of Emergency Management in the coordination of emergency management plans.
- Provides assistance with and participates in emergency management training, drills and exercises in support of this ESF.

Support Agencies

Renton Regional Fire Authority

City of Renton Public Works Department

Mutual Aid Agencies

- Develops and maintains procedures to help support the City of Renton Police Department during emergencies or disasters.
- Participates in emergency management training, drills and exercises in support of this ESF.

Response

Primary Agency

City of Renton Police Department

- Provides law enforcement operations within the City of Renton.
- Provide command representatives to the City of Renton EOC and coordinates requests for additional law enforcement assistance through the Incident Management System.
- Assists the Renton Regional Fire Authority in the receipt and dissemination of warning information.
- Provides security to city facilities, as requested.
- Coordinates law enforcement and emergency traffic control throughout the City of Renton.
- Relative to Amber Alerts, follows Washington State Patrol procedures for Missing and Unidentified Person.
- Provides communication resources in support of emergency operational needs.
- Provides Public Information Officer support to the EOC upon request.

Support Agencies

City of Renton Executive Department

- Activate the City of Renton EOC, if requested.

- Issue warnings and request activation of the Emergency Alert System, as necessary.
- Assist in the coordination and documentation necessary for the disaster recovery process.

City of Renton Public Works Department

Mutual Aid Agencies

- Provide personnel and equipment to support the City of Renton Police Department for special emergency assignments.

Recovery Activities

Primary and Support Agencies

See ESF 14 - Long-Term Community Recovery, published as the City of Renton Disaster Recovery Plan.

Mitigation Activities

Primary and Support Agencies

None

Organization and Responsibilities

Organization

Law enforcement operations are conducted by the City of Renton Police Department within the limits of its resources and authority. In the event additional state law enforcement resources are required, they may be requested through the City of Renton Emergency Operations Center (EOC) if activated or, in preferred order, the City of Renton EOC Duty Officer, the King County Office of Emergency Management/Regional Communications and Emergency Coordination Center, or the Washington State Emergency Management Division.

Responsibilities

Primary Agency

City of Renton Police Department

- Responsible for law enforcement activities within the City of Renton as outlined under Concept of Operations in this ESF.

Support and External Agencies

Renton Regional Fire Authority

City of Renton Executive Department

City of Renton Public Works Department

Mutual Aid Agencies

- Augment and support the City of Renton Police Department in the accomplishment of law enforcement operations during an emergency or disaster.

Authorities and References

Authorities

See Basic Plan

References

- Washington Mutual Aid Peace Officers Powers Act, Chapter 10.93 RCW
- City of Renton Disaster Recovery Plan

See basic plan

Terms and Definitions

See Basic Plan

Appendices

None

CITY OF RENTON DISASTER RECOVERY FRAMEWORK

PARTIAL UPDATE | AUGUST 2016

TABLE OF CONTENTS

Introduction 152
How the Framework is Organized 152
Connection to 2012 Disaster Recovery Plan 152
Purpose 154
Scope 154
Recovery Context 154
General Planning Assumptions 154
Recovery Continuum 155
Foundations of Recovery in the Response Phase 156
Overarching Guidance 157
Governance and Coordination 159
Organizational Structure 159
Recovery Responsibilities 160
Office of Emergency Management 160
Damage Assessment 162
Damage Assessment in the Response Phase 162
Preliminary Damage Assessment 163
Administration, Finance, and Logistics 165
Administration and Finance 165
Logistics and Resource Support 166
Communications for Public Information and Outreach 167
Ongoing Maintenance of the Recovery Framework 167
Plan Development 167
Planning Process 168
Public Input 168
Recovery Framework Transition 168
Recovery Framework Maintenance 168
Recovery Support Functions 170
RSF 1. Community Planning and Capacity Building 173
Planning Assumptions 173
Guiding Principles 173
Decision-Making Framework 174
Key Considerations 174
Recovery Goals and Strategies 175

RSF 2. Economic Recovery 178
Planning Assumptions 178
Guiding Principles 178
Decision-Making Framework 179
Key Considerations 179
Recovery Goals and Strategies 180
Resources 181
RSF 3. Health and Social Services 182
Planning Assumptions 182
Guiding Principles 182
Decision-Making Framework 182
Partner Agencies 183
Key Considerations 183
Recovery Goals and Strategies 184
Resources 185
RSF 4. Housing 186
Planning Assumptions 186
Guiding Principles 186
Decision-Making Framework 187
Key Considerations 187
Recovery Goals and Strategies 188
Resources 190
RSF 5. Infrastructure Systems 191
Planning Assumptions 191
Guiding Principles 192
Decision-Making Framework 192
Infrastructure System Responsibilities 193
Partner Agencies 193
Key Considerations 194
Recovery Goals and Strategies 194
Debris Management 195
Resources 196
RSF 6. Natural and Cultural Resources 197
Planning Assumptions 197
Guiding Principles 197

Decision-Making Framework 198
Key Considerations 198
Recovery Goals and Strategies 198
Partner Agencies 199
Resources 200
Appendices 201
Definitions and Acronyms 201
Resources 201
Legal Authorities 201
Recovery Responsibility Tables 203
Stakeholder Interviews 215
RSF 1. Community Planning and Capacity Building 215
RSF 2. Economic Recovery 216
RSF 4. Housing 218
Policies 221
Concept of Operation 222
Response Activities 225
Police Department 231
All City Departments 231

INTRODUCTION

How the Framework is Organized

The Plan is organized into four sections.

This section, **Section 1.0 Introduction,** provides the purpose, scope, and overarching guidance that should lead recovery efforts. This section also provides a reference guide to link the Renton Recovery Framework with relevant legal authorities and City, county, state, and federal plans.

Section 2.0 Governance and Coordination, describes the basic organizational structure, public responsibilities, and central activities of disaster recovery. This section demonstrates how everyone in the City of Renton has a role to play.

Section 3.0 Recovery Support Functions, details post-disaster Goals and Strategies in six separate Recovery Support Functions (RSFs) incorporated from the NDRF. In adopting this framework, Renton's recovery effort will better interface with county, state, and federal entities if necessary.

Section 4.0 Appendices, provides definitions and acronyms, a list of relevant federal, state, and local resources for disaster planning and a detailed list of recovery responsibilities, organized by city division, and linked to the appropriate section of the Recovery Framework. Information on stakeholder interviews held in drafting the Framework are also included in this section.

Connection to 2012 Disaster Recovery Plan

The City of Renton completed a Disaster Recovery Plan in 2012. This current document is an update of the 2012 Plan and a restructure of the content to align with the National Disaster Recovery Framework (NDRF) and its Recovery Support Functions (RSF). In addition to the NDRF, this update is guided by the Comprehensive Preparedness Guidance (CPG) 101 and 201 published by the Federal Emergency Management Agency (FEMA).

Exhibit 1 shows the reorganization of information from the 2012 Plan to the 2016 Framework and Exhibit 2 summarizes which RSFs were fully updated in the 2016 revision. Other RSFs will be similarly updated in future revisions of the Framework.

Exhibit 1. 2012 Recovery Plan/2016 Recovery Framework Crosswalk

2012 Renton Disaster Recovery Plan	2016 Disaster Recovery Framework Restructure
Annex A. Damage Assessment	Section 2.0 Governance and Coordination
Annex B. Public Infrastructure	Section 3.0 Recovery Support Functions - RSF 5. Infrastructure Systems
Annex C. Human Services (with housing)	Section 3.0 Recovery Support Functions - RSF 3. Health and Social Services - RSF 4. Housing
Annex D. Permits and Inspections	Section 3.0 Recovery Support Functions - RSF 2. Economic Recovery - RSF 4. Housing
Annex E. Economic	Section 3.0 Recovery Support Functions - RSF 2. Economic Recovery
Annex F. Debris Management	Section 3.0 Recovery Support Functions - RSF 5. Infrastructure Systems
Annex G. Environmental Considerations	Section 3.0 Recovery Support Functions - RSF 6. Natural and Cultural Resources

Exhibit 2. Recovery Support Function Update Summary

RSF Title	2016 Framework Update Status
RSF 1. Community Planning and Capacity Building	New section
RSF 2. Economic Recovery	Substantially updated
RSF 3. Health and Social Services	Not substantially updated
RSF 4. Housing	New section
RSF 5. Infrastructure Systems	Not substantially updated
RSF 6. Natural and Cultural Resources	Not substantially updated

Appendices provide greater detail about roles and responsibilities of City departments and identify regional public, nonprofit, and private sector partners that offer programs or services relevant to that function. Several City departments will have responsibilities that cross multiple functions, while some recovery functions will apply to most or all departments.

By participating in the planning process that produced this Disaster Recovery Framework, each department with responsibility for one or more recovery functions will be able to develop

and/or update its programs and procedures for disaster recovery and provide the appropriate level of training to City staff.

Purpose

It is the purpose of the City of Renton Disaster Recovery Framework to define the actions to be taken and the roles and responsibilities of local government, nongovernmental, and voluntary organizations, and other agencies in Renton to recover from an emergency or disaster. The City is undertaking advance planning to accelerate the pace and improve the effectiveness of coordinated post-disaster recovery by outlining the efforts each City department will be directed to implement, often in partnership with other regional jurisdictions and agencies.

Recovery encompasses both short-term and long-term efforts for the rebuilding and revitalization of affected communities. Planning for recovery facilitates a near-seamless transition from response activities to short-term recovery operations, including restoration of interrupted utility services, reestablishment of transportation routes, and the provision of food and shelter to displaced persons. It provides for a coordinated approach to long-term economic recovery and community rebuilding, increasing the likelihood of a more sustainable and disaster resilient community post-recovery.

Scope

This Disaster Recovery Framework addresses incidents of local, regional, state, and national significance, including, but not limited to, presidentially declared disasters in King County, Washington State, in which the City of Renton is located.

The Recovery Framework applies to all City of Renton departments and provides an operational framework to guide coordinated recovery efforts. It recognizes that an effective disaster recovery strategy engages other public, private, and nonprofit partners as well as the public at large. The Framework supports and integrates State and Federal plans that aid in recovery operations.

Recovery Context

The following section describes the recovery process and its relationship with other emergency management phases.

General Planning Assumptions

The following points describe the underlying assumptions that guide this Recovery Framework.

Catastrophic Disaster Realities

- The Puget Sound Region is vulnerable to natural and man-made hazards, including acts of terrorism, which can result in significant injury and loss of life and cause widespread catastrophic damage to the built environment.
- Large-scale emergencies are likely to deplete local and regional recovery resources. Assistance from other cities and regions, from the State of Washington, and from the Federal Government will be requested as needed.

- Critical infrastructure and transportation lifelines are likely to incur significant damage in a large-scale disaster event. Repair, restoration, and/or reconstruction may take days, weeks, or even years to complete.
- The private sector will often bear the brunt of a major disaster event, and will be a key partner in recovery efforts.
- Small businesses are particularly vulnerable after a disaster; major disasters often result in the closure of half of all impacted small businesses.

Recovery Challenges and Opportunities

- Non-governmental organizations will provide direct services and programs that are crucial to recovery efforts.
- Survivors with access or functional needs (such as those in wheelchairs, deaf or hard-of-hearing, etc.) and lower income disaster survivors present specialized challenges in recovery efforts.
- The local public and, in major events, people from all over the nation and world will seek opportunities to donate or volunteer to assist with recovery efforts.

Recovery Sequencing

- Recovery begins almost as soon as a disaster event occurs, often concurrent with emergency response. For the purposes of this Disaster Recovery Framework it is assumed that immediate threats to life and property have been addressed and that the operational focus has shifted to short-term recovery activities such as meeting basic human needs and restoring essential services and critical infrastructure. Response actions outlined in the Renton Comprehensive Emergency Management Plan (CEMP) take precedence as long as threats remain to life and property.
- Initial short-term recovery activities are organized and directed at the Renton Emergency Operations Center (EOC), but longer-term recovery programs will transition to normal, non-emergency lines of authority. The transition will occur over a period of time as various elements of the community recover in phases.
- City departments will develop procedures and provide appropriate training to staff with designated roles and responsibilities in this Disaster Recovery Framework.
- Events of regional, statewide, or national significance may require cross-jurisdictional cooperation in recovery efforts such as sheltering and temporary housing, debris management, infrastructure restoration, etc.
- Repair, restoration, and/or reconstruction of public infrastructure and the resumption of essential services may take days, weeks, or even years to complete.

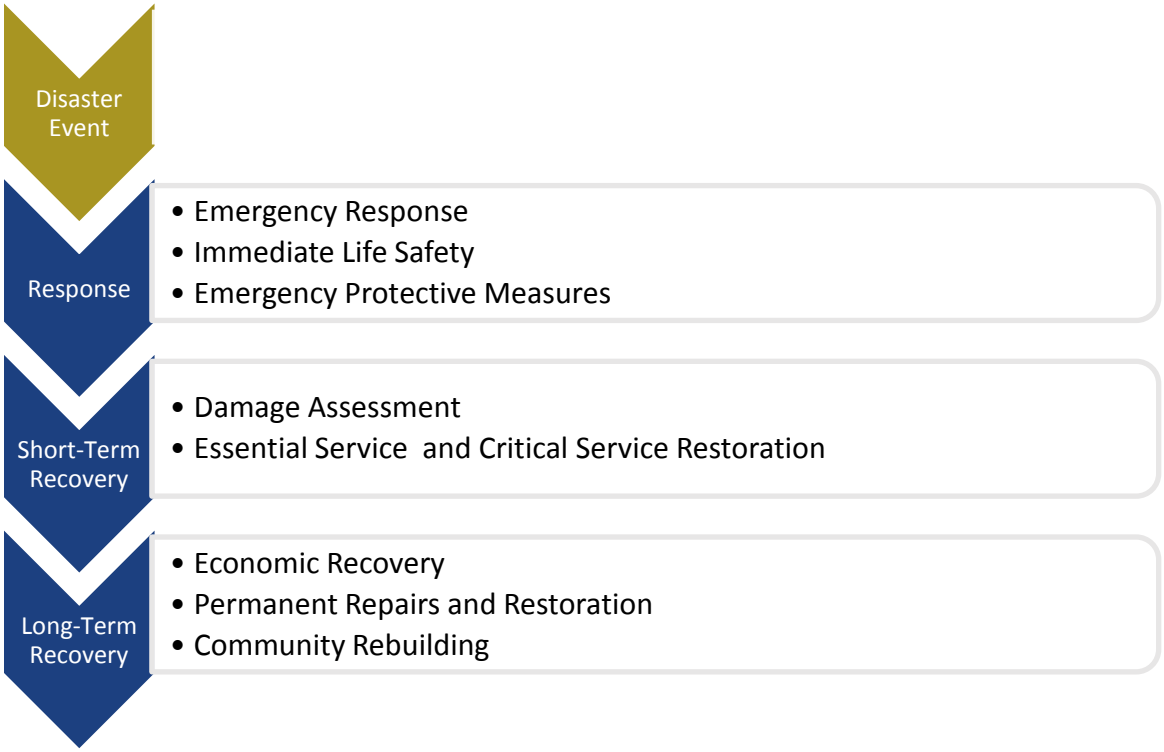
Recovery Continuum

Recovery begins almost immediately after a disaster event occurs. Often recovery activities are happening concurrently with response activities and there may be no clear delineation between the two. The period in which immediate life safety situations have been addressed but during which the priorities are to meet basic human and societal needs and to restore critical infrastructure and essential services is called short-term recovery.

Once basic needs are satisfied and critical systems are stabilized and/or functional, the period of long-term recovery begins and can last months or even years. It is during this period that government, nonprofit organizations, the private sector, and residents work together to rebuild the community, make permanent repairs to housing and infrastructure, and promote economic recovery. The goal of long-term recovery is to bring about a sense of normalcy and, where possible, to rebuild the community better than its pre-event condition, see Exhibit 3.

The transition from short-term to long-term recovery is accompanied by a hand-off of responsibility for central coordination from the EOC to either another coordinating entity, such as a Recovery Management Team, or to City departments with purview over various recovery-related programs. As the transition continues, command and control will revert back to standard lines of authority for City departments. The transition may be staggered, as some elements of short-term recovery may happen more quickly than others.

Exhibit 3. Disaster Recovery Continuum



Foundations of Recovery in the Response Phase

Major events may stretch disaster response resources and capabilities to the point that decision makers have to prioritize some operational actions over others. Often these decisions and priorities impact more than just immediate life safety and property protection issues. In fact, response actions set the tone for the pace and effectiveness of the entire disaster recovery process. The long-term effects of disaster response decisions require a consideration of recovery in the earliest hours or days following an event.

Short-Term Recovery

In most disasters short-term recovery is initially coordinated at the EOC, under the direction of the Emergency Management Director and in accordance with policies set forth by the Mayor and the Policy Group. Various Emergency Support Functions in the EOC coordinate actions designed to stabilize basic human needs among survivors and to restore critical services and infrastructure to minimal functionality.

Such actions may include:

- Damage assessment
- Restoration of critical infrastructure and essential services
- Health and social services
- Environmental management

Many of these actions are implemented by or in coordination with agencies external to City government. The City works closely with other public, private, and nonprofit partners to ensure an orderly and effective short-term recovery process. In large, catastrophic disasters that exceed the City's capability to implement recovery actions, the King County Emergency Coordination Center and the Washington State Emergency Operations Center may take a lead role in coordinating regional or statewide recovery efforts.

Long-Term Recovery

As disaster recovery continues, short-term recovery activity transitions to a focus on longer-term recovery needs. Responsibility for coordinating recovery actions and programs shifts from the EOC to City departments and to normal lines of authority. The transition may occur in phases as infrastructure and various sectors of the community stabilize and rebuild. Citywide coordination may be enhanced at any point in the recovery by the formation of a Recovery Management Team.

Long-term recovery activities may include:

- Restoration of critical infrastructure and essential services
- Housing, health, and social services
- Economic recovery
- Environmental management

Department Administrators continue to work collaboratively as a part of a Recovery Management Team to facilitate unity of effort. State and Federal assistance teams may also be deployed to assist in local recovery efforts.

Overarching Guidance

The following points are themes from stakeholder interviews conducted in development of the Disaster Recovery Framework in July 2016. These themes apply to disaster recovery in general and support every Recovery Support Function.

1. **The best way to ensure a successful recovery is to organize and prepare before a disaster and to leverage full community resources, including Renton's community-based organizations and businesses.**

    - Regularly discuss City roles in a recovery. Agreements should be in place, documented, and understood for response and recovery phases.
    - Recovery will require more than just the City and other public agencies. Community resources need to be leveraged and Greater Renton Community Organizations Active in Disaster (COAD) is key to that.
    - Maintain ongoing contact with businesses. With this, relationships are in place to move through recovery and the City knows where the challenges exist in rebuilding the economy at a neighborhood and a City level.
    - Continue to address the availability of quality, affordable housing, as outlined in the 2014 Community Needs Assessment for Human Services and Housing, with a focus on implementable, sustainable, and resilient solutions (e.g. seismic retrofits).

2. **Public involvement is critical to ensure a speedy but sustainable recovery from a disaster event.**

    - Community consultation is important to long-term recovery. Full recovery will require the combined and coordinated resources of Renton's entire community.
    - All residents should have a voice and a role in recovery of their community.

3. **Take guidance from the Goals and Strategies outlined in Renton's Comprehensive Plan and Community Plans.**

    - Renton's economic development policies encourage collaboration between the public and private sectors to ensure the long-term economic health of Renton and its residents. A healthy economy provides jobs and opportunities and helps pay for vital public services such as education, parks, transportation, police and fire protection, and human services. The policies encourage a mix of high-tech, creative jobs, as well as retail, service, and office land uses that will result in a diversified employment base. The policies encourage high quality development necessary to sustain a high standard of living in Renton.
    - Renton's housing policies align with the Growth Management Act's (GMA) housing goal to "Encourage the availability of affordable housing to all economic segments of the population of this state, promote a variety of residential densities and housing types, and encourage preservation of existing housing stock." The City states that housing availability, location, and affordability directly impact a household's ability to access jobs, schools, and services, and their housing policies aim to bolster the social and economic well-being of all of Renton's residents.

GOVERNANCE AND COORDINATION

Organizational Structure

The City of Renton manages disaster recovery operations in accordance with the National Incident Management System (NIMS) as outlined in the Renton CEMP. Widespread catastrophic damage may require regional collaboration with King County, Washington State, and the Federal Government. City leadership will allocate staff and other resources to regional efforts as able.

The City's roles in disaster recovery efforts are described in Exhibit 4.

Exhibit 4. Disaster Recovery Effort Organizational Structure

MAYOR

- The Mayor is the chief elected official that leads the executive branch of City government and coordinates overall recovery policy direction with the City Council.

CITY COUNCIL

- The City Council is the legislative branch of City government that establishes recovery policy and approves expenditures and contracts.

ADVISORY GROUP

- Led by the Mayor, the Advisory Group is made up of the Chief Administrative Officer, Assistant Chief Administrative Officer, other Department Administrators, and the Communications Director.
- The Advisory Group serves as an advisory body to the Mayor and Council, provides a unified approach to oversight of City departments and programs, and serves as the Recovery Management Team during at least the initial recovery phase.

RECOVERY MANAGEMENT TEAM

- The Recovery Management Team will include members of the Advisory Group as designated by the Mayor, and other community leaders and stakeholders.

EMERGENCY MANAGEMENT DIRECTOR

- The Emergency Management Director provides coordination support for recovery efforts from the Renton EOC in accordance with the Mayor's policy direction. The Emergency Management Director coordinates recovery activities while the EOC remains activated and as directed by the Mayor throughout the recovery process.

If a key official is unable to perform their duties as assigned, a designee may be appointed consistent with the delegations of authority as defined in each department's continuity of operations planning.

The Mayor may appoint community leaders and stakeholders to the Recovery Management Team after a disaster with widespread damage and economic impacts to help guide recovery programs.

City departments retain programmatic responsibility for recovery efforts under their purview. Each department is expected to: ensure that its personnel are aware of their disaster recovery roles and responsibilities; develop procedures for implementing disaster recovery programs and activities; and provide training to staff to maintain optimal capabilities for disaster recovery.

Recovery Responsibilities

The Renton Recovery Responsibility Tables outline the basic responsibilities of Renton City departments for disaster recovery. Standard Operating Procedures (SOPs) may be developed to provide further detail on how individual departments and divisions shall perform their responsibilities.

Recovery activities may initially be coordinated in the Renton EOC or in the field in accordance with principles of the National Incident Management System (NIMS) as outlined in the CEMP.

Long-term recovery operations will transition to normal departmental organization and functions over time. However, supplemental surge staffing may be required for much of the recovery process.

Office of Emergency Management

The Office of Emergency Management facilitates an orderly transition from response and short-term recovery activities coordinated in the EOC to long-term recovery program delivery by City departments and/or by a Recovery Management Team.

Unless taken on directly by a Recovery Management Team, the Office of Emergency Management is responsible for collecting and analyzing recovery information and for distributing a weekly Recovery Status Report to City leadership, staff, and external partners. This report replaces the EOC Situation Report once the EOC is demobilized, or as determined by the Emergency Management Director should the EOC remain activated for an extended period of time into long-term recovery.

Recovery Status Report

It is critical for planners and decision makers to have access to timely and accurate information to guide the recovery process. While the pace of events and information inputs may decrease as the response transitions into recovery, it is no less important to maintain situational awareness. The quality of information and data, and the timeliness of its distribution to stakeholders and/or the public, impacts recovery in the following ways:

- Accurate data is needed to prioritize recovery actions.
- Awareness of damages and associated repair efforts facilitates the effective identification of mitigation opportunities.

- Timely and accurate information helps builds trust and credibility with the public and reduces the prevalence of rumors.
- Information collected in the early stages of recovery becomes a baseline for the development of recovery program metrics.

