This document was prepared under a grant from the Office of Grants and Training, United States Department of Homeland Security. Points of view or opinions expressed in this document are those of the authors and do not necessarily represent the official position or policies of the Office of Grants and Training or the U.S. Department of Homeland Security.
Preface

The Klamath County Emergency Management Program is governed by a wide range of laws, regulations, plans, and policies. The Klamath County Board of Commissioners and the County Emergency Manager are responsible for the development and the implementation of an Emergency Management Program for the County. The program receives its authority from the Oregon Revised Statutes, which are the basis for the Oregon Administrative Rules. The National Response Framework, the National Contingency Plan, and the State of Oregon Emergency Management Plan provide planning and policy guidance to counties and local entities. Collectively, these documents support the foundation for this County Emergency Operations Plan.

While many situations are handled on a daily basis by local fire, law enforcement, and medical service personnel, this plan provides a working document, advising emergency response teams of the procedures and operations necessary beyond the scope of any single agency or department. This Emergency Operations Plan is an all-hazard plan describing how the County will organize and respond to such events. It is based on, and is compatible with, the laws, regulations, plans, and policies listed above. The plan describes how various agencies and organizations in the County will coordinate resources and activities with other Federal, State, local, and private-sector partners. Use of the National Incident Management System/Incident Command System is a key element in the County’s overall response structure and operations.

A local state of emergency may be declared by the Klamath County Board of Commissioners or by the presiding official of Klamath County. If deemed necessary by the Emergency Manager, the Emergency Operations Center may be activated, as the situation warrants, to meet the demands of actual or anticipated events. Such a declaration or Emergency Operations Center activation would result in the activation of the applicable parts of this plan. In addition, this plan will be tested at least once a year in the form of a simulated emergency exercise or an actual event.

It is recognized that response to emergency or disaster conditions to maximize the safety of the public and to minimize property damage is a primary responsibility of government. It is the goal of Klamath County that response to such conditions is conducted in the most organized, efficient, and effective manner possible. To aid in accomplishing this goal, Klamath County has adopted the principles of the National Incident Management System, the National Response Framework, and the Incident Command System. The
Preface (cont.)

County also maintains supporting plans/annexes. Emergency Management Organizations are to facilitate response to major emergencies or disaster events.

Klamath County public officials, departments, and employees that perform emergency and/or first response functions must be properly prepared. Department heads and elected officials shall, to the greatest extent possible, ensure that necessary training is provided to themselves and their employees to further prepare Klamath County staff for successfully carrying out assigned emergency response roles.
Letter of Promulgation

To all Recipients:

Promulgated herewith is the revised Emergency Operations Plan for Klamath County, Oregon. This plan supersedes any previous Emergency Operations Plans. It provides an all-hazards framework in which Klamath County can plan and perform its respective emergency functions during a disaster or national emergency.

This Emergency Operations Plan attempts to be all-inclusive in combining the four phases of emergency management, which are (1) mitigation: activities that eliminate or reduce the probability of disaster; (2) preparedness: activities that governments, organizations, and individuals develop to save lives and minimize damage; (3) response: activities that prevent loss of lives and property and provide emergency assistance; and (4) recovery: short- and long-term activities that return all systems to normal or improved standards.

This plan has been approved by the Klamath County Board of Commissioners. It will be revised and updated as required. All recipients are requested to advise the Emergency Manager of any changes that might result in its improvement or increase its usefulness. Plan changes will be transmitted to all addressees on the distribution list.

Kelley Minty Morris, Chair
Commissioner, Position #2

Derrick DeGroot, Vice-Chair
Commissioner, Position #3

Donnie Boyd
Commissioner, Position #1

July 14, 2020
Date
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Plan Administration

The Klamath County Emergency Operations Plan, including appendices and annexes, will be reviewed and approved on a five-year cycle. All updates and revisions to the plan will be tracked and recorded in the following table. This process will ensure that the most recent version of the plan is disseminated and implemented by emergency response personnel.

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<th>Date</th>
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Plan Distribution List

Copies of this plan have been provided to the following jurisdictions, agencies, and persons. Updates will be provided as appropriate. The recipient will have the responsibility for updating the Emergency Operations Plan when changes are received. The Klamath County Emergency Manager is ultimately responsible for all plan updates.

Record of Plan Distribution

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Annex Maintenance Assignments

Unless otherwise stated, the following are annex and emergency support functions assignments for corrections and/or changes. Changes will be forwarded to the Emergency Manager for revision and dissemination of the plan. This does not preclude other departments and agencies with a vital interest in the annex from providing input to the document; such input is, in fact, encouraged.

### Annex Assignments

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| ESF 10 – Oil and Hazardous Materials Response | Fire Defense Board |

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### Incident Annexes (IA)

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<td>IA 4 – Wildfire</td>
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<td>IA 5 – Earthquake/Seismic Activity</td>
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## Annex Assignments

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<td>IA 11 – Power Failure</td>
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Basic Plan
Introduction

1.1 Purpose

The Klamath County (County) Emergency Operations Plan (EOP) provides a framework for coordinated response and recovery activities during any type or size of emergency. The plan also provides specific information about direction and control, with guidance for all first responders and governmental agencies regarding strategic and tactical procedures supporting all phases of an emergency. This EOP complements the State of Oregon (State) EOP and the National Response Framework (NRF). It also identifies all Emergency Support Functions (ESFs), hazard-specific information, and critical tasks needed to support a wide range of response activities.

The objectives of this plan are to:

- Define and assess the natural and manmade hazards of which the community should be aware and against which all entities and response agencies can assess their preparedness;

- Provide strategic and tactical procedures to support Klamath County’s primary mission of protecting lives and property during all phases of an emergency, as well as to guide the implementation of specific functions and operational responsibilities;

- Provide a model upon which each incorporated municipality within Klamath County can develop its own disaster plan that will be coordinated with this plan and will show how each city intends to fulfill its responsibilities in responding to an emergency;

- Provide guidance for the implementation of a County Emergency Operations Center (EOC) from which operations may be directed, coordinated, and supported;

- Integrate multi-agency, regional, and tribal coordination into emergency operations through implementation of the Incident Command System (ICS)/National Incident Management System (NIMS);

- Establish response priorities;
1. Introduction

- Establish clear lines of authority and succession that County departments and agencies may invoke during any type of emergency;

- Define roles and responsibilities spanning various departments, agencies, divisions, and management levels in support of critical functions;

- Outline clear guidelines and procedures for ensuring consistent and timely release of emergency public information; and

- Provide procedures and criteria for requesting and allocating essential resources to support overall emergency operations.

The Basic Plan is supplemented by ESF Annexes and Incident Annexes (IAs):

- ESF Annexes focus on critical operational functions and the positions responsible for carrying them out. These annexes clearly describe the policies, processes, roles, and responsibilities that agencies and departments carry out before, during, and after any emergency.

- IA’s focus on the special planning needs generated by a particular hazard and contain unique and regulatory response details that apply to a single hazard.

1.2 Scope

The Klamath County EOP is intended to be invoked whenever the County must respond to an unforeseen incident or planned event, the size or complexity of which is beyond that normally handled by routine operations. Such occurrences may include natural or human-caused disasters and may impact unincorporated areas of the County, incorporated municipalities, or a combination thereof. Notwithstanding its Countywide reach, this plan is intended to guide only Klamath County’s emergency operations, complementing and supporting implementation of the emergency response plans of the various local governments, special districts, and other public- and private-sector entities within Klamath County but not supplanting or taking precedence over them.
The primary users of this plan are elected officials, department heads and their senior staff members, emergency management staff, leaders of local volunteer organizations that support emergency operations and others who may participate in emergency response efforts. The general public is also welcome to review non-sensitive parts of this plan to better understand the processes by which Klamath County manages the wide range of risks to which it is subject.

1.3 Relationship to Other Plans

Homeland Security Presidential Directive-5 directed the Secretary of Homeland Security to develop, submit for review by the Homeland Security Council, and administer NIMS and NRF. NIMS, including ICS, enhances the management of emergency incidents by establishing a single comprehensive system and coordinated command structure to help facilitate a more efficient response among departments and agencies at all levels of government and, if necessary, spanning jurisdictions.

The NRF organizes the types of Federal response assistance a state is most likely to need into 15 ESFs. Each ESF has a primary agency assigned for maintaining and coordinating response activities. Oregon’s Emergency Management Plan (EMP), Volume II, follows the ESF format in designating similar State Support Functions (SSFs). Table 1-1 summarizes SSFs and notes responsible lead State agencies. Table 1-2 summarizes County ESFs and highlights lead agencies or entities responsible for coordinating resources and activities within the jurisdiction. At a minimum, all emergency response personnel must be familiar with the NRP and have a working knowledge of the plans listed below.

1.3.1 State of Oregon Emergency Management Plan

The Oregon EMP is developed, revised, and published by the Director of Oregon Emergency Management (OEM) under the provisions of Oregon Revised Statutes (ORS) 401.270, which are designed to coordinate the activities of all public and private organizations that provide emergency services within this state and to provide for and staff a State Emergency Coordination Center (ECC) to aid the Governor of Oregon (Governor). ORS 401.035 makes the Governor responsible for the emergency services system within the State of Oregon. The Director of OEM advises the Governor and coordinates the State’s response to an emergency or disaster.

The Oregon EMP includes three volumes:

- Volume I: Preparedness and Mitigation includes plans and guidance necessary for State preparation to resist a disaster’s effects. Sections include disaster hazard assessment, the Emergency Management Training and Exercise Program, and plans to mitigate (or lessen) a disaster’s physical effects on citizens, the environment, and property.
Volume II: *Emergency Operations Plan* refers to the Basic Plan, which broadly describes how the State uses organization to respond to emergencies and disasters. It delineates the emergency management organization and includes a Hazard-Specific Plans and Procedures appendix. Volume II describes management functional areas common to most major emergencies or disasters, such as communications, public information, and others.

Volume III: *Relief and Recovery* provides State guidance, processes, and rules for assisting Oregonians with recovery from a disaster’s effects. It includes procedures for use by government, business, and citizens.

Activation and implementation of the Oregon EMP (or specific elements of the plan) may occur under various situations. The criteria listed below would result in activation of the EMP, including the EOP:

- The Oregon Emergency Response System (OERS) receives an alert from an official warning point or agency, indicating an impending or probable incident or emergency;
- The Governor issues a “State of Emergency”;
- A statewide disaster is imminent or occurring;
- Terrorist activities or Weapons of Mass Destruction (WMD) incidents are occurring or imminent;
- An alert, site emergency, or general emergency is declared at the Washington Hanford Nuclear Reservation in Washington State or at the research reactors at Oregon State University and/or Reed College;
- A community emergency (or other appropriate Chemical Stockpile Emergency Preparedness Program Emergency Classification Level) occurs involving the Umatilla Chemical Depot;
- A localized emergency escalates, adversely affecting a larger area or jurisdiction and exceeding local response capabilities;
- A geographically limited disaster requires closely coordinated response by more than one State agency; and/or
- An affected city or county fails to act.

### 1.3.2 Continuity of Operations and Government Plans

Klamath County is in the process of developing Continuity of Operations (COOP) and Continuity of Government (COG) plans. Once these have been developed, they may be used in conjunction with this EOP during various emergency
situations. The COOP and COG plans detail the processes for accomplishing administrative and operational functions during emergencies that may disrupt normal business activities. Part of these plans identifies essential functions of County and local government, private sector businesses, and community services and delineates procedures developed to support their continuation. COOP/COG elements may include, but are not limited to:

- Ensuring the County’s continuous functions and operations during an emergency;
- Maintaining clear lines of authority and, when necessary, implementing the approved line of succession and proper delegation of authority;
- Protecting critical facilities, equipment, vital records, and other assets;
- Reducing or mitigating disruptions to operations and essential community services;
- Reducing loss of life, minimizing property damage, and protecting the local economy from significant impacts; and
- Achieving a timely and orderly recovery from emergencies and resumption of full services to the public.

1.3.3 City Emergency Operations Plans

- The City of Klamath Falls has adopted the Klamath County EOP to guide local response.
- EOPs have not been developed for other cities within Klamath County.

1.3.4 Agency and Organization-Specific Plans

A number of agency-specific plans and organizational procedures are available to support the County EOP and individual ESFs. These plans include Public Health plans (e.g., Strategic National Stockpile Activation, Point of Dispensing, Pandemic Influenza, and Bioterrorism), many of which are referenced in the ESF and Incident Annexes to this plan. These plans and procedures are interrelated and have a direct influence on the County’s preparation prior to a major emergency or disaster, its activities in response to such an emergency or disaster, and its ability to successfully recover from such incidents or events. These plans also provide local, County, regional, and State agencies and entities with a consolidated framework for coordinating activities and resources, thus promoting efficient use of resources during all phases of emergency management.

1.4 Authorities

This plan applies to, and has been approved by, the Klamath County Board of Commissioners (BOCC) and the County Emergency Manager, placing the
Klamath County Emergency Management (KCEM) under the manager’s direct authority and responsible for its organization, administration, and operation. The title and responsibility is subject to the direction and control of the BOCC relative to ORS 401.305.

The BOCC have shown their formal approval and acceptance of this plan through the Letter of Promulgation contained herein.

Table 1-1 sets forth the Federal, State, and local legal authorities upon which the organizational and operational concepts of this EOP are based.

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<td>• Title III, of the Superfund Amendments and Reauthorization Act of 1986, PL 99-499 as amended</td>
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<td>• Code of Federal Regulations (CFR), Title 44. Emergency Management Assistance</td>
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<td>• EO 12656, Assignment of Emergency Preparedness Responsibilities, of November 18, 1988</td>
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<td>• EO 12472, Assignment of National Security and Emergency Preparedness Telecommunications Functions, of April 3, 1984</td>
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<td>• Oregon Revised Statutes, Chapters 431 and 433</td>
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The following sections highlight significant County and State regulations and plans governing activities for responding to major emergencies and disasters.

#### 1.4.1 Declaration of Emergency

In the context of the County EOP, a disaster or major emergency is characterized as an incident requiring the coordinated response of all government levels to save the lives and protect the property of a large portion of the population. When an incident occurs, and a mayor and Board of County Commissioners Chair determines that conditions have developed such that the staffing power, equipment, or other resources or capabilities of the affected municipality or
department are overwhelmed, such official may request that the Klamath County Emergency Manager activate this EOP and/or the County EOC.

Under the circumstances described above, the County’s Presiding Official (Chairperson of the BOCC), in consultation with the other Commissioners and with support from the County Counsel, may issue an Emergency Declaration. This declaration will state that an emergency exists and will specify a location or description of the affected area and the jurisdictions included in the declaration. OEM has set forth the following criteria necessary in declaring a local emergency:

- Describe the circumstances impacting an identified area;
- Identify the problems for which assistance is needed; and
- Clearly state what has been done locally to respond to the impact and needs.

In accordance with ORS Chapter 401, the Klamath County Emergency Manager will submit emergency/disaster declarations to the OEM Director. If the Governor issues an emergency or disaster declaration, OEM will be contacted via the OERS for possible allocation of State resources to support the response.

During a suspected or confirmed public health emergency, the Klamath County Board of Commissioners may declare a state of emergency under advisement from the Klamath County Public Health Administrator. He or she may request that the Board of County Commissioners issue an order to implement and provide for enforcement of isolation and quarantine procedures.

In an agricultural emergency, see ESF 11, Agriculture and Natural Resources.

Draft emergency/disaster declaration templates for Klamath County and incorporated cities are included in Appendix A of this EOP.

1.4.2 Unmet Needs Escalation

The executives of Klamath County and its incorporated cities are responsible for the direction and control of their respective resources during emergencies. Each city’s executive is responsible for escalating unmet needs to the County, with all assistance and resource requests to be made through Klamath County Emergency Management via the County EOC. The Klamath County Emergency Manager will forward local or County resource requests to the OEM Director for review by the Governor. If possible, the County and/or affected local jurisdiction(s) will conduct an initial damage assessment prior to requesting State or Federal assistance. Particular attention will be given to vulnerable populations to appropriately allocate resources necessary for providing critical services during an emergency.

Klamath County is also party to a Mutual Aid Agreement (#2008-089) between the Counties of Deschutes, Crook, Douglas, Grant, Harney, Jefferson, Lake, Lane, Linn and Wheeler. This agreement may be activated either orally (with written
follow up within 30 days) or in writing, by either the presiding officer of the
governing body, or the chief executive officer (or designee), by sending the
request to the presiding officer of the governing body of the responding party (or
designee). Upon request, the parties to this agreement will provide personnel,
equipment, supplies, and other forms of assistance to the other parties. The
parties recognize and agree that such personnel, equipment, supplies, and other
assistance may not be available at a given time or under various circumstances.
Each party agrees to attempt, in good faith, to provide a requesting party with
such personnel, equipment, supplies and other assistance that may be reasonably
necessary to assist the requesting party in responding to an emergency.

In the case of emergencies involving fires threatening life and structures, the
Conflagration Act (ORS 476.510) can be invoked by the governor through the
Office of State Fire Marshal. The Act allows the State Fire Marshal to mobilize
and fund fire resources throughout the state during emergency situations. The
local Fire Chief and County Fire Defense Chief assess the status of the incident(s)
and, after determining that all criteria have been met for invoking the
Conflagration Act, notify the State Fire Marshal via OERS. The State Fire
Marshal reviews the information and notifies the Governor, who authorizes the
act.

Refer to ESF 7 for more detailed information regarding resource coordination
authorities and procedures.

1.4.3 Lines of Succession
Section 5.1 of this plan provides the policy and operational lines of succession
during an emergency for Klamath County.

Each Klamath County department is responsible for pre-identifying successors to
its key management positions. All such personnel must be trained on the
protocols and contingency plans required to maintain leadership within their
department. Individual department heads within Klamath County are responsible
for developing and implementing COOP plans to ensure continued delivery of
vital services during an emergency.

1.5 Liability
The County Counsel is responsible for liability risk management during
emergency operations. At such times, he or she will review emergency operations
plans, monitor resource management, and assess safety concerns arising from
hazard situations in order to control liability exposure to the maximum degree
possible.

Liability issues and potential concerns among government agencies, private
entities, other response partners, and across jurisdictions are addressed in existing
mutual aid agreements and other formal memoranda established for Klamath
County and its surrounding areas.
Under Oregon law, all local jurisdictions are members of a statutorily created mutual assistance compact (ORS 190.155-170). This compact, meant to streamline the mutual aid process, allows local jurisdictions to request assistance from another local government to prevent, mitigate, respond to, or recover from an event that overwhelms the requesting jurisdiction’s available resources. Assistance may also be requested for training, drills, or exercises.

Requests may be either written or oral, although if a request for assistance is made orally, the responding government must document its response within 30 days of the request. Under these provisions, employees from another jurisdiction providing assistance to Klamath County are agents of the County. The County must defend, save harmless, and indemnify these employees as it would its own employees. Should an employee of a responding government sustain injury in the course of providing requested assistance, he or she is entitled to all applicable benefits, including workers’ compensation, normally available to the employee while performing regular duties for the responding local government. Klamath County is not obligated to provide resources to the requesting jurisdiction.

This language supplements other State law authorizing local governments to enter into cooperative assistance agreements with public or private entities for reciprocal emergency aid and resources. Klamath County may request and utilize the services, equipment, supplies, and facilities of departments, offices, and agencies of the State and local governments (ORS 401.480, 490). Except in cases of willful misconduct, gross negligence, or bad faith, emergency service workers acting under these provisions will not be held liable for the death or injury of any person, or damage or loss of property, as a result of that activity (ORS 401.515).

Note that under the Emergency Conflagration Act (ORS 476.510-610), the Governor (or other authorized State officer) may make available for use and duty in any county, city, or district, any part of the local fire-fighting forces and equipment in response to fire, a heightened danger of fire, or a significant reduction in available fire-fighting resources. Response personnel acting under these provisions will be considered agents of the State and will not be held liable for any injury to person or property resulting from the performance of their duties.

### 1.6 Safety of Employees and Family

All department heads (or designees) are responsible for the safety of employees while on duty. Employees not on duty should attempt to make contact with their supervisors and managers within the first 24 hours following an incident. (Emergency 9-1-1 should not be used as a common communication mechanism unless it is reflective of a need for emergency assistance or resources.) Agencies and departments with developed COOPs will establish alternate facilities and staff locations, as applicable. Notification procedures for employee duty assignments will follow required procedures established by each agency and department.

During biological incidents or public health emergencies such as influenza pandemics, maintaining a resilient workforce is essential to performing overall
response activities required to protect the community and overall county from significant impacts to human lives and the economy. Thus, personnel should be provided with tools to protect themselves and their families, while also providing health and medical services during a pandemic or other type of public health emergency. Currently, a Pandemic Influenza plan formally addressing the safety and protection of medical personnel and response staff during a biological incident and/or contagious outbreak has been developed. This plan states that Klamath County Health Department will develop and provide the EOC with protective action recommendations for the health, medical, and essential service sectors. Safety precautions and personal protective equipment decisions will be specific to the type of incident occurring and will require just-in-time training among the first responder community and other support staff to implement appropriate procedures.

If necessary, the Oregon Occupational Safety and Health Administration may provide assistance and guidance on worker safety and health issues. Information regarding emergency procedures and critical tasks involved in a biological emergency incident or disease outbreak is presented in ESF 8 and in this EOPs Incident Annexes.

Processes in support of employees and their families during emergency disease situations are detailed in the Klamath County Strategic National Stockpile Activation Plan. Other family support processes shall be addressed in Department COOP/COG plans.

1.7 Financial Management and Expense Tracking

Refer to ESFs 5 and 14 for additional information regarding financial management procedures to be used throughout the duration of an emergency or disaster.

The County Treasurer shall:

- Establish emergency purchasing procedures and/or a disaster contingency fund; and

- Maintain records of emergency related expenditures for purchases and personnel;

- Expenditure reports should be submitted to the County Treasurer. The County Human Resources Director will support procurement issues related to personnel, both volunteer and paid. In addition, copies of expense records and all supporting documentation should be submitted for filing Federal Emergency Management Administration (FEMA) Public Assistance reimbursement requests.

- All purchases made on the County’s behalf need to be approved per County guidelines. Department heads with budget authority may not
1. Introduction

exceed their authority without the permission of the Klamath County Board of Commissioners.

- County equipment or property damaged during emergency conditions will be filed as such. Where private property or resources are used, a claim against the County will be checked against receipt and authorization.

- Cooperate with and mutually support Incident Command System organizational structures which may be established to facilitate financial and administrative functions.
Situation and Planning
Assumptions

2.1 Community Profile

Klamath County, Oregon is located in the south central portion of Oregon, bordered on the south by the state of California, to the west by Jackson County, Oregon, to the northwest by Douglas and Lane Counties, Oregon, and to the east by Lake County, Oregon.

The county has an estimated population of 66,425 (July 2008, US Census Bureau) and covers an area of 6,151 square miles. The principal population area is the city of Klamath Falls, with a population of 21,390. The Klamath Falls Urban Growth Boundary has roughly twice the population of the city itself and covers twice the area.

Klamath County is exposed to two categories of hazards: natural and technological (man-made). These hazards generate a wide spectrum of potential emergencies or disasters that pose risks to the lives and properties of the citizens of, and visitors to, Klamath County.

Figure 2-1 Map of Klamath County


2. Situation and Assumptions

2.2 Hazards and Threats

2.2.1 Transportation Incidents
Klamath County is a west coast conduit for several transportation lines between the northwest and California. All rail traffic on the west’s two principal Class I railroads (Union Pacific and Burlington Northern Santa Fe) travels the north-south route through the county. Much of the traffic for the two companies shares the same joint tracks, which concentrates the risk of major disruption. Amtrak’s Seattle to Los Angeles daily passenger train travels the route twice a day, with an average load factor of around 300 passengers and crew in each direction.

All natural gas from the northwest to California and Nevada is transported via the Pacific Gas Transmission line through Klamath County.

Power transmission from and to California and the northwest is dependent on the Bonneville Power Administration (BPA) transmission lines crossing Klamath County. Malin, Klamath County, Oregon is the major hub for controlling all power between the two regions.

Any major disruption, natural or manmade, to these major transportation arteries would impact the entire west coast of the United States.

2.2.2 Earthquake
Klamath County, like the rest of Oregon, is considered a high-risk area for seismic activity, as confirmed by FEMA and by the United States Geological Society.

The type of earthquake that has the most impact on Klamath County is shallow ground movement, associated with the Klamath Basin and Cascade Mountain Range areas of the western United States.

On September 20, 1993, the Klamath Basin sustained a 6.0 earthquake, which took two lives and caused considerable damage in downtown Klamath Falls, including the total loss of the county courthouse. This is the highest recorded magnitude for an earthquake in Oregon recorded history.

Un-reinforced masonry buildings represent a huge hazard to lives and property in the Klamath County cities of Klamath Falls, Merrill, Malin, and Chiloquin.

2.2.3 Wildland Fires
All (or portions of) five National Forest jurisdictions exist in Klamath County, reflecting the fact that vast portions of the county are covered in forests and subject to wild land fires. The vast majority of wild fires, a common occurrence during the summer months, are lightning-caused. Compounding this issue is the rapid incursion of development into these forest lands, resulting in a wild land/urban interface complication.
2.2.4 Flooding
Klamath County is subject to three types of flooding. River floods occur when there is gradual periodic overflow of rivers and streams. Flash flooding is defined as the rapid rising of small streams after heavy rain and/or rapid snowmelt. Urban flooding is defined as an overflow of storm sewer systems, usually due to poor drainage, following heavy rain and/or rapid snowmelt.

2.2.5 Volcano
Klamath County is home to a famous volcanic legacy, with Crater Lake National Park’s Mount Mazama as the centerpiece of a vast Cascadian region created by volcanic activity. The threats from volcanoes include lateral blast, pyroclastic flows, mud flows/floods, ash falls, and lava flows. Other effects include flooding, fire, earthquakes, and landslides.

2.2.6 Drought
In 2001, Klamath County experienced both natural and manmade drought conditions. The major effects from drought are culinary water shortages, increased potential for wild land fires, damage or total loss of crops, civil unrest, and economic consequences to all sectors of communities.

2.2.7 Severe Storm (Winter)
Heavy snow, heavy rain, freezing rain, and high winds are a few winter storm conditions that Klamath County experiences. The major problems that a winter storm causes are power outages, stranded citizens and traffic accidents. There is a very high probability that the Klamath Basin will be negatively affected by at least one winter storm condition on an annual basis.

2.2.8 Hazardous Materials
A hazardous material is defined as any substance that threatens people or property. This substance may be a toxic or poisonous chemical in any form. Hazardous materials include radioactive materials and waste, chemical materials, and waste, as well as communicable disease agents. The entire county is prone to a hazardous materials incident.

The areas of greatest risk are on the transportation routes, which include railways, waterways, and highways. All of Klamath County’s major roads and railways are used for the transportation of hazardous materials. Planning for protection of communities from a hazardous materials incident must, therefore, include both the transportation system and fixed facilities within the county.

2.2.9 Dam Failure
A dam collapse or other failure of an impoundment that causes downstream flooding is a grave concern for Klamath County. Two dams, one creating Gerber Reservoir in Oregon and the other at Clear Lake, California, have inundation zones that impact the most populous areas of Klamath County. A failure of either or both would put up to one third of the county’s citizens at risk. The Bonanza
area, Langell Valley, and the suburban area of Klamath County and the city of Merrill would all be severely affected.

2.2.10 Telecommunications Failure
Telecommunications failure is defined as the failure of data transfer, communications, or processing brought about by 1) physical destruction of computers or communications equipment, or 2) a performance failure of software running such equipment, either through poor design or sabotage. A failure of this type may cause severe economic damage and/or pose life-threatening situations to airport Radar, 9-1-1, and other critical communications infrastructure.

The dependence of society upon telecommunications and technology is ever increasing as the “Information Age” steadily expands. Klamath County, like any other county, is vulnerable to this type of hazard.

2.2.11 Power Failure
Power resources, both transmission and distribution, have become a most important element of infrastructure in Klamath County’s economy. The interruption of power may cause widespread disruption of services and threaten the safety of individuals, especially vulnerable populations.

2.2.12 Terrorism
According to the Federal Bureau of Investigation (FBI), “Terrorism” is the unlawful use, or threat of use, of force or violence against persons or property to intimidate or coerce a government, the civilian population, or any segment thereof, in furtherance of political or social objective.

Klamath County has a history of terrorist activities dating back to Black Panther “safe houses” and training grounds during the 60’s and 70’s and continuing to far right-wing militia activity and actions of the Environmental Liberation Front (ELF) in more recent times. There has been some evidence of elements of both international and regional terrorist activity in Klamath County since 2000. A recent Department of Justice/Office of Emergency Management Domestic Preparedness Survey requested of Klamath County points to serious concerns about the threat of terrorism and the ability to respond to it at all levels of government.

2.2.13 Pandemic Flu
Three pandemics have occurred in the last 90 years, in 1918, 1957 and 1968. Scientists predict that another pandemic will happen, although they cannot say exactly when. The 2006 Oregon Pandemic Influenza Plan builds on a planning effort that began in 2001. It is anticipated that a significant portion of Oregon’s population, approximately 35%, will become ill and that the outbreak will occur in one or more waves. Thus, it is now predicted that of the 3.6 million Oregonians, approximately 12,000 will require hospitalization and nearly 3,000 will die. If a pandemic occurs, the Oregon State Public Health Division will be
the lead state agency in Oregon and will operate under NIMS-compliant ICS, in collaboration with Oregon’s 34 local health departments, as well as American Indian tribal jurisdictions.

2.3 Assumptions

Specific assumptions for ESFs and Incidents are detailed in each ESF and Incident Annex to this plan. The general assumptions upon which this EOP is predicated are outlined below.

- Klamath County is exposed to natural and manmade hazards that could disrupt the community at any time and at any place causing damage and casualties. In some cases, dissemination of warning and increased readiness measures may be possible. However, incidents may occur with little or no warning.

- Disasters may be of such magnitude and severity that State and Federal assistance are required. Considering shortages of time, space, equipment, supplies, and personnel during a catastrophic disaster, self-sufficiency will be necessary for the first hours or days following the event. State support of County emergency operations will be based on the principal of self-help; the County will be responsible for utilizing all available local resources, along with initiating mutual aid and cooperative assistance agreements before requesting assistance from the State.

- An emergency will require prompt and effective response and recovery operations by County emergency services, disaster relief, volunteer organizations, and the private sector. Local government officials recognize their responsibilities for the safety and well-being of the public and will assume their responsibilities in the implementation of this emergency plan. Almost all emergency response personnel are appropriately trained in operating under NIMS/ICS. Proper implementation of this plan may reduce or prevent disaster-related losses.

- Essential county services will be maintained as long as conditions permit. Normal operations may be disrupted during a disaster, and county communication and work centers may be destroyed or rendered inoperable; however, the County can still operate effectively if public officials, first responders, employees, volunteers, and residents are:
  - Familiar with established policies and procedures;
  - Assigned pre-designated tasks;
  - Provided with assembly instructions; and
2. Situation and Assumptions

- Formally trained in their duties, roles, and responsibilities required during emergency operations.

Proper implementation of this plan will reduce or prevent disaster-related losses.
3. Roles and Responsibilities

3.1 General

Local and County agencies and response partners may have various roles and responsibilities throughout an emergency’s duration. Therefore, it is particularly important that the local command structure established to support response and recovery efforts maintain a significant amount of flexibility to expand and contract as the situation changes. Typical duties and roles may also vary depending on the severity of impacts, size of the incident(s), and availability of local resources. Thus, it is imperative to develop and maintain depth within the command structure and response community.

Klamath County has developed a plan for implementing NIMS and assisting with training and preparing essential response staff and supporting personnel to incorporate ICS/NIMS concepts in all facets of an emergency. Each agency and department is responsible for ensuring that key staff are identified and trained at a level enabling effective execution of existing response plans, procedures, and policies. A training roster that highlights levels and types of training completed by response personnel and essential support staff for the County must be maintained by individual agencies, volunteer organizations, private companies, and other community partners.

3.2 County Government

3.2.1 Board of Commissioners

The Klamath County Board of Commissioners is charged by ORS 401.305 with responsibility for establishing an Emergency Management Organization, which has been implemented through appointment of the Klamath County Emergency Manager to conduct emergency management activities, through EOC activation and through the other County systems and entities noted in this EOP.

In their role as the Chief Executives of County government, it is the responsibility of the Board of Commissioners to organize and oversee county government. When, in their judgment, an incident has stressed the existing organization to the point where it is no longer effective and efficient, it is incumbent upon them to take action. Having adopted the National Incident Management System (NIMS), which includes the Incident Command System (ICS), they have pre-planned how to meet that challenge.
3. Roles and Responsibilities

Upon making the determination to implement ICS, the Board of Commissioners may take several steps. These include, in no particular order:

■ Direct the Emergency Manager to establish the Emergency Operations Center (EOC).
■ Utilizing a Delegation of Authority (often utilizing the Emergency Manager as a technical specialist), appoint an Incident Commander to manage the incident.
■ Develop and incorporate in the Delegation of Authority a set of strategic objectives
■ Determine which, if any, other jurisdictions may also have jurisdiction. This may necessitate the establishment of a Joint or Unified Command (JC or UC).
■ Normally, a commissioner will serve on the Joint Command
■ If established, the Incident Commander reports to the Joint Command
■ Having established ICS as an additional organizational element, the entities, including ICS, to ensure the Incident Commander has the resources needed to manage the incident, that county government continues to operate, to assist other county departments in determining which resources may be assigned to the Incident Commander, which, if any, normal county functions may be curtailed or reduced for the duration of the incident.
■ Continuity of Government and/or Continuity of Operations Plans should prove very helpful to this process
■ Formulate and implement a plan to identify and obtain funding for the incident.
■ Declare a state of Emergency.
■ Request State assistance.

3.2.2 Emergency Management

The Emergency Manager is tasked with coordinating the ongoing activities of the emergency management program (i.e., prevention, mitigation, preparedness, response, and recovery). Responsibility for coordinating emergency management activities with State, regional, tribal, and private partners resides with the Emergency Manager and will be accomplished through established liaison roles and operating relationships.

The Emergency Manager is also responsible for developing a countywide emergency management program that, through cooperative planning efforts with the incorporated communities of Klamath County, will provide a coordinated response to a major emergency or disaster.

The Emergency Manager is responsible for:
3. Roles and Responsibilities

- Day-to-day emergency management planning and operations for the area of the County lying outside the corporate limits of the incorporated municipalities of the County and coordinating a countywide disaster response with the State and Federal governments; and

- Coordinating interdepartmental emergency operations and maintaining ultimate responsibility for resolving conflicts regarding the application of limited resources to a variety of concurrent emergency situations.

3.2.3 Incident Commander

The Klamath County Board of Commissioners will appoint an Incident Commander, usually pre-designated, who will direct emergency operations during an actual incident. The role of the Incident Commander is outlined in Chapter 5 – Command and Control.

3.2.4 All County Departments

All County departments and agencies referenced in this plan are responsible for the functions outlined below.

- Developing and maintaining their emergency operating plans and procedures that are consistent with this plan.

- Carrying out specific duties that may be assigned as a part of this plan. Such plans and procedures will be referenced, as appropriate, in the annexes to the EOP.

- If a major emergency/disaster occurs during non-working hours, County employees who have direct public safety responsibilities or have been designated as key personnel by their departments have a responsibility to report to work as soon as self-preservation concerns for themselves and their families have been addressed (advance family planning and preparations should be made to the greatest extent possible, to allow immediate return to work). All other County employees should follow departmental procedure for emergency situations, if possible, or tune to local radio/television for Emergency Alert System (EAS) broadcasts and listen for direction.

3.3 Function-Specific Roles and Responsibilities

Task assignments for major emergency response operations are, to the greatest extent possible, an extension of services that are provided on a daily basis by the departments and agencies listed above. In an emergency where the ICS has been activated, performance of these tasks will be directed by the Incident Commander. Likewise, various resources, (personnel, hardware and equipment) normally assigned to Department Heads may be temporarily reassigned to the Incident Commander.
3. Roles and Responsibilities

The following task assignment list should not be considered all-inclusive but does cover most foreseeable major emergency operations and is generally consistent with the State and Federal response plans. Additional detailed information is available in the ESF and Incident Annexes of this document.

3.3.1 Emergency Management (KCEM)

Commissioners and department heads, continuing in their role of managing County government, should report to the Commissioners Conference room or the Courthouse Conference room to oversee the continuance/restoration of critical County services, in addition to their role in supporting the Incident Commander as needed.

3.3.2 Emergency Operations Center

- Support to the Incident Commander will be coordinated from the EOC, which may be located in the Klamath County Communications District (911) building at 2543 Shasta Way in Klamath Falls or the City Police Building at 2501 Shasta Way, Klamath Falls, OR. The EOC will be activated upon notification of a possible or actual emergency or as otherwise deemed necessary by the Emergency Manager. EOC responsibilities and activation procedures are addressed in this portion of the EOP and in Section 4.4.1 Incident Management Activation. The Emergency Manager, under the direction of the Board of Commissioners or as he or she deems necessary, will activate the EOC. The Emergency Manager will determine the level of staffing required and will alert the appropriate personnel, agencies, and organizations.

- The EOC is a place where a number of functions may be located
  
  - Joint/Unified Command
  - Planning support to Incident Command, as needed
    - Situation/status
      - Briefings to executive personnel, such as County Commissioners, Mayors, etc.
      - Information to Command Posts
  - Joint Information Center
    - Public Information Officers from affected jurisdictions
    - Common and coordinated messages to the community
  - Logistic assistance to Incident Command, as needed
3. Roles and Responsibilities

☐ Activate existing mutual aid agreements with other jurisdictions and response partners to provide emergency assistance and resources per section 1.4.2 Unmet Needs Escalation.

Obtain resources

- Finance/Administration assistance to Incident Command as needed
- Area Command
- Multi-Agency Coordinating Group(s)

- The Emergency Manager may be the EOC Manager. Heads of departments and organizations are responsible for emergency functions assigned to their activities, as outlined in their respective annexes.

- The EOC will operate on a 24-hour basis, rotating on 12-hour shifts unless otherwise amended by the Emergency Manager.

- The Emergency Manager will immediately notify the State Emergency Management office (800-452-0311) upon activation. Periodic updates will be made as the situation requires.

- EOC personnel will have a designated alternate (assigned prior) in case absence or operational activities preclude presence. This ensures continuity of operations and a smooth transition during shift changes and prevents any unforeseen breakdowns in the process.

3.3.3 Warning

Klamath 9-1-1 Communications District dispatches for 29 emergency service entities throughout Klamath County. Klamath 9-1-1 is a Special District with a seven-member elected Board of Directors selected from seven zones throughout the county. The Board governs with the assistance of an Advisory Committee represented by user agencies and with the assistance of a budget committee composed of board members and citizens throughout the jurisdiction. The 9-1-1 District is the County’s primary warning point and is responsible for establishing and maintaining an alert and warning system. Warning operations are detailed in Annex ESF-2, Communications. General responsibilities include:

- Serving as the warning point for the Klamath County Emergency Manager and all agencies receiving dispatch services;
- Implementation of the National Warning System; and
- Assisting in accessing the EAS for warnings, as may be necessary.
3. Roles and Responsibilities

- Continuous receipt and dissemination of emergency and warning information to the public and user agency personnel.

The Klamath County Emergency Manager is responsible for further distribution to County agencies, once notified by the 9-1-1 Center, and for ensuring that the necessary flow of information is occurring throughout the county. With the implementation of ICS, the Incident Commander may appoint an Information Officer and/or establish a Joint Information Center (probably located in the EOC).

Notification from the National Weather Service (NWS) should occur automatically from NWS/Medford. NWS/Medford will send, via EAS on 162.55MHz, notification of Flash Flood, Severe Thunderstorm, and Tornado Warnings/Watches. The Local Primary will then rebroadcast/forward the information received for Klamath, Lake, Modoc, and Siskiyou Counties.

To eliminate confusion and needless repetition, all services that come across or incur a non-weather-related emergency requiring public notification (i.e. State, County and City Police, Fire/Rescue, Utilities, Railroads, ETC.) shall notify Klamath County 9-1-1 (who in turn notifies Klamath County Emergency Services, when necessary).

3.3.4 Law Enforcement Services

The Klamath County Sheriff and the City of Klamath Falls Police Chief are jointly responsible for law enforcement activities and serving as (or designating) a law enforcement representative(s) for the Emergency Management Organization. Relevant operations are detailed in ESF 13, Public Safety, and Security; general responsibilities include:

- Overseeing and directing all public safety personnel and maintaining law and order;
- Coordinating warning and communications;
- Conducting security measures, including crowd, traffic, and restricted area control (including hazardous materials and radiological response) for key facilities, resources, and the disaster area;
- Evacuating affected populations, including prisoners, when required;
- Supporting the Fire Services in Search and Rescue operations for missing people, including support in all body recovery operations;
- Recruiting, dispatching, and training all volunteers to ensure adequate labor forces within the law enforcement agency during emergency conditions; and
3. Roles and Responsibilities

■ Designating a department coordinator/liaison to participate in all phases of the County’s emergency management program, when necessary or as requested.

3.3.5 Fire Services

The Klamath County Fire Defense Board Chief and District Chiefs (see map below) (This map is NOT inclusive of all fire districts.) are responsible for organizing, integrating, and coordinating the operations of all fire fighting forces through mutual aid for response to major emergencies/disasters and serving as the fire services representative for the Emergency Management Organization. Relevant operations are detailed in ESF 4, Fire Services; ESF 9, Search and Rescue; and ESF 10, Oil and Hazardous Materials Response. General responsibilities include:

■ Coordinating the activities of all emergency fire services for fire prevention and suppression;

■ Overseeing (some districts, not all) the delivery of Emergency Medical Services (EMS) by ambulance service providers;

■ Inspecting damaged area for fire hazards;

■ Hazardous spill containment and clean up;

■ Inspecting shelters for fire hazards;

■ Warning dissemination and evacuation assistance, as needed;

■ Assisting with Search, Rescue, and Recovery operations, some limited confined space and urban search and rescue capabilities;

■ Aiding in traffic control and evacuation procedures if not engaged in other activities; and

■ Designating a coordinator/liaison to participate in all phases of the County emergency management program, when necessary or as requested.

A Fire District map is included below:
3.3.6 Environmental Health
The Klamath County Public Health Director is responsible for coordinating environmental health issues and services required to cope with disasters in urban or rural areas in Klamath County and providing a representative to the County Emergency Management Organization. General responsibilities include:

- Identifying health hazards, including those resulting from damage to water and sewer systems and disseminating emergency information regarding sanitary measures to be taken;
- Coordinating with the appropriate agencies to provide food and potable water to victims whose normal supply channels are closed;
- Designating a coordinator/liaison to participate in all phases of the County emergency management program, when necessary or as requested; and
- Inspecting occupied emergency shelters and feeding areas.

3.3.7 Public Health and Human Services
The Klamath County Public Health Director is responsible for coordinating public health and welfare services required to cope with the control of communicable diseases and non communicable illness associated with major emergencies, disasters, and/or widespread outbreaks caused by bioterrorism, epidemic or pandemic diseases, or novel and highly fatal infectious agents or biological or...
chemical toxin incidents in urban or rural areas in Klamath County. However, it is recognized that there is limited local ability to meet health-related functions during a disaster on a sustained basis. Support will be needed, and available, from the Oregon Department of Human Services/Health Services (DHS/HS) and Federal agencies. Widespread disease outbreaks caused by infectious agents, whether of natural origin such as pandemic influenza, or as a result of acts of terrorism, will be well beyond the capacity of the local health department. In addition to assistance from DHS/HS, Federal, State, and nongovernmental organizations assistance will be requested when abilities to respond to an event are exceeded.

Relevant Public Health roles and responsibilities are detailed in ESF 6, Housing and Human Services, and ESF 8, Public Health and Medical Services.

As part of the Klamath County EOP, the Klamath County Public Health (KCPH) has the responsibility to perform the following functions in response to emergency situations:

- Participate with the KCEM Director (currently the acting Klamath County Emergency Manager), Sky Lakes Medical Center, and community health services providers in preparing and maintaining public health and medical emergency plans;

- Perform the statutory responsibilities of the County Health Authority as they apply to emergency incidents or disasters, including:
  
  - Request that the Board of County Commissioners issue an order to implement and provide for enforcement of isolation and quarantine procedures as needed;
  
  - Provide guidance on avoiding health hazards created by an emergency or disaster, both during the event and throughout the recovery and rehabilitation phases; and
  
  - Ensuring that KCHD conducts disease surveillance and reporting as outlined in the DHS/HS Acute and Communicable Disease Programs (ACDP) Investigative Guidelines for Notifiable Diseases

- Ensure the provision of essential medical care and treatment for persons whose illnesses or injuries are the result of a disaster or where care and treatment are complicated by a disaster;

- Coordinate disease control operations, including:
  
  - Coordinate treatment and vaccination, isolation or quarantine of persons who have been exposed to or are infected with diseases of epidemic or pandemic proportion, or those caused by acts of
3. Roles and Responsibilities

- bioterrorism, including coordinating mass vaccination and/or chemoprophylaxis;
- Coordinate delivery and set up of the Strategic National Stockpile and Points of Dispensing;
- Coordinate health hazard operations;
- Provide morbidity/mortality statistical services;
- Advise the Emergency Manager regarding emergency health and sanitation standards;
- Receive damage assessment reports for public health and medical facilities and systems as a means of assessing health and medical response capabilities;
- Utilize NIMS in dealing with disaster situation. Through the ICS and/or EOC, coordinate the control of communicable disease and non-communicable illness associated with major emergencies, disasters, and/or outbreaks caused by acts of terrorism, epidemic or pandemic disease, infection agents, chemical, radiological agents of biological toxins for Klamath County.
- In the ICS and/or EOC, coordinate County support operations with hospitals, health facilities, and other health service providers.
- Assist the Medical Examiner in providing an emergency/temporary morgue and coordinate with the Medical Examiner and Funeral Directors to provide identification and disposition of the dead. The Klamath County Medical Examiner (or designee) shall be responsible for coordinating mortuary services and making necessary arrangements for mortuary expansion through the Oregon Funeral Directors Association. If causalities exceed local capacity, Klamath County Emergency Management will initiate contact with State emergency services to request Disaster Mortuary Operational Response Team (DMORT) services and assistance.
- Participate with Emergency Management, the American Red Cross (ARC), and community health service providers in implementing a human service plan which includes provisions for the following:
  - Special medical needs and care requirements for sheltered groups and vulnerable populations;
  - Collaboration to provide counseling for emergency workers involved in disaster or crisis situations;
3. Roles and Responsibilities

- Mobilize all available physicians, mid-level practitioners, nurses, emergency medical technicians and paramedics, dentists, pharmacists, veterinarians, medical examiners, and morticians, as needed;

- Advise the EOC or County Commissioners on activating Mutual Aid service agreements and requesting State and Federal assistance for mobilization of out-of-area medical and mortuary services when the County’s resources have been or will be overwhelmed; and

- Provide emergency counseling for disaster victims and emergency response personnel suffering from mental and emotional disturbances.

Assumptions

- Delivery of primary medical care is not administered or managed by KCPH, DHS/HS. Private medical providers will meet these needs.

- The ARC will be the primary coordinator and provider of shelter and mass care during emergencies in Klamath County.

- Local fire departments (EMS) and ambulance agencies will provide immediate on-scene care and treatment of life-threatening conditions, and the local hazardous materials (HazMat) team will be deployed to the scene of a known or suspected chemical or biological agent release.

3.3.8 Shelter and Mass Care

The ARC will be the primary coordinator and provider of shelter and mass care during emergencies in Klamath County. The Klamath County Public Health will participate with Emergency Management, the American Red Cross, and community health service providers in implementing a vulnerable populations plan that includes provisions for the following:

- Special medical needs and care requirements for sheltered groups and vulnerable populations; and

- Collaboration to provide counseling for emergency workers involved in disaster or crisis situations.

Additional responsibilities are defined in ESF 6 Mass Care, Housing and Human Services.
3. Roles and Responsibilities

3.3.8.1 Animals in Disaster

Sheltering of companion animals, service animals, and livestock operations are detailed in ESF 6, Housing and Human Services and ESF-11, Agriculture and Natural Resources, as well as the Klamath County Response Plan for Animals in Disaster.

Oregon Emergency Management (OEM) will:

- Serve as the lead State agency coordinating support efforts from the State ECC with local governments and the FEMA.
- Serve as the point of contact with the Governor's Office, local city/county emergency management agencies, and support State agencies that are involved in companion animal, service animal, and livestock evacuation, shelter, and care.
- Assist in establishing communications with any companion animal and livestock evacuation or shelter and care organizations with experience necessary to develop successful strategies and partnerships.
- OEM and ODA, Division of Animal Health and Identification (AHID) will be responsible for maintaining the State Animal-Disaster Response Plan. Updates will be made annually.

Oregon Department of Agriculture /Animal Health and Identification (ODA/AHID)

- Serve as the lead support agency in issues involving evacuation, shelter, and care of companion animals, service animals, and livestock.
- Assist cities and counties during their preparation phase in the development of a local animal-disaster response plan for natural and man-made disasters that include plans to dispose of carcasses from impacted areas.
- Assist cities and counties with efforts to provide food, water, shelter, and veterinary care to affected animals. Examples might include contact information for animal food providers, for shelter equipment and supplies, and for veterinarians and veterinary staff who are trained as emergency responders.
- Monitor for an increase in the prevalence of infectious animal diseases, including zoonotic diseases and, if found, activate the Oregon Animal Disease Emergency Management Plan to control the outbreak.
3. Roles and Responsibilities

Klamath County Emergency Management (KCEM)

- Work with OEM, ODA/AHID, and other agencies and organizations as needed to develop the local animal-disaster response plan during their preparation phase.

- Activate their animal-disaster response plan to address issues of evacuation, shelter, and care as needed for displaced companion animals, service animals and livestock. Plans should take into account the needs of individuals with household companion animals, service animals, and livestock prior to, during, and following a major disaster.

- Maintain and update the animal-disaster response plan on a continuing basis. Much of the plan consists of lists containing names, addresses, sources, etc. that are expected to require constant updating. KCEM will not necessarily be able to send updated copies of this plan to all interested parties but will ensure that the latest version is available to ICs and other pertinent managers during an event.

3.3.9 Public Works

Relevant operations are detailed in ESF 3, Public Works and Engineering. The County Public Works Director is responsible for the following tasks:

- Train personnel in emergency procedures;

- Work with the legislative body to ensure that ordinances are created to protect public works systems;

- Identify vulnerabilities in public works and identify priority inspection locations;

- Provide input into after-action reviews to improve preparedness, response, and recovery capabilities;

- Work with planning commission to ensure that new construction does not increase hazard or vulnerability threat;

- Work with legislative body to improve building codes;

- Ensure that storm sewers are in good repair;

- Ensure that equipment is in good repair by coordinating with city and sanitation districts;

- Ensure that adequate barrier and roadblock materials and equipment are available;
3. Roles and Responsibilities

- Review and update all utility and public works maps of jurisdiction, in conjunction with KCEM and utilities;
- Review emergency staffing plans;
- Secure all equipment against damage;
- Organize damage survey teams;
- Place standby equipment in operational readiness;
- Coordinate communications procedures with the Incident Commander;
- Review contingency plans and coordinate task assignments with other agencies and volunteer groups;
- Assist the Community Development/Environmental Health Division with emergency waste disposal and sanitation, as necessary;
- Survey disaster areas and evaluate them in terms of engineering estimates, including inspecting bridges for structural damage immediately following the occurrence of a natural disaster (earthquake, flood, etc.);
- Designate a department coordinator/liaison to participate in all phases of the County’s Emergency Management Organization, when necessary, or as requested;
- Send representative to EOC when activated;
- Assess damage;
- Clear roads as necessary, including clearing debris and making temporary repairs of critical arterial routes and bridges;
- Barricade damage areas, as directed;
- Call out private contractors and other assistance, as necessary;
- Assist in search and rescue operations, as requested;
- Repair public works and public buildings where finances are available, in conjunction with County Maintenance;
- Support decontamination work, as necessary and where trained;
- Support police and fire rescue efforts and traffic control measures;
- Assist with transportation resources for evacuations, if necessary;
3. Roles and Responsibilities

- Participate in compiling after-action report and critiques. Make necessary changes and improvements in applicable plans;
- Make recommendations to the legislative body about changes in planning, zoning, and building code ordinances to mitigate impact of future disasters;
- Identify local private contractors who can provide backup support;
- Develop resource lists;
- Repair and restore essential services and vital facilities; and
- Participate in development and execution of emergency preparedness exercise.

3.3.10 Communications Services

The Klamath County Interoperable Communications Committee serves as central planning and operations for public communications. KCEM coordinates a limited emergency response capability, primarily utilizing ARES/RACES volunteers.

- Provide the EOC with the necessary communications capabilities and staffing to ensure communications operations for direction and control;
- Manage and coordinate emergency communications operated within the EOC, once activated;
- The Interoperability Committee coordinates the use of all public and private communication systems necessary during emergencies. This will likely be placed at the Command Post or EOC;
- Identify a communications system that is capable of reaching all areas of the County so that emergency communications may be maintained among all levels of government during a disaster response, e.g., developing and maintaining an EAS plan and providing a communications capability to the primary EAS Station; and
- Prepare and maintain ESF-2, Communications.

Relevant operations are detailed in ESF-2, Communications.

3.3.11 Damage Assessment

The Klamath County Emergency Manager and the Klamath County Planning Department are responsible for compiling the necessary information regarding property damage. Appraised value information will be provided by the County Tax Appraiser. The Assessor (or designee) will:
3. Roles and Responsibilities

■ Establish a damage assessment team from among County departments with assessment capabilities and responsibilities;

■ Train and provide damage-plotting team to EOC;

■ Develop systems for reporting and compiling information regarding deaths, injuries, and dollar damage to tax-supported and private property;

■ Train personnel in damage assessment techniques;

■ Maintain pre-disaster maps, photos, and other documents for damage assessment purposes;

■ List critical facilities requiring priority repairs if damaged;

■ Assist in determining the geographic extent of damaged areas;

■ Compile estimates of damage for use by County or city officials in requesting disaster assistance in conjunction with ARC damage assessments (as available);

■ Evaluate effects of damage on County or City economic index, tax base, bond ratings, insurance ratings, etc., for use in long-range recovery planning;

■ Coordinate emergency building inspections;

■ Identify unsafe structures and recommend condemnation;

■ Review building codes and land use regulations for possible improvements;

■ Prepare and maintain ESF 14, Community Recovery, Mitigation, and Economic Stabilization;

Relevant operations are detailed in ESF 14, Community Recovery, Mitigation, and Economic Stabilization.

3.3.12 Emergency Public Information and External Affairs

In accordance with ESF-15, External Affairs, the Klamath County Commissioners and the Emergency Manager are responsible for the following tasks:

■ Conduct ongoing hazard awareness and public education programs;

■ Compile and prepare emergency information for the public in case of emergency;
3. Roles and Responsibilities

- Arrange for media representatives to receive regular briefings regarding the County status during extended emergency situations;
- Secure printed and photographic documentation of the disaster situation;
- Handle unscheduled inquiries from the media and the public; and
- Prepare and maintain ESF 15, External Affairs in this Plan.

3.3.13 Resource Management

The Board of Commissioners has the overall authority for management, with the operational responsibility for coordination delegated to the Incident Commander, during a disaster response. Individual department directors will be responsible for managing those resources within their departments and coordinating requests for additional resources. In accordance with ESF-7, Logistics Management and Resource Support, individual department directors will:

- Establish procedures for accessing emergency resources and supplies for disaster operations;
- Establish and maintain a personnel reserve and coordinate deployment of personnel to the Incident Command;
- Establish procedures for employing temporary personnel for disaster operations;
- Establish emergency purchasing procedures and/or a disaster contingency fund;
- Maintain records of emergency-related expenditures for purchases and personnel and maintain disaster cost assessment, with the aid of the Incident Command System, County Assessor and other department heads; and
- Prepare and maintain the ESF-7, Logistics Management and Resource Support annex to this plan.