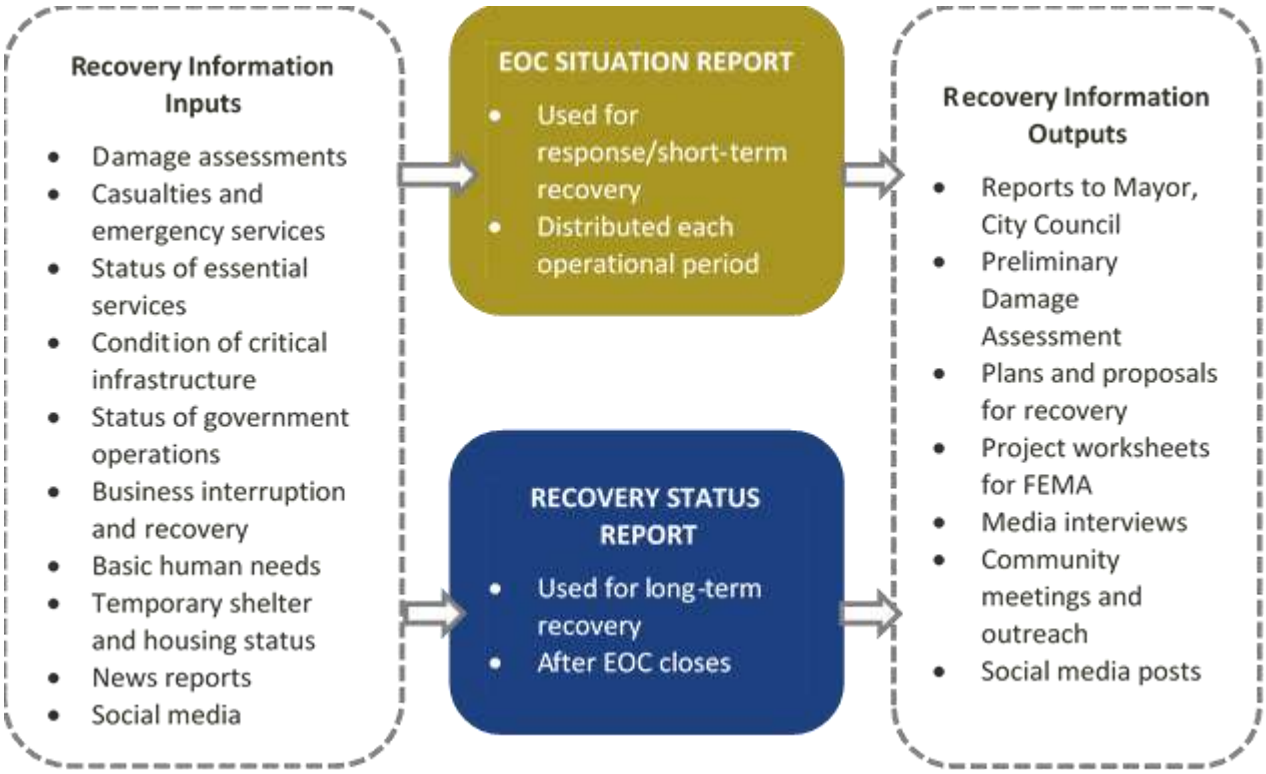
The Recovery Status Report is the primary source of information and data for all planning, operations, and external communications. If errors are found in the Recovery Status Report, these should be submitted to the Office of Emergency Management immediately.

Information collection and dissemination is administered in the following manner:

- Recovery information is collected and analyzed by the Office of Emergency Management throughout the period of recovery or until the information collection function is delegated by the Mayor to another department or to the Recovery Management Team.
- All City departments are expected to supply a standard information package for the Recovery Status Report along with any other information requests by the submission deadline specified by the Office of Emergency Management.
- All City departments should use the information and data in the Recovery Status Report for planning and operational purposes.
- The Recovery Status Report is the authoritative source of up-to-date recovery data and information for all internal departmental reports and communications. Time-sensitive information is submitted to the Office of Emergency Management, which determines the most effective manner of distribution in consultation with impacted departments and the Mayor's Office.

- The Recovery Status Report is the factual basis for all other information outputs, including staff reports to the Mayor and Council, press releases, talking points for interviews, public education and outreach, and social media outputs.

Exhibit 5. EOC Situation Report and Recovery Status Report as Central Information Source



Damage Assessment

Damage assessment, as a primary element of short-term recovery, will be coordinated by Human Resources/Risk Management in accordance with principles of the National Incident Management System (NIMS) as outlined in the CEMP, with input from every City department and COAD.

- Damage information will be generated from a multitude of sources, including community groups. Every City department will have a role to play in the damage assessment process, even if only to report damages to its own facilities or operations.
- Damage assessment for the City of Renton will be coordinated by the Human Resources/Risk Management Department. King County OEM will be the central coordination point for regional Preliminary Damage Assessments and for aggregating countywide information to support a Presidential Disaster Declaration.

Damage Assessment in the Response Phase

A complete and accurate damage assessment is needed to begin the recovery process and is a key component of situational awareness for responders, emergency managers, policy makers, and community leaders.

Field intelligence about the damages and impacts of a disaster inform response and recovery decisions, and should include data about the following event characteristics:

- Location of damage
- Extent of damage
- Critical infrastructure and lifeline damage
- Human needs
- Residential and business impacts
- Continuity of government operations
- Deaths and injuries

There are two primary processes for City departments to begin early damage assessment and develop situational awareness: the Response Capability Assessment and the Windshield Survey.

Response Capability Assessment

Following an event, all City departments are expected to assess the condition of their personnel, structures and equipment. From this assessment, a determination is made about the capability of that department to operationally respond to the needs of the event and provide vital services. The goal is to complete the Response Capability Assessment and report findings to Human Resources/Risk Management to be relayed to the EOC within two hours when possible.

Windshield Survey

The Windshield Survey is conducted immediately following the Response Capability Assessment. The Windshield Survey is used to further determine response capabilities by assessing response routes such as roadways and bridges. In addition to roadway assessment, the Windshield Survey is used to for drive-by triage of high hazard, high population areas and to provide a quick overview to effectively dispatch response units and City staff to the areas in greatest need. The goal is to complete the Windshield Survey and report findings to Human Resources/Risk Management to be relayed to the EOC within six hours when possible.

This information is used to provide an initial overview of damages and impacts in Renton to the King County ECC. All City departments with a field presence are expected to conduct a Windshield Survey.

Preliminary Damage Assessment

Once immediate life safety needs have been addressed and response has transitioned to recovery, situational awareness developed during the first hours or days of the disaster provides a baseline for a more detailed damage assessment. That information as it becomes available will influence priorities and decisions for both short- and long-term recovery efforts.

The Preliminary Damage Assessment (PDA) is the first detailed examination of damages to the built environment. This information must be collected and submitted to the Federal Government in support of a Presidential Disaster Declaration request. The PDA is conducted in two parts, one for each of the two principal declaration types: Public Assistance and Individual Assistance.

The PDA for ***Public Assistance*** focuses on damages to public facilities and infrastructure. City departments are required to report any damage to government buildings or to infrastructure, e.g., roads, water lines, and sewer lines on the appropriate PDA forms. The PDA information is compiled by the Human Resources/Risk Management Department and provided to the Office of Emergency Management. This information is then submitted to the King County ECC, which then submits PDA data for all jurisdictions within county boundaries to the Washington State EOC. The State then compiles data from all impacted counties into a consolidated disaster declaration request package. The declaration request package is the basis for analysis by FEMA to recommend that the President make a disaster declaration for the impacted area. Disaster declarations apply to the geographic county as a whole, and they are generally inclusive of all jurisdictions within the county's boundaries. King County as a whole must be declared eligible for Public Assistance in order for the City of Renton to be eligible for cost-shared funding under FEMA's Public Assistance Program.

The PDA for ***Individual Assistance***, FEMA's program for providing temporary housing and repair grants to individuals and families, is coordinated at the King County ECC but it does require input from City departments. The County solicits information about individual losses from people who report damages via a Damage Assessment Hotline an 800 number which can be obtained from the King County Office of Emergency Management. The County may also utilize an online form or include social media reports to compile additional data to support an Individual Assistance declaration by the President. In addition to compiling estimates of individual damages, joint State/County/City teams may tour damaged areas to ascertain additional impacts to private property. The State then compiles data from all impacted counties into a consolidated disaster declaration request package for an Individual Assistance declaration. Renton is automatically included should FEMA recommend and the President sign an Individual Assistance declaration for the county as a whole.

Damage Reporting to EOC

A barrage of early information about the extent and location of damages and associated secondary impacts is likely to come from a variety of sources. These may include:

- Emergency responders with the Regional Fire Authority and the city, and other City staff
- Eyewitness reports from the public
- Local media (TV, radio, newspaper, electronic, etc.)
- Social media
- Volunteers

The Renton EOC is the destination point for information gathered through the Response Capability Assessment, Windshield Survey, and Preliminary Damage Assessment that is coordinated by Human Resources/Risk Management. It is vital that the information collected through those assessments is rapidly and continuously related to the EOC so that analysis and sharing of damage assessment data can occur within the EOC and can be appropriately relayed to external partners. Most damage assessment activity will occur as a part of short-term recovery during the first days and weeks following a disaster event. Information about damages is collected immediately upon the activation of the EOC, and will include Response Capability Assessment and Windshield Survey reports from City staff as well as verifiable information as it

comes in from the other sources listed above. Damage assessment data is mapped when possible to maintain a common operating picture for decision makers.

The Renton EOC disseminates initial damage assessment information from the EOC Situation Report, which is produced each operational period while the EOC is activated. The Situation Report is distributed to all EOC staff, City leadership, departments, and to other jurisdictions and emergency management agencies. The EOC also reports Renton's damage information to the King County ECC as required for justifying a Presidential disaster declaration.

Engineered assessments of damages may continue into long-term recovery and will be reported to the Office of Emergency Management for inclusion in the weekly Recovery Status Report to City leadership, staff, and external partners. This report will replace the EOC Situation Report once the EOC is demobilized, or as determined by the Emergency Management Director should the EOC remain open for an extended period of time into long-term recovery.

Structural Assessments

Closely related to damage assessment, structural assessment is the engineered inspection of damaged buildings, facilities, or infrastructure to determine functionality and whether they can be safely occupied. Trained building inspectors and structural engineers assess structural integrity and safety concerns before making a determination about occupancy and viability.

ATC-20 Protocols

The ATC-20 protocols are designed for post-earthquake structural assessments, but the City also applies the green/yellow/red system of tagging safe or unsafe buildings in other types of disasters. Some City staff have been trained in ATC-45 protocols for post-windstorm or post-flood assessments as well. Regardless of the disaster, a green tag signifies that a building has been inspected and is safe for occupancy. A yellow tag indicates that a building is safe only for limited entry but not for permanent occupancy. A red tag will be posted when a building is unsafe for entry except as noted for emergency personnel or City staff.

These determinations may trigger additional requirements for property owners to comply with applicable codes and may also influence decisions to implement cost-effective mitigation measures.

The following are resources on ATC protocols:

- Applied Technology Council, ATC-20 Procedures for Post-earthquake Safety Evaluation of Buildings
- Applied Technology Council, ATC-45 Procedures for Safety Evaluation of Buildings after Wind Storms and Floods

Administration, Finance, and Logistics

Administration and Finance

The Administrative Services Department is responsible for managing all aspects of recovery finance and procurement, including the following tasks:

- Expenditure tracking and reporting
- Administering and tracking of emergency procurement waivers
- Managing special accounts for recovery
- Administering Federal and State recovery grants

The Administrative Services Department is the clearinghouse for information regarding recovery finance and administration, but all departments are expected to keep accurate records regarding recovery expenditures, overtime costs, and equipment use to facilitate the reimbursement of eligible expenses under FEMA Public Assistance programs.

Finance personnel collect recovery expenditure data submitted by each department, including transactions made under emergency procurement rules, for weekly reporting into the Recovery Status Report.

Appropriate recordkeeping in compliance with the State Public Records Act is still required during the recovery phase of a disaster. The City Clerk serves as the City's Public Records Officer, and the Clerk's office is responsible for serving as the City Information Center regarding public information requests.

Logistics and Resource Support

When possible, departments will utilize their own resources or will rely on pre-existing agreements with partner agencies or vendors to obtain needed supplies and services. When resource needs in support of disaster recovery exceed existing departmental resource capabilities, the department will request, with as much advance notice as possible, resource support through the Renton EOC. While the EOC is activated, the Logistics Section and the Finance Section, in consultation with the Administrative Services Department, are responsible for locating, ordering, and procuring resources. Emergency Management staff will continue to coordinate resource support when the EOC is not activated.

EOC staff will seek supplemental resource support from the following sources:

- Other City departments
- Local/regional vendors (where possible)
- National vendors

The EOC may also make resource requests via existing mutual aid agreements or through the King County Regional Disaster Plan.

When necessary, the EOC requests emergency resource support from the Zone 3 Coordination Center, the King County ECC, and/or the Washington State EOC. Washington State may, in turn, request emergency assistance from other state governments via the Emergency Management Assistance Compact (EMAC) or from the Federal Government.

Requesting departments are responsible for tracking the use of supplemental resources provided to them.

Communications for Public Information and Outreach

It is vital to maintain constant outreach to the public to ensure dissemination of accurate information regarding the progress of disaster recovery as well as to manage rumors and speculation about recovery programs.

The Deputy Administrator of Public Affairs in the Mayor's Office has lead responsibility for the City's public information activities throughout the recovery process. The Deputy Administrator of Public Affairs may be located in the Mayor's Office, or another location from which they may effectively coordinate the public information function of the City. When the EOC is activated, a lead PIO within the EOC will coordinate with the Deputy Administrator of Public Affairs for key messages.

In a regional event, multiple agencies and entities issue public information messages, increasing the possibility of conflicting information. To reduce inaccuracies and misinformation, the City utilizes a Joint Information System (JIS) to coordinate information with participating local, tribal, State, and Federal agencies. City of Renton Communications staff may also deploy to a Joint Information Center (JIC) with other regional jurisdictions, including the King County Emergency Coordination Center JIC.

Methods of communicating with the public to convey recovery information include:

- City of Renton emergency information web page at rentonwa.gov
- CodeRED emergency notification system
- Posting information at neighborhood information centers
- Posting information at City facilities
- Social media outlets
- Government Access Channel (Channel 21)
- Broadcast media (television and radio)
- Newspapers and other print media
- Electronic media
- Community meetings and other outreach activities

All major announcements and information releases, regardless of the means of communication, are vetted through the Communications Director prior to release.

Ongoing Maintenance of the Recovery Framework

Plan Development

The City of Renton Disaster Recovery Framework was originally created as a Disaster Recovery Plan. It was developed with participation by a broad range of stakeholders and partners, including City departmental staff, neighboring cities, King County, the State of Washington, the Renton Fire Authority, non-governmental organizations, and private sector partners. The Federal Emergency Management Agency of the U.S. Department of Homeland Security provided technical assistance to the development of this Framework.

Planning Process

The planning process commenced on December 2, 2010, with a Recovery Planning Kick-off Workshop hosted by the King County Office of Emergency Management. The four Green River Valley cities (Renton, Auburn, Kent, and Tukwila) and King County were principal participants in the workshop. Other stakeholders attended that serve in a support or coordination role in regional recovery operations. The stated goal of the workshop was to begin development of separate jurisdictional recovery plans in coordination with one another.

The Kick-off Workshop was followed by eight functional workshops in February and March of 2011. Workshop participants divided into groups to discuss recovery issues and to strategize solutions for optimizing a coordinated approach. Information from workshop notes and from a supplemental informational survey was collated to provide an overview of current disaster recovery capabilities. The information was included in the original Disaster Recovery Plan and supplemented by follow-up communications with City leadership and staff to ensure consistency with existing City policy and procedures.

Public Input

The City of Renton Disaster Recovery Plan was posted to the City website on December 13, 2011, to solicit public comment. Notice of publication was published in the Renton Reporter and posted in Renton City Hall, and on the Public Meetings Calendar on the City website. In addition, the public was invited to comment on the Disaster Recovery Plan at a regular City Council meeting on February 27, 2012. Comments from all venues and sources will continue to be accepted and integrated in future update cycles as deemed appropriate.

Recovery Framework Transition

The City of Renton completed a Disaster Recovery Plan in 2012. This Draft Disaster Recovery Framework is a partial update of the 2012 Plan and a restructure of the content to align with the National Disaster Recovery Framework (NDRF) and its Recovery Support Functions (RSF). This update is also guided by Comprehensive Preparedness Guidance (CPG) 101 and 201 published by the Federal Emergency Management Agency (FEMA).

The new Framework includes six RSFs. Three of the six RSFs are updated in this draft using input from stakeholder interviews, consultant knowledge and experience of disaster recovery planning, and targeted research. Eleven stakeholder interviews were conducted with City staff and key partners, representing a range of viewpoints in housing, human services, and community and economic development.

This draft will be presented to the City of Renton Emergency Management Group (EMG) on August 4, 2016 and the EMG will provide feedback to be incorporated into a final draft along with consultant identified areas of development that the City may pursue in subsequent revisions.

Recovery Framework Maintenance

Departments are expected to develop implementing procedures for roles and responsibilities outlined in this Disaster Recovery Framework. Procedures should be submitted to the Office of Emergency Management for inclusion in the Appendix.

Designated departments with responsibilities outlined in the Framework are expected to provide adequate training to departmental staff to ensure a continual readiness to complete their responsibilities. In addition, programs and activities outlined in this Framework may be exercised on a periodic basis as directed by the Mayor. After any exercise designed to test recovery processes, or after an actual disaster event, any successes and shortfalls shall be noted in an After Action Report.

Recommended improvements to the Framework will be included in the next update. At a minimum, the City of Renton Disaster Recovery Framework, including its RSFs, will be reviewed and updated once every four years.

The Office of Emergency Management retains responsibility for keeping a Master Copy of this plan up-to-date and for distributing updates to City departments.

RECOVERY SUPPORT FUNCTIONS

Recovery Support Functions (RSFs) aim to expedite recovery of disaster-impacted residents, families, businesses, and communities. The six RSFs within this section group core recovery capabilities to facilitate problem-solving, improve access to resources, and foster communication among the City, residents, businesses, and local and neighborhood organizations.

The six RSF sections parallel the National Disaster Recovery Framework and include:

1. Community Planning and Capacity Building (new section in 2016 update)
2. **Economic Recovery** (substantially updated in 2016)
3. **Health and Social Services** (has not been substantially updated)
4. **Housing** (new section in 2016 update)
5. **Infrastructure Systems** (has not been substantially updated)
6. **Natural and Cultural Resources** (has not been substantially updated)

Exhibit 6 and Exhibit 7 summarize the information contained in each RSF and their goals.

Exhibit 6. Recovery Support Function Outline

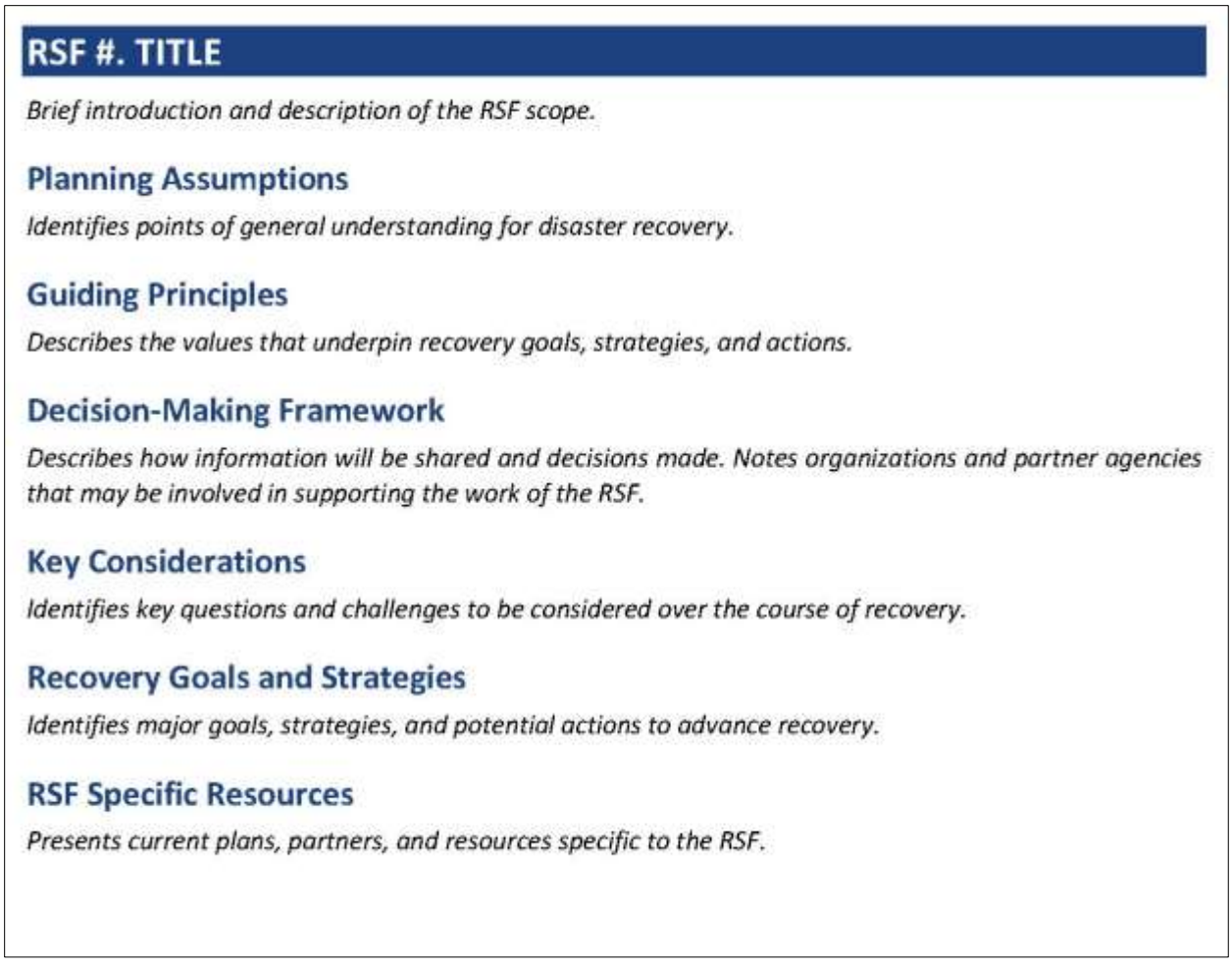


Exhibit 7. Recovery Support Function Goals

RSF 1. Community Planning and Capacity Building	RSF 2. Economic Recovery	RSF 3. Health and Social Services	RSF 4. Housing	RSF 5. Infrastructure Systems	RSF 6. Natural and Cultural Resources
1. Mobilize local organizations, faith-based and neighborhood groups, and major employers to be active players in recovery. 2. Ensure an effective procurement and processing system during recovery by setting up MOUs with local service providers as part of recovery planning. 3. Use a variety of materials, methods, and access sites to communicate recovery efforts to the entire community. 4. Coordinate City approach to reach out to large foundations and philanthropists.	1. Prioritize permit processes that are essential to life and safety; suspend or reduce non-essential permitting processes to expedite recovery. 2. Encourage property owners to investigate contractors and provide tools to ensure compliance with licensing requirements and prevent fraud. 3. Connect small businesses to loan assistance, employees, goods, and markets through early and ongoing outreach. 4. Coordinate with partners or directly provide time-	This RSF was not substantially updated • Delivery of assistance, services, and programs designed to alleviate the impacts of disaster and to meet basic human needs. 1. Mass care 2. Emergency assistance 3. Human services	1. Assess housing needs and available resources to establish a Housing Recovery Strategy. 2. Identify strategies to further streamline City processes to expedite housing recovery. 3. Identify interim housing solutions based on needs and priorities of neighborhoods. 4. Connect homeowners and renters with existing housing resources and create educational materials to help rebuild smarter and safer. 5. Facilitate the provision of affordable, safe, and sustainable	This RSF was not substantially updated • Restore infrastructure and essential services that civil society cannot operate without. Every aspect of recovery is dependent on at least one infrastructure system. 4. Restore Infrastructure Systems (e.g. transportation, power, sewer, communications, etc.) 5. Provide continuity of governmental services through functional government facilities.	This RSF was not substantially updated Contain and remediate adverse environmental impacts likely to exist post disaster in order to reduce the impacts on public health and community recovery. 1. Address environmental consequences and damages (e.g. hazardous materials release, drinking water contamination, wetlands damage, etc.)