3.3.14 Evacuation

The implementation of an evacuation procedure is the responsibility of the Sheriff or Chief of the law enforcement agency responsible for the majority of the population affected. In accordance with ESF-1, Transportation and ESF 1, Transportation Appendix A, Evacuation and ESF 13, Public Safety and Security, the Sheriff or Chief will:

- Define responsibilities of County (or City) departments and private sector groups;
3. Roles and Responsibilities

- Identify high-hazard areas and corresponding number of potential evacuees; and

- Coordinate evacuation planning, to include:
  - Movement control,
  - Health and medical requirements,
  - Transportation needs,
  - Emergency Public Information materials, and
  - Shelter and Reception locations.

3.3.15 Volunteer Services

Responding to incidents frequently exceeds the County’s resources. Volunteers and donors can support response efforts in many ways and it is essential that the County plan ahead to effectively incorporate volunteers and donated goods into its response activities.

- The Klamath County Emergency Manager is responsible for coordinating the services of both emergent and registered volunteers to assist in the County’s disaster response.

- Individuals, organizations, or groups wishing to volunteer their assistance during any phase of a disaster need to be registered by the County.

- Volunteers may be used in credentialed capacity only. Written proof is expected at the time of sign up.

3.3.16 County Attorney

The County Counsel is responsible for:

- Providing legal services to the Board of Commissioners and key responders for problems related to disasters and recovery operations;

- Reviewing the basic and related emergency operations plan to determine if there are any legal implications for responsible officials;

- Being familiar with Federal and State laws and county and city codes pertaining to disasters, including but not limited to: natural disasters, accidents, civil or political incidents, terrorist or criminal incidents, significant events, and designated special events;
3. Roles and Responsibilities

- Advising County officials on emergency powers of local government and necessary procedures for invocation of measures to:
  - Implement wage, price, and rent controls;
  - Establish rationing of critical resources;
  - Establish curfews;
  - Restrict or deny access;
  - Specify routes of egress;
  - Limit or restrict use of water or other utilities;
  - Use any publicly or privately owned resource with or without payment to the owner; and
  - Remove debris from publicly or privately owned property;
- Maintaining liaison with the State Attorney General to obtain additional opinions, when needed;
- Notify insurance carriers and obtain and process insurance materials during emergency situations for recovery and continuance of county operations;
- Prepare standby documents such as permits of entry forms, state of emergency declarations, and mutual aid notifications/responses; and
- Advise County officials and department heads regarding record keeping requirements and other documentation necessary for exercising emergency powers.

3.3.17 Information Services and Geographical Information Systems

The Information Technology Department provides mainframe, personal computer, and network support for all County departments. The global information system (GIS) program supports County departments with the input/update, display, analysis, and management of geographically referenced data, including roads, zoning, tax-lots, parcels, surveys, corners, plans, and demographics. GIS also maintains all hardware, vendor software, and application software required by departments to effectively use and maintain their data, as well as provides County decision-makers and the public with user-friendly access to the GIS.

Services during an emergency include:
3. Roles and Responsibilities

- Setup of EOC computers, and network support;
- Creation of hard copy and digital maps for damage assessment use and planning needs;
- Analysis of data such as high waters trends, patterns, buffers, predictions, and models;
- Determination of fastest routes and alternative routes for evacuation;
- Geocoding of disaster events, reported damage, potential threatened geographical areas, mass casualties etc.; and
- In the event the network is unavailable, hard copy maps are available through Emergency Management.

3.3.18 Other Roles and Responsibilities

Other County department and agency heads not assigned a specific function in this plan should be prepared to make their resources (to include personnel) available for emergency duty at the direction of the County Commissioners or Emergency Manager. As some disaster situations that will require the services of all County employees, many would assist in the public safety response effort and may be required to work outside the scope of their day-to-day duties.

The following services and organizations are available to support Klamath County throughout the duration of an emergency situation:

- Volunteer services and faith-based organizations;
- School districts;
- Damage and assessment services;
- Financial and administrative services;
- Media partners and public information network; and
- Private sector partners as identified in the Klamath County Resource Directory

3.4 Incorporated Cities

The city of Klamath Falls has adopted the Klamath County EOP to guide their local response. However, other written EOPs have not been developed for other cities within Klamath County. Cities without EOPs would be expected to work directly with the County, within the framework of this plan. In all cases, the executives of the incorporated cities within Klamath County are responsible for the direction and control of their community resources during emergencies. These entities may seek the input of the County Emergency Manager at any time.
and shall inform the County Emergency Manager of their intended actions and additional needs.

3.5 Regional Response Partners
All regional partners supporting emergency response in Klamath County are included in existing Memorandums of Understanding (MOUs) and Intergovernmental Agreements for Emergency Management Region 6.

<table>
<thead>
<tr>
<th>Regional Response Partners</th>
<th>Health Resources and Services Administration, Hospital Preparedness Program Region 7</th>
</tr>
</thead>
<tbody>
<tr>
<td>OSFM Regional Hazardous Materials Response Team – HazMat 4</td>
<td></td>
</tr>
<tr>
<td>Oregon Funeral Directors Association</td>
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</tr>
</tbody>
</table>

3.6 State Response Partners
Under the provisions of ORS 401.055 through 401.155, the Governor has broad responsibilities for the direction and control of all emergency activities in a state “declared emergency.” The administrator of OEM is the delegated authority by ORS 401.260 to 401.280 for the coordination of all activities and organizations for emergency management within the state and for coordination in emergency matters with other states and the Federal government.

Under the direction and control of department heads, agencies of state government represent the state emergency operations organization. Responsibility for conducting emergency support functions is assigned by the Governor to the department best suited to carry out each function applicable to the emergency situation. Some State agencies may call upon their Federal counterparts to provide additional support and resources, following established procedures and policies for each agency.

3.7 Federal Response Partners
Federal response partners are typically requested by OEM in the event that state resources become limited or specialized services are needed. In most instances, Federal resources become available following a formal declaration of emergency by the Governor. Thus, procedures and policies for allocating and coordinating resources at the Federal level follow the Oregon EMP and, if necessary, the National Response Plan (NRP).

Table 3-1 provides a matrix, by ESF, of the local, State, and Federal primary organizations that Klamath County may rely on in the event of an emergency.
### 3. Roles and Responsibilities

#### Table 3-1 Response Partners by ESF

<table>
<thead>
<tr>
<th>ESF</th>
<th>Scope (Federal)</th>
<th>Primary Local Agency</th>
<th>Primary State of Oregon Agency</th>
<th>Primary Federal Agency</th>
</tr>
</thead>
<tbody>
<tr>
<td>ESF 1</td>
<td>• Aviation/airspace management and control&lt;br&gt;• Transportation safety&lt;br&gt;• Restoration and recovery of transportation infrastructure&lt;br&gt;• Movement restrictions&lt;br&gt;• Damage and impact assessment</td>
<td>County Emergency Management, City/County Public Works</td>
<td>Dept. of Transportation</td>
<td>Dept. of Transportation</td>
</tr>
<tr>
<td>ESF 2</td>
<td>• Coordination with telecommunications and information technology industries&lt;br&gt;• Restoration and repair of telecommunications infrastructure&lt;br&gt;• Protection, restoration, and sustainment of national cyber and information technology resources&lt;br&gt;• Oversight of communications within the Federal incident management and response structure</td>
<td>County Emergency Management&lt;br&gt;Interoperability Committee</td>
<td>Office of Emergency Management</td>
<td>Dept. of Homeland Security (National Communications System)</td>
</tr>
<tr>
<td>ESF 3</td>
<td>• Infrastructure protection and emergency repair&lt;br&gt;• Infrastructure restoration&lt;br&gt;• Engineering services and construction management&lt;br&gt;• Emergency contracting support for life-saving and life-sustaining services</td>
<td>City Public Works County Planning Department</td>
<td>Dept. of Transportation</td>
<td>Dept. of Defense (U.S. Army Corps of Engineers)</td>
</tr>
<tr>
<td>ESF 4</td>
<td>• Coordination of Federal firefighting activities&lt;br&gt;• Support to wildland, rural, and urban firefighting operations</td>
<td>City/County Fire Departments, Fire Defense Board, Emergency Management</td>
<td>Oregon Dept. of Forestry, Office of the State Fire Marshal</td>
<td>Dept. of Agriculture (U.S. Forest Service)</td>
</tr>
<tr>
<td>ESF 5</td>
<td>• Coordination of incident management and response efforts&lt;br&gt;• Issuance of mission assignments&lt;br&gt;• Resource and human capital&lt;br&gt;• Incident action planning&lt;br&gt;• Financial management</td>
<td>County/City Emergency Management,</td>
<td>Office of Emergency Management</td>
<td>Dept. of Homeland Security (FEMA)</td>
</tr>
</tbody>
</table>
## Table 3-1 Response Partners by ESF

<table>
<thead>
<tr>
<th>ESF</th>
<th>Scope (Federal)</th>
<th>Primary Local Agency</th>
<th>Primary State of Oregon Agency</th>
<th>Primary Federal Agency</th>
</tr>
</thead>
</table>
| ESF 6 Mass Care, Emergency Assistance, Housing and Human Services | • Mass care  
• Emergency assistance  
• Disaster Housing  
• Human services | County Emergency Management, Health Dept  
Mental Health Director, American Red Cross | Dept. of Human Services, Seniors and People with Disabilities Services | Dept. of Homeland Security (FEMA) |
| ESF 7 Logistics Management and Resource Support | • Comprehensive, national incident logistics planning, management, and sustainment capability  
• Resource support (facility space, office equipment and supplies, contracting services, etc.) | County Emergency Management | Dept. of Administrative Services | General Services Administration  
Dept. of Homeland Security (FEMA) |
| ESF 8 Public Health and Medical Services | • Public health  
• Medical  
• Mental health services  
• Mass fatality management | County Health Dept., Mental Health Director, Sky Lakes Hospital | Dept. of Human Services – Public Health Division | Dept. of Health and Human Services |
| ESF 9 Search and Rescue | • Life-saving assistance  
• Search and rescue operations | County Sheriff’s Office | Office of Emergency Management, Office of the State Fire Marshal | Dept. of Homeland Security (FEMA) |
| ESF 10 Oil and Hazardous Materials | • Oil and hazardous materials (chemical, biological, radiological, etc.) response  
• Environment short- and long-term cleanup | OSFM HazMat Team 4, Sheriff’s Office (Drug labs only) | Dept. of Environmental Quality, Office of the State Fire Marshal | Environmental Protection Agency |
| ESF 11 Agriculture and Natural Resources | • Nutrition assistance  
• Animal and plant disease and pest response  
• Food safety and security  
• Natural and cultural resources and historic properties protection  
• Safety and well-being of household pets | County Emergency Management, OSU Extension Service, State Veterinarian’s Office | Dept. of Agriculture | Dept. of Agriculture |
### 3. Roles and Responsibilities

#### Table 3-1 Response Partners by ESF

<table>
<thead>
<tr>
<th>ESF</th>
<th>Scope (Federal)</th>
<th>Primary Local Agency</th>
<th>Primary State of Oregon Agency</th>
<th>Primary Federal Agency</th>
<th>Federal Agency</th>
</tr>
</thead>
<tbody>
<tr>
<td>ESF 12</td>
<td>• Energy infrastructure assessment, repair, and restoration&lt;br&gt;• Energy industry utilities coordination&lt;br&gt;• Energy forecast</td>
<td>County Emergency Management</td>
<td>Dept. of Administrative Services, Dept. of Energy, Public Utility Commission</td>
<td>Dept. of Energy</td>
<td></td>
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<tr>
<td>Energy</td>
<td></td>
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<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>ESF 13</td>
<td>• Facility and resource security&lt;br&gt;• Security planning and technical resource assistance&lt;br&gt;• Public safety and security support&lt;br&gt;• Support to access, traffic, and crowd control</td>
<td>Sheriff’s Office, City Police Departments</td>
<td>Dept. of Justice, Oregon State Police</td>
<td>Dept. of Justice</td>
<td></td>
</tr>
<tr>
<td>Public Safety and Security</td>
<td></td>
<td></td>
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<td></td>
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</tr>
<tr>
<td>ESF 14</td>
<td>• Social and economic community impact assessment&lt;br&gt;• Long-term community recovery assistance to States, tribes, local governments, and the private sector&lt;br&gt;• Analysis and review of mitigation program implementation</td>
<td>County Emergency Management, Board of County Commissioners, Chamber of Commerce City Councils</td>
<td>Economic and Community Development, Office of Emergency Management</td>
<td>Dept. of Homeland Security (FEMA)</td>
<td></td>
</tr>
<tr>
<td>Long-Term Community Recovery</td>
<td></td>
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<td></td>
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</tr>
<tr>
<td>ESF 15</td>
<td>• Emergency public information and protective action guidance&lt;br&gt;• Media and community relations&lt;br&gt;• Congressional and international affairs&lt;br&gt;• Tribal and insular affairs</td>
<td>County Emergency Management, Board of County Commissioners</td>
<td>Office of Emergency Management</td>
<td>Dept. of Homeland Security</td>
<td></td>
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<tr>
<td>External Affairs</td>
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</table>
4 Concept of Operations

4.1 General

Emergency operations focus on managing information and resources order to protect life and property from harm. Primary responsibility for these functions lies at the local level of government. This EOP provides guidance for the management and coordination of large-scale incidents and events, describing how the Klamath County Emergency Manager will conduct and coordinate the County’s emergency operations. This plan is primarily applicable to extraordinary situations; it is not intended for use in response to incidents that can be managed using routine procedures and readily available resources.

When an incident occurs, the Klamath County Board of Commissioners may declare a state of emergency, and the Klamath County Emergency Management Director may activate this EOP and EOC per section 1.4.1 of this plan. When the emergency exceeds local government capability to respond, assistance will be requested from neighboring jurisdictions in accordance with existing mutual aid agreements and then from Oregon Emergency Management (1-800-452-0311).

The Klamath County Emergency Manager will coordinate with the private sector to provide relief and human services to disaster victims. Those include volunteer organizations, clubs, churches, and businesses. Access to emergency services shall not be denied on the grounds of race, color, national origin, sex, age, disability, marital status, or religious or political affiliation. The Emergency Management Organization will also provide assistance to municipalities that do not have full-scale emergency management organizations and adequate resources. In addition, Klamath County may supplement the emergency functions of municipalities that have developed emergency operations structures and plans.
4.2 Emergency Response Context

This plan adheres to the emergency management principle of all-hazards planning, which is predicated on the fact that most responsibilities and functions performed during an emergency are not hazard-specific. It should be noted that this is an emergency operations plan rather than a comprehensive emergency management plan, as its emphasis is on incident management rather than on program management. That said, this plan impacts and is informed by activities conducted before and after any emergency operations take place; consequently, a brief description of the four phases of emergency management is provided below.

Mitigation and Prevention activities seek to eliminate or reduce a disaster’s likelihood and/or consequences. They involve actions to protect lives and property from threats as well as long-term activities that lessen the undesirable effects of unavoidable hazards.

Preparedness activities serve to develop and/or enhance the response capabilities that will be needed should an emergency arise. Planning, training, and exercises are the major activities that support preparedness.

Recovery is both a short-term and long-term process. Short-term operations seek to 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.

Response is the provision of emergency services during a crisis. These activities help to reduce casualties and damage and speed recovery. Activities include warning, protective actions, rescue, and other such operations. Response is the focus of this EOP.
Additionally, this plan is implemented within the context of a continuous stream of incidents, events, and occurrences, any of which may develop into an emergency. Situational awareness is essential to maintaining a forward-leaning posture that facilitates rapid response. Situational awareness refers to the ongoing process of collecting, analyzing, and disseminating intelligence, information, and knowledge to allow organizations and individuals to anticipate requirements and to react effectively. Situational awareness comprises an interactive process of sharing and evaluating information from multiple sources, integrating communications and reporting activities and activities to forecast or predict incidents to detect and monitor threats and hazards. These activities provide the basis for advice, alert and warning, intelligence and information-sharing, technical assistance, consultations, notifications, and informed decision making at all interagency and intergovernmental levels, as well as on the part of the private sector and the public.

### 4.3 Incident Types

To ensure that incident management activities are proportionate and appropriate to the situation, it is necessary to establish a graduated spectrum of response postures that correlate incident conditions to incident management actions.

The National Incident Management System (NIMS) and ICS have adopted a set of general definitions for Typing Incidents and the appropriate organizational response.

<table>
<thead>
<tr>
<th>Table 4-1 Klamath County Incident Types (NIMS Incident Types)</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Type 5</strong></td>
</tr>
<tr>
<td>Command and General Staff positions (other than the Incident Commander) are not activated.</td>
</tr>
<tr>
<td>No written Incident Action Plan (IAP) is required</td>
</tr>
<tr>
<td>The incident is contained within the first operational period and often within an hour to a few hours after resources arrive on the scene.</td>
</tr>
<tr>
<td>Examples include a vehicle fire, an injured person, or a police traffic stop.</td>
</tr>
<tr>
<td><strong>Type 4</strong></td>
</tr>
<tr>
<td>Several resources are required to mitigate the incident.</td>
</tr>
<tr>
<td>The incident is usually limited to one operational period in the control phase.</td>
</tr>
<tr>
<td>The agency administrator may have briefings, and ensure the</td>
</tr>
</tbody>
</table>
### Table 4-1 Klamath County Incident Types (NIMS Incident Types)

<table>
<thead>
<tr>
<th>Type</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>Type 3</td>
<td>When capabilities exceed initial emergency response, the appropriate ICS positions should be added to match the complexity of the incident.</td>
</tr>
<tr>
<td></td>
<td>Some or all of the Command and General Staff positions may be activated, as well as Division/Group supervisor and/or Unit Leader level positions.</td>
</tr>
<tr>
<td></td>
<td>A Type 3 Incident Management Team (IMT) or incident command organization manages initial action incidents with a significant number of resources, an extended attack incident until containment/control is achieved, or an expanding incident until transition to a Type 1 or 2 team.</td>
</tr>
<tr>
<td></td>
<td>The incident may extend into multiple operational periods.</td>
</tr>
<tr>
<td></td>
<td>A written IAP may be required for each operational period.</td>
</tr>
<tr>
<td></td>
<td>Examples include a chemical leak with evacuation, tropical storm or a hostage stand-off.</td>
</tr>
</tbody>
</table>

| Type 2 | This type of incident extends beyond the capabilities for local control and is expected to go into multiple operational periods. A Type 2 Incident may require the response of resources out of area, including regional and/or national resources, to effectively manage the operations, command and general staffing |
|        | Most or all of the Command and General Staff positions are filled.                                                                            |
|        | A written IAP is required for each operational period.                                                                                       |
|        | Many of the functional units are needed and staffed.                                                                                         |
|        | Operations personnel normally do not exceed 200 per operational period and total incident personnel do not exceed 500 (guidelines only).            |
4. Concept of Operations

Table 4-1 Klamath County Incident Types (NIMS Incident Types)

| Type 1 | The agency administrator is responsible for the incident complexity analysis, agency administrator briefings, and the written delegation of authority. Examples include a devastating flood or earthquake |

This type of incident is the most complex, requiring national resources to safely and effectively manage and operate. All Command and General Staff positions are activated. Operations personnel often exceed 500 per operational period and total incident personnel will usually exceed 51,000. Branches need to be established. The agency administrator will have briefings, and ensure that the complexity analysis and delegation of authority are updated. Use of resource advisors at the incident base is recommended. There is a high impact on the local jurisdiction, requiring additional staff for office administrative and support functions. Examples include a major terrorist attack or a Katrina-level natural disaster.

4.4 Incident Management

4.4.1 Activation

When an emergency situation arises and it is determined that the normal organization and functions of County government are insufficient to effectively meet response requirements, the Emergency Manager will activate and implement all or part of this plan per section 1.4.1 of this plan. In addition, the Emergency Manager may partially or fully activate and staff the County EOC based on an emergency’s type, size, severity, and anticipated duration. Concurrently, all involved County emergency services will implement their respective plans, procedures, and processes and will provide the Klamath County Emergency Manager with the following information:

- Operational status;
- Readiness and availability of essential resources;
- Changing conditions and status of resources (personnel, equipment, facilities, supplies, etc.); and
- Significant concerns and issues dealing with potential or actual loss of life or property.
4.4.2 Response Priorities

- **Life safety**: Self-protection and the protection of others from immediate harm.

- **Property protection**: Preventing, mitigating, or otherwise minimizing property losses in a disaster, particularly to help avert danger to human life.

- **Unit Reconstitution**: Recall of critical employees, if the incident occurs during non-working hours, and the collection, inventory, temporary repair and allocation of County assets in order to provide maximum prompt, sustained operations in response to disaster (may include activation of the County EOC for the purpose of coordinating emergency response activities).

- **Emergency Food and Shelter**: Provision of immediate food and shelter, primarily through the ARC and in coordination with the EOC, for disaster victims.

- **Restoration of Infrastructure**: Restoration of critical infrastructures (utilities, telecommunications, transportation, etc.), typically requiring coordination among local, State, and Federal agencies, and the private sector.

- **Statutory Response**: Providing a partial or full range of County services beyond those of lifesaving and security, law enforcement, etc.; may include County support to other units of local government in their assigned missions, coordinating additional resources, declaring a state of emergency and requesting State and Federal assistance.

- **Near-Term Recovery**: Restoration of lost or impaired capabilities caused by the effects of the disaster and return to normal operating conditions.

4.4.3 Initial Actions

Upon activation of all or part of this plan, the Emergency Manager (or designee) may implement the following actions immediately:

- Alert threatened populations and initiate evacuation as necessary in accordance to ESF-2, Communications;

- Initiate emergency sheltering procedures with the ARC and other community partners if evacuation procedures are activated. Refer to ESF-6, Housing and Human Services, for more detailed information and specific procedures associated with sheltering, mass care, and related human services.
Instruct appropriate County emergency services to activate necessary resources;

Implement a communications plan, and confirm interoperability among EOC staff and response agencies; refer to ESF-2, Emergency Communications and Warning, for more detailed information and specific procedures;

Prepare to staff the County EOC on 12-hour shifts; and

When it is determined that local resources will not meet the need of local and County emergency operations, request the Board of Commissioners request mutual assistance and prepare and submit a formal declaration of emergency to Oregon Emergency Management (see templates in Appendix A). The official declaration may be preceded by a verbal statement. Refer to ESF-7, Resource Support, for more detailed information and specific procedures.

Recommend the Board of County Commissioners implement ICS

4.4.4 Communications, Notification, and Warning

The Klamath County Communications Plan addresses the emergency communications needs of all first response agencies in the county. Once implemented in its entirety, the plan provides the structure for interoperable communications throughout Klamath County’s first response agencies. Traditional communication lines—landline telephone, cellular phones, faxes, pager, Internet/e-mail, radio, and satellite phones—will also be used by County response personnel throughout the duration of response activities. Specific information regarding Klamath County communications is provided in ESF-2, Emergency Communications and Warning.

The primary warning point for most warnings is OEM in Salem. On notification of an emergency situation, OEM will notify the local warning point. The local warning points for Klamath County are the 9-1-1 centers in Klamath Falls and Bend (for portions of North Klamath County). They are manned on a 24-hour basis.

The Klamath County public warning and broadcast system provides emergency information and instructions during a pending or actual emergency incident or disaster. ESF-2, Emergency Communications and Warning, provides detailed information regarding how these systems are accessed, managed, and operated throughout an emergency’s duration. Emergency notification procedures are established among the response community, and call-down lists are updated and maintained through each individual agency. Activation of additional response staff and services is accomplished through the 9-1-1 Central Dispatchers and can be coordinated through the County EOC. Current emergency contact lists are maintained and available through the County EOC.
4.4.5 **Direction and Control**

Direction and control of Klamath County emergency operations will be conducted via ICS and the Multi-Agency Coordination System (MACS) as described in Section 5, Direction and Control.

4.5.6 **Demobilization**

As the emergency situation progresses and the immediate response subsides, a transition period will occur during which emergency responders will hand responsibility for active coordination of the response to agencies or organizations involved with near- and long-term recovery operations.

4.5.7 **Transition to Recovery**

Recovery comprises steps the County will take after an emergency to restore government function and community services to levels existing prior to the emergency. Recovery is both a short- and long-term process. Short-term operations seek to restore vital services to the community and provide for the basic needs of the public, such as bringing necessary lifeline systems (e.g., power, communication, water and sewage, disposal of solid and hazardous wastes, or removal of debris) to an acceptable standard while providing for basic human needs (e.g., food, clothing, and shelter).

Once stability is achieved, the County can concentrate on long-term recovery efforts, which focus on restoring the community to a normal or improved state of affairs. The recovery period is also an opportune time to institute mitigation measures, particularly those related to the recent emergency. This is also the phase to reassess applications, processes, and functions of all annexes of this disaster plan for deficiencies. Restoration to upgrade damaged areas is possible if it can be shown that extra repairs will mitigate or lessen the chances of, or damages caused by, another similar disaster.

ESF-14, Long Term Community Recovery, summarizes specific procedures and plans to support recovery, mitigation, and economic stabilization for the County following a disaster. This annex addresses the following topics:

- Responsibilities and procedures for damage assessment,
- Request procedures for recovery assistance,
- Redevelopment planning,
- Public information regarding available recovery assistance, and
- Capturing and implementing lessons learned.
4.5 Inter-jurisdictional Coordination

4.5.1 Municipalities
The Chief Executives of the incorporated cities within the county are responsible for the direction and control of their local resources during emergencies, including requesting additional resources not covered under mutual aid for emergency operations. Such requests shall be directed to Klamath County Emergency Management, including any requests for a County and/or State declaration of emergency or presidential disaster declaration.

Under the provisions of ORS 401.305, each City may establish an emergency management agency and appoint an emergency program manager. Cities that do so shall notify the County of the individual responsible for emergency management activities in their respective jurisdictions. Any city not choosing to establish an emergency management agency may develop a cooperative intergovernmental agreement with the County, specifying the emergency management activities to be accomplished at each level. If a City takes no action to increase its emergency management capability, such area will be considered in County planning, and County resources will be deployed under the direction of the County to respond should emergency conditions arise that threaten residents of that city.

4.5.2 Special Service Districts
These districts provide services such as fire protection and water delivery systems that are not available from County government. Each is governed by an elected Board of Directors and has policies separate from city and county government. They often overlap city and county boundary lines and thus may serve as primary responders to emergencies within their service districts.

4.5.3 Private Sector
Disaster response by local government agencies may be augmented by business, industry, and volunteer organizations. The Emergency Manager will coordinate response efforts with business and industry, to include providing assistance as appropriate in action taken by industry to meet State emergency preparedness regulations governing businesses such as utility companies that provide essential services. Schools, hospitals, nursing/care homes, and other institutional facilities are required by Federal, State, or local regulations to have disaster plans. The Emergency Manager will also work with voluntary organizations to provide certain services in emergency situations, typically through previously established agreements. In the preparedness context, essential training programs will be coordinated by the sponsoring agencies of such organizations as the ARC, Salvation Army, church groups, amateur radio clubs, Community Emergency Response Teams, etc. Finally, the Emergency Manager shall provide the public with educational/instructional materials and presentations on subjects regarding safety practices and survival tactics for the first 72 hours of a disaster.
4.5.4 **Mutual Aid**
State law (ORS 401.480 and 401.490) authorizes local governments to enter into Cooperative Assistance Agreements with public and private agencies in accordance with their needs (e.g., the Omnibus Mutual Aid Agreement). Personnel, supplies, and services may be used by a requesting agency if the granting agency cooperates and extends such services. However, without a mutual aid pact, both parties must be aware that State Statutes do not provide umbrella protection except in the case of fire suppression pursuant to ORS 476 (the Oregon State Emergency Conflagration Act). Klamath County Mutual Aid Agreements are in Appendix D of this Plan.

4.5.5 **State Government**
The State emergency organization as defined in the State of Oregon EOP can be activated through the Military Department Emergency Management Division. This division provides a duty officer at all times. The State provides direct State agency support to the local level and serves as a channel for obtaining resources from outside the State structure, including the assistance provided by Federal agencies. Local resources (personnel, equipment, funds, etc.) should be exhausted or projected to be exhausted before a County requests State assistance.

4.5.6 **Federal Government**
The County shall make requests for Federal disaster assistance to the State of Oregon Emergency Management Division. Federal resources may be requested and provided prior to the formal declaration of a disaster in emergency response situations. A Presidential Disaster Declaration makes available extensive disaster response and recovery assistance, including financial support to governments, businesses, and individual citizens.
In accordance with ORS 401.025, the responsibility for Emergency Management and direction and control in time of disaster belongs to the elected Board of County Commissioners. The Chairperson of the Board of Commissioners is empowered to assume executive control over all departments, divisions, and offices of Klamath County during a state of emergency. The Chairperson is responsible for performing such duties as imposing regulations, causing emergency measures to be enforced, and designating emergency areas. In the event the Chairperson is unable to perform the above duties, the persons listed in Section 5.1 will assume these duties (in order of precedence).

The Chairperson may declare a “state of emergency,” may place this plan into effect, may require activation and staffing of the County EOC by the Emergency Manager on full or partial basis and may, through a Delegation of Authority, designate an Incident Commander (thus implementing the Incident Command System (ICS). In the event that one or more of the above actions are implemented, a report of such action will be made to the Klamath County Board of Commissioners at the first available opportunity.

The Emergency Manager of Klamath County is responsible for ensuring that coordinated and effective emergency response systems are developed and maintained. Existing agencies of government will perform emergency activities closely related to those they perform routinely.

Specific positions and agencies are responsible for fulfilling their obligations as presented in the EOP and individual annexes. As the EOC controller, the Board of Commissioners Chairperson will provide overall direction of response activities of all Klamath County departments. In accordance with ORS 401 Emergency Management series, as amended, the Board of Commissioners Chairperson may take extraordinary measures in the interest of effective emergency management. Department heads will retain control over their employees and equipment unless directed otherwise by the BOCC or Incident Commander. Each agency will be responsible for having its own SOPs to be followed during response operations.

Outside assistance, whether from other political jurisdictions or from organized volunteer groups, will be requested and used only as an adjunct to existing Klamath County services, and then only when the situation threatens to expand beyond Klamath County response capabilities.
5.1 Continuity of Operations/Continuity of Government

In event that the Chairperson of the Klamath County Board of Commissioners is unavailable or unable to perform his/her duties under this plan, the duties shall be performed by the next person in the line of succession. The order of precedence is listed below.

- Chair, Board of County Commissioners
- Vice Chair, Board of County Commissioners
- Commissioner
- Klamath County Sheriff
- District Attorney
- Klamath County Treasurer
- Klamath County Clerk
- Klamath County Assessor
- Klamath County Surveyor

The executive head of each County department shall establish, in writing, an ongoing line of succession of authority. Lines of succession of authority within incorporated cities in Klamath County shall be drawn in accordance with plans or procedures developed by each city.

All elements of local government will provide for the preservation of important records on hand prior to the emergency. Emergency operations activity reports also constitute vital records and should be accumulated and preserved to ensure continued operation and reconstitution of local government during and after catastrophic disasters.

5.2 Incident Command System

In Oregon, implementation of NIMS and ICS is mandatory during an emergency incident. NIMS is a comprehensive, national approach to incident management applicable to all jurisdictional levels and across functional disciplines. ICS is a standardized, flexible, scalable all-hazard incident management system designed to begin developing from the time an incident occurs and to continue until the need for management and operations no longer exists. The ICS structure can be expanded or contracted depending on the incidents changing conditions. The system consists of practices for managing resources and activities during an emergency response. Additional information regarding the Klamath County Emergency command structure is in ESF-5, Emergency Management.

ICS is designed to begin developing from the time an incident occurs until the requirement for management and operations no longer exists. It can be staffed and
operated by qualified personnel from any emergency service agency and may involve personnel from a variety of disciplines. As such, the system can be used for any type or size of emergency, ranging from a minor incident involving a single unit to a major emergency involving several agencies and spanning numerous jurisdictions. The ICS allows agencies to communicate using common terminology and operating procedures. It also allows for effective coordination and allocation of resources throughout an incident’s duration.

The ICS organization is built around an Incident Commander (IC) and four general staff positions: Operations, Logistics, Planning, and Administration/Finance. In small incidents, these positions may be managed by the IC. Larger incidents may require the establishment of dedicated sections within the ICS organization, each section overseen by a general staff member (commonly referred to as a “Section Chief”) who reports directly to the IC. The Klamath County EOC has established a command structure, supporting activation and operational procedures, and position checklists compliant with NIMS/ICS. This information is available through the Emergency Manager and is located at the EOC in hardcopy format. A typical ICS organizational chart for Klamath County is presented in Figure 5-1.

Plain language will be used during a multi-jurisdictional emergency response occurring in Klamath County and is essential to public safety, especially the safety of first responders and those affected by the incident. The use of common terminology enables area commanders, State and local EOC personnel, Federal operational coordinators, and responders to communicate clearly with each other and effectively coordinate response activities, regardless of an incident’s size, scope, or complexity. The ability of responders from different jurisdictions and different disciplines to work together depends greatly on their ability to communicate with each other.

It is imperative that all primary and alternate EOC staff be trained on ICS functions other than those within their area of expertise. Regularly exercising the ICS, including sub-functions and liaison roles with volunteers and other support staff, will improve overall efficiency and add depth to existing County emergency management and response organizations.

5.2.1 Incident Commander

In most cases, the initial IC will be the first responder launching the response. As the incident progresses, a different agency representative, or appointed official may transition into the IC role. Additional information regarding typical ICS assignments for Klamath County, including lead and support roles during emergency response, is provided in the ESF Annexes and in the IAs
In general, the IC is responsible for all functions not assigned to one of the primary sections and for the following specific tasks:

- Determining incident objectives and strategies;
- Approving and supporting implementation of an Incident Action Plan (IAP);
- Coordinating all activities supporting the incident or event;
- Approving release of information through the Public Information Officer (PIO); and
- Performing the duties of the following command staff if no one is assigned to the position:
  - Safety Officer,
  - PIO
  - Liaison Officer.
5.2.2 Command Staff Positions

Safety Officer
Safety Officers are generally responsible for:

- Identifying initial hazards and personal protective equipment requirements and defining decontamination areas;
- Implementing site control measures;
- Monitoring and assessing the health and safety of response personnel and supporting staff (including EOC staff);
- Preparing and implementing an incident Health and Safety Plan and updating the IC on safety issues or concerns as necessary; and
- Exercising emergency authority to prevent or stop unsafe acts.

Public Information Officer
A lead PIO will most likely coordinate and manage a larger public information network ([Joint Information System (JIS)]) consisting of PIO’s from local, County, regional, and State agencies; tribal entities; political officials; and stakeholders. These duties include:

- Developing and coordinating release of information to incident personnel, media, and the general public;
- Coordinating information sharing among the public information network through the use of a Joint Information System and, if applicable, establishing and staffing a Joint Information Center (JIC);
- Implementing information clearance processes with the IC; and
- Conducting and/or managing media briefings and implementing media-monitoring activities.

Liaison Officer
Specific liaison roles may be incorporated into the command structure established, depending on the type of emergency incident that has occurred. Liaisons represent entities and organizations such as hospitals, school districts, tribes, public works/utility companies, and volunteer services such as the ARC who are providing resources to support the incident. Responsibilities typically associated with a liaison role include:

- Serving as the contact point for local government officials, agency or tribal representatives, and stakeholders;
- Coordinating information and incident updates among interagency contacts, including the public information network; and
Providing resource status updates and limitations among personnel, capabilities, equipment, and facilities to the IC, government officials, and stakeholders.

5.2.3 General Staff Positions

Operations Section Chief

The Operations Section Chief position is typically filled by the lead agency managing response activities for a specific type of incident. The Operations section may be organized geographically and/or into functional units representing functions involved in tactical operations. Thus, typical functions included in the Operations Section are: fire (emergencies dealing with fire, earthquake with rescue, or HazMat); law enforcement (incident(s) involving civil disorder/disturbance, significant security/public safety concerns, transportation-related accidents, and/or criminal investigations); public health (contamination issues, disease outbreaks, and/or emergency incidents posing threats to human, animal, and environmental health); and public works (major utility disruptions, damage to critical infrastructure, and building collapse). Private entities, companies, and non-governmental organizations may also support the Operations section.

The Operations Section Chief is responsible for:

- Implementation of IAP and field response activities;
- Developing and coordinating tactical operations to carry out the IAP; and
- Requesting resources needed to support the IAP.

Planning Section Chief

The Planning section is responsible for forecasting future needs and events of the response effort while ensuring implementation of appropriate procedures and processes. This section is typically supporting by four primary units: Resources, Situation, Documentation, and Demobilization. The Planning Section Chief is responsible for:

- Collecting, evaluating, and distributing information on the incident, and providing a status summary;
- Preparing and disseminating the IAP;
- Conducting planning meetings and developing alternatives for tactical operations; and
- Maintaining resource status.
Logistics Section Chief
The Logistics section typically consists of units including Supply, Food, Communications, Medical, Facilities, and Ground Support. Depending on the incident’s type and size, these units can be divided into two branches: Service and Support. The Logistics Chief is responsible for:

- Providing and managing resources to meet the needs of incident personnel;
- Managing various coordinators of particular resources, such as transportation-related equipment, supplies, facilities, and personnel;
- Estimating future support and resource requirements; and
- Assisting with development and preparation of the IAP.

Finance/Administration Section Chief
The Finance/Administration section is specific to the incident type and severity of resulting impacts. Potential units assigned to this section include Compensation/Claims, Procurement, Cost, and Time. Assisting Agency Executives in determining funding sources may be a major function. The Finance and Administration Section Chief is responsible for:

- Monitoring costs related to the incident;
- Maintaining accounting, procurement, and personnel time records; and
- Conducting cost analyses.

5.2.4 Incident Command Posts and Other Facilities
Incident command posts (ICPs) and other facilities may be established on-scene or within close proximity to an incident to support tactical operations. In addition, an incident communications center is typically co-located with the ICP and/or EOC. Depending on the incident type and agencies involved, mobile command posts may be used on-scene to augment resources and capabilities for the duration of response activities.

5.3 Multi-Agency Coordination
5.3.1 Unified or Joint Command
In some incidents, several geographic and/or functional jurisdictions may share response authority. ICS has the ability to integrate all such local, county, regional, state, and Federal agencies into a single organizational system, maximizing coordination of response activities and avoiding duplication of efforts. Establishing a Joint Command (JC) allows the IC position to be shared among several agencies and organizations that maintain jurisdiction. JC members retain their individual authorities but work to resolve shared issues and establish a
single set of objectives and priorities in a cooperative fashion to enable a more efficient response and recovery.

In a large incident involving multiple jurisdictions and/or regional, State, and Federal response partners and perhaps a large geographical area, several Incident Commanders and ICS organizations may be required. These report to an Area Commander (Area Command) and thus may supplement a single organization ICS. Other Multi-Agency Coordination Systems (MACS) may also be created.

Each of the four primary ICS sections may be further subdivided, as needed. Figure 5-2 is an example of a joint command organizational chart for Klamath County, providing operational flexibility to expand or contract depending on the incident’s nature and size.

**5.3.2 Emergency Operations Center**

The Klamath County EOC may host a number of functions to support the IC and Executives such as a JIS, Planning (particularly Situation-Status functions), Logistics, Finance, Joint Command and Multi-Agency Coordination System(s) (MACS), serving as the central node for vertical and horizontal coordination. Command is delegated to the Incident Commander by the Executive (BOCC), hence no Operations function occurs at the EOC. The primary EOC is the Klamath County Communications District (911) located at 2543 Shasta Way, Klamath Falls, OR 97601. An alternative is at Klamath Falls Police Department, 2501 Shasta Way, Klamath Falls, OR 97601. The County also has several Mobile Command Posts.

The EOC may be organized along typical ICS lines and/or using ESF.

Other agencies may activate and staff individual Agency Operations Center (AOC) facilities for various types of emergencies. For example, if a biological incident such as pandemic influenza occurs, the KCPH’s AOC will coordinate closely with the Klamath County EOC. In all cases, however, the County EOC will serve as the central point for supporting and coordinating response operations, resource requests and tracking, public information, and overall incident management, but not as a command function.

The ESF annexes attached to this plan contain general guidelines for Klamath County governmental entities, organizations, and County officials/departments to carry out responsibilities assigned at the County EOC or other designated facility where response efforts will be coordinated. Table 5-1 summarizes typical assignments for each ESF that may be necessary during an emergency incident. These assignments may be adopted for local and agency operations centers as well. Note that the lead agency designated for each ESF is responsible for updating, maintaining, and disseminating appropriate plans, procedures, and guidance prior to, during, and following an emergency incident.
### Table 5-1 ESF Assignments Within ICS

<table>
<thead>
<tr>
<th>ESF No.</th>
<th>Title</th>
<th>Section</th>
</tr>
</thead>
<tbody>
<tr>
<td>ESF-1</td>
<td>Transportation</td>
<td>Logistics</td>
</tr>
<tr>
<td>ESF-2</td>
<td>Emergency Communications and Warning</td>
<td>Operations</td>
</tr>
<tr>
<td>ESF-3</td>
<td>Public Works and Engineering</td>
<td>Operations</td>
</tr>
<tr>
<td>ESF-4</td>
<td>Fire Services</td>
<td>Operations</td>
</tr>
<tr>
<td>ESF-5</td>
<td>Emergency Management</td>
<td>Incident Command</td>
</tr>
<tr>
<td>ESF-6</td>
<td>Housing and Human Services</td>
<td>Operations, Logistics, and Liaison</td>
</tr>
<tr>
<td>ESF-7</td>
<td>Resource Support</td>
<td>All</td>
</tr>
<tr>
<td>ESF-8</td>
<td>Public Health and Medical Services</td>
<td>Operations and Liaison</td>
</tr>
<tr>
<td>ESF-9</td>
<td>Search and Rescue</td>
<td>Operations</td>
</tr>
<tr>
<td>ESF-10</td>
<td>Hazardous Material</td>
<td>Operations</td>
</tr>
<tr>
<td>ESF-11</td>
<td>Agriculture and Natural Resources</td>
<td>Operations</td>
</tr>
<tr>
<td>ESF-12</td>
<td>Energy</td>
<td>Logistics</td>
</tr>
<tr>
<td>ESF-13</td>
<td>Public Safety and Security</td>
<td>Operations</td>
</tr>
<tr>
<td>ESF-14</td>
<td>Community Recovery, Mitigation, and Economic Stabilization</td>
<td>Administration/Finance and Planning</td>
</tr>
<tr>
<td>ESF-15</td>
<td>Emergency Public Information and External Affairs</td>
<td>Incident Command and Liaison</td>
</tr>
</tbody>
</table>
Figure 5-2  Example of Joint Command for Klamath County

Unified Command
Appropriate County Agency Leads
Appropriate City Agency Leads
Appropriate State Agency Leads

Incident Commander

Joint Public
Information Officers
Local, County, Tribal,
State, Federal

ESF Liaisons
(resource providers)
Local, County, Tribal,
State, Federal

Safety Officer(s)

Policy
Group/Stakeholders
Mayor/City Council, City Manager,
Local/County Agency
Executive(s), State Agency
Director(s), Primary Federal
Officer(s)

Operations Section*
Supported by Branches, Divisions,
Groups, and Units reflecting
operational activity specific to an
incident

Planning Section*
May be supported by the following
Units: Capacity, resources,
availability, Situation,
Documentation, Deployment/Disbobilization

Logistics Section*
May be supported by the following
Units: Supply, Facilities, Shelters,
Communications, Food, Medical,
Transportation

Finance/Administration
Section*
May be supported by the following
Units: Compensation/Claims, Cost,
Time, Procurement

*Note: In any type of incident a Section Chief may be assigned a Deputy. In addition, an Intelligence
Section would be incorporated into the command structure in response to incidents of national
significance or those presumed or confirmed to be terrorist-related.
Plan Development, Maintenance, and Implementation

6.1 Plan Review and Maintenance
At a minimum, this EOP will be formally reviewed and re-promulgated every five years to comply with State requirements. This review will be coordinated by the County Emergency Manager and will include participation by members from each of the departments assigned as lead agencies in this EOP and its supporting annexes. This review will:

- Verify contact information;
- Review the status of resources noted in the plan; and
- Evaluate the procedures outlined in this plan to ensure their continued viability.

In addition, lead agencies will review the annexes and appendices assigned to their respective departments. A more frequent schedule for plan review and revision may be necessary.

Recommended changes should be forwarded to:
Klamath County Emergency Management (KCEM)
305 Main Street
Klamath Falls, OR 97601

6.2 Training Program
The County Emergency Manager specifically coordinates training for County personnel and encourages them to participate in trainings hosted by other jurisdictions throughout the region.

Current training and operational requirements set forth under NIMS have been adopted and implemented by the County. The Emergency Manager maintains records and lists of training received by County personnel. Training requirements apply to all first responders and disaster workers, including first-line supervisors, middle management, and command and general staff. NIMS identifies these positions as follows:

- EMS personnel,
6. Plan Development, Maintenance, and Implementation

- Firefighters,
- Law enforcement personnel,
- Public works/utility personnel,
- Skilled support personnel,
- Other emergency management response personnel, and
- Support/volunteer personnel at all levels.

Table 6-1 provides the minimum training requirements for the County’s emergency personnel. FEMA is changing this and credentialing is not anywhere near a developed program but is an on-going, moving target. Suggest we drop this table altogether.

<table>
<thead>
<tr>
<th>Emergency Personnel</th>
<th>Training Required</th>
</tr>
</thead>
<tbody>
<tr>
<td>Emergency Managers and Incident Commanders</td>
<td>ICS-100, -200, -300, -400 IS-700, -800</td>
</tr>
<tr>
<td>Other Command Staff, Section Chiefs, and Deputy Section Chiefs</td>
<td>ICS-100, -200, -300 IS-700</td>
</tr>
<tr>
<td>All other EOC personnel and first responders</td>
<td>ICS-100, -200 IS-700</td>
</tr>
<tr>
<td>All other emergency response personnel, including volunteers</td>
<td>ICS-100 IS-700</td>
</tr>
</tbody>
</table>

Independent study courses can be found at [http://training.fema.gov/IS/crslist.asp](http://training.fema.gov/IS/crslist.asp).

6.3 Exercise Program

The County will conduct exercises throughout the year to continually test and evaluate this EOP. Whenever feasible, the County will coordinate with neighboring jurisdictions and State and Federal government, to participate in joint exercises. These exercises will consist of a variety of tabletop exercises, drills, functional exercises, and full-scale exercises.

As appropriate, the County will use Homeland Security Exercise and Evaluation Program (HSEEP) procedures and tools to develop, conduct, and evaluate these exercises. Information the HSEEP program can be found at [http://hseep.dhs.gov](http://hseep.dhs.gov).

The Emergency Manager will work with other County departments to identify and implement corrective actions and mitigation measures, based on exercises conducted through Emergency Management.
6. Plan Development, Maintenance, and Implementation

6.4 Event Critique and After Action Reporting

In order to document and track lessons learned from exercises, the Emergency Manager will conduct reviews with exercise participants after each exercise. The Emergency Manager will also coordinate an After Action Report-Improvement Plan (AAR-IP), which will describe the objectives of the exercise, document the results of the evaluation and suggest improvements.

Similarly, reviews and AARs will be facilitated after an actual disaster that will document activities of the incident to improve the readiness of the County.

6.5 Community Outreach and Preparedness Education

Educational tools are used to teach the public about threats and disasters and what to do when an emergency occurs. The County maintains an active community preparedness program and recognizes that citizen preparedness and education are vital components of the County’s overall readiness.

Information about the County’s public education programs, hazard and mitigation information, and other emergency management and emergency services can be found on the County’s website.
Sample Disaster Declaration and Other Forms
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Declaration of Local Emergency/Disaster

WHEREAS, the County of Klamath on the [dd] day of [mm], 20[yy], has:
__ Suffered widespread or severe damage, injury, or loss of life and/or property
__ Determined there is imminent threat of widespread or severe damage, injury, or loss of life and/or property resulting from [conditions], and

WHEREAS, the Board of Commissioners has determined that extraordinary measures must be taken to protect and alleviate the suffering of people and to protect or rehabilitate property;

WHEREAS, Chapter 401, section 305 of the Oregon Revised Statutes regarding Powers of Local Governments in Emergency Management provides the basis for invoking this Emergency Declaration for a period of seven days from the date hereof, unless the same is continued by consent of the Board of Commissioners;

NOW, THEREFORE, BE IT PROCLAIMED by the Board of Commissioners of Klamath County:

1. That a state of emergency and/or disaster is declared within Klamath County.
2. That the Emergency Management Plan has been implemented.
3. That this proclamation shall take effect immediately from and after its issuance.

ORDERED this the [dd] day of [mm], 20[yy].

Chair, Board of County Commissioners, Klamath County

Vice Chair, Board of County Commissioners, Klamath County

Commissioner, Klamath County

ATTEST:

County Clerk, Klamath County
Local Emergency/Disaster Declaration Extension

WHEREAS, on [date of initial declaration] the Board of Commissioners issued an Emergency / Disaster Declaration declaring a state of emergency/disaster for Klamath County resulting from [conditions], and

WHEREAS, the conditions necessitating the declaration of a state of emergency continue to exist; and

WHEREAS Chapter 401, section 305 of the Oregon Revised Statutes regarding Powers of Local Governments in Emergency Management provides the basis for invoking this Emergency Declaration for a period of seven days from the date hereof, unless the same is continued by consent of the Board of Commissioners;

NOW, THEREFORE, BE IT PROCLAIMED by the Board of Commissioners of Klamath County:

1. That the state of disaster proclaimed for Klamath County by the Board of Commissioners [date of initial declaration] shall continue until terminated by order of the Board.

2. That this Declaration Extension shall take effect immediately from and after its passage and publication in accordance with the provisions of the Charter of Klamath County and it is accordingly so ordained.

ORDERED this the [dd] day of [mm], 20[yy].

__________________________
Chair, Board of County Commissioners, Klamath County

__________________________
Vice Chair, Board of County Commissioners, Klamath County

__________________________
Commissioner, Klamath County

ATTEST:

__________________________
County Clerk, Klamath County
Municipal Declaration of Local Emergency / Disaster

WHEREAS, the City of [city name] on the [dd] day of [mm], 20[yy], has:
__ Suffered widespread or severe damage, injury, or loss of life and/or property
__ Determined there is imminent threat of widespread or severe damage, injury, or loss of life and/or property resulting from [conditions], and

WHEREAS, the Mayor of the City of [city name] has determined that extraordinary measures must be taken to protect and alleviate the suffering of people and to protect or rehabilitate property;

WHEREAS, Chapter 401, section 305 of the Oregon Revised Statutes regarding Powers of Local Governments in Emergency Management provides the basis for invoking this Emergency Declaration for a period of seven days from the date hereof, unless the same is continued by consent of the Board of Commissioners;

NOW, THEREFORE, BE IT PROCLAIMED by the Mayor of the City of [city name]:

1. That a state of emergency and/or disaster is declared within the City of [city name].

2. That the City of [city name] Emergency Operations Plan has been implemented.

3. That this proclamation shall take effect immediately from and after its issuance.

ORDERED this the [dd] day of [mm], 20[yy].

Mayor, City of [city name]

ATTEST:

City Clerk, City of [city name]
City of [city name] Ordinance Number [#]:
Municipal Emergency/Disaster Declaration Extension

WHEREAS, on [date of initial declaration] the Board of Commissioners issued an Emergency / Disaster Declaration declaring a state of emergency/disaster for Klamath County resulting from [conditions], and

WHEREAS, the conditions necessitating the declaration of a state of emergency continue to exist; and

WHEREAS, Chapter 401, section 305 of the Oregon Revised Statutes regarding Powers of Local Governments in Emergency Management provides the basis for invoking this Emergency Declaration for a period of seven days from the date hereof, unless the same is continued by consent of the Board of Commissioners;

NOW, THEREFORE, BE IT PROCLAIMED by the Board of Commissioners of Klamath County:

1. That the state of disaster proclaimed for Klamath County by the Board of Commissioners [date of initial declaration] shall continue until terminated by order of the Board.

2. That this Declaration Extension shall take effect immediately from and after its passage and publication in accordance with the provisions of the Charter of Klamath County and it is accordingly so ordained.

ORDERED this the [dd] day of [mm], 20[yy].

__________________________
Mayor, City of [city name]

ATTEST:

__________________________
City Clerk, City of [city name]
Appendix A. Sample Disaster Declaration and Other Forms

County Request for State Assistance (Example)

(Date of Request)

To: Governor __________________________
   State Capitol

Through: Director
         Oregon Emergency Management
         3225 State Street
         Salem, Oregon 97309

Dear Governor ____________:

We request that you declare a state of emergency for Klamath County under the provisions of ORS 401.055 as a result of (type of incident, e.g. severe storm, flooding, earthquake, etc. Include the time period involved, e.g., through, 200_ or, beginning and continuing. Describe the affected areas for which assistance is being requested).

In response to this event, we have taken appropriate actions under the laws of Klamath County and directed implementation of the county emergency plan on (date). (If the county has declared an emergency, indicate when and to what area(s) it is applicable.) Our initial assessment of impacts indicates severe losses and damage to: (Describe the number of injuries and/or deaths, the type of facilities damaged or destroyed, and the impacts the event has had on the public and private sectors. Attach or enclose a completed Initial Damage Assessment Summary Report Form.)

The nature and amount of county and local resources that have been or will be used to alleviate the conditions of this disaster include: (List actions: include actions pending or taken by county and other local governments with regard to the disaster.)

With this request, Klamath County has determined that this incident is of such severity and magnitude that effective response is beyond the capabilities of the county and affected local governments and that supplementary state assistance is required, and further that federal assistance may also be necessary. We are specifically requesting: (Describe the problems and assistance needed, e.g., “We have a power outage at our hospital due to a landslide, which is also blocking the access road. We need assistance clearing and stabilizing the landslide and also need electric power restored at the hospital.” Rather than asking for specific pieces of equipment, it is usually best to let the state determine how it can best help solve the problem.)
Appendix A. Sample Disaster Declaration and Other Forms

Requested this __ day of ___, 200__.

Signatures of authorized officials:

Title

Title

Title
Appendix A.  Sample Disaster Declaration and Other Forms

Message Format

See B ICS Forms, ICS 213 on page B-67.
INITIAL DAMAGE ASSESSMENT (IDA) REPORT FORM

Jurisdiction: ___________________________ Date: ___________ Time: ______
Name: ___________________________ Title: ___________________________
(Person Reporting)
Telephone: ___________ Fax: ___________ Email: ___________________________
Type of Emergency: ___________________________
Date / Time of Occurrence: ___________________________
Deaths: ___________ Injuries: ___________ Population Still At Risk: No____ Yes, ______
Geographic Boundaries: (Attach map if possible)

Current Situation and Existing Conditions: ____________________________________________
______________________________________________________________________________
Actions Taken/Resources Committed: ________________________________________________
______________________________________________________________________________
EOC Activated: No: ________ Yes: ________ Date: ___________ Time: ______
Local Emergency Declared: No:______ Yes: ______ Date: ___________ Time: ____________
Assistance Requested: ____________________________________________________________
______________________________________________________________________________

NOTE: Refer to State of Oregon Disaster Recovery Assistance Guidebook for instructions on
use of this form, as necessary
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Index of Incident Command System (ICS) Forms

The following ICS forms are included in this appendix.

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<th>ICS Form No.</th>
<th>Form Title</th>
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<td>ICS Form 211</td>
<td>Incident Check-in List</td>
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<td>Activity Log</td>
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<td>Operational Planning Worksheet</td>
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<td>ICS Form 215a</td>
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<td>ICS Form 218</td>
<td>Support Vehicle/Equipment Inventory</td>
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<td>ICS Form 219</td>
<td>Resource Status Card (T-Card)</td>
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<td>ICS Form 220</td>
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<td>ICS Form 221</td>
<td>Demobilization Plan</td>
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<td>ICS Form 225</td>
<td>Incident Personnel Performance Rating</td>
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Index of ICS Position Checklists

The following checklists are included in this appendix.

1. Communication Unit Leader Checklist
2. Compensation/Claims Unit Leader Checklist
3. Cost Unit Leader Checklist
4. Demobilization Unit Leader Checklist
5. Documentation Unit Leader Checklist
6. Facilities Unit Leader Checklist
7. Finance – Administration Section Chief Checklist
8. Food Unit Leader Checklist
9. Ground Support Unit Leader Checklist
10. Incident Commander Checklist
11. Liaison Officer Checklist
12. Logistics Section Chief Checklist
13. Medical Unit Leader Checklist
14. Operations Branch Director Checklist
15. Operations Section Chief Checklist
16. Planning Section Chief Checklist
17. Procurement Unit Leader Checklist
18. Public Information Officer Checklist
19. Resources Unit Leader Checklist
20. Safety Officer Checklist
21. Service Branch Director Checklist
22. Situation Unit Leader Checklist
23. Staging Area Manager Checklist
24. Supply Unit Leader Checklist
25. Support Branch Director Checklist
26. Time Unit Leader Checklist
Figure C-1  ICS Position Organizational Chart

- Incident Commander(s)
  - Liaison Officer
  - Public Information Officer
  - Safety Officer
  - Operations Section Chief
    - Staging Area Manager
    - Operations Branch Director
  - Planning Section Chief
    - Resource Unit Leader
    - Situation Unit Leader
    - Documentation Unit Leader
    - Demobilization Unit Leader
  - Logistics Section Chief
    - Support Branch Director
    - Supply Unit Leader
    - Facilities Unit Leader
    - Ground Support Unit Leader
  - Finance/Admin Section Chief
    - Time Unit Leader
    - Procurement Unit Leader
    - Compensation/Claims Unit Leader
    - Cost Unit Leader
    - Service Branch Director
      - Communications Unit Leader
      - Medical Unit Leader
      - Food Unit Leader
Mutual Aid Agreements
Mutual Aid Agreements

The following is a quick reference list of mutual aid agreements entered into by the County. Copies of these mutual aid agreements can be found in the County EOC.
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Reference List

Federal
Public Law 109-308, Pets Evacuation and Transportation Standards Act of 2006

State
Oregon Revised Statutes (ORS) 401.271, 401.272, 401.273 and 401.274, and 401.305 through 401.335.

Local
Emergency Action Plan for Gerber River Dam
Emergency Action Plan for Clear Lake Dam
Omnibus Mutual Aid Agreement
Other

Central Oregon Emergency Alert System Local Area Emergency Communications Committee.


*All other Public Laws or Executive Orders enacted or to be enacted which pertain to emergencies/disasters.*
Acronyms and Glossary
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### Acronyms

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<tr>
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<th>Description</th>
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<td>AAR</td>
<td>After Action Report</td>
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<td>Acute and Communicable Disease Program</td>
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<tr>
<td>ADL</td>
<td>Activities of Daily Living</td>
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<td>AHID</td>
<td>Animal Health and Identification</td>
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<td>ALS</td>
<td>Advanced Life Support</td>
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<td>Agency Operations Center</td>
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<td>CAER</td>
<td>Community Awareness and Emergency Response</td>
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<td>CBRNE</td>
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<td>Oregon Department of Geology and Mineral Industries</td>
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<td>VHF</td>
<td>Very High Frequency</td>
</tr>
<tr>
<td>WMD</td>
<td>Weapons of Mass Destruction</td>
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</table>
Glossary of Key Terms

**Actual Event:** A disaster (natural or man-made) that has warranted action to protect life, property, environment, public health or safety. Natural disasters include earthquakes, hurricanes, tornadoes, floods, etc.; man-made (either intentional or accidental) incidents can include chemical spills, terrorist attacks, explosives, biological attacks, etc.

**After Action Report:** The After Action Report documents the performance of exercise related tasks and makes recommendations for improvements. The Improvement Plan outlines the actions that the exercising jurisdiction(s) plans to take to address recommendations contained in the After Action Report.

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

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

**All Hazards:** Any incident caused by terrorism, natural disasters, or any CBRNE accident. Such incidents require a multi-jurisdictional and multi-functional response and recovery effort.

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

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

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

**Assistant:** Title for subordinates of principal Command Staff positions. The title indicates a level of technical capability, qualifications, and responsibility subordinate to the primary positions. Assistants may also be assigned to unit leaders.
Appendix G. Acronyms and Glossary

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

**Audit**: formal examination of an organization's or individual's accounts; a methodical examination and review.

**Available Resources**: Resources assigned to an incident, checked in, and available for a mission assignment, normally located in a Staging Area.

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

**Chain-of-Command**: A series of command, control, executive, or management positions in hierarchical order of authority.

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

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

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

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

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

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

**Cooperating Agency**: An agency supplying assistance other than direct operational or support functions or resources to the incident management effort.

**Coordinate**: To advance systematically an analysis and exchange of information among principals who have or may have a need to know certain information to carry out specific incident management responsibilities.
Corrective Action: Improved procedures that are based on lessons learned from actual incidents or from training and exercises.

Corrective Action Plan: A process implemented after incidents or exercises to assess, investigate, and identify and implement appropriate solutions to prevent repeating problems encountered.

Critical Infrastructure: Systems and assets, whether physical or virtual, so vital to the United States that the incapacity or destruction of such systems and assets would have a debilitating impact on security, national economic security, national public health or safety, or any combination of those matters. (Department of Homeland Security, National Response Plan (December 2004), 64.)

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

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

Disciplines: A group of personnel with similar job roles and responsibilities. (e.g. law enforcement, firefighting, HazMat, EMS).

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

Emergency: Absent a Presidential declared emergency, any incident(s), human-caused or natural, that requires responsive action to protect life or property. Under the Robert T. Stafford Disaster Relief and Emergency Assistance Act, an emergency means any occasion or instance for which, in the determination of the President, Federal assistance is needed to supplement State and local efforts and capabilities to save lives and to protect property and public health and safety, or to lessen or avert the threat of a catastrophe in any part of the United States.

Emergency Management Assistance Compact: The Emergency Management Assistance Compact is an interstate mutual aid agreement that allows States to assist one another in responding to all kinds of natural and man-made disasters. It is administered by the National Emergency Management Association.

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

**Emergency Operations Plan**: The "steady-state" plan maintained by various jurisdictional levels for responding to a wide variety of potential hazards.

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


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

**Evaluation**: The process of observing and recording exercise activities, comparing the performance of the participants against the objectives, and identifying strengths and weaknesses.

**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.

**Exercise**: Exercises are a planned and coordinated activity allowing homeland security and emergency management personnel (from first responders to senior officials) to demonstrate training, exercise plans, and practice prevention, protection, response, and recovery capabilities in a realistic but risk-free environment. Exercises are a valuable tool for assessing and improving performance, while demonstrating community resolve to prepare for major incidents.

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

**Federal Preparedness Funding**: Funding designated for developing and/or enhancing State, Territorial, local, and tribal preparedness capabilities. This includes all funding streams that directly or indirectly support Homeland Security initiatives, e.g. Center for Disease Control and Health Resources and Services Administration preparedness funds.

**Function**: Function refers to the five major activities in ICS: Command, Operations, Planning, Logistics, and Finance/Administration. The term function is also used when describing the activity involved, e.g., the planning function. A sixth function, Intelligence, may be established, if required, to meet incident management needs.
Appendix G. Acronyms and Glossary

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

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

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

**Homeland Security Exercise and Evaluation Program (HSEEP)**: A capabilities- and performance-based exercise program that provides a standardized policy, methodology, and language for designing, developing, conducting, and evaluating all exercises. Homeland Security Exercise and Evaluation Program also facilitates the creation of self-sustaining, capabilities-based exercise programs by providing tools and resources such as guidance, training, technology, and direct support. For additional information please visit the Homeland Security Exercise and Evaluation Program toolkit at http://www.hseep.dhs.gov.

**Improvement Plan**: The After Action Report documents the performance of exercise related tasks and makes recommendations for improvements. The Improvement Plan outlines the actions that the exercising jurisdiction(s) plans to take to address recommendations contained in the After Action Report.

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

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

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

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

**Incident Commander**: The individual responsible for all incident activities, including the development of strategies and tactics and the ordering and the release of resources. The IC has overall authority and responsibility for conducting incident operations and is responsible for the management of all incident operations at the incident site.

**Incident Management Team**: The IC and appropriate Command and General Staff personnel assigned to an incident.

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

**Incident-Specific Hazards**: Anticipated events that may or may not occur that require coordinated response to protect life or property, e.g., pandemic flu, avian flu, etc.

**Initial Action**: The actions taken by those responders first to arrive at an incident site.

**Initial Response**: Resources initially committed to an incident.

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

**Interagency**: An organization or committee comprised of multiple agencies.
Interoperability & Compatibility: A principle of the NIMS that holds that systems must be able to work together and should not interfere with one another if the multiple jurisdictions, organizations, and functions that come together under the NIMS are to be effective in domestic incident management. Interoperability and compatibility are achieved through the use of such tools as common communications and data standards, digital data formats, equipment standards, and design standards. (Department of Homeland Security, National Incident Management System (March 2004.)

Inventory: An itemized list of current assets such as a catalog of the property or estate, or a list of goods on hand.

Joint Information Center: A facility established to coordinate all incident-related public information activities. It is the central point of contact for all news media at the scene of the incident. Public information officials from all participating agencies should collocate at the Joint Information Center.

Joint Information System: Integrates incident information and public affairs into a cohesive organization designed to provide consistent, coordinated, timely information during crisis or incident operations. The mission of the JIS is to provide a structure and system for developing and delivering coordinated interagency messages; developing, recommending, and executing public information plans and strategies on behalf of the IC; advising the IC concerning public affairs issues that could affect a response effort; and controlling rumors and inaccurate information that could undermine public confidence in the emergency response effort.

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

Lessons Learned: Knowledge gained through operational experience (actual events or exercises) that improve performance of others in the same discipline. For additional information please visit https://www.llis.dhs.gov/

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

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

Local Government: A County, municipality, City, town, township, local public authority, school district, special district, intrastate district, council of governments (regardless of whether the council of governments is incorporated as a nonprofit corporation under State law), regional or interstate government entity, or agency or instrumentality of a local government; an Indian tribe or authorized tribal organization, or in Alaska a Native village or Alaska Regional Native

**Logistics:** Providing resources and other services to support incident management.

**Logistics Section:** The section responsible for providing facilities, services, and material support for the incident.

**Major Disaster:** As defined under the Robert T. Stafford Disaster Relief and Emergency Assistance Act (42 U.S.C. 5122), a major disaster is:

> “any natural catastrophe (including any hurricane, tornado, storm, high water, wind-driven water, tidal wave, tsunami, earthquake, volcanic eruption, landslide, mudslide, snowstorm, or drought), or, regardless of 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, tribes, local governments, and disaster relief organizations in alleviating the damage, loss, hardship, or suffering caused thereby.”

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

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

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

**Multiagency Coordination Entity:** A multiagency coordination entity functions within a broader multiagency coordination system. It may establish the priorities among incidents and associated resource allocations, de-conflict agency policies,
and provide strategic guidance and direction to support incident management activities.

**Multiagency Coordination Systems**: Multiagency coordination systems provide the architecture to support coordination for incident prioritization, critical resource allocation, communications systems integration, and information coordination. The components of multiagency coordination systems include facilities, equipment, emergency operation centers (EOCs), specific multiagency coordination entities, personnel, procedures, and communications. These systems assist agencies and organizations to fully integrate the subsystems of the NIMS.

**Multi-jurisdictional Incident**: An incident requiring action from multiple agencies that each have jurisdiction to manage certain aspects of an incident. In ICS, these incidents will be managed under Joint Command.

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

**National**: Of a nationwide character, including the State, local, and tribal aspects of governance and policy.

**National Disaster Medical System**: A cooperative, asset-sharing partnership between the Department of Health and Human Services, the Department of Veterans Affairs, the Department of Homeland Security, and the Department of Defense. National Disaster Medical System provides resources for meeting the continuity of care and mental health services requirements of the ESF 8 in the National Response Framework.

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

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

**National Response Framework**: A guide to how the Nation conducts all-hazards incident management. It is built upon flexible, scalable, and adaptable coordinating structures to align key roles and responsibilities across the Nation. It is intended to capture specific authorities and best practices for managing
incidents that range from the serious but purely local, to large-scale terrorist attacks or catastrophic natural disasters. The National Response Framework replaces the former National Response Plan.

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

**No-Notice Events**: An occurrence or event, natural or human-caused, that requires an emergency response to protect life or property (i.e. terrorist attacks and threats, wildland and urban fires, floods, hazardous materials spills, nuclear accident, aircraft accident, earthquakes, hurricanes, tornadoes, public health and medical emergencies etc.)

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

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

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

**Plain Language**: Common terms and definitions that can be understood by individuals from all responder disciplines. The intent of plain language is to ensure the clear and accurate communication of information during an incident. For additional information, refer to [http://www.fema.gov/pdf/emergency/nims/plain_lang.pdf](http://www.fema.gov/pdf/emergency/nims/plain_lang.pdf).

**Planning**: A method to developing objectives to be accomplished and incorporated into an EOP.

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

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

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

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

**Preplanned Event**: A preplanned event is a non-emergency activity. ICS can be used as the management system for events such as parades, concerts, or sporting events, etc.

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

**Private Sector**: Organizations and entities that are not part of any governmental structure. It includes for-profit and not-for-profit organizations, formal and informal structures, commerce and industry, and private voluntary organizations.

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

**Public Information Officer (PIO)**: A member of the Command Staff responsible for interfacing with the public and media or with other agencies with incident-related information requirements.

**Public Information Systems**: The processes, procedures, and systems for communicating timely and accurate information to the public during crisis or emergency situations.
Publications Management: The publications management subsystem includes materials development, publication control, publication supply, and distribution. The development and distribution of NIMS materials is managed through this subsystem. Consistent documentation is critical to success, because it ensures that all responders are familiar with the documentation used in a particular incident regardless of the location or the responding agencies involved.

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

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

Recovery: The development, coordination, and execution of service- and site-restoration plans; the reconstitution of government operations and services; individual, private-sector, nongovernmental, and public-assistance programs to provide housing and to promote restoration; long-term care and treatment of affected persons; additional measures for social, political, environmental, and economic restoration; evaluation of the incident to identify lessons learned; post-incident reporting; and development of initiatives to mitigate the effects of future incidents.

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

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

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

Resource Typing: Resource typing is the categorization of resources that are commonly exchanged through mutual aid during disasters. Resource typing definitions help define resource capabilities for ease of ordering and mobilization during a disaster. For additional information please visit http://www.fema.gov/emergency/nims/rm/rt.shtm.
**Resource Typing Standard:** Categorization and description of response resources that are commonly exchanged in disasters through mutual aid agreements. The FEMA/NIMS Integration Center Resource typing definitions provide emergency responders with the information and terminology they need to request and receive the appropriate resources during an emergency or disaster.

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

**Response:** Activities that address the short-term, direct effects of an incident. Response includes immediate actions to save lives, protect property, and meet basic human needs. Response also includes the execution of emergency operations plans and of mitigation activities designed to limit the loss of life, personal injury, property damage, and other unfavorable outcomes. As indicated by the situation, response activities include applying intelligence and other information to lessen the effects or consequences of an incident; increased security operations; continuing investigations into nature and source of the threat; ongoing public health and agricultural surveillance and testing processes; immunizations, isolation, or quarantine; and specific law enforcement operations aimed at preemting, interdicting, or disrupting illegal activity, and apprehending actual perpetrators and bringing them to justice.

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

**Scalability:** The ability of incident managers to adapt to incidents by either expanding or reducing the resources necessary to adequately manage the incident, including the ability to incorporate multiple jurisdictions and multiple responder disciplines.

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

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

**Staging Area:** Location established where resources can be placed while awaiting a tactical assignment. The Operations Section manages Staging Areas.

**Standard Operating Procedures:** A complete reference document that details the procedures for performing a single function or a number of independent functions.
Appendix G. Acronyms and Glossary

**Standardization**: A principle of the NIMS that provides a set of standardized organizational structures (such as the ICS, multi-agency coordination systems, and public information systems) as well as requirements for processes, procedures, and systems designed to improve interoperability among jurisdictions and disciplines in various area, including: training; resource management; personnel qualification and certification; equipment certification; communications and information management; technology support; and continuous system improvement. (Department of Homeland Security, National Incident Management System (March 2004), 2.)


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

**Strategy**: The general direction selected to accomplish incident objectives set by the IC.

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

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

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

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

**Terrorism**: Under the Homeland Security Act of 2002, terrorism is defined as activity that involves an act dangerous to human life or potentially destructive of critical infrastructure or key resources and is a violation of the criminal laws of the United States or of any State or other subdivision of the United States in which it occurs and is intended to intimidate or coerce the civilian population or influence a government or affect the conduct of a government by mass

**Threat:** An indication of possible violence, harm, or danger.

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

**Training:** Specialized instruction and practice to improve performance and lead to enhanced emergency management capabilities.

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

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

**Unified Area Command:** A Unified Area Command is established when incidents under an Area Command are multi-jurisdictional.

**Unified Command:** An application of ICS used when there is more than one agency with incident jurisdiction or when incidents cross political jurisdictions. Agencies work together through the designated members of the UC, often the senior person from agencies and/or disciplines participating in the UC, to establish a common set of objectives and strategies and a single IAP.

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

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

**Volunteer:** For purposes of the NIMS, a volunteer is any individual accepted to perform services by the lead agency, which has authority to accept volunteer services, when the individual performs services without promise, expectation, or receipt of compensation for services performed. See, e.g., 16 U.S.C. 742f(c) and 29 CFR 553.101.

Source: [https://nimcast.fema.gov/nimcast/index.jsp](https://nimcast.fema.gov/nimcast/index.jsp)
Emergency Support Function Annexes
Incident Annexes
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# ESF 1 – Transportation

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Klamath County EOP

Emergency Support Functions

ESF 1. Transportation

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ESF 1 Transportation Tasked Agencies

| Primary Agencies | Klamath County Public Works Department  
|                 | Klamath County Sheriff’s Office  
|                 | Klamath County Emergency Management (KCEM)  |

| Supporting and Adjunct Agencies | City departments/organizations  
|                                 | School Districts  
|                                 | Special Districts (e.g., Transit Districts)  
|                                 | Oregon State Police  
|                                 | Oregon Department of Transportation  
|                                 | Oregon Emergency Management  
|                                 | Federal Highway Administration  
|                                 | U.S. Coast Guard  
|                                 | U.S. Department of Transportation  
|                                 | Airports  
|                                 | Rail companies  
|                                 | Transportation companies (e.g., Greyhound)  
|                                 | Volunteer organizations |

1 Purpose and Scope

ESF 1 focuses on transportation plans, procedures, and resources needed to evacuate people (including special needs populations) and animals (including pets, service animals, and, potentially, livestock) from a disaster area to an emergency sheltering location. It is inclusive of all transportation modes. This ESF also incorporates established procedures and identifies resources for the following:

- Evacuation of the population (mass care and shelter is discussed in ESF 6);  
- Supporting distribution of medical supplies/pharmaceuticals to designated medical care facilities/point of dispensation (POD) sites;  
- Transporting/transferring victims to medical care facilities; and  
- Identifying, mobilizing, and coordinating activities with government and private sector transportation vendors available to supply equipment/vehicles, personnel, and technical expertise during an emergency.

2 Policies and Agreements

Under ORS 401.309 (3), a county, city, or municipal corporation may authorize an agency or official to order mandatory evacuations of residents and other individuals after a declaration of a state of emergency within the jurisdiction. An evacuation under an ordinance or resolution authorized by this section shall be
ordered only when necessary for public safety or for the efficient conduct of activities that minimize or mitigate the effects of the emergency.

Effective October 2006, the U.S. House and the Senate have approved the Pets Evacuation and Transportation Standards Act of 2005 (H.R. 3858). This bill amends the Robert T. Stafford Disaster Relief and Emergency Assistance Act to require the Director of the Federal Emergency Management Agency (FEMA) to ensure that state and local emergency preparedness operational plans address the needs of individuals with household pets and service animals following a major disaster or emergency. This information is addressed in the Klamath County Response Plan for Animals in Disaster.

Agreements currently in place or under development to support ESF 1 include:

- Omnibus Mutual Aid Agreement, and
- State Law Enforcement Memorandum of Understanding.

3 Roles and Responsibilities

3.1 Situation

Numerous incident scenarios may require an evacuation of part or all of Klamath County. Localized evacuations might be needed due to a flood or a hazardous material release, while mass evacuation could be required in the event of an earthquake or large wildfire. Additionally, evacuation planning is needed for site-specific hazards, such as facilities where certain agricultural chemicals are stored and/or used.

3.2 Assumptions

- The public will receive and understand official information related to evacuation. Most of the public will act in its own interest and evacuate dangerous areas when advised to do so by local government authorities. Some individuals, however, may refuse to evacuate.

- Some disaster events are slow-moving and provide ample reaction time, while others may occur with little or no warning and/or under less than optimal conditions (e.g., foul weather or nighttime). Additionally, depending on the situation, evacuation may or may not be the most effective action for protecting people in harm’s way; in some cases, sheltering in place may be preferable to evacuating.

- Damages to the transportation infrastructure will most likely occur in the event of a disaster.

- A wide-area evacuation could severely stress local government resources, particularly on-duty police and fire personnel. Additional constraints such as time, weather, route limitations, and hosting
facilities’ capacities to accommodate evacuees could also challenge local capabilities. Support agencies/entities will provide available resources, but their capacity to lend services and supplies may diminish throughout the duration of an incident.

- The demand on the transportation system for response and recovery activities will most likely exceed the capabilities of the County, thus requiring assistance from other jurisdictions and/or Oregon Emergency Management.

- All county-owned vehicles not otherwise involved in the emergency response will be available for use as approved by the Board of County Commissioners (BOCC).

- The decision to evacuate could occur day or night, and there could be little control over the start time.

- Many evacuees may seek shelter with relatives or friends rather than use designated shelter facilities.

- Most evacuees will use private transportation means. Risk-area residents who cannot self-transport will require transportation by city, County, and/or private transportation carriers.

4 Roles and Responsibilities

4.1 Essential Tasks Supporting Transportation Efforts

All emergency operations and information will be coordinated through Klamath County EOC and ICS staff. Local and county law enforcement agencies will provide support to applicable County agencies to accomplish the following essential tasks during evacuation:

- Planning for and identifying high-hazard areas and numbers of potential evacuees, including the number of people requiring transportation to reception areas (including special needs populations);

- Coordinating transportation needs for special populations;

- Identifying emergency traffic routes and setting up county traffic checkpoints (a status report should be provided to the County EOC when the majority of the evacuees have passed county checkpoints);

- Determining optimal traffic flow and movement priority from residences to highways;

- Confirming and managing locations of staging areas and pick-up points for evacuees requiring public transportation;
ESF 1. Transportation

- Coordinating transportation services, equipment, and personnel using emergency routes;
- Providing guidance on commuting arrangements for essential workers during the evacuation period;
- Proposing locations of roadblocks and patrols for evacuation movement; and
- Providing patrols and safety measures in the evacuated area and for reassignment of personnel during the evacuation period.

4.2 Task Assignments

4.2.1 Mitigation and Preparedness

- **Sheriff’s Office**
  - Using route information available from the Oregon Department of Transportation (ODOT) and Klamath County Public Works, identify unincorporated areas of the county where pre-designated evacuation routes may be desirable and develop procedures for evacuating those areas and for assisting with evacuations from incorporated cities, as necessary.
  - Provide training to Sheriff’s Office personnel on the Incident Command System (ICS) and evacuation procedures, including working as a member of an evacuation team.
  - Participate in annual training exercises conducted by County Emergency Management.
  - Develop and maintain operational policies and procedures for evacuating unincorporated areas and for coordinating evacuations conducted by incorporated cities or neighboring counties that may impact the traffic flow on County roads and highways.
  - In coordination with the Emergency Manager and American Red Cross (ARC), plan for and identify high-hazard areas and concentrations of potential evacuees, including the number of people requiring transportation to reception areas and special needs populations.

- **Public Works Department**
  - Ensure that personnel are aware of the need to support traffic control measures by providing signing for evacuation routes, detours, etc.
ESF 1. Transportation

- Ensure that transportation resources for evacuation are pre-identified, including resources for special needs populations.
- Participate in annual training exercises conducted by County Emergency Management.
- Coordinate with the Emergency Manager to ensure that this annex is updated and revised as necessary.

■ Emergency Manager

- In coordination with the Sheriff and ARC, plan for and identify high-hazard areas and concentrations of potential evacuees, including special needs populations and the number of people requiring transportation to reception areas.
- Coordinate emergency preparedness planning activities and annual training exercises.
- Coordinate with the Public Works Department to ensure that this annex is updated and revised as necessary.

■ Incorporated Cities

- Work with local policy makers to perform mitigation/preparedness activities similar to those outlined above, in conjunction with the county’s Emergency Operations Plan (EOP).
- Police officials of incorporated cities without their own EOPs should use the mitigation/preparedness direction outlined above, as appropriate and coordinate activities with the County Emergency Manager.

■ Fire Districts

- Identify special population groups such as schools, hospitals, nursing homes, retirement centers, corrections facilities, etc. within the fire district’s jurisdiction, coordinating with the incorporated cities and Sheriff’s Office as appropriate to promote emergency preparedness for evacuation as a part of the overall prevention program (evacuation plans and procedures are the responsibility of facility administrators).
- Provide training to personnel on evacuation procedures and working as a member of an evacuation team.

ESF 1-5
American Red Cross

- Coordinate shelter planning activities with the Klamath County Sheriff, Emergency Manager, and other agencies.
- Participate in annual training exercises conducted by County Emergency Management.

4.2.2 Response

Klamath County Sheriff’s Office

- In conjunction with the Incident Commander (IC), the Emergency Manager, and the BOCC, and coordinating with the EOC team at all times, plan and execute the evacuation process.
- Define the evacuation area based on the advice of officials recommending the evacuation and appropriate advisory agencies.
- Issue pre-evacuation warning, as directed by the IC.
- Issue an evacuation notice outlining the area to be evacuated, evacuation routes, assembly points, shelter information, and other critical information, using all appropriate warning modes. Document decision of persons refusing to evacuate in the Major Incident Log.
- Provide emergency public information as promulgated by the Operations Section Chief and/or Public Information Officer (PIO).
- In coordination with the Emergency Manager, City of Klamath Falls Public Works Department, and other local and State law enforcement agencies, select and designate evacuation routes.
- Identify emergency traffic routes and set up County traffic checkpoints, providing regular status reports to the EOC/Incident Command Post.
- Identify special evacuation problems.
- Control access to, and provide security in, evacuated area(s).
- Control re-entry as directed by the IC.
- Activate the State Law Enforcement Memorandum of Understanding (MOU) if additional resources and services are required.
Klamath County Emergency Manager

- Coordinate with the on-scene IC, assessing the situation, and making appropriate notifications to activate and staff the EOC.
- Coordinate with the on-scene IC and the Sheriff in defining the evacuation area.
- Ensure that citizens are advised to evacuate; issue an evacuation order when appropriate.
- As directed by the IC, release Emergency Alert System (EAS) announcements and information to the media regarding what areas are being evacuated, what areas are being used as reception areas, and where Disaster Welfare Inquiry information can be exchanged.
- Coordinate evacuation efforts with local governments and with reception area governments.

City of Klamath Falls Public Works Department

- Determine the safe and usable portions of the local County road network, including traffic signs and signals.
- Coordinate with ODOT, County Public Works, and city public works departments, as needed.
- Provide for removal of wreckage and debris to permit vehicle access or movement.
- Perform damage assessments for the road and bridge network, with a priority for critical routes.
- Provide temporary repairs to critical arterial routes and bridges.
- Recommend priorities for restoration of County roads and bridges.
- Identify alternative transport routes while the road system is being repaired.
- Perform repair and restoration of the transportation system.
- Provide public information and instruction regarding safe routes, closed routes, and the status of repairs. Provide traffic control devices.
- Assist in keeping evacuation routes open.
- Coordinate transportation needs for special population groups and emergency goods and services through area schools.
churches, and other organizations possessing transportation assets.

- Support movement of resources to reception areas.

**Public Information Officer**

- Disseminate emergency information as directed by the IC and/or the Emergency Management Director.

**Ground Support Unit Leader and/or Transportation Coordinator (EOC)**

- Coordinate transportation resources needed for the emergency response. This could include resources such as vehicles for responders, vehicles to ferry emergency response resources, vehicles to transport persons who are not responders, fuel for those vehicles, etc.

- Identify transportation resources needed for other ESFs (e.g., transportation resources for evacuation (ESF 13); the mass transport of goods and materials). This could involve coordinating with school districts for school buses and with private transport services for buses, shuttles, and commuter vans.

- Notify appropriate agencies/organizations of the need for transportation resources, and request the resources as necessary.

- Prioritize, assign, and track transportation resources.

- Identify and arrange for emergency/alternative fuel sources to keep essential transportation systems running.

- Arrange for vehicle maintenance and support.

- Coordinate with the County Public Works Department to understand safe routes that can be used for emergency transport.

- Provide record keeping of transportation expenses incurred under emergency conditions.

- Request supplemental transportation resources form the State Emergency Coordination Center (ECC) if local emergency transportation capabilities are exceeded.
■ Incorporated Cities

- Respond in accordance with city EOPs and coordinate evacuation activities, as appropriate, with the County Emergency Management Director in the EOC.

- Police officials of incorporated cities without EOPs should generally follow the response procedures outlined above, coordinating activities with local policy makers and the County Emergency Manager in the EOC.

■ Fire Districts

- Incident Commanders (on-scene)

- Determine the need to evacuate, scope of evacuation, ability to implement evacuation using available resources, and need for coordination with supporting agencies, as part of the Incident Management Team.

- Assign evacuation planning and implementation responsibility to the appropriate ICS element (if able to handle without implementing EOP for the jurisdiction).

- Direct and support evacuation operations in the area of operations.

- Coordinate provision of security in the vacated area.

■ Klamath County Fire Defense Board

- Coordinate multi-jurisdictional fire activities from the County EOC (when activated).

■ American Red Cross

- Activate emergency shelter and food systems upon request.

- Provide shelter/feeding and other welfare assistance to evacuees.

- Coordinate special care requirements for unaccompanied children, the aged, handicapped, and others requiring special consideration.

- Implement a Disaster Welfare Inquiry system.

- Deploy a representative to the County EOC upon request.
4.2.3 Recovery

- **Klamath County Sheriff’s Office**
  - Maintain security in areas where access is not allowed.
  - Assist other agencies with recovery operations, as appropriate.
  - Transition to normal operations.
  - Participate in the After-Action Review and Improvement Plan development process.

- **Klamath County Emergency Manager**
  - Coordinate cost recovery among local, State, and Federal response partners.
  - Inform the public of disaster recovery activities through the PIO.
  - Facilitate transition to normal operations.
  - Implement After-Action Review and Improvement Plan development process.

- **Incorporated Cities**
  - Coordinate return of evacuees and maintain security where access is not allowed.
  - Coordinate recovery activities with the Klamath County Emergency Manager, as appropriate.
  - Implement jurisdiction-specific After-Action Review and Improvement Plan development process and participate in Klamath County processes, as appropriate.

5 Concept of Operations

The directive to any given population within Klamath County to evacuate their homes or work place may be issued by the BOCC or Emergency Manager, The IC of an emergency incident, or by other public officials responsible for emergency management, depending on the time available. A Declaration of Emergency must be made by the responsible jurisdiction to authorize the use of mandatory evacuation. All reasonable efforts must be made to consult with the County Counsel prior to any mandated evacuation. Law enforcement personnel will normally be used to implement the evacuation order whenever their resources are available, and fire personnel will be used to supplement the evacuation effort as necessary and as resources allow.
5.1 Advance Planning

Several factors must be considered when planning for evacuation, including but not limited to:

- Potential incident characteristics such as speed of onset, magnitude/intensity, potential consequences, area affected, and duration/persistence of disaster conditions;

- Number of people to be evacuated, including special facilities (schools, hospitals, nursing/retirement homes, etc.), persons with mobility limitations and other special needs, and those without their own transportation;

- Risk to public safety personnel providing evacuation notice;

- Potential need for response personnel and supplies;

- Capacity and survivability/availability of evacuation routes and transportation modes; and

- Time and distance of travel necessary to ensure safety.

Hazard-specific evacuation information will be developed for certain known hazards and will be included in this ESF as appendices. The appendices will describe the potential impact area(s) for known hazards, the number of people in threatened areas, and any critical facilities potentially affected. They will also include preplanned traffic and access control points, evacuation routes, warning assignments, transportation requirements, evacuation assembly points, and pre-designated mass care facility locations. These appendices will be used during an incident for evacuation and mass care planning.

5.2 Procedures

- Define the evacuation area. The area to be evacuated will be delineated by officials recommending the evacuation based on the advice of appropriate response and support agencies. In the case of a hazardous material release, evacuation information is available via the U.S. Department of Transportation’s *North American Emergency Response Guidebook*, from the Chemical Transportation Emergency Center (CHEMTREC; 800-424-9300) and, if applicable, in the facility’s Risk Management Plan (which should be on file with the fire department having jurisdiction). In all cases, the hazard condition will be continuously monitored in case changing circumstances (such as wind shifts) require redefinition of the actual or potential affected area. The command authority will ensure that the evacuation area is defined in terms clearly understandable by the general public and that this information is provided to the lead PIO for rapid dissemination.
■ **Issue notification/warning.** The Operations Section Chief, or person assigned to manage the evacuation, will compile the necessary information and manage its dissemination. Evacuation instructions and information for the public will be coordinated by the lead PIO with support from the PIO Network and the Emergency Manager. Pre-evacuation warnings in slow-moving incidents (e.g., dam failure) should be coordinated at the County EOC.

■ Any evacuation notice should specify the area to be evacuated, evacuation routes to be used, assembly/pickup points, shelter/reception center information, and other critical information as outlined in ORS 401. Information and instructions to the public will be disseminated using media partners, door-to-door contacts, sirens, the EAS, and public address systems. The County warning system will be used when providing evacuation instructions and information to government officials, organizations, and institutions. Residential and health care institutions should be notified directly by the responsible authorities.

■ **Manage movement of evacuees.** The primary evacuation mode in Klamath County is anticipated to be private vehicles, the movements of which will be controlled by the law enforcement agency or agencies having jurisdiction. Movement instructions (e.g., road closure information) should be part of the warning and subsequent public information releases.

■ **Route selection and coordination.** Evacuation routes for a given incident will be identified and approved by the IC; “Critical Routes” maps should be used, if available, and in the case of a hazardous material release at a fixed facility, evacuation routes may be pre-designated in a facility Risk Management Plan. Where evacuation routes cross jurisdictional lines, coordination should be made directly and/or via the Emergency Manager.

■ **Traffic management.** Routes will be appropriated and policed by law enforcement. The Klamath County Public Works Department and ODOT will take action as needed to keep routes open (e.g., identify road hazards, post signs and barricades, implement road closures, and implement mapping and surveillance). Law enforcement will coordinate roadblocks and detours, aerial surveillance, and use of wrecker services to clear disabled vehicles. Blockages will be cleared by any means necessary to maintain maximum traffic flow. If possible, two-way traffic will be maintained on all evacuation routes to allow continued access for emergency vehicles.

■ **Area clearance and security.** Law enforcement personnel having jurisdiction over the evacuated area(s) will sweep their respective areas.
area(s) after the initial notice to ensure that all persons have been advised and have responded. Persons who refuse to follow evacuation instructions will be left alone until all who are willing to leave have been evacuated. If time and responder safety permit, further efforts may be made to persuade those who are still there to evacuate. The name and address of persons refusing to evacuate shall be added to the Major Incident Log. Law enforcement agencies will establish a perimeter control to provide security and protection of property left behind. Disaster Area Permits may be used to limit sightseers for a major incident. Fire departments will take measures to ensure continued fire protection.

- **Initial resource allocation.** Personnel and material resources will be reassigned as needed to support emergency evacuation and essential transportation routes. Public Works may be used to assist in traffic control and providing transportation for evacuees. The Public Works Director (or designee) will also maintain a position on the command staff of the County EOC during an ESF 1 incident. Depending on the incident type, additional liaisons and sub-functions may be necessary to support various transportation-related tasks for the duration of the response. State agencies with ongoing emergency roles, such as the State Police, may assist in evacuation of threatened areas as resources allow in small scale evacuations on a mutual aid basis. Federal agencies with an ongoing emergency role, such as the Air Force reserve or the U.S. Forest Service, may provide immediate resources to assist in evacuation of isolated areas.

- **Manage relocation.** The Klamath County Emergency Manager, in coordination with the ARC and the Klamath County Health Department (KCHD) director, coordinates the emergency relocation of County populations (see ESF 6, Mass Care). The County EOC will aid in coordinating evacuation activities among jurisdictions.

- **Provide resource support.** The Klamath County Sheriff’s Office coordinates resources through the County EOC as necessary and prioritizes security needs. They assist with traffic control and work closely with County Public Works. The Sheriff (or designee) serves on the command staff at the County EOC during an ESF 1 incident.

### 5.3 Evacuation of Specialized Facilities

Facilities expected to require special planning and resources to carry out evacuations include:

- Sky Lakes Hospital, 2865 Daggett Avenue, Klamath Falls, OR 97601 : Tel (541) 882 6311 (may need to assist hospital administrators, who are responsible for the hospital evacuation plan)
ESF 1. Transportation

- Nursing homes and residential care facilities (may have to assist administrators who are responsible for facility evacuation plans)
- Klamath County Jail (corrections officials are responsible for evacuation plan)
- Schools (school administrators are responsible for evacuation plans)
- Day-care centers

All such facilities within an evacuation area will be warned of the emergency situation. All special facilities located in predetermined hazard areas will be identified by facility name, address, phone number, and contact person(s), along with any unique support requirements.

Organizations such as the Humane Society and the local chapter of the Society for the Prevention of Cruelty to Animals will provide or assist with domestic and companion animal rescue and transportation (refer to ESF 11 for information regarding transportation of domestic livestock and/or wildlife during an animal disease incident). Local fire districts are also valuable resources for evacuation planning, as they are tasked with the responsibility of identifying special populations and facilities within their jurisdictions as well as advocating and supporting the development of facility-specific evacuation plans and procedures.

5.4 Escalation Process

The process of furnishing emergency transportation services during a major emergency involves two series of actions:

- Essential immediate transportation needs are identified and actions are taken to provide for persons in the hazard area; and
- Future continuing transportation needs and capabilities are estimated and actions are taken to obtain needed resources. Such transportation support will primarily involve movement of supplies and equipment rather than people.

In most disasters, transportation requirements can be satisfied by using private vehicles, school and organization assets, and various government-owned vehicles. If needs cannot be met locally, additional assets are requested through mutual aid with neighboring jurisdictions and/or through State assistance. If time allows, additional State resources, such as the National Guard may be ordered to assist in evacuation. Volunteer groups may also be used to assist in the evacuation.

Appropriate private sector agreements and mutual aid agreements with neighboring jurisdictions, will be invoked as required. Implementation of agreements will be coordinated through the County EOC. Requests for State or Federal assistance will be made through the County EOC to Oregon Emergency Management. All requests will be reviewed by the Klamath County EOC.
Logistics Section Chief, Finance Section Chief, and Emergency Manager (or designee) prior to transmittal.

Records will be maintained of the use of all privately owned equipment to include the date equipment was acquired, whether or not operating personnel were furnished with the equipment, the date the equipment was returned to the owner and the personnel to their departments, and details of any damage incurred and/or consumables expended. These records will be used to determine possible reimbursement to the owner and will be kept until a final decision is made by the Klamath County Emergency Manager concerning the disposition of disaster claims. Document management during an emergency will be accomplished through the Finance/Administration section of the County EOC.

5.5 Recovery

- **Control re-entry.** Reoccupation of an evacuated area requires the same degree of consideration, coordination, and control as evacuation itself. Once the threat has passed and the evacuated area has been inspected by fire, law enforcement, and utility personnel for safety and security, the re-entry decision and order will be made by the IC in coordination with the Emergency Manager. Specific re-entry considerations include:
  
  - Ensure that hazardous conditions have abated.
  - Ensure that buildings are safe to occupy.
  - Determine the number of persons in shelters who will have to be transported back to their homes.
  - If homes have been damaged, estimate long-term housing requirements.
  - Coordinate traffic control and movement back to the area.
  - Establish and implement entry permit requirements, curfews, and other entry controls as needed.
  - Inform the public of proper re-entry actions, particularly cautions they should take with regard to reactivating utilities.

- The Sheriff’s Office will coordinate the return of evacuees and maintain security for areas where access is not allowed, transitioning as conditions permit back to normal operations. Incorporated cities will coordinate return of their respective evacuees and maintain security where access is not allowed.

- **Historical documentation and cost recovery.** The Klamath County Emergency Manager will coordinate with local, State, and Federal agencies as well as with incorporated cities in damage assessment and
cost recovery activities. The Emergency Manager will also ensure that the necessary communication activities are accomplished to inform the public of re-entry policies, procedures, and conditions.

- **Continuous improvement.** The Klamath County Emergency Manager will coordinate with local, State, and Federal agencies to conduct a post-event debriefing, evaluating the evacuation and re-entry processes and identifying transportation capability issues for resolution. Incorporated cities will participate as appropriate.

## 6 Direction and Control

In general, emergency transportation operations in a disaster are managed by the Incident Commander (IC) appointed by the Board of County Commissioners. The Klamath County Emergency Manager may establish the County EOC, in coordination with any involved municipalities.

The implementation of an evacuation is the responsibility of the IC who normally utilises the Sheriff or Chief of the law enforcement agency responsible to the majority of the population affected. Localized emergency transportation operations, including evacuations, occurring within incorporated municipalities are the responsibility of the city’s chief executive, with operational control over the transportation function exercised by the local IC. Police officials of incorporated cities without EOPs should generally follow the response procedures as outlined above, coordinating activities with local policy makers and the County Emergency Management Director in the EOC.

When such operations take place within unincorporated areas of the county, the IC will be responsible for them, again with operational control over the transportation function exercised by the local IC. Similarly, for an isolated or relatively minor incident, or in instances where immediate action is required to save lives, the IC will determine whether evacuation of a structure or area is prudent and feasible. He or she will apply tactical knowledge to delineate the evacuation area, assess resource sufficiency, and coordinate with supporting agencies in the field as needed. If the County EOC is not activated, the IC will assign evacuation planning and implementation responsibilities, including contacting the ARC and any resource support providers.

In an emergency affecting a single jurisdiction, city officials with the legal authority to do so, including the IC, may order an evacuation so long as the movement of people does not impact areas outside the city. In instances where multiple jurisdictions will be impacted or a large number of evacuees will require shelter, the Klamath County Sheriff’s Office, ARC, and Klamath County Emergency Manager shall be notified, and the County EOC may be activated to coordinate and support operations. The IC will have the lead responsibility for developing an Incident Action Plan (IAP) to manage the evacuation.
The Klamath County Sheriff’s Office will provide a representative to the EOC to help coordinate the emergency transport of the public, as necessary.

7 Supporting Plans and Procedures

- National Response Framework, ESF 1 – Transportation
- State of Oregon Emergency Operations Plan, ESF 1 - Transportation
- Klamath County Response Plan for Animals in Disaster

8 Appendices

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# ESF 2 – Communications

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1 Purpose and Scope

Emergency Support Function (ESF) 2, Communications organizes, establishes, and maintains the communications capabilities among appropriate agencies/entities that are necessary to meet the County’s operational requirements in preparing for, responding to, and recovering from emergencies and disasters. This ESF also outlines the structure and operation of the warning systems used to alert key officials and the general public of a potential or occurring emergency or disaster. It emphasizes technical considerations of communication functions. Collection, control, and dissemination of emergency public information are covered by ESF 15, External Affairs.

2 Policies and Agreements

The National Warning System (NAWAS) is the primary method of communicating alert and warning messages from national authorities to state authorities and between state authorities and local authorities or warning points. The Emergency Alert System (EAS) is the primary method of communicating alert and warning messages to the public.

3 Situation and Assumptions

3.1 Situation

Klamath County has two Public Safety Answering Points (PSAP):

- Deschutes County 911 Service District
- Klamath County 911 Service District
Due to the large size of Klamath County, the very northern portion of the County may have 911 services provided by Deschutes County 911. Klamath County has their own 911 services. Oregon State Police also have a Center as well which may receive calls within their geographic area. As a result, communications centers are located in Klamath Falls and Bend and are staffed on a 24-hour basis.

In addition, an Emergency Communications Center may be staffed on a 24-hour basis by communication volunteers at times specified by the County Emergency Manager or communications coordinator. Equipment is available to provide communications necessary for emergency operations.

### 3.2 Assumptions
Adequate communications are vital for effective and efficient warning, response, and recovery operations. Current communications may be neutralized by a particular hazardous occurrence. Additional communications equipment required for emergency operations will be available from the State, other governmental agencies, and from citizens/businesses.

### 4 Roles and Responsibilities

#### 4.1 General
The emergency services communications system is organized and coordinated within KCEM. The components of the system include groups from the public and private sector. The County Emergency Manager will ensure that warning information received through the Communications Center is disseminated to the warning point. The responsibility of ensuring that the communications system is operational and incorporates all available resources rests with the County Emergency Manager. To accomplish this, a Communications Coordinator may be appointed.

#### 4.2 Task Assignments

##### 4.2.1 Communications Coordinator
- Develop and maintain communications resource inventory, in coordination with the County Emergency Manager.
- Ensure that a communications capability exists between the 9-1-1 Communications Centers and the EOC.
- Coordinate the inclusion of business/industry and amateur radio operators into the communication network.
- Develop and maintain Standard Operating Procedures (SOPs), to include a recall roster for essential personnel.
5 Concept of Operations

5.1 General

This ESF and associated documentation addresses the emergency communications needs of all first response agencies in the county. Once implemented, the plan provides the structure for interoperable communications throughout Klamath County’s first response agencies. Traditional communication lines—landline telephone, cellular phones, faxes, pager, Internet/e-mail, radio, and satellite phones—will also be used by County response personnel throughout the duration of response activities.

The primary warning point for most warnings is Oregon Emergency Management (OEM) in Salem. On notification of an emergency situation, OEM will notify the local warning point. The local warning points for Klamath County are the 9-1-1 centers in Klamath Falls (Klamath County 911) and Deschutes County 911 in Bend (for portions of North Klamath County). They are staffed on a 24-hour basis. The Oregon State Police also provides 911 services on a limited basis within their geographic area.

The Klamath County public warning and broadcast system provides emergency information and instructions during a pending or actual emergency incident or disaster. This ESF provides detailed information regarding how these systems are accessed, managed, and operated throughout an emergency’s duration. Emergency notification procedures are established among the response community, and call-down lists are updated and maintained through each individual agency. Activation of additional response staff and services is accomplished through the 9-1-1 Central Dispatchers and can be coordinated through the County EOC. Current emergency contact lists are maintained and available through the County EOC.

Everyday dispatch operations will still be handled out of the 9-1-1 Communications Centers noted above outside of an incident response.

- During the time of the emergency/disaster, certain frequencies will be set aside to be used by the personnel involved in the incident.

- There may be a need or necessity to use the Mobile Communications Center, from the Oregon State Police which has to come out of Salem.

Klamath County will be assisted by HAM Radio Operators from various clubs in the area that together comprise the Klamath County Amateur Radio Emergency Services (ARES/RACES) that will be utilized on an as-needed basis. They have a
ESF 2. Communications

A vast array of equipment and ways to communicate with others in the area and outside the area in times of emergency.

Several private businesses and utilities also have radios that may be of use in some instances.

5.2 Phases of Emergency Management

5.2.1 Mitigation

- An adequate communications system is developed. Periodic reviews of the system are made and plans for improvement formulated as necessary.

5.2.2 Preparedness

- Personnel are trained on the appropriate equipment as necessary and available.

- Equipment is repaired and maintained as necessary and available to keep it in working order.

5.2.3 Response

- When emergency operations are initiated the supervisors will determine which communications personnel will be required to report to the EOC. Staff requirements will vary according to the incident.

- Arrangements will be attempted to ensure emergency equipment repair on a 24-hour basis.

5.2.4 Recovery

- All activities in the emergency phase will continue until such time as emergency communications are no longer required.

6 Direction and Control

6.1 General

The Board of County Commissioners (BOCC) is the overall authority for the Emergency Operations Center (EOC) and the EOC Communications Center. The Communications Coordinator is under the supervision of the County Emergency Manager and is directly responsible for the activities in the emergency services communications center.

Additional personnel from support agencies, while under control of their own office, will be responsible for knowing and following the procedures outlined in this annex.
During a local state-of-emergency, the various code systems used for brevity will be discontinued and plain English will be used to ensure comprehension. In addition, local time will be used during transmissions.

6.2 Existing Communications Systems and Use

■ Local networks
  ● Klamath County Sheriff’s Office/KFPD/Merrill Police Department /Malin Police Department
  ● Klamath County Public Works
  ● City of Klamath Falls Public Works
  ● Oregon Emergency Management
  ● Klamath/Lake Interagency
  ● Klamath County Sheriff’s Search and Rescue
  ● Civil Air Patrol
  ● Klamath County Amateur Radio Emergency Services (ARES/RACES)
  ● Fire Comm/9-1-1
  ● United States Forest Service (USFS)/Oregon Department of Forestry (ODF) NETS
  ● United States Coast Guard (USCG) Auxiliary
  ● Crater Lake National Park
  ● U.S. Fish & Wildlife

■ Teletype Net – The Oregon Law Enforcement Data System (LEDS), a statewide telecommunications network connecting city, county, State, Federal, and military law enforcement agencies in Oregon, may be used to transmit emergency communications between these offices.

■ Other networks
  ● Individual Amateur Radio Operators
  ● Business/Industry
  ● Radio Frequencies

7 Supporting Plans and Procedures

■ National Response Framework, ESF 2 – Communications
8 Appendices

- Appendix A - Klamath County Communications Plan
Appendix A – Radio Frequency List

*Klamath County has created a radio frequency list and directories which is updated on a regular basis. This list should be referred to for the most accurate resource information.*

<table>
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<tr>
<th>CHANNEL &amp; USERS</th>
<th>TRANSMIT</th>
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<th>RECEIVE</th>
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<tr>
<th>Channel Name</th>
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<th>Tone</th>
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ESF 3 – Public Works and Engineering
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1 Purpose and Scope

Emergency Support Function (ESF) 3 provides a mechanism for coordinating infrastructure and engineering services during all phases of emergency management. Resources included in ESF 3 (personnel, equipment, facilities, materials, and supplies) will be coordinated through the County Emergency Operations Plan (EOC) following established procedures and agreements. Resources may also be obtained through contractors, vendors, and suppliers.

- Public works and engineering resources, under the authority of ESF 3, will be used to assist in the following activities associated with emergency response:

- Debris clearance from transportation infrastructure;

- Coordination of the closure and repair of transportation infrastructure;

- Repair and restoration of damaged public systems (e.g., stormwater systems);

- Stabilization of damaged public and private structures to facilitate search and rescue and/or protect the public’s health and safety;

- Identification and labeling of uninhabitable/unsafe structures;

- Development and designation of emergency collection, sorting, and debris routes and sites for debris clearance from public and private property;

- Determination of extent of damage to the following systems: transportation, , and hazardous materials;

- Prioritization and initiation of recovery efforts to restore, repair, and mitigate city and county-owned infrastructure; and

- Provide technical assistance with respect to flooding, water management, , and impact assessments to road system infrastructure.

2 Policies and Agreements

The following policies and agreements are currently in place:

- Oregon Public Works Emergency Response Cooperative Assistance Agreement
3 Situation and Assumptions

3.1 Situation
Klamath County is subject to a number of disaster circumstances that could occur locally and would create a need for emergency public works services.

3.2 Assumptions
- All public works and building maintenance equipment and personnel will be available to cope with any anticipated disaster.
- Without finances, the Klamath County Public Works Department and Building Maintenance Department do not have sufficient resources to cope with a disaster.
- Local contractors have resources to assist recovery efforts.
- Assistance may be available from outside the jurisdiction through mutual aid and other existing agreements.
- Repair and restoration of essential services and vital facilities is possible and such that public works and buildings maintenance can reasonably be expected to accomplish this task.
- Public Works will be able to accomplish debris clearance in an emergency, depending upon scope of the event.

4 Roles and Responsibilities
The roles and responsibilities for each department in support of emergency services will vary depending on the type of resource, the length of the warning period, and the duration of the incident.

4.1 General
During emergencies public work activities will be managed by the Public Works Director consistent with ICS delineated elsewhere in this plan.

4.2 Task Assignments

4.2.1 Public Works Director
- Coordinate emergency public works activities.
- Train personnel in emergency procedures.
- Identify local private contractors who can provide backup support.
- Develop resource lists.
5 Concept of Operations

5.1 General
Overall responsibility for providing public works services and building maintenance during emergencies rests with the Board of County Commissioners (BOCC). The Public Works Director and the Building Maintenance Director will manage their resources and equipment and coordinate public work activities through the Incident Command System.

5.2 Phases of Emergency Management

5.2.1 Mitigation

- Train personnel in emergency procedures.
- Work with legislative body to ensure that ordinances are created to protect public works systems.
- Identify vulnerabilities in public works and building maintenance and identify priority inspection locations.
- Provide input into after-action reviews to improve preparedness, response, and recovery capabilities.
- Work with planning commission to ensure that new constructions do not increase hazard or vulnerability threat.
- Work with legislative body to improve building codes.
5.2.2 Preparedness

- Ensure that storm sewers and road culverts are in good repair.
- Ensure that equipment is in good repair.
- Ensure that adequate barrier and roadblock materials and equipment are available.
- Review and update all utility and public works maps of jurisdiction in conjunction with Klamath County Emergency Management.
- Review emergency staffing plans.
- Secure all equipment against damage.
- Organize damage survey teams.
- Place standby equipment in operational readiness.
- Coordinate communications procedures with Incident Commander and/or EOC.
- Review contingency plans and coordinate task assignments with other agencies and volunteer groups.
- Develop procedures to support accomplishment of tasks outlined in this annex.

5.2.3 Response

- Survey disaster areas and evaluate in terms of engineering estimates.
- Maintain contact with IC and EOC.
- Send representative to EOC when activated.
- Assess damage.
- Clear roads as necessary.
- Barricade damage areas, as directed.
- Call out private contractors and other assistance, within the Incident Command System.
- Assist in search and rescue operations, as requested by the Incident Commander.
5.2.4 Recovery
- Repair public works and public buildings (primarily a Buildings Maintenance responsibility) where finances are available in conjunction with County Buildings and Maintenance.
- Support decontamination work, as necessary, and where trained.
- Participate in compiling after-action report and critiques. Make necessary changes and improvements in emergency management plan.
- Make recommendations to legislative body about changes in planning, zoning, and building code ordinances to mitigate impact of future disasters.

6 Direction and Control
- The usual supervisors will exercise operational control of public works forces with the Public Works Director maintaining overall management of equipment and personnel. When the BOCC implements the Incident Command System (ICS), Public Works will function within that system. When the EOC is activated, a Public Works and/or Buildings Maintenance representative will be dispatched to the EOC to assist in setting priorities and maintaining contact with the Public Works Director and or Buildings Maintenance Director.
- Mutual aid forces will operate under the direct supervision of their own supervisors while volunteer/auxiliary forces will work under the supervision of the senior public works official in the jurisdiction where they are deployed. When ICS is implemented, Public Works will be organized within that system.

7 Supporting Plans and Procedures
The following plans and procedures are currently in place:
- National Response Framework, ESF 3 – Public Works and Engineering

8 Appendices
None at this time.
Klamath County EOP

Emergency Support Functions

ESF 3. Public Works and Engineering

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ESF 4 – Firefighting
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1 Purpose and Scope

Emergency Support Function (ESF) 4 provides a mechanism for coordinating firefighting services to meet the demands of a disaster situation. In addition to firefighting, responsibilities in rescue, warning, and radiological protection operations are addressed.

2 Policies and Agreements

The Klamath County Fire Defense Board Chief and District Chiefs are responsible for organizing, integrating, and coordinating the operations of all firefighting forces through mutual aid for response to major emergencies/disasters and serving as the fire services representative for the Emergency Management Organization. Individual mutual aid agreements for firefighting services are in place between Klamath County and local fire service agencies.