5. Promote and encourage donations and volunteer resources.	limited, quality childcare. 5. Seek out opportunities to diversify Renton's industry portfolio.		housing for all impacted residents.	6. Coordinate Debris Management	2. Oversee work of other RSFs to reduce environmental impact (e.g. debris management, repair and reconstruction, etc.)

RSF 1. COMMUNITY PLANNING AND CAPACITY BUILDING

The Community Planning and Capacity Building RSF provides guidance and support for community engagement during disaster recovery. Included in this RSF are recommendations for development of Citywide and community-focused recovery priorities. Community engagement is a cross-cutting recovery activity, and will inform the activities within each RSF.

Goals and Strategies are outlined here alongside suggested ways to leverage current community resources and build capacity.

Planning Assumptions

- State and federal agencies offer grant assistance programs to offset the burden of disaster recovery. However, the terms and funding amounts may change over time and not align with community priorities.
- City departments will develop procedures and provide appropriate training to staff with designated roles and responsibilities in this RSF, and will work with local organizations and community groups to build capacity for disaster recovery efforts.
- The level and method of community planning and engagement will depend on the impact and the location of the disaster event. City, community, and neighborhood resources may be available at different times and at varying levels.
- Language diversity in Renton will present challenges for coordinated communications from the City.
- Many local organizations will need City funding or quick, flexible funds in order to serve the community during recovery. The Renton Community Foundation is a 501(c)(3) that hosts a fund that can receive cash funds for disaster relief on behalf of the City. These funds can be leveraged by COAD and community groups during recovery.

GREATER RENTON COMMUNITY ORGANIZATIONS ACTIVE IN DISASTER (COAD)

Neighborhoods, schools, businesses, government, faith communities, and non-profit organizations who identify, network, organize, and deploy resources to address the unmet human needs in disaster recovery.

Guiding Principles

- The community is best positioned to know resident needs during recovery and has the most effective means of communication. The City should be a listening partner to coordinate and support activities for community-wide recovery.
- COAD's primary mission is helping the City address unmet human needs recovery.
- Inclusion and coordination of community organizations during recovery will maximize the efficiency of participating organizations, prevent duplication of services, and speed up recovery.
- Simplicity is key. Streamlining processes and procedures for help during recovery will build community buy-in for City recovery activities.

- Practicing recovery is crucial to planning for recovery. The City should make an effort to include local organizations and community groups in disaster response and recovery training.

Decision-Making Framework

Community planning and capacity building will be coordinated by the Mayor's Office and Greater Renton COAD, with input from the Mayor's Inclusion Task Force, the Department of Community & Economic Development, and every City department. Community engagement is a cross-cutting recovery activity, and will inform the activities within each RSF.

Renton has many public, nonprofit, and private organizations that will play an important role in disaster recovery. To be successful, the City must leverage the existing ecosystem of partners, which includes neighborhoods, schools, businesses, government, faith communities, and nonprofit organizations.

For specific responsibilities related to RSF 1, see **Recovery Responsibility Tables** in the Appendix.

Key Considerations

- Disaster preparedness messaging to residents has been to prepare for a minimum of three days to a week or more, but many people living in and around Renton don't have the resources and will not be prepared for post-disaster, let alone long-term recovery.
- Local nonprofit organizations will need capacity building before a disaster in order to be effective during recovery. The City can encourage recovery functions and capacity by engaging in partner organizations' strategic planning.
- Renton has a neighborhood program, but some neighborhoods are more active than others, and not all neighborhoods have a neighborhood organization that they rally around. Many communities in Renton are not defined by geography but rather race, ethnicity, religion, or social experience.
- The Greater Renton COAD is critical to productive community engagement before, during, and following a disaster.
- The City will need a mechanism in place to manage cash donations.
- Mobility barriers, such as lack of safe pedestrian pathways or accommodation for those living with disabilities, will prevent individuals and families from accessing services during recovery.
- Promotional materials will need to be available in different languages and community leaders will need to be in contact with the City to help non-English speaking residents who are illiterate.
- Simple icons or stick figure drawings may be an effective method of communication across ages and languages.
- Churches are critical to outreach to elderly and ESL communities in Renton.
- Libraries can play crucial roles in helping their communities prepare for and respond to a disaster or emergency through building community resilience, sharing information, facilitating networking, providing shelter, and contributing to recovery staffing.

- Many cities have experienced disasters and have learned lessons about response and recovery. Renton could reach out to these cities to learn from their successes and mistakes.

Recovery Goals and Strategies

1. **Mobilize local organizations, faith-based and neighborhood groups, and major employers to be active players in recovery.**

   A. Identify and inventory groups and resources needed for coordination in a recovery effort.

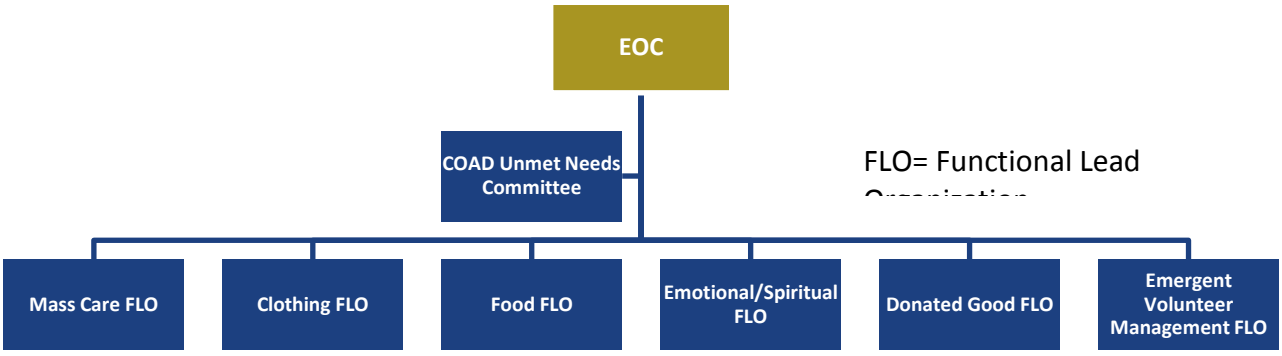
      - Engagement of Latino, Somali, Chinese, Ukrainian, Russian, and Vietnamese communities in Renton will be critical to a successful recovery.
      - Faith-based facilities may serve as locations to coordinate with community leaders and neighborhood groups.

   B. Leverage community leaders in the Mayor's Inclusion Task Force and local groups for communications and on-the-ground neighborhood assessments and status updates.

   C. Equip community groups with quick and low-cost tools to complete assessments. Examples include online and print surveys, kiosks, and guides for small group discussion.

   D. Reach out and provide support to the Greater Renton Community Organizations Active in Disaster (COAD) and invite identified community groups. Greater Renton COAD is critical to productive community engagement before, during, and following a disaster. See Exhibit 3.

Exhibit 8. Recovery Phase COAD Organizational Structure



Source: Greater Renton COAD Emergency Coordination Plan, May 2009.

2. **Ensure an effective procurement and processing system during recovery by setting up MOUs with local service providers as part of recovery planning.**

   A. Identify and inventory the critical services that will require supporting and funding throughout responses and recovery.

      - Food banks such as Northwest Harvest will require funds in order to maintain services, especially when there is greater demand.
      - Large apartment complexes in Renton often function like neighborhoods and can be a key connection to many of Renton's residents.
      - Apartment Manager Association gets together for crime prevention and have access to renters, who may be more difficult to locate through City data than homeowners.

COMMUNITY AND NEIGHBORHOOD GROUPS

- Apartment Manager Association
- Centro Rendu (St. Vincent De Paul)
- City Summer Lunch sites
- Mayor's Inclusion Task Force
- Northwest Harvest
- Renton Ecumenical Association of Churches (REACH)
- Renton Rotary Club
- Renton Salvation Army
- Renton Veteran's Center
- St. Anthony's Catholic Parish

3. **Use a variety of materials, methods, and access sites to communicate recovery efforts to the entire community.**

   A. Renton is a diverse community with geographic constraints. The City should utilize existing touchpoints with residents to share information and build capacity after a disaster.

      - Possible access sites include:
      - Churches and mosques
      - Summer lunch sites
      - King County Library branches
      - Recreation centers
      - Day care facilities
      - Grocery and hardware stores

4. **Coordinate City approach to reach out to large foundations and philanthropists.**

   A. To be successful in receiving and managing funds, the City should coordinate and align requests.

      - The City may choose to support one or more local, non-governmental groups to lead the management of donated funds.
      - Boeing, Walmart, and PACCAR all have a local presence in Renton and large foundations. Past City experience of applying for funds has been a cumbersome process, but will be necessary in recovery.

5. Encourage private donations and volunteer resources.

A. Encourage and facilitate creative fundraising, especially with social media and crowdsourcing platforms.

- Service groups like Renton Rotary may have rapid resource funds to tap into while waiting for federal and state assistance.
- Renton may be able to leverage its connections with the Seattle Seahawks and its large fan base to bring volunteers and flexible funds to the recovery process.

Resources

- Greater Renton Community Organizations Active in Disaster (COAD) Emergency Coordination Plan, 2009
- 2016 Renton Community Resource Directory
- City of Renton Older Adult Business Plan, April 2015
- City of Renton Community Needs Assessment for Human Services and Housing, June 2014

RSF 2. ECONOMIC RECOVERY

The Economic Recovery RSF presents goals and strategies designed to restore Renton's economy following a disaster. It focuses on the coordinated efforts that would be necessary to maintain Renton's major employers, small businesses, and workforce – all key components of a successful recovery. Economic recovery is strongly interconnected with housing, human services, and community-building, therefore there are frequent ties and overlaps with **RSF 1. Community Planning and Capacity Building** and **RSF 4. Housing**.

To expand its recovery abilities, the City should leverage partner agencies and local business partners.

Planning Assumptions

- Physical damage to public facilities and infrastructure may impact other critical systems, essential functions, and commercial interests.
- Interdependencies between various elements of public infrastructure may lead to interruptions in essential services in undamaged areas. Similar interdependencies between commercial entities are likely to impact businesses that did not incur direct damage.
- Long-term impacts of business damage, including the ability of firms to re-open, may be difficult to assess.
- Temporary recovery-related businesses such as inspections and construction will be important for rebuilding. However, it will be challenging to verify and regulate them.
- Without jobs, many residents will leave Renton and seek work elsewhere.
- The City will provide outreach to small businesses to let them know of available assistance during recovery.
- The City of Renton requires any contractor or business to obtain a business license prior to doing work within the City limits. Building inspectors may request to view contractor licenses and credentials to ensure compliance with all licensing requirements and qualifications to complete permitted work.

PARTNER AGENCIES

- Public Health Seattle-King County
- Puget Sound Energy
- Washington Association of Building Officials
- Washington State Department of Labor and Industries
- Renton, Issaquah, and Kent school districts
- Small Business Administration (SBA)
- Federal Reserve System
- Archdiocese of Seattle

LOCAL BUSINESS PARTNERS

- Chamber of Commerce
- Downtown Business

Guiding Principles

- In early recovery the City should prioritize restoring businesses that provide critical services for the community, such as grocery stores, gas stations, and healthcare. Once the community is stable the City can move forward to stabilize major employers in order to get residents back into jobs.
- Restoring utilities is necessary to keep major employers, especially businesses in aerospace, technology, food processing, and manufacturing. Bringing working water,

wastewater, and electricity systems to major employers would need to be a priority during recovery.
- Restoring childcare is essential to economic recovery. For people to get back to work, their children need to be cared for.
- Restoring opportunities for education is essential for people to be able to know that their children are in a safe, stable and supportive, learning environment. Students need predictable schedules and reliable facilities in order to resume learning.
- Economic recovery should be guided by the sustainability and resiliency goals described in the Renton Comprehensive Plan, specifically the desire to build a diverse economic industry base in areas of Aerospace, Healthcare, and Creative industries (high-tech, design, software, local artesian, gaming, and architecture, etc.) as described in the Renton Comprehensive Plan.

Decision-Making Framework

The Community and Economic Development Department and the Public Works Department are the co-lead agencies for inspections and permitting of structures, dwellings, and City of Renton infrastructure. Widespread catastrophic damage may require regional collaboration with King County, Washington State, and the Federal Government. City leadership will allocate staff and other resources to regional efforts as able.

Renton has many public, nonprofit, and private organizations that will play an important role in economic recovery. To be successful, the City must leverage the existing ecosystem of partners, which includes neighborhoods, schools, businesses, government, faith communities, and nonprofit organizations. The Community Economic Development Department and Public Works can access some of this network through Greater Renton COAD.

For specific responsibilities related to RSF 2, see **Recovery Responsibility Tables** in the Appendix.

Key Considerations

- It is unlikely that the City will be able to access an infusion of capital to jumpstart the economy beyond state or federal assistance.
- Renton struggles with a lack of diversity in its industry portfolio. It is largely dependent on the aerospace industry, which in the case of a large disaster and disrupted production, may not stay in Renton during or after recovery.
- Residents in Renton are served by a mix of municipal and non-municipal water and sewer districts.
- Traffic congestion is a challenge in and around Renton, and may be especially bad in recovery. Any impairment to State Route 167 and/or Interstate 405 would create a standstill for residents moving in and out of the City.
- Disasters often result in an influx of construction contractors from out-of-state areas to meet local demand for rebuilding.
- Renton has three overlapping school districts: Renton, Issaquah, and Kent. School districts are major land and property owners within the City limits.

Recovery Goals and Strategies

1. **Prioritize permit processes that are essential to life and safety and suspend non-essential permitting processes to expedite recovery.**
    A. Strike a responsible balance between an expedited recovery process and requirements to rebuild sustainably in accordance with all applicable codes and regulations.
    B. Provide customer-friendly experience for residents while ensuring their homes and businesses are rebuilt to code, with minimal environmental impact, and greater resiliency.
    C. Expand City hours of operation and send field permitting and inspection teams to damaged areas.
    D. Offer one-stop review and permitting services for property owners undertaking reconstruction activities.
2. **Encourage property owners to investigate contractors for hire and provide tools to ensure compliance with licensing requirements and prevent fraud.**
    A. Any contractors working on a reconstruction project with Federal cost-share funding must undergo debarment certification prior to being hired. Any contractor (or subcontractor) that has been excluded from receiving Federal contracts or pass-through funding may not be utilized if any Federal funds (e.g., FEMA Public Assistance funding) are obligated to the project.
        - City staff and project managers may search for debarred and excluded companies at www.sam.gov.
    B. Through ongoing community outreach, encourage property and business owners to undertake due diligence in hiring contractors.
3. **Connect both big and small businesses to loan assistance, employees, goods, and markets through early and ongoing outreach.**
    A. Reach out to large employers to understand what is necessary to keep them in business.
    B. Use Downtown Business Group, Chamber of Commerce, Small Business Development Center, and Small Business Administration (SBA) to reach out to small businesses in Renton. Through these connections, tell the story of businesses to federal funders.
        - In a disaster, SBA can make recovery loan tools available to small businesses.
    C. Reach out to management companies at large retail centers, e.g. The Landing, to be in contact with national retailers.
4. **Coordinate with partners or directly provide time-limited, quality childcare.**
    A. Set up or coordinate childcare in recreation areas, schools, and community centers.
        - Partner with the YMCA and other nonprofits in advance and develop MOUs to provide childcare services in recovery.
    B. Encourage major employers and school districts to provide term-limited, in-house childcare to facilitate economic recovery.

5. **Seek out opportunities to diversify Renton's industry portfolio.**

   A. Expand the industry portfolio to ensure economic resiliency into the future.

Resources

- City of Renton Older Adult Business Plan, April 2015
- Renton Business Plan, 2015

RSF 3. HEALTH AND SOCIAL SERVICES

The purpose of the Health and Social Services RSF to the City of Renton Disaster Recovery Framework is to establish a coordinated approach to addressing post-disaster humanitarian needs through mass care efforts, shelter and temporary housing assistance, and the delivery of other emergency human services programs.

This RSF, like the Disaster Recovery Framework as a whole, applies to all City departments and provides an operational framework to guide coordinated human service delivery efforts among a network of community based organizations (CBOs) and other jurisdictions at the local, State, and Federal levels. The RSF supports and integrates other plans and programs that aid in recovery operations.

Planning Assumptions

- For the purposes of this Health and Social Services RSF it is assumed that immediate threats to life and property have been addressed and that the operational focus has shifted to short-term recovery activities such as restoring essential services and meeting basic human needs. Response actions outlined in the Comprehensive Emergency Management Plan will take precedence as long as threats remain to life and property.
- Events of regional, statewide, or national significance may require cross-jurisdictional cooperation in recovery efforts such as sheltering, mass care and feeding, and temporary housing.
- Non-governmental CBOs, which often provide a significant proportion of post-disaster human services delivery, may be impacted by the disaster and unable to operate at full capacity.
- City departments will develop procedures and provide appropriate training to staff with designated roles and responsibilities in this RSF.
- Environmental damage to the natural or built environment may have far-reaching impacts to public health.

Guiding Principles

- Human services and job recovery go hand in hand. People will need things and help and housing to get them into jobs to keep the community afloat.
- Need case managers and counseling. Most people will get housing and food if they can – but they will need help to manage meds and counseling.
- Residents rely on an effective and equitable human services delivery system to meet their basic physical, economic, and social needs.

Decision-Making Framework

A large-scale event that overwhelms the City's capability to meet basic human needs will require regional collaboration through the King County ECC or through other regionalized humanitarian and mass care efforts. City leadership will provide staff and resource support to these efforts as able.

The Community Services Administrator provides oversight of human service delivery efforts in accordance with the Mayor's policy direction. The Emergency Management Director provides coordination support for citywide human service delivery efforts from the Renton Emergency Operations Center (EOC) in accordance with the Mayor's policy direction. The Emergency Management Director also coordinates with the King County ECC on regional human service delivery efforts.

For specific responsibilities related to RSF 3, see **Recovery Responsibility Tables** in the Appendix.

Partner Agencies

- American Red Cross
- Public Health Public Health Seattle-King County
- Greater Renton COAD
- Salvation Army
- Renton Housing Authority
- [Insert Community Resource Guide]

Key Considerations

- Housebound Residents or those requiring oxygen and dialysis will require special outreach and ongoing checkups. The City currently has no data on this population or system to track who and where these people are.
    - Consider an opt-in registry for pre-disaster preparation. People might be willing to self-identify for disaster preparedness.
- People in Renton are likely to be impacted by a significant natural disaster or human-caused incident. Impacts may include lack of food and water and disruption of community support services.
- Humanitarian needs will become apparent through damage assessment and outreach activities. Short-term basic needs such as food, water, shelter, and emergency first aid will have to be met in the early hours and days after the disaster. Longer-term needs will continue to be identified and addressed throughout recovery, sometimes for months or years after an event.
- Many human service delivery challenges are a result of secondary impacts of damaged infrastructure, including power outages, the loss of potable water, interrupted food and medicine distribution, and exposure to hazardous materials.
- Damage to human service facilities or to the infrastructure that supports their operations may inhibit effective service delivery for human needs.
- Community based organizations provide most of the direct human service programs crucial to recovery efforts. Many of these organizations, along with businesses, neighborhood groups, and other organizations, participate in the Greater Renton Community Organizations Active in Disaster (COAD) which helps provide goods and services for unmet human needs in a disaster.
- Survivors with access or functional needs and lower income disaster survivors present specialized challenges in recovery efforts.

- The local public and, in major events, people from all over the nation and world will seek opportunities to donate or volunteer to assist with recovery efforts.
- An event that overwhelms local capability to meet basic human needs may require assistance from other cities and regions, King County, the State of Washington, and the Federal Government. The Renton Emergency Operations Center (EOC) will request support and assistance as needed.
- Mobility barriers, such as lack of safe pedestrian pathways or accommodation for those living with disabilities, will prevent individuals and families from accessing services during recovery.

Recovery Goals and Strategies

Human impacts in disasters may include loss of housing, lack of food and clean water, injuries and other health issues, and interruption of community services. A key element of disaster recovery for the City of Renton and the surrounding region is the delivery of assistance, services, and programs designed to alleviate these impacts and to meet basic human needs.

Response efforts outlined in Emergency Support Function #6 of the City of Renton CEMP and the King County CEMP address immediate post-disaster needs. Because short-term recovery begins concurrently with response activities, this RSF addresses immediate needs as well as longer-term recovery needs in three major categories: mass care, emergency assistance, and human services.

Mass Care

- Feeding operations
- Bulk distribution of emergency items
- Collecting and providing information on victims to family members

Emergency Assistance

- Support to evacuations (registration and tracking of evacuees)
- Reunification of families
- Provision of assistance to survivors with access or functional needs
- Pet evacuation and sheltering
- Support to specialized shelters
- Support to medical needs shelters
- Donations management
- Coordination of CBO/voluntary agency assistance
- Coordination of unaffiliated volunteers

Health and Social Services

- Personal property replacement (to reunite people with keepsake belongings, when possible)
- Disaster loans
- Food stamps
- Crisis/grief counseling
- Disaster unemployment

- Disaster legal services
- Support for survivors with access or functional needs
- Other State and Federal benefits
- Elementary/middle/high school education opportunities
- Pre-school/child care

The City of Renton has limited capabilities to address human needs in a large-scale disaster. The EOC requests additional resources and program support through the King County ECC from the State of Washington and the Federal Government, which administer many of the programs listed above.

Related efforts to provide medical services beyond emergency first aid are administered by Public Health Seattle-King County in accordance with its plans and operational protocols.

To the extent they are operational, CBOs and voluntary agencies, including the American Red Cross, the Salvation Army, the Greater Renton Community Organizations Active in Disaster (COAD), Renton Housing Authority, local service clubs/organizations and religious organizations, and other disaster relief and human services organizations, may provide valuable direct services and case management experience in support of this RSF.

Resources

- City of Renton Community Needs Assessment for Human Services and Housing, June 2014
- City of Renton Older Adult Business Plan, April 2015
- Community Resource Guide

RSF 4. HOUSING

The Housing RSF provides guidance and support for the rehabilitation and reconstruction of destroyed or damaged housing post-disaster and the development of new, accessible housing solutions. Housing is only one critical piece of the larger recovery process that must be coordinated across City, local, state, and federal agencies **RSF 1. Community Planning and Capacity Building**, **RSF 2. Economic Recovery**, **RSF 3. Health and Social Services**, and **RSF 5. Infrastructure Systems** all have relevant interconnectedness with housing recovery.

Goals and strategies for reestablishing housing in Renton post-disaster are outlined here.

Planning Assumptions

- Housing is a challenging and critical component of Renton's recovery; without access to adequate and affordable housing residents will leave Renton to find affordable housing elsewhere.
- Large-scale emergencies are likely to deplete local and regional recovery resources. Assistance from other cities and regions, King County, the State of Washington, and the Federal Government will be requested as needed and the City should be prepared to coordinate across these levels of government.
- The City of Renton has limited capabilities to address human needs in a large-scale disaster. The EOC requests additional resources and program support through the King County ECC from the State of Washington and the Federal Government, which administer many of the disaster housing programs.
- Impact to public services and infrastructure serving residential buildings will affect housing recovery.
- The City can anticipate an influx of businesses related to repairing and rebuilding housing, and there may be challenges around regulating them.
- Long-term housing recovery is a slow process and, depending on the scale of the disaster, it could be many years before Renton's housing stock is replenished.