Klamath County is also party to a Mutual Aid Agreement (#2008-089) between the Counties of Deschutes, Crook, Douglas, Grant, Harney, Jefferson, Lake, Lane, Linn, and Wheeler. This agreement may be activated either orally (with written follow up within 30 days) or in writing, by either the presiding officer of the governing body or the chief executive officer (or designee), by sending the request to the presiding officer of the governing body of the responding party (or designee). Upon request, the parties to this agreement will provide personnel, equipment, supplies, and other forms of assistance to the other parties. The parties recognize and agree that such personnel, equipment, supplies, and other assistance may not be available at a given time or under various circumstances. Each party agrees to attempt, in good faith, to provide a requesting party with such personnel, equipment, supplies, and other assistance.
that may be reasonably necessary to assist the requesting party in responding to an
emergency.

For fires threatening life and structures, the Conflagration Act (Oregon Revised
Statutes 476.510) can be invoked by the governor through the Office of State Fire
Marshal. The Act allows the State Fire Marshal to mobilize and fund fire
resources throughout the state during emergency situations. The local Fire Chief
and County Fire Defense Chief assess the status of the incident(s) and, after
determining that all criteria have been met for invoking the Conflagration Act,
notify the State Fire Marshal via Oregon Emergency Response System. The State
Fire Marshal reviews the information and notifies the Governor, who authorizes
the act.

This ESF will also be applied in coordination with the Oregon Fire Service
Mobilization Plan and the Klamath County Community Wildfire Protection Plans.
(A cooperative effort among the County Emergency Management office, the
Oregon Department of Forestry, and the fire services in the county.) The plans
were developed to reduce the risk of wildfire and improve forest health in the
county.

3 Situation and Assumptions

3.1 Situation

Klamath County has the potential to experience both large wildland-urban
interface and wildland fires. Large fires may arise as isolated incidents or be
caused by other types of incidents such as earthquakes, vandalism and civil
disorder. The vast majority of fires, which happen each year, are human caused.

All (or portions) of five National Forest jurisdictions exist in Klamath County,
therefore, there is the potential for vast portions of the county to be subject to wild
land fires. As the wildland-urban interface grows, so does the risk of greater loss.

Fire service agencies in Klamath County include:

- Bly Rural Fire Protection District
- Bonanza Rural Fire Protection District
- Central Cascades Fire & EMS
- Chemult Rural Fire Protection District
- Chiloquin-Agency Lake Rural Fire Protection District
- Crater Lake National Park Fire Department
- Crescent Rural Fire Protection District
- Keno Rural Fire Protection District
Klamath County EOP

Emergency Support Functions

ESF 4. Firefighting

Any one district, or multiple districts, may be the responding fire agency(s) in Klamath County. A Fire District, Oregon Department of Forestry (ODF), or federal official (depending upon land ownership) will be the designated Incident Commander (IC) during response.

3.2 Assumptions
Response to large fires may be complicated by the presence of hazardous materials or extreme weather conditions.

Planning and preparedness for wildland-urban interface and wildland fire in all phases of emergency management is the responsibility of Klamath County Fire Districts, Oregon Department of Forestry, various federal agencies and Klamath County Emergency Management. County departments are responsible for planning to maintain their own operations and services during fire incidents and for supporting the Fire District, ODF or various federal agencies as requested.

Duties and responsibilities listed under Emergency Operations Center (EOC) are the responsibility of the Fire District, ODF, or various federal agencies unless the EOC is activated. The Board of County Commissioners (BOCC) may well implement the Incident Command System (ICS). Command and Control will be implemented under that system and the EOC will serve as a coordinating entity.

4 Roles and Responsibilities

4.1 General
The fire service in the county coordinates its efforts through its municipal and rural fire district firefighting services, many of which have mutual aid agreements.

Source: Office of State Fire Marshal, Oregon Fire Department List, August 2010
between them, the County Fire Defense Board, the Office of State Fire Marshal, and forestry departments and associations.

4.2 General Task Assignments

■ Klamath Fire District(s)

- Command firefighting forces and direct all responding support forces operating within the incident. Establish the initial Incident Command Structure (ICS). Call on mutual aid resources as necessary.

- Maintain communications with the County ICS and EOC if activated, coordinating with a Joint Information Center (JIC) and providing uniform information for public dissemination.

- Maintain communications and liaison with an adjacent IC when the fire involves land protected by a wildland fire protection agency but is threatening a local fire jurisdiction.

- Develop an Incident Action Plan.

- Notify county ICS and/or EOC and/or County Fire Defense Board Chief if/when local firefighting efforts will be overwhelmed and additional state support will be needed.

■ Klamath County Fire Defense Board Chiefs

- Assist in activation and operation of the county Incident Command System and/or Emergency Operations Center.

- Coordinate the planning and response strategies for firefighting capabilities within Klamath County. Ensure that the agency roles and responsibilities are clearly defined.

- Coordinate fire service response to address the needs at the emergency scene and assure protection for the rest of the county.

- Analyze fire service resource needs and request assistance from agencies not covered under mutual aid agreements.

- Recommend invocation of State Conflagration Act from the Office of State Fire Marshal if required.

- Assign a liaison to work with fire officials from other affected jurisdictions.
Emergency Support Functions

ESF 4. Firefighting

- Provide information and advice to the County Board of Commissioners through Klamath County Emergency Management.

- Coordinate with the county Public Information Officer for dissemination of fire-related warning and emergency information.

■ Klamath County Emergency Management

- Assist in activation and operation of the Incident Command System and County Emergency Operations Center.

- Assist in the coordination of logistics to support fire control operations.

- Advise the Board of Commissioners regarding emergency conditions.

- Maintain contact with Oregon Emergency Management in non-conflagration incidents.

- Provide training announcements as they become available to County personnel for ICS training.

- Prepare the County’s emergency plans.

■ Klamath County Sheriff’s Office

- Coordinate or assist in law enforcement response to provide traffic and crowd control at fire scene (see ESF 13, Public Safety and Security).

- Coordinate and use local Police Departments support in response to fires. Work with other law enforcement agencies to establish adequate mutual aid agreements for fire responses.

- Assist in staffing an incident management team for Klamath County when necessary.

- Assist in warning and evacuating the public as conditions require.

- Assist in the development and dissemination of emergency information as requested.

■ Klamath County Public Works Department

- Assist in traffic and crowd control by providing signs, barriers, equipment, and personnel.
When requested, provide heavy equipment to assist in fire control operations.

Klamath County Health Department

- Coordinate with state agencies to assess environmental impact and threat to public health.
- Assist in the development of emergency information related to human services.

4.3 Task Assignments by Phase

4.3.1 Mitigation

- Klamath County Emergency Management will continue to maintain the Community Wildfire Protection Plans and the coordination among the County, Oregon Department of Forestry, Bureau of Land Management (BLM), and fire services for fuel reduction and fire prevention.
- Klamath County will assist the Fire Districts with community outreach programs to educate county residents and visitors on fire prevention and safety.

4.3.2 Preparedness

- Klamath County Emergency Management will assist fire services in the county with information on National Incident Management System (NIMS) and ICS compliance.
- County Emergency Management and city governments will facilitate the use of mutual aid agreements for fire services in the county.
- Fire departments will test and maintain firefighting response equipment and procedures.
- Klamath County will attempt to seek funding to facilitate training of firefighting personnel in incident management.
- Klamath County will maintain communications capability to support response efforts for receiving fire notifications and dispatching personnel and equipment.
- Klamath County and municipalities will continue efforts to have evacuation plans for their jurisdictions to enhance public protection.
Klamath County will maintain a record of airports, airstrips, and helicopter landing zones in the county to facilitate air support for wildland and forest fires.

4.3.3 Response

- The County 911 Manager will staff and operate the Emergency Communications/911 system.

- On becoming aware that a fire emergency exists, the responding fire agency’s IC will notify their dispatch center and advise them of the circumstances. When necessary, the IC will maintain close coordination with county Emergency Management.

- Firefighting personnel at the scene will coordinate with other emergency response and mutual aid personnel to assure that necessary operations are undertaken to fight the fire and protect life, infrastructure, the environment, and property.

- The County EOC will be activated in circumstances that require the additional support and resource management.

- When a fire emergency exists in the county that is beyond the capability of the fire agency and mutual aid system, the Fire Defense Board Chief will request that the Office of State Fire Marshal provide support under the State Fire Service Mobilization Plan. If the Office of State Fire Marshal determines that a fire emergency exists, he/she can advise the Governor of the conditions and request that the State Conflagration Act be invoked. When authorized by the Governor, the Office of State Fire Marshal may order support from other fire service agencies to respond and assist.

4.3.4 Recovery

- The responding agencies, in coordination with the County ICS/EOC, will advise the public when the situation has been terminated. If an evacuation took place, they will provide appropriate instructions to returning evacuees.

- The Klamath County Sheriff’s Office will assist with traffic control for returning evacuees in unincorporated areas of the county. The County will also coordinate with police departments for traffic control.

- Klamath County and the responding fire services will conduct a post-incident review.
5 Concept of Operations

5.1 General

- Klamath County’s primary function during a fire is to provide notification, communications, logistical, and law enforcement support to the appropriate Fire Defense District. Klamath County is also empowered to declare a state of emergency, which can bring in more state and federal assistance.

- The fire service in the county is an integrated force trained to respond to a myriad of emergencies. The fire service in the county coordinates its efforts through its municipal and rural fire district firefighting services, many of which have mutual aid agreements between them: the County Fire Defense, the Office of State Fire Marshal, and forestry departments and associations.

- Emergency firefighting operations will be initiated by local fire agencies to the full extent of their resource capabilities. Additional resources can be requested by using mutual aid agreements.

- To protect life and property against the danger of fire, the Governor may order the firefighting forces and equipment of any firefighting organization in the State to assist anywhere in the state, under the State Conflagration Act.

- Requests for additional firefighting resources will be made in accordance with the existing mutual aid plans and agreements. If supplemental firefighting resources are needed, local officials will request resources from the Klamath County Fire Defense Board Chief. The Klamath County Fire Defense Board Chief may request assistance from the Office of State Fire Marshal under the Oregon Fire Service Mobilization Plan.

5.2 Urban/Rural Fires

- Rural fire districts and municipal fire departments have the primary responsibility for the suppression and control of fires within their respective fire protection jurisdictions. For those incidents requiring additional support, mutual aid agreements may be executed.

- The Oregon Fire Service Mobilization Plan is intended to deal with the growing problem of urban/wildland interface fires. This included the establishment of the State Fire Defense Board, made up of representatives from various fire defense districts throughout the State.

- If an urban fire threatens or is likely to become a fire of major magnitude, assistance may be available from the federal government.
under an emergency declaration by the President. Requests for such assistance are handled through normal emergency management channels.

5.3 Forest Fires/Wildland Fires

- Due to the intermingling of urban and forest areas, Klamath County fire agencies participate in mutual aid with municipal and rural fire departments and may assist with available regular forces during a mobilization emergency. Through the Oregon Fire Service Mobilization Plan, ODF is capable of mobilizing a substantial response that includes communication equipment, incident management personnel, and other support services.

- The U.S. Forest Service is responsible for protecting forest lands under federal management. Due to the intermingling of urban and forest areas, the U.S. Forest Service may participate in mutual aid agreements with municipal and rural fire departments and may assist with forces during a mobilization emergency to wildland fire events.

- The BLM has contracts with the ODF for fire protection of its land in Klamath County.

6 Direction and Control

6.1 Lead Agency

- On non-federal land that is NOT within a Fire District, ODF is the lead agency for wildland-urban or wildland fire incidents within Klamath County and will provide an IC.

- On private land within a Fire District, that Fire District is the lead agency and will provide an IC.

- Fires on private land under joint ODF/Fire District protection will be managed by a Unified Command.

- On Federal land within Klamath County, the agency having jurisdiction over that land assumes the lead for wildland fire management and will designate an IC.

6.2 Command System

- Klamath County, Fire Districts, ODF and federal agencies use the NIIMS/ICS as their incident management organization.

- Under the ICS, the incident organization will develop in a modular progression depending on the nature and specific conditions prevailing at the scene.
6.3 Incident Commander

- The IC will be the designated official responsible for all operations directed toward the containment and mitigation of the incident.

- Upon arrival, the IC will secure and maintain control of the incident scene until relieved, the situation has been corrected, has been turned over to another public safety agency, or has been turned over to the owner.

- The Overhead Team and other members of the Incident Command Organization may operate at the on-scene Incident Command Post.

6.4 Overhead Team

- The Overhead Team and other members of the Incident Command Organization may operate at the on-scene Incident Command Post.

7 Supporting Plans and Procedures

- National Response Framework, ESF 4 – Firefighting

- State Emergency Operations Plan, ESF 4 - Firefighting


- Community Wildfire Protection Plan, Keno, Oregon.

8 Appendices

None at this time.
5

ESF 5 – Emergency Management
# ESF 5 – Emergency Management

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1  Purpose and Scope
Emergency Support Function (ESF) 5 provides for direction, control, and management of county and municipal emergency operations, as well as allocation and coordination of resources to support local response and recovery activities. ESF 5 also includes a detailed description of the incident management system and command structure in place for the jurisdiction, as well as designation of primary and alternative county Emergency Operation Center(s) (EOC).

2  Policies and Agreements
The following policies and agreements are currently in place:

- None at this time.

3  Situation and Assumptions

3.1  Situation
The Klamath County Emergency Operations Center has been designated as the support to Incident Command Posts (ICPs) and the base for all emergency management organization activities.

3.2  Assumptions
The response activities presented are applicable to all emergency situations and will provide adequate direction for proper emergency management.

4  Roles and Responsibilities

4.1  General
When an emergency situation arises and it is determined that the normal organization and functions of County government are insufficient to effectively meet response requirements, the Emergency Manager may activate and implement all or part of the County Emergency Operations Plan, as noted in the Basic Plan, to support ICP’s. In addition, the Emergency Manager may partially or fully activate and staff the County Emergency Operations Center based on an emergency’s type, size, severity, and anticipated duration. The Board of County Commissioners (BOCC) has the authority to appoint an Incident Commander (IC). Concurrently, all involved County emergency services will implement their respective plans, procedures, and processes.
and will provide the Klamath County Emergency Manager with the following information:

- Operational status;
- Readiness and availability of essential resources;
- Changes in conditions and status of resources (personnel, equipment, facilities, supplies, etc.); and
- Significant concerns and issues dealing with potential or actual loss of life or property.

When the County Emergency Management Organization is implemented in response to an emergency, a County Commissioner—as the representative of the Board of County Commissioners (BOCC) will work with the Emergency Manager and the EOC Team at the designated EOC to coordinate the community’s response. The usual response to an incident whose management exceeds the capacity of the normal organization will be to implement ICS by appointing an Incident Commander (IC) who reports to the BOCC. Command flows from the BOCC to the IC.

In addition, the BOCC, the IC and/or the Emergency Manager may recommend the establishment of the Emergency Operations Center. This is a place where a number of support functions, not command functions, may be located.

The other Commissioners and department heads, continuing in their role of managing County government, should report to the Commissioners Conference room or the Courthouse Conference room to oversee the continuance/restoration of other critical County services.

During emergency operations, the EOC staff may be organized in a number of ways. The BOCC will appoint an Emergency Operations Center Manager who will determine the organization.

5 Concept of Operations

5.1 General
Coordination of activities will insure that all tasks are accomplished with little duplication of effort.

5.2 Phases of Emergency Management

5.2.1 Mitigation and Prevention
- Develop ICS and EOC capability;
- Provide adequate communications capabilities.
5.2.2 Preparedness  
- Instruct officials on ICS and EOC operations.  
- Stock adequate food and water supplies.  
- Stock adequate administrative supplies.  
- Maintain a constant schedule of testing, maintaining, and repairing equipment to insure an advanced state of readiness.

5.2.3 Response  
- Activate the EOC as needed.  
- Implement ICS  
- Initiate response activity.

5.2.4 Recovery  
- Continue response operations as needed.  
- Begin recovery activities.  
- Demob by Releasing unnecessary personnel and other resources and deactivate the EOC, an ICS responsibility.

5.3 Execution  
- The County Emergency Manager will assume initial responsibility for coordination of operations/actions.  
- The Emergency Manager may recommend the BOCC implement ICS by appointing an IC and assisting in the preparation of a Delegation of Authority.  
- The EOC will be activated upon direction of the BOCC, County Emergency Manager or request of the IC.  
- The Incident Commander will determine the level of staffing required based on the situation and will alert the appropriate personnel, agencies, and organizations.  
- Emergency operations will be conducted by government forces augmented as required by trained auxiliaries, volunteer groups, and forces supplied through mutual aid agreements. State and/or Federal support will be requested if a disaster situation so dictates.  
- Communications equipment in the Incident Command Post and/or EOC will be used to receive information, disseminate instructions, and coordinate emergency operations.
The County Emergency Manager will maintain contact with the ICS Command Post at the various incident scenes in addition to the activation of the EOC. The Command Posts will maintain close contact and coordination with the EOC.

Heads of agencies, departments, and organizations are responsible for emergency functions assigned to their activity as outlined in the appropriate annex to the emergency management plan.

The EOC may operate on a 24-hour basis during the emergency and the staff may be required to work 12-hour shifts.

The County Emergency Manager will notify the Oregon Emergency Management Office in Salem (1-800-452-0311) upon activation of the EOC due to an emergency or disaster.

5.4 Emergency Operations Center

Command and Control is the responsibility of the IC and will be managed at the Incident Command Post. Various other response activities may be coordinated from the EOC, which is located in the Klamath Falls Police Station at Shasta Way in Klamath Falls or the County Public Health building at 403 Pine Street in Klamath Falls. The EOC will be activated upon notification of a possible or actual emergency or as otherwise deemed necessary by the BOCC, IC or Emergency Manager. EOC responsibilities and activation procedures are addressed in this portion of the EOP and in the Basic Plan, Section 4.4, Incident Management.

During emergency operations and upon activation, the EOC staff will be responsible for assembling and for managing a number of functions, some of which are outlined below.

The Emergency Manager, under the direction of the Board of Commissioners or as he or she deems necessary, will activate the EOC. He or she, unless another is designated as EOC Manager, will assume responsibility for all operations and direction and control of the EOC.

The Emergency Manager will determine the level of staffing required and will alert the appropriate personnel, agencies, and organizations.

Activate if requested by the IC, existing mutual aid agreements with other jurisdictions and response partners to provide emergency assistance and resources per Section 1.4.2 of the EOP-Unmet Needs Escalation.

The IC will establish an on-scene incident command post (ICP) and maintain close contact and coordination with the EOC.

Heads of departments and organizations are responsible for emergency functions assigned to their activities, as outlined in their respective annexes.
The EOC may operate on a 24-hour basis, rotating on 12-hour shifts, unless otherwise amended by the EOC Manager.

The Emergency Manager will immediately notify the State Emergency Management office (800-452-0311) upon activation. Periodic updates will be made as the situation requires.

Each EOC staff member will have a designated alternate (assigned prior) in case absence or operational activities preclude presence. This ensures continuity of operations and a smooth transition during shift changes and prevents any unforeseen breakdowns in the process.

Specific functions are detailed in the Basic Plan and various ESF and Incident Annexes (IA).

5.4.1 Primary Emergency Operations Center

All tactical and strategic operations occurring at the incident(s) will be coordinated and communicated through the County IC to track, manage, and allocate appropriate resources and personnel. In such a situation, the Klamath County EOC will operate as a support function which may include Multi-Agency Coordination System (MACS), serving as the central node for vertical and horizontal coordination. The primary EOC is the Klamath Police Station or the Klamath County Health Department, located in 2nd floor Conference Room at 403 Pine Street, in Klamath Falls. The County also has several Mobile Command Centers that provide good Incident Command Post (ICP) facilities.

All persons entering the EOC will be required to check in at the Security Desk located at the main entrance. Appropriate security will be established to identify personnel who are authorized to be present.

5.4.2 Alternative Emergency Operations Center

Should the primary EOC become unusable, emergency operations will continue with a reduced staff at a location determined by the County Emergency Manager.

In general, criteria for an alternative EOC include:

- Sufficient working area, which includes operations room, communications room, and even shower facilities if available.

- All communication equipment necessary for conducting emergency operations.

- Backup emergency generator and a 14-day supply of fuel.

- Sufficient food and water for the designated EOC staff will be provided for duration of disaster.
5.4.3 Agency Emergency Operations Centers
Other agencies may activate and staff individual Agency Operations Center facilities for various types of emergencies. For example, if a biological incident such as pandemic influenza occurs, the Klamath County Health Department’s Agency Operations Center may be activated and will coordinate closely with the Klamath County EOC. In all cases, however, the County IC will be responsible for Command and Control and the EOC will serve as the central point for such things as coordinating response agencies, resource requests and tracking, and public information.

5.4.4 Integrated On-Scene ICS Command Post
During emergency operations it may be necessary to set up an on-scene command post (ICP) to coordinate response activities at the scene. The IC, appointed by the BOCC works from the ICP. ICS Mobile Command Post may be used.

5.5 Reports and Records
Appendix A of the Basic Plan includes sample disaster/emergency declarations, requests for assistance, and message forms. Use of the ICS forms found in Appendix B of the Basic Plan is mandatory. These forms cover nearly every aspect of ICS and provide a means for efficient shift change and documenting event action, expenditures, etc. for possible reimbursement through FEMA. Forms, reports, and logs for immediate consideration include:

5.5.1 Declaration of Local Emergency/Disaster
Based on local ordinances and state statutes, a local declaration can allow a city or Klamath County governing body flexibility in managing resources under emergency conditions. For additional guidance, see the Emergency Declaration Guidelines For Local Elected And Appointed Officials at:

5.5.2 Operational Situation Report
These reports are compiled daily and forwarded to the State Office of Emergency Management to keep state officials informed about the current status of operations.

5.5.3 Incident Action Plan
The IAP (ICS Forms 202-207) includes the overall incident objectives and strategies established by the IC. The Planning Section is responsible for developing and documenting the IAP. In the case of UC, the IAP must adequately address the overall incident objectives, mission, operational assignments, and policy needs of each jurisdictional agency. This planning process is accomplished with productive interaction between jurisdictions, functional agencies, and private organizations. The IAP also addresses tactical objectives and support activities for one operational period, generally 12 to 24 hours. The IAP also contains provisions for continuous incorporation of "lessons learned" as identified by incident management personnel as activities progress.
5.5.4 Duty Officer Log

A record of major events during EOC operations will be compiled by a member of the support staff under the direction of the EOC Manager.

5.5.5 Security Log

A record of all persons entering and leaving the EOC will be maintained by the security personnel at the entrance.

6 Direction and Control

See Chapter 5 of the Basic Plan for a discussion of the Incident Command System structure utilized by Klamath County for Incident Management.

7 Supporting Plans and Procedures

The following plans and procedures are currently in place:

- State of Oregon, 2008. Emergency Declaration Guidelines For Local Elected And Appointed Officials

8 Appendices

None at this time.
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ESF 6 – Mass Care, Emergency Assistance, Housing, and Human Services
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<th>Primary Agencies</th>
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</thead>
<tbody>
<tr>
<td>Klamath County Emergency Management (KCEM)</td>
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<tr>
<td>Klamath County Public Health Department</td>
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<tr>
<th>Supporting Agencies</th>
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<tbody>
<tr>
<td>Area Hospitals</td>
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<tr>
<td>911 Communication Centers</td>
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<tr>
<td>Ambulance Providers</td>
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<tr>
<td>Klamath County Behavioral Health (KBBH)</td>
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<tr>
<th>Adjunct Agencies</th>
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<tbody>
<tr>
<td>American Red Cross</td>
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<tr>
<td>Private and Non-Governmental Organizations (Salvation Army)</td>
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1 Purpose and Scope

ESF 6, Mass Care, Housing and Human Services provides non-medical mass care/sheltering, housing, and human services support for victims of natural and technological emergencies and disasters. Emergency shelter includes the use of pre-identified shelter sites in existing structures, creation of temporary facilities or shelters, and use of other facilities outside the incident area, should evacuation be necessary.

Victims are fed through a combination of fixed sites, mobile feeding units, and bulk distribution of food. Emergency first aid, consisting of basic first aid and referral to appropriate medical personnel and facilities, is provided at mass care/sheltering facilities. Bulk distribution of emergency relief items, such as food, water, and ice, is managed and coordinated via established sites within the County. If applicable to the situation, coordination and management of volunteer services and donated goods is necessary to maximize benefits without hindering response activities.

Additional functions of ESF 6 include the following.

- Providing assistance for victims’ short- and long-term housing needs.
- Supporting and coordinating resources required for crisis counseling and other mental health-related services immediately following an emergency, particularly as services are needed at shelters.
- Coordinating and identifying individuals with special needs within the impacted area. Special needs may be characterized by age (children and elderly), physical and/or mental disabilities, language (non-English speaking), existing disease/medical conditions, dependency on service animals, and any other condition or threat that could warrant special considerations under emergency circumstances.

2 Policies and Agreements

- None at this time.
3 Situation and Assumptions

3.1 Situation

- Facilities may be needed in Klamath County for both the direct effects and indirect effects of a hazard.
- Protective shelters, i.e., indirect effects shelters, are life supporting. Due to the facility design, they will afford protection from the direct effects weathered emergencies.
- Mass care facilities, i.e., indirect effects facilities, are life supporting. They are needed for support from the effects of hazards causing evacuations of areas flooded, near an explosion or chemical spill, etc. These facilities are designated as RAC (Reception And Care) facilities.
- The Klamath County Hazard Analysis identifies hazards that could cause an evacuation of some portion of Klamath County.

3.2 Assumptions

- Although local government has the overall responsibility, the American Red Cross will manage and coordinate sheltering and mass care operations within their capability. The Salvation Army will support these operations, and other professional and/or volunteer organizations (e.g. faith-based) organizations) that normally respond to an emergency/disaster situation will continue to do so.
- Until such time that the American Red Cross arrives on-scene, local government will manage and coordinate all shelter and mass care activities
- Other professional and volunteer organizations that normally respond to emergency situations will do so
- Assistance from outside Klamath County through mutual aid agreements with other counties and from State and Federal level emergency agencies will be available.
- Facilities planned for shelter and mass care use will be available at the time of need
- Experience has shown that under localized emergency conditions, a high percentage (50% or more) of evacuees will seek lodging with friends or relatives rather than go to established facilities.
ESF 6. Mass Care, Housing and Human Services

- Essential public and private services in reception areas will be continued during a mass care situation. Normal activities in some schools and churches may have to be curtailed or discontinued.

- If the threat of an evacuation is due to a visible hazard or has been discussed in the media, some spontaneous evacuation will occur prior to an implementing order. Therefore, mass care operations may have to commence early in any disaster period.

- There will be instances where the complete shelter/mass care operation will not be implemented; however, people who would not normally be clients of local and state human services agencies will require some form of public assistance under emergency conditions.

- Other professional/volunteer organizations that normally respond to emergency/disaster situations will continue to do so.

- Churches and church groups are a vital community resource and will function as support organizations to provide assistance to disaster victims.

4 Roles and Responsibilities

4.1 General
The ultimate responsibility for the care of evacuees and displaced disaster victims rests with the Emergency Manager. The Board of County Commissioners has the authority to appoint an Incident Commander. Services will be provided through the coordinated efforts of staff members, American Red Cross, Salvation Army, other state supported agencies, volunteer agencies and mutual-aid agreements with various support groups.

4.2 Task Assignments

4.2.1 Emergency Manager
- Develop shelter and mass care program.
- Develop human service programs.
- Notify the ARC of a need for shelters, estimated persons affected, and evacuation routes.
- Inform public.

4.2.2 Shelter Officer
- Establish American Red Cross contact.
Identify volunteer agencies and develop emergency agreements.

Identify potential protective shelters and mass care facilities.

Ensure mass care facilities are staffed and feeding is available.

Coordinate the distribution of donated clothing.

### 4.2.3 Human Services Officer

- Identify volunteer agencies and develop emergency agreements.
- Solicit and distribute clothing and food from various agencies and individuals.
- Assist registration of evacuees/victims.
- Assist shelter managers by providing special care for sheltered groups such as unaccompanied children, the aged, and others.
- Coordinate crisis counseling assistance for disaster victims/workers.
- Staff Disaster Application Centers (DAC), as required.

### 4.2.4 Law Enforcement

- Provide security and law enforcement at shelters facilities where possible.
- Provide back-up communications.

### 4.2.5 Fire Services/Fire District

- Inspect shelter and mass care sites for fire safety.
- Provide and maintain shelter fire extinguishers.
- Train shelter personnel in fire safety and suppression.

### 4.2.6 Transportation

- Provide and coordinate public transportation to emergency feeding sites, food distribution points, clothing pickup points—including special needs groups.

### 4.2.7 Health and Medical

- Coordinate medical assistance at mass care facilities.

### 4.2.8 Behavioral Health Authority

- Provide crisis counseling for disaster victims/workers.
4.2.9 American Red Cross (through agreement)

- Staff and operate shelter and mass care facilities.
- Register evacuees.
- Provide emergency feeding.
- Provide emergency clothing.
- Process inquiries from concerned families outside the disaster area.
- Provide temporary home repairs.

4.2.10 Salvation Army (through agreement)

- Assist in mass feeding operations.
- Collect and distribute food, clothing and other supplies.
- Perform counseling and morale building services.
- Provide specialized skills, such as interpreters and social workers.
- Perform repairs to homes.

5 Concept of Operations

5.1 General

The Emergency Manager, has the overall responsibility for ensuring the protection and welfare of citizens residing in Klamath County.

In cooperation with available volunteer disaster assistance organizations, Klamath County will endeavor to make available shelter and lodging for people displaced from their residences.

The American Red Cross and other private disaster assistance organizations will be called upon to provide management and support of shelters for the displaced population and to care for their emergency needs by organizing shelter teams, providing services necessary to support the shelter population, registration, or other life support assistance.

In some disasters, the Federal government may be requested to provide emergency housing. Disaster victims will be encouraged to obtain housing with family or friends or in commercial facilities. To the extent possible, local government will assist and coordinate post-disaster housing needs of the homeless.
5.2 **Actions by Phase of Emergency**

5.2.1 **Mitigation**
- Encourage shelter considerations in architectural design.
- Identify volunteer groups.
- Develop a shelter and mass care capability.
- Encourage residents to plan a home shelter facility.
- Identify population groups requiring special assistance during an emergency (i.e. senior citizens, handicapped).

5.2.2 **Preparedness**
- In coordination with the American Red Cross, identify mass care facilities (temporary lodging and emergency feeding sites) and protective shelters.
- With the American Red Cross, obtain cooperation of facility owners for use as mass care facilities and protective shelters
- Train facility shelter managers.
- Maintain feeding supplies.
- Identify sources of food and clothing.
- Coordinate training and communication procedures.
- Coordinate responsibilities with other agencies and/or volunteer groups.
- Identify population groups requiring special assistance during an emergency (i.e., senior citizens, handicapped) and ensure assistance is provided.

5.2.3 **Response**
- Open and staff shelters and mass care facilities.
- Provide food and clothing as needed.
- Identify Distribution Service Centers.
- Maintain communications between facilities and EOC.
- Assist registration of evacuees and victims.
ESF 6. Mass Care, Housing and Human Services

- Provide information for victims needing additional services.

5.2.4 Recovery
- Deactivate shelters and mass care facilities as necessary.
- Assess continued human needs of victims.
- Inform public of extended care availability.
- Coordinate post-disaster housing needs.
- Coordinate with State and Federal officials on location of Disaster Application Center (DAC).
- Staff DAC.

5.3 Shelters and Mass Care Facilities
Mass care includes the registration of evacuees, the opening and management of temporary lodging facilities, and the feeding of evacuees and workers through both mobile and fixed feeding sites.

5.3.1 Registration
The American Red Cross will assist local government in the registration of evacuees, and as applicable, will coordinate information with appropriate government agencies of those evacuees who are housed in American Red Cross Shelters.

5.3.2 Temporary Lodging and Feeding Facilities
The designation of specific lodging and feeding facilities will depend on the actual situation and the location of the hazard area. Selected facilities will be located far enough from the hazard area so that there is no possibility of the threat extending to the mass care facility. Specific care must be given to ensure that designated facilities are suitable for lodging institutionalized or special needs groups. Agreements for use of some facilities have been obtained by the American Red Cross. The Emergency Manager will obtain permission from owners to use other facilities as required.

When American Red Cross facilities are opened, it will be the responsibility of the American Red Cross to maintain all functions and staffing according to American Red Cross policy.

As needed, meals and snacks will be provided to evacuees and workers through both mobile and fixed feeding sites. Upon American Red Cross arrival, they will be responsible for meal planning, coordination of mobile feeding, identifying feeding sites and resources for the procurement of food and related supplies.
The American Red Cross and the Klamath County Emergency Manager will jointly maintain listing of qualified and trained shelter and lodging facility managers.

5.3.3 Protective Shelters
In the context of this annex, protective shelters are facilities designated as able to withstand the ravages of a specific hazard. These are life protecting and may or may not include the life supporting features associated with mass care facilities.

5.4 Emergency Assistance
Some emergencies will occur that will not entail mass care assistance; however, a limited amount of emergency food and clothing will be needed and provided. This assistance will be coordinated by the Human Services Officer through existing Klamath County staff, volunteer organizations, and church groups.

5.5 Emergency First Aid/Medical Services
The following agencies and entities can provide support for emergency first aid and referral to appropriate medical personnel and facilities:

- Klamath County Public Health Department
- Klamath County Fire Districts
- County Area Hospitals
- Area Ambulance Service Providers
- Communication Centers (911) for referrals and dispatch
- Licensed emergency medical technician staff and medical professionals

5.6 Bulk Distribution
Emergency relief items to meet urgent needs are distributed via established sites within the affected area. Distribution of food, water, and ice requirements through Federal, State, local, and tribal governmental entities and non-governmental organizations is coordinated at these sites. The American Red Cross will coordinate all bulk distribution activities needed within the County’s jurisdiction with Klamath County Emergency Management via the County EOC.

Agencies and organizations involved in supporting and managing bulk distribution include:

- American Red Cross
- Salvation Army
5.7 Short and Long Term Housing

All housing needs identified during and following emergency incidents or disasters impacting Klamath County will be coordinated through the Klamath County Emergency Management via the County EOC. Liaisons will be assigned to the command staff to manage and coordinate resources and activities with regional, State, Federal, tribal, and private sector entities. In some disaster situations, the Federal government may be requested to provide emergency housing. Disaster victims will be encouraged to obtain housing with family, friends, or in commercial facilities. To the extent possible, local and county government will coordinate post-disaster housing needs for the homeless population. Agencies and organizations available to provide assistance for short- and long-term housing needs of victims include:

- Klamath County Emergency Management
- Oregon Office of Emergency Management
- Joint Field Office, FEMA – Federal Coordinating Officer
- American Red Cross, local and national chapter
- U.S. Housing and Urban Development

5.8 Crisis Counseling and Behavioral Health

Disaster victims will be provided emergency counseling services by the Oregon Human Services Department. These services may be augmented by local mental health professionals and members of the local ministerial association.

5.9 Special Needs Groups

Disaster victims and special needs groups may require assistance to meet their necessary expenses and serious needs (food, clothing, housing, medical, and financial). Local and state human service organizations will identify any special needs groups (elderly, handicapped, and non-English speaking), and in the event of a disaster, ensure that their needs are met.
5.10 Disaster Application Centers
Upon a Presidential Disaster Declaration, Disaster Application Centers (DAC) will be established. In addition to numerous grant and assistance programs available through the DAC, the Individual and Family Grant Program provides grants to meet those disaster-related necessary expenses or serious needs for which assistance for other means is either unavailable or inadequate.

6 Direction and Control
All activities will be coordinated through the Shelter Officer and Human Services Officer in the EOC. Shelter/lodging facility managers will be responsible for the operation of their individual facilities.

7 Supporting Plans and Procedures
- National Response Framework, ESF 6 – Mass Care, Emergency Assistance, Housing and Human Services
- State of Oregon Emergency Operations Plan, ESF 6 – Mass Care, Emergency Assistance, Housing and Human Services

8 Appendices
None at this time.
ESF 7 – Logistics Management and Resource Support
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# ESF 7 - Logistics Management and Resource Support

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1 Purpose and Scope

Emergency Support Function (ESF) 7 focuses on procedures for activating, dispatching, distributing, allocating, and deactivating resources needed for emergency and disaster operations from government, private, or volunteer sources. In addition, ESF 7 describes available resource tracking systems, including databases or basic equipment/supply lists, for personnel, facilities, equipment, and supplies in the County or region.

Formal pre-incident agreements (i.e., mutual aid agreements or memorandums of understanding) between government agencies and private sector and/or other nongovernmental entities may be necessary to support ESF 7 to facilitate acquisition of resources, pre-purchasing agreements (such as implementation of pre-disaster pricing when applicable), and the adoption of standardized interoperable equipment during emergency response activities. Procedures outlined in this support function include both medical and non-medical resources.

2 Policies and Agreements

The following policies and agreements are currently in place:

- None at this time.

3 Situation and Assumptions

3.1 Situation

An inventory of resources on a continuing basis and procedures to use these resources in a timely manner during an emergency or disaster is required.

3.2 Assumptions

- Shortages in the Klamath County response resources will occur very quickly in any emergency or disaster that lasts longer than 24 hours or in certain types of disasters.

- Private contractors and volunteer agencies will be willing and able to assist the community during an emergency or disaster.
ESF 7. Logistics Management and Resource Support

- Mutual aid agreements with neighboring counties or communities will be invoked as needed.
- Evacuees being cared for may volunteer to assist as needed.
- Support is available through requests to State and Federal agencies with Disaster declaration once local capacity to respond is exhausted.
- Klamath County agencies will support emergency actions pertaining to resource management.

4 Roles and Responsibilities

4.1 General

During emergencies and disasters, most resource management activities will be managed by an Incident Commander designated by the Board of Commissioners (BOCC). The Incident Commander approve all resource requests. These activities may or may not be coordinated through the Emergency Operations Center (EOC). For coordination purposes, the County Emergency Manager may be granted authority by the BOCC to fulfill requests for additional resources from department heads and may serve as a clearinghouse for resources made available to Klamath County. Likewise, the County Human Resource Manager may be granted authority to fulfill requests for additional personnel resources made available to Klamath County.

4.2 Task Assignments

4.2.1 Incident Commander

- During an emergency or disaster, utilize all physical resources within the city and County.
- Ensure resource surveys are conducted and maintained.
- Resolve resource priority issues.
- Authorize emergency purchase requests through respective department heads.
- Institute resource controls.

4.2.2 Contracts Officer

- Identify potential resource providers by major category (i.e., heavy equipment, hardware, transportation, fuel, and food.)
- Coordinate departmental requests for additional resources.
- Develop agreements with outside sources for use of resources.
ESF 7. Logistics Management and Resource Support

- Coordinate with private sector for use of equipment, services, and supplies.
- Screen offers for resources.
- Maintain records for emergency purchases of goods and services.

4.2.3 County Human Resource Director

- Identify potential personnel resource providers.
- Coordinate departmental requests for additional personnel.
- Develop agreements with non-jurisdictional sources for use of personnel resources.
- Screen offers for personnel.
- Maintain records for emergency personnel requirements.

4.2.4 Individual Department Heads

- Develop and maintain appropriate resources lists of personnel, equipment, and supplies.
- Coordinate emergency utilization of resources.
- Prepare records of emergency expenditures and submit to the County Contracts Officer.
- Identify resource needs for special or critical facilities and submit lists to County the Contracts Officer.
- Develop procedures for the movement of equipment and critical supplies for various emergency situations.
- Identify additional emergency resource requirements for personnel, equipment, and supplies peculiar to specific emergencies.

5 Concept of Operations

5.1 General

- During an emergency or disaster, all physical resources within Klamath County, whether publicly or privately owned, may be utilized when deemed necessary by the Klamath County Board of Commissioners.
The County assumes no financial or civil liability for the use of publicly- or privately-owned resources. However, accurate records will be maintained for possible reimbursement.

Disaster planning dictates that each department assigned responsibilities in the basic plan will identify personnel, equipment, material, and other assigned resources.

During disasters each department head will manage their resources to include the resources available through existing mutual aid agreements. If additional equipment, personnel, and material are required, those requests will be relayed to the IC (or EOC) where outside support will be pursued.

Emergency purchasing procedures will be established and records maintained of expenditures for goods, services, and personnel.

5.2 Phases of Emergency Management

5.2.1 Mitigation
- Analyze resource requirements.
- Train personnel on effective use of available resources.
- Designate areas of responsibility for providing resources management support.

5.2.2 Preparedness
- Identify sources of equipment, manpower, and transportation.
- Prepare and update resources lists.
- Coordinate resources with other agencies and volunteers to maintain adequate reserves.
- Initiate letters of understanding with private sector organizations and mutual aid agreements with neighboring jurisdictions.

5.2.3 Response
- Establish priorities and allocate resources.
- Coordinate delivery of resources to response teams and disaster victims.
- Identify resource distribution centers.
- Identify staging areas for out of area emergency response personnel, equipment, and supplies.
ESF 7. Logistics Management and Resource Support

- Coordinate local efforts with other agencies.

5.2.4 Recovery
- Assess recovery needs.
- Assess impact of emergency on available resources and identify repair, maintenance, and replenishment needs.
- Set priorities and coordinate available resource utilization.
- Maintain appropriate records.
- Disseminate public information regarding resource availability.

6 Direction and Control
- The Board of County Commissioners (BOCC) serves as the overall authority for resource management.
- The BOCC appoints an Incident Commander (IC) using a Delegation of Authority.
- The department heads and supervisors continue their day-to-day responsibilities during an emergency, exercising operational control of their work forces, except for those areas or functions delegated to the IC. They will keep the County Commissioners informed of resource requirements and coordinate emergency resource requests. To the extent practical, potential resource shortages will be projected, identified, and made known to the County Emergency Manager.
- The BOCC, IC and/or the Emergency Manager may request the county Emergency Operations Center be established to support the IC and provide coordination between various entities.
  - Command and Control flow from the BOCC to the Incident Commander, not to the EOC. The EOC is a place where support and coordination occur.
- Priorities for resource allocation will be established by the IC.
- The County Emergency Manager may designate private citizens to coordinate resources obtained from the private sector but will retain overall responsibility.

7 Supporting Plans and Procedures
The following plans and procedures are currently in place:
ESF 7. Logistics Management and Resource Support


8 Appendices

- Klamath County Resources List (Appendix A)
ESF 8 – Public Health and Medical Services
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### ESF 8. Public Health and Medical Services

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                      Board of County Commissioners (BOCC)  
                      County Counsel  
                      Oregon Health Agency (OHA) |
| Adjunct Agencies | Sky Lakes Medical Center  
                   Oregon State Public Health Division (OSPHD)  
                   Centers for Disease Control and Prevention (CDC)  
                   Federal Emergency Management Agency (FEMA)  
                   Oregon State Police (OSP)  
                   Federal Bureau of Investigation (FBI)  
                   Department of Agriculture  
                   Department of Environmental Quality  
                   Department of Transportation  
                   Private medical providers/Ambulance providers  
                   American Red Cross (ARC)  
                   Local Fire Districts  
                   Local Funeral Homes |

1 Purpose and Scope

The purpose of the Public Health and Medical Services Emergency Support Function (ESF) 8 is to provide coordinated public health, mental health and medical services during emergency situations to minimize death and injury, and assist in the damage assessment and restoration of essential health services within the disaster area. This annex ensures that the following services are provided to disaster victims and emergency response workers to supplement disrupted or overburdened local medical personnel and facilities:

- Public health and sanitation;
- Emergency medical, dental, and hospital services;
- Crisis counseling and mental health services;
- Animal and vector control; and
- Mortuary services.

ESF 8 also refers to services, equipment, and personnel needed to protect the health of the public from communicable disease, contamination, and epidemics, including health and symptomatic monitoring, food and water inspections, immunization and mass prophylaxis delivery, laboratory testing, and animal health/disease management (as it pertains to potential or actual impacts on public health). Other essential tasks included within this support function involve providing professional personnel, services, and facilities to relieve victims and
their families, first responders, and/or special needs populations of trauma and mental health conditions caused or aggravated by an emergency/disaster or its aftermath. Depending on the nature and severity of the incident, services and resources may be in demand for prolonged periods of time. 

Note: Refer to ESF 11 for information regarding incidents/disasters potentially or actually impacting the health of livestock, wildlife, and other animals without concern for impacts to human health.

1.1 Authority
Oregon Revised Statutes 431.110; 431.150; 431.530

1.2 Disclaimer
No emergency plan can replace informed good judgment. This annex and its associated procedures provide a general approach for Klamath County Public Health’s (KCPH) emergency preparedness program. ESF 8 is intended to serve as a guideline to facilitate a timely and effective response to emergencies of any nature. It is not intended to direct day-to-day emergency response decisions or to constrain persons responsible for management of major emergencies from taking other or additional steps if circumstances warrant.

2 Policies and Agreements
- None at this time.

3 Situation and Assumptions

3.1 Situation
- Residents of Klamath County are vulnerable to a variety of disasters that could result in need for emergency health or medical support.
- The Klamath County Health Department Director and/or the Klamath County Public Health Officer serve as the Health Authority for Klamath County by enforcing laws and managing programs that protect the people of Klamath County.
- A communicable disease outbreak or epidemic could occur in Klamath County.
- The following could be indicators of a terrorism-related disease outbreak:
  - A threat has been identified;
  - A single case of a highly unusual disease (e.g. smallpox or anthrax) has occurred;
ESF 8. Public Health and Medical Services

- Large numbers of people are ill with similar symptoms, which might be unusual because of age, time of year, or geographic location (e.g., influenza symptoms in July);
- Unusually high numbers of illnesses or deaths have occurred;
- An unusual pattern of illness or death among animals is discerned; and/or
- Active or suspected bioterrorism is occurring elsewhere.

3.2 Assumptions

- There is adequate local ability to manage health-related functions during a disaster on a sustained basis. Support will be needed from the Oregon State Public Health Division (OSPHD) and from Federal agencies.
- The public will require guidance on avoiding health hazards created by and emergency or disaster, both during the event and throughout the recovery and rehabilitation phases.
- Widespread disease outbreaks caused by infectious agents, whether of natural origin such as pandemic influenza or as a result of acts of terrorism, will be well beyond the capacity of Klamath County Public Health. In addition to assistance from OSPHD, Federal assistance will be requested when abilities to respond to an event are exceeded. Examples of such agencies are listed below.
  - The Centers for Disease Control and Prevention (CDC), which is the lead Federal agency for disease prevention, control, and injury and disability in the United States. The CDC maintains the Strategic National Stockpile (SNS), which is the national repository of antibiotics, chemical antidotes, vaccines, life support medications and other medical/surgical supplies that could be used in a disaster or health emergency. OSPHD and Oregon Emergency Management (OEM) are state agencies that may initiate access to the SNS.
  - The Federal Emergency Management Agency (FEMA) is the lead agency that coordinates Federal response effort in a disaster situation.
  - The Oregon State Police (OSP), the Federal Bureau of Investigation (FBI), and local law enforcement may all be involved in an emergency response if a security crisis exists, public safety is threatened, or a criminal investigation is conducted, as would occur due to an act of terrorism. In a public health emergency, law enforcement and public health will work together in a cooperative manner, consistent with the
principles of the National Incident Management System (NIMS), which includes the Incident Command System (ICS).

- The Oregon Department of Agriculture may assist with animal disease surveillance and veterinary epidemiological support. See ESF 11, Agriculture and Natural Resources.

- The Oregon Department of Environmental Quality may assist with field investigations, decontamination, water quality, pollution, and solid waste disposal controls when local resources are inadequate.

- The Oregon Department of Transportation may assist with logistics and transportation needs.

- The United States military may assist with logistics, security, and transportation needs.

- Volunteer disaster relief organizations may provide resources and personnel within the boundaries of their mandates.

Delivery of primary medical care is not administered or managed by the OSPHD or Klamath County Public Health District. Private medical providers will meet these needs on a daily basis.

Disease surveillance will provide information essential to an effective response. KPHD will conduct disease surveillance and reporting as outlined in the OSPHD Acute and Communicable Disease Program’s (ACDP) Investigative Guidelines for Notifiable Diseases [http://oregon.gov/DHS/ph/acd/reporting/guideln/guideln.shtml](http://oregon.gov/DHS/ph/acd/reporting/guideln/guideln.shtml). For any diseases not specifically outlined by the Investigative Guidelines, KCPH will consult with ACDP.

- The American Red Cross (ARC) will be the primary coordinator and provider of shelter and mass care during emergencies in Klamath County.

- Mutual Aid service agreements will be activated for mobilization of out-of-area medical and mortuary services when the County’s resources have been overwhelmed.

- Klamath County Fire Districts, Emergency Medical Services and ambulance providers will provide immediate on-scene care and treatment of life-threatening conditions, and the local Hazardous Materials (HazMat) team (#4) will be deployed to the scene of a known or suspected chemical or biological agent release.

- Because of expected resource shortages in any disaster, it may be necessary to mobilize all available physicians, mid-level practitioners, nurses, emergency medical technicians and paramedics, dentists, pharmacists, veterinarians, medical examiners, and morticians.
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- Sky Lakes Medical Center may need to expand, by utilization of auxiliary sites, to accommodate for a large influx of casualties and/or arrange transfer to out-of-county facilities during a disaster.

- It may be necessary to develop temporary morgues, with the assistance of local morticians, in the event of disaster-related mass mortality.

- It may be necessary to treat and vaccinate, isolate, or quarantine persons who have been exposed to or are infected with diseases of epidemic or pandemic proportion or those caused by acts of bioterrorism.

4 Roles and Responsibilities

4.1 Organization

- In the event of a public health emergency, KCPH would be the lead County department responsible for directing and coordinating emergency programs related to medical operations. The Director of Public Health will make recommendations to the Board of County Commissioners (BOCC) concerning the need to implement NIMS (ICS). As appropriate and as determined by the Incident Commander (IC), the Emergency Operations Center (EOC) would be opened when an outbreak is first suspected to support requests for outside medical aid.

- Upon receipt of official notification of an actual or potential emergency situation, KCPH, in collaboration with the local health care community and Klamath County Emergency Management, will receive, evaluate, and prioritize all requests for emergency assistance from medical service providers, allocate available resources, procure additional resources, and disseminate such notification and information to all public health, medical, and mortuary service providers as appropriate and necessary.

- Should an ICS be established, resources will be committed to the ICS as necessary.

- The KCPH Director (or designee) will represent health and medical services in the EOC and may coordinate response activities from the EOC. The KCPH EOC is located at 3314 Vandenberg Road Klamath Falls OR 97603.

4.2 Emergency Functions

As part of this document, KCPH has the responsibility to perform the functions outlined below, in response to emergency situations.
ESF 8. Public Health and Medical Services

- Participate with the Klamath County Emergency Management Director (County Emergency Manager), Sky Lakes Medical Center, and community health services providers in preparing and maintaining public health and medical emergency plans.

- Perform the statutory responsibilities of the County Health Authority as they apply to emergency incidents or disasters, including:
  - Requesting that the Board of County Commissioners issue an order to implement and provide for enforcement of isolation and quarantine procedures as needed;
  - Providing guidance on avoiding health hazards created by an emergency or disaster, both during the event and throughout the recovery and rehabilitation phases; and
  - Ensuring that KCPH conducts disease surveillance and reporting as outlined in the OSPHD ACDP Investigative Guidelines for Notifiable Diseases;

- Ensure the provision of essential medical care and treatment for persons whose illnesses or injuries are the result of a disaster or where care and treatment are complicated by a disaster.

- Coordinate disease control operations, including:
  - Coordinating treatment and vaccination, isolation, or quarantine of persons who have been exposed to or are infected with diseases of epidemic or pandemic proportion, or those caused by acts of bioterrorism, including coordinating mass vaccination and/or chemoprophylaxis; and
  - Coordinating delivery and set up of the SNS, and Points of Dispensing.

- Coordinate health hazard operations.

- Provide morbidity/mortality statistical services.

- Advise the Emergency Manager regarding emergency health and sanitation standards.

- Receive damage assessment reports for public health and medical facilities and systems as a means of assessing health and medical response capabilities.

- Utilize NIMS in dealing with disaster situation. Through the ICS and/or EOC, coordinate the control of communicable disease and non-communicable illness associated with major emergencies, disasters, and/or outbreaks caused by acts of terrorism, epidemic or pandemic disease, infection agents, chemical, radiological agents, or biological toxins for Klamath County.
ESF 8. Public Health and Medical Services

- At the EOC, coordinate county support operations with hospitals, health facilities, and other health service providers.

- Assist the Medical Examiner in providing an emergency/temporary morgue and coordinate with the Medical Examiner and Funeral Directors to provide identification and disposition of the dead. The Klamath County Medical Examiner (or designee) shall be responsible for coordinating mortuary services and making necessary arrangements for mortuary expansion through the Oregon Funeral Director’s Association. If causalities exceed local capacity, Klamath County Emergency Management will initiate contact with Oregon emergency services to request State Disaster Mortuary Operational Response Team (DMORT) services and assistance.

- Participate with Klamath County Emergency Management, the American Red Cross, and community health service providers in implementing a human service plan that includes provisions for the following:
  - Special medical needs and care requirements for sheltered groups and special needs populations; and
  - Collaboration to provide emergency counseling for disaster victims and emergency response personnel suffering from mental and emotional disturbances.

- Mobilize all available physicians, mid-level practitioners, nurses, emergency medical technicians and paramedics, dentists, pharmacists, veterinarians, medical examiners and morticians as needed.

- Advise the IC and/or EOC or County Commissioners on activating Mutual Aid service agreements and requesting State and Federal assistance for mobilization of out-of-area medical and mortuary services when the County’s resources have been overwhelmed or will be.

- KCPH personnel will remain under the direction and supervision of the Director (or designee) unless detached to an Incident IC.

4.3 Positional Roles and Responsibilities

4.3.1 Klamath County Health Department Director

- Coordinate public health and welfare services required to cope with the control of communicable diseases and non-communicable illness associated with major emergencies, disasters and/or widespread outbreaks caused by bioterrorism, epidemic or pandemic diseases, or novel and highly fatal infectious agents or biological or chemical toxin incidents in urban or rural areas in Klamath County.
Establish public health staffing priorities or assignments to serve as a basis for emergency public health services delivery.

Act as a liaison between the EOC and health services agencies.

May act as or designate an IC in a bioterrorism/communicable disease public health disaster.

In conjunction with the designated Public Information Officer (PIO), coordinate public health–related information releases and conferences with the EOC and other health providers.

May determine the need for and invoke public health authority measures such as isolation and quarantine.

Coordinate environmental health issues and services required to cope with disasters in urban or rural areas in Klamath County. General responsibilities include:

- Identify health hazards, including those from damage to water and sewer systems, and disseminate emergency information regarding sanitary measures to be taken;
- Coordinate with the appropriate agencies to provide food and potable water to victims whose normal supply channels are closed;
- Designate a coordinator/liaison to participate in all phases of the County emergency management program, when necessary or as requested; and
- Inspect occupied emergency shelters and feeding areas.

4.3.2 County Health Officer

- Assist the Director with technical medical advice and assist the communicable disease, environmental health, and health promotion sections in preparation of public information announcements.
- Establish liaison and ongoing communication with key medical care providers.
- Provide public preventive measures to control and limit the spread of communicable disease.
- Assess and communicate immediate estimate of damage to human life and hazards that may offer serious threat to public health in the jurisdiction.
- Issue health instructions to the general public.
- May determine and make recommendations for health authority.
ESF 8. Public Health and Medical Services

- Implement measures such as isolation and quarantine.
- May assist in determination of priorities and parameters regarding vaccine and medication use and delivery.
- Work within and support NIMS (ICS).

4.3.3 Health Department Personnel

- An EOC and/or Joint Information Center (JIC) may disseminate public health–related information in coordination with the IC, KCPH Director and the PIO.
- Assist in collection of clinical specimens and transport to the State public health laboratory.
- Activate vaccination/prophylaxis clinics where needed.
- Provide communication and education to individuals and the public on safety/prevention regarding communicable disease.
- Continue communicable disease surveillance.
- Function within the ICS structure.