Guiding Principles

- A complete and accurate assessment of physical damage to residential property is a key determinant of occupancy and viability and in turn the creation and implementation of both interim and permanent housing strategies.
- The City should plan to support the needs of the whole community and prioritize vulnerable populations with the greatest need.
- Housing recovery should be guided by the goals and values outlined in the Renton Comprehensive Plan, specifically to:
    - Adopt best available housing practices and implement innovative techniques to advance the provision of affordable, fair, healthy, and safe housing for renters, homeowners, and the homeless.
- Coordinate housing repair and reconstruction with development of infrastructure and public services, such as water, sewer, utilities, and transit.

- Recovery efforts should contribute to the City's sustainability and resilience against future disasters.
- Renton has strong neighborhoods and the City should maintain a robust communication process with its partners and established community groups throughout the recovery process. (See **RSF 1. Community Planning and Capacity Building**.)

Decision-Making Framework

The Community and Economic Development Department and the Human Services office of the Community Services Department will be co-lead agencies for permitting, redevelopment planning, plan reviews, environmental compliance, housing recovery solutions, coordination of housing recovery financing, and the facilitation of the rehabilitation and reconstruction of Renton's housing stock. Events of regional, statewide, or national significance may require cross-jurisdictional cooperation in recovery efforts with King County, Washington, State, and/or the Federal Government. To expand their recovery abilities, the City should leverage partner agencies and other community housing resources (found in the Renton Community Resource Directory and additional resources called out here).

The Community and Economic Development Department, as well as other collaborating departments, should anticipate supplemental surge staffing during the recovery process as well as the allocation of staff and other resources to regional efforts as able.

For specific responsibilities related to RSF 4, see **Recovery Responsibility Tables** in the Appendix.

PARTNER AGENCIES

- Association of Washington Housing Authorities – Housing Authorities Risk Retention Pool
- Building Owners and Managers Association
- King County Housing Authority
- Puget Sound Energy
- Puget Sound Regional Council
- Renton Housing Authority
- Washington Association of Building Officials
- Washington State Department of Labor and Industries

COMMUNITY HOUSING RESOURCES

- Apartment Manager Association
- Cascade Neighborhood Association
- Catholic Community Services (CCS)
- Habitat for Humanity
- Housing Search NW
- Neighborhood House
- Rebuilding Together
- Red Cross

Key Considerations

- Pre-disaster Renton is faced with an aging housing stock and existing affordability issues, both of which could pose a challenge in maintaining and creating affordability during recovery. Pre-disaster housing needs should be addressed now to position Renton for a faster recovery post-disaster.
- Money may be diverted to denser, higher need areas before reaching Renton. The City should be prepared to expect a delay in necessary funds for recovery.
- Post-disaster, repair and reconstruction occur at an accelerated pace which creates design, construction, labor, materials, logistics, inspection, and financing issues.
- Recovery could be expedited if certain planning regulations were relaxed as local, state, and federal law allows. Partnering with neighboring jurisdictions and coordinating

exemptions with the appropriate government agencies should be considered within reason.

- Disasters often result in an influx of construction contractors from out-of-state areas to meet local demand for rebuilding. This influx can be hard to regulate and sometimes lead residents becoming victims of contractor fraud.
- Recovery should focus on preventing extreme increases in housing prices and maintaining housing affordability within the City. Using technical assistance, policy, and other available means to address this should be explored.
- Redevelopment of large portions of housing stock could provide opportunities for smarter redevelopment – greener, more vibrant neighborhoods, and higher quality housing stock.
- Renton has strong neighborhood communities.
- Minimize loss of historic buildings where possible.

Recovery Goals and Strategies

1. **Assess housing needs and available resources to establish a Housing Recovery Strategy.**

   A. Ensure the damage and structural assessments of residential housing (See **Damage Assessment and Structural Assessment)** are robust enough **to** establish a baseline inventory and Housing Needs Assessment that will be used throughout the recovery process and help justify finding requests.

      - Maintain and manage assessment data throughout the recovery process to accurately respond to local, regional, and federal requests for information.

   B. Establish both short- and long-term housing recovery strategies based on the housing needs assessment that outline steps needed to reestablish housing stock in the City.

      - Typical housing recovery programs include: Temporary housing, Rental/loan assistance, Repair assistance, Replacement, Identification and provision of accessible housing, and Disaster loans.

      - Communicate strategies to the public, making use of established community groups and physical posting boards to get the word out. (See**RSF 1. Community Planning and Capacity Building**.)

2. **Streamline City processes to expedite housing recovery.**

   A. Strike a responsible balance between an expedited recovery process and requirements to rebuild sustainably in accordance with all applicable codes and regulations.

   B. Encourage rapid and appropriate decisions regarding land use and housing location in the community.

   C. Prepare for surge operations and/or request outside assistance to meet customer demand for permitting, inspections, and code enforcement.

      - Expand City hours of operation and send field permitting and inspection teams to damaged areas.

      - Offer one-stop review and permitting services for property owners undertaking reconstruction activities.

D. Provide customer-friendly experience for residents while ensuring their homes are rebuilt to code, with minimal environmental impact, and greater resiliency.

3. Identify interim housing solutions based on needs and priorities of neighborhoods.

A. Leverage existing housing agencies, partners, and community groups to identify and implement interim housing solutions.

B. Preserve or rehabilitate existing affordable housing where it is decent, safe, and sanitary in order to protect neighborhood stability and character.

C. Take advantage of undamaged rental stock for both temporary and long-term housing.

D. Facilitate transition from shelters to interim and permanent housing making use of existing housing match resources such as Housing Search NW and Renton Housing Authority's Risk Retention Pool.

4. Connect homeowners and renters with existing housing resources and create educational materials to help rebuild smarter and safer.

A. Communicate applicable codes and permits, so that residents can ensure compliance with all applicable codes and for obtain all necessary permits when rebuilding and repairing damaged property.

B. Help residents guard against fraud and unsafe housing conditions. See Goal 2. in **RSF 2. Economic Recovery**.

C. Assign a City lead on federal, state, and local assistance programs that can create materials to share with residents who are navigating different housing repair and reconstruction loans.

D. Leverage existing Human Services Assistance and Discount Programs.

- Facilitate applications for utility payment relief for residents, especially when utility services aren't available or housing units are vacant but still incurring minimum payments.
- Connect homeowners with legal resources for navigating complex relationships with banks related to mortgages, pre-foreclosure, and foreclosure.

E. Partner with the existing community networks to help provide services, resources, and communications so that all residents have information available to identify housing solutions for themselves.

5. Facilitate the provision of affordable, safe, and sustainable housing for all impacted residents.

A. Address available funding and affordability in repair and reconstruction of residential properties.

- Coordinate housing recovery across region with King County ECC for federal monies, and with local, state, and federal groups for gap-filling measures.
- Be proactive in exploring negotiations with banks for temporary mortgage relief for City residents.

- Explore ways to increase the City's affordable housing incentives post-disaster to maintain affordability through new development.

B. Stimulate repair, reconstruction, and redevelopment that creates safe housing for residents.
    - Expand capacity and resources of existing housing repair program to leverage existing expertise in small repairs like roofs, furnaces, foundations, and water heaters.
    - Promote hazard mitigation measures where practicable and cost-effective and/or where required by law.

C. Build toward a more sustainable and resilient Renton.
    - Encourage development in safe zones with code compliance to barrier against future disasters.
    - Maintain standards that contribute to thoughtful rebuilding in a resilient manner, but explore where certain rules can be relaxed in an effort to get residents back in their homes.
    - Make use of Renton's existing Comprehensive Plan to guide decisions around best land use and City vision.

Resources

- Housing and Human Services Element of the City of Renton Comprehensive Plan, June 2015 and subsequent updates

RSF 5. INFRASTRUCTURE SYSTEMS

The purpose of the Public Infrastructure Restoration RSF to the City of Renton Disaster Recovery Plan is to establish uniform policies and procedures and identify roles and responsibilities for coordinating the restoration of public infrastructure and essential services during the post-event recovery process.

This RSF, like the Disaster Recovery Plan as a whole, applies to all City departments and provides an operational framework to guide coordinated infrastructure restoration efforts. The RSF supports and integrates State, Federal, and private utility plans and programs that aid in recovery operations.

Planning Assumptions

- Recovery begins almost as soon as a disaster event occurs, often concurrent with emergency response. For the purposes of this Infrastructure Systems RSF it is assumed that immediate threats to life and property have been addressed and that the operational focus has shifted to short-term recovery activities. Response actions outlined in the Comprehensive Emergency Management Plan take precedence as long as threats remain to life and property.
- Repair, restoration, and/or reconstruction of public infrastructure and the resumption of essential services may take days, weeks, or even years to complete.
- Events of regional, statewide, or national significance will require cross-jurisdictional cooperation in recovery and restoration efforts, including debris management.
- A complete and accurate assessment of physical damages to public infrastructure and facilities and of interruptions to essential services will inform an effective prioritization of recovery actions.
- Private owners of infrastructure and service providers will work closely with local governments to develop restoration priorities.
- Private entities and public agencies may hesitate to share information if deemed proprietary.
- City departments will develop procedures and provide appropriate training to staff with designated roles and responsibilities in this RSF.
- Disaster debris may impede the efforts of emergency responders.
- Disaster debris may create dangers to the health and safety of the public as well as that of emergency responders and other City staff.
- Disaster debris may block transportation routes, potentially delaying the restoration of critical services or impeding the flow of goods and services for disaster recovery.
- Large volumes of debris from a catastrophic disaster event and from the demolition of damaged structures may require temporary storage.
- Permanent processing and disposal of large volumes of disaster debris may take months or even years to complete.
- Contaminated debris from a catastrophic disaster event can have long-term negative environmental impacts.
- Areas with significant debris issues may become apparent through damage assessment and restoration activities as well as from damage reports from the public.

- Residents and business owners will want to have keepsake possessions identified and returned versus being disposed of.
- Private solid waste companies have a significant role to play as partners in disaster recovery and debris management activities.
- Contaminated debris has the potential to impact the environment and therefore trigger additional disposal considerations.

Guiding Principles

[To be developed in subsequent updates]

- Recovery begins almost as soon as a disaster event occurs, often concurrent with emergency response.
- Response action outline in the Comprehensive Emergency management Plan take precedence as long as threats remain to life and property.
- A complete and accurate assessment of physical damages to public infrastructure and facilities and of interruptions to essential services are critical to informing an effective prioritization of recovery actions.
- Disaster debris management is a high priority.
- A navigable and functioning airport is essential to recovery operations.
- The King County Emergency Coordination Center (KCECC) is the central coordination point for regional debris management efforts. The Renton Emergency Operations Center (EOC) provides support coordination between City and regional activities.
- City departments are expected to develop procedures and provide appropriate training to staff with designated roles and responsibilities in this RSF.
- Restoration of communication and transportation infrastructure is vital to recovery operations.

Decision-Making Framework

The Public Works Department is the lead agency in Renton for coordinating the restoration of infrastructure for water, sewer, storm water drainage, and transportation, as well as for working with private utility companies to facilitate service restoration. The Administrative Services Department is the lead agency for restoring City government communication and information technology services, as well as for coordinating the restoration of Citywide Internet, broadband, and wireless services.

Widespread catastrophic damage may require regional collaboration with King County, Washington State, and the Federal Government. City leadership will allocate staff and other resources to regional efforts as able.

If a key official is unable to perform their duties as assigned, a designee may be appointed consistent with the delegations of authority as defined in each department's continuity of operations planning.

The Mayor may appoint community leaders and stakeholders to the Recovery Management Team after a disaster with widespread damage and economic impacts to help guide recovery programs.

City departments retain programmatic responsibility for recovery efforts under their purview. Each department is expected to: ensure that their personnel remain aware of their disaster recovery roles and responsibilities; develop procedures for implementing disaster recovery programs and activities; and provide training to staff to maintain optimal capabilities for disaster recovery.

Infrastructure System Responsibilities

The following are basic responsibilities of Renton City departments for restoring infrastructure and essential services. Standard Operating Procedures (SOPs) may be developed to provide further detail on how individual departments and divisions shall perform their responsibilities.

Recovery and restoration activities may initially be coordinated in the Renton EOC or in the field in accordance with principles of the National Incident Management System (NIMS) as outlined in the CEMP.

Long-term restoration and rebuilding operations will transition to normal departmental organization and functions over time. However, supplemental surge staffing may be required for much of the recovery process.

Partner Agencies

- Cable/media providers
- Fuel pipeline distribution and delivery companies
- Hospitals/Urgent Care Centers
- Internet providers
- Renton School District
- Issaquah School District
- Kent School District
- Catholic Archdiocese of Seattle (schools & parishes)
- University of Washington (UW) Medicine (Valley Medical Center)
- Public Health Seattle-King County Public Health
- King County Library System
- Puget Sound Energy
- Telephone companies
- Wireless/cell-phone carriers
- Backhaul providers (fiber)
- King County Department of Natural Resources
- National Response Center
- Renton Regional Fire Authority
- United States Department of Transportation
- Washington State Department of Ecology
- Waste Management Republic Waste
- Debris removal vendors
- Burlington Northern/Santa Fe Railway
- Federal Aviation Administration

- National Guard
- King County Metro
- Sound Transit
- Washington State Department of Transportation
- King County Wastewater
- Utilities and Transportation Commission

Key Considerations

- Many aspects of disaster recovery are dependent on the restoration of infrastructure and essential services.
- Transportation systems, water and sewer systems, utility transmission systems, and information infrastructure will be assessed early in recovery to determine what can be quickly repaired and restored. Permanent repairs may follow at a later phase of long-term recovery.
- Some critical infrastructure is privately owned and may require close public/private coordination.
- Public facilities such as schools, community centers, and parks may have dual uses during disaster recovery and therefore may be deemed a priority for restoration.

Recovery Goals and Strategies

Public infrastructure systems, and essential services that often rely on them, are taken for granted until they are damaged or rendered inoperable by the impacts of disaster. Yet civil society cannot operate without them. For that reason, the restoration of these systems is a key component of disaster recovery. Almost every aspect of recovery is dependent on at least one of the infrastructure systems below:

- Transportation system (roadways, rail, mass transit)
- Power system (electric transmission lines, natural gas lines, fuel pipelines)
- Water system (water treatment plants, water mains, distribution lines)
- Wastewater/sewer system (sewer lines, pump stations, wastewater treatment plants)
- Storm water system (drainage conveyance systems, culverts, stormwater flow control/water quality treatment facilities, levees, floodwalls, stormwater pump stations)
- Communications system (telephone landlines, cell towers)
- Internet/broadband (fiber optic cable, Wi-Fi)

In addition, the continuity of government and other essential services is dependent upon the functionality of facilities such as:

- Hospitals
- Schools
- Government buildings, including service yards (fleet, materials, equipment)
- Community centers

Restoring this infrastructure and associated services is therefore a high priority action that begins early in short-term recovery.

The City of Renton is responsible for many of the infrastructure elements listed above. Some systems are privately owned or operated, requiring close public/private coordination to ensure that public priorities inform the order and pace of restoration.

City departments and private sector partners with responsibility for infrastructure systems and essential services implement the following restoration actions:

- Damage assessment
- Estimation of service interruption or downtime
- Determination of timeline for restoration
- Determination of resource needs for restoration
- Establishment of restoration priorities
- Temporary repairs or service continuity
- Permanent repairs or replacement

City leadership, in consultation with other jurisdictions and private sector partners, determines the most effective use of limited resources to restore infrastructure and services that protect life safety and facilitate meeting basic human needs. Other restoration priorities may include providing emergency aid to isolated communities or allowing the flow of emergency goods and services.

When restoration is expected to be a lengthy process, the EOC may request assistance in providing alternate services such as provision of drinking water, electric generators, or mobile medical aid.

Debris Management

There are four principal phases of post-disaster debris management operations:

1. Debris Clearance and Removal: Debris management begins as soon as public works personnel and responders undertake debris clearance actions to allow emergency access for life safety and to protect property, infrastructure, and the environment.
2. Temporary Debris Storage: Large volumes of disaster debris or problem waste may need to be stored prior to processing and disposal. Locations of temporary storage sites may depend on the type of debris generated.
3. Debris Processing: Processing of debris is the separation of various waste and debris types and their preparation for disposal. Different types of disaster debris may be governed by varying rules and authorities. Construction and demolition debris is handled differently from hazardous waste or recyclable material.
4. Permanent Debris Disposal: Permanent disposal of debris and waste may make use of local and regional landfills or, depending on available capacity, may warrant the development of additional disposal sites. Another option is to haul disaster debris that cannot be recycled or otherwise reused to areas outside the Puget Sound Region. Property owners, businesses, and residents will also generate significant disaster waste from cleanup, demolition, and reconstruction. Higher than normal customer volumes should be expected at transfer stations and drop box facilities.

All four phases are conducted in compliance with local, State, and Federal environmental regulations (except as waived for emergency) and in consultation with resource agencies and with Public Health Seattle-King County.

The City of Renton may utilize existing City staff to manage the clearance, removal, and temporary storage of disaster debris. The Public Works Department will generally be the lead agency for Renton's debris management efforts. Other departments, such as the Fire and Emergency Services Department or the Police Department, may undertake minor debris clearance or enlist Public Works support to facilitate unimpeded access for emergency response personnel.

The City already contracts much of its debris disposal to private solid waste vendors. Waste Management Republic Services is a key partner in waste processing and disposal. High-impact disasters will require additional vendor support and/or increased coordination through the King County ECC and the King County Department of Natural Resources, Solid Waste Division. Regional debris management efforts are managed in accordance with the Seattle-King County Urban Area Debris Management Plan.

Resources

- Seattle-King County UASI Area Debris Management Plan

RSF 6. NATURAL AND CULTURAL RESOURCES

The purpose of the Natural and Cultural Resources RSF to the City of Renton Disaster Recovery Plan is to guide actions to address post-disaster environmental issues that may impact recovery. Adverse environmental impacts are likely to exist during any disaster, and their implications for public health and community recovery are such that early containment and remediation will be a high priority for the City and its jurisdictional partners.

This RSF establishes a framework for identifying and evaluating post-disaster environmental impacts and for developing strategies to work cooperatively to resolve them.

In addition, the Natural and Cultural Resources RSF identifies departmental responsibilities for ensuring that community recovery and rebuilding are implemented in compliance with all applicable environmental rules and regulations.

This RSF, like the Disaster Recovery Plan as a whole, applies to all City departments and provides an operational framework to guide coordinated environmental management efforts. The RSF supports and integrates State and Federal plans and programs that aid in recovery operations.

Planning Assumptions

- The Puget Sound Region is vulnerable to natural and man-made hazards, including acts of terrorism, which can result in significant and widespread damage to the natural environment.
- Environmental damage may take the form of localized spills and releases or may have widespread impacts to natural resources such as waterways, wetlands, floodplains, reservoirs, and habitat and may adversely impact the quality of air and drinking water.
- Environmental contamination may create dangers to the health and safety of the public as well as to emergency responders and other City staff.
- Environmental damage may impede the progress of community recovery.
- For the purposes of this RSF, it is assumed that the operational focus for recovery has shifted to long-term environmental remediation and mitigation and to addressing environmental concerns that do not pose an immediate life safety threat. Environmental impacts that pose an immediate threat to human life and safety will be addressed by response actions outlined in the Comprehensive Emergency Management Plan.
- Large-scale emergencies are likely to deplete local and regional recovery resources. Assistance from other cities and regions, from the State of Washington, and from the Federal Government will be requested as needed.
- The Puget Sound Region is vulnerable to natural and man-made hazards, including acts of terrorism, which have the potential to create large volumes of debris over a widespread area.

Guiding Principles

[To be drafted in further updates]

- Long-term coordination between environmental and resource agencies from all levels of government, tribes and other entities will be required occur to ensure that reconstruction and redevelopment comply with local, State, and Federal environmental regulations.
- Environmental impacts that pose an immediate threat to human life and safety will be addressed by response actions outlined in the Comprehensive Emergency Management Plan.
- City departments will develop procedures and provide appropriate training to staff with designated roles and responsibilities in this RSF.
- The City of Renton values cultural heritage and natural resources. Prioritize preservation where human life, health and safety are not compromised.

Decision-Making Framework

In most cases, more than one department will have a role in cleanup and remediation.

With support from the EOC, other fire departments, and private sector resources, Renton Fire and Emergency Services, is responsible for addressing hazardous materials spills and releases that pose an immediate threat to life safety. While these actions are covered in the Renton CEMP and are generally addressed during the disaster response phase, it is possible that latent environmental damages may require additional response actions well into long-term recovery.

The Public Works Department manages environmental consequences to critical infrastructure (transportation, water, etc.), often with support from the Fire and Emergency Services Department and the EOC. Public Works also tests for safety of drinking water and manages the permitting processes for capital improvements and infrastructure restoration projects.

The Community and Economic Development Department is responsible for conducting environmental reviews and ensuring compliance of citywide reconstruction efforts with State and Federal environmental regulations. These regulations usually apply to both public and private reconstruction efforts.

These departments work closely with environmental and resource agencies from all levels of government, including Public Health Seattle-King County, the Washington State Department of Ecology, the U.S. Army Corps of Engineers, and others.

Key Considerations

- Environmental damage to the natural or built environment may have far-reaching impacts to public health.

Recovery Goals and Strategies

The City of Renton addresses environmental consequences or damages as they are identified as part of the damage assessment process or as reported by the public. Environmental consequences from disasters may include:

- Hazardous materials release or spills
- Drinking water contamination

- Airborne contamination
- Agricultural runoff
- Wetlands damage
- Impacts to threatened and endangered species
- Damage to historical and archaeological resources

Many disaster recovery activities have the potential to impact the environment and therefore trigger environmental review at the local, State, and/or Federal level. These activities include:

- Debris management
- Repairs and reconstruction
- New construction and redevelopment
- Project work in waterways, wetlands, floodplains, or other environmentally sensitive areas

Other environmental considerations include:

- Hazardous materials
- Air quality
- Water quality
- Endangered species
- Historic preservation

Projects that are funded on a cost-share basis with the Federal government will require an Environmental and Historic Preservation (EHP) Review. Depending on the type of project and its environmental impacts, the EHP process may take days or sometimes years. FEMA personnel conduct most reviews for Public Assistance and Hazard Mitigation projects, but City departments retain responsibility for ensuring compliance and obtaining all required environmental permits.

Long-term environmental compliance will transition to normal departmental organization and functions over time. However, supplemental surge staffing may be required for much of the recovery process.

Partner Agencies

- Public Health Seattle-King County Public Health
- Washington State Department of Ecology
- Washington State Historic Preservation Office
- United States Army Corps of Engineers
- Puget Sound Clean Air Agency
- Washington State Department of Fish & Wildlife
- Washington Department of Natural Resources
- Muckleshoot Indian Tribe
- US Environmental Protection Agency (EPA)

Resources

- Renton History Museum
- Arts & Culture Master Plan

APPENDICES

Definitions and Acronyms

COAD. Community Organizations Active in Disaster

CPG. Comprehensive Preparedness Guidance

RSF. Recovery Support Functions

NDRF. National Disaster Recovery Framework

FEMA. Federal Emergency Management Agency

Resources

Below is a listing of relevant documents and legal authorities in disaster recovery planning.

Local References and Resources

- City of Renton Comprehensive Emergency Management Plan
- City of Renton Comprehensive Plan
- City of Renton Hazard Mitigation Plan (incl. Hazard Identification and Vulnerability Assessment)
- City of Renton Debris Management Plan
- City of Renton Continuity of Operations Plan
- King County Comprehensive Emergency Management Plan
- King County Hazard Mitigation Plan (incl. Hazard Identification and Vulnerability Assessment)
- King County Regional Disaster Plan

Regional References and Resources

- Washington State Comprehensive Emergency Management Plan
- Washington State Emergency Management Disaster Assistance Guide for Local Governments

Federal References and Resources

- Comprehensive Preparedness Guide (CPG) 101 and 201
- Homeland Security Exercise and Evaluation Program (HSEEP)
- National Incident Management System (NIMS), Department of Homeland Security
- National Response Framework, Federal Emergency Management Agency

Legal Authorities

Local Legal Authorities

- Renton Municipal Code, Title III, Chapter 5, Fire & Emergency Services Department
- King County Code, Chapter 2.56, Emergency Management
- King County Code, Chapter 12.52, Emergency Powers

State Legal Authorities

- Revised Code of Washington (RCW):
  - 35.33.081, Emergency Expenditures
  - 35.33.101, Emergency Warrants
  - 38.52, Emergency Management
  - 39.34, Interlocal Cooperation Act
  - 40.10, Essential Records
  - 42.14, Continuity of Government Act
  - 43.43, (Subparts 960-975), State Fire Service Mobilization
  - 70.136, Hazardous Materials Incidents
- Washington Administrative Code (WAC):
  - 118-04, Emergency Worker Program
  - 118-30, Local Emergency Management Services Organizations, Plans, and Programs

Federal Legal Authorities

- Federal Civil Defense Act of 1950, as amended
- Public Law 93-288, the Robert T. Stafford Disaster Relief and Emergency Assistance, as amended
- Title 44, Code of Federal Regulations, parts 9, 10, 13, 59, 204, and 206
- Public Law 96-342, Improved Civil Defense
- Public Law 99-499, Superfund Amendments and Reauthorization Act of 1986

Recovery Responsibility Tables

Department/Division	Primary Responsibilities	Reference Sections/RSFs	Supporting Responsibilities	Reference Section/RSFs
Executive	Advisory Group policy & coordination	2.0	Recovery expenditure tracking	2.5
	Intergovernmental coordination	2.0	Recovery Status Report input and review	2.3
	Continuity of government	2.0		
	Public information	2.6		
	Communication of damage assessment, restoration & debris management, and environmental information to the media and public	2.4, 2.6		
	Response Capability Assessment	2.4		
	Policy direction for recovery efforts	1.4, 2.0		
City Council	Law and policy making for recovery efforts	2.0		
	Continuity of government	2.0		
Fire & Emergency Services	EOC direction and coordination	2.3	Resource support and logistics	2.5
	Recovery Status Report development/distribution	2.3	Recovery expenditure tracking	2.5
	Damage assessment, Data analysis & validation	2.4	Public information (JIC/JIS) coordination	2.6
	Short-term recovery coordination	1.5, 2.0	Mass care/shelter coordination support	1.5
	Volunteer management	1.5	Shelter transportation coordination	1.5

	Situation Report	2.3, 2.4	Situation Report	2.3
	Cross-jurisdictional coordination for debris management	1.5 RSF 5, RSF 6		
	Response Capability Assessment	2.4		
	Windshield Survey initial damage assessment	2.4		
	Emergency medical/first aid delivery	1.5		
	Fire plan review	2.4		
	Fire investigation and inspection	2.4		

Department/Division	Primary Responsibilities	Reference Sections/RSFs	Supporting Responsibilities	Reference Section/RSFs
Administrative Services	Recovery expenditure tracking	2.5	Situation Report & Recovery Status Report input	2.3, 2.4
	Vendor contract management (including Solid Waste)	2.5	Communications support	2.6
	Recovery finance management	2.5	Information technology support	2.5
	Data recovery	2.5	Procurement of emergency goods/supplies/services	2.5
	Damage assessment	2.4		
	Response Capability Assessment	2.4		
	Emergency procurement	2.5		
	Information technology systems recovery	2.5		
	Communications systems recovery	2.5, 2.6		
	Administration of recovery procurement procedures	2.5		

Department/Division	Primary Responsibilities	Reference Sections/RSFs	Supporting Responsibilities	Reference Section/RSFs
Community & Economic Development	(Preliminary) Damage assessment	2.4	Recovery expenditure tracking	2.5
	Capital improvement permitting	1.5 RSF 2, RSF 4, RSF 5, RSF 6	Situation Report & Recovery Status Report input	2.3,2.4
	Response Capability Assessment	2.4	Donations management	2.5 RSF 1, RSF 3
	Windshield Survey initial damage assessment	2.4		
	ATC building assessments (public and private)	2.4 RSF 4, RSF 5		
	Other building inspections	2.4, RSF 4, RSF 5		
	Construction plan review	1.5 RSF 2, RSF 4, RSF 5, RSF 6		
	Code compliance/enforcement	1.5 RSF 2, RSF 4, RSF 5, RSF 6		
	(Engineered) Structural assessments	1.5 RSF 2, RSF 4, RSF 5, RSF 6		
	Permit issuance for commercial and residential reconstruction	1.5 RSF 2, RSF 4, RSF 5, RSF 6		
	Post-reconstruction building inspections	2.4		

		RSF 2, RSF 4, RSF 5		
	Coordination of field permit team operations	2.4 RSF 2, RSF 4, RSF 5		
	Public works plan review	1.5 RSF 2, RSF 4, RSF 5, RSF 6		

Department/Division	Primary Responsibilities	Reference Sections/RSFs	Supporting Responsibilities	Reference Section/RSFs
Community & Economic Development	Public information counter	1.5 RSF 2, RSF 4, RSF 5, RSF 6		
	Engineering Review	1.5 RSF 2, RSF 4, RSF 5, RSF 6		
	Inspection and approval of reconstruction permits	2.4 RSF 2, RSF 4, RSF 5		
	Inspection of mass care facilities	2.4 RSF 2, RSF 4, RSF 5		
	Environmental compliance	1.5 RSF 5, RSF 6		

	Land use permitting	1.5 RSF 4, RSF 5, RSF 6	
	GIS mapping	1.5 RSF 2, RSF 4, RSF 5, RSF 6	
	Critical/Sensitive areas review	1.5 RSF 2, RSF 4, RSF 5, RSF 6	
	Business community outreach and information	2.0 RSF 1, RSF 2	
	Public/private coordination	2.0 RSF 1, RSF 2	

Department/Division	Primary Responsibilities	Reference Sections/RSFs	Supporting Responsibilities	Reference Section/RSFs
		1.5		
	GIS mapping and analysis	RSF 2, RSF 4, RSF 5, RSF 6	Recovery expenditure tracking	2.5
	Both preliminary & detailed damage assessment & reporting (all City infrastructure, utilities)	2.4	Situation Report & Recovery Status Report input	2.3,2.4
	Debris management/clearance, Demolition debris processing	2.4 RSF 5, RSF 6	Emergency vendor contracting	1.5, 2.5
		1.5		
	Structural assessments of critical infrastructure	RSF 2, RSF 4, RSF 5, RSF 6	Heavy equipment resource support	RSF 5, RSF 6
		1.5		
	Restoration of transportation infrastructure	RSF 2, RSF 5	Signage	RSF 5, RSF 6
Public Works	Traffic management	RSF 5	ATC building assessment (public and private)	2.4
	Restoration of water/sewer/storm water infrastructure	RSF 2, RSF 4: RSF 5, RSF 6	Equipment/vehicle repair	2.5 RSF 5, RSF 6
	Response Capability Assessment (including for all City infrastructure, utilities)	2.4		
	Windshield Survey initial damage assessment	2.4		
	Provision of potable water for shelters and congregate areas	RSF 5		
	Solid waste service coordination for shelters	RSF 5		
	Coordination with utility crews	RSF 5, RSF 6		

	Water quality monitoring/sampling/testing	RSF 5, RSF 6		
	Flood hazard monitoring	RSF 5, RSF 6		
	Structural assessments of utility and transportation infrastructure	2.4 RSF 5		
	Capital improvement permitting	1.5 RSF 2, RSF 4, RSF 5, RSF 6		
	Debris clearance for water/sewer/storm systems & infrastructure repair/restoration	2.4 RSF 5, RSF 6		
	Permanent repairs/reconstruction	2.4 RSF 5, RSF 6		

Department/Division	Primary Responsibilities	Reference Sections/RSFs	Supporting Responsibilities	Reference Section/RSFs
Public Works	Coordination with other jurisdictions' transportation agencies	RSF 5		
	Transportation system inspections	RSF 5		
	Temporary roadway/bridge repairs	RSF 5		
	Traffic management	RSF 5		
	Renton Municipal Airport debris clearance & restoration of infrastructure	2.4 RSF 5		

	Roadway debris clearance	RSF 5		
	Hazardous materials coordination	RSF 5, RSF 6		
	Temporary debris storage & processing	RSF 5, RSF 6		
	Infrastructure/transportation restoration	RSF 5		
	Shelter, mass care and feeding coordination	1.5	Recovery expenditure tracking	2.5
	Natural resources management	RSF 6	Recovery Status Report input	2.3, 2.4
	Open space restoration	RSF 6	Debris management	RSF 5, RSF 6
	Facilities management	RSF 1, RSF 5, RSF 6	Alternate facilities location	1.5 RSF 5
	Damage assessment	2.4		
Community Services	Human service program delivery	RSF 1, RSF 3		
	Coordination with non-profit service providers	RSF 1, RSF 3		
	Response Capability Assessment (including all City facilities)	2.4		
	Emergency worker care	1.5		
	Disaster welfare information and referrals	RSF 3		

	Coordination with human service CBOs	RSF 1, RSF 3	

Department/Division	Primary Responsibilities	Reference Sections/RSFs	Supporting Responsibilities	Reference Section/RSFs
Police	Public safety	RSF 5	Recovery expenditure tracking	2.5
	Access control	RSF 5	Situation Report & Recovery Status Report input	2.3, 2.4
	Traffic direction/control	RSF 5		
	Pet sheltering	RSF 5		
	Missing persons coordination	RSF 5		
	Damage assessment	2.4		
	Windshield Survey initial damage assessment	2.4		
	Response Capability Assessment	2.4		
Human Resources & Risk Management	Coordination of Preliminary Damage Assessment activities	2.4	Recovery expenditure tracking	2.5
	Employee care	2.5	Volunteer management	2.3
	Staff re-assignment	2.5		
	Disaster claims processing	2.5		
	Insurance coordination	2.5		
	Response Capability Assessment	2.4		
	Citywide personnel accountability	2.5		
	Coordination of Windshield Survey data collection	2.4		
	Damage assessment data analysis and validation	2.4		
City Attorney	Legal analysis and advice	2.1, 2.5	Recovery expenditure tracking	2.5
	Preparation of recovery legislation and contracts	2.1, 2.5	Situation Report & Recovery Status Report input	2.3, 2.4

Municipal Court	Preside over criminal misdemeanors, gross misdemeanors, traffic infractions and other City code violations	2.1, 2.5	Recovery expenditure tracking	2.5
	Restore continuity of court operations and processing and maintenance of court records	2.1, 2.5	Situation Report & Recovery Status Report input	2.3, 2.4

Stakeholder Interviews

RSF 1. Community Planning and Capacity Building

Stakeholder Interviews

The following individuals were interviewed in the development of RSF 1. Community Planning and Capacity Building.

- Preeti Shridhar, City of Renton Communications Director
- Benita Horn, City of Renton Inclusion and Equity Consultant
- Karen Bergsvik, City of Renton Human Services Director
- Erika Rhett, former City of Renton Senior Planner, current Renton resident, and BERK Senior Associate

Stakeholder Questions

The following questions served as the basis of discussion on community planning and capacity building during disaster recovery.

Community Engagement

a. What information would the City of Renton want to communicate *to residents* during disaster recovery?

b. What input would the City want to solicit *from residents* during disaster recovery efforts?

c. What barriers or challenges related to communication would you anticipate? What specific populations would you want to reach?

d. What existing tools, partnerships, or organizational structures (block watch, neighborhood groups, etc.) could the City leverage in community engagement during recovery?

e. What tools, resources, and partners would the City use to reach various ethnic, religious, and neighborhood populations?

f. How could the City use online tools and physical centers to facilitate access to resources (bridging issues related to economic recovery, health and social services, housing, and other topics)?

g. How and when will these decisions be made? Who will coordinate the City's overall community engagement efforts?

Leveraging Whole-Community Resources

h. What community resources, including local philanthropy, business interests, and others, could be leveraged to support recovery? How should this targeted outreach be coordinated?

Closing Questions

i. How could recovery be seen as an opportunity to make the Renton community better than it was before?

j. Are there key community issues that should be addressed in recovery planning that we haven't mentioned here?

k. What are the top two things the City should do before a disaster occurs to help make recovery a success?

RSF 2. Economic Recovery

Stakeholder Interviews

The following individuals were interviewed in the update of RSF 2. Economic Recovery.

- Deborah Needham, City of Renton Emergency Management Director
- Cliff Long, City of Renton Economic Development Director
- Jennifer Henning, City of Renton Planning Director

Stakeholder Questions

The following questions served as the basis of our discussion on economic recovery after a major disaster response.

1. What priorities should Renton consider in seeking to return to a full functioning economy following a disaster?
2. What would be required to help Renton's major employers recover? What kind of support and assistance would major employers need in order to recover? Housing? Transportation infrastructure? Childcare? What partners would be important in this work? What role would the City play?
3. How could the City support business recovery among small businesses? What partners would be important in this work? What role would the City play?
4. How could the City facilitate any changes to regulations that would make reopening businesses easier?
5. How could Renton generate an infusion of capital to jumpstart the economy?

6. How could a disaster serve as an opportunity to rebuild the Renton economy so that it is better than it was before? What long-term economic development goals should guide recovery efforts?
7. Are there key issues that should be addressed in long-term recovery planning that we haven't mentioned here?
8. What are the top two things the City should do before a disaster occurs to help make recovery a success?

RSF 4. Housing

Stakeholder Interviews

- The following individuals were interviewed in the development of RSF 4. Housing.
- Mark Gropper, Renton Housing Authority Executive Director
- Stephen Gray, Renton Housing Authority Program Coordinator
- Errol Flagor, Renton Housing Authority Maintenance Operations Supervisor
- Sean McCarty, Renton Housing Authority Maintenance Contract & Procurement Foreman
- Jill Richardson, Renton Housing Authority Operations Administrator
- Karen Bergsvik, City of Renton Human Services Director
- Erika Rhett, former City of Renton Senior Planner, current Renton resident, and BERK Senior Associate

Stakeholder Questions

1. The following questions served as the basis of our discussion on housing during disaster recovery.

2. What data currently exists about Renton's housing supply and needs? How can this inform recovery?

3. How can Renton encourage, support, and facilitate residential recovery following a disaster? Consider for a) subsidized housing and b) market-based housing.

    a. Repair/Reconstruction permitting process – Any efficiencies that can be made post disaster? Expedited review and permitting processes? Any ways to increase reviewer capacity post-disaster? Any standard exemptions that could be made without sacrificing safety/city goals?
    b. How could the City support rebuilding of substantively damaged housing stock?

4. What partnerships and resources will be important to tap, again thinking about a) subsidized housing and b) market-based housing?

    a. What housing-related resources would be important to leverage?
    b. What existing partnerships would be important? Consider affordable housing providers, market-rate housing providers, employers, community-based organizations, and others.

5. How do you recommend coordinating housing recovery efforts? What partners and governmental agencies will be important to include?
6. What steps could Renton take to avoid or address blight in residential neighborhoods?
7. Is there an opportunity to reconfigure Renton's housing stock post-disaster? How could Renton recover so that housing was better than it was before the event?
    a. How does the existing planning framework and Comprehensive Plan come into play post-disaster?
    b. Does Renton want to encourage development in safe zones pre- and post-disaster, either through re-zoning or buyouts?
    c. Any existing programs/incentives to encourage seismic retrofitting?
8. Are there key issues that should be addressed in long-term recovery planning that we haven't mentioned here?
9. What are the top two things the City should do before a disaster occurs to help make recovery a success?

EMERGENCY SUPPORT FUNCTION 15: EXTERNAL AFFAIRS

Primary Agency:	City of Renton Executive Department
Support Agencies:	City of Renton Community Services Department
	City of Renton Police Department
	City of Renton Public Works Department
	Renton Regional Fire Authority
	King County Office of Emergency Management/Regional Communications and Emergency Coordination Center
	Washington State Emergency Management Division
	Renton Regional Fire Authority
	Valley Communications Center
	Washington State Emergency Management Division

Introduction

Purpose

Emergency Support Function (ESF) 15 – Public Information is responsible for keeping the public information concerning a threatened or actual emergency situation and to provide protective action guidance as appropriate to save lives and protect property.

This plan supports the Incident Command System (ICS) Public Information Officer (PIO) function and the Joint Information System (JIS). The joint information system is to coordinate information before it is release to the public and the news media.

The purpose of Emergency Support Function 15 (ESF) is to establish uniform policies for the effective development, coordination and dissemination of information to the public in the event of a disaster.

Scope

The City of Renton's public information requirements will be determined by the severity of the disaster or emergency as determined by the City of Renton Emergency Management Director.

ESF 15 provides for public information, education and media relations functions that together comprise the Joint Information System (JIS). Emergency public information actions before, during and following an emergency will be determined by the severity of the emergency as declared by involved jurisdictions, state agencies, or as perceived by the public. A significant emergency public information response will involve many state, local, private sector agencies,

media, and non-profit organizations. Public Information identifies those agencies and defines their responsibilities within the JIS.

Policies

- Public information activities will provide vital information citywide in a timely, consistent and unified method to state, local, private sector agencies, media, and non-profit organizations. Local jurisdictions will provide immediate and vital information to the general public and state, local, private and tribal organizations regarding response and recovery activities.
- The city may start an emergency public information operation to augment or enhance the normal communications capabilities of the city.
- The City of Renton Executive Department Mayor's Office has lead responsibility as the official spokesperson for city's public information activities.
- The City of Renton's Public Information Officers (PIOs) may be located at the City of Renton EOC, in the Mayor's Office, a Joint Information Center, or another location from which they may effectively coordinate the public information function of the city.
- During any activation of the City of Renton EOC, City of Renton Public Information Officers for individual departments will be available to staff the EOC, field locations, or a Joint Information Center (JIC). The disaster procedures for each county department should anticipate this fact and build in appropriate staffing.

Situation

Emergency/Disaster Hazards and Conditions

The City of Renton and surrounding region will periodically experience emergency situations that require the coordinated dissemination of critical information to the public. The means of dissemination include the news media (radio, television, cable, print) the internet, social media, neighborhood information centers, and if warranted by situation, hand distribution. Potential emergency situations include natural, technological, and human-caused events. Public information is critical to alerting residents to an impending emergency, directing and informing them during the emergency (including animal evacuation and response instructions and status updates), and assisting them in the response and recovery phases of the event.

The city's primary source to disseminate information during an emergency situation will be via the city's Twitter account. The city's Facebook account will be the secondary source of information. It is also possible to link posts from Twitter to Facebook. As time and situations permit (i.e. is there power; what are the levels of staffing) the city's website will be updated.

The city will be launching a new website in late summer 2017. One of the new features will be ability to post emergency information directly to the site's home page.

The ability to post to Twitter and Facebook is independent of available power as we can use mobile devices on batteries. [Need to add website information. My understanding is it, too, is hosted off-set and thus not vulnerable to a local power outage].

Include information here about what system is the principal means to disseminate emergency warning and priority emergency instructions to the public.

Planning Assumptions

- The public needs timely and accurate information for protection of life and property during response to, and recovery from a disaster or emergency situation.
- In case of an emergency, every effort will be made to communicate in a timely, effective manner; however, normal means of communication may not be available. In those situations non-traditional means of communicating with the public, such as radio, billboards, flyers, newsprint, and community networks, will be established and utilized.
- Depending on the nature and magnitude of the emergency, different levels of public information will be required. Public information may in fact be a primary objective during an emergency. During an emergency, timely and accurate public information will help protect people's health and safety and will help manage expectations about response capabilities. Conversely, it also could work to dispel public views that an incident is a bigger emergency than it actually is because of the way the media covers the story, making it critical for agencies to coordinate key messages.
- Rumors or misinformation can cause unnecessary distress among residents, provoke counter-productive public actions, and impede response and recovery efforts. PIOs must focus on providing accurate and timely information using all dissemination methods including rumor control as a primary goal.
- When external agencies are key stakeholders in the incident, particularly when they have been incorporated into a Unified Command structure to manage the incident, they will have a vested interest in the public information message. The Incident Commander and/or City of Renton Policy Advisory Group will direct key public information messages.

Concept of Operation

The following systems and procedures will be applicable to the response and recovery phase of any disaster or emergency situation.

- The City of Renton will provide timely and vital information to the public regarding response and recovery activities.
- To reduce inaccuracies and misinformation, the city will utilize a Joint Information System (JIS) to coordinate information with participating local, tribal, state, and federal agencies, and other organizations as required.
- Based on the urgency of the situation and the need for inter-agency cooperation, the city's assigned PIO will attempt to coordinate with other agencies to coordinate emergency public information relevant to the City of Renton to the Mayor's Office.

- In a minor emergency incident, an on-scene PIO may be the only portion of the JIS utilized.
- In a disaster, the public information function within the City of Renton EOC becomes the focal point for the receipt of information, and therefore is a logical location for the preparation and distribution of emergency public information if so delegated by the City of Renton Mayor's office.
- A JIC may be established by the City of Renton EOC or at the direction of the City of Renton Mayor's Office to augment the public information function of the EOC, and to incorporate external stakeholders in the development and delivery of the public information message. A JIC is established when non-City agencies are key stakeholders in an incident. A JIC brings together diverse parties in order to coordinate information prior to public release. Involvement of other agency/organization PIOs will be determined by the scope and nature of the disaster.
- The JIC, if established, becomes the focal point for dissemination of all emergency public information about emergency and disaster response and recovery operations. The purpose of the JIC is to coordinate information and provide a forum for the sharing of information within the region, and a central point for the media to get information.
- Under the JIS/JIC concept, each agency representative has the commitment to share and coordinate information with all other participating agencies prior to release to the media and public.
- PIOs serve as part of the JIS and coordinate information from their respective agencies regarding their involvement in the response and recovery operation of an emergency event and work in conjunction with the City of Renton Mayor's Office to disseminate and coordinate public information communications and messages.
- PIOs, whether within a JIC or the City of Renton EOC, are responsible for setting up news briefings for key disaster officials; writing and disseminating news releases to appropriate media outlets; monitoring and analyzing TV, radio, newspaper, and internet disaster news coverage; distributing this information throughout the JIS; and preparing background information and fact sheets. PIOs work closely with the City of Renton Mayor's Office, response agencies, and the City of Renton EOC Director.
- A virtual JIC may be initiated through technological means when geographical restrictions, incident management requirements, and other limitations preclude physical attendance by public information officers/liaisons at a central location.
- Communication resources may be utilized by the city to retrieve and broadcast a public alert to specific jurisdictions and locations throughout the city, county, and state. For more information regarding communication resources see ESF 2 – Communications, Information Systems, and Warning.
- A media room may be designated at a location separate from the City of Renton EOC to be used for news briefings, interviews, and press conferences.
- The public information function for an emergency may co-locate near the disaster area to support local public information efforts or may relocate to a JIC as needed.

Notifications

Include who has the authority to activate the mass notification system and what is that systems name

Code Red is the mass notification system and would be activated during an emergency. The mayor, chief administrative officer, Emergency Management Duty Officer and incident commander all have the authority to active Code Red.

Organization

- The City of Renton operates under the National Incident Management System. ESF 15 describes the operation of the public information function within the Incident Management System.
- In a disaster or major emergency, the City of Renton Mayor's Office will appoint or designate a trained Information Officer (IO) to coordinate the key messages and overall public information strategy for the JIS.
- The City of Renton EOC Director will appoint a PIO to serve as the Lead PIO within the City of Renton EOC. The Lead PIO will coordinate with the Information Officer (IO) for the Policy Advisory Group.

Procedures

- Upon notification, a designated city PIO will report to the City of Renton EOC to coordinate and disseminate accurate and timely disaster-related information. This person will normally serve as the Lead PIO in the City of Renton EOC.
- In the event the City of Renton EOC is not activated, a designated city PIO or another designated city PIO will work with the city's emergency management staff to issue appropriate press releases, situation reports and conduct media interviews.
- A designated city PIO will coordinate working with the Officer in Charge to ensure there is appropriate PIO staffing. Depending on the severity of the situation, if the City of Renton EOC is activated on a 24 hour schedule additional PIO staffing may be required.