4.3.4 Hospital (Sky Lakes Medical Center)

- Develop and maintain a Hospital Emergency Operations Plan (HEOP) and appropriate Standard Operating Procedures (SOPs).
- Activate and follow HEOP.
- As capabilities allow, provide triage and other assistance within the community to meet emergency medical needs.
- Coordinate with the IC, EOC and the Health Department to meet the demands of medical service in the case of a major emergency.

4.3.5 Medical Examiner

- Coordinate with the IC and the EOC in the case of a mass casualty event.
- Manage fatalities by recovering the dead, determining identity, and determining the cause of death.
- Identify and preserve personal property of the deceased.
- Activate and staff a temporary morgue, as needed.
5 Concept of Operations

5.1 General

- Government is responsible for protecting life and property from the harmful effects of hazardous events. Local government has primary responsibility for emergency management activities. Emergency functions for public health, medical, and mortuary services will generally parallel routine day-to-day functions. Routine functions that do not contribute directly or are not deemed essential may be suspended for the duration of the emergency, with the resources for those functions being redirected to accomplish emergency tasks.

- A local state of emergency may be declared by the Klamath County Board of County Commissioners. The declaration will activate the recovery and rehabilitation aspects of the Klamath County EOP and can authorize aid and assistance. When the emergency exceeds local government’s ability to adequately respond, assistance will be requested from neighboring jurisdictions in accordance with existing mutual aid agreements. In situations where local and State resources have been exhausted, requests for Federal assistance must go through the State.

5.2 Damage Assessment

- Damage assessment is “the process used to appraise or determine the number of injuries or deaths, damage to public and private property, and the status of key facilities and services such as hospitals and other health care facilities, fire and police stations, communications networks, water and sanitation systems, utilities, and transportation networks resulting from man-made or natural disaster” (FEMA).

- KCPH has the primary responsibility for conducting the investigational activities regarding disease morbidity and mortality in a natural or man-made disaster or event. Since accurate information about disease and casualties is essential to determine required levels of support, such information must be forwarded to the Health Authority in the Incident Command Post or EOC as soon as it is available. KCPH will receive requests for assistance and delegate elements of the request to local health and medical providers who have not sustained damage or potential for damage, and therefore, can best respond.

  - **Medical Facilities:** Community medical service providers have the primary responsibility for evaluating the damage sustained by their facilities in a disaster. Each facility Director (or designee) will assess initial damage and report the facility’s operational status; identify clients who must be removed until
the facility is repaired; and channel requests for assistance to the Health Authority in the EOC.

- **Injuries and Fatalities:** Community medical service providers have the primary responsibility for reporting injuries, fatalities, and disease to the Health Authority in the EOC.

- **Water Treatment Facilities:** In cooperation with Public Works and water system operators, OSPHD and KCPH have responsibility for evaluating damage to water treatment facilities following disasters. Because of system vulnerability to numerous contaminants and because of the impact that a prolonged closure of such facilities could have on public health and welfare, it is essential that rapid, accurate damage, and needs assessment be conducted.

### 5.3 Phases of Emergency Response Management

This plan follows an all-hazards approach and acknowledges that most responsibilities and functions performed during an emergency are not hazard-specific. This plan accounts for activities before, during, and after emergency operations, as outlined below.

#### 5.3.1 Mitigation (Normal Phase)

The mitigation phase includes activities, such as those outlined below, that may eliminate or reduce the probability of disaster.

- The KCPH Director and/or other designated KCPH personnel shall participate in all County emergency management response planning.

- The KCPH Director shall develop departmental lines of succession of authority and, along with senior management, assign employees to support emergency operations, as appropriate.

- KCPH emergency preparedness personnel shall participate in State-developed, or approved, public health emergency exercises with local emergency management and public safety agencies, utilizing tools provided by the State for orientation, tabletop, functional, and full-scale levels.

- The KCPH office manager shall maintain a current list and call-down procedure for essential employees in the event of an emergency, and the finance manager shall develop a system for documenting expenditures during an emergency.

- Local medical providers will submit reports of the presence of reportable contagious infections or disease clusters to KCPH, as required by state public health laws.
ESF 8. Public Health and Medical Services

- KCPH will routinely provide information to health care providers and the public regarding health issues, which may enable people to identify serious emergent health or medical situations.

5.3.2 Preparedness (Planning Phase)
Preparedness activities, such as those outlined below, may save lives and minimize damage.

- The KCPH Director (or designee) shall activate senior management and recall essential personnel, based on the severity of the incident at hand.
- The KCPH Public Health Preparedness Team shall assess available information and coordinate with other members of County emergency management.
- The KCPH Public Health (PH) Preparedness Team shall contact other local health and medical providers to inform them of the current emergency status and assist them in monitoring inventory of essential medical supplies needed to respond to the emergency.
- In coordination with Klamath County Emergency Management, the KCPH Director (or designee) shall communicate with key County officials, as appropriate.
- The KCPH Director shall coordinate with the EOC and the designated PIO to release health-related emergency instructions for the public.
- The KCPH PH Preparedness Team shall review EOPs and SOPs.
- The KCPH PH Preparedness Team shall assess probable resource requirements and availability and review the acquisition process and agreements for such resources.
- In collaboration with Klamath County Emergency Management, KCPH shall coordinate with the American Red Cross on disaster relief.
- KCPH, with the assistance of DHS and OSPHD shall prepare and maintain emergency public health preventive guidelines and regulations to control and restrict communicable disease, such as isolation and quarantine measures.
- KCPH shall assist Emergency Management in coordinating volunteer organizations to optimize those services and resources.

5.3.3 Response (Emergency Phase)
The following activities are designed to prevent the loss of lives and property and provide emergency assistance. This phase may consist of three periods requiring varying types and levels of emergency response, during which the
imminent occurrence of a disaster becomes known. KCPH’s response plan may be initiated during any of the following three time periods.

■ **Warning Period:** The period during which evaluation of all available information indicates that the impact of a disaster or emergency is imminent. This period may be formally initiated over a period of time in slower developing emergencies (e.g. floods) or may not exist when the impact of the emergency occurs suddenly and without notice. The KCPH Director (or designee) may (The normal organization response is to implement ICS by issuing a Delegation of Authority to appoint an Incident Commander who will accomplish these tasks.):

- In collaboration with Klamath County Emergency Management, evaluate the most probable consequences and resource requirements;
- Review SOPs, appendices, and communications procedures with Klamath County Emergency Management;
- Coordinate with Klamath County Emergency Management and the designated PIO for dissemination of instruction or information to the public regarding safeguarding the drinking water supply, communicable disease, disposal of food, immunizations, access to medical care, etc.
- Recall essential KCPH emergency response personnel.
- Make recommendations to the BOCC regarding the advisability of making a Disaster Declaration and/or establishing an Area Operations Center (AOC). An AOC might be established within Klamath County Public Health, another County department, directly under the BOCC, or outside county government.

■ **Impact Period:** The period during which a disaster or emergency is occurring. Impact may occur suddenly and be of limited duration or may follow a period of predictable buildup and last for an extended period. The KCPH Director (or designee) may, using the Incident Command System:

- In consultation with Klamath County Emergency Management and/or the IC, take immediate protection measures for KCPH emergency response personnel and resources;
- If emergency conditions allow, and the situation warrants, initiate KCPH emergency response procedures according to department SOPs; and
- Should an IC and/or EOC be established, commit resources as necessary.
Response Period: That period immediately following the impact of the disaster or emergency during which all resources are committed to the protection of life and property. The KCPH Director (or designee) may, using the Incident Command System:

- Communicate with Klamath County Emergency Management to determine scope of response priorities;
- Maintain contact with Klamath County Emergency Management and/or the IC for situation analysis and coordination of public information;
- Analyze resource needs;
- Maintain accurate records of costs associated with the emergency response including expenditures for personnel, supplies and equipment; and
- Should an IC and/or EOC be established, commit resources as necessary.

5.3.4 Recovery (Return to Normalcy Phase)

Short- and long-term activities that return all systems to normal or improved standards. The KCPH Director (or designee) may, using the Incident Command System:

- In collaboration with local healthcare providers and Klamath County Emergency Management, evaluate and report the extent of health hazards, injury, illness, loss of life, and the condition of health service personnel.
- Release personnel no longer needed.
- Report and notify the appropriate agency/personnel of hazards that would endanger the public.
- Report and document emergency-related expenditures.
- Initiate and/or participate in post-event evaluations of response activities and adjust plans and procedures as necessary and appropriate.
- Participate in investigative or enforcement actions as needed.
- Assist identified parties in clean-up or follow-up with technical advice or field service and sampling activities, as needed and appropriate.
- Resume normal operations as soon as possible.
- Provide additional, identified training of staff as needed.
- Should an EOC be established, commit resources as necessary.
5.4 Bioterrorism Phases of Management

For the purposes of this document, only diseases that affect humans are considered. See ESF 11 – Agriculture and Natural Resources for more information and procedures for controlling and eradication of disease or infestation potentially impacting animal health.

A bioterrorism event may evolve through the following phases:

- An unusual disease or condition is detected in one or more people by a healthcare provider in an office setting, clinic, or emergency department; a medical laboratory; at the Oregon State Public Health Laboratory (OSPHL); or may be announced by a terrorist group or perpetrator, or by a federal agency or another state.

- A healthcare provider, medical facility, or laboratory reports the unusual disease or condition to the Klamath County Public Health and possibly the OSPHD.
  - After recognition that a disease epidemic/terrorist event is underway or has occurred, OSPHD and the Klamath County Public Health alert the proper intra-and inter-agency personnel. These include, but are not limited to: Klamath County Public Health on-call personnel including the Public Health Officer, KCEM, the Sky Lakes Hospital, Fire District(s) and Emergency Medical Services, ambulance providers, the American Red Cross, pharmacies, and the local Medical Examiner. KCEM will assist with the coordination of notifying appropriate agencies and authorities. The level and depth of notification will depend on the severity of the incident at hand.
  - OSPHD and Klamath County Public Health will coordinate with the local FBI and the Centers for Disease Control personnel if it is a suspected terrorist event.

- Large numbers of patients and the “worried well” seek medical care, overwhelming medical facilities, exceeding local health providers’ capabilities, and straining law enforcement. Law enforcement agencies collect criminal evidence at the same time medical diagnosis and treatment is occurring.

- Depending on the biological agent used, there may be one wave of patients or there may be a series of successive generations of disease as transmission occurrences among others exposed to the initial patient(s).

- Once appropriate medical measures are implemented, cases will decrease and recovery operations will begin.

ESF 8-15
Recovery will include the need for critical incident stress debriefing teams for responders as well as the general public.

With warning of a potential bioterrorism event:

- KCPH and OSPHD will continue to provide 24/7 availability for reporting and investigation of reportable communicable diseases, outbreaks, or any other uncommon illness of potential public health significance.
- The KCPH Management and Coordination Team will review bioterrorism response plans and strategic operating plans.
- In coordination with KCEM and local healthcare providers, evaluation of adequacy of existing local infrastructure to respond to a biological attack (e.g., healthcare system capacity, local pharmacy inventory, ambulance capacity, etc).
- Review of policies and procedures to identify and remove any barriers to disease surveillance and reporting, as well as collaboration with local healthcare providers and facilities to assess and improve healthcare surveillance and response capabilities.
- The KCPH Director (or designee) or the Public Health Officer will notify the OSPHD, KCEM, local law enforcement, the local hospital, and local private, public, and volunteer agencies of an occurrence of an unusual disease, which may indicate a bioterrorism attack.
- In coordination with OSPHD and KCEM, KCPH will update local and regional hospitals, EMS, law enforcement, and local private and public agencies as additional information is obtained.
- In coordination with OSPHD, KCPH will institute its plan for distribution and administration of vaccines, pharmaceuticals, and medical equipment from the SNS, as appropriate.
- In coordination with local and regional hospitals and healthcare providers, KCPH will conduct a jurisdiction-wide inventory of emergency department capacity, number of hospital beds, number of intensive care beds, quantity of ventilators, and number of healthcare providers available to support patient care.
- KCPH will request that healthcare providers review their plans for expansion of the healthcare system.
- KCPH will review procedures for collection of clinical specimens and transport to the Oregon State Public Health Laboratory and coordinate submission of samples to the Oregon State Public Health Laboratory for appropriate testing.
ESF 8. Public Health and Medical Services

- KCPH will establish a means of rapid, two-way communication between the Klamath County Public Health (Director, the Health Officer, and the communicable disease/environmental health program coordinators); hospitals (infection control practitioners, microbiology and emergency departments); EMS, healthcare providers, KCEM, local law enforcement, and OSPHD. This would likely involve volunteer amateur radio operators (Radio Amateur Civil Emergency Services, [RACES]), who assist with communication during times when there is an extraordinary threat to the safety of life and/or property.

If a potential bioterrorism event is detected:

- KCPH and OSPHD will provide 24/7 on-call contact availability for reporting and investigation of communicable disease outbreaks or any other uncommon illness of potential public health significance.
- KCPH will notify OSPHD, local law enforcement, KCEM, the local hospital, and local private, public, and volunteer agencies of an occurrence of an unusual disease, which may indicate a bioterrorism event.
- Local law enforcement and the FBI are the lead agencies for coordinating and responding to a bioterrorist event or a credible threat to public safety.
- KCPH will activate bioterrorism response plans.
- In coordination with OSPHD and KCEM, KCPH will update hospitals, EMS, local law enforcement, and local private and public agencies as additional information is obtained.
- KCPH will review plans for acquiring and distributing vaccine, pharmaceuticals, and medical equipment, and expansion of the local healthcare system.
- KCPH will provide OSPHD with a list of mass dispensing sites.
- KCPH will review procedures for collection and transport of clinical specimens OSPHL and will coordinate submission of samples for appropriate testing.
- KCPH will contact appropriate public, private and volunteer agencies to review their plans for expansion of the healthcare system, as well as support services for mass dispensing and medical treatment.
- Should an IC and or EOC be established, commit resources as necessary.

During an outbreak of disease caused by bioterrorism:
Emergency Support Functions

ESF 8. Public Health and Medical Services

- KCPH will notify the Klamath County Emergency Management, law enforcement, and OSPHD.

- KCPH will report disease-related response information regularly to OSPHD, including:
  - Delivery sites(s) for SNS resources; and
  - Status updates of healthcare operations and facilities in Klamath County, including number of ill, number of deceased, number receiving treatment, number of patient beds in use or available, healthcare personnel by discipline, and additional supplies and resources needed.

- KCPH will assist the IC to assess the effectiveness of local response and available local capacity.

- If indicated, KCPH will administer vaccine and/or preventive treatment, once available.

- Should an IC and/or EOC be established, commit resources as necessary.

**After the bioterrorism event:**

- The KCPH will assess its capacity to resume normal public health functions.

- In collaboration with the IC, local hospital, health facilities, and other health service providers, KCPH will assess local capacity to resume normal health care delivery.

- In collaboration with the IC, Klamath County Emergency Management, the County Treasurer, and the American Red Cross, KCPH will assess the fiscal impact of the bioterrorism event response.

- KCPH will report those assessments to OSPHD.

### 5.5 Klamath County Legal Counsel

Klamath County Legal Counsel shall determine the statutory requirements/provisions for isolation or quarantine of persons who have been exposed to or infected with diseases or health conditions caused by acts of bioterrorism, epidemic or pandemic disease, and infectious agents, as well as chemical, radiological, or biological toxins that pose a risk of significant morbidity and/or mortality or long-term disability.

### 5.6 Klamath County Public Health

- Be responsible for coordinating the control of communicable diseases and non-communicable illness associated with major emergencies or disasters and/or widespread outbreaks caused by acts of bioterrorism,
Epidemic or pandemic diseases, infectious agents, biological toxins, or chemical and radiological agents.

- Implement DHS/HS guidelines for infectious disease control.
- Report the presence of infectious disease within the county.
- Provide appropriate public information regarding the signs, symptoms, treatment, and control of communicable diseases.
- Develop and maintain a system for disseminating information to medical providers and the public, including Internet access to a public health web page, phone bank, and hotline.
- Maintain a 24/7 local communicable disease contact for rapid consultation, evaluation, and potential activation of local response.
- Collaborate with the American Red Cross and Klamath County Mental Health to assess and support their capacity to ensure counseling services to victims and emergency response workers as needed.
- Under the auspices of the Environmental Health Section, disseminate information related to health practices and sanitary measures in the event of a major emergency or disaster and/or outbreak caused by acts of terrorism, epidemic or pandemic disease, infectious agents, or chemical and radiological contamination. General responsibilities shall include the consultation, evaluation, and direction of basic environmental requirements needed to protect the health of the population by ensuring:
  - A potable water supply,
  - Solid waste management,
  - Food safety,
  - Housing sanitation and safety, and
  - Sanitation and food preparation at mass shelters.
- Should an IC and/or EOC be established, commit resources as necessary.

5.7 **Klamath County Medical Examiner and Disaster Mortuary Operational Response Team (DMORT)**

The Klamath County Medical Examiner (or designee) shall be responsible for coordinating mortuary services and making necessary arrangements for mortuary expansion through the Oregon Funeral Directors Association. If causalities exceed local capacity, Klamath County Emergency Manager will initiate contact with state emergency services to request Disaster Mortuary Operational Response Team services and assistance.
5.8 Communications

- KCPH personnel will utilize established communication facilities and equipment used in normal day-to-day operations. In the event that established communications equipment is inoperable, emergency communications provisions will be activated through Klamath County Emergency Management.

- KCPH maintains a local 24/7 contact for reporting and investigation of reportable communicable disease outbreaks or any other uncommon illness of potential public health significance.

- KCPH, along with other Oregon public health departments, participates in the Health Alert Network (HAN) and Alert Oregon. Both systems are capable of electronic dissemination of alerts and advisories.

- KCPH has developed blast-fax capability and has identified and programmed groups to receive transmissions, including local medical providers, pharmacists, veterinarians, school districts, other local health departments, the State Acute and Communicable Disease program, and local media outlets.

- Refer to the Klamath County Public Health Emergency Risk Communications Draft Plan for additional details on KCPH specific communications systems and protocols.

5.9 Administration and Logistics

- KCPH personnel, all available health personnel, and private and volunteer organizations/personnel shall provide administration and logistical support of emergency health operations.

- Each department and organization shall keep accurate records of expenses, staff, equipment, supplies and facilities used.

- Augmentation of personnel may be accomplished through the utilization of other Klamath County personnel, as available and appropriate.

6 Direction and Control

- This annex may be implemented when the Klamath County Incident Command System and/or EOP is activated or at the discretion of the KCPH Director. The Klamath County Emergency Manager (or designee) will notify the KCPH Director when ICS and/or the EOP is activated. Likewise, the KCPH Director will notify the County Emergency Manager when this annex is independently activated.
The line of succession within the County extends from the Chair of the Board of Commissioners to the Vice-Chair, then to the Third Commissioner; thence to the Sheriff, District Attorney, Treasurer, Clerk, Assessor, and Surveyor.

During a public health and medical services emergency, the following line of succession of authority is designated for managing and supporting ESF 8 activities:

- Public Health Director and/or Health Officer;
- Public Health representative as designated by the Director or Health Officer;
- Klamath County Emergency Manager; and
- Klamath County Board of Commissioners Chair

ICS is the primary process for Direction and Control. An AOC or EOC may be established and be under the control of the BOCC to provide various coordination and support functions. The purpose of an AOC is to ensure effective coordination and support of personnel, facilities, equipment, procedures, and communication. Within ICS are task-oriented job descriptions that inform participants in an emergency situation of their responsibilities, integrating and coordinating the Health Department with the IC, EOC or AOC. Command decisions in an emergency will be made in a cooperative manner consistent with the principles of NIMS and ICS, emanating from the BOCC to the Incident Commander. Responsibilities for directing and coordinating the emergency response are detailed in the County EOP.

7 Supporting Plans and Procedures

- During a suspected or confirmed public health emergency, the Klamath County Board of Commissioners may declare a state of emergency under advisement from the Klamath County Public Health Administrator. The latter may request that the Board of County Commissioners issue an order to implement and provide for enforcement of isolation and quarantine procedures.

- **Klamath County Pandemic Influenza Plan, 2011.** This plan, which formally addresses the safety and protection of medical personnel and response staff during a biological incident and/or contagious outbreak, has been developed. It states KCPH will develop and provide the IC and/or EOC with protective action recommendations for the health, medical and essential service sectors. Safety precautions and personal protective equipment decisions will be specific to the type of incident occurring and will require just-in-time training among the first responder community and other support staff to implement appropriate procedures.
ESF 8. Public Health and Medical Services

- **Klamath County Strategic National Stockpile Activation Plan.**
  The purpose of this plan is to coordinate activities required to request deployment of materials from the Strategic National Stockpile (SNS) in the event of a natural or intentional emergency or disaster in which local resources would be unavailable, limited or exhausted.

- **Klamath County Local Public Health Authority Natural Disaster Response Plan.** The purpose of this plan is to establish a blueprint for Klamath County Public Health activities to mitigate threat of, prepare for, respond to and recover from natural disaster events within Klamath County.

- **Klamath County Public Health Emergency Public Information Plan.** The purpose of this plan is to provide a comprehensive guide to planning for and providing a coordinated response to public information needs for all public health emergency situations that Klamath County may face, including building relationships and developing agreements among key emergency response organizations, opening communication channels with key stakeholder groups and the general public and identifying and obtaining the resources necessary for an effective public information response.

- **Klamath County Local Public Health Authority Chemical Event Response Plan.** The purpose of this plan is to establish a blueprint for Klamath County Public Health activities to mitigate threat of, prepare for, respond to and recover from a chemical exposure event within Klamath County.

- **Klamath County Local Public Health Authority Radiation Event Response Plan.** The purpose of this plan is to establish a blueprint for Klamath County Public Health activities to mitigate threat of, prepare for, respond to and recover from a radiation event within Klamath County.

8 Appendices

None at this time.
ESF 9 – Search and Rescue
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ESF 9 Search and Rescue Tasked Agencies

| Primary Agencies                      | Klamath County Sheriff’s Office  |
|                                     | Oregon State Fire Marshal (Urban Search and Rescue) |
|                                     | Klamath County Fire District(s)  |
| Supporting Agencies                 | Klamath County Emergency Management |
|                                     | Klamath County Public Works Department |
| Adjunct Agencies                    | City Fire Departments and Fire Protection Districts |
|                                     | City Police Departments          |
|                                     | City departments/organizations   |
|                                     | Oregon Emergency Management      |
|                                     | Oregon National Guard            |
|                                     | Oregon Office of State Fire Marshal |
|                                     | Oregon State Police              |
|                                     | Oregon Department of Transportation |
|                                     | Civil Air Patrol                 |
|                                     | Federal Emergency Management Agency |
|                                     | U.S. Coast Guard                 |
|                                     | Volunteer Organizations          |

1 Purpose and Scope

The purpose of Emergency Support Function (ESF) 9 is to coordinate Search and Rescue (SAR) operations and resources during emergency response and recovery. ESF 9 describes the use of resources in support of both Urban SAR and Wilderness SAR during actual or potential emergencies, and also addresses mass casualty and mass fatality incidents. The scope of this function includes challenges generated as the result of an earthquake or building collapse, the search for persons lost in wilderness or other recreational or natural environments, the search for escaped prisoners and detainees, the search for downed aircraft, and the extrication of accident victims.

2 Policies and Agreements

2.1 Policies

- Assets from all city and Klamath County law enforcement agencies and Fire Districts are either available directly or via 911;

- Klamath County Sheriff’s office has a SAR Coordinator to provide oversight to SAR-related activities;

- Other counties, including neighboring counties or resources from other counties throughout the State, may provide assistance via existing mutual aid agreements;

- Air Link of Oregon, available directly or through 911;
State and/or Federal resources may be available, which are usually requested through Oregon Emergency Management (OEM) via the county Emergency Manager/Emergency Operations Center (EOC).

3 Situation and Assumptions

3.1 Emergency/Disaster Conditions and Hazards
See Chapter 2, Basic Plan for a review of the emergency/disaster conditions and hazards.

3.2 Assumptions

- People will become lost, injured, or killed while outdoors, requiring SAR actions. An emergency or disaster can cause buildings to collapse or leave people stranded due to rising water, threatening lives and requiring search and rescue.

- Urban SAR efforts may include removing trapped and injured people from fires, flooded areas, areas isolated by landslides, collapsed structures.

- Professional SAR personnel will administer triage and first aid as necessary and assist in transporting the seriously injured to medical facilities.

- SAR activities may depend upon the use of both professional and volunteer search teams including the use of trained dogs.

- Klamath County cannot necessarily provide all necessary equipment and manpower to cope with all types of SAR missions. Mobile units that are organized, trained, and deployed by the state and federal government may be needed for support (e.g., U.S. Coast Guard, Oregon National Guard).

- Large numbers of local residents and volunteers may self-initiate activities to assist in SAR operations and will require coordination and direction.

4 Roles and Responsibilities

4.1 Local

- Klamath County Sheriff’s Office
  - Provide direction for and management of SAR operations in cooperation with County Emergency Management.
Klamath County EOP

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- Identify the emergency needs for equipment and supplies and ensure that they are available in convenient locations.
- Maintain a list of SAR personnel.
- Activate mutual aid with neighboring counties for assistance.
- Inform the KCEM of needed resources to be requested from Oregon Emergency Management.
- Provide staffing for SAR activities.
- Train and prepare for SAR activities through the SAR Coordinator.
- Register volunteers involved in SAR through the SAR Coordinator.

■ County Sheriff’s Office/Dispatch/Emergency Management

- Secure SAR mission numbers from OEM upon request from the SAR Coordinator, responding deputy, and Emergency Management (unless assisting another county, in which case their SAR number is used).
- Maintain SAR mission and training records and forward records of reimbursement requests and claims to OEM.
- Support SAR operations with resource coordination and activation of the County EOC, if required by the scope of the event.

■ Klamath County Public Works Department

- Provide heavy equipment to support SAR operations.
- Assist with traffic and crowd control.

■ Fire Departments and Rural Fire Protection Districts

- Provide direction for and management of SAR operations in cooperation with county Emergency Management.
- Conduct rescue operations commensurate with the availability of equipment and the degree of specialized training to include:
  - Extricating trapped persons.
  - Rendering essential medical aid at time of release and/or prior to removal.

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☐ Accomplishing other tasks commensurate with the situation and capabilities.

■ Public Safety Answering Point
  • Support SAR operations with prompt dispatch activities.

■ Volunteer Organizations (Klamath County Amateur Radio Emergency Services (ARES))
  • Establish membership standards in accordance with County and national standards and keep Emergency Management informed of the latest active membership lists and call-out procedures.

4.2 State

■ Oregon Emergency Management
  • Coordinate state and regional SAR resources.
  • Request Federal Search and Rescue assistance when requested by the County.

4.3 Federal

■ Federal Emergency Management Agency (FEMA)
  • Tasks federal agencies to perform SAR activities under Declaration of Emergency or Major Disaster Declaration by the President.

■ Air Force Rescue Coordination Center
  • Coordinates Federal resources providing SAR assistance to states during non-disaster times (reference National Search and Rescue Plan). Contact with the Air Force Rescue Coordination Center should be through OEM.

4.4 Responsibilities by Emergency Management Phase

4.4.1 Preparedness

■ Klamath County Sheriff’s Office
  • Recruiting and training volunteers in SAR skills.
  • Appoints a SAR Coordinator who will control SAR field operations and serve as advisor to local SAR units.
  • Assesses equipment and training needs.
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- Maintains and distributes call-out list.
- Maintains emergency operating procedures.
- Maintains personnel and equipment resource lists.
- Maintains procedures for implementation of SAR plan.
- Ensures that equipment is in proper working order and response personnel attain and retain proper certification to meet State and local requirements.

■ Klamath County Fire Districts (Fire Defense Board)

- Training personnel with rescue skills.
- Assesses equipment and training needs.
- Maintains and distributes call-out list.
- Maintains emergency operating procedures.
- Maintains personnel and equipment resource lists.
- Maintains procedures for implementation of SAR plan (Urban Search and Rescue (USAR)).
- Ensures that equipment is in proper working order and response personnel attain and retain proper certification to meet state and local requirements.

■ Klamath County Emergency Management

- Maintains an operational EOC and EOC operating procedures.
- Maintains a SAR personnel list.
- Promotes survival and emergency preparedness education programs in consultation with local officials, volunteers, and civic service organizations to help minimize SAR incidents.

■ All Agencies/Organizations

- Maintain appropriate emergency operating plans and procedures.

4.4.2 Response

■ SAR Coordinator

- Reports to incident site and takes control of field operations or sets up an Incident Command, as appropriate.
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- Obtains a mission number from OEM or requests that the Sheriff’s Office or Emergency Management office obtains the mission number.

- Notifies appropriate SAR units of activation. May request the Emergency Management office to assist with this function. Monitors manpower and communication needs and rescue activities.

- Requests additional resources as needed locally, then through mutual aid, and then through the State if necessary. Resource requests will be made through the normal emergency management channels.

- Keeps a log of SAR activities during the mission.

- Advises Sheriff and County Public Works Department when situation warrants notification.

- Makes feeding arrangements when necessary for field units.

- Provides rescue, first aid, and self-help information to population, as necessary.

- Provides Public Information status reports for press releases to appropriate PIO.

- Prepares for recovery operations, with actions to include estimating capabilities and limitations and directing the organization and training of volunteers.

- Klamath County, including the Sheriff’s Office has adopted NIMS Incident Command System and utilizes ICS for SAR operations.

### Klamath County Emergency Management

- Obtains SAR Mission Number from OEM upon request of the SAR Coordinator.

- Activates the EOC, if appropriate, and/or establishes necessary communications support.

- Coordinates the relocation and allocation of emergency equipment and supplies to key locations.

- Submits requests to OEM for additional resources when local capabilities are exceeded.

- Supports SAR operations as requested by the Sheriff and/or SAR Coordinator.
ESF 9. Search and Rescue

- **SAR Units**
  
  Respond as requested by the SAR Coordinator, Emergency Management Office, or Klamath County Sheriff’s Office Dispatch.

- **Other Departments/Agencies**
  
  Support SAR operations as identified in emergency operating procedures or as requested by the Incident Commander, Emergency Management office and/or EOC Staff.

**4.4.3 Recovery**

- **SAR Coordinator**
  
  - Continues SAR operations until the mission number is terminated.
  
  - Submits appropriate forms and reports to Emergency Management office within a reasonable amount of time after the operation/mission is terminated.
  
  - Arranges for a critique of the mission, as appropriate, for the purpose of determining strengths and weaknesses in mission response and ways of improving future effectiveness for responders.
  
  - Maintain liaison with appropriate emergency services staff to determine post-disaster environment and requirements for search and rescue assistance.

- **SAR Units**
  
  - Continue SAR mission until subject(s) has been located or the SAR Coordinator terminates the search.
  
  - Submit appropriate forms and reports to the SAR Coordinator within 5 working days of operation/mission termination.
  
  - Restore equipment, vehicles, forms, etc. to a state of operational readiness.
  
  - Attend critique of SAR mission, as requested by the SAR Coordinator.

- **Emergency Management Office**
  
  - When receiving notification from the SAR Coordinator that the mission is terminated, notifies OEM to terminate the mission number.
5 Concept of Operations

- The Klamath County Sheriff’s Office is responsible for SAR operations in both incorporated and unincorporated areas of the county and will support SAR operations in cities and towns within the county. The Sheriff’s Office takes the lead for SAR operations in remote (wilderness) areas. The Sheriff’s Office SAR program is made up of a limited number of regular officers, reserve officers, and trained SAR volunteers. Fire services take the lead for Urban Search and Rescue e.g., building collapse due to natural disaster.

- If additional Urban Search and Rescue capabilities are needed beyond those of Klamath County and the cities within the county, the county can request support via the mutual aid agreement with other county Sheriff’s Offices. For further support, Klamath County can request the use of FEMA’s National Urban Search and Rescue Response System via a request to Oregon Emergency Management.

- Klamath County Urban Search and Rescue response is limited primarily to the fire services, but Law Enforcement and Public Works may assist as able.

- SAR members are activated via a paging system.

- The primary staffing for Search and Rescue activities in Klamath County is the general volunteer membership of Klamath County Sheriff’s Office Search and Rescue.

- A number of specialty teams exist within the general SAR membership to address venues such as high-angle rescue, water operations, etc. Klamath County Sheriff’s Search and Rescue is an “all hazards, 24/7/365” organization.

- Air support or reconnaissance may be requested through OEM to assist ground teams, as needed.

- The U.S. Coast Guard (USCG) directs SAR operations on or above navigable waters (waters where they maintain navigational aids and/or where there is commercial shipping and navigation). They may be contacted directly for such situations. Upon notification of a possible boating accident or possible drowning, they will notify the appropriate
law enforcement agency and the local fire agency. The USCG has boat, helicopter and fixed wing assets which may be requested for any search and rescue and can be provided if resources permit if requested via the EOC.

- SAR for aircraft and passengers has special requirements. The U.S. Air Force typically assumes control for SAR operations for downed or missing aircraft. OEM may issue mission numbers, for ground search only, to local Sheriff’s Offices in response to downed or missing aircraft and will coordinate those missions with the Oregon Department of Aviation.

6 Direction and Control

- SAR operations will be a team effort of law enforcement, fire service, trained SAR personnel, and other agencies as appropriate under the Incident Command System of the Sheriff’s Office. Klamath County Sheriff’s Office will command and coordinate Wilderness SAR, while Fire Services will assume the lead for Urban Search and Rescue.

- The County EOC may be activated to provide coordination and technical and administrative support to SAR operations. Similar provisions may be made from the State Emergency Coordination Center (ECC) to support local efforts.

- The SAR Coordinator or IC will obtain a mission number from OEM Oregon Emergency Response System (OERS): (800-452-0311) for SAR missions. Local jurisdictions have the responsibility to establish criteria and standards for emergency workers whom they register. This may include the demonstrated proficiency of the worker to perform emergency activities as indicated by assignment and personnel class.

- Coordination from the incident scene or from the local EOC to the State ECC will be through the normal radio and telephone capabilities, augmented by back-up direction and control systems. Local SAR field operations will use whatever communication means necessary to carry out effective SAR operations.

- Each agency/organization will perform their duties in accordance with their own plans and procedures, but within the ICS structure.

7 Supporting Plans and Procedures

- National Response Framework, ESF 9 – Search and Rescue

- State of Oregon Emergency Operations Plan, ESF 9 – Search and Rescue
8 Appendices

None at this time.
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1 Purpose and Scope

ESF 10 provides for response to, and recovery from, hazardous materials releases, including oil spills. This support function is applicable to all types and sizes of hazardous materials (HazMat)—chemical, biological, radiological, nuclear, and explosive—incidents potentially involving transportation corridors (railway and highway), abandoned waste sites, pipelines, tank farms, and fixed facilities (chemical plants, laboratories, operating hazardous waste sites, hospitals, etc.).

Incidents not covered by this plan include:

- Nuclear incidents,
- Military weapons or weapons-related hazardous materials incidents, and
- Terrorism incidents (See IA12, Terrorism).

2 Policies and Agreements

This annex is consistent with and supports the following plans and procedures:

- Fire District No. 1’s Incident Command Manual;
- Oregon Emergency Operations Plan: Oil and Hazardous Materials Emergency Response Plan;
- Hazardous Materials are discussed in Oregon statute in ORS Chapter 435;
- Federal Response Plan and National Contingency Plan;
- Omnibus Mutual Aid Agreement; and
- State Law Enforcement Memorandum of Understanding.
3 Situations and Assumptions

3.1 Situation

Hazardous materials are commonly used and stored in Klamath County as well as transported throughout the county. HazMat incidents may occur as the result of natural disasters, human error, or accident.

Any HazMat incident may represent a potentially dangerous situation. Chemicals that are flammable, explosive, corrosive, toxic, or reactive, along with biological and radioactive materials, pose a special hazard to emergency responders and the general public.

Summary of Hazard Analysis - A complete Hazard Analysis is located in the County Emergency Manager’s Office. There are several fixed facilities in Klamath County that contain “extremely hazardous substances” that could, if released, have a significant impact on the public, environment, and emergency responders. The State Fire Marshall’s Office maintains a database of facilities reporting Hazardous and Extremely Hazardous Materials. This database is provided to Fire Districts and to the Klamath County Emergency Management.

There are several major roads and highways that pass through and along the County boundaries that are routinely used by vehicles carrying hazardous materials. These routes include:

- US Hwy 97 (The Dalles/California Highway),
- State Hwy 140,
- State Hwy 62,
- State Hwy 138,
- State Hwy 58,
- State Hwy 31,
- State Hwy 39,
- State Hwy 66, and
- State Hwy 139.

Additional locations where hazardous materials may be found within the County include:

- Pipelines,
- Natural gas line,
- Propane storage,
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- Railroad lines and switchyards BNSF and UP west coast north-south line, and
- Sanitary sewer manholes.

Fire District No. 1, operating a State Hazardous Materials Response Team (HMRT), is the responding fire agency for Klamath County for HazMat incidents and will be the lead agency for HazMat incidents within the county. A Fire District official will be the designated Incident Commander (IC) during response. In the event that a HazMat incident becomes so complex that it requires activation of the Emergency Operations Center (EOC), the overall IC will usually be staffed by the County; however, the Fire District will retain on-scene command responsibilities.

3.2 Assumptions

- The existence of fixed HazMat facilities and major transportation routes in the county create the potential for a release of toxic, flammable, reactive, or explosive materials that will adversely affect the citizens living near such facilities and major transportation routes.

- Protective action recommendations for affected citizens include shelter-in-place, evacuation, and notification of contaminated water, milk, and food supply sources.

- The 9-1-1 dispatch center will immediately notify Fire District No. 1, the Oregon Response System (OERS) (1-800-342-0311) and the County’s Emergency Manager in the event of a hazardous materials incident.

- The amount of time available to determine the scope and magnitude of the incident (lead-time) will impact the protective action recommended.

- In the event of a serious fixed HazMat facility or transportation incident, many nearby residents will choose to evacuate spontaneously without official recommendation.

- In the event of an evacuation, at least 50% of the population at risk are likely to relocate to private homes or motel facilities.

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1 Fire District No. 1’s HMRT is also a State contracted HazMat Team (State HM no. 4), which is responsible for Klamath and Lake counties

2 Drug labs are an exception to “lead agency” responsibility in a HazMat response. If the incident involves a drug lab outside an incorporated city having a police department, Klamath County Sheriff’s Office will be the “lead agency” and Fire District No.1 and the HMRT will provide technical assistance and advice.
Transportation-related HazMat incidents may require the evacuation of residents and businesses along the route, as well as detouring the normal traffic flow away from the hazard zone.

Changing environmental conditions (e.g., wind shifts) may occur that require the re-designation of protective action measures.

The resources of industry and local, State, and Federal government, separately or in combination, may be required to cope with the situation.

4 Roles and Responsibilities

4.1 General

The roles and responsibilities during a HazMat incident are summarized in the following table:

<table>
<thead>
<tr>
<th>First on Scene</th>
<th>Klamath County Emergency Management</th>
</tr>
</thead>
<tbody>
<tr>
<td>■ Notifies 9-1-1 to activate the local emergency response system</td>
<td>■ Provides support to on-scene IC</td>
</tr>
<tr>
<td>■ Assumes initial incident command responsibilities</td>
<td>■ Activates EOC if necessary</td>
</tr>
<tr>
<td>■ Initiates actions to protect the public</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Incident Commander</th>
<th>Fire Marshal’s Office</th>
</tr>
</thead>
<tbody>
<tr>
<td>■ Assumes command</td>
<td>■ Provides technical support to IC</td>
</tr>
<tr>
<td>■ Responsible for:</td>
<td>■ Coordinates with local agencies</td>
</tr>
<tr>
<td>● rescue</td>
<td>■ Coordinates with responsible party to ensure cleanup</td>
</tr>
<tr>
<td>● emergency medical services</td>
<td>■ Contracts for cleanup if no responsible party</td>
</tr>
<tr>
<td>● site access control</td>
<td></td>
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<tr>
<td>● fire suppression</td>
<td></td>
</tr>
<tr>
<td>● Security (traffic/crowd control)</td>
<td></td>
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<tr>
<td>● notifications</td>
<td></td>
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<tr>
<td>● communications</td>
<td></td>
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<tr>
<td>● on-scene liaison</td>
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<tr>
<td>● public information</td>
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<tr>
<td>● hazard determination</td>
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<tr>
<td>● protective action determination</td>
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<tr>
<td>● incident stabilization</td>
<td></td>
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<tr>
<td>● decontamination</td>
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</tbody>
</table>

<table>
<thead>
<tr>
<th>Responsible Party</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>■ Provides information about material</td>
<td></td>
</tr>
<tr>
<td>■ Notifies OERS as required</td>
<td></td>
</tr>
<tr>
<td>■ Provides for cleanup</td>
<td></td>
</tr>
</tbody>
</table>

4.2 Specific Assignments

The following agency resources are available and will respond as needed for HazMat incidents.
4.2.1 Klamath County Agencies/Special Districts

- **Emergency Management:** The Emergency Manager will respond, work as a liaison, and coordinate additional County resources that may be needed by the Fire District/HazMat Team.

- **Sheriff’s Department:** This department provides the Incident Commander (IC) for drug lab incidents and, upon request, law enforcement agencies will perform the following activities:
  
  - Establish outer perimeter, at the direction of the IC;
  - Provide traffic and crowd control;
  - Implement evacuation ordered by the IC which includes the following activities:
    - Isolate the affected area;
    - Permit entry only to appropriate persons;
    - Notify residents by using PA systems and door-to-door checks;
    - Direct residents out of the area and to shelters;
    - Provide security for the evacuated area;
    - Re-route traffic around the affected area;
    - Identify the need for transportation assistance; and
    - Assist in return of residents, upon “all-clear” determination.

  - Note: Law enforcement agencies do not have appropriate Personal Protective Equipment (PPE) for working in contaminated areas.

- **Public Works Department:** Upon request, Klamath County Public Works crews will perform the following activities:
  
  - Provide special equipment (e.g. dump trucks, front end loaders, etc.) in non-contaminated areas;
  - Provide barricades for Site Access Control;
  - Provide absorbent material (e.g. sand, kitty litter), if available;
  - Provide information regarding storm and sanitary sewer configurations;
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- Public Works staff trained in hazardous material response may assist in containing released material, consistent with the work crews’ appropriate level of training and equipment; and

- Assist with evacuations ordered by the IC. This includes:
  - Isolate affected area
  - Permit entry only to appropriate persons
  - Notify residents by using PA systems and door-to-door checks
  - Direct residents out of area and to shelters
  - Re-route traffic around affected area
  - Identify need for transportation assistance
  - Assist in return of residents, upon ‘all-clear’
  - Note: When possible, Public Works Department personnel will staff traffic barricades and traffic control points so that Police Officers can resume their normal patrol duties.

- Emergency Operations Center: Activated upon request of the on-scene IC.
  - Provides overall IC a site from which to operate;
  - Provides support to the On-Scene IC and
  - Provides the means for multi-agency coordination and communication

- City of Klamath Falls: South Suburban Sewer District and Falcon Heights Water & Sewage District: Upon request, the sewerage agency may perform the following activities:
  - Provide special monitoring equipment;
  - Provide ‘Source Control’ information regarding sewer configurations; and
  - Perform sampling of contaminated runoff.

- Water Districts: Provide information on water supply system

- Local Hospitals: Sky Lakes Hospital in Klamath Falls has facilities to handle (decontaminate) patients contaminated with hazardous materials.
Fire District No. 1:
- Provides fire district first responders and equipment (Firefighters and emergency medical services (EMS) personnel)
- In their role as HazMat Regional Team #4, they are provided with specialized equipment and training. Technically, this is a State resource provided by the State.
- Provides on-scene IC and Overhead Team as needed.

4.2.2 State Agencies
- Oregon Emergency Management (OEM)
  - Maintains 24-hour notification capability through OERS;
  - Notifies State agencies and other agencies, as requested;
  - Activates the State’s Emergency Coordination Center (ECC); and
  - Provides state-wide communications system.
- Oregon State Police (OSP)
  - Acts as initial Incident Command agency for state highway incidents until the local command agency is on scene or if no local agency is available;
  - Provides law enforcement support; and
  - Provides technical assistance at drug labs.
- Oregon Department of Environmental Quality (DEQ)
  - Provides technical assistance during oil spills and HazMat incidents, particularly related to the clean-up phase of operations;
  - Receives notification via OERS;
  - Provides technical assistance and advises regarding necessary protective actions;
  - Evaluates the environmental implications of a spill;
  - Evaluates possible public health effects, in coordination with the Oregon Health Department and County Public Health;
  - Coordinates State support to on-scene personnel in cooperation with OEM;
  - Provides liaison with Federal agencies, adjacent states, and private industry (shippers, carriers);
ESF 10. Oil and Hazardous Materials

- Collects and analyzes water, soil, vegetation, and tissue samples;
- Identifies clean-up requirements;
- Works with industry to ensure that clean-up restoration is conducted to specified standards;
- Ensures that materials are disposed of in an appropriate manner;
- Investigates causes and pursues enforcement action; and
- Assesses environmental damage.

Office of State Fire Marshal (OSFM)

- Receives notification via OERS;
- Authorizes dispatch of Regional HRMTs;
- In cooperation with the DEQ, considers the environmental implications of spill and control measures;
- In cooperation with the Oregon Health Department and Poison Control Center, evaluates possible health effects;
- In cooperation with DEQ and OEM, arranges State agency support to on-scene personnel;
- Provides fixed site information regarding oil and hazardous materials from the Hazardous Substance Survey;
- Maintains a Hazardous Materials Incident Reporting System;
- Maintains a Fire Service HazMat Equipment Resource Directory;
- In cooperation with OEM, maintains state-wide HazMat communications through the FIRE NET radio system

4.2.3 State Agencies for Radiological Incidents

Oregon Department of Energy (ODOE): Acts as lead State agency during a transportation-specific radiation incident:

- Receives notification via OERS;
- Assumes the role of lead State agency;
- Provides technical assessment and protective action recommendations;
- In cooperation with OEM, coordinates State support operations to on-scene personnel;
ESF 10. Oil and Hazardous Materials

- Coordinates release of public information with the local Public Information Officer (PIO);
- Provides liaison with Federal agencies, adjacent states, and private industry (shippers, carriers, etc);
- Ensures that cleanup and restoration after incidents is conducted to specified standards; and
- If necessary, coordinates with the Governor to exercise the Governor’s authority to protect health, safety, and the environment.

■ Oregon Health Division (OHD): Lead State agency for radiation incidents involving fixed sites:
  - Receives notification via OERS;
  - Assumes the role of lead State agency;
  - Provides technical assessment and protective action recommendations;
  - Coordinates release of public information with local PIO;
  - Provides liaison with Federal agencies, adjacent states, and private industry (shippers, carriers, etc);
  - Ensures that cleanup and restoration after incidents is conducted to specified standards;
  - Investigates cause;
  - Assesses damage; and
  - Coordinates mortuary services

4.2.4 State Agencies with Specific Expertise

■ Oregon Department of Transportation (ODOT):
  - Notifies OERS and local emergency response agencies via 911 if ODOT is first on scene;
  - Closes state highways and re-routes traffic when requested and when necessary;
  - For incidents that impact state highways, ODOT’S Incident Response Team can provide lighted signage and support for rerouting traffic;
  - Provides personnel and barricades to implement closure and detour; and
ESF 10. Oil and Hazardous Materials

- Directs spiller to start immediate cleanup if incident occurs on state highways.

- **Oregon State Parks and Recreation Department (OSPRD):**
  - Notifies OERS and local emergency response agencies if OSPRD is first on scene; and
  - For an incident affecting a state park, ocean shore, or state scenic waterway, OSPRD personnel will assist other agencies in crowd/traffic control and provide equipment and facilities, as available.

- **Oregon Department of Fish and Wildlife (ODFW):**
  - Notifies OERS and local emergency response agencies if ODFW is first on scene;
  - Responds to incidents that could degrade land or water to the point that fish or wildlife would be adversely affected or their habitat destroyed;
  - Evaluates and documents impacts on fish and wildlife and assesses monetary damages against the responsible party for losses of fish, wildlife or habitat; and
  - Provides advice, counsel, and logistical support to other agencies.

- **Oregon Department of Forestry (ODF):**
  - Notifies OERS and local emergency response agencies if ODF is first on scene;
  - In emergency response, ODF personnel act as first responders, awareness level, as defined by OSHA
  - Ensures that operators and/or landowners take initial remedial action on pesticide and oil spills, if the spill occurs on lands regulated under the Oregon Forest Practices Act, and communicates subsequent cleanup direction to operators, as provided by DEQ; and
  - If requested by the lead State agency, ODF is capable of mobilizing a substantial response organization to provide support to emergency responders (radio systems, dispatch and command center trailers, public information personnel, kitchens, and other incident support personnel/equipment.)
Public Utility Commission (PUC):
- The Commission has specific responsibilities related to motor carrier, railroad, and air transportation incidents. PUC will investigate transportation incidents after the scene has been stabilized.

Oregon Department of Agriculture (ODA):
- Provides some technical information on pesticides and fertilizers;
- Evaluates the adverse impact of an incident on agricultural resources (crops and dairy products); and
- Provides laboratory analysis capability.

Oregon Occupational Safety and Health Agency (OR-OSHA):
Investigates injuries and fatalities.

Oregon Military Department (OMD):
- OMD comprises both Army and Air National Guard units assigned to the State of Oregon.
- In a major incident, OMD could provide site security, administer first aid, care for evacuees, transport personnel, and assist in the recovery, identification and disposition of the deceased.

Oregon State University (OSU):
- Provides training in toxicology, chemistry, and other technical fields related to hazardous materials;
- Operates the Extension Toxicology Network and the Oregon Toxicology Information Center, which can provide specific toxicological information.

4.2.5 Federal Agencies
Technical assistance for oil spills and hazardous materials incidents is available from a number of federal agencies. Their roles are briefly summarized below:

United States Coast Guard (USCG):
- Operates the National Response Center (NRC) for spill notification, inter-agency coordination, and Technical assistance (advise);
- Lead Federal agency for HazMat incidents on inland “navigable waterways” and coastal areas;
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- Pre-designated Federal On-Scene Coordinator (FOSC) for coastal zone if a Federal response is required;
- Can provide expertise on environmental effects of oil, discharges, or releases of hazardous substances, pollutants, or contaminants and environmental pollution control techniques; and
- Continuously man facilities that can be used for command, control, and surveillance of oil discharges and hazardous materials releases occurring in coastal areas and inland navigable waterways.

■ Environmental Protection Agency (EPA):
  - Can provide expertise regarding environmental effects of oil, discharges or releases of hazardous substances, pollutants or contaminants, and environmental pollution control techniques;
  - Pre-designated FOSC for inland zone, if Federal response is required.

■ National Oceanic and Atmospheric Administration (NOAA): Provides Scientific Support Coordinator for responses in inland and coastal areas.

■ Department of Energy (USDOE): Provides assistance to the FOSC and IC during radiation incidents. Assistance is available from USDOE’s Richland Operations office.

■ Department of Defense (DOD): Assumes incident command if an incident involves defense-related materials.

■ Department of Transportation (USDOT): Offers expertise in their requirements for packaging, handling and transporting regulated materials.

■ Federal Emergency Management Agency (FEMA):
  - Provides advice and assistance to the Federal On-Scene Coordinator (OSC) in coordinating emergency planning and mitigation efforts with other Federal agencies, state and local governments, and the private sector; and
  - In the event of a major disaster declaration or emergency determination by the President, FEMA coordinates all Federal disaster or emergency actions with the FOSC.

4.2.6 Special Technical Assistance
For certain types of HazMat incidents, assistance is available from industry:

■ CHEMTREC - An off-scene 24-hour emergency information service operated by the Chemical Manufacturers Association Chemical Transportation Emergency Center (1-800-424-9300). CHEMTREC can
supply chemical and safety data as well as contact with product manufacturers. It can activate a number of industry-based response teams, including:

- **CHLOREP** - A team for chlorine incidents that is currently fielded by Atochem, North America Inc., in Portland (503-228-7655);
- **CHEMNET** - An industry-wide mutual aid program activated by the shipper; and
- Response teams for pesticides, Hydrogen Cyanide, Hydrogen Fluoride, Phosphorous and Liquefied Petroleum Gas can also be activated.

- Association of American Railroad’s Bureau of Explosives - Can be contacted for incident involving the railroads (1-800-826-4662).

### 4.2.7 Private Industry

- Title III Section 303 of the Superfund Amendment and Reauthorization Act (SARA) 1986 requires private industry to work with state and local governments to plan for HazMat incidents that could occur at their facilities.

- Private industry is responsible for ensuring that its emergency operations plans are consistent with this plan.

- In Oregon, private industry provides information regarding its HazMat inventories and locations to the State Fire Marshal (SFM) on an annual Hazardous Materials Substance Survey. The SFM, in turn, provides a listing of that information to each fire department and county, on an annual basis.

- Private industry is responsible for cleanup and site restoration on its property.

- To facilitate information sharing and coordination between industry and government, industry sometimes sponsors local committees called Community Awareness and Emergency Response (CAER) groups.

## 5 Concept of Operations

### 5.1 Planning

#### 5.1.1 Site Assessment

Information regarding hazardous occupancies or locations that has been obtained through preplanning activities is provided to all first-in fire companies, the Battalion Chiefs, and the HMRT. Development of this response information prior to arrival at an incident is aimed at preventing premature entry into dangerous environments and
unnecessary exposure to responding personnel. It is also meant to provide familiarity with the location and occupancy.

5.1.2 Fixed Facilities
Fixed HazMat facilities in the county are identified as Level I, Level II, or Level III occupancies based on the type and quantity of hazardous materials they contain and the level of response typically required for an incident involving those materials. The delineation of occupancies as Level I, II, or III is used for pre-planning and response purposes.

■ **Level I Occupancy:** A fixed facility that contains common hazardous materials that can be readily controlled or stabilized by first responders trained and equipped to the Operations level. HMRT members may be contacted for technical assistance; however, an HMRT response would not be required. Examples of a Level I occupancy would be dry cleaners and gas stations. Occupancies that are not identified as Level II or III are considered to be Level I.

■ **Level II Occupancy:** A fixed facility that, based on the quantity and type of hazardous materials, warrants caution during response. Fires and spills at Level II occupancies require notification of the HMRT Leader. A list of Level II occupancies are submitted to station Captains on an annual basis, flagged in the dispatch computer as target hazards, and announced to responding fire companies at the time of dispatch.

■ **Level III Occupancy:** A fixed facility that contains extremely hazardous substances. First-in companies should exercise extreme caution during response. Fires, spills, and automatic alarms at Level III occupancies require an HMRT response in addition to the standard assignment. Level III occupancies are required to have company-level HazMat pre-plans. A list of Level III occupancies is submitted to station captains on an annual basis, flagged in the dispatch computer as target hazards, and announced to responding fire companies at the time of dispatch.

5.1.3 Response Plans
Planning for HazMat incidents takes several forms, from site-specific pre-plans to a community-wide response plan. Fire District No. 1 uses the following types of plans to prepare for, and respond to, HazMat incidents.

■ **Fire Response Pre-Plans:**
  - Facilities containing hazardous materials, which pose a significant threat to the safety of responders and the community, are identified as “target facilities” (Level II and III Occupancy) in District response pre-plans developed by first responders.
  - These “Company-Level Hazardous Materials Pre-plans” include:
Klamath County EOP

Emergency Support Functions

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- Site layout,
- Special hazards (including type and location of hazardous materials),
- Fire protection systems, and
- Special site considerations.

- Each station maintains copies of pre-plans for target facilities in its first response area. In addition, all companies pre-designated as part of the first alarm assignment to the target facility have copies of the pre-plans. Each station Captain receives, on an annual basis, a list of its target HazMat sites from the Fire Prevention Office.

- **Title III Site Plans:**

  - Facilities that contain extremely hazardous substances in threshold planning quantities (as defined by the EPA) are identified in Title III Site Plans. The plans are intended for use as guidance and reference for an on-scene IC.