Mitigation Activities

None

Preparedness Activities

- Identify areas where public education programs (e.g., personal preparedness) are needed, inclusive of plans for first responders and families.
- Develop 24-hour shift change and staffing procedures and checklists for supporting agencies.
- Identify emergency support function-specific training requirements.
- Identify locations for media briefing.

- Encourage city department's spokespersons to attend public information courses.
- Develop and maintain a roster of Public Information personnel, including shift change and staffing procedures and contact information (home address; telephone, cellular, and facsimile numbers; and email addresses).
- Develop equipment lists.
- Ensure the support departments/agencies can access their respective networks from the City of Renton EOC.
- Develop and maintain an accurate media contact list.
- Develop procedures for rumor control inquiries.
- Develop a list of volunteer groups.
- Develop a list of diverse/limited English speaking communities and their locations.
- Prepare a list and map of neighborhood information centers.

Response Activities

- Coordinate with Incident Commanders to determine the scope, magnitude, extent and the potential duration of the incident.
- Request ESF 15 support PIOs based on incident assessment.
- Obtain a status report on all local and county activities as needed.
- Collect information concerning ESF field operations and activities.
- Coordinate with the City of Renton EOC, ESF agencies and state, federal, private, and tribal organizations to develop a flow of information, including situation reports, health advisories and other public information releases concerning response and recovery efforts.
- Attend briefings and gather information for situation updates.
- Document and maintain a record of incoming and outgoing communications.
- If a JIC is activated, send one or more PIOs to that location, if appropriate.
- Conduct media briefings on a regular basis.
- Monitor media and implement rumor control process when appropriate.
- Inform the King County Office of Emergency Management/Regional Communications and Emergency Coordination Center Duty Officer, the Washington State Emergency Management Division PIO or others as needed of response activities when appropriate.

Recovery Activities

- Coordinate with appropriate agencies to deactivate the JIC, if activated.
- Disseminate information on recovery programs or available disaster assistance programs available.
- Keep elected officials informed of recovery activities.
- Provide information and support to the State Coordinating Officer during federally declared disasters.
- The City of Renton EOC will coordinate with the Information Officer before deactivating the public information function.

Responsibilities

City of Renton Executive Department (Duties specific to the INFORMATION OFFICER)

- Assess the communications/public affairs implications of the incident.
- Support the chief elected official with disseminating emergency public information.
- Designate appropriate communications/public affairs staff person to serve as the City of Renton PIO to coordinate all city public information.
- Coordinate City of Renton EOC public information and assist JIC as needed.
- Coordinate public information activities with other participating agencies.
- Assist local officials with disseminating information.
- Collect and coordinate information from all sources (e.g., city departments, county, state, rumor control) to monitor overall response.
- Obtain approval for release of information from the City of Renton.
- Conduct and/or coordinate regular news conferences.
- Enlist department staff to respond to media questions on technical or department issues if necessary.
- Provide maps, charts, status boards, schematics or other displays that clarify the disaster situation in support of news conferences and/or briefings.
- Monitor media broadcasts and articles to check for accuracy. Monitor and log incoming calls for information and rumors.
- Coordinate public information through the chief elected official and with the designated Lead PIO.

City of Renton Community Services Department

City of Renton Police Department

City of Renton Public Works Department

City of Renton Fire & Emergency Services Department

Renton Regional Fire Authority

King County Office of Emergency Management/Regional Communications and Emergency Coordination Center

Washington State Emergency Management Division

- Provide PIO(s) to assist (if necessary) at the scene, JIC or the City of Renton EOC as requested by the chief elected official or City Emergency Manager.
- Assist the Lead PIO by providing pertinent public information for dissemination to media sources and, as appropriate, fact sheets for distribution to the public. Participate in news conferences and briefings upon request.
- Coordinate information with other PIO(s).
- Monitor and log incoming calls for information and rumors. Monitor media broadcasts and articles for accuracy.

- Provide subject matter experts for media interviews and press conferences, as requested and appropriate.

Resource Requirements

Resource requirements, including staffing, equipment, office supplies, and office facilities required will be tailored to the type and magnitude of each specific disaster and full, or partial activation of this ESF will be addressed on a case-by-case basis.

References and Resources

None

Terms and Definitions

See Basic Plan.

Appendices

None

MAJOR CYPER INCIDENT ANNEX

Primary Agency:	City of Renton Administrative Services Department
Support Agencies:	City of Renton Executive Department
	City of Renton Police Department
	All other City of Renton Departments

Introduction

Background

The City uses a variety of systems, services, and devices that reply upon both internal and external computer networks in order to function properly. These networks as a whole are commonly referred to “cyberspace” and failures in them, regardless of cause, are commonly referred to as “cyber incidents”. Cyber incidents have the potential to disable city services, release non-disclosable information to unknown parties, and create public safety issues, among other things.

Purpose

This incident annex outlines fundamental steps in the City’s response to a major cyber incident, including assignment of responsibility and critical actions that must be taken to prepare for, respond to, and recover from a cyber incident.

Policies

- The Administrative Services Department is responsible for securing and maintaining City information technology assets in accordance with industry standard best practices. They are further responsible for developing and implementing policies and procedures that ensure the City’s ability to prevent, detect, and respond to cyber incidents.
- All employees, volunteers, and others with access to City computer systems are required to be familiar with and comply with all policies and procedures related to information technology use and security.
- All City departments are expected to activity participate in continuity of operations planning that accounts for loss of information technology services. Continuity of operations planning must include identification of critical services and procedures for continuing those services during the loss or all or some of the City’s cyber infrastructure.

Situation and Assumptions

Emergency Conditions

The City's vulnerability to a major cyber incident is directly related to the amount of planning and prevention activities that have been undertaken and the degree to which system users are able to rapidly detect, isolate, and report potential incidents. Emergency conditions related to a major cyber incident may be created from both internal and external sources and which have the potential to cause critical life safety and other essential services to fail.

Planning Assumptions

- The City has a robust cyber security and computer/internet use policy that is regularly updated to reflect best practices
- The City provides training to all system users on acceptable use policies, social engineering awareness, and incident identification/notification procedures.
- Major cyber incidents can occur with or without warning
- Major cyber incidents may be malicious or accidental/inadvertent, but initial response must not be dependent on determining which.
- Cyber vulnerabilities are both technological and human caused and will continue to exist regardless of the number of safeguards put in place and the amount of training conducted.
- Regardless of cause, major cyber incidents have the potential to shutdown critical infrastructure, negatively affect life safety, reveal protected information, and to cause harm to people, data, and physical assets.
- Incidents may start and end on systems that are outside of the City's direct control.
- Close coordination with county, state, federal government partners, as well as private sector entities and NGOs will likely be required in a major cyber incident.

Concept of Operations

- The City's Administrative Services Department Information Technology Division provides the following services to support all City departments
    - Voice and Data communication systems
    - File and Print systems
    - Wired and wireless networks
    - Servers and file storage
    - Routers, switchers, gateways, & firewalls
    - Business systems support. application software development, databases
    - GIS systems and services
    - Access to the internet and inter-governmental networks
- Information Technology issues contracts for certain types of work and services, including:
    - Software/hardware maintenance
    - Print/copier maintenance
    - Software/database hosting
    - Network security

    - Internet services
    - Phone services
- Information Technology routinely works with other government organizations to exchange information and best practices
- Information Technology works in conjunction with Emergency Management to assist departments in developing appropriate expectations and continuity of operations plans.
- Information Technology bases its own continuity of operations plan upon the needs of other City departments.
- Information technology maintains detailed, confidential procedures for cyber incident response that are based on current best practices.
- Information technology maintains non-disclosable lists of available cyber incident detection and response resources, including tools and outside vendors.
- Information technology utilizes up-to-date services, tools and techniques to detect adverse events on their networks and other systems.
- All system users are trained and know when and how to report possible cyber incidents and how to avoid common network intrusion and social engineering techniques.

Responsibilities

Administrative Services Department

- Serve as lead department for major cyber incident response
    - Provide subject matter expertise to the EOC and key decision-makers
    - Provide personnel and technology to detect, isolate, and eliminate threats and to restore systems after the threat has been dealt with.
- Serve as liaison to other cyber response organizations, which may include but is not limited to:
    - Washington State Fusion Center
    - Multi-State Information Sharing and Analysis Center (MS-IASAC)
    - Washington State Cyber Unified Coordination Group (UCG)
    - Hardware and software vendors
    - Cybersecurity vendors
    - Cybersecurity response teams (government, private, or combined)

City of Renton Executive Department

- Serve as lead for managing consequences that extend beyond the direct effects on computers and server systems.
    - Manage the EOC
    - Coordinate briefings for key decision-makers, in coordination with Information Technology
    - Ensure that life safety needs internally and externally are being addressed by appropriate departments or agencies

- Serve as liaison to other emergency management organizations, which may include but is not limited to:
    - Other City EOCs.
    - King County Emergency Coordination Center
    - Washington State Emergency Operations Center
    - Private sector EOCs
- Coordinate with Public Affairs for release to public of appropriate information and/or notification to individuals of protected information release.

Police Department

- Serve as lead for any criminal investigation that results from the incident and is within the City's jurisdiction
    - Provide law enforcement subject matter expertise to the EOC
    - Conduct criminal investigations pursuant to established policy and procedure
    - Serve as liaison to other law enforcement entities with a role in cyber incident response, which may include but is not limited to:
        - Washington State Fusion Center
        - FBI Joint Cyber Task Force (CTF)
        - Washington State Patrol High Tech Crimes United (WSP HTCU)
        - Other local or county law enforcement agencies

All City Departments

- Provide representation to the EOC as needed
- Implement Continuity of Operations plans as required

Major Cyber Incident Checklist	
Action Items	Supplemental Information
PRE-INCIDENT PHASE	
Continue to enhance, maintain and revise, as needed, the appropriate emergency response plans relating to cyber security, including the CEMP and annexes.	
Arrange for personnel to participate in necessary training and develop exercises relevant to cyber-attacks.	
Ensure the contact lists are current and establish a pre-event duty roster allowing for 24/7 operational support to the EOC.	
Participate in City, County, regional, State, and Federal cyber security preparedness activities, seeking understanding of interactions with participating agencies in a cyber-security scenario.	
Analyze cyber vulnerabilities, exploits, and attack methodologies.	
Identify new equipment or capabilities required to prevent or respond to new or emerging threats and hazards, or to improve the ability to address existing threats.	
Inform Emergency Manager of any major developments that could adversely affect response operations	
RESPONSE PHASE	
Activate the EOC and appropriate DOCs and establish Incident Command. For larger events that cross multiple jurisdictions, participate in Unified Command.	
Conduct situational and periodic readiness assessments	
Execute contracts and procure goods and services to support cyber security.	
Ensure financial and property accountability for cyber security activities.	

Estimate emergency staffing levels and request personnel support.	
Develop work assignments for ICS positions (*recurring)*.	ICS Form 203: Organization Assignment List
Notify supporting agencies (dependent on the type of incident) and the Mayor/City Council.	
Determine the type, scope, and extent of the cyber security incident (recurring). Verify reports and obtain estimates of the area that may be affected.	ICS Form 209: Incident Status Summary
Ensure that all required notifications have been completed. Consider other local, regional, State, and Federal agencies that may been affected by the incident. Notify them of the status.	
Determine the need for additional resources and request them as necessary through appropriate channels (*recurring)*.	
Activate mutual aid agreements. Activation includes placing backup teams on standby and alerting resource suppliers of both potential and current needs.	

Major Cyber Incident Checklist	
Action Items	Supplemental Information
Formulate emergency public information messages and media responses utilizing “one message, many voices” concepts (recurring).	
Public information will be reviewed and approved for release by the EOC Director and lead Public Information Officer before dissemination to the public and/or media partners.	
Record all EOC activity and completion of individual personnel tasks (*recurring)*. All assignments, person(s) responsible, and significant actions taken should be documented in logbooks.	EOC Planning Section Position Checklist, ICS Form 214: Unit Log
Record all incoming and outgoing messages (*recurring*). All messages, and the person sending or receiving them, should be documented as part of the EOC log.	
Develop and deliver situation reports (*recurring*). At regular intervals, the EOC Director and staff will assemble a situation report.	ICS Form 209: Incident Status Summary
Develop an Incident Action Plan (*recurring*). This document is developed by the Planning Section and approved by the EOC Director. The Incident Action Plan should be discussed at regular intervals and modified as the situation changes.	ICS Form 202: Incident Objectives, ICS Form 203: Organization Assignment List, ICS Form 204: Assignment List, ICS Form 205: Incident Radio Communications Plan, ICS Form 206: Medical Plan, Safety Message, Incident Map

Implement objectives and tasks outlined in the IAP (*recurring*).	
Coordinate with private-sector partners as needed.	
RECOVERY/DEMOBILIZATION PHASE	
Ensure an orderly demobilization of emergency operations in accordance with current demobilization and community recovery plans.	ICS Form 221: Demobilization Plan
Activate, if necessary, the appropriate recovery strategies, continuity of operations plans, and/or continuity of government plans.	Continuity of Operations/Government plans
Release mutual aid resources as soon as possible.	
Conduct a post-event debriefing to identify success stories, opportunities for improvement, and development of the After Action Report/Improvement Plan.	
Deactivate/demobilize the EOC.	
Correct any response deficiencies reflected in the Improvement Plan.	
Revise any applicable emergency response plans based on the success stories and/or lessons learned during the response.	

References

- National Cyber Incident Response Plan, Department of Homeland Security, 2016
- Computer Security Incident Handling Guide (Revision 2) National Institute of Standards and Technology, 2012
- Washington State Significant Cyber Incident Annex, Washington Military Department – Emergency Management Division, 2015
- ISO 27032 – Information Technology – Security techniques – Guidelines for cybersecurity, International Standards Organization, 2012

Terms and Conditions

See Basic Plan.

Appendices

None

DAMAGE ASSESSMENT ANNEX

Primary Agency:	City of Renton Human Resources and Risk Management Department
Support Agencies:	All Other City Departments
	City of Renton Court Services
	Renton Regional Fire Authority
	King County Office of Emergency Management/Regional Communications and Emergency Coordination Center
	Public Health – Seattle and King County
	Puget Sound Energy
	Seattle City light
	Washington State Emergency Management Division

Introduction

Purpose

The purpose of this Annex is to establish uniform policies and procedures for damage and response capability assessment following an emergency or disaster within the City of Renton's service area.

Scope

Disasters can cause injury to individuals, damage to public and private property, and the environment. Damage assessment will determine a priority of response efforts, the need for additional resources and facilitate smooth coordination and administration of recovery, reconstruction and redevelopment efforts. Eligibility for various forms of disaster aid will also be determined from the damage assessment efforts of this Annex.

Policies

Non-catastrophic Events

Response Capability Assessment

Following an event, all city departments will assess the condition of their personnel, structures and equipment. From this assessment, determination will be made as to the capability of that department to operationally respond to the needs of the event and provide vital city services. This information will be forwarded to the Community and

Economic Development Department Human Resources and Risk Management Department or the Emergency Operation Center (EOC) if activated to evaluate the need for outside assistance to replace those resources lost to the event. The goal of the Response Capability Assessment is to be completed within one hour and can be performed by Fire & Emergency Services Renton Regional Fire Authority, Police, Public Works, Community Services, Community and Economic Development Human Resources and Risk Management Department, or other available City of Renton personnel.

Initial Damage Assessment

The Initial Damage Assessment is conducted immediately following the Response Capability Assessment. The Initial Damage Assessment is used to further determine response capabilities by assessing response routes such as roadways and bridges. In addition to roadway assessment, the Initial Damage Assessment is used to do drive-by triage of high hazard, high population areas and to provide a quick overview and assessment of the Renton area that will be used to correctly dispatch response units to the areas in the greatest need. This information will then be forwarded to the City of Renton Community and Economic Development Department Human Resources and Risk Management Department or the City of Renton Emergency Operations Center (EOC) if activated to determine the need for mobilization of additional city resources and/or request outside resources. Additionally, this information will be used to provide the same quick overview of Renton's condition to the King County Office of Emergency Management/Regional Communications and Emergency Coordination Center. The goal of the Initial Damage Assessment is a completion time of three to six hours and can be performed by City of Renton Regional Fire & Emergency Services Department Authority, City of Renton Police Department, City of Renton Public Works Department, City of Renton Community Services Department, City of Community and Economic Development Department City of Renton Human Resources and Risk Management Department, or other available City of Renton personnel.

Preliminary Damage Assessment (PDA)

In the event an incident goes beyond the normal response capabilities of the City of Renton and it becomes apparent that the city may be eligible for federal disaster assistance, a Preliminary Damage Assessment (PDA) must be completed and forwarded to the King County Office of Emergency Management/Regional Communications and Emergency Coordination Center.

The PDA serves to further develop the status of Renton by providing more in depth assessment of the population, structures, utilities and other infrastructure.

This assessment begins to determine monetary loss values and identifies hazardous areas and structures unable to be documented by the Initial Damage Assessment. All structure assessments will utilize procedures as established under the Applied Technologies Council structure assessment program known as ATC - 20. The data

collected from this assessment is an important element of the resource request process. Resources allocated by the county or state will be on a need and availability basis with those jurisdictions having the greatest damage or greatest need receiving the highest priority. Monetary loss values will also trigger federal assistance, making the timely assessment of the Renton area even more important.

Results of the Initial Damage Assessment may identify the need for appropriately trained outside personnel to assist in the PDA. Targeted completion time for the PDA is twenty-four (24) hours. Information gathered during this time will be forwarded to the City of Renton Human Resources and Risk Management Community and Economic Development Department and the City of Renton Emergency Operations Center (if activated). The City of Renton Fire & Emergency Services Department City of Renton Emergency Management Division will provide the compiled data to King County Office of Emergency Management/Regional Communications and Emergency Coordination Center.

Detailed City Damage Assessment

If the PDA results in a Presidential Disaster Declaration authorizing "Public Assistance," then detailed damage assessments of City of Renton facilities, buildings, equipment, infrastructure and systems must be completed by all city departments and submitted to the City of Renton Human Resources and Risk Management Department Community and Economic Development Department and the City of Renton Emergency Operations Center (if activated).

Eligible costs include but are not limited to those activities that go above and beyond normal job duties and are specific to the event. Tracking and documentation of expenses, overtime and certain other eligible emergency work activities carried out by City of Renton personnel, the contracted cost of outside agencies, and the repair or restoration of damaged facilities and infrastructure to their pre-disaster condition may be among the reimbursable costs. There will be an "incident period" established by the Federal Emergency Management Agency (FEMA) which generally begins at the start of the event and will last as long as FEMA determines is necessary to include all normal damages from the event. Damage assessment reports will be completed jointly by the City of Renton, state and federal personnel for these costs. Early and complete documentation of all staff time, contractor costs, equipment rentals, equipment use, and other expenses is vital to maximize the reimbursement following the event.

General Building Damage Assessment

Buildings or structures may be assessed for damage in the event that damage constitutes a probable hazard to life safety or "Individual Assistance" is authorized by the Presidential Disaster Declaration. The Community and Economic Development Department will assemble teams comprised of Building Inspectors, Fire Inspectors, Public Works Engineers and Inspectors, and/or other personnel trained under ATC

procedures to inspect and placard damaged structures. Inspection records will also be kept in accordance with the ATC procedures. The inspection and placarding records created by these Inspectors will be compiled and submitted to King County Office of Emergency Management/Regional Communications and Emergency Coordination Center by the Fire & Emergency Services City of Renton Emergency Management Division Department, with duplicate copies being kept by the City of Renton for reference in recovery and reconstruction.

Catastrophic Events

As in non-catastrophic events, the Response Capability Assessment and Initial Damage Assessment will be performed to the best of the city's ability, dependent on local conditions. It may be determined from these first two steps that the disaster is overwhelming and beyond the City of Renton's resource capability to obtain the preliminary monetary damage assessment as requested by King County. In this case, the Washington State Comprehensive Emergency Management Plan states "that the need for a Preliminary Damage Assessment is eliminated for those jurisdictions that are especially hit hard." In those cases, the City of Renton will request resources through King County Office of Emergency Management/Regional Communications and Emergency Coordination Center to assess damage for Public and Individual Assistance in the city.

Situation

Emergency/Disaster Hazards and Conditions

Renton city officials have identified the primary hazards that could potentially impact the city. The potential effects of these hazards could disrupt public services, damage property, and cause injury or death of persons within affected areas, any of which could require the conduct of a damage assessment.

The primary hazards are detailed in the City of Renton Hazard Mitigation Plan and include floods, winter storms, earthquakes, landslides and debris flows, volcanic hazards, coal mine hazards, hazardous materials releases, and acts of terrorism or civil disturbance. Additionally, the city is subject to major transportation disruptions and accidents, utility and infrastructure failures or collapses, public health emergencies, and mass casualty incidents from any cause.

Planning Assumptions

- The emergency or disaster has caused enough damage to require an assessment of damages.
- Not all damage will be immediately apparent.
- Roads and other infrastructure may be seriously damaged and may hamper the ability of personnel to conduct timely and complete damage assessments.

Concept of Operations

General

Response Capability Assessments, Initial Damage Assessment and PDAs are tools used to determine the safety and recovery needs of the residents, workers, and visitors in Renton as well as to determine the eligibility for disaster assistance. The City of Renton Human Resources and Risk Management City of Renton Community and Economic Development Department is the lead agency for coordinating damage assessment throughout the City of Renton and will provide assistance and information to state or federal damage assessment teams. The compiled damage assessments for the City of Renton will be forwarded by the City of Renton EOC (if activated) or by the city's Executive Department Emergency Management division to King County Office of Emergency Management/Regional Communications and Emergency Coordination Center and on to Washington State Emergency Management Division to seek federal disaster assistance.

Organization

Damage assessment is coordinated by the City of Renton Human Resources and Risk Management Department Community and Economic Development Department in conjunction with the City of Renton EOC (if activated), and with the City of Renton Fire & Emergency Services Department Renton Regional Fire Authority or City of Renton Emergency Management Division Executive Department otherwise. The City of Renton Community and Economic Development Department's Development Services Division will provide building damage assessment data to the City of Renton Human Resources and Risk Management Department City of Renton Emergency Executive Department Management Division. After compiling the assessments from all departments and the Renton Regional Fire Authority, the City of Renton Human Resources and Risk Management Department Community and Economic Department will work with the City of Renton EOC (if activated), or with the City of Renton Fire & Emergency Services Department City of Renton Executive Department Emergency Management Division otherwise, to separate the private and public damage, and forward the results to the King County Office of Emergency Management/Regional Communications and Emergency Coordination Center.

The results (or anticipated results) of the PDA may determine if the city seeks a local emergency proclamation by the Mayor of the City of Renton.

Procedures

Response Capability Assessment and Initial Damage Assessment Survey

These procedures are to be performed as outlined in the Policies section of this ESF. In addition, city personnel are instructed to report areas of damage they observe during response efforts, or while out in the field to their supervisor or to their department

representative in the City of Renton EOC. The EOC will then coordinate with the City of Renton Human Resources and Risk Management City of Renton Community and Economic Development Department to determine which level of damage assessment is appropriate to perform and will request assignment of the appropriate personnel.

Damage assessment needs to be restarted following every aftershock from a major earthquake or after any significant changes in the scope of another disaster.

Damage Assessment

If damages cannot be adequately assessed through the Initial Damage Assessment, the City of Renton Human Resources and Risk Management Community and Economic Development Department or the City of Renton EOC, if activated, or the City of Renton Executive Department Emergency Management Division or the City of Renton Fire & Emergency Services Department otherwise, will request detailed city damage assessments from all city departments/divisions. If determined to be necessary, Community and Economic Development Department City of Renton Human Resources and Risk Management Department Community and Economic Development Department with appropriately trained personnel will conduct building damage assessments, utilizing ATC-trained building inspectors and /or ATC-trained teams of fire inspectors, building inspectors, engineers, trained volunteers and others. The individual inspectors or teams will be assigned to perform rapid surveys, place appropriate placards on the buildings and prepare building damage assessment reports.

The damage assessment reports will be forwarded to the City of Renton Human Resources and Risk Management Community and Economic Development Department and the City of Renton EOC, if activated otherwise the Fire & Emergency Services Departments City of Renton Executive Department Emergency Management Division. These reports will be shared with neighboring jurisdictions and the King County Office of Emergency Management/Regional Communications and Emergency Coordination Center according to EOC procedures.

The ATC inspectors and/or teams for individual structures will determine where damage assessment is severe or difficult to determine and where the rapid survey will be required, followed by a detailed damage assessment by engineers paid for by the property owners.

Damage Verification

When the possibility of a Presidential Disaster Declaration is anticipated, the City of Renton Human Resources and Risk Management City of Renton Community and Economic Development Department will work together with the City of Renton Fire & Emergency Services Department City of Renton Executive Department Emergency Management Division to coordinate the collection of information within Renton for the PDA, including repair estimates for damages incurred to public facilities, systems and

infrastructure and all other costs incurred by city departments as a result of the incident. Teams of federal and state inspectors will determine the eligibility of the costs submitted. This follows the federal guidelines of the Public Assistance Program.

Mitigation Activities

Primary Agency

City of Renton Human Resources and Risk Management Department

City of Renton Community and Economic Development Department

- Identifies opportunities to lessen the effects of future emergencies or disasters and makes them known to all city departments that could be impacted.

Support Agencies

All City of Renton Departments

King County Office of Emergency Management/Regional Communications and Emergency Coordination Center

Public Health - Seattle & King County

Puget Sound Energy

Seattle City Light

Washington State Emergency Management Division

- Identifies opportunities to lessen the effects of future emergencies or disasters and takes steps to develop projects to mitigate the hazards.

Preparedness Activities

Primary Agency

City of Renton Human Resources and Risk Management

City of Renton Community and Economic Development Department

- Prepares detailed administrative procedures to implement damage assessment programs for all city departments.
- Supplies damage assessment forms and placards for field use.
- Provides training, drills and exercises in support of this ESF to city departments/divisions and support agencies.
- Follows established procedures to coordinate damage assessment of city facilities following an emergency or disaster.

Support Agencies

City of Renton Community and Economic Development Department

City of Renton Community Services Department

City of Renton Emergency Management Division Executive Department

City of Renton Human Resources and Risk Management Department

City of Renton Regional Fire Authority & Emergency Services Department

City of Renton Police Department

City of Renton Public Works Department

- Develops procedures to evaluate damage to public and private property, infrastructure utilities, etc.
- Follows established procedures to conduct damage assessment of city facilities following an emergency or disaster.
- Identifies and trains staff to conduct Response Capability Assessments, Initial Damage Assessment Surveys and Preliminary Damage Assessments.
- Participates in emergency management training, drills and exercises in support of this ESF.
- Follows procedures in accordance with the Applied Technologies Council (ATC) Standards to conduct building damage assessments.
- Identifies and trains staff to conduct Building Damage Assessments in accordance with ATC.

City of Renton Administrative Services Department

City of Renton City Attorney Department

City of Renton Court Services Department

City of Renton Executive Department

City of Renton Human Resources and Risk Management Department

- Develops detailed administrative procedures to conduct damage assessment of department facilities and assets following an emergency or disaster.
- Develops detailed administrative procedures to perform a Response Capability Assessment within the Department/Division.
- Identifies and trains appropriate staff to conduct Response Capability Assessments, Initial Damage Assessment Surveys and Preliminary Damage Assessments.
- Participates in emergency management training, drills and exercises in support of this ESF.

Response Activities

Primary Agency

City of Renton Human Resources and Risk Management Community and Economic Development Department

- Requests Response Capability Assessments, Initial Damage Assessment Surveys and Preliminary Damage Assessment to determine initial damage reports.
- Carries out a coordinated Damage Assessment process utilizing department personnel and other city staff and volunteers.
- Coordinates the process of conducting building damage assessments.
- Assembles damage assessment information and provides it to the EOC.
- Requests detailed city damage assessments from all city departments/divisions.
- Determines the ability to provide service to the community.
- Provides available ATC trained staff to conduct building damage assessments of public and private buildings and structures as needed.

Support Agencies

City of Renton Executive Department

- Conducts damage assessments for city facilities through completion of the Response Capability Assessment.
- Determines the ability to provide service to the community.
- Provides completed damage assessments to the Community and Economic Development Department or the EOC, if activated.
- The Executive Department Emergency Management Division coordinates operation of the EOC.

City of Renton Community and Economic Development

City of Renton Human Resources and Risk Management Department

City of Renton Community Service Department

- Conducts damage assessments for city facilities through completion of the Response Capability Assessment.
- Provides available ATC trained staff to conduct building damage assessments of public and private buildings and structures as needed.
- Reports building damage assessment results to the Human Resources and Risk Management Community and Economic Development Department or the EOC, if activated.

Renton Regional Fire Authority

City of Renton Police Department

City of Renton Public Works Department

- Conducts an evaluation of damage to city facilities infrastructure and utilities through completion of the Response Capability Assessment and the Initial Damage Assessment Survey.
- Determines the ability to provide service to the community.
- Provides completed damage assessments to the Human Resources and Risk Management Department Community and Economic Development Department or the EOC, if activated.
- Provides available ATC-trained staff for building damage assessment assignments.

City of Renton Administrative Services Department

City of Renton City Attorney Department

City of Renton Court Services Department

City of Renton Executive Department

City of Renton Human Resources and Risk Management Department

- Conducts damage assessments for city facilities through completion of the Response Capability Assessment.
- Determines the ability to provide service to the community.
- Provides completed damage assessments to the Human Resources and Risk Management Community and Economic Development Department or the EOC, if activated.

Public Health Seattle King County

Provide information related to public health risks and impacts to the City of Renton EOC.

Puget Sound Energy

Seattle City Light

- Provides damage assessment system evaluations to the City of Renton EOC for identification of outages, main breaks, their locations, and probable restoration times on the utility systems within the City of Renton's jurisdiction.

Recovery Activities

Primary Agency

City of Renton Human Resources and Risk Management

Community & Economic Development Department

- Continues to coordinate damage and impact assessments.
- Prepares damage assessment reports for the EOC if activated, or for the Emergency Management Division to be forwarded on to King County Office of

Emergency Management/Regional Communications and Emergency Coordination Center and/or Washington State Emergency Management Division.
- Notifies Mayor of impacts to the city from the emergency or disaster.
- Maintains city copies of building damage assessment reports.
- Arrange for an escort, if requested, to accompany State or FEMA inspectors on a tour of damaged areas within the city.
- Continues to provide information as requested by the State and FEMA to support disaster cost-recovery activities.

Support Agencies

City of Renton Administrative Services Department

City of Renton City Attorney Department

City of Renton Community and Economic Development Department

City of Renton Community Services Department

City of Renton Court Services Department

City of Renton Emergency Executive Department

City of Renton Fire & Emergency Services Department

City of Renton Human Services and Risk Management Department

City of Renton Police Department

City of Renton Public Works Department

Renton Regional Fire Authority

- Continues to conduct damage and impact assessments.
- Prepares damage assessment reports and provides them to the Human Resources and Risk Management Community and Economic Development Department or Emergency Operations Center for compilation.

Public Health – Seattle & King County

Puget Sound Energy

Seattle City Light

- Continues to conduct impact assessments and share information with the EOC.

Responsibilities

Primary Agency

City of Renton Human Resources and Risk Management Community and Economic Development Department

- Coordinates the collection of damage information.

Support Agencies

Renton Regional Fire Authority

City of Renton Executive Department

- Provide damage or impact assessment information to the City of Renton EOC according to established communication procedures.
- The Executive Department Emergency Management Division (or the EOC if activated), Analyzes and disseminates damage information through situation reports.

City of Renton Administrative Services Department

City of Renton City Attorney Department

City of Renton Community and Economic Development Department

City of Renton Community Services Department

City of Renton Court Services Department

City of Renton Executive Department

City of Renton Fire & Emergency Services Department

City of Renton Human Resources and Risk Management Department

City of Renton Police Department

City of Renton Public Works Department

King County Office of Emergency Management/Regional Communications and Emergency Coordination Center

Washington State Emergency Management Division

Public Health – Seattle & King County

Puget Sound Energy

Seattle City Light

- Provide damage or impact assessment information to the City of Renton EOC according to established communication procedures.

Resource Requirements

- Damage assessment resources are requested through the Human Resources and Risk Management Community and Economic Development Department or the City of Renton EOC if activated, otherwise the City of Renton Regional Fire & Authority, or the Emergency Services Department Management Division of the Executive Department.

    - Damage assessment forms and placards located in Fire and Building Inspection vehicles with additional resources in the EOC.
    - Building, Construction, and Fire Inspector vehicles will be utilized first and additional vehicles will be requested from Engineering, Equipment Rental or Facilities Division Motor Pool.
    - Office space for the damage assessment personnel during the recovery process.
- Other resource requirements are to be requested through the City of Renton EOC.

References

- Washington State Public Assistance Manual, December 2010April 2017
- Washington State Comprehensive Emergency Management Plan, 20112016
- FEMA Publication P262, Guide to Federal Aid in Disasters, July 20082013
- ATC-20 Post Earthquake Safety Evaluation of Buildings
- ATC-45 Field Manual: Safety Evaluation of Buildings after Wind Storms and Floods
- City of Renton Emergency Operations Center Procedures Manual

Terms and Definitions

See Basic Plan.

Appendices

None

EVACUATION ANNEX

Primary Agency:	City of Renton Police Department
Support Agencies:	City of Renton Public Works Department
	City of Renton Community Services Department
	City of Renton Executive Department
	Renton Regional Fire Authority

Introduction

Purpose of Plan

The purpose of this Evacuation Annex is to establish guidelines for use by the City of Renton to ensure the safe and orderly evacuation of residents who are threatened by an emergency or disaster. The goal is to move people, animals and resources from areas that are in danger to safety.

Scope

Geographic Scope

This plan is an Annex to the City of Renton's Comprehensive Emergency Management Plan (CEMP) and is designed to supplement the Emergency Support Functions contained in the CEMP.

This Evacuation Annex is specific to the City of Renton; however it may apply to unincorporated areas for which the City provides fire and emergency medical services under contract. Currently this includes Fire Districts 25 and 40. While the City of Renton is not primarily responsible for evacuation of unincorporated areas, evacuations in these areas may occur related to an emergency response by the Fire & Emergency Services Department. Police service for the unincorporated areas is provided by the King County Sheriff's Office and evacuation of those areas would need to be conducted in coordination with them. All areas covered in this Annex are located in King County. In addition to unincorporated areas, Renton shares boundaries with the cities of Kent, Tukwila, Newcastle, and Seattle. An evacuation that requires moving people out of City limits may require the involvement of King County and one or more of these cities. A map of the City and service areas is attached as Appendix A.

Renton has natural hazards that must be considered in evacuation planning. The Cedar River runs through residential and commercial areas of the City. Portions of the business district are located in the flood plain of the Green River. The inundation impact of the Cedar River Flood Plain would be mostly residential, while the inundation impact of the Green River Flood Plain

would be mostly commercial. Inundation maps of the flood hazard areas for the Cedar and Green Rivers are attached as Appendix B.

Renton has additional hazards that may impact evacuation planning. Numerous gas pipelines traverse the City, and while these do not represent a hazard under normal conditions, they may become a factor if destabilized by an earthquake, landslide, construction activity or other disruptive events. A map of gas pipelines is attached as Appendix C.

Renton has areas that have been identified for their potential landslide risks. If evacuation is necessary because of inclement weather this may become a factor. A map of slide risk areas is attached as Appendix D.

There are Police, Fire/EMS and Public Works facilities located in the area covered by this Annex. In addition to personnel, many of these facilities contain equipment and other resources that are needed to execute an evacuation. These resources may need to be moved to a different location if the facility is deemed to be within the hazard area. These areas/facilities could be appropriate for staging areas, evacuee collection points or equipment relocations sites during an evacuation. These areas and facilities are marked on the different hazard maps.

The City of Renton has a number of SARA Title II/Hazardous locations that should be considered when planning an evacuation route. Current information about these sites and their potential impact on an evacuation can be obtained from the Hazardous Materials Coordinator in the Fire & Emergency Services Department.

Potential Evacuation Populations

According to the Washington Office of Financial Management the population for Renton is 83,650 as of April 1, 2009. An additional 40,000 (approximately) people reside in the unincorporated areas served under contract by the Fire & Emergency Services Department.

Renton is comprised of residential, business, commercial, industrial and mixed use areas. Land use is an important consideration in evacuation planning as the population numbers and density vary according to location and time of day/day of the week. The business, commercial and industrial areas have large populations that come to Renton during business hours using both public and private transportation. Renton also has several businesses and a community college that employ large numbers of workers and/or experience a large influx of customers during their business hours. If evacuation is necessary while these businesses are open, extra coordination will be needed to avoid gridlock from private vehicles as well as to evacuate people who use public transportation.

A map showing land use designations is attached as Appendix E. Maps showing City of Renton Arterial Streets (Principal, Minor and Collector) are attached as Appendix F.

Special Populations

The City of Renton's Evacuation Annex assumes that special or vulnerable populations and the people/facilities that care for them prepare on their own for disaster and evacuations in order to assure that their needs are adequately met. These populations include but are not limited to: low/limited English proficiency, deaf/hard of hearing, blind and deaf-blind, incarcerated, low-income, refugees, those with cognitive and/or mobility impairments, those in hospice care, the homeless, children, those with (severe) medical dependencies/conditions, medically fragile, the addicted and the elderly.

Communicating with Low/Limited English Proficiency (LEP) Populations:
Communicating with LEP populations can sometimes be challenging, therefore, responders should be advised to speak slowly and clearly and try re-wording messages if/when individuals do not understand. Short words (and phrases) such as "fire" or "flood" are much more useful than involved explanations. Often, one person in a larger family will be bi-lingual or able to translate even if the other family members don't speak or understand enough English. Ask if there is a family member who does speak English. The use of young children as interpreters should be avoided, as this can be traumatizing. Even if individuals do not understand verbal instructions, handing them a map (if they are available) with a route or destination marked on it can be a solution. Ensuring good communication is one of the easiest ways to ensure safety.

Communicating with the Deaf and Hard of Hearing (HOH):

Responders communicating with the deaf and HOH should speak loudly and clearly, use a pen and paper and/or American Sign Language (ASL). It is tempting to tell them where to go and not explain the situation and/or assume they cannot be self-sufficient, but this leads to misunderstanding and fear. Additional effective modes of communication are enunciating so that an individual can read your lips and using calm and relevant (not panicky) hand gestures. Individuals who know ASL should be placed in roles where they can interact with evacuating populations to best serve the deaf and HOH. Deaf or HOH individuals may communicate their lack of hearing by moving their hand from their mouth to ear. Individuals who are deaf-blind may have communication devices called deaf-blind communicators which they may use to communicate. Deaf-blind individuals also communicate via tactile sign language.

Boarding Homes/Assisted Living Facilities:

There are independent retirement communities as well as living facilities that combine independent living with assisted living in Renton. Facilities that provide assisted living are required to have disaster plans in place and trained staff on what to do in the event of an emergency (WAC 388-78A-2700). However, many of these facilities do not have the transportation resources to carry out a full-scale evacuation and while many residents have their own vehicles, coordinating routes and destinations could be difficult. Other issues that may arise include special needs of residents who require assisted living services (and would require transportation to an appropriate shelter) and a possible lack of medical supplies. Renton's facilities in this category include: Chateau

at Valley Center, Merrill Gardens, The Lodge at Eagle Ridge, Renton Villa, ORA-MAC INC #2 and four facilities run by the Good Shepherd Lutheran Home. The Fire & Emergency Services Department has a list of these facilities and their contact information. Independent living facilities are ***not*** required to have evacuation/emergency plans or supplies. In Renton, these facilities include: Cedar River Court, Houser Terrace, Golden Pines, Hillcrest Terrace, Evergreen Terrace (all maintained by Renton Housing Authority) Cedar River Terrace, Spencer Court and Evergreen Place.

Adult Family Homes

Adult family homes are required by Washington State Law (388-76-10830) to have emergency plans to meet the needs of their residents and provisions for evacuating their residents/charges. These are individuals who, if there is a possible need for them to evacuate, should evacuate as soon as possible due to their special needs, frailty and medical conditions. Washington State Law limits the number of residents in adult family homes to six (6), however there is often only one care giver on duty at a time taking care of these six (6) residents. Issues could arise with regard to lack of staff, since the majority of residents have mobility issues (wheelchairs, walkers) or are bedridden. Adult family home providers and staff will need information about medical needs shelters if shelters are set up. Many adult family home providers and caregivers have a low-English proficiency which could make understanding the need for evacuations, evacuation routes and procedures challenging. There are 75 adult family homes within the City of Renton and 25 that are not within the City but are in the Fire & Emergency Services Department's response areas. The Fire & Emergency Services Department has a list of these facilities including addresses and 24 hour contact numbers.

Nursing Homes & Hospitals:

Nursing homes and hospitals are required by law to have emergency plans, have their staff prepared, and be ready to aid in an emergency. Issues that may arise in the evacuation of nursing homes include a lack of beds/facilities to transport patients to, as well as transportation resources appropriate for nursing home populations. Many of these individuals are mobility impaired, bedridden or require the supervision of a medical professional. Most nursing homes do not have adequate transportation resources to independently perform a complete evacuation. In general there are not enough beds in nearby hospitals to accommodate the number of patients from one evacuated facility, in certain types of disasters when even more people are in need of medical assistance it will be impossible to provide beds to all individuals who may require them in a hospital evacuation. Renton's two nursing homes are: Talbot Center for Rehabilitation and Healthcare and Regency at Renton. Renton's one hospital is Valley Medical Center.

Rehabilitation Centers:

Renton has one residential rehabilitation facility Griffin Home, Friends of Youth for Youth (substance abuse, sexual behavior, conduct disorder and mental health) is located

at 2500 Lake Washington Blvd N, 98056. Griffin Home does have an emergency plan which includes the appropriate information per Washington State Law. The residents are males. There are four residential buildings on the campus and the staff have the flexibility to move residents from one building to another if necessary. The Griffin Home is prepared to be self-sufficient for a minimum of seven (7) days. If residents needed to be transferred, there are contracts with the State of Washington and the Federal Government to take on the responsibility of transferring residents for temporary/long-term housing.

Methadone Clinics

There is one out-patient methadone clinic, the Renton Clinic, located at 2838 N.E. Sunset Blvd. If needed, Public Health – Seattle & King County assumes the lead for methadone clinics in disasters with regard to distribution, dosing, security and mobilizing roving distribution centers. Methadone distribution is strictly controlled by the Federal Government and has high security issues (it is used as a recreational drug as well as an antidote to heroin). EMTs *should not* dispense or be responsible for methadone because of the legal ramifications and security issues. If an issue emerges with regard to methadone distribution, security or the Renton Clinic, contact Public Health – Seattle & King County ***immediately***. Methadone treatment centers like the Renton Clinic are required by law to have disaster plans and staff trained in what to do in the event of an emergency. As of 2009, the Renton Clinic has a plan in place and staff trained in their emergency/disaster responsibilities.

Renton City Hall Jail

City Hall houses a jail below its first floor. Situations that would result in the need to evacuate include fire or major disaster. Law enforcement personnel will be in charge of the evacuation of the jail as well as the supervision, transportation and relocation of inmates. There are multiple options for evacuation of inmates in the jail. They include:

- Optional early release of non-serious offenders
- Optional furlough for non-serious offenders
- Inmates relocated to other jail facilities:
  - King County jail system
  - Out of area jails with which the Police Department has pre-arranged agreements. These facilities include Yakima and Okanogan County.
  - Neighboring county jails such as Snohomish and Pierce County. However, there is no agreement in place with these facilities and they may decline the request.

Parties Involved in Planning and Conducting an Evacuation

This Evacuation Annex was developed by the Fire & Emergency Services Department's Office of Emergency Management with input from other departments including Police, Public Works, Community & Economic Development and Community Services.

Depending on the scale of an evacuation, involvement of the City's regional public and private partners may be needed. The following is a list of participants who may be called upon for support:

- King County Office of Emergency Management
- The cities of Kent, Tukwila, Newcastle, Maple Valley and Seattle
- Renton School District
- Kent School District
- Issaquah School District
- Federal Emergency Management Agency
- Washington Emergency Management
- American Red Cross (ARC)
- Washington State Animal Response Team (WASART)

The City maintains MOUs with a variety of other entities including businesses and non-governmental organizations for services during emergencies or disasters. A list is available at Q:\Emergency Management\Memorandums of Understanding. Additional department-specific MOUs may also be of use during an evacuation and can be obtained from department administrators.

Many plans, reports and technical data were referenced and incorporated into the Evacuation Annex. The following is a comprehensive list of sources:

- City of Renton Comprehensive Emergency Management Plan (CEMP)
- City of Renton Hazard Mitigation Plan (HMP)
- City of Renton Land Use Code
- Flood Studies and Failure Plans for Cedar and Green Rivers
- Olympic Pipeline Plan
- King County Comprehensive Emergency Management Plan (KCCEMP)
- King County UASI Evacuation Template
- Hazard Identification Vulnerability Analysis (HIVA)
- Regional Hazard Mitigation Plan (RHMP)
- Regional Disaster Plan (RDP)
- Washington State Hazard Mitigation Plan
- Hazard Analysis for the State of Washington
- Washington State Comprehensive Emergency Management Plan
- Revised Code of Washington
- National Incident Management System
- National Response Framework

Authorities

This Evacuation Annex is part of the City of Renton's CEMP and was developed pursuant to relevant local, county, state and federal statutes and regulations. Every effort has been made to

ensure that the Annex is compatible with the Federal Emergency Management Agency (FEMA) guidelines and the Revised Code of Washington, Chapter 38.52, as well as other local plans.

Federal

- Code of Federal Regulations Title 44, Part 205 and 205.16.
- Public Law 920, Federal Civil Defense Act of 1950, as amended.
- Public Law 100-707, Robert T. Stafford Disaster Relief and Emergency Assistance Act.
- Public Law 93-288, Disaster Relief Act of 1974, as amended.
- Public Law 96-342, Improved Civil Defense 1980.
- Public Law 99-499, Superfund Amendments and Reauthorization Act (SARA) of 1986, Title III, Emergency Planning Community Right-to-Know Act (EPCRA).
- Public Law 105-19, Volunteer Protection Act of 1997.
- Homeland Security Act of 2002.
- Homeland Security Presidential Directive/HSPD-5.
- Homeland Security Presidential Directive/HSPD-8.
- National Response Plan of 2004, as amended.
- Pets Evacuation and Transportation Standards Act of 2006.

State of Washington

- Chapter 38.52, Revised Code of Washington (RCW), Emergency Management.
- Chapter 38.08, RCW, Powers and Duties of Governor.
- Chapter 38.12, RCW, Militia Officers.
- Chapter 38.54, RCW, Fire Mobilization.
- Chapter 35.33.081 and 35.33.101, RCW, as amended.
- Chapter 34.05, RCW, Administrative Procedures Act.
- Chapter 43.06, RCW, Governor's Emergency Powers.
- Chapter 43.105, RCW, Washington State Information Services Board (ISB).
- Chapter 118-04, Washington Administrative Code (WAC), Emergency Worker Program.
- Title 118, WAC, Military Department, Emergency Management.
- Washington State CEMP.

Local

- King County Emergency Management Plan.
- Regional Disaster Plan.
- City of Renton Comprehensive Emergency Management Plan.

Critical Assumptions

Regulatory Issues in the State of Washington Relevant to Conducting an Evacuation

If requested, Zone 3 partners and the King County Office of Emergency Management will endeavor to support the City of Renton with carrying out evacuation and sheltering activities and provide coordination with federal, state, volunteer and private agencies.