  - Title III Site Plans are developed jointly by the Fire Prevention HazMat Specialist, HAZMAT Team, and Battalion Chiefs. Site Plans include:
    - Response information;
    - Site layout, location, and type of hazardous materials;
    - Drainage and water sources;
    - Evacuation information for the emergency planning zone around the facility;
    - Special risk populations located within the emergency planning zone;
    - Incident management structure;
    - Area map/exposures; and
    - Interagency and on-site coordination.

  - Each station that has a Title III facility within its first response area maintains a copy of the site plan. In addition, the Battalion Chiefs, HMRT, and the facility have copies of the plan. Plans are updated annually.

- **Facility Emergency Response Plans:** Fire District No. 1 receives and maintains a copy of response plans for facilities that use and store
hazardous materials. Facility response plans must include the following information:

- Designated Facility Emergency Coordinator,
- Site layout indicating location of the hazardous materials,
- Methods for determining the occurrence of a release,
- Notification procedures,
- Descriptions and locations of available emergency equipment, and
- Site evacuation plans.

## Emergency Response Plan

- Fire District No. 1’s Emergency Response Plan describes how the District will respond to and operate during HazMat incidents. It also describes community-level response procedures by identifying the roles and responsibilities of cooperating agencies.
- This ESF (ESF 10) is Klamath County’s HazMat Emergency Response Plan.

### 5.2 General

- The basic strategic goals at any HazMat incident are outlined below:
  - Life safety and health risks to the public and the emergency responders are the highest priority.
  - The Fire District must stabilize the incident scene and prevent further escalation of the incident with minimum personal risk;
  - The District’s response efforts should also be directed toward protecting property and minimizing or lessening the impact of the event on the environment.

- All declared HazMat incidents must have an IC trained to the “On-Scene Commander” competencies as defined by the Occupational Safety and Health Administration (OSHA).

### 5.3 Reporting and Notification

#### 5.3.1 General

Notification of a HazMat incident will normally be received through 9-1-1 into the Klamath County 911 Communications Center. If notification is made through another avenue, the information will be immediately made available to Klamath County Communications Center to effect a proper response.
Public warning can be accomplished by the actions described below.

- If the emergency is localized, the Sheriff’s Department, city police, or fire personnel will alert residents by mobile public address systems and door-to-door contact. In rural areas of the county, law enforcement vehicles with sirens and loud speakers can patrol and alert the public.

- If the emergency is large-scale in terms of the danger to the public and requires immediate action or evacuation by the public, all available means of warning will be utilized.

- Public emergency instructions can be given through the Emergency Alert System (EAS).

State notification of a HazMat incident will be accomplished by telephone to OERS at 1-800-452-0311. The spiller is required to notify OERS, but the County IC and/or the 9-1-1 center should also make notification to ensure the incident is reported. Depending on the type of incident, OERS will notify the appropriate State agencies and the USCG.

- Notification of the Regional HazMat Response Team may be done by contacting the Klamath County 9-1-1 center.

Federal notification can be made to the NRC at 1-800-424-8802. Depending on the type and quantity of material spilled, the spiller must notify the NRC.

### 5.3.2 Reporting

All County employees, especially those whose jobs involve driving around the county (such as Sheriff’s deputies and Public Works employees), should be able to properly identify and report potential or actual HazMat incidents.

- Anyone who comes across an incident involving an actual or potential release of hazardous materials should immediately notify the 9-1-1 emergency dispatch center by the most expedient means—radio, cellular phone, or land line.

- All individuals at the scene must avoid being exposed to the hazardous materials, which can be in the form of vapors, smoke, liquid, powder, or other solid form. Contact with victims who may be contaminated should also be avoided.

- Provide emergency dispatch (9-1-1) with as much information as possible about the incident, including:
  - Location of the incident;
● Your name and phone number in case they need to get back in touch with you;

● Type of incident (e.g. railroad; pipeline; traffic accident; spill/release at fixed facility; abandoned/illegally dumped, unknown/suspicious materials or drums; or fire at a fixed facility);

● Information from any placards or signs posted on the vehicle, railcar, or facility, as well as any other identifying marks;

● Number and types of injuries (if known); and

● Any other characteristics of the incident (e.g. color of smoke or liquid; whether a smoke plume is rising in the air or sinking to the ground; and whether a liquid leak is rapid or slow).

If the situation obviously requires immediate action to cordon off the area from pedestrian and vehicle traffic or the evacuation of nearby residents or building occupants, the first emergency response person on the scene (fire, law enforcement, or public works) should initiate such action immediately. The size of the evacuation zone can be adjusted later, after the senior Fire Officer arrives on the scene.

5.3.3 Notification

■ The Fire District receives initial notification of a HazMat incident through the 9-1-1 Dispatch Center.

■ The 9-1-1 Dispatch Center’s protocol outlines the information to obtain from the caller. Fire District No. 1 identifies the appropriate dispatch of equipment and outlines additional notifications that must be made.

■ Based on the scope and type of incident, Fire District No. 1 will dispatch the appropriate level of response.

■ If the dispatch of the HMRT is necessary, the team will notify the following, as appropriate:
  ● OERS: 1-800-452-0311
  ● National Response Center: 1-800-424-8802
  ● Poison Control Center: 1-800-452-7165
  ● State Fire Marshal: (503) 373-1540

■ Fire District No. 1 will also notify the Sheriff’s Office, Public Works Department, and Emergency Manager, as necessary.

■ In the event the HMRT is unable to respond to a HazMat, the IC is responsible for notifying the following entities:
5.4 Scene Assessment and Categorization of Incident by Severity

5.4.1 General

Hazardous materials are classified by the severity of the threat to public health or the environment. Three types of emergencies are defined by increasing severity and two are classified as illegal activities. The severity of an incident is dependent upon the amount of material spilled, its location, the toxicity of the material, and the potential for exposure. A spill involving thousands of gallons of a material with low toxicity would be classified as a Level I emergency if it posed little or no threat to the public or environment.

Conversely, a small spill of an extremely toxic material or a spill in a very sensitive location requiring a coordinated response to save lives and property could be classified as a Level III emergency.

5.4.2 Level I Emergency

A Level I emergency is an incident where little or no hazardous materials are released. Public health or safety is not immediately threatened, but the potential may exist for the incident to escalate. HazMat incidents classified as Level I can be handled with the normal organization and guidelines of an emergency response agency. Examples include:

- The mechanical breakdown of a vehicle carrying high-level radioactive shipment, Class A explosives, or toxic materials requiring it to be parked at one location for a long period of time;
- A fire at a facility storing or using hazardous materials that are not involved in the fire;
- A transportation or fixed site incident involving a small spill (defined as 50 gallons or less) or release of oil or hazardous materials;
- The discovery of abandoned chemical drums with little or no release of products;
- A vehicle accident with a potential release of radioactive materials; and
- No waterway threatened.
5.4.3 Level II Emergency
A Level II emergency is an incident resulting in a localized release of oil or hazardous materials. A Level II incident typically initiates the activation of the Regional HazMat Team and contact of OERS. The health and safety of people and emergency workers in the immediate area may be threatened if protective actions are not taken and a probable environmental impact exists. An incident classified as Level II has special or unique characteristics that normally require the response of more than one emergency response agency. Examples include:

- An oil or hazardous materials transportation accident resulting in the release of a petroleum product in excess of 50 gallons into the air, ground, or water in amounts sufficient to pose a threat to public health or the environment;
- A package or container containing radioactive materials that is damaged during handling;
- A fire or explosion at a facility using hazardous materials that are involved in the fire or explosion;
- An incident resulting in the release of a significant amount of radioactive material; and
- The discovery of abandoned oil or hazardous materials being released into the environment and posing a threat to health or the environment.

5.4.4 Level III Emergency
A Level III emergency is an incident resulting in a large release of oil or hazardous materials creating a serious environmental, health, or safety threat, and that may cause sheltering or relocation of the affected population. A HazMat incident classified as a Level III emergency requires the coordinated response of all levels of government to save lives and protect property. Examples include:

- A transportation incident involving a significant release of radioactive or toxic smoke or fumes;
- A transportation accident resulting in a very large release of oil or hazardous materials;
- Radioactive materials directly involved in a fire or explosion at a fixed facility, resulting in the spread of the material or a significant accidental exposure to radiation; and
- A fixed site incident resulting in a major release of toxic fumes or hazardous materials.

5.4.5 Security Incident
A HazMat incident classified as a security incident involves probable, threatened, or actual sabotage to a hazardous or radioactive materials shipment or facility; a
demonstration of civil disobedience such as blocking a shipment of hazardous materials; or a mass protest that obstructs traffic and threatens the safety of the public.

5.4.6 Drug Lab Incident
A HazMat incident classified as a drug lab incident involves the illegal manufacture of drugs. It is primarily a law enforcement situation, but due to the chemicals and materials involved, it is treated as a HazMat emergency. It will require technical advice, support, and stand-by emergency response capability from Fire District 1 (HazMat Regional Team #4).

5.5 Incident Procedures
5.5.1 First Responders

■ Early recognition of incident hazards and potential risks is essential.

■ Initial responsibility for assessing the incident hazards lies with the first responding units.

■ On-site information gathering is limited to that which can be obtained within the limits of the first-responders’ training and protective equipment.

■ “First-in” units will gather and communicate pertinent information to the IC regarding the presence or release of hazardous materials.

■ Each responder should be alert to the signs, evidence, and indications of the presence of hazardous materials during fires and other incidents and report such information to the next highest level of command.

■ The following environments must be evaluated before any commitment of personnel for any reason:
  ● Large containers or tanks that must be entered;
  ● Confined spaces (manholes, trenches, tunnels, etc.) that must be entered;
  ● Potentially explosive or flammable situations indicated by gas generation or gas release or over-pressurization of containers;
  ● Presence of extremely hazardous substances (as defined by the EPA) that are identified on pre-plans;
  ● Visible vapor clouds; and
  ● Areas where biological indicators such as unconscious persons, dead animals, or vegetation are located.
5.5.2 Hazardous Materials Response Team (HMRT) (Regional Team #4)

- When an incident is beyond the capabilities of first responders, the HMRT will respond and conduct a more detailed hazard assessment, commensurate with their training and equipment.

- Among HMRT’s available resources is a computer program called Aloha, which is an air dispersion model to predict air movement and dispersion of gases.
  
  - Aloha predicts pollutant concentrations downwind from the source of a spill, taking into consideration the physical characteristics of the released material.
  
  - Aloha also accounts for some of the physical characteristics of the release site, weather conditions, and circumstances of the release.
  
  - This information is used to determine the appropriate course of action, particularly with regard to protective actions for the public.

- The HMRT provides technical information and advice to the IC who is ultimately responsible for making decisions regarding appropriate protective actions for the public.

5.5.3 Site Access Control/Site Security

A HazMat incident generally involves the escape of normally controlled substances, and response activities involve actions, such as Site Access Control and Site Security, to minimize and prevent the spread of contamination.

- Site Access Control (also known as Site Security) is preventing or reducing the exposure of any person and the inadvertent transfer of hazardous substances (contaminants) from the site by civilians, responders and/or equipment. Site Access Control involves two major activities:
  
  - Physical arrangements and control of the work site; and
  
  - Removal of contaminants from people and equipment (i.e., decontamination).

- Control is needed to reduce the possibility of transport of contaminants from the site, which may be present on personnel and equipment. This can be accomplished in a number of ways, including:
  
  - Establishing physical barriers to exclude the public and unnecessary response personnel;
  
  - Establishing checkpoints with limited access to and from the site, or access within the site;
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- Minimizing personnel and equipment on site, consistent with effective operations;
- Establishing containment zones or areas;
- Undertaking decontamination procedures; and
- Conducting operations in a manner to reduce the possibility of contamination.

5.5.4 Rescue

In most situations, emergency personnel can protect the public by isolating and denying entry to contaminated areas.

- Initial rescue actions should be concentrated on removing able-bodied persons from immediate danger. Involvement in complicated rescue problems or situations should be evaluated before being attempted.

- When the probability is high that a victim cannot be saved or is already dead, rescue should not be attempted if it will place the rescuer at unnecessary risk. The on-scene IC is responsible for making a determination to attempt a rescue.

- Consideration of the following questions will help in weighing the likelihood of a successful rescue against the overall risk to the rescuer during a HazMat incident:
  - Has the presence of a victim been confirmed visually or by other credible sources?
  - Is the victim conscious or responsive?
  - How long has the victim been trapped or exposed?
  - Is the leaking material pooling or vaporizing in the area of the victim?
  - What are the properties of the material involved?
  - What is the concentration of the material around the victim?
  - What special equipment is available to assist in this effort?

5.5.5 Evacuation and Shelter-in-Place

There are essentially two ways to protect the public from the effects of HazMat releases into the environment: evacuation and shelter-in-place. The success of either option will depend on pre-plans, effectiveness of communication resources, timely notification, and public instruction and information.
■ **Evacuation:** Evacuation involves moving threatened persons to shelter in another area.

- Evacuation is clearly safer with respect to the hazards but has certain limitations, which may pose other problems.
  - Evacuation takes time and may not be possible if large numbers of persons or a large volume of vapor is present, or if the proximity of the release is too close to a population to facilitate moving them in a timely manner.
  - Evacuation through a toxic atmosphere may actually cause more harm than good, in some cases.

- Evacuation is best considered when:
  - There is an immediate danger of fire or explosion;
  - The potential for release is great but has not taken place, and there is time available to relocate people; and
  - People not yet in the path of a release will be threatened by changing conditions.

- The IC is responsible for making the decision to effect an evacuation. Evacuation will require coordination and cooperation between Fire District No. 1, Sheriff’s Office and the County Public Works Department.

- Sheltering of the people evacuated from the hazard area will need to be addressed by the Incident Command Staff/EOC (if activated), Emergency Management, and the American Red Cross (ARC).

■ **Shelter-in-Place:** This involves giving instructions to people in the affected area to remain where they are until the danger passes and how to protect themselves in that location.

- The decision to shelter in place is appropriate when the hazardous material will not affect the structure or its occupants or if the hazards will pass a structure with little infiltration.

- In general, shelter-in-place is an alternative when:
  - Pre-planning has identified options for special needs populations such as hospitals, nursing homes, day care centers, schools, etc;
  - Evacuation cannot be properly managed with available manpower, resources, facilities, and time; and/or
The hazardous material displays the following characteristics:

- Low to moderate toxicity
- Totally released and dissipating
- Small quantity solid or liquid leak
- A migrating vapor of low toxicity and quantity and people are safer indoors than outside
- Release can be rapidly controlled at the source.

- As with evacuation, the IC is responsible for making the decision to direct shelter-in-place.

5.5.6 Emergency Medical Treatment

- Currently, medical procedures for hazardous materials incidents follow routine EMS protocol, however, protocols for hazardous materials incidents may be developed in the future.

- The following EMS actions are taken at hazardous materials incidents:
  - Upon arrival, EMS personnel should immediately obtain a briefing from the IC and/or the HMRT.
  - Locate the rescue or other Advance Life Support (ALS) unit in a safe location.
  - Locate and establish the medical treatment area.
  - If at all possible, EMS personnel will perform essential tasks only on victims who have been previously decontaminated. If that is not possible, EMS personnel must be properly protected from contamination and/or decontaminated.
  - Transportation of contaminated victims should be avoided.
    - Decontamination of contaminated patients should be performed prior to transport, unless the IC directs otherwise.
    - Sky Lakes Hospital is the only hospital in the county that has facilities for receiving contaminated patients.

- Whenever a patient is transported to a hospital, EMS personnel should be prepared to provide hospital staff with appropriate information about the substance. This information can be provided by the Poison Control Center at Oregon Health Sciences University in Portland, (503) 494-8968.
5.5.7 Personal Protective Equipment (PPE)

All Fire District fire companies are trained and equipped to the “Operations” level for hazardous materials response and are required to use full protective clothing as minimum protection against exposure during hazardous materials incidents.

- For the purposes of first responder guidelines full protective clothing is defined as turnouts and self-contained breathing apparatus (SCBA).

- Hazardous materials can contaminate protective clothing, respiratory equipment (Self Contained Breathing Apparatus), tools, apparatus, vehicles, and other equipment used at an emergency scene.

- The use of chemical protective clothing and equipment requires specific skills acquired through training and is only available to members of the HMRT.

  - Special protective clothing may protect against one chemical, yet may be readily penetrated by other chemicals for which it was not designed.

  - It offers little or no thermal protection in the case of fire. No single suit offers protection from all hazardous materials.

- The Hazardous Materials Group Supervisor and, ultimately, the IC, based on the information available, will determine the level of special protection required in each zone at an incident. The levels of protection available include:

  - **Level A** - highest level of protection to the responder (Level A equipment is only available for use by members of the HMRT.)

  - **Level B** - high level of protection to the respiratory tract but a lower level of skin protection than Level A.

  - **Level C** - does not require maximum skin or respiratory protection. This level presupposes that the type of air contaminants have been identified, concentrations measured, and the atmosphere is not oxygen deficient.

  - **Level D** - provides only minimal protection.

5.5.8 Emergency Equipment and Resources

The type of equipment and resources needed will be determined by the HMRT and ordered by the Logistics Section Chief, upon approval by the IC.

- A detailed list of emergency equipment and resources can be found in Fire District No. 1’s “Emergency Resources List.”
Emergency equipment is also available at some fixed facilities that contain hazardous materials. A list of available equipment at these sites is included in the Title III Site Plans.

The Logistics Chief, in coordination with the HMRT, is responsible for tracking all expenditures to facilitate cost recovery.

**5.5.9 Decontamination**

Decontamination is the process of making personnel, equipment, and supplies safe by reducing present levels of poisonous or otherwise harmful substances.

- This process is one of the most important steps in ensuring personal safety at a hazardous materials incident.
- The extent of its success depends on the ability of the IC to maintain control of personnel at the site.
- A detailed explanation of Fire District No. 1 decontamination procedures can be found in their Hazardous Materials Plan.

**5.5.10 Cleanup and Restoration**

Once an incident is stabilized, it is the responsibility of the IC to ensure that the site is secure and that appropriate steps for cleanup operations are initiated.

- At the earliest opportunity, the IC should try to identify a “responsible party” for the incident.
  - The responsible party is usually the property owner of the site, or, in the case of a transportation incident, it is the shipper.
  - The responsible party is responsible for cleanup, site restoration, and costs incurred.
  - In the event that a responsible party cannot be identified, the IC ensures the Oregon Department of Environmental Quality (DEQ) is notified. DEQ is then in command of cleanup and restoration operations.

- Cleanup operations are incident scene activities that include removing the hazardous material(s) and all contaminated debris (including water, containers, vehicles, tools, and equipment) and returning the scene to as near normal as possible.
  - Cleanup operations are not a function of Fire District No. 1.
  - The State DEQ is the enforcement agency that oversees cleanup operations and ensures that cleanup is performed in accordance with appropriate regulations.
In the event that a responsible party cannot be determined, responders should notify the DEQ, who will contact a State contractor to conduct cleanup operations.

Fire District No. 1 will cooperate with the DEQ to supply information that may be helpful concerning cleanup.

- In some cases, the HMRT may take samples of materials for testing.
- These samples should be picked up by the DEQ to be tested and analyzed.

- Under no circumstances is any Fire District unit, including the HMRT, to transport these samples or any hazardous material, even if properly contained, to any County location unless approved by the Hazardous Materials Team Leader (Group Supervisor).

- Only with prior coordination with, and approval by, the Sheriff or OSP, as applicable, are any Klamath County personnel authorized to transport samples or any hazardous materials, even if properly contained, to any location inside or outside jurisdictional boundaries.

Klamath County and Fire District No. 1 will not engage in cleanup or site restoration, unless they are the responsible party.

Cleanup and site restoration activities may include:

- Compliance with prevailing cleanup standards,
- Restoration of environment and site,
- Assessment of damages,
- Enforcement actions, and
- Cost recovery.

5.5.11 Incident Termination

- If Fire District operations are concluded at the incident, control of the area will be passed to the appropriate agency responsible for the site at that time (such as the responsible party, DEQ, or a law enforcement agency).

- A “Hazardous Materials Spill Release Report” will be completed by the Fire District’s IC or the HMRT Leader and provided to the responsible party. The Fire District also maintains a copy of the report.
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- The HMRT is not responsible for remaining on scene for the purpose of safeguarding materials after control and containment of the substance has been completed. The responsible party, a law enforcement agency or the DEQ, may undertake this function.

- The Fire District does not usually seek cost recovery for hazardous materials incident response, except for transportation incidents when the responsible party is not located in the District’s service area.

- Role of the HMRT in Incident Termination -
  
  - At the conclusion of a hazardous materials incident with an HMRT response, the Hazardous Materials Group Supervisor (Team Leader) is responsible for ensuring that activities identified in the District’s Incident Termination Worksheet are completed. Those activities include:
    
    - Coordinating with the DEQ on proper handling and disposal of waste water;
    - Coordinating with the IC for agreement that the incident has been mitigated;
    - Ensuring that contaminated items are appropriately decontaminated or disposed of; and
    - Ensuring that agencies with continued responsibilities after the HMRT leaves have been identified and notified.

- Role of the IC in Incident Termination -
  
  - The IC is responsible to ensure appropriate incident termination procedures are followed.
  
  - An important aspect of incident termination is the need to provide a debriefing to incident responders before they leave the scene. The debriefing should include accomplishing the following:
    
    - Inform all responders what hazardous materials were involved and provide information about signs and symptoms of exposure;
    - Provide information for personal exposure records;
    - Identify equipment damage and unsafe conditions requiring immediate attention or isolation for further evaluation;
    - Ensure that a post-incident analysis takes place;
    - Determine the need for critical incident stress debriefing; and
Identify a contact source for additional information.

6 Supporting Plans and Procedures
- State of Oregon Emergency Operations Plan, ESF 10 – Oil and Hazardous Materials
- National Response Framework, ESF 10 – Oil and Hazardous Materials

7 Appendices
- Appendix A – Containment, Cleanup and Restoration
- Appendix B – Hazardous Materials Incident Checklist
Appendix A – Containment, Cleanup and Restoration

1 General

- Containment is the primary responsibility of the responsible party, if they have the capability, and the Fire District.

- All cleanup and restoration will be performed by the responsible party or the State (if there is no responsible party), in accordance with State and Federal regulations.

- All costs incurred for response, containment, transportation, disposal, and cleanup can be billed to the responsible party, if known.

2 Spill Containment, Cleanup and Restoration

- The responsibility for selecting and implementing the initial countermeasures during response is assigned to the IC, in coordination with the State or Federal On-Scene Coordinator.

- The spiller is, by law, responsible for all cleanup countermeasures. The State (DEQ) and the County are responsible for determining this responsibility and monitoring the cleanup operations to ensure that the following actions are taken:
  - An approved disposal site is selected;
  - Temporary storage sites are selected that are safe, secure, and approved by a local and/or State On-Scene Coordinator; and
  - Procedures are implemented to eliminate further spread of the contaminant during cleanup and disposal.

- The IC is responsible for monitoring the response activity and implementation of the appropriate containment or displacement techniques. Containment methods may include:
  - Dikes,
  - Berms and drains,
  - Trenches,
  - Booms,
  - Barriers in soil,
  - Stream diversion,
  - Patching and plugging of containers or vessels,
Portable catch basins,

- Over-packed drums or other forms of containerization; and

- Reorientation of the container.

The State HazMat IC, in conjunction with Fire District No. 1 (as applicable) and the County, will secure private contractors for displacement techniques. These may include:

- Hydraulic and mechanical dredging,
- Excavating,
- Skimming,
- Pumping,
- Dispersion/dilution, and
- Vacuuming.

Treatment of spilled hazardous substances can be physical, chemical, or biological in nature. Treatment operations are the responsibility of the operator. Monitoring responsibility is assigned to the Oregon Water Resources Division, in accordance with the State of Oregon EOP, Annex O (Hazardous Materials).

Extent of contamination: The responsible party is responsible for determining the extent of the contamination and, based on the findings, for coordinating with the State and County to develop an appropriate cleanup and restoration plan. The responsible party may utilize its own resources or hire an environmental contractor to accomplish these tasks.

Restoration

- Klamath County Emergency Management will coordinate with State and Federal authorities in monitoring restoration efforts.

- When feasible, contaminated soils and sediments will be treated on the site. Technologies available include:

  - Incineration
  - Wet air oxidation
  - Solidification
  - Encapsulation
  - Solution mining (soil washing or soil flushing)
Neutralization or detoxification
Microbiological degradation
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# Appendix B – Hazardous Materials Incident Checklist

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<thead>
<tr>
<th>Phase of Activity</th>
<th>Action Items</th>
<th>Supplemental Information</th>
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<tr>
<td><strong>PRE-INCIDENT PHASE</strong></td>
<td>Have personnel participate in necessary training and exercises, as determined by County Emergency Management, Fire Protection District 1, and other County ESF-10 Leads.</td>
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<td>Participate in County preparedness activities, seeking understanding of interactions with participating agencies in HazMat scenario.</td>
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<td>Ensure that emergency contacts lists are updated and establish a pre-event duty roster allowing for 24/7 operational support for the EOC.</td>
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<td>Inform Emergency Management of any major developments that could adversely affect response operations (e.g., personnel shortages, loss of equipment, etc.).</td>
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<td><strong>RESPONSE PHASE</strong></td>
<td>Fire District 1 Hazmat Team will initially respond and will assume IC responsibilities</td>
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<td>Determine the type, scope, and extent of the HazMat incident <em>(recurring)</em>. Verify reports and obtain estimates of the area that may be affected.</td>
<td>ICS Form 209: Incident Status Summary</td>
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<td>▪ Notify 9-1-1-dispatch, support agencies, adjacent jurisdictions, ESF coordinators, and liaisons of the situation.</td>
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<td>▪ Assess the type, severity, and size of the incident. If possible, characterize the hazardous material(s) of concern and determine appropriate requirements.</td>
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<td>▪ Ensure that a health and safety plan is developed by the designated Safety Officer, including monitoring first responders in accordance with all applicable guidance.</td>
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<td>Provide support for implementation of applicable Geographic Response Plans (GRPs) established by the OR DEQ to guide activities throughout the duration of the incident.</td>
<td>Northwest Area Contingency Plan (NWACP)</td>
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<td>Ensure that proper containment methods have been implemented by the first responders until HazMat response teams arrive.</td>
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<td>Establish access control to the incident site through local law enforcement agencies.</td>
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<td>If the situation warrants it, request activation of the County EOC via the IC to the Emergency Manager.</td>
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<td>Activate the EOC, coordinate response activities among AOCs and ICPs, and establish IC or UC as appropriate. Staffing levels vary with the complexity and needs of the response. At a minimum, the IC, all Section Chiefs, the Resource Coordinator, and management support positions may be necessary.</td>
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<td>If applicable, establish immediate gross decontamination capability for victims.</td>
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<td>Estimate emergency staffing levels and request personnel support.</td>
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<td>Develop work assignments for ICS positions <em>(recurring)</em>.</td>
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<td>Notify HazMat supporting agencies.</td>
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<td>▪ Identify local, regional, and/or State agencies that may be able to mobilize resources to the City EOC for support.</td>
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<td>Phase of Activity</td>
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<td>Ensure the 9-1-1 dispatch center has notified Fire District No. 1, the Oregon Response System (OERS 1-800-342-0311) and the County’s Emergency Manager of the hazardous materials incident.</td>
<td>OERS is available 24 hours a day.</td>
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<td>Assign liaisons to the EOC representing government agencies, private entities (i.e., railroad companies, chemical manufacturers, etc.), and other stakeholders.</td>
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<td>Develop and initiate shift rotation plans, including briefing of replacements during shift changes.</td>
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<td>- Dedicate time during each shift to prepare for shift change briefings.</td>
<td>ICS Form 201: Incident Briefing.</td>
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<td>Confirm or establish communications links among primary and support agencies, the County EOC, and the State ECC. Confirm operable phone numbers and backup communication links.</td>
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<td>Ensure that all required notifications have been completed. Consider other local, State, and Federal agencies that may be affected by the incident. Notify them of the status.</td>
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<td>- For incidents occurring on State highways, ensure that ODOT has been notified.</td>
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<td>Contact appropriate key stakeholders and partners if the incident poses an actual or potential threat to State parks, recreational areas, historical sites, environmentally sensitive areas, tourist routes, or other designated areas.</td>
<td>ESF 11 Annex of the County EOP</td>
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<td>- If agricultural areas and livestock are potentially exposed or impacted, notify local extension services (OSU), Oregon Department of Agriculture, and the State Veterinarian.</td>
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<td>A lead PIO will be designated by the Incident Commander. The PIO will issue information individually or through the JIC, if established, in coordination with appropriate local, regional, and State agencies.</td>
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<td>Manage and coordinate interagency functions. Providing multi-agency coordination is the primary goal. Assimilate into a UC structure as dictated by incident.</td>
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<td>Implement local plans and procedures for HazMat operations. Implement agency-specific protocols and SOPs. Ensure copies of all documents are available to response personnel.</td>
<td>ESF 10 – Oil and Hazardous Materials of the County EOP</td>
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<td>- For responses requiring assistance from the Oregon DEQ Regional Response Team, refer to the GRP applicable to the incident site and support procedures according to the Northwest Area Contingency Plan.</td>
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<td>Obtain current and forecasted weather to project potential spread of the plume (recurring).</td>
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<td>Based upon the incident size, type of chemical/substance, and weather projections, establish a safe zone and determine a location for an on-site staging and decontamination. Re-evaluate as the situation changes.</td>
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<td>Determine the need for implementing evacuation and sheltering activities (recurring).</td>
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### Phase of Activity

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<th>Phase of Activity</th>
<th>Action Items</th>
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<td></td>
<td>Establish a victim decontamination and treatment area(s).</td>
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<td>Determine the need for additional resources and request as necessary through appropriate channels (<em>recurring</em>).</td>
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<td>Submit a request for emergency/disaster declaration, as applicable.</td>
<td><em>See Chapter 1 and Appendix A of County EOP</em></td>
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<td>Activate mutual aid agreements. Activation includes placing backup teams on standby and alerting resource suppliers about potential needs as well as current needs.</td>
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<td>Coordinate resource access, deployment, and storage in the operational area. Resources to coordinate include equipment, personnel, facilities, supplies, procedures, and communications. Track resources as they are dispatched and/or used.</td>
<td><em>ICS Resource Tracking Forms</em></td>
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<td>Develop plans and procedures for registering regional HazMat teams as they arrive on the scene and receive deployment orders.</td>
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<td>Establish the JIC, as needed.</td>
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<td>Formulate emergency public information messages and media responses using “one message, many voices” concepts (<em>recurring</em>).</td>
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<td>- Public information will be reviewed and approved for release by the IC and the lead PIO before dissemination to the public and/or media partners.</td>
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<td>Record all EOC and individual personnel activities (<em>recurring</em>). All assignments, person(s) responsible and significant actions taken should be documented in logbooks.</td>
<td><em>EOC Planning Section job action guide</em></td>
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<td>Record all incoming and outgoing messages (<em>recurring</em>). All messages, and the names of those sending and receiving them, should be documented as part of the EOC log.</td>
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<td>Develop and deliver situation reports (<em>recurring</em>). At regular intervals the IC/EOC Director and staff will assemble a Situation Report.</td>
<td><em>ICS Form 209: Incident Status Summary</em></td>
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<td>Develop an IAP (<em>recurring</em>). This document is developed by the Planning Section and approved by the IC. The IAP should be discussed at regular intervals and modified as the situation changes.</td>
<td><em>ICS Form 202: Incident Objectives</em></td>
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<td>Implement objectives and tasks outlined in the IAP (<em>recurring</em>).</td>
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<td>Coordinate with private sector partners as needed.</td>
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<td>Ensure that all reports of injuries, deaths, and major equipment damage due to HazMat incidents are communicated to the IC and/or Safety Officer.</td>
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<td>As applicable, clean-up activities will most likely be conducted by private contractors and coordinated among the EOC, the responsible party (if known), and the Oregon DEQ.</td>
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<td>Phase of Activity</td>
<td>Action Items</td>
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<td>RECOVERY/ DEMOBILIZATION PHASE</td>
<td>Ensure an orderly demobilization of emergency operations in accordance with current demobilization plans.</td>
<td>ICS Form 221 - Demobilization Plan</td>
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<td>Consider long-term environmental decontamination and remediation needs and coordinate tasks with the appropriate State agencies and/or private sector partners.</td>
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<td>Release mutual aid resources as soon as possible.</td>
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<td>Conduct a post-event debriefing to identify success stories, opportunities for improvement, and development of the After Action Report/Improvement Plan.</td>
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<td>Deactivate/demobilize the EOC.</td>
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<td>Correct response deficiencies reflected in the Improvement Plan.</td>
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<td>Submit valuable success stories and/or lessons learned to the Lessons Learned Information Sharing website (<a href="http://www.llis.gov">www.llis.gov</a>)</td>
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# ESF 11 – Agriculture and Natural Resources

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## ESF 11 Tasked Agencies

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| Supporting Agencies | Klamath Basin Research & Extension Center (KBREC)  
                       Klamath Soil and Water Conservation District  
                       Klamath County Health Department |
| Adjunct Agencies | Available through request to Oregon Emergency Response System (OERS)  
                       Oregon State Brand Inspector  
                       Oregon Department of Agriculture, State Veterinarian’s Office  
                       Oregon Department of Agriculture, Veterinary Emergency Response Teams  
                       Oregon Department of Fish and Wildlife  
                       Oregon Department of Human Services, Department of Health Services  
                       Oregon Department of Environmental Quality  
                       Oregon State Police  
                       Oregon Department of Parks and Recreation  
                       U.S. Department of Agriculture, Area Veterinarian In-Charge  
                       Environmental Protection Agency |

### 1 Purpose and Scope

Emergency Support Function (ESF) 11 provides information regarding coordinating the protection of agriculture and natural resources in Klamath County in the event of an emergency. Services addressed by this ESF include:

- Protection of the local agricultural food supply.
- Response to animal and plant diseases and pests that can potentially affect animal and plant health or pose significant risk to the local economy.
- Sheltering, care, and/or evacuation of animals.
- Protection of natural and cultural resources and historic properties.
- This ESF overlaps with ESF’s 6 and 13 in addressing some aspects of care and assistance for household pets and service animals (ESF 6, Mass Care, Emergency Assistance, Housing, and Human Services, addresses care for household pets and service animals primarily associated with moving persons to shelters; and ESF 13, Public Safety and Security, addresses evacuation of persons and, by extension, some of the impacts for their pets and service animals). The Klamath County Response Plan for Animals in Disaster also provides direction for addressing animals during emergency situations.
2 Policies and Agreements

The ODA, in accordance with Oregon State law, specifically ORS, Chapter 596 (Disease Control Generally) and OAR 603 Division 11 has the authority to:

- Declare an animal health emergency;
- Impose restrictions on importations of animals, articles, and means of conveyance;
- Quarantine animals, herds, parts of the state, and the entire state, and create quarantine areas;
- Stop the movement of animals;
- Require the destruction of animals, animal products, and materials;
- Specify the method for destruction and disposal of animals, products, and materials;
- Indemnify owners for animals destroyed; and
- Employ deputy state veterinarians and livestock inspectors.

Farm Service Agency programs are administered through the U.S. Department of Agriculture (USDA) and are subsequently activated by the U.S. Secretary of Agriculture in support of a natural hazard event, such as drought. These include the following.

- Noninsured Assistance Program,
- Emergency Conservation Program,
- Emergency CRP Haying and Grazing Assistance, and
- Emergency Loans.

Not all Farm Service Agency programs require a disaster declaration prior to activation.

The Farm Service Agency has local offices throughout the state that are often co-located with the Natural Resources Conservation Service and/or the local soil and water conservation district office. More information about programs administered by the Farm Service Agency can be accessed via the following website: [http://disaster.fsa.usda.gov/fsa.asp](http://disaster.fsa.usda.gov/fsa.asp)
3 Situation and Assumptions

3.1 Situation
In the event of a disaster, local resources will be called upon to provide an adequate and healthy supply of food and water, meet nutrition needs of the populace, and care for pets, service animals and livestock. In addition, protection of natural resources is vital for long-term recovery.

3.2 Assumptions
- The owners of pets and livestock, when notified of an impending emergency, will take reasonable steps to shelter and protect their animals.

4 Roles and Responsibilities
The roles and responsibilities for each department in support of emergency services will vary depending on the type of resource, the length of the warning period, and the duration of the incident.

4.1 Tasks by Phase of Emergency Management

4.1.1 Mitigation
- Provide surveillance for a foreign animal disease or an animal borne poison or toxin that may pose a threat to the animal industries, the economy or public health.

- Provide for surveillance of plant pests of unknown or questionable origin that may pose a potential threat to agriculture, horticulture, the economy or public health.

4.1.2 Preparedness
- Develop standard operating guides and checklists to support ESF 11 activities.

- Identify pet boarding facilities and private organizations that may provide emergency shelters for animals.

- Identify sources to augment emergency food and water supplies.

- 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 associations and private agencies and organizations with personnel and equipment to support ESF #11 activities.
ESF 11. Agriculture and Natural Resources

- Conduct and participate in training to support the implementation of ESF 11.

- Develop and/or review procedures for crisis augmentation of personnel.

- Participate in and/or conduct drills and exercises.

4.1.3 Response

- Support the disaster response and recovery with all available resources.

- Provide assistance to established pet shelters.

- Restrict movement, detain or move animals, equipment, products and personnel as necessary to control and eradicate animal or plant disease.

- Manage and direct evacuation of animals from risk areas and provide technical assistance to prevent animal injury and the spread of disease.

- Provide and/or receive appropriate mutual aid.

- Secure supplies, equipment, personnel and technical assistance from support agencies, organizations and other resources to carry out the response plans associated with animal health or any act of agroterrorism.

4.1.4 Recovery

- Continue to support disaster operations as needed.

- Restore equipment and restock supplies to normal state of readiness.

- Participate in after action reports and meetings.

- Make changes to plans and procedures based on lessons learned.

- As permitted by the situation, return operations to normal.

5 Concept of Operations

5.1 Overview

- Klamath County Emergency Management and County departments and organizations will coordinate and/or provide the agriculture and natural resources services they are equipped to and then coordinate with other emergency response partners, especially ODA and USDA, for emergencies that affect the local agricultural food supply, animal and plant health, and the well-being of animals in the county. If the
provided services still are not adequate, the county can declare a state of emergency in accordance with the declaration requirements in the EOP Basic Plan.

- If the county ICS and/or EOC is activated, agriculture and natural resources services will be coordinated through the IC and/or EOC under the Incident Command System.

- Each supporting agency and organization will perform their duties in accordance with their own EOPs, plans, and procedures.

### 5.2 Agricultural Food Supply

- Klamath County Emergency Management will coordinate with its emergency response partners regarding the safety and viability of locally grown food (including items grown in private gardens) potentially affected by an emergency event (such as drought, flooding, a terrorist act involving hazardous or radioactive materials, etc.). This will entail coordinating with ODA, USDA, the county Public Health Departments, and others regarding the safety of the local food supply and, for a national emergency, the safety of the national food supply, in order to inform and protect persons in the county.

### 5.3 Animal and Plant Diseases and Health

- Domestic animals, wild animals, plants, and the timber industry could be vulnerable to the spread of animal or plant diseases related to an emergency. The Klamath County Public Health Department has some procedures and policies specific to managing disease control and the health of certain animals and plants affected by an emergency, which are referenced in ESF 8 – Public Health and Medical Services. Important elements to consider include the identification and control of animal and plant diseases associated with or exacerbated by an emergency; isolation or quarantine of animals; and the disposition of animals killed by the emergency or required to be destroyed as a result of the emergency.

- Klamath County Emergency Management and the Klamath County Public Health Department will coordinate with emergency response partners for related information and services. The Klamath County Public Health Department, with support from the Oregon Department of Human Services, Public Health Division, will be the principal point of contact for an outbreak of a highly infectious/contagious animal or zoonotic (capable of being transmitted from animals to people) disease posing potential impacts to human health (also see ESF 8, Public Health and Medical Services).
ESF 11. Agriculture and Natural Resources

- ODA in particular has broad expertise with animal and plant diseases and health, including the authority to:
  - Declare an animal health emergency.
  - Impose restrictions on importations of animals, articles, and means of conveyance.
  - Quarantine animals, herds, parts of the state, and the entire state and create quarantine areas.
  - Stop the movement of animals.
  - Require the destruction of animals, animal products, and materials.
  - Animal quarantine measures will be implemented through county Public Health Departments and do not require a court order.

5.4 Care and Assistance for Animals

- The County recognizes that care and concern for domestic animals might delay and affect emergency actions necessary for the well-being of humans.

- Persons in the county have the primary responsibility for the health and welfare of their livestock, household pets, and other domestic animals and will be encouraged to provide for their care in an emergency to the extent possible. This is best handled by public information campaigns as part of emergency preparedness.

- Responding to animals during emergency situations is addressed in the Klamath County Response Plan for Animals in Disaster.

5.5 Natural and Cultural Resources and Historic Properties

- Local soil and water conservation districts and other state and federal organizations will take the lead for assessing threats to natural resources from an emergency, including water quality, air quality, forest land, fishing, wildlife, soil quality, and others. The County will coordinate with the State Historic Preservation Office and others regarding impacts to cultural resources and historic properties owned or managed by the county.

- Important emergency response entities will include county and state Forestry Departments, local soil and water conservation districts, Oregon DEQ, Oregon Department of Fish and Wildlife, and tribal organizations.
6 **Direction and Control**
Command and control will be exercised as provided in the Basic Plan of the Klamath County Emergency Operations Plan.

7 **Continuity of Government**
Lines of succession to each department head are according to the standard operating procedures established by each department.

8 **Administration and Support**
Every agency providing support will maintain records of the operations, including cost records that can be used after the emergency to obtain reimbursement from state or federal sources.

9 **ESF Development and Maintenance**
- The Emergency Manager is responsible for maintaining this annex.
- Each agency will develop SOPs that address assigned tasks.

10 **Supporting Plans and Procedures**
The following plans and procedures are currently in place:
- Klamath County Emergency Operations Plan
  - ESF 6 – Mass Care, Emergency Assistance, Housing and Human Services
  - ESF 8 – Public Health and Medical Services
- Klamath County Response Plan for Animals in Disaster, September 2008
- State of Oregon Emergency Operations Plan, ESF 11 – Agriculture and Natural Resources
- National Response Framework, ESF 11 – Agriculture and Natural Resources

11 **Appendices**
None at this time.
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**Klamath County EOP**

Emergency Support Functions

ESF 12. Energy

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1 Purpose and Scope

- The purpose of this annex is to provide a framework of coordination between agencies to help ensure the safety of life and property during electric power failures affecting Klamath County.

- It defines roles, responsibilities, and organizational relationships of government and private agencies in response to power failures.

- The primary focus of this annex is on power failures and the affect they could have on the safety and security of the population - and economic and business activity within the County.

2 Policies and Agreements

The following policies and agreements are currently in place.

- None at this time.

3 Situation and Assumptions

3.1 Situation

- Power resources (generation, transmission and distribution) have become the most important element of infrastructure in our economy. The interruption of power causes widespread disruption of services immediately to any community, and Klamath County is no different.

- Klamath County may experience power failures or outages ranging from a few hours to several days. Power failures may result from any of the following causes.
• Ice and high winds may bring down electric power lines over a wide area, causing widespread outages.

• An earthquake could topple transmission towers or distribution lines; or severely damage substations, resulting in widespread outages.

• Vandals or terrorists could attack power infrastructure, causing power failures and lengthy outages by using basic conventional weapons.

• Technological failures, such as flashovers on high voltage lines, could cause generators to automatically trip off-line. This could result in cascading outages affecting Klamath County.

• Power failures often occur along with other serious disruptions, such as heat waves, cold snaps, windstorms, snow storms and other severe weather phenomena. Resources can be stretched to the limit, degrading response and recovery operations.

• Power failures and outages could impact Klamath County in any or all of the following ways.

  □ Loss of air condition or heating to residences, businesses and private and public buildings.

  □ Streets lights, traffic lights and other public safety equipment could be out of service.

  □ ATMs and banking activities could be interrupted.

  □ Telecommunications and information infrastructure could be impaired.

  □ Pumps in gasoline stations could be out of service.

■ Power transmission from and to California and the Northwest is dependent on the Bonneville Power Administration (BPA) high voltage transmission lines. The Malin Substation in Oregon is the major hub for controlling all power between the two regions.

■ PacifiCorp operates the Link River Dam at the mouth of Upper Klamath Lake under contract to the United States Bureau of Reclamation. The dam releases water to the Eastside and Westside Power canals and to the Link River. Below Lake Ewauna the Klamath River continues south. Inflows from the Lost River Diversion Dam, return flows from the Klamath Straits, and spring flows that enter at Keno contribute to additional power production at J.C. Boyle Dam at
the Oregon-California border. Copco No. 1 and No. 2 and Iron Gate hydroelectric projects are further downstream. None of these projects have significant water storage capabilities, and so all electrical generation is dependent on water releases at Link River Dam and water management within the Klamath Project.

3.2 Assumptions

- A severe natural disaster or other significant event can sever energy and utility lifelines; hinder supplies in impacted areas or in areas with supply links to impacted areas; and affect firefighting, transportation, communication, and other lifelines needed for public health and safety.

- There may be widespread and/or prolonged electric power and/or natural gas failure. With reduced electric power or natural gas, communications, transportation, healthcare, business, education, banking, and infrastructure will be greatly impeded.

- An extensive pipeline failure in a natural gas system component may take a long time to repair.

- Broken natural gas lines can be a fire hazard.

- Nearly all power failures and outages occur without warning.

- Restoration of electric service will lead to stabilization of emergency conditions.

- As urbanization and dependency on electric power increases, the potential problems and impacts that power failures can have on County resources will be compounded.

- All County equipment and personnel will be available to cope with emergency conditions. Assistance through mutual aid agreements may be necessary.

- Additional resources may be obtained through contracting with local vendors.

4 Roles and Responsibilities

4.1 Local Task Assignments

4.1.1 Klamath County Emergency Management

- Monitor the impact of the power outage throughout the County. Coordinate closely with Pacific Power and alert department heads, and other key staff of the status and expected duration of the outage.
ESF 12. Energy

- If deemed appropriate, make recommendation to the Board of County Commissioners to implement the Incident Command System, open the Emergency Operations Center and/or declare a disaster.

- If the Emergency Operations Center (EOC) is not activated, the Klamath County Emergency Management (KCEM) is responsible for ensuring inter-department and inter-agency coordination.

- Inform Oregon Emergency Response System (OERS) of the status of the outage and efforts to respond and recover from emergency conditions.

- Maintain liaison with local utilities and sources of fuel (e.g., gasoline, kerosene, and propane vendors), including the ability to contact them on a 24-hour-a-day basis.

- Coordinate assistance to support local utility, energy, and fuel providers, as requested.

- In coordination with County Department heads, identify critical county facilities and equipment for which emergency backup energy generation is imperative and determine the methods for providing temporary power in an emergency.

4.1.2 Utilities and Private Purveyors

- Maintain and control energy and fuel systems within their authority.

- Coordinate with county Emergency Management during an emergency and provide a liaison to the EOC if requested.

- Perform damage assessments on systems and identify problems or shortfalls in supply to the EOC. Provide damage assessment information to the EOC.

- In coordination with county government, regulate commodity usage in times of shortage, as appropriate, and establish priorities for use.

- Identify temporary or alternative sources of fuel and energy while damaged systems are being restored.

- Restore damaged systems.

- Identify potential areas for mitigation strategy.

4.1.3 Building Maintenance Department

- The Building Maintenance Department is responsible for maintaining and implementing departmental contingency plans in the event of power failure.
Building Maintenance should ensure that the emergency generators for County facilities are operational and tested periodically.

Building Maintenance will ensure all fuel tanks for emergency generators are filled.

4.1.4 Public Works

In conjunction with the Sheriff’s Department and Fire Districts, Public Works will provide road signs and barriers as needed.

4.1.4 Klamath County Sheriff’s Department

The Sheriff’s Office is responsible for maintaining and implementing departmental contingency plans in the event of power failure.

In the course of patrols during power outages, assist local law enforcement to direct traffic at congested intersections where traffic lights are out of service.

Limit or restrict travel on County roads that pose special hazardous conditions due to power failure.

4.2 State of Oregon

4.2.1 Oregon Emergency Management (OEM)

Alert appropriate state agencies of the possible requirements to supplement local energy and utility needs.

Coordinate with the Public Utility Commission to provide supplemental assistance to local government.

4.3 Federal

4.3.1 Federal Emergency Management Agency

Coordinate the activities of federal agencies having supplemental energy and utility resources capabilities during a presidential declared emergency or disaster.

5 Concept of Operations

5.1 General

Restoration of electric power is the responsibility of Pacific Power and Light (PP&L). PP&L maintains and tests emergency plans that will
enable damage assessment, location of the source of the outage, prioritization and restoration of electric service.

- If the outage originates on the BPA transmission system, PP&L will work closely with BPA to locate the source of the problem and restore power.
- County Emergency Management and each County department need to have contingency plans for power failures and outages.
- Critical County facilities should have Uninterruptible Power Sources and emergency generators with dedicated, secure external fuel tanks.
- Planning, preparing for and coordinating the response to power failures are primarily the responsibility of Klamath County Emergency Management. Other County departments are responsible for planning to recover and maintain their own operations and services during power outages.
- Under most circumstances, response to and recovery from power failures will be managed through each County Department director.

- Depending on the scope of the incident, the County EOC may be partially activated and some assistance from other departments may be needed in the EOC.
- Some circumstances may require a unified command. For example, joint efforts of the County Incident Commander (IC) and the Pacific Power IC may be needed to more efficiently manage response and recovery resources.
- In extreme cases, full activation of the County EOC may be required. In this case, representatives of Pacific Power should have key liaison positions in the EOC.

5.2 Response

5.2.1 Building Maintenance Department

- The Building Maintenance Department is responsible for maintaining and implementing departmental contingency plans in the event of power failure.
- Building Maintenance should ensure that the emergency generators for County facilities are operational and tested periodically.
- Building Maintenance will ensure all fuel tanks for emergency generators are filled.

5.2.2 Public Works

- In conjunction with the Sheriff’s Department and Fire Districts, Public Works will provide road signs and barriers as needed.
5.2.2 Klamath County Sheriff’s Department
- The Sheriff’s Office is responsible for maintaining and implementing departmental contingency plans in the event of power failure.
- In the course of patrols during power outages, assist local law enforcement to direct traffic at congested intersections where traffic lights are out of service.
- Limit or restrict travel on County roads that pose special hazardous conditions due to power failure.

5.2.3 Klamath County Emergency Management
- Monitor the impact of the power outage throughout the County. Coordinate closely with Pacific Power and alert department heads, and other key staff of the status and expected duration of the outage.
- If the EOC is not activated, KCEM is responsible for ensuring inter-department and inter-agency coordination.
- Inform OERS of the status of the outage and efforts to respond and recover from emergency conditions.

5.3 Interagency Coordination

5.3.1 Power Outages
- PP&L will provide response to the loss of commercial power.
- During large emergencies when the EOC or Incident Command Post (ICP) is activated, a PP&L liaison should be available to the County EOC.

5.3.2 Shelters
- (Also see ESF 6 – Mass Care, Emergency Assistance, Housing and Human Services)
- If temporary lodging is needed due to a power outage, the American Red Cross may activate and provide information to the public on shelter locations. The Red Cross will manage shelter operations for the shelters that they activate.

5.3.3 Assistance Agencies
- The Klamath Basin Senior Citizen Council can assist in locating and contacting individual elderly citizens who may need assistance during power outages.
- The Senior Citizen Center may also be a resource.
5.3.4 **Emergency Transportation**

- Sources of emergency transportation include public transit companies, school districts, four wheel-drive clubs, and under a declared emergency, the National Guard. (Also see ESF 1 Transportation)

6 **Direction and Control**

- It is expected that public and private energy utilities, such as those that provide power, natural gas, and petroleum, will develop internal organizational procedures that will guide operations after an emergency or disaster. Those procedures should facilitate the basic assessment of what happened, what can be done about it, and what is needed. If appropriate, this information should be provided to the Klamath County IC and/or EOC as soon as possible.

- Contact with utility providers will be established by the IC to coordinate resources, establish priorities, assess and document damages, and provide information to the public. The IC may initiate information programs to keep the public informed of utility status and any restrictions.

- Pacific Power will provide response to the loss of commercial power. During large emergencies when the EOC is activated, a Pacific Power liaison maybe needed in the County EOC.

- Other utility providers will be invited to send a liaison to the county EOC to facilitate coordination between agencies.

- Requests for assistance are primarily made by utility providers through existing mutual aid agreements with other providers. The EOC may assist with coordinating outside resources, upon request.

- KCEM office may advise public utilities operating in Klamath County of any emergency restrictions or operating policies established by county government. The County KCEM office may also coordinate with OEM.

7 **Supporting Plans, Procedures and Information**

- National Response Framework, ESF 12 – Energy

- State Emergency Operations Plan, ESF 12 - Energy

8 **Appendices**

None at this time.
13

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# ESF 13 Public Safety and Security

## Purpose and Scope

Emergency Support Function (ESF) 13 coordinates law enforcement personnel and equipment to support emergency response operations. This support function includes general law enforcement duties, emergency police, and public safety services. Local law enforcement agencies will also provide support for evacuation traffic control, criminal investigations, access control to incident sites and/or governmental facilities (including County and City Emergency Operation Centers [EOCs]), and security at community care/sheltering facilities, Points of Dispensing, hospitals, prisons, or other critical care facilities involved in emergency response activities.

## Policies and Agreements

The following policies and agreements are currently in place:

- None at this time.

## Situation and Assumptions

### Situation

During times of emergency, law enforcement agencies will be called on to expand their operations.

### Assumptions

Local law enforcement personnel will generally be able to provide adequate police control through existing mutual-aid agreements. If local capabilities are exceeded, support will be available from any of several State and Federal law enforcement groups.

## Roles and Responsibilities

The roles and responsibilities for each department in support of emergency services will vary depending on the type of resource, the length of the warning period, and the duration of the incident.

### General

The organizational structure followed on a day-to-day basis will also be adhered to during an emergency.
4.2 Task Assignments

4.2.1 Klamath County Sheriff’s Office

- Coordinate all law enforcement activities in Klamath County.
- Maintain law and order.
- Provide security for key facilities resources and the disaster area.
- Provide protection of property in damaged areas.
- Provide traffic control.
- Provide crowd control.
- Coordinate warning and communications.
- Support for shelter/mass care operations.
- Support radiological protection activities.
- Assist evacuation.
- Support for health/medical and rescue operations.
- Assist in hazardous materials incidents.
- Prepare appropriate mutual aid agreements.
- Support other public safety activities.

4.2.2 Local Law Enforcement Agencies

- Maintain law and order.
- Provide security for key facilities resources and the disaster area.
- Provide protection of property in damaged areas.
- Provide traffic control.
- Provide crowd control.
- Coordinate warning and communications.
- Support for shelter/mass care operations.
- Support radiological protection activities.
ESF 13. Public Safety and Security

### ESF 13

- Assist evacuation.
- Support for health/medical and rescue operations.
- Assist in hazardous materials incidents.
- Prepare appropriate mutual aid agreements.
- Support other public safety activities.

#### 4.2.3 Oregon State Police

- Assist all law enforcement activities.
- Maintain law and order.
- Provide security for key facilities.
- Provide property protection in damaged areas.
- Provide traffic control.
- Provide crowd control.
- Coordinate warning and communications.
- Support for shelter/mass care operations.
- Support radiological protection activities.
- Assist evacuation.
- Support for health/medical and rescue operations.
- Assist in hazardous materials incidents.
- Prepare appropriate mutual aid agreements.
- Support other public safety activities.
- Assist Klamath County Emergency Management in keeping Oregon Emergency Management informed of a disaster operation in Klamath County.
- Request assistance from other Oregon State Police units as necessary in a disaster.
- Provide Oregon State Police game officers and small boat resources for rescue and recovery operations as needed.
4.2.4 Klamath County Public Works/ City Agencies Public Works

- Position traffic control devices (i.e. barricades, covers, etc.) as per law enforcement instructions.

5 Concept of Operations

5.1 General

Emergency operations for law enforcement agencies will generally be an expansion of their normal daily responsibilities. Providing security for venues, such as the Emergency Operations Center, or Points of Dispensing, etc., may make completion of routine duties difficult, and priorities will be set by the Incident Commander (IC).

5.2 Phases of Emergency Management

5.2.1 Mitigation

- Provide continuous plan review and updating.

5.2.2 Preparedness

- Prepare plans for traffic control.
- Develop adequate communications systems for emergencies.
- Provide training of primary and auxiliary personnel.

5.2.3 Response

- Maintain law and order.
- Operate a local warning system.
- Provide mobile units for warning purposes.
- Provide security for key facilities.
- Patrol evacuated areas.
- Provide back-up communications for shelter operations.
- Support other public safety operations
- Provide traffic and crowd control.
- Issue passes to restricted areas as directed by the IC.
- Control access to incident sites as directed by the IC or per standard operating procedure.
5.2.4 Recovery

- Continue response operations.
- Assist in damage assessment.

6 Direction and Control

Routine operations will be handled by standard operating procedures. During major emergency or disaster situations, which require the implementation of ICS and/or EOC activation, the Klamath County Sheriff will be responsible for coordinating all emergency law enforcement operations within the jurisdiction from the EOC as directed by the Incident Action Plan (produced by the IC). An on-scene incident command post may be established at the site of a disaster situation in conjunction with other responding agencies. If local capabilities are exceeded, the Incident Commander may request outside assistance available through mutual aid agreements, State resources, or Federal resources.

7 Supporting Plans and Procedures

The following plans and procedures are currently in place:

- Resource Guide, Oregon State Sheriff’s Association, 2005
- State of Oregon Emergency Operations Plan, ESF 13 – Public Safety and Security
- National Response Framework, ESF 13 – Public Safety and Security

8 Appendices

None at this time.
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1 Purpose and Scope

Recovery is defined as actions carried out during or after an emergency which are required to return the jurisdiction to a normal or better than normal condition. This could include reconstruction of roads and government buildings as well as securing financial aid for disaster victims.

The purpose of this document is to provide a framework for developing a comprehensive recovery plan and for managing successful recovery activities after a disaster or emergency.

2 Policies and Agreements

Klamath County follows additional policies as outlined in the following state guidance materials:

- State of Oregon Disaster Recovery Guidebook
3 Situation and Assumptions

3.1 Situation

- Disaster recovery typically lasts much longer and costs significantly more than preparedness and response activities.

- Recovery activities may continue long after the Incident Command Post and the Emergency Operations Center (EOC) have been closed, requiring the activities to be coordinated and managed from a different location.

- The recovery process can be split into long-term and short-term activities, but some activities can occur in both. Also, there is no clear distinction of when short-term recovery activities end and long-term begins.

- Short-term recovery returns vital life support systems to at least minimum operating standards and people's immediate needs are met.

- Long-term recovery may go on for years until the entire disaster area is completely redeveloped, either as it was before the disaster or for entirely new purposes.

3.2 Assumptions

- Depending on the type and scope of the incident, federal resources and/or funds may be available for public and/or private (individual and businesses) assistance.

- A long-term recovery plan will be developed based on the impacts of the specific disaster or emergency, the duties and responsibilities outlined in the other functional annexes and hazard specific appendixes to this plan and the planning considerations addressed in this annex.

- Long-term recovery planning and activities could include mitigation efforts to reduce the potential hazard of similar disasters in the future.

- Depending on the incident it may be more appropriate for some recovery functions to be tasked to a specific County department rather than an EOC section.

4 Roles and Responsibilities

The roles and responsibilities for each department in support of emergency services will vary depending on the type of resource, the length of the warning period, and the duration of the incident.
4.1 Organization

As response activities are completed the management of and responsibility for recovery operations could transition from the IC/EOC to an established Recovery Management Team or Office.

Establishment of a Recovery Management Team and transfer of recovery responsibilities from the IC/EOC to the Team will be the responsibility of the Policy Group. To avoid duplication of efforts, this transition should not occur until all response-specific activities have been completed.

4.2 Task Assignments

4.2.1 General

- While the EOC is still activated, the initial development of a Recovery Plan will be the responsibility of the IC, but may be delegated to the Planning Section Chief.

- Depending on the incident, it may be more appropriate for some recovery functions to be tasked to a specific County department rather than an IC or EOC Section. The tasked Department will keep the IC apprised of their recovery activities.

- Responsibilities for specific recovery functions are as assigned in the other functional annexes and the hazard appendixes, unless specifically re-assigned in the Long-term Recovery Plan.

- Functions, tasks and responsibilities not addressed in the Emergency Response and Recovery plan will be covered in the Long-term Recovery Plan.

4.2.2 Incident Commander or Recovery Team Manager

- **Administration:** Provides guidance for the administration and management of departmental and recovery functions during disasters and emergencies.

- **Direction and Control:**
  - Provides for the assignment and coordination of responsibilities for management of disaster recovery activities.
  - Organizes incident debriefings and critiques.

- **Recovery Management:**
  - Provides for overall management of recovery activities. Develops strategic goals and policy directives to guide both short and long-term recovery.
ESF 14. Long-Term Community Recovery

- Keeps elected officials informed of the situation and provide advice on required decisions and appropriate actions.
- Ensures accurate public information is disseminated.
- Provides for the safety and welfare of the public and recovery personnel.

4.2.3 Operations Section Chief

- Direction and Control: Develops and implements tactical goals for recovery operations.

4.2.4 Other Functions

The following recovery functions may be assigned to a County Department or an ICS Section or Branch:

- Demolition: Ensures that appropriate policies, agreements, and procedures are in place to facilitate the demolition of public and private structures considered unsafe for habitation or declared an imminent hazard.

- Rezoning and Land Use: Ensures ordinances, policies, and procedures are in place to allow expeditious zoning and land use decisions following a disaster. Includes procedures for building moratoria, fast track permitting, permit restrictions and fee waivers and coordination and oversight of repairs to historic buildings.

- Business Resumption: Provides policies and procedures to facilitate the re-establishment of normal commercial business activities following a disaster. Includes policies/procedures for deferral of taxes and fees, availability and use of grants, disaster assistance applications and relocation guidance.

5 Concept of Operations

This section of the plan will encompass a list of the issues pertaining to this portion of the plan as well as provide a brief explanation of each of those issues. Additionally, there will also be a breakdown of the planning considerations and an explanation of each item.

5.1 Recovery Functions

- Administration: Provides policy and guidance for administration and management of departmental and recovery functions during disasters and emergencies.

- Continuity of Government: Provides for the preservation, maintenance, and/or reconstitution of the government's ability to carry
out its executive, legislative, and judicial processes. Includes preservation of lawful leadership and authority, prevention of unlawful assumption of authority, and prioritization and maintenance of essential services.

- **Legal Program Management**: Ensures all of the County's criminal and legal obligations are met. Provides legal guidance and assistance for disaster recovery activities. Includes assistance with preparation of disaster related declarations, rendering opinions regarding planned/proposed actions and interpreting regulatory actions of other jurisdictions (e.g., state or federal).

- **Financial Management**: Provides guidance and procedures for disaster cost documentation and contingency funding for recovery activities including restoration of government services.
  - Items of concern may include paying bills, meeting payrolls, and maintaining or establishing contractual relationships.
  - Also assesses disaster impacts on municipal bonds and insurance, examines taxation issues such as property reassessment and coordination of cost recovery activities including grant applications for government entities.

- **Environmental Services**: Provides environmentally based, technical information and support for management of recovery activities. Includes assistance and advice on air quality, soil conditions, natural resources, weather, river levels and advice on solid waste disposal and environmental permitting.

- **Human Resource Management**: Provides for coordination of human resource support during disaster recovery activities. Includes assistance with staffing of the Emergency Operations Center (EOC) and other coordination centers (e.g., phone banks), coordination of county volunteers (including multi-lingual services), continuation of employee assistance and family contact/support programs and employee education regarding disaster reimbursement policies.

- **Dignitary/VIP Coordination**: Provides for coordination of dignitary/VIP visits during disaster recovery activities. Arranges schedules and logistics, provides escort, ensures appropriate protocols are followed and coordinates with impacted/interested staff.

- **Volunteer Coordination**: Provides for recruitment, training, registration, certification, assignment, and recognition of volunteers.

- **Donation Management**: Provides for the coordination of donations to disaster victims, including informing the general public, through the
Public Information Officer, of specific items needed. Works with businesses, private non-profit organizations, churches, and private citizens to manage receipt, sorting, transport, and delivery of donated goods and services.

- **Direction and Control:** Provides for the assignment and coordination of responsibilities for management of disaster recovery activities. Organizes incident debriefings and critiques.
  - Develops and implements tactical goals for recovery operations.
  - Develops and implements procedures for maintaining County/department daily operations and services.

- **Recovery Management:** Provides for overall management of recovery activities. Develops strategic goals and policy directives to guide both short and long-term recovery. Keeps elected officials informed of the situation and provides advice on required decisions and appropriate actions. Ensures accurate public information is disseminated. Provides for the safety and welfare of the public and recovery personnel.

- **EOC Management:** Provides for management of the EOC and coordination with other jurisdictions. Includes development and implementation of EOC policies and procedures, preparation of staffing plans and management of the EOC staff.

- **Communications/Automation:** Provides the communications and automated data processing abilities for direction and control of recovery activities as well as for continued daily operations. This includes identifying actions to protect current resources, procedures for prioritizing and sharing limited resources, and identifying additional resources for procurement. Communications/Automation resources include, but are not limited to county/city and amateur radio equipment and operations, facsimile machines, telephones, cellular phones, copiers and computers.

- **Public Information:** Provides channels for educating the public on actions to take during the recovery period. Collects, controls, and disseminates public safety, public service and general assistance information. Minimizes the impact of misinformation, rumors, etc. Organizes "Town Hall" meetings. Coordinates within own agency staff, other agencies, the EOC, public information phone centers, and the media.

- **Resource Management:** Provides for coordination of the materials, personnel, equipment and facilities for disaster recovery activities.
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- **Law Enforcement**: Provides for the protection of lives and property by maintaining law and order. Also provides for traffic and crowd controls, access control, re-entry and security.

- **Infrastructure Management**:
  - Repair/restoration: Prioritizes essential public facilities and provides for coordination of personnel and resources necessary to make temporary or permanent repairs to them.
  - Relocation: Includes locating and leasing temporary Office and storage space and the retrieval of needed resources from damaged buildings.

- **Engineering/Construction**: Provides technical advice and evaluations, engineering services, construction management and inspection and contracting services during the disaster recovery period.

- **Damage Assessment**: Ensures that procedures and expertise are available to assess the safety and serviceability of essential government facilities (e.g., ICP’s, EOC’s, shelters, hospitals, police and fire stations, schools, highways, bridges, airports, public works etc.), commercial buildings and residential occupancies. Establishes building/structure accessibility/usability.

- **Debris Management**: Provides for the removal, temporary storage, and disposal of disaster-related debris including hazardous and other contaminated materials. Coordinates with waste haulers, transfer stations, landfill sites and other disposal facilities.

- **Demolition**: Ensures that appropriate policies, agreements, and procedures are in place to facilitate the demolition of public and private structures considered unsafe for habitation or declared an imminent hazard.

- **Rezoning and Land Use**: Ensures ordinances, policies, and procedures are in place to allow expeditious zoning and land use decisions following a disaster. Includes procedures for building moratoria, fast track permitting, permit restrictions, fee waivers and coordination and oversight of repairs to historic buildings.

- **Transportation**: Provides transportation (road, rail, water, and air) for personnel, equipment, and supplies to perform disaster recovery activities. Includes maintenance and repair of transport vehicles. Also provides for public transport for dislocated citizens and for coordination of public transportation systems during recovery activities.
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- **Mental Health/Counseling:** Provides for social and psychological counseling for disaster victims, emergency service workers, and disaster recovery workers.

- **Temporary and Long-Term Housing:** Provides for relocation of citizens displaced by a disaster and ensures that housing is available throughout the recovery period.
  - Emergency housing: (Response) the housing of displaced persons for a short period of time.
  - Temporary housing: Refers to temporary quarters for displaced people to live until permanent housing can be found for them.
  - Long-term housing: permanent replacement housing.

- **Animal Control/Sheltering:** Provides policies and procedure addressing animal control and sheltering following a disaster. Includes sheltering, feeding, and release of pets, livestock and wild animals.

- **Disaster Assistance:** Provides policies and procedures for and information concerning federal, state, local, private and non-profit disaster assistance programs.

- **Business Resumption:** Provides policies and procedures to facilitate the re-establishment of normal commercial business activities following a disaster. Includes policies/procedures for deferral of taxes and fees, availability and use of grants, disaster assistance applications and relocation guidance.

- **Utilities:** Provides for the facilitation and coordination of efforts to fully restore utility services following a disaster. Includes phone, power, water, cable, and sanitation.

- **Preservation of Records:** Provides guidance, information and procedures for the salvaging of damaged vital records and documents as well as the restoration of information and record systems.

### 5.2 Planning Considerations

#### 5.2.1 Information Needs
A variety of information is needed to ensure a comprehensive recovery plan.

- **Damage Assessment**
  - Critical facilities assessment
  - Initial assessment (Situation assessment)
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- ATC 20/Occupancy inspections
- PDA (Federally-declared disasters)
- Detailed Assessment (Federally declared disasters)

- **Personal Needs Assessment** - The personal needs assessment is typically conducted by the American Red Cross and provides basic information on the extent of the impact the incident had on the general public.

- **Economic and Job Base Assessment**
  - Analysis of major employers
    - Determine major employers
      - Manufacturing facilities
      - Service based businesses
      - Agricultural businesses
      - Commercial and retail establishments
    - Request information on their likelihood of resuming business, when resumption may occur and at what percentage of former capacity.
    - Assess need for economic base and job generation activities.
    - Develop partnerships with business representatives to pursue sources of public and private assistance for small businesses.
  - Assess impact on public and private finance
    - Estimate remaining tax base
    - Revise estimates of revenues
    - Estimate costs of disaster generated projects and activities
    - Identify likely sources of disaster funds
    - Determine impact on revenues if property tax assessments are revised based on degree of damage sustained

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ESF 14. Long-Term Community Recovery

- Project revisions to current and next year's budget
- Identify potential means of increasing revenue.

**Public Information Needs**

- Identify recovery information that needs to be passed on to the public.
- Identify/develop means of providing the necessary information.
  - Media
  - Flyers
  - Public address systems
  - Door to door
  - Special editions of the County newsletter
  - "Town Hall" meetings
  - Establish information centers around the county where information can be posted and where people can go and ask questions.

**Assistance needs**

- Identify functional areas that may require city, state or federal assistance to complete recovery activities. Such activities may include:
  - Debris removal
  - Demolition
  - Building Inspections
  - Hazardous materials removal and disposal
  - Temporary housing
  - Law enforcement and security

**5.2.2 Recovery Administration**

- Existing plans (i.e., Economic Development, Capital Improvements, Mitigation) should be incorporated as much as possible into the redevelopment portion of the recovery plan.
- Submit appropriate reports to the state.
- Evaluate the County's ability to deal with and manage recovery.
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- Review current organizational mechanisms and determine if any new ones are needed (e.g., housing authority, redevelopment authority, recovery management office or team).

- Identify additional requirements on County staff land services that may require augmentation of existing staffing levels with additional hires of full or part time employees or the contracting for the services of private vendors.
  - Permitting
  - Data entry into GIS or other county information systems
  - Building/code inspections
  - County representation at the numerous meetings with Federal, State officials as well as local residents and business organizations, to address recovery progress and concerns

- Identify consultants and other specialists that could augment county staff to pursue grant assistance funds or support other specialized functions.

- Identify mitigation measures that could be taken or must be taken (e.g., building codes and land use regulations) during recovery.

- Facilitate involvement of Business and Industry in the recovery process.
  - Documentation, especially records of expenditures, needs to be maintained.
  - Identify changes to policies, procedures and the County Code that would be necessary to facilitate an effective recovery process.

5.2.3 Building and Construction

- Create or revise building codes and standards as needed to conform to redevelopment and mitigation plans and any other government requirements. Code revisions and compliance with the revisions may be essential to ensure continued eligibility for future disaster assistance from the state and federal governments.

- Explain and enforce the new standards.
ESF 14. Long-Term Community Recovery

- Develop means to license, monitor and otherwise "control" the large numbers of contractors that will be operating in the county on both new constructions and repairs.

- Identify how to manage the increase demand on the permit process.

5.2.4 Housing

- Identify, condemn, secure and demolish unsafe homes and multi-residential buildings.

- Assess amount of unstable housing

- Identify sources of temporary housing units.

- Identify sources of permanent housing units.

- Determine changes that may be needed to existing codes and ordinances to:
  - Ensure reconstruction is done in accordance with the appropriate ordinances, standards and plans.

- Protect renters from unwarranted displacement land/or financial hardship as a result of unlawful or unfair actions by landlords.

- Include development of low and moderate income housing in redevelopment plans.

- Determine possibility of reductions in property tax assessments based on degree of damage sustained.

- Take into consideration past social and neighborhood patterns.
  - Recognition of previous housing patterns
  - Preferences of former residents regarding street and neighborhood patterns.
  - Priorities for former residents to return to reconstructed neighborhoods

5.2.5 Businesses

- Based on incident information, county plans and ordinances identify usable business locations and establishments.

- Consider temporary zoning exemptions in areas where businesses could set up temporary operations while their permanent facilities are being repaired/rebuilt.
ESF 14. Long-Term Community Recovery

- Identify the availability of government assistance to aid impacted business, and pass the information on to business owners.

5.2.6 Health, Welfare and Public Assistance

- Estimate the need for Social and Health (physical and mental) services and determine possible providers of the service.
- Estimate need for welfare, food assistance and unemployment benefits.
- Identify potential sources for funding for services, as needed.

5.2.7 Environmental and Ecological

- Air quality versus open-air burning
- Verifying water quality from wells and reservoirs and ensuring adequate supplies of potable water available
- Handling of solid wastes
  - Debris removal and resumption of normal solid waste pick-up and recycling services
  - Use of temporary transfer sites, debris reduction sites and the possible need for additional landfill space
  - Identifying and remediating contaminated soils
  - Collection, containment, identification and disposal of hazardous materials, including household products, industrial waste, and biohazard materials
  - Collection and disposal of animal remains
  - Assessment and recovery options for affected natural resources (wildlife, fish, plants)

6 Direction and Control

Command and control will be exercised as provided in the Basic Plan of the Klamath County EOP.

7 Continuity of Government

Lines of succession to each department head are according to the standard operating procedures established by each department.
8 Administration and Support
Every agency providing support will maintain records of the operations, including cost records that can be used after the emergency to obtain reimbursement from state or federal sources.

9 ESF Development and Maintenance
- The Emergency Manager is responsible for maintaining this annex.
- Each agency will develop SOP’s that address assigned tasks.

10 Supporting Plans and Procedures
The following plans and procedures are currently in place:
- Klamath County Hazard Mitigation Plan
- State of Oregon Disaster Recovery Guide
- State of Oregon Natural Hazards Mitigation Plan
- State of Oregon Emergency Operations Plan, ESF 14 – Long-Term Community Recovery
- National Response Framework, ESF 14 – Long-Term Community Recovery

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- Appendix A - Federal Cost Reimbursement Forms
- Appendix B - Initial Damage Assessment Report Form
Appendix A - Federal Cost Reimbursement Forms

Contract Summary Record
Employee Payroll Data
Equipment Inventory Form
Force Account Equipment Record
Force Account Labor Record
Force Account Materials Summary Record
Rented Equipment Record
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ESF 15 – External Affairs
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Klamath County EOP

Emergency Support Functions

ESF 15. External Affairs

ESF 15, External Affairs Tasked Agencies

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1 Purpose and Scope

Emergency Support Function (ESF) 15 provides guidance and procedures for gathering, controlling, and disseminating emergency information to the public, media partners, community leaders, and other stakeholders. This ESF also establishes policies for internal review and approval of public information prior to its release to the community and/or media partners, while clearly defining clearance procedures within the incident command structure. This support function pertains to all response agencies and is applicable to all types of incidents.

Coordination and collaboration with local and regional media and public information personnel is essential to providing accurate, consistent, and timely information regarding the status of the emergency response/recovery. Where applicable, information should be provided in appropriate languages to accommodate non-English-speaking populations. Public information and educational materials dealing with emergency management and preparedness can be provided to the general public and community partners prior to a disaster/incident. Information can be disseminated in a variety of formats and via multiple communication avenues.

The primary means for disseminating public information in this jurisdiction include Internet, radio, television, brochures, newspapers, community meetings, workshops, and schools.

2 Policies and Agreements

The following policies and agreements are currently in place:

- None at this time.

3 Situation and Assumptions

3.1 Situation

During periods of emergency, the public needs—and generally wants—detailed information regarding protective action needed to minimize loss of life and property. There are times, however, when disaster strikes without warning and the public information system cannot react quickly enough to properly inform the public about the hazard. For this reason, it is important that prior to the occurrence of an emergency, the public is made aware of potential hazards and protective measures that should be employed.
3.2 Assumptions
An effective program combining both education and emergency information will significantly reduce disaster-related casualties and property damage. It is recognized, however, that people are generally unconcerned about hazards until they are personally affected, despite educational programs. Thus, special emphasis must be placed on the effectiveness of the emergency information program.

4 Roles and Responsibilities
The roles and responsibilities for each department in support of emergency services will vary depending on the type of resource, the length of the warning period, and the duration of the incident.

4.1 General
The overall responsibility for public information rests with the Klamath County Board of County Commissioners (BOCC), who may appoint a Public Information Officer (PIO) as it deems necessary and if the situation warrants to manage and coordinate Public Information for the BOCC. Normally the Incident Commander appoints a Public Information Officer (PIO) to manage incident information. This person, under the supervision of the Incident Commander, will manage and coordinate all emergency information-related activities, usually coordinating the efforts of all affected jurisdiction’s PIO’s. This coordination may be accomplished at the Emergency Operations Center (EOC).

4.2 Task Assignments
4.2.1 Klamath County Board of Commissioners
- Appoint a Public Information Officer.
- Ensure that a public information and education program is developed and maintained.
- Provide official public information.
- Authorize release of information to the media.

4.2.2 Public Information Officer
- Direct all public information efforts.
- Serve as the Official County spokesperson and the sole source for dissemination of official emergency related materials to the public.
- Conduct public education programs as an ongoing activity.
ESF 15. External Affairs

- Coordinating with the Emergency Manager, and based on all hazards likely to confront the County, develop and maintain Emergency Public Information guidance materials, to include:

  - General materials dealing with the nature of hazards and basic protective actions to take in the event of an emergency;
  - Hazard-specific instructions regarding where to go and what to do in an emergency, including detailed instructions for protective actions such as shelter and evacuation; and
  - Meaning of warning signals.

- Develop methods (e.g., newspaper supplements, prepared TV/radio scripts for broadcast stations) for distribution of EPI materials to the public. Ensure that special programs are included, e.g., the visually impaired, non-English-speaking groups, etc.

- Develop written agreements with broadcast media (e.g., radio stations, TV stations, cable TV, and educational TV) to receive and disseminate warning messages and emergency information.

- Provide media news releases with clearance from the Incident Commander.

- Check all media for accuracy of reports (TV, Radio, Print).

- Maintain a record of events.

- Take action to control rumors.

- Educate all department heads and administrative staff on media access.

- Authenticate sources of information and verify for accuracy before releasing.

- Provide for dissemination of emergency warnings with the media.

- Secure printed and photographic documentation of the emergency/disaster situation.

- Compile and prepares emergency information for the public in case of emergency.

**4.2.3 Media**

- Provide coverage of emergency management activities.

- Work with Emergency Management on educational programs.
Check accuracy of information with Emergency Management.

5 Concept of Operations

5.1 General

- Emergency information efforts should focus on specific event-related information. This information will generally be instructional, focusing on such things as warning, evacuation, and shelter. It is also important to keep the public informed of the general progress of events.

- A special effort should be made to report positive information regarding emergency response to reassure the community that the situation is under control. Rumor control must be a major part of the informational program. Public feedback should be used as a measure of the program’s effectiveness.

- Education efforts will be directed toward increasing public awareness about potential hazards and how people should deal with them. All information and education efforts will rely heavily on the cooperation of commercial media organizations.

5.2 Phases of Emergency Management

5.2.1 Mitigation

- Conduct hazard awareness programs.

- Coordinate with media.

5.2.2 Preparedness

- Conduct Public Education Programs.

- Prepare emergency information for release during emergencies.

5.2.3 Response

- Release public information.

- Coordinate rumor control.

- Schedule news conferences.

5.2.4 Recovery

- Provide public information

- Compile record of events.

- Assess effectiveness of information and education program.
6  Direction and Control

6.1  General
The Klamath County Emergency Management is responsible for all education and information programs. During disaster incidents, the IC may designate a person as the PIO. All emergency disaster information will be coordinated through the PIO. This person may operate from the EOC and function as a member of the EOC staff. All departments and agencies shall coordinate with the PIO before releasing any information to the public.

6.2  Educational Programs
There are many activities involved in the educational programs. The media are constantly provided with information about new developments affecting emergency management activities. Thus, much information reaches the public via television, radio, and newspaper. Lectures and other presentations are often requested by various organizations, presenting another opportunity for public education. Educational brochures and films are also distributed to the general public and organizations.

7  Supporting Plans and Procedures
The following plans and procedures are currently in place:

- National Response Framework, ESF 15, External Affairs
- State of Oregon Emergency Operations Plan, ESF 15, External Affairs

8  Appendices
None at this time.
IA 1 – Severe Weather (Including Landslides)
1 Purpose

- The purpose of this annex is to provide a framework of coordination among agencies to help ensure the safety of life and property during severe weather in Klamath County.

- It defines roles, responsibilities, and organizational relationships of government and private agencies in response to a severe weather event.

- The primary focus of this annex is winter storms; however, the information and guidelines may also be used for other severe weather incidents.

2 Situation and Assumptions

2.1 Situation

- Heavy snow, heavy rain, hail, freezing rain, and high winds are a few winter storm conditions that Klamath County experiences. The major problems that a winter storm causes are power outages and traffic accidents. There is a very high probability that the Klamath Basin will be affected by some type of winter storm condition on an annual basis.

- An ice storm can occur when rains fall out of warm, moist, upper layers of atmosphere into a cold, dry layer near the ground. The rain freezes on contact with the cold ground and accumulates on exposed surfaces. The cold, combined with freezing rain, can cause destructive ice build-up on trees, structures, and utilities. Ice storms occur every few years and usually last from a couple of hours to a couple of days.

- Snowstorms may also occur, sometimes with substantial drifting and accumulations. When snowstorms occur, many of the subsequent problems are directly related to the public trying to cope with such conditions.

- High winds can result in downed utility lines and trees. Electrical power can be interrupted anywhere from a few hours to a couple of days. Some damages may occur to buildings, signs, fences, and other items typically kept outside. When high winds are accompanied by rain, blowing leaves and debris can clog catch basins, leading to localized urban flooding.

- The County owns snowplows and utilizes sanding trucks to sand County roads reported as hazardous during snow and ice conditions.
2.2 Assumptions

■ Stabilization of emergency conditions must be achieved before restoration can take place.

■ As urbanization increases in areas of steep slopes, the potential problems and impacts that severe weather can have on County resources will be compounded.

■ Watches and Warnings issued by the National Weather Service should provide enough notice of potential events that some actions can be taken in advance of the threat to protect property, resources, and infrastructure.

■ All County equipment and personnel will be made available to cope with an emergency or disaster. Assistance obtained through mutual aid agreements may be necessary.

■ Additional resources may be obtained through contracting with local vendors.

3 Roles and Responsibilities

Duties and responsibilities are as assigned in the Emergency Operations Plan (EOP), Basic Plan, and Emergency Support Function (ESF) Annexes.

4 Concept of Operations

4.1 General

■ Klamath County Emergency Management (KCEM) will watch for and monitor developing weather situations, but appropriate County departments need to keep aware of developing weather and its potential impact.

■ The National Weather Service is responsible for the timely issuance of weather warnings to the public and to emergency managers.

■ During periods of forecasted severe weather, all departments are responsible for monitoring weather radios or other regularly updated weather information sources.

- After hours –
  - Sheriff (shift supervisor)
  - Fire District No. 1 (shift supervisor)

- During business hours –
  - Sheriff
IA 1. Severe Weather (including Landslides)

☐ Battalion Commander, Fire District No. 1 and/or other Fire Districts.

☐ KCEM or other departments may request that 911 alert other departments such as:
  - Road Department
  - Oregon Department of Transportation

- Planning and preparing for severe weather incidents is primarily the responsibility of KCEM. Other County departments are responsible for planning to maintain their own operations and services during periods of extreme weather and for coordinating with other departments as requested.

- Under most circumstances, response to severe weather incidents will be managed through the Incident Command System (ICS).
  - Depending on the scope of the incident, the County Emergency Operations Center (EOC) may be activated, and assistance from other departments may be needed in the EOC.
  - Some circumstances may require a unified command. For example, joint efforts of various Fire Districts, Ambulance Districts, Oregon State Police, Oregon Department of Transportation, Sheriff, and Public Works may be needed to more efficiently manage resources and prioritize calls for service.
  - In extreme cases, full activation of the County EOC may be required.

4.2 Response

4.2.1 All Departments
- All County departments are responsible for monitoring weather reports and forecasts to ensure an appropriate state of readiness.

- Ensure that all emergency generators are operational and fueled.

- Ensure that all County vehicles are prepared for severe weather (fueled, wiper blades, chains, winter tires, flares, etc.).

4.2.2 Public Works Department
- In conjunction with the Sheriff’s Department and Fire Districts, Public Works will monitor the condition of County roadways and take appropriate action, as needed.
4.2.3 Sheriff’s Department

- In the course of routine patrol, monitor the conditions of roadways and advise Oregon Department of Transportation, County Road Department, and City Road Departments of any need for remedial action.

- Limit or restrict travel on roads that pose special hazardous conditions.

4.2.4 Klamath County Emergency Management

- Monitor weather conditions; alert department heads and other key staff of predictions of extreme weather.

- If the EOC is not activated, Klamath County Emergency Management is responsible for ensuring inter-department and inter-agency coordination. This may well entail a recommendation to the Board of County Commissioners that ICS be utilized and an Incident Commander appointed through a Delegation of Authority.

4.3 Interagency Coordination

4.3.1 Power Outages

Pacific Power will provide response to the loss of commercial power. During large emergencies when the EOC is activated, a Pacific Power liaison may be needed in the County EOC.

4.3.2 Shelters

(Also see ESF 6 – Mass Care, Emergency Assistance, Housing and Human Services)

- If temporary lodging is needed due to a severe storm, the American Red Cross will activate and provide information to the public regarding shelter locations.

- The American Red Cross will manage shelter operations for the shelters that they activate.

4.3.3 Assistance Agencies

(Also see ESF 6 – Mass Care, Emergency Assistance, Housing and Human Services)

- The Klamath Basin Senior Citizens Council may assist in locating and contacting individual elderly citizens who may need assistance during winter storms or periods of extreme heat and cold.
IA 1. Severe Weather (including Landslides)

- The County Health Department and other organizations, public and private, such as Spokes Unlimited, Senior Citizens’ Center, and organizations serving those with mental health issues, seniors, people with disabilities, etc, also provide support to citizens who may need extra assistance during extreme weather. This includes both crisis intervention and long-term support and provides an interface with such services as home-delivered and congregate meals, in-home services, and alternative care.

4.3.4 Emergency Transportation

Sources of emergency transportation include public transit companies, school districts, four wheel-drive clubs, and, under a declared emergency, the National Guard.

5 Appendices

- Appendix 1 – Severe Weather Incident Checklist
IA 1. Severe Weather (including Landslides)

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## Appendix 1 - Severe Weather Incident Checklist

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<tr>
<th>Phase of Activity</th>
<th>Action Items</th>
<th>Supplemental Information</th>
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<tr>
<td><strong>PRE-INCIDENT PHASE</strong></td>
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<td></td>
<td>Continue to maintain and revise, as needed, applicable response plans pertaining to severe weather and landslides, including the EOP and supporting procedures/plans.</td>
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<td>Monitor weather and flood reports.</td>
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<td>Pre-designate evacuation routes and alternate routes for areas vulnerable to landslides or other hazards relating to severe weather.</td>
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<td>Conduct pre-incident planning for sheltering and evacuation related to severe weather and landslides.</td>
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<td></td>
<td>□ Prepare map(s) and scripts for use by local television station(s) during emergency broadcasts. Include release instructions.</td>
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<tr>
<td></td>
<td>□ Prepare radio messages for use by local radio stations during emergency broadcasts. Include release instructions.</td>
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<td>Have personnel participate in necessary training and exercises, as determined by Emergency Management in coordination with lead agencies and coordinators.</td>
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<td>Participate in County severe weather and landslide preparedness activities, seeking understanding of interactions with participating agencies in a severe weather scenario.</td>
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<td>Ensure that emergency contact lists are updated and establish a pre-event duty roster allowing for 24/7 operational support for the EOC.</td>
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<td>Ensure that landslide and flood response equipment and personnel inventories are current for the County. Test and maintain response and communications equipment. Keep a stock of necessary response supplies.</td>
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<td>Inform the County Emergency Management of any major developments that could adversely affect response operations (e.g., personnel shortages, loss of firefighting equipment, etc.).</td>
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<td></td>
<td>Work with the County planning department to establish appropriate infrastructure protection measures in landslide/flood-prone areas.</td>
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<td>Provide public safety information and educational programs regarding emergency preparedness and response.</td>
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<td>Phase of Activity</td>
<td>Action Items</td>
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<tr>
<td>RESPONSE PHASE</td>
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<td>☐ Activate the EOP when severe weather, and/or landslides incidents pose threats to the county.</td>
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<td>☐ If the situation warrants, request activation of the County EOC via the Incident Commander (IC) through the Emergency Manager.</td>
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<td>☐ Activate the appropriate EOCs and establish Incident Command. For larger events that cross multiple jurisdictions, establish a UC. City and/or County EOCs may be staffed. Staffing levels vary with the complexity and needs of the response. At a minimum, the IC, all Section Chiefs, the Resource Coordinator, and management support positions will most likely be needed.</td>
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<td>☐ Estimate emergency staffing levels and request personnel support.</td>
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<td>☐ Ensure that action is taken to protect personnel and emergency equipment from possible damage by severe weather, landslides, or floodwaters.</td>
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<td>☐ Develop work assignments for ICS positions (recurring).</td>
<td>ICS Form 203: Organization Assignment List</td>
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<td>☐ Notify supporting agencies as well as the County Board of Commissioners.</td>
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<td></td>
<td>☐ Identify local, County and regional agencies/entities that may be able to mobilize resources to support local response efforts and EOC staffing.</td>
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<td>☐ Determine the type, scope, and extent of the incident (recurring). Verify reports and obtain estimates of the area that may be affected. Obtain status of impacts within the county.</td>
<td>ICS Form 209: Incident Status Summary</td>
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<td>☐ Notify command staff, support agencies, adjacent jurisdictions, agency leads/coordinators, and liaisons of any situational changes.</td>
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<td>☐ Develop and initiate shift rotation plans, including briefing of replacements during shift changes.</td>
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<td>☐ Dedicate time during each shift to preparing for shift change briefings.</td>
<td>ICS Form 201: Incident Briefing</td>
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<td>☐ Confirm or establish communications links among local and County EOCs and other AOCs. Confirm operable phone numbers and verify functionality of alternate communications resources.</td>
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<td>☐ Ensure that all required notifications have been completed. Consider other local, County, and regional agencies/entities that may be affected by the incident. Notify them of the status.</td>
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<td>☐ Manage and coordinate interagency functions. Providing multi-agency coordination is the primary goal. Assimilate into a UC structure if the scope of the incident so dictates.</td>
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<td>Phase of Activity</td>
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<tr>
<td>☐ Implement local plans and procedures for severe weather, landslide, and/or flood operations. Ensure that copies of all documents are available to response personnel. Implement agency-specific protocols and SOPs.</td>
<td>Local, agency, and facility-specific SOPs</td>
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<tr>
<td>☐ Obtain current and forecasted weather to project potential damage and determine the affected area (recurring).</td>
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<td>☐ Determine the need to conduct evacuations and sheltering activities (recurring).</td>
<td>ESF 6 of the County EOP</td>
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<td>☐ Determine the need for additional resources and request as necessary through appropriate channels (recurring).</td>
<td>Chapter 1 of the County EOP</td>
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<td>☐ Submit a request for an emergency/disaster declaration, as applicable.</td>
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<tr>
<td>☐ Activate mutual aid agreements. Activation includes placing backup teams on standby and alerting resource suppliers with potential needs as well as current needs.</td>
<td>Appendix A of the County EOP</td>
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<tr>
<td>☐ Coordinate resource access, deployment, and storage in the operational area. Resources to coordinate include equipment, personnel, facilities, supplies, procedures, and communications. Track resources as they are dispatched and/or used.</td>
<td>ICS Resource Tracking Forms</td>
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<td>☐ Develop plans and procedures for registering mutual aid and other first responders as they arrive on the scene and receive deployment orders.</td>
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<td>☐ Establish a JIC and designate a lead PIO for the County.</td>
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<td>☐ Formulate emergency public information messages and media responses utilizing “one message, many voices” concepts (recurring).</td>
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<tr>
<td>☐ Public information will be reviewed by the IC (or designee). Information will be approved for release by the IC and Lead PIO before dissemination to the public.</td>
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<tr>
<td>☐ Record all EOC and individual personnel activities (recurring). All assignments, person(s) responsible, and actions taken should be documented in logbooks.</td>
<td>EOC Planning Section job action guide</td>
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<tr>
<td>☐ Record all incoming and outgoing messages (recurring). All messages, and the names of those sending or receiving them, should be documented as part of the EOC log.</td>
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<tr>
<td>☐ Develop situation reports (recurring). At regular intervals, the EOC Director and staff will assemble a situation report.</td>
<td>ICS Form 209: Incident Status Summary</td>
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<tr>
<td>☐ Develop and update the IAP (recurring). This document is developed by the Planning Section and approved by the IC. The IAP should be discussed at regular intervals and modified as the situation changes.</td>
<td>ICS Form 202: Incident Objectives</td>
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<td>☐ Implement objectives and tasks outlined in the IAP (recurring).</td>
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<td>☐ Coordinate with private sector partners, as needed.</td>
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<td>☐ Ensure that all reports of injuries, deaths, and major equipment</td>
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<td>☐ Ensure an orderly demobilization of emergency operations, in</td>
<td>ICS Form 221 - Demobilization Plan</td>
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<td>☐ Once the threat to public safety is eliminated, conduct cleanup and</td>
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<td>☐ Activate, if necessary, the appropriate recovery strategies,</td>
<td>ESF 14 – Long-Term Community Recovery and COOP/COG Plans</td>
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<td>☐ Release mutual aid resources as soon as possible.</td>
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<td>☐ Conduct a post-event debriefing to identify success stories, opportunities</td>
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<td>☐ Deactivate/demobilize the EOC, AOCs, and command posts.</td>
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<td>☐ Correct response deficiencies reflected in the Improvement Plan.</td>
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<td>☐ Revise any applicable emergency response plans based on the success</td>
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<td>☐ Submit valuable success stories and/or lessons learned to the</td>
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<td>Recovery/</td>
<td>☐ Ensure that all reports of injuries, deaths, and major equipment</td>
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<td>☐ Ensure an orderly demobilization of emergency operations, in</td>
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IA 1-10
IA 2 – Flood
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1 Purpose

■ The purpose of this annex is to provide a framework of coordination among agencies to help ensure the safety of life and property during a flood in Klamath County.

■ It defines roles, responsibilities, and organizational relationships of government and private agencies in response to a flood event.

2 Situation and Assumptions

2.1 Situation

Klamath County is subject to three types of flooding. River floods occur when there is gradual periodic overflow of rivers and streams. Flash flooding is defined as quickly rising small streams after heavy rain or rapid snowmelt. Urban flooding is defined as an overflow of storm sewer systems following heavy rain or rapid snowmelt.

In Klamath County, the Sprague River, Williamson River, and Lost River are the areas most likely to flood. The Klamath River is reasonably well controlled by dams of the Klamath Hydroelectric Project.

2.2 Assumptions

■ As urbanization continues, run-off from non-permeable surfaces will increase the amount of water directly entering the waterways and increase demands on the existing storm water systems.

   ● Localized flooding may occur due to failure of storm water systems to handle the demand.

   ● Culverts can restrict the flow of waterways.

      □ Restricted flow (plugged culverts) can increase the potential for flooding.

      □ Restricted flow can increase the accumulation of sediment in the waterway and/or back up water upstream from culverts, which could increase the size of flooded areas.

■ Flood Watches and Flood Warnings issued by the National Weather Service will provide enough notice of a potential flood event that some actions can be taken in advance of the flood to protect property, resources, and infrastructure.

■ All County equipment and personnel will be available to cope with any anticipated disaster.
Assistance through mutual aid agreements may be necessary.

Resource assistance may be necessary through local and private contractors.

Stabilization of emergency conditions must be met before restoration takes place.

### 3 Organization and Assignment of Responsibilities

#### 3.1 General

In the event of a major incident, the Board of County Commissions (BOCC) should strongly consider implementing the Incident Command System and activating an Emergency Operations Center (EOC) through the County Emergency Manager.

#### 3.2 Task Assignments

##### 3.2.1 Public Works Department and Building Maintenance Departments

- Participate in ICS structure.
- Coordinate emergency public works and building maintenance activities.
- Initiate mutual aid agreements, if necessary.
- Identify local contractors who may provide backup support.
- Review status and location of equipment, fuel, and sand and gravel for use during and after the flood.
  - Ensure that all vehicles are refueled/topped-off.
  - Verify all emergency generators have fuel and are operational.
  - Establish the “do it yourself” sandbag site(s).
  - Ensure that lighted barricades are operational and available, if needed.
- Coordinate with Klamath County Emergency Management, Sheriff, and Fire or Incident Command System (ICS) organization to identify any areas that may need to be evacuated.
- Review arterial and collector roads likely to be affected.
● Develop alternate traffic routes and determine barricade and signage needs.

● Determine priorities for maintenance and clean-up of affected roadways.

■ Maintain debris removal from storm drains, bridge viaducts, main arterial routes, etc.

■ Maintain debris removal from public right of ways and in and around structures where public safety and/or health are endangered.

■ Assist utilities in essential emergency repairs.

■ Assist other public safety agencies in search and rescue, evacuation, site area security, and other pertinent response functions as time and manpower permit.

3.2.2 Sheriff

■ Participate in ICS organization.

■ Keep patrol units informed of the event.

■ Determine if additional resources will be needed to assist with road closures/detours, evacuations, security of evacuated areas, and search and rescue.

■ Coordinate other public safety agencies in search and rescue, evacuation, site area security, and other pertinent response functions, as time and manpower permit.

■ Coordinate mutual aid assistance in areas pertaining to law enforcement.

3.2.3 Emergency Manager

■ Participate in ICS organization.

■ Monitor weather forecasts, watches and warnings, and advisories and pass the information on to the County departments.

■ Facilitate/coordinate with Commissioners, County Attorney, Sheriff, Fire, and Public Works development of evacuation plan, if needed, for any projected affected areas.

■ Keep Oregon Emergency Response System (OERS) advised of actions being taken by the County.
3.2.4 Damage Assessment Group

The Damage Assessment Group is established by the Incident Commander (IC) and is part of the Planning Section. Its tasks are outlined below.

- Compile and maintain a file of reports of damage received by County Departments, the Fire Districts and the 911 Center, Law Enforcement organizations, and the American Red Cross.

- After floodwaters recede, coordinate follow-ups (calls or visits) on the reports of damage sustained to determine the extent of damage and how much was not covered by insurance.

- Conduct damage assessments using the state Incident Damage Assessment process. Compile damage estimates for possible emergency declaration purposes.

4 Concept of Operations

4.1 General

- Depending on the severity of flooding, response activities may be handled as part of day-to-day operations or may require activation of the County’s EOC and/or establishing an ICS organization.

- Immediate actions should be centered on preserving life and property, as well as the continuation of existing services.

4.2 Communications

(Also see ESF 2 – Communications)

4.2.1 Notification of Watches, Warnings and Advisories

- The National Weather Service (NWS) is the agency with primary responsibility for issuing watches, warnings, and advisory messages associated with floods.

  - Flood Watches and Warnings will be issued when rainfall and/or snowmelt will be enough to cause rivers to overflow their banks.

  - Flood Watch or Flood Forecast - Rainfall (or expected rainfall) is heavy enough to cause rivers to overflow their banks.

  - Flood Warning - Flooding is occurring or is likely to occur.

- Advisories will also be issued by the NWS when forecasted rain intensities are heavy enough to cause street flooding.
Watches and warnings will indicate the expected severity of flooding (minor, moderate, or major), the affected bodies of water, and the expected crest of flood waters (height and when it is expected to occur).

- Watches and warnings are distributed to the public by the media (radio and TV) and are also available through computer web sites and the National Oceanic and Atmospheric Administration (NOAA) Weather Radio.

### 4.3 Public Information

*(Also see ESF 15 – External Affairs)*

- In addition to the watches and warnings issued by the NWS, press releases may be needed to tell the public what areas of the County are expected to be impacted and to provide them instructions for the appropriate actions to be taken.

- Special measures may be needed to reach areas of impact that may be without power and telephone service.

- A volunteer call center should be established, especially during recovery, to help advise people regarding the appropriate course of action when returning to/cleaning up their flooded homes and businesses. The IC will be responsible for providing public information.

- Publications on dealing with post disaster stress, cleaning up damaged homes, etc., are available through Klamath County Emergency Management, the American Red Cross, and FEMA. Facilities around the county should be identified and publicized as distribution points for this information (Chamber of Commerce, Library, Senior Citizens Center, etc.).

### 4.4 Response – All Departments or Emergency Operations Center

#### 4.4.1 Flood Watch/Flood Forecast Issued

- Monitor weather advisories and forecasts.

- Prepare necessary resources (fuel vehicles and equipment, inventory signs, and barriers, etc.) and establish a permanent inventory.

#### 4.4.2 Flood Warning Issued - Flooding has not started

- Review work assignments/shift schedules.
Review floodplain information maps, based on FEMA’s Flood Insurance Study. These maps are kept in the Klamath County Emergency Management Office.

Initiate flood fight activities in areas expected to flood (sandbag threatened facilities, turn-off threatened utilities).

Pre-position resources in forecasted affected area (pumps, road barricades and signs, sandbags, sand piles).

Determine if any areas will need to be evacuated, and coordinate potential shelter needs with the American Red Cross.

Monitor weather forecasts and advisories.

4.4.3 Flood Warning In Effect - Flooding is occurring.

Activate the EOC/establish ICS structure.

Call in off-duty employees and volunteers as needed to staff the EOC and/or overhead team.

Clear roads and blocked catch basins where possible. Erect barricades and establish detour routes around flooded areas.

Make emergency repairs of water and sewer systems, traffic signals, and streetlights.

Conduct preliminary Initial Damage Assessments.

Initiate sandbagging/flood-fighting activities if feasible.

Evacuate population at risk and establish security for evacuated areas.

Open evacuation assembly areas and shelters, in cooperation with the American Red Cross.

Organize and implement search and rescue operations, as needed.

Conduct initial damage assessment, and maintain a list of damages to private and public property.

Call out private contractors, as needed.

Issue press releases with public safety information.

BOCC makes a declaration of a “Local Emergency” if circumstances so dictate.
4.5 Evacuation
(see ESF 1 – Transportation)

4.6 Sanitation and Health
- Contamination of potable water supplies and the disruption of sanitary services are major concerns during flood events. Alternate sources for both need to be considered prior to the arrival of floodwaters.
- Often floods cause the deaths of numerous domestic animals and some wildlife. Means of disposing of the carcasses need to be developed and implemented.
- County Health will be responsible for providing public information related to public health issues to the IC and may be asked by the IC to implement a type of public immunization program.

4.7 Recovery
- Conduct a thorough damage assessment. The BOCC issues a Disaster Declaration if circumstances so dictate.
- Evaluate the conditions of evacuated areas and determine if/when they are safe enough for residents to return.
- Repair damages (roadways, sanitary sewers/storm drain systems, public facilities, traffic signals, street lights).
- Participate in after-action evaluations. Make necessary changes in plans and procedures.
- Develop a final cost analysis of all response and recovery activities.
- Request disaster assistance as appropriate.

4.8 Debris Removal
- Removal of flood-deposited debris from County roads and County facilities is the responsibility of the Public Works Department.
- Removal of debris from private property is the responsibility of the property owner.
- Temporary collection sites may need to be established, pending determination of the final disposal location.
- Debris reduction sites may be established to allow for recyclable materials to be extracted and wood and vegetation to be ground into mulch, reducing the overall amount of material needing to be transported to landfills.
5 Direction and Control

- Routine operations will be handled by individual departmental standard operating procedures (SOPs).

- Depending on the severity of flooding, response activities may be handled as part of day-to-day activities or may require activation of the County’s EOC and/or an ICS structure.

- Activation of the EOC may require Department Heads to release staff as required to staff the EOC or other emergency functions.

6 Appendices

- Appendix A – Flood Incident Checklist
## Appendix A – Flood Incident Checklist

<table>
<thead>
<tr>
<th>Phase of Activity</th>
<th>Action Items</th>
<th>Supplemental Information</th>
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</thead>
<tbody>
<tr>
<td><strong>PRE-INCIDENT PHASE</strong></td>
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<tr>
<td></td>
<td>☐ Arrange for personnel to participate in necessary training and develop exercises relative to flood events.</td>
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<td></td>
<td>☐ Coordinate County preparedness activities, seeking understanding of interactions with participating agencies in flooding scenarios.</td>
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<tr>
<td></td>
<td>☐ Ensure that emergency contact lists are updated and establish a pre-event duty roster allowing for 24/7 operational support to the EOC.</td>
<td>Need Updated CO Contact List</td>
</tr>
<tr>
<td></td>
<td>☐ Contact supporting emergency response agencies to review and determine if major developments have arisen that could adversely affect response operations (e.g., personnel shortages, loss of equipment, etc.).</td>
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<tr>
<td></td>
<td>☐ Annually review and update EOP and SOPs, as needed.</td>
<td>County EOP and agency-specific SOPs</td>
</tr>
<tr>
<td></td>
<td>☐ Review flood prone areas.</td>
<td>Stafford Act, FEMA guidance, and Oregon EOP</td>
</tr>
<tr>
<td></td>
<td>☐ Familiarize staff with requirements for requesting State and Federal Disaster Assistance.</td>
<td>FA 1 of the County EOP</td>
</tr>
<tr>
<td></td>
<td>☐ Ensure that supplies, such as communications devices and sandbags, are prepared and ready for use. This includes primary and alternate communications and warning systems.</td>
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</tr>
<tr>
<td></td>
<td>☐ Identify and review local contractor lists to see who may provide support specific to flood response.</td>
<td>Mutual Aid Agreements are noted in Appendix A of the County EOP</td>
</tr>
<tr>
<td></td>
<td>☐ Review, revise, and, where necessary, establish mutual aid agreements with other agencies and private contractors relative to multiple agency response to floods.</td>
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</tr>
<tr>
<td><strong>RESPONSE PHASE</strong></td>
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<td></td>
<td>☐ The IC will provide overall guidance for the deployment of resources.</td>
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<tr>
<td></td>
<td>☐ Activate mutual aid agreements.</td>
<td>Mutual Aid Agreements are noted in Appendix A of the County EOP</td>
</tr>
<tr>
<td></td>
<td>☐ If the situation warrants, request activation of the County EOC via the IC through the Emergency Manager.</td>
<td>County Basic Plan, agency and company-specific plans</td>
</tr>
<tr>
<td></td>
<td>☐ Implement appropriate staffing plans. Contact appropriate private partners to assign liaisons to the EOC for coordinating specific response activities.</td>
<td>SOPs</td>
</tr>
<tr>
<td></td>
<td>☐ Estimate emergency staffing levels and request personnel support, including specialized staff such as engineers, building inspectors, heavy equipment operators, and/or environmental remediation contractors.</td>
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<td></td>
<td>☐ Develop and initiate shift rotation plans, including briefing of replacements during shift changes.</td>
<td>Appendix A of Emergency Operations</td>
</tr>
<tr>
<td></td>
<td>☐ Submit request for disaster/emergency declaration, as applicable.</td>
<td></td>
</tr>
<tr>
<td>Phase of Activity</td>
<td>Action Items</td>
<td>Supplemental Information</td>
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<td></td>
<td>❑ Coordinate the evacuation of the affected area, if necessary.</td>
<td>Plan</td>
</tr>
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<td></td>
<td>❑ Support Search and Rescue operations by coordinating resource requests outside of the jurisdiction.</td>
<td></td>
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<tr>
<td></td>
<td>❑ Request American Red Cross to activate sheltering plans and open/staff shelters, if needed.</td>
<td>American Red Cross Shelter Plans</td>
</tr>
<tr>
<td></td>
<td>❑ Establish a JIC. Formulate emergency public information messages and media responses using “one voice, one message” concepts.</td>
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<tr>
<td></td>
<td>❑ Record all EOC activities, completion of personnel tasks, incoming and outgoing messages. These should be documented in EOC logbooks.</td>
<td>Existing ICS and EOC forms</td>
</tr>
<tr>
<td></td>
<td>❑ Begin damage assessments in coordination with the Public Works Department and County/local government.</td>
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<tr>
<td></td>
<td>❑ Assist with the coordination of Public Works activities, such as debris removal from:</td>
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<tr>
<td></td>
<td>▪ Storm Drains</td>
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<td></td>
<td>▪ Bridge viaducts</td>
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<td></td>
<td>▪ Main arterial routes</td>
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<td></td>
<td>▪ Public right-of-ways</td>
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<td></td>
<td>▪ Dams (via established liaisons at the County EOC)</td>
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<tr>
<td></td>
<td>▪ Other structures, as needed</td>
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<tr>
<td></td>
<td>❑ Contact local contractors for support, if necessary. Establish contact with private sector partners and/or dam operators (if the flood is associated with dam failure or malfunction).</td>
<td>Existing contact lists at EOC</td>
</tr>
<tr>
<td></td>
<td>❑ Coordinate with County Sheriff’s Office and other local police to provide law enforcement to affected areas (curfew enforcement, road closures, security, etc.).</td>
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<tr>
<td></td>
<td>❑ Collect and chronologically file records and bills generated during the incident in order to ensure timely submittal of documents for reimbursement.</td>
<td></td>
</tr>
<tr>
<td>RECOVERY PHASE</td>
<td>❑ Monitor secondary hazards associated with floods (landslides, contamination, damage to bridges/roads, impacts to utility lines/facilities) and maintain on-call personnel to support potential response to these types of hazards.</td>
<td></td>
</tr>
<tr>
<td></td>
<td>❑ Deactivate/demobilize the EOC. Deactivate mutual aid resources as soon as possible.</td>
<td></td>
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<tr>
<td></td>
<td>❑ Activate and implement applicable mitigation plans, community recovery procedures, and continuity of operations/government plans until normal daily operations can be completely restored.</td>
<td>ESF 15 – Long-Term Community Recovery Annex and Agency-Specific Recovery Plans</td>
</tr>
<tr>
<td></td>
<td>❑ Implement revisions to the EOP and supporting documents based on lessons learned and best practices adopted during response.</td>
<td></td>
</tr>
</tbody>
</table>

IA 2-10
<table>
<thead>
<tr>
<th>Phase of Activity</th>
<th>Action Items</th>
<th>Supplemental Information</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>❑ Offer recommendations to County government and Public Works departments for changes in planning, zoning, and building code ordinances.</td>
<td></td>
</tr>
<tr>
<td></td>
<td>❑ Participate in After Action Reports and critiques. Submit valuable success stories and/or lessons learned to the Lessons Learned Information Sharing website (<a href="http://www.llis.gov">www.llis.gov</a>).</td>
<td></td>
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</tbody>
</table>
3

IA 3 – Dam Failure
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1 Purpose

- The purpose of this annex is to provide a framework of coordination among agencies to help ensure the safety of life and property during a dam failure in Klamath County.