Local Parameters

This Annex will be used in conjunction with the City of Renton's CEMP. Evacuation(s) will be conducted in accordance with the National Incident Management System (NIMS) and the National Response Framework (NRF) and will utilize the Incident Command System (ICS).

Local Limitations

The information and procedures included in this Annex have been prepared utilizing the best information and planning assumptions available at the time of preparation. There is no guarantee implied by this Annex that in major emergencies and disaster situations a perfect response to all incidents will be practical or possible. As Renton's response resources may be overwhelmed and essential systems may be nonfunctioning, the City can only endeavor to make every reasonable effort to respond based on the situation, information and resources available at the time the situation occurs. The following are some local limitations that were identified:

- Evacuation will cause higher than normal traffic flows creating the need for traffic direction and control.
- Available resources may be utilized to support evacuation and sheltering-in-place before being used in other capacities.
- Obstructions and damage to transportation systems such as bridge failures, landslides, fallen debris, flooding or fire may limit evacuation routes.
- The availability of resources such as buses and emergency workers may be compromised or non-existent, prompting the need to utilize mutual aid, private, zone, county and state agencies for support. Agencies that commonly support these efforts may be unavailable as a result of the emergency.
- Some people will be unwilling to evacuate.
- People will evacuate with their pets.
- Refueling of private and public vehicles will be an issue.
- Getting evacuation informational messages to the public will need to utilize multiple means of communications.
- It is assumed that City resources will be quickly overwhelmed. It is likely that the City's Emergency Operations Center (EOC) will be requesting assistance from surrounding jurisdictions and various levels of government.
- Schools, hospitals and adult care facilities will need to have their own facility evacuation and relocation plans in place.
- Sheltering for special needs/medically fragile people will need to be handled regionally. Public Health – Seattle & King County is the lead for this.

- The ARC does not staff special needs shelters but they may staff local shelters. Pets are not allowed in ARC shelters.

Hazards

All-Hazards

This Annex is intended to be applicable and adaptable across all types and scopes of hazards that would necessitate an evacuation. It has also been vetted with evacuation plans from neighboring jurisdictions in the event an evacuation affects more than the City of Renton. Hazards which pose specific risk to the City of Renton have been identified in the Hazard Identification Vulnerability Analysis within the City's Hazard Mitigation Plan and the CEMP.

Concept of Operations

The City of Renton is responsible for the development of a plan to evacuate and provide mass care services for residents in the event of an emergency and should be prepared, if necessary, to receive and care for people evacuated from an adjacent area directly impacted by a disaster. Mass care services are coordinated according to the CEMP's Emergency Support Function (ESF) six (6). Evacuation operations have four basic components: 1) Evacuation of the population; 2) Support of evacuees passing through the City of Renton; 3) Reception of evacuees; and 4) Support of agencies performing components 1-3. In the event an evacuation overwhelms the City's resources, assistance may be requested from Zone 3 partners, King County and/or the State of Washington.

Acknowledgment of State and Local Response Authorities

County

Upon request by the City of Renton, Zone 3 partners and/or the King County Office of Emergency Management will coordinate intra-county resources and support for evacuation and sheltering operations.

State

Upon request by the City of Renton, the State of Washington Emergency Management Division (Washington EMD) will support local government units with carrying out evacuation and sheltering activities. Washington EMD will coordinate with federal, state, volunteer and private agencies.

Local

At the local level four types of evacuations have been defined each requiring a different resource commitment.

Site Evacuation

Site evacuation involves a small number of residents. This typically includes residents and/or workers at the site and people from adjacent occupancies or areas. The residents are evacuated and collected at a specified, generally upwind, perimeter location. Evacuation holding times are typically short, generally less than two hours and residents are permitted to return to their businesses or homes.

Intermediate Level Evacuation

Intermediate level evacuation involves a larger number of residents (generally greater than 100) and/or a larger geographic area. Evacuees may be displaced for two to four hours or more. Evacuation completion times will be somewhat longer than a site evacuation. Collecting, documenting and controlling the evacuees may require more resources. Off-site collection sites and/or shelter areas may need to be established. Some evacuees may leave the area on their own or be sent home by employers. Site perimeters may become larger and perimeter security may require more resources. Close coordination between involved departments and agencies will be required. The EOC may be activated to support incident activities as the situation warrants.

Large Scale Evacuation

During a large scale evacuation, thousands of residents may need to be evacuated. Rapid initiation of the evacuation process may be required and evacuation completion time frames may be extended. Evacuees may be out of their homes and businesses for many hours or days. Off-site collection sites and/or shelter areas may need to be established and maintained for an extended time. Documentation and tracking of evacuees may become very resource intensive. Close coordination with all responding agencies will become more critical. Evacuation perimeters and security of the evacuated area may be expanded and require more resources to maintain. The Emergency Operations Center (EOC) will be activated to support the incident activities.

Mass Evacuation

A mass evacuation could be required due to a real or anticipated major disaster which likely impacts multiple jurisdictions and may affect hundreds of thousands of people and a large geographic area. The situation may require the implementation of regional evacuation and sheltering operations. Local resources will be exhausted and significant state and federal assistance will be required to support the evacuation and sheltering operation.

Identification of Relevant Agencies

Local

In the City of Renton an evacuation may be ordered by any of the following City officials or their designated alternates:

- Mayor or delegate;
- Chief Administrative Officer or delegate;
- Department Administrator for Fire & Emergency Services, Police, Public Works, or Community Services or their delegate; or
- Emergency Management Director or delegate.

County

If an evacuation is necessary in unincorporated areas outside city limits, the King County Sheriff's Office has the authority to recommend an evacuation of residents. In this case, extra coordination may be needed with the City of Renton which provides fire and emergency services to unincorporated areas under contract and may assist with evacuation efforts.

State

During a state of emergency, the Governor can issue such orders as he or she deems necessary for the security of persons or property (Chapter 38.08, RCW, Powers and Duties of Governor).

Incident Command System

Incident Command System (ICS)

The Incident Command System (ICS) structure will be implemented during an emergency evacuation. The Incident Commander (IC) will determine the necessary sections, branches and groups required for an emergency evacuation specific to the circumstances and incident hazards known at the time of the event. Depending on the scale and complexity of the event the following command structures may be used:

- Local, discrete site incident with an evacuation managed by the Incident Command Post (Single Command, IC).
- Local evacuation within City of Renton boundaries involving multiple departments (Unified Command).
- Local to small regional evacuation requiring coordination with other affected jurisdictions and King County (Area Command).
- Large regional evacuation requiring coordination at the local, state and federal level (Incident Management Team).

Inter-Agency Communication Systems and Procedures

The Fire & Emergency Service Department is the primary agency responsible for the Inter-Agency Communication Systems and Procedures as outlined in the City of Renton CEMP's ESF two (2).

Public Communications

The Executive Department, Communications Division, is the primary agency responsible for public communications as outlined in the City of Renton's CEMP ESF 15.

Evacuation Operations

The sequence of an evacuation can be divided into six phases in the following order:

1. Incident Analysis
2. Warning
3. Preparation to Move
4. Movement and En-Route Support
5. Reception and Support
6. Return

This portion of the Annex identifies tools and resources that could be utilized in an emergency evacuation situation. The IC will direct the development of specific evacuation plans and routes at the time of the emergency, specific to the incident hazards known at the time of the event.

Incident Analysis

Evacuation management involves the collection and processing of significant amounts of information from many sources. The Emergency Operations Center (EOC) will play a critical role in the information flow to and from incident command and/or unified command posts.

Command and Control

The decision to evacuate prior to, during or following an incident will be made on a case-by-case basis. The decision will depend upon the nature, scope and severity of the emergency. Factors to consider are the number of people affected, actions necessary to protect the public, and length of time available in which to effect evacuation. Activation of the EOC will likely be necessary. Though it is preferable to have an evacuation order signed by the Mayor (or designee) for any evacuation larger than a "Site Evacuation", the safety of the residents of Renton is the foremost concern and evacuations that are necessary to immediately protect lives will not be delayed due to the lack of such an order.

There are three types of evacuations:

- **Alert** - Affected areas are warned of current or projected threats. Businesses and residents with special needs, mobile property, business stock, and pets or

livestock should begin precautionary movement. The decision to evacuate remains with the individual resident.

- **Request** – An evacuation Request is appropriate when a hazard is likely to affect residents and the certainty and severity of the hazard is moderate to high. Evacuation is highly recommended but the decision to evacuate remains with the individual. Residents are advised that there may be little to no advance notice before an evacuation Order is issued. This evacuation will require more resources to implement.
- **Order** - Current conditions present specific and immediate threat(s) to the life and safety of persons within the identified area. Everyone must evacuate immediately. When an evacuation Order is issued the amount of time available to evacuate will be limited and depending on the events preceding and after the Order may not be sufficient. This type of evacuation is very resource intensive.

Planning

The Planning Section will gather needed situational awareness information which may include the following:

- The nature of the incident.
- Approximate number injured, if any.
- Location.
- Scale of evacuation area in terms of area and population.
- Best approach routes.
- Where responding units should report (staging area).
- If hazardous materials are involved.
- If evacuation and sheltering is necessary.
- Additional resources that may be needed.
- Weather and other conditions as events unfold.

Based on the information gathered by the planning section recommendations will be made to the IC.

Operations

The Field IC will be responsible for assessing the situation and performing the following tasks as necessary:

- Conduct rapid size-up and determine need to evacuate.
- Determine initial evacuation boundaries.
- Staff the command post and field ICS organization appropriately.
- Order the alert of outside agencies and departments and request activation of the EOC.

- Provide the EOC with current status and request support if needed.

Logistics

The Logistics Section will respond to all requested logistical needs and will look ahead to identify future resource needs and availability based on information provided by the Planning Section.

Finance

The Finance Section will ensure compliance with existing disaster financial policies, make recommendations for emergency policies and establish administrative controls to manage the expenditure of funds, provide reasonable accountability, and secure necessary documentation for bill payment and reimbursement requests. They will assist the Logistics Section with purchasing and acquisition needs.

Warning / Notification

The decision whether to evacuate must be carefully considered in terms of timing and nature of the incident. An evacuation effort involves an organized and supervised effort to relocate people from an area of danger to a safe location. Although evacuation is an effective means of moving people out of a dangerous area, due to its complexity, length of time for implementation and the stress it puts upon the population, it is considered a last resort option.

Command and Control

The decision to evacuate, warn and notify rests with the IC. The IC will immediately advise his/her Administrator, who will advise the Mayor. Whenever possible these decisions will be made in conjunction with the Mayor or designee. A Public Information Officer (PIO) will be added to the Command Staff if not already assigned in order to facilitate Communications, Warning and Public Information requirements.

Planning

The Planning Section will be responsible for all planning associated with the evacuation, including identification of alternate routes, en-route support and planning for re-entry.

Operations

All communication efforts will follow the protocols outlined in ESF two (2) – Communications and ESF 15 – Public Affairs. Decisions regarding methods of notification and warning will be made depending on the scale and immediacy of the evacuation and the resources available.

Logistics and Finance

The Logistics Section will respond to all requested logistical needs and will look ahead to identify future resource needs and availability based on information provided by the Planning section.

The Finance Section will ensure compliance with existing disaster financial policies, make recommendations for emergency policies and establish administrative controls to manage the expenditure of funds, provide reasonable accountability and secure necessary documentation for bill payment and reimbursement requests. They will assist the Logistics Section with purchasing and acquisition needs.

Preparation to Move

The third phase in the evacuation function is to prepare to move those in the affected area. To successfully implement a large-scale evacuation it is essential that all affected communities, regions and the state work together prior to and during the evacuation process. An effective evacuation is closely dependent upon the provision and coordination of evacuation information and instructions.

Command and Control

Once the decision has been made to evacuate, the IC shall direct personnel to carry out the necessary activities and to determine whether Unified Command with other organizations is necessary. Command will also have the responsibility for approving the evacuation plan created by the Planning Section.

Planning

The Planning Section will be responsible for all evacuation planning for which pre-plans do not exist, in cooperation with all involved departments and agencies. Any evacuation plan will be approved by the IC prior to implementation. Evacuation planning considerations include, but are not limited to:

- Command structure: single jurisdiction, multiple jurisdiction or large area.
- Communication needs and availability. Whenever possible, evacuation operations will be conducted on separate channels from response operations and routine traffic. ESF two (2) addresses communications, information systems and warning.
- Implementation of a building marking/recording system that incorporates three designations: 1) Occupants have been informed and will evacuate; 2) Occupants notified but refused to evacuate; and 3) Notification attempted but no occupant available to receive (information should be posted on doors in that event).
- Need for a mobile command post.
- Procedures for security and admission to restricted areas.

- Procedures to identify and credential those with authority to travel in restricted areas (emergency vehicles, essential personnel, etc.).
- Number of buildings to be notified and number of personnel needed to conduct notification in a given time period.
- Availability and issuance of personal protective equipment and devices when needed.
- Ability to shelter-in-place versus evacuation as appropriate and ability to convey such information to building occupants.
- Ability to brief all incident personnel on evacuation or shelter-in-place procedures, building marking/recording system and critical life safety information.
- Criteria that must be met before re-entry will be allowed and identification that must be provided by occupants before they will be allowed to re-enter the impacted area.
- Availability of neighboring jurisdiction, regional disaster plan, county, state and federal assets to assist in evacuation.

Operations – Preparation to Move

The actual evacuation process would normally be managed in the Operations Section as an Evacuation Branch. Additional branches or divisions may be needed including but not limited to:

- Medical Branch
- Haz Mat Branch
- Fire / Rescue Branch
- Geographic Divisions within the Evacuation Branch

Evacuation Branch

Branch directors receive the plan and objectives from Command and direct groups in completing them. The Evacuation Branch must be provided with sufficient resources to effectively complete the task. Groups will also need to be established and report to the Evacuation Branch officer. Group assignments within the Evacuation Branch will be assigned as necessary. Groups to be considered include:

- Transportation Group
- Public Information Group
- Geographic Divisions (Multiple Groups)
- Police Liaison Group
- Staging Group
- Geographic Division
- Reception Division
- Shelter Division

- Other Agency Liaison Groups
- Other Divisions and Groups as necessary

Logistics and Finance

The Logistics Section will respond to all requested logistical needs and will look ahead to identify future resource needs and availability based on information provided by the Planning Section.

The Finance Section will ensure compliance with existing disaster financial policies, make recommendations for emergency policies and establish administrative controls to manage the expenditure of funds, provide reasonable accountability and secure necessary documentation for bill payment and reimbursement requests. They will assist the Logistics Section with purchasing and acquisition needs.

Movement and En-Route Support

Many modes of transportation may be used to facilitate movement of evacuees. Ideally evacuees will be responsible for providing their own transportation but the City will assist with transportation to the extent resources are available. Priority will be given to evacuees who are physically unable to self-evacuate.

Command and Control

Command during the movement phase remains with the IC as described in the previous section.

Planning

The primary mode of transportation that will be used during evacuation efforts will be privately owned automobiles. However, it is critical that evacuation plans identify and provide other safe modes of transportation for those people who cannot evacuate by private vehicle as well as special needs populations. The City of Renton owns limited transportation assets that could be used for evacuation. The Regional Disaster Plan allows for other local and regional transportation resources such as school districts, Sound Transit, King County Metro and others to be made available. If transportation resources are needed they may be requested through the King County OEM. However, if the evacuation is regional these assets may not be available or sufficient.

Additional planning efforts will be needed to address the needs of a population in motion. It should be anticipated that evacuees en-route may require fuel, towing, car repair, medical services, water, food and other items. Plans will also be needed for staffing and security of evacuation pick-up and drop-off points.

Evacuation Route Determination

Primary evacuation routes consist of the major interstates, highways and prime arterials within and adjoining the City of Renton. The City will work with neighboring jurisdictions, the county and state EOCs and other applicable agencies/departments to identify evacuation points, shelter locations and transportation routes.

It will be necessary to identify evacuation points before evacuation routes are announced to the public. Evacuation routes will be determined based on the location and extent of the incident and will include as many pre-designated transportation routes as possible. Important roadway characteristics and factors that should be considered when selecting an evacuation route include:

- Shortest route to the designated destination areas;
- Maximum capacity;
- Ability to increase capacity and traffic flow using traffic control strategies;
- Maximum number of lanes that provide continuous flow through the evacuation area;
- Availability of infrastructure to disseminate real-time conditions and messages to evacuees en-route, such as variable message boards;
- Minimal number of potentially hazardous points and bottlenecks, such as bridges, lane reductions, etc.; and
- Access to needed en-route support such as fuel, medical care, food and water.

A map of the City of Renton arterial streets showing principal, minor and collector arterials is attached as Attachment F. Traffic conditions must be monitored along evacuation routes and operational adjustments should be made as necessary to maximize efficiency. These adjustments may include the identification of secondary evacuation routes.

A multi-jurisdictional evacuation will require close coordination with all affected agencies to ensure that evacuation routes do not conflict.

Operations

If transportation resources are available, one or more staging areas may need to be established as well as support operations to keep transportation resources running the duration of the evacuation.

Individuals who do not have their own transportation to leave the evacuation area will need to gather at identified pick-up points and be transported using alternate transportation resources. These pick-up points should be sufficiently large enough to safely accommodate the anticipated number of evacuees, must be easy to find and must have sufficient access for the types of transportation resource that will be using it. Well-known locations such as schools, libraries, churches or shopping centers should be considered as pick-up points as they are places that are easily identifiable and where people tend to gather.

Drop-off points to deliver evacuees will also need to be established outside the danger zone. These drop-off points may be shelters ready to receive evacuees or may serve as staging areas for evacuees to await future transportation to shelters. Pick-up and drop-off areas may need to be staffed and supplied to meet the short-term needs of evacuees including food, water and medical services.

Law enforcement resources may be needed at pick-up and drop-off points and to facilitate the movement of en-route populations. Law enforcement may also be needed to secure the transportation resources staging area.

It will be critical to maintain communication between the pick-up and drop-off points, transportation resource staging area, en-route support and Incident Command.

Logistics and Finance

The Logistics Section will respond to all requested logistical needs and will look ahead to identify future resource needs and availability based on information provided by the Planning Section.

The Finance Section will ensure compliance with existing disaster financial policies, make recommendations for emergency policies and establish administrative controls to manage the expenditure of funds, provide reasonable accountability and secure necessary documentation for bill payment and reimbursement requests. They will assist the Logistics Section with purchasing and acquisition needs.

Reception and Support

The requirements for mass care support will vary depending upon the scope of the evacuation. Shelter will initially be provided to evacuees through the establishment of evacuation pick-up and drop-off points. These evacuation points will serve as temporary safe zones for evacuees and will provide basic needs such as food, water and restrooms. The City of Renton may open shelters within the City if it is a localized event or participate in regional shelter operations during a larger scale event. ESF six (6) addresses mass care, emergency assistance, housing and human services.

Command and Control

The City of Renton Community Services Department is the primary agency responsible for ESF six (6) but would likely seek support from regional resources such as the ARC and other non-profit or private organizations.

Planning

The City will partner with the ARC to provide general population shelter facilities. The City will utilize City employees as shelter workers pursuant to ESF six (6) and will

augment staffing with ARC staff and volunteers. Mass care supplies have been procured and pre-staged at several locations in partnership with the ARC and King County Parks.

Operations

The ARC maintains a list of pre-approved shelters in the Renton area including capacity. During an emergency, it is probable that unofficial or private shelters will be activated and may request support or coordination from the City.

Logistics and Finance

The Logistics Section will respond to all requested logistical needs and will look ahead to identify future resource needs and availability based on information provided by the Planning Section.

The Finance Section will ensure compliance with existing disaster financial policies, make recommendations for emergency policies and establish administrative controls to manage the expenditure of funds, provide reasonable accountability and secure necessary documentation for bill payment and reimbursement requests. They will assist the Logistics Section with purchasing and acquisition needs.

Return

Command and Control

The decision to return evacuees to their homes will be the responsibility of the on-site IC. The IC will retain control of the incident as residents are allowed to return to their homes or workplaces.

Planning - Return

The planning section will jointly develop a return plan for evacuees coordinating with all involved agencies and ensuring effective communication. Priorities for re-entry include:

- Safety
- Security
- Damage Assessment
- Restoration of Services
- Communication of Information

The impacted areas must be thoroughly investigated to ensure it is safe for residents to return. This assessment will include verification that:

- Structures and trees are deemed safe;
- Damage and safety assessments have been completed;
- There are no leaking or ruptured gas lines or downed power lines;

- Water and sewer lines have been repaired;
- Search and rescue operations have been completed;
- There are no hazardous materials that can threaten public safety or appropriate warnings have been issued;
- Water has been deemed safe or appropriate warnings have been issued;
- Major transportation routes are passable and debris have been removed from public right-of-way; and
- There is no threat to public safety and other significant hazards have been eliminated.

The public will be notified of the re-entry status using communication methods outlined in ESF two (2) and ESF 15.

Operations

If re-entry is to be restricted or partial, the Operations Section must have procedures in place to properly identify residents, support personnel, first responders, contractors, insurance adjusters, media and others who have legitimate reasons to be in the previously closed area. Staffing for re-entry points must be obtained, included additional law enforcement personnel if necessary. Transportation may need to be provided for those who were transported out of the area initially. The IC will be responsible for determining when re-entry has been completed and making appropriate notifications. At this point, Operations may become a primarily human services oriented section and appropriate staff must be added to provide those services and related information.

Logistics and Finance

The Logistics Section will respond to all requested logistical needs and will look ahead to identify future resource needs and availability based on information provided by the Planning Section.

The Finance Section will ensure compliance with existing disaster financial policies, make recommendations for emergency policies and establish administrative controls to manage the expenditure of funds, provide reasonable accountability and secure necessary documentation for bill payment and reimbursement requests. They will assist the Logistics Section with purchasing and acquisition needs.

Administration

This Plan is an Annex to the City of Renton's CEMP and should be considered part of the CEMP and updated accordingly. Many of the ESFs contained in the CEMP will be utilized during an evacuation and should be referenced in any evacuation.

Resource Management

Evacuations can be resource-intensive. The resources needed to conduct an evacuation will depend on many factors. The City will use its available resources to conduct an evacuation until such time as the scope of the evacuation overwhelms existing resources. Resource requests will then be handled regionally through supportive agreements.

Supportive Agreements

It is likely that an evacuation will overwhelm existing City capabilities. For additional resources the City will look for support from mutual aid partners, neighboring jurisdictions and others as outlined in the King County Regional Disaster Plan.

Emergency Funding Mechanisms

All agreements and understandings entered in to for the purchase, lease or use of equipment and services will be in accordance with the provisions of Renton's Municipal Code and Procedures. An Emergency Proclamation issued by the Mayor may suspend select rules and regulations affecting purchasing. All costs incurred in conducting an evacuation must be stringently documented in order to seek reimbursement if eligible.

Post-Evacuation After-Action Reports

The City recognizes the value of conducting a debrief and creating an after-action report following an evacuation This allows for the review of how the evacuation was executed and helps to illustrate what can be done by involved parties to better prepare for the next event.

Plan Review and Maintenance

Planning is an ongoing process. This Evacuation Annex will need to be adapted to reflect growth and change of the City and its surrounding jurisdictions. This Annex should be evaluated and updated along with the entire CEMP at least every four years. It may also be necessary to update this Annex following an event in accordance with the after-action report or as new policies or programs are implemented that would impact an evacuation.

Training and Exercise

This Evacuation Annex will be incorporated in trainings and exercises in accordance with the City's multi-year training and exercise schedule and in accordance with HSEEP guidelines.

Appendices

- Appendix A: City Boundaries and Services Areas
- Appendix B1-B8: Flood Hazards - Green and Cedar Rivers
- Appendix C: Gas Pipelines
- Appendix D: Landslide Map
- Appendix E: Comprehensive Land Use
- Appendix F: Arterial Streets

- Appendix G: Evacuation Routes