- It defines roles, responsibilities, and organizational relationships of government and private agencies in response to dam failure.

2 Situation and Assumptions

2.1 Situation

A collapse or failure of an impoundment that causes downstream flooding is a grave concern for Klamath County. Two dams, one at Gerber Reservoir and the other at Clear Lake, California, have inundation zones that impact the most populous areas of southern Klamath County. Both dams are owned and operated by the United States Bureau of Reclamation (USBOR). A failure of either or both would put up to one third of the County’s citizens at risk in Bonanza, in the Langell Valley, the suburban area of Klamath County, and Merrill.

Flood inundation maps are available in the office of the Klamath County Emergency Manager and the USBOR.

2.2 Assumptions

- Dam failure may occur with or without warning.

  - Dam failure could occur with some warning if problems develop such as a breach in the structure that begins small but expands due to intense water pressure. Flooding of the inundation zone would be gradual and there would be opportunities for orderly evacuation to higher ground. People would be saved and some property could be protected or salvaged.

  - Dam failure could occur suddenly and without warning during a major earthquake or as a result of a significant terrorist act. In these events, a surge of water could quickly flood the inundation zone and then slowly reside. Loss of life and property could be severe.

- Alerts and warnings issued by the USBOR will provide enough notice of a potential dam failure that actions can be taken in advance to protect property, resources, and infrastructure.

- Klamath County, the USBOR and other responding agencies could activate their Emergency Operations Centers (EOCs) and/or Incident Command Posts.
If there is enough time, people in the inundation zone will be alerted and an effective evacuation will be carried out.

Responding agencies will utilize the Incident Command System (ICS) including Unified Command, if necessary.

Communications among responding agencies will be adequate.

Most County equipment and personnel will be available to cope with most disasters resulting from dam failure.

Assistance through mutual aid agreements may be necessary.

Resource assistance may be necessary through local and private contractors.

Stabilization of emergency conditions must be met before recovery and restoration begins.

# 3 Organization and Roles and Responsibilities

## 3.1 General
The County Emergency Manager may activate the EOC and implement the ICS to support response and recovery activities, depending on the scope of the incident.

## 3.2 Task Assignments

### 3.2.1 Public Works Department/Building Maintenance Department.

- Participate in ICS structure, per the Emergency Manager’s direction.

- Coordinate emergency public works activities.

- Assist other public safety agencies in search and rescue, evacuation, site area security, and other pertinent response functions as time and manpower permit.

- Initiate mutual aid agreements, if necessary.

- Identify local contractors who may provide backup support.

- Review status and location of equipment, fuel, and supplies for use during and after the dam failure.

  - Ensure that all vehicles are refueled/topped-off, and remind all County departments to do the same.

  - Verify that all emergency generators have fuel and are operational.
Establish the “do it yourself” sandbag site(s) if directed by the EOC or as prudent to the situation.

Ensure that lighted barricades are operational and available, if needed.

Identify arterial and collector roads likely to be affected.

Develop alternate traffic routes and determine barricade and signage needs.

Determine priorities for maintenance and clean-up of affected roadways.

Maintain debris removal from storm drains, bridge viaducts, main arterial routes, etc.

Maintain debris removal from public rights of way and in and around structures where public safety and/or health are endangered.

Assist in essential emergency repairs to utilities.

### 3.2.2 Sheriff

- Participate in ICS structure.

- Keep patrol units informed of the event.

- Coordinate other public safety agencies in search and rescue, evacuation, site area security, and other pertinent response functions as time and manpower permit.

- Determine if additional resources will be needed to assist with road closures/detours, evacuations, security of evacuated areas, and search and rescue.

- Coordinate mutual aid assistance in areas pertaining to law enforcement.

### 3.2.3 Emergency Manager

- Organize and Participate in ICS structure at the EOC.

- Monitor weather forecasts, watches, warnings and advisories; and pass the information on to the County departments. Adverse weather can adversely affect response and recovery operations.

- Facilitate/coordinate with Commissioners, County Attorney, Sheriff, other local law enforcement agencies, Fire and Public Works development of evacuation plan, if needed, for any projected affected areas.
Keep Oregon Emergency Response System (OERS) advised of actions being taken by the County.

3.2.4 Damage Assessment Group (Planning Section in the Incident Command Structure)
- Compile and maintain a file of reports of damage received by County Departments, the Fire Districts and the 911 Center, and other sources.
- After floodwaters recede, conduct follow-ups (calls or visits) on the reports of damage sustained to determine extent of damage and how much was not covered by insurance.
- Conduct damage assessments of County/public facilities.
- Compile damage estimates for possible emergency declaration purposes.

4 Concept of Operations

4.1 General
- Depending on the severity of a threatened or actual dam failure, response activities may require activation of the County’s EOC. An Incident Command Post may be established in a safe location at the site of the emergency by the appropriate agency(s).
- Immediate actions should be centered on the preservation of life and property, as well as protection of the environment.
- Klamath County Emergency Services will be the lead coordinating agency for response and recovery. Other key agencies, such as the USBOR, Army Corps of Engineers, and the American Red Cross, should have representatives in the County EOC.

4.2 Communications
(See ESF 2 – Communications)

4.2.1 Advisories, Warnings and Alerts
- A threatened or imminent dam failure could be discovered and reported by a USBOR employee, County employee, or an individual citizen. Such reports may be received by 911 Dispatch, USBOR office, County Sheriff, County Emergency Services, or other city or County offices.
- The USBOR is the agency with primary responsibility for issuing advisory messages, warnings, and alerts associated with the threat of dam failures.
People in the inundation zone will be alerted to evacuate over the Emergency Alert System (EAS) on local broadcast media and by door-to-door notification by local and emergency response agencies.

Warnings are distributed to the public by the media (radio and TV) and may also be available through computer web sites and services.

In addition to the media, Klamath County departments will receive information about dam failure alerts through 911 and/or Emergency Services. The Sheriff’s Office may also receive them over the Law Enforcement Data System (LEDS).

Each department is responsible for passing the applicable information on to their staff.

4.3 Public Information

(see ESF 15 – External Affairs)

In addition to the warnings and alerts issued by the USBOR, press releases may be needed to tell the public what areas of the County are expected to be impacted and to provide them with instructions regarding the appropriate actions they should take.

Special measures may be needed to reach areas of impact that may be without power and telephone service. Local and County emergency response agencies may be required to make door-to-door warnings.

A volunteer call center may be established. This is important during the recovery phase, to advise people on the appropriate course of action when returning to/cleaning up their flooded homes and businesses. Preferably, this will be pre-organized so the phone company has equipment and staff to do this quickly.

County Health will be responsible for providing public information related to public health issues.

Publications on dealing with post-disaster stress, cleaning up damaged homes, etc. are available through American Red Cross facilities around the county should be identified and publicized as distribution points for this information.

4.4 Response – EOC and USBOR

4.4.1 Dam failure Watch/Dam failure Alert Issued

Monitor weather advisories and forecasts.
4.4.2 Dam failure Alert Issued - Dam failure has not started but is imminent.

- Prepare necessary resources (fuel vehicles and equipment, inventory signs, and barriers, etc.).

- Activate the EOC and establish the ICS.

- Advise the Board of County Commissioners (BOCC).

- Ensure that everyone in the inundation zone has been alerted.

- Ensure that measures are taken to keep people from entering the inundation zone.

- Notify the American Red Cross to prepare and open shelters outside the inundation zone.

- Notify the public via radio and television where American Red Cross shelters are located.

- Notify OERS.

- Arrange and coordinate transportation out of the inundation zone for people without vehicles.

- Review work assignments/shift schedules.

- If there is time and resources are available, initiate flood fight activities in areas expected to flood (sandbag threatened facilities, turn-off threatened utilities).

- Pre-position resources on higher ground above the inundation zone (Emergency Operations Center, medical services, first aid and rescue equipment, pumps, road barricades and signs, sandbags, sand piles, etc.).

- Determine areas that will need to be evacuated, and coordinate potential shelter needs with the American Red Cross.

- Monitor weather forecasts and advisories.

4.4.3 Dam Failure – Dam failure occurs without warning.

- Advise agencies to deploy all available fire, law enforcement, and EMS resources to pre-selected safe locations above the inundation zone if necessary.

- Notify the BOCC
- Notify OERS
- Activate Klamath County Sheriff’s Office Search and Rescue.
- Activate the EOC/establish ICS structure.
- Notify the public via EAS over local radio and television stations.
- Notify local hospitals and clinics of the possible need to treat numerous flood victims.
- The BOCC to officially declare County a disaster area if circumstances dictate.
- Call in off-duty employees and volunteers as needed to staff the EOC.
- Erect barricades and establish detour routes around flooded areas.
- Initiate sandbagging/flood-fighting activities if feasible.
- Evacuate population at further risk and establish security for evacuated areas.
- Open evacuation assembly areas and shelters in cooperation with the American Red Cross.
- Continue search and rescue operations as needed.
- Coordinate plans and procedures with Public Health and Medical Examiner to handle the remains of flood victims and notify next of kin.
- Conduct initial damage assessment (IDA), and maintain a list of damages to private and public property.
- Call out private contractors, as needed.
- Issue press releases with public safety information.

4.5 **Evacuation**
*(see ESF 1 – Transportation)*

4.6 **Sanitation and Health**
- Contamination of potable water supplies and the disruption of sanitary services are major concerns during flooding from dam failure. Alternate sources for both need to be considered.
Often, floods cause the deaths of numerous domestic animals and some wildlife. Means of disposing of the carcasses need to be developed and implemented.

County Health will be responsible for providing the public with information related to public health issues and will also be responsible for implementing any type of public immunization program.

### 4.7 Recovery

- Conduct a thorough damage assessment. The BOCC makes a County “Disaster Declaration if circumstances dictate.

- Evaluate the conditions of the inundation zone and evacuated areas, and determine if/when they are safe enough for residents to return.

- Repair damages (roadways, sanitary sewers/storm drain systems, public facilities, traffic signals, street lights).

- Participate in after-action reports and critiques. Make necessary changes in plans and procedures.

- Develop a final cost analysis of all response and recovery activities.

- Request disaster assistance as appropriate.

### 4.8 Debris Removal

- Removal of flood-deposited debris from County roads and County facilities is the responsibility of the Public Works Department.

- Removal of debris from private property is the responsibility of the property owner.

- Temporary collection sites may need to be established, pending determination of the final disposal location.

- Debris reduction sites may be established to allow for recyclable materials to be extracted and wood and vegetation to be ground into mulch, reducing the overall amount of material needing to be transported to landfills.

### 5 Direction and Control

- Routine operations will be handled by individual departmental standard operating procedures.

- Depending on the severity of flooding, response activities may be handled as part of day-to-day activities or may require the activation of the County’s EOC and/or an ICS structure.
Activation of the EOC may require Department Heads to release staff as required to staff the ICS, EOC or other emergency functions.

Depending upon the severity and complexity of the dam failure, Incident Command may need to be elevated to Unified Command.

6  Incident Annex Development and Maintenance
See Basic Plan.

7  Appendices
None at this time.
IA 4 – Wildfire
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1 Purpose

- This annex establishes the policies and procedures under which Klamath County, in cooperation with the various Fire Districts, Oregon Department of Forestry (ODF), and various Federal agencies will respond and operate in the event of a wildland-urban or wildland fire. See also ESF 4 – Firefighting, of this plan.

- It provides a framework for an appropriate response to protect the residents of Klamath County in the event of major wildland-urban interface or wildland fire.

2 Situation and Assumptions

2.1 Situation

- Klamath County has the potential to experience both large wildland-urban interface and wildland fires. Large fires may arise as isolated incidents or be caused by other types of incidents such as earthquakes, vandalism, and civil disorder.

- All (or portions) of five National Forest jurisdictions, one National Park, and several wildlife refuges exist in Klamath County. This highlights the potential for vast portions of the county to be subject to wildland fires. The vast majority of fires that happen each year are human caused. As the wildland-urban interface grows, so does the risk of great loss.

- There are eight fire districts in Klamath County. Any single district, or multiple districts, may be the responding fire agency(s) in Klamath County. A Fire District, ODF, or Federal official (depending upon land ownership) will be the designated Incident Commander (IC) during response.

2.2 Assumptions

- Response to large fires may be complicated by the presence of hazardous materials or extreme weather conditions.

- Planning and preparedness for wildland-urban interface and wildland fire in all phases of emergency management is the responsibility of Fire Districts, ODF, various Federal agencies, and Klamath County Klamath County Emergency Management. County departments are responsible for planning to maintain their own operations and services during fire incidents and for supporting the Fire District, ODF, or various Federal agencies as requested.
Duties and responsibilities listed under the EOC are the responsibility of the Fire District, ODF, or various Federal agencies unless the EOC is activated.

3 Roles and Responsibilities

3.1 Fire Districts, Oregon Department of Forestry and Federal Agencies

- Provide Fire District first responders and equipment (Firefighters and emergency medical services (EMS) personnel) to fight fires on private land.

- Implement mutual aid agreements to gain additional resources, including specialized equipment and personnel.

- Provide on-scene IC, as needed.

3.2 Law Enforcement Agencies

- The first patrol officer arriving on the scene will be responsible for coordinating with the IC or Operations Section Chief (if staffed) until relieved by a higher-ranking officer.

- As directed by the IC, Law Enforcement responders will:
  - Cordon off the incident scene for the safety of the public and emergency workers and exclude access to unauthorized personnel.
  - Assist with evacuation of the public.
  - Control access to, and prevent looting in, evacuated areas.
  - Establish the best ingress and egress routes for getting equipment and personnel to and from the incident scene. Establish traffic control on the identified routes to keep traffic moving and ensure access to and from the site by emergency vehicles.
  - Implement and maintain a traffic control plan for diverting non-emergency traffic away from the incident scene and areas being evacuated (As needed for long term incidents).
  - Other missions, as assigned by the IC.
3.3 Other Departments

■ The first employee arriving on the scene will be responsible for coordinating with the IC until relieved by a team leader or a supervisor.

■ As directed by the IC, other agencies will provide support.

4 Concept of Operations

4.1 Incident Command and Scene Management

4.1.1 Lead Agency

■ On non-Federal land that is not within a Fire District, ODF is the lead agency for wildland-urban or wildland fire incidents within Klamath County and will provide an IC.

■ On private land within a Fire District, that Fire District is the lead agency and will provide an IC.

■ Fires on private land under joint ODF/Fire District protection will be managed by a Unified Command.

■ On Federal land within Klamath County, the agency having jurisdiction over that land assumes the lead for wildland fire management and will designate an IC.

■ Currently, there are privately owned lands that have not been classified by ODF and that lie outside any fire district boundaries. It is unclear who would be responsible for wildland or wildland-urban interface fire response in these areas.

4.1.2 Command System

■ Klamath County, Fire Districts, ODF, and Federal agencies use the National Interagency Incident Management System (NIMS) Incident Command System (ICS) as their incident management organization.

■ Under the ICS, the incident organization will develop in a modular progression depending on the nature and specific conditions prevailing at the scene.

4.1.3 Incident Commander

■ The IC will be the designated official responsible for all operations directed toward the containment and mitigation of the incident.
Upon arrival, the IC will secure and maintain control of the incident scene until relieved or the situation has been corrected, turned over to another public safety agency, or turned over to the owner.

4.1.4 Overhead Team

The Overhead Team and other members of the Incident Command Organization may operate at the on-scene Incident Command Post or out of the Klamath County EOC.

4.2 Suppression Assistance

4.2.1 Mutual Aid

Additional resources, which may be required to respond to a large fire, may be obtained through automatic aid or mutual aid agreements. These agreements are developed and maintained by the Fire Districts, ODF, and Federal agencies. The County Fire Defense Board is the lead organization for such agreements.

The Fire Districts have mutual aid agreements with all fire agencies (urban, wildland-urban interface and wildland) in Klamath County.

4.2.2 Emergency Conflagration Act (ORS 476.510 to 476.610)

Extremely large incidents, or incidents involving more than one fire burning at a time that threaten County residents and structures, that have exhausted the local capability to respond, may require the implementation of the Emergency Conflagration Act.

Procedures for implementing the Emergency Conflagration Act are established by the Office of the State Fire Marshall.

When the Emergency Conflagration Act is invoked, the State reimburses non-Federal fire agencies providing aid, for the protection of structures along the wildland-urban interface.

4.3 Wildland Fire Agencies

4.3.1 Klamath Falls Interagency Fire Center

Is a dispatch center operated by ODF and the United States Forest Service (USFS).

All agencies having wildland fire management responsibilities are dispatched from this center.

4.3.2 Oregon Department of Forestry

ODF is a signatory to the Klamath County Mutual Aid Agreement.
The Klamath Lake District of ODF is the local responder to that agreement and may be contacted through the Klamath Falls Interagency Fire Center for emergency assistance.

### 4.3.3 Northwest Interagency Coordination Center

- The Northwest Interagency Coordination Center (NICC) provides centralized coordination for all federal wildland agency fire resources in Washington and Oregon. The Center is currently located at Portland International Airport.

- Resources available through wildland agencies such as the USFS include aerial retardants, communications equipment, engines, infrared detection and trained crews, and ICS overhead personnel.

- Fire Districts, as local structural fire agencies, cannot request resources directly from NICC. All requests for such resources must be placed to NICC by Oregon Emergency Management (OEM), ODF, or a Federal agency having wildfire responsibilities.

### 5 Incident Annex Review and Maintenance

See Basic Plan.

### 6 Appendices

- Appendix A – Wildfire Incident Checklist
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## Appendix A – Wildfire Incident Checklist

<table>
<thead>
<tr>
<th>Phase of Activity</th>
<th>Action Items</th>
<th>Supplemental Information</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>PRE-INCIDENT PHASE</strong></td>
<td>◼ Arrange for personnel to participate in necessary training and exercises, as determined by County Emergency Management and Fire [District/Department].</td>
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<td></td>
<td>◼ Participate in County preparedness activities, seeking understanding of interactions with participating agencies in a major fire scenario.</td>
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<td></td>
<td>◼ Ensure that emergency contact lists are current and establish a pre-event duty roster allowing for 24/7 operational support to EOC.</td>
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<td></td>
<td>◼ Inform Emergency Management of any major developments that could adversely affect response operations (e.g., personnel shortages, loss of firefighting equipment, etc.).</td>
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<tr>
<td><strong>RESPONSE PHASE</strong></td>
<td>◼ If the situation warrants, request activation of the County EOC via the IC through the Emergency Manager.</td>
<td>County EOP and agency-specific plans</td>
</tr>
<tr>
<td></td>
<td>◼ Establish Incident or Unified Command, as appropriate. Staffing levels vary with the complexity and needs of the response. At a minimum, they include the IC, all Section Chiefs, the Resource Coordinator, and management support positions.</td>
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<tr>
<td></td>
<td>◼ Estimate emergency staffing levels and request personnel support.</td>
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<td></td>
<td>◼ Develop work assignments for ICS positions (recurring).</td>
<td>ICS Form 203-Organization Assignment List</td>
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<tr>
<td></td>
<td>◼ Notify supporting fire services agencies.</td>
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<td></td>
<td>◼ Identify local, regional, and/or State agencies that may be able to mobilize resources and staff to the EOC for support.</td>
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<tr>
<td></td>
<td>◼ Determine scope and extent of the fire (recurring). Verify reports and obtain estimates of the area that may be affected.</td>
<td>ICS Form 209-Incident Status Summary</td>
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<tr>
<td></td>
<td>◼ Notify command staff, support agencies, adjacent jurisdictions, coordinators, and/or liaisons of any situational changes.</td>
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<td>◼ Develop and initiate shift rotation plans, including briefing of replacements during shift changes.</td>
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<td>◼ Dedicate time during each shift to prepare for shift change briefings</td>
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<td></td>
<td>◼ Confirm or establish communications links among County EOC, and other AOCs, as applicable. Confirm operable phone numbers and verify functionality of alternative communication equipment/channels.</td>
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<tr>
<td></td>
<td>◼ Ensure that all required notifications have been completed. Consider other local, County, regional, State, and Federal agencies that may be affected by the incident. Notify them of the status.</td>
<td>Established emergency contact lists</td>
</tr>
<tr>
<td>Phase of Activity</td>
<td>Action Items</td>
<td>Supplemental Information</td>
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<tr>
<td>The Fire Chief assumes duties to direct resources for fires. In the event of multiple fire agencies responding to the incident, the Fire Defense Board Chief, acting as the Fire Services Coordinator, will be integrated into the Operations Section of the County EOC.</td>
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<tr>
<td>Manage and coordinate interagency functions. Providing multi-agency coordination is the primary goal. Assimilate into a UC structure if scope of response increases.</td>
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<tr>
<td>Implement local plans and procedures for fire operations. Ensure copies of the following documents are available to response personnel. Implement agency-specific protocols and SOPs.</td>
<td>Agency-specific SOPs</td>
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</tr>
<tr>
<td>Obtain current and forecasted weather to project potential spread of the fire <em>(recurring)</em>.</td>
<td></td>
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<tr>
<td>Determine the need to conduct evacuations and sheltering activities <em>(recurring)</em>.</td>
<td>ESF 6 – Mass Care, Housing and Human Services</td>
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<tr>
<td>Determine the need for additional resources and request as necessary through appropriate channels <em>(recurring)</em>.</td>
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<tr>
<td>Submit request for a disaster/emergency declaration, as applicable.</td>
<td>Emergency Operations Plan</td>
<td></td>
</tr>
<tr>
<td>Activate mutual aid agreements. Activation includes placing backup teams on standby and alerting resource suppliers of both potential and current needs.</td>
<td>Appendix A of the EOP contacts Mutual Aid Agreements</td>
<td></td>
</tr>
<tr>
<td>Coordinate resource access, deployment, and storage in the operational area. Resources to coordinate include equipment, personnel, facilities, supplies, procedures, and communications. Track resources as they are dispatched and/or used.</td>
<td>ICS Resource Tracking Forms</td>
<td></td>
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<tr>
<td>Develop plans and procedures for registration of task fire forces/strike teams as they arrive on scene and receive deployment orders.</td>
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<tr>
<td>Establish a JIC.</td>
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<tr>
<td>Formulate emergency public information messages and media responses, utilizing “one message, many voices” concepts <em>(recurring)</em>.</td>
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<tr>
<td>Public information focusing on fire prevention, control, and suppression will be reviewed by the Fire Chief (or designee). Information will be approved for release by the IC and Lead PIO prior to dissemination to the public.</td>
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<tr>
<td>Record all EOC and individual personnel activities <em>(recurring)</em>. All assignments, person(s) responsible, and actions taken should be documented in logbooks.</td>
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<tr>
<td>Record all incoming and outgoing messages <em>(recurring)</em>. All messages, and the names of those sending and receiving them, should be documented as part of the EOC log.</td>
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## IA 4. Wildfire

<table>
<thead>
<tr>
<th>Phase of Activity</th>
<th>Action Items</th>
<th>Supplemental Information</th>
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</thead>
<tbody>
<tr>
<td></td>
<td>Produce situation reports (<em>recurring</em>). At regular periodic intervals, the EOC Director and staff will assemble a Situation Report.</td>
<td>ICS Form 209-S</td>
</tr>
<tr>
<td></td>
<td>Develop an IAP (<em>recurring</em>). This document is developed by the Planning Section and approved by the IC. The IAP should be discussed at regular periodic intervals and modified as the situation changes.</td>
<td>ICS Form 202 –</td>
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<tr>
<td></td>
<td>Implement objectives and tasks outlined in the IAP (<em>recurring</em>).</td>
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<td></td>
<td>Coordinate with the private sector partners as needed.</td>
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</tr>
<tr>
<td>**RECOVERY/</td>
<td>Ensure that all reports of injuries, deaths, and major equipment damage due to fire response are communicated to the IC and/or Safety Officer.</td>
<td></td>
</tr>
<tr>
<td>DEMOBILIZATION**</td>
<td>Ensure an orderly demobilization of emergency operations, in accordance with current demobilization plans.</td>
<td>ICS Form 221 -</td>
</tr>
<tr>
<td></td>
<td>Release mutual aid resources as soon as possible.</td>
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<tr>
<td></td>
<td>Activate and implement applicable mitigation plans, community recovery procedures, and continuity of operations/government plans until normal daily operations can be completely restored.</td>
<td>Agency recovery plans</td>
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<td></td>
<td>Conduct post-event debriefing to identify success stories, opportunities for improvement, and development of the After Action Report/Improvement Plan.</td>
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<td>Deactivate/demobilize the EOC.</td>
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<td>Implement revisions to the EOP and supporting documents, based on lessons learned and best practices adopted during response.</td>
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<td>Correct response deficiencies reflected in the Improvement Plan.</td>
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<tr>
<td></td>
<td>Submit valuable success stories and/or lessons learned to the Lessons Learned Information Sharing website (<a href="http://www.llis.gov">www.llis.gov</a>)</td>
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</tbody>
</table>
IA 5 – Earthquake/Seismic Activity
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1 **Purpose**

- To provide for the coordinated and safe response to earthquake incidents within Klamath County.

- To provide procedures for the timely and efficient response by County personnel to earthquakes, including associated landslides, fires, explosions, hazardous materials incidents, and flooding due to dam failure.

2 **Situation and Assumptions**

2.1 **Situation**

- All facilities, including public schools, libraries, reservoirs, and recreation facilities are subject to damage from even a moderate earthquake.

- Klamath County, like the rest of Oregon, is considered a high-risk area for seismic activity. For further information, refer to the following:
  
  

- Aftershocks will cause additional damages and hinder response capabilities and operations.

2.2 **Assumptions**

- In addition to structural damage to bridges, buildings, utilities, and communications systems, an earthquake of 6.0 to 7.0 on the Richter scale may be expected to result in:
  
  - Additional natural/environmental emergencies such as landslides;
  
  - Industrial/technological emergencies such as fires, explosions, and hazardous materials incidents;
  
  - Disruption of vital services such as water, sewer, power, gas and transportation
  
  - Damage to, and disruption of, emergency response capabilities (facilities, resources, and systems);
  
  - Loss of businesses and industries, reducing the County’s economic base; and
IA 5. Earthquake/Seismic Activity

- Civil unrest and political emergencies.

  - Depending on when the earthquake occurs, a large number of County employees may be unable to make it to work or to the Emergency Operations Center (EOC).

  - Field units may need to self-initiate responses and work independently until centralized command, control, and communications can be reestablished.

3 Roles and Responsibilities

3.1 General

It may be assumed that a major earthquake will produce widespread damage and injuries requiring the services of a multitude of public and private entities. Thus a Joint Command ICS structure will be established.

3.2 Departmental and Agency Actions

A severe earthquake can create the need for long periods of repair and restoration and may necessitate the commitment of personnel, equipment, materials, and supplies for long periods after the earthquake itself. The following are checklists of tasks that may need to be accomplished during response to, and recovery from, an earthquake. They should not be considered all-inclusive. Some emergencies will not require that all tasks be accomplished; others will require tasks that are not listed. The checklists are divided according to County Departments and EOC staff.

3.2.1 Public Works Response

  - Account for all department employees on duty; report missing employees to the EOC (if activated) and the County Human Resources Department.

  - Briefly assess damage to resources/communications systems under control of Public Works

  - Assign Engineers to perform damage assessment according to priorities established by Standard Operating Procedures (Uniform Code for the Abatement of Dangerous Buildings) and/or the EOC. (The placard inventory is maintained by the Sheriff’s Office)

  - Recommend relocation of EOC activities if necessary.

  - Condemn structures judged unsafe.

  - Maintain documentation of condemned structures.
IA 5. Earthquake/Seismic Activity

- Keep other departments informed of changes in conditions that will affect County operations.
- Provide protective action information and guidance to Public Information Officer (PIO).
- Upon EOC and/or ICS activation, provide the Planning Section with a list of resources both deployed and available, in response to the incident.
- Upon EOC and/or ICS activation, provide the Logistics Section with a list of needed supplies and resources.
- Maintain expenditure and time records for presentation to the EOC ICS Finance Section upon their activation.
- Make personnel available for assignment to Situation Unit Leader to assist with situation analysis.
- Coordinate use of emergent volunteers with the Resource Unit Leader.
- Document all major decisions and actions in ICS-214, Unit Log.

Recovery

- Provide personnel to lead (Federal) damage assessment teams.
- Release excess personnel and equipment when advised to do so by the Logistics Section chief.
- Assist in compiling damage estimates of, roads, bridges, etc. to support request for disaster assistance.
- Assign personnel to monitor and direct the long-term recovery process (responsibility may be shared with Finance Section Chief).
- Complete required paperwork and reports.
- Participate in critique.

3.2.2 Maintenance Department Response

- Account for all employees on duty; report missing employees to the EOC (if activated) and the County Human Resources Department.
- Briefly assess damage to resources/communications systems under control of Public Works.
Recommend relocation of EOC activities, if necessary.

Keep other departments informed of changes in conditions that will affect County operations.

Provide protective action information and guidance to the PIO.

Upon EOC and/or ICS activation, provide the Planning Section with a list of resources both deployed and available, in response to the incident.

Upon EOC and/or ICS activation, provide the Logistics Section with a list of needed supplies and resources.

Maintain expenditure and time records for presentation to the EOC ICS Finance Section upon their activation.

Make personnel available for assignment to the Situation Unit Leader to assist with situation analysis.

Coordinate use of emergent volunteers with the Resource Unit Leader.

Document all major decisions and actions in ICS-214, Unit Log.

Recovery

Provide personnel to join (Federal) damage assessment teams.

Release excess personnel and equipment when advised to do so by Logistics Section chief.

Assist in compiling damage estimates of structures, utilities, etc. to support request for disaster assistance.

Assign personnel to monitor and direct the long-term recovery process (responsibility may be shared with Finance Section Chief).

Complete required paperwork and reports.

Participate in critique.

3.2.3 Community Development Department Response

Account for all employees on duty; report missing employees to the EOC (if activated) and the County Human Resources Department.

Briefly assess damage to resources/communications systems under the control of Community Development.
Assign Building Official, Plan Reviewers and Building Inspectors to perform damage assessment according to priorities established by Standard Operating Procedures and/or the Incident Commander (IC) EOC. Recommend relocation of EOC activities, if necessary.

- Condemn structures judged unsafe.
- Maintain documentation of condemned structures.
- Keep other departments informed of changes in conditions that will affect County operations.
- Coordinate inspections of electric, gas, and water systems with appropriate utilities and agencies
- Provide protective action information and guidance to the PIO.
- Upon EOC and/or ICS activation, provide Planning Section with a list of resources both deployed and available, in response to the incident.
- Upon EOC and/or ICS activation, provide the Logistics Section with a list of needed supplies and resources.
- Maintain expenditure and time records for presentation to the EOC and/or ICS Finance Section upon their activation.
- Make personnel available for assignment to Situation Unit Leader to assist with situation analysis.
- Coordinate use of emergent volunteers with the Resource Unit Leader.
- Document all major decisions and actions in ICS-214, Unit Log.

**Recovery**

- Provide personnel to join (Federal) damage assessment teams.
- Release excess personnel and equipment when advised to do so by Logistics Section chief.
- Assist in compiling damage estimates of structures, utilities, roads, bridges, etc. to support request for disaster assistance.
- Assign personnel to monitor and direct the long-term recovery process (responsibility may be shared with Finance Section Chief).
- Complete required paperwork and reports.
- Participate in critique.
3.2.4 Fire Services Response

■ Establish communications with field units.

■ Account for all employees on duty.

■ Briefly assess damage to workplaces.

■ Assess damage to department resources and communications systems and to fire fighting water delivery systems.

■ Participate in damage assessment to determine the extent of fires and hazardous materials involvement.

■ Provide a representative to the EOC (may recommend establishment of Unified Command with such agencies as Oregon State Police, United States Forest Service (USFS), National Parks Service (NPS), and Bureau of Land Management (BLM), and various state and local agencies.

■ May provide ICS positions such as Operations Section Chief from fire agencies to ICS organizations.

■ Direct urban search and rescue according to priorities established by the IC or Unified Command (UC) and Standard Operating Procedures. The priority during this phase is restoring County emergency response capability and implementing life-saving measures. Fires and hazardous materials incidents that are not life-threatening have a lower priority than search and rescue.

■ Consider the capability to maintain medical response.

■ Assess staffing:
  
  ● Urban search and rescue following a severe earthquake may require the commitment of all department personnel, including volunteers and groups such as Explorer Scouts.
  
  ● Consider staffing stations with additional emergency medical technicians (EMTs) to handle walk-in injured.
  
  ● Augment administrative staff to respond to direct calls for assistance.

■ Determine alternate sources of water for fire suppression if water systems have been damaged.
IA 5. Earthquake/Seismic Activity

- Keep informed regarding road conditions and use appropriate access routes as conditions change. Keep other departments apprised of changes in use of such routes.

- Upon EOC activation, as requested by UC, provide Incident Command with a list of resources deployed in response to the incident and with a list of available resources.

- Upon EOC activation, as requested by UC, provide Incident Command with a list of needed supplies and resources.

- Maintain expenditure and time records for presentation to the Incident Command Finance Section upon their activation.

- Coordinate the use of emergent volunteers with the Support Branch Director.

- Document all major decisions and actions in ICS-214, Unit Log.

Recovery

- Assist in inspections and damage assessment as requested.

- Complete necessary paperwork and reports.

- Participate in critique.

3.2.5 Law Enforcement Response

- Establish and maintain communication with field units.

- Account for all employees on duty.

- Briefly assess damage to workplaces.

- Assess damage to department resources and communications systems.

- Assess staffing. Augment records staff to respond to direct calls for assistance.

- Coordinate with Fire and Public Works to develop evacuation and emergency access routes in affected areas.

- Direct search and rescue.

- Keep informed regarding road conditions and use appropriate access routes as conditions change. Keep other departments apprised of changes in use of such routes.
IA 5. Earthquake/Seismic Activity

- Cordon hazardous areas as necessary and limit travel inside those cordons.
- Maintain perimeters and patrol evacuated areas as necessary.
- Provide Incident Command with a list of resources deployed in response to the incident.
- Provide the Logistics Section with a list of needed supplies and resources.
- Maintain expenditure and time records for presentation to the Finance Section upon their activation.
- Document all major decisions and actions in ICS-214, Unit Log.

Recovery

- Assist in inspections and damage assessment as requested.
- Complete necessary paperwork and reports.
- Participate in after action evaluation.

3.2.6 Emergency Management Response

- Assess impact to emergency response and communications capability. Assist in developing and implementing alternative communications systems as necessary.
- Consider immediate activation of the EOC.
- Consider activation of Klamath County Amateur Radio Emergency Services (ARES)/Radio Amateur Civil Emergency Services (RACES) if appropriate.
- Keep information on conditions up to date including detailed activity log (ICS Form 209, Incident Status Summary).
- Make recommendations to the Board of County Commissioners (BOCC) regarding establishing ICS, Delegation of Authority and the Incident Commander (IC) regarding the establishment of public information systems as well as systems to keep incident personnel and other concerned agencies and officials informed. (UC should have PIO function.)
- Establish and maintain reporting and coordination contact with cooperating jurisdictions and State and volunteer agencies.
IA 5. Earthquake/Seismic Activity

- Assist departments as requested/needed by UC.
- Brief the BOCC, EOC, UC and/or IC regarding current conditions, capabilities, and activities.
- Provide the Planning Section with a list of resources deployed in response to the incident and those available for assignment.
- Provide Logistics Section with list of outstanding or en route requests for additional supplies and resources.
- Maintain expenditure and time records for use by the Finance Section.
- Document all major decisions and actions in ICS-214, Unit Log.

Recovery

- Assist in assessment of damages.
- Provide coordination point for disaster recovery activities and agencies.
- Complete necessary paperwork and reports.
- Participate in critique.
- Revise and update the Comprehensive Emergency Management Plan as indicated.
- Schedule appointments between managers of damaged businesses and facilities and Federal Emergency Management Agency (FEMA)/State Damage Assessment Teams.

3.2.7 County Counsel

Response

- Account for all department employees on duty.
- Assess damage to resources and workplace.
- Assess staffing. Unless specifically advised otherwise, all County employees are expected to report for work according to normal schedules.
- Provide support to BOCC, other departments and EOC, UC and/or IC, as requested.

Recovery

- Complete required reports and paperwork.
IA 5. Earthquake/Seismic Activity

3.2.8 Finance

Tracking the financial impact of the disaster is a shared responsibility between all departments, including the Finance, and Accounting; Treasurer; Assessor; and Community Development departments. These departments will need to provide staff to the Finance Section in the EOC, UC and/or IC.

Response

- Account for all employees on duty.
- Assess damage to workplace and resources.
- Assess staffing. Unless specific instructions are given to the contrary, all County personnel are expected to report for work according to normal schedules.
- Assign personnel to staff the Finance Section in the EOC UC. Begin supporting documentation for a disaster declaration and assistance, as indicated by the severity of the incident. As part of UC, consider requesting a technical assistant from FEMA, through Oregon Emergency Management (OEM), to begin the secondary assessment process.

Recovery

- Assign personnel to provide long-term financial tracking of the disaster recovery process and to administer disaster assistance funding.
- Provide monetary figures necessary to support a request for a Disaster Declaration.
- Complete necessary reports and paperwork.
- Participate in after action evaluation.
- Document all major decisions and actions in ICS-214, Unit Log.

3.2.9 Human Resources and Risk Management

Response

- Account for all department employees on duty.
- Assess damage to department workplace and resources.
Assess staffing. Consider the need for additional personnel. Unless specifically advised otherwise, all County personnel are expected to report to work according to normal schedules.

Provide staff to the Logistics Section to assist with the coordination and assignment of resources.

**Recovery**

Assist in the hiring of temporary employees and private contractors as necessary.

Complete necessary reports and paperwork.

Participate in after action evaluation.

### 3.3 Incident Command Actions

#### 3.3.1 Command and General Staff

In addition to the general guidance provided in the Basic Plan section and the Emergency Support Function (ESF) Annexes, an earthquake may require the following tasks:

- If not already established, initiate an employee status reporting process.

- Assign Safety Officer(s) to monitor overall safety of operations, including the need for critical incident stress defusing and debriefings.

- If earthquake conditions hamper or overload response capabilities, determine priorities and cost restrictions on the basis of policy decisions made by the BOCC and Delegation of Authority issued by the BOCC. Keep in mind the number of lives that may be saved, risk to response personnel, accessibility to the scene, and the amount of time needed to accomplish the mission.

- Determine functions to be performed by the ICP and those to be done at the EOC (request establishment of EOC if desired). Establish clear lines of communication between ICP and EOC.

- Establish a system for citizens to report damage (volunteer call center operation may be an option).

- Establish and implement a policy for identifying, organizing, and assigning emergent volunteers.

- Ensure that the Initial Damage Assessment is completed.
Consult with the Policy Group and County Council regarding the need for additional emergency ordinances.

Ensure that IO staff establishes system to manage visits by VIPs.

Establish a procedure for emergency demolition of buildings.

Assign personnel to confirm the status of families of on-duty staff.

3.3.2 Operations Section

Deploy resources to meet defined strategy. Perform search and rescue, clear roads, repair facilities, etc., according to priorities established by UC.

Assist Planning Section with the Initial Damage Assessment.

Consider the need to provide security for damaged businesses.

Consider the need for additional technical expertise to assist with structural rescue.

Establish a method for tracking requests for inspections. It is likely that more than one request will be received per facility.

Ensure that access to damaged buildings is determined according to the degree of damage.

Determine whether search and rescue can safely be conducted.

Confirm procedure on emergency demolition of buildings.

3.3.3 Planning Section

Assess the earthquake situation with respect to areas affected; damage to response and communications systems, utilities, and other property; casualties; requirements for rescue or evacuation; etc.

Keep Command, Operations, and other Sections advised.

Establish a schedule for requesting updated weather and aftershock information.

Provide the Command Staff an evaluation of reports and overall conditions to determine whether local resources can meet requirements; whether mutual aid is feasible; whether additional emergency personnel, equipment, and supplies should be acquired; and whether EOC UC staffing should be increased.
IA 5. Earthquake/Seismic Activity

- Develop and keep up-to-date information about conditions of routes, damage and status of relief efforts.
- Keep other Staff informed, both at Planning meetings and as significant events arise.
- Gather lists and display resources committed to the incident and those available for assignment.
- Ensure that all responding personnel, including volunteers, are checked into and out of the incident.
- Evaluate the overall County situation and augment weather reports with other reports to maintain a continuing assessment of the situation.
- Map the incident (city maps may be useful in this effort). Include sewer, water, storm drain, and neighboring 1/4 section maps.
- Conduct Planning meetings each shift.
- Develop and reproduce a written Incident Action Plan (IAP).
- Establish check-in points for citizens wishing to assist, organized volunteer agencies, and other responding resources.
- Provide a list of available resources to Operations and other Sections.
- Document all major decisions in ICS-214, Unit Log.

3.3.4 Logistics Section

- Establish and maintain coordination with cooperating jurisdictions, and determine procedure for requesting additional resources.
- Attend Planning meetings.
- Receive and process requests for outside assistance.
- Determine the needs of the American Red Cross and other human services for transportation, communications, etc. Assist as possible.
- Assess the adequacy of communications systems. Consider activating ARES/RACES communications and/or requesting additional cellular or satellite phones.
- Assess adequacy of transportation resources.
- Assess the adequacy of incident facilities. Consider additional activations, if necessary. These may include medical assessment facilities, Disaster Application Centers, and temporary morgues.
Assess general resource needs of the incident. Resources that may be required in response to a major earthquake include search dog teams, potable water, heavy rescue teams, field hospitals, heavy equipment, generators, lighting equipment, large quantities of plywood, lumber for shoring, chain link fencing, etc.

Coordinate with the Finance Section for needed funds.

Provide the Planning and Operations Sections with status reports and estimated times of arrival of outstanding resource requests.

Document all major decisions and actions in ICS-214, Unit Log.

Determine support needs of the incident. This may include childcare for EOC and other incident facilities, additional facilities for press and volunteers, warehouses for requested and donated equipment and materials, etc.

Establish a method for screening and assigning volunteer resources, including personnel, equipment, and material. Coordinate with the Operations and Planning Sections.

3.3.5 Finance Section

If conditions warrant, gather supporting documentation for Declaration of Emergency. Provide information to Command Staff and the Planning Section, and advise as necessary.

Assess financial tracking needs of the incident. Provide staff and procedures to ensure adequate financial records are kept. Since the ability of the County to survive the financial impact of the disaster may depend upon Federal reimbursement for expenditures, timely and accurate record keeping is essential.

Obtain detailed data on property damage and local financial resources expended in support of the incident.

Assign representatives to secondary damage assessment teams.

Oversee preparation of necessary damage and funding reports.

Document all major decisions and actions in ICS-214, Unit Log.

4 Concept of Operations

4.1 General

Some basic procedures required for response to, and recovery from, earthquakes are covered in the Basic Plan and ESF Annexes of the
County Emergency Operations Plan (EOP). These are functionally based plans organized by agency or function such as fire, police, etc.

- The initial concerns in the event of an earthquake are:
  - Emergency response,
  - Situation analysis/damage assessment, and
  - Continuity of government.

- Aftershocks may generate additional incidents/emergencies, fatalities, injuries, and unsafe structures.

- Action should be taken to protect resources that survived the initial earthquake from damage due to aftershocks.

- Follow-up critical facility, damage, and building safety assessments may need to be conducted following an aftershock.

### 4.2 Emergency Response

- Emergency response actions are those taken immediately after an earthquake to save lives, alleviate suffering, and prevent further damage.

- The emergency response phase of a major earthquake can be expected to last at least 72 hours, during which emergency services in Klamath County will be overwhelmed by demand.

  - One of the most difficult aspects of emergency response after an earthquake will be identifying the specific types and locations of incidents that were caused by the earthquake and prioritizing available resources to respond to them.

- Sources of information about incident locations and the overall extent of damages may be received through various means, including:
  - Calls to 9-1-1 Dispatch;
  - Reports over the radio system from Fire Districts and Law Enforcement agencies;
  - Calls to other call-taking points in the county and cities, e.g., Commissioners’ office, a Mayor’s office, Public Works, EOC;
  - Amateur Radio (Hams);
  - CB radio;
IA 5. Earthquake/Seismic Activity

- News reports; and
- Damage Assessment Teams.

☐ 9-1-1 Dispatch will prioritize the calls they receive in accordance with their established protocols.

☐ The basic priorities for response are:
  - Life Safety,
  - First Responders,
  - Threatened public,
  - General public,
  - Protection of property, and
  - Protection of environment

- Field units may need to self-initiate responses and work independently until centralized command, control and communications can be reestablished.

4.3 Situational Analysis and Damage Assessments
Concurrent with emergency response activities is the need to gather information to provide an overall situation analysis and, secondarily, to gather information about damage sustained during the earthquake.

4.3.1 Situation Assessment
- The ability to obtain an initial situation analysis will depend on resources available and the viability of communications.

- Initial information gathered will focus on identification of situations requiring emergency response and the condition of critical facilities, including roadways, bridges, and utilities.

  - The most likely sources of information will be on-duty fire and police responders and a limited number of 9-1-1 Dispatch calls.

  - As field responders assess their response areas for emergency situations, they will also, to the greatest extent possible, gather information about the overall situation and relay it to their appropriate commanders or control centers. This report should attempt to provide a general description of the area according to:

    ☐ Nature of damage,
    ☐ Severity of damage,
IA 5. Earthquake/Seismic Activity

☐ Extent of damage, and

☐ Estimated number of people affected.

4.3.2 Critical Facility “Drive-by Surveys”

- Immediately after a seismic event, a “drive-by” survey of all “Critical Facilities” should be conducted.

- These reviews will help identify major problems so that 9-1-1 Dispatch and other operational control centers, such as EOCs, can prioritize limited resources and direct them to areas with the greatest need.

- Critical Facility windshield drive-bys will be a countywide cooperative effort by agreement. Responsibilities for specific facilities are assigned to different agencies, such as the American Red Cross, fire departments, etc. by Incident Command.

- County and city engineers have the authority to condemn a structure as unsafe for occupation following an earthquake (Uniform Code for the Abatement of Dangerous Buildings).

4.4 Earthquake Unique Planning Considerations

4.4.1 Damage Assessment

- Conduct ground and aerial surveys to determine the scope of damage, number of casualties, and the status of key facilities.

- It is essential for emergency response personnel to take immediate action to gather damage assessment information. This information is needed to determine the severity and extent of injuries and damages.

- These data provide much of the information that decision makers need to implement and prioritize response actions for the following:
  - Urban Search and Rescue (USAR) activities;
  - Access control and re-entry to the impacted area;
  - Debris clearance;
  - Restoration of utilities and lifeline repairs; and
  - Inspection, condemnation, and/or demolition of buildings and other structures.
4.4.2 **Urban Search and Rescue**

- Remove trapped and injured people from landslides and building collapses and administer first aid.
- Assist in transporting the seriously injured to medical facilities.
- This activity will depend upon the use of both professional and volunteer search teams, including search dogs.
- Consideration should be given to the following:
  - Use of damage assessment information to identify the facilities and areas where USAR operations are to be conducted and to establish a priority for conduct of those operations; and
  - Request for Federal assistance to perform USAR operations (these teams are available to State and local jurisdictions upon request and are covered in the Federal Response Plan’s ESF-9).

4.4.3 **Access Control and Re-Entry**

Relevant considerations for the IC or Joint Command include (but are not limited to) the following:

- Control of access to the area until it is made safe (only those directly involved in emergency response operations should be allowed to enter); and
- Establishment of a protocol for determining the appropriate time to allow evacuees and the general public to re-enter the area that was severely impacted.

4.4.4 **Debris Clearance**

The identification, removal, and disposal of rubble, landslides, wreckage, and other material that blocks or hampers the performance of emergency response functions should be a high priority and may include:

- Demolition and other actions to clear obstructed roads,
- Repair or temporary reinforcement of roads and bridges, and
- Construction of emergency detours and access roads.

4.4.5 **Inspection, Condemnation and Demolition**

Inspection of buildings and other structures will be needed for Incident Command to determine whether it is safe to inhabit or use them. Inspection may include the following activities:
IA 5. Earthquake/Seismic Activity

- Inspection of buildings and structures that are critical to emergency services operations and mass care activities (designate those that may be occupied as well as those that are unsafe - by use of signs).
- Inspection of other buildings and structures that may threaten public safety and marking them with signs;
- Inspection of dams and levees (sometimes incorrectly referred to as “dikes”); and
- Arrangement for the demolition of condemned structures

4.4.6 Utilities and Lifeline Repairs

- Restore and repair electrical power, natural gas, water, sewer, and telephone and other communications systems to minimize the impact on critical services and the public.

4.4.7 Emergency Public Information

The flow of accurate and timely emergency notifications, updates, warnings, and instructional messages is critical to protection of lives and property in the wake of a catastrophic earthquake. Examples of this information include:

- Survival tips for people regarding what to do during and immediately after an earthquake; and
- Warnings and advice regarding the continuing threat of fire, unsafe areas to avoid, building collapses, aftershocks, and other hazards.

4.4.8 Evacuation

Immediately following an earthquake, people may need to be evacuated from structures that have been damaged and are likely to receive more damage when hit by one or more aftershocks. Managers and administrators of custodial facilities, e.g., hospitals, jails, mental health facilities, nursing homes, and retirement homes, should have plans established for moving their residents.

5 Incident Annex Review and Maintenance

See Basic Plan.

6 Appendices

- Appendix A – Earthquake/Seismic Incident Checklist
## Appendix A – Earthquake/Seismic Incident Checklist

<table>
<thead>
<tr>
<th>Phase of Activity</th>
<th>Action Items</th>
<th>Supplemental Information</th>
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<tbody>
<tr>
<td></td>
<td>❑ Continue to maintain and revise, as needed, applicable response plans pertaining to earthquakes and other seismic activity, including the EOP and supporting procedures and plans.</td>
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<td></td>
<td>❑ Pre-designate evacuation routes and alternate routes for areas vulnerable to earthquakes.</td>
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<td></td>
<td>❑ Conduct pre-incident planning for sheltering and evacuation related to earthquakes. This information will supplement ESF-1, Transportation and ESF-6, Mass Care, Emergency Assistance, Housing, and Human Services.</td>
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<td>- Prepare map(s) and script to be used on local television station(s) for emergency broadcast. Include release instructions.</td>
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<tr>
<td></td>
<td>- Prepare radio messaging to be used by local radio stations for emergency broadcast.</td>
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<td>❑ Have personnel participate in necessary training and exercises, as determined by Emergency Management.</td>
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<td>❑ Participate in earthquake preparedness activities, seeking understanding of interactions with participating agencies in an earthquake scenario.</td>
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<td>❑ Ensure that emergency contact lists are updated and establish a pre-event duty roster allowing for 24/7 operational support for the County and City EOCs.</td>
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<td>❑ Ensure that earthquake response equipment and personnel inventories are updated. Test and maintain response and communications equipment. Keep a stock of necessary response supplies.</td>
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<td>❑ Inform Emergency Management of any major developments that could adversely affect response operations (e.g., personnel shortages, loss of firefighting equipment, etc.).</td>
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<td>❑ Work with planning department and local planning commissions to establish appropriate infrastructure protection measures in landslide-prone areas.</td>
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<td>- Implement seismic inspection procedures on a regular basis and incorporate improvements to structures, while also updating appropriate mitigation plans.</td>
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<td>❑ Provide public safety information and educational programs regarding emergency preparedness and response.</td>
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<td>RESPONSE PHASE</td>
<td>❑ Activate the EOP when earthquake and/or seismic incidents pose threats.</td>
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<td>❑ If the situation warrants, request activation of the County EOC via the IC through the Emergency Manager.</td>
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<td>❑ Activate the appropriate EOCs and establish Incident Command. For larger events that cross multiple jurisdictions, establish a Unified Command. The City and/or the County EOC may be staffed. Staffing levels vary with the complexity and needs of the response. At a minimum, the IC, all Command and General Staff positions will most likely be needed.</td>
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<td>❑ Estimate emergency staffing levels and request personnel support.</td>
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<td>❑ Ensure that action is taken to protect personnel and emergency equipment from possible damage by earthquake, also being cognizant of aftershocks.</td>
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<td>❑ Develop work assignments for ICS positions (recurring).</td>
<td>ICS Form 203: Organization Assignment List</td>
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<td>❑ Notify supporting agencies.</td>
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<td>- Identify local, regional, State, and Federal agencies/entities that may be able to mobilize resources to support local response efforts and EOC staffing.</td>
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<td>❑ Determine the type, scope, and extent of the incident (recurring). Verify reports and obtain estimates of the area that may be affected. Obtain status of impacts within the jurisdiction.</td>
<td>ICS Form 209: Incident Status Summary.</td>
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<td>- Notify command and general staff, support agencies, adjacent jurisdictions, ESF leads/coordinators, and liaisons of any situational changes.</td>
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<td>❑ Develop and initiate shift rotation plans, including briefing of replacements during shift changes.</td>
<td>ICS Form 201: Incident Briefing</td>
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<td>- Dedicate time during each shift to preparing for shift change briefings.</td>
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<td>❑ Confirm or establish communications links among local and county EOCs, other AOCs, and the state ECC. Confirm operable phone numbers and verify functionality of alternate communications resources.</td>
<td>Established emergency contact lists maintained at the EOC</td>
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<td>❑ Ensure that all required notifications have been completed. Consider other local, regional, tribal, state, and Federal agencies/entities that may be affected by the incident. Notify them of the status.</td>
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<td>❑ Manage and coordinate interagency functions. Providing multi-agency coordination is the primary goal. Assimilate into a UC structure if the scope of the incident so dictates.</td>
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<td>Phase of Activity</td>
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<tr>
<td>Implement local plans and procedures for earthquake operations. Ensure that copies of all documents are available to response personnel. Implement agency-specific protocols and SOPs.</td>
<td>Local, agency, and facility-specific Standard Operating Procedures</td>
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<td>Conduct and obtain current damage reports and determine the affected area (recurring).</td>
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<tr>
<td>Determine the need to conduct evacuations and sheltering activities (recurring). Evacuation activities will be coordinated among ESF-1, Transportation, ESF-5, Emergency Management, ESF-6, Mass Care, Housing, and Human Services, and ESF-15, Public Information and External Affairs</td>
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<td>Determine the need for additional resources and request as necessary through appropriate channels (recurring).</td>
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<td>Submit a request for emergency/disaster declaration, as applicable.</td>
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<td>Activate mutual aid agreements. Activation includes placing backup teams on standby and alerting resource suppliers of both potential and current needs.</td>
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<tr>
<td>Coordinate resource access, deployment, and storage in the operational area. Resources to coordinate include equipment, personnel, facilities, supplies, procedures, and communications. Track resources as they are dispatched and/or used.</td>
<td>ICS Resource Tracking Forms</td>
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<td>Develop plans and procedures for registering mutual aid and other first responders as they arrive on the scene and receive deployment orders.</td>
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<td>Establish a JIC and designate a lead PIO for the jurisdiction.</td>
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<td>Formulate emergency public information messages and media responses, utilizing “one message, many voices” concepts (recurring).</td>
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<tr>
<td>Public information will be reviewed by the IC (or designee). Information will be approved for release by the IC and lead PIO prior to dissemination to the public.</td>
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<tr>
<td>Record all EOC and individual personnel activities (recurring). All assignments, person(s) responsible, and actions taken should be documented in logbooks.</td>
<td>Emergency Operations Plan</td>
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<tr>
<td>Record all incoming and outgoing messages (recurring). All messages, and the names of those sending and receiving them, should be documented as part of the EOC log.</td>
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<td>Develop and deliver situation reports (recurring). At regular intervals, the IC/EOC Manager and staff will assemble a situation report.</td>
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<tr>
<td>Develop and update the Incident Action Plan (IAP) (recurring). This document is developed by the Planning Section and approved by the IC. The IAP should be discussed at regular intervals and modified as the situation changes.</td>
<td>ICS Form 202: Incident Objectives.</td>
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<tr>
<td>Implement objectives and tasks outlined in the IAP (recurring).</td>
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An earthquake of 5 or greater on the Richter Scale may or may not cause widespread damage, but it is a situation that would warrant activating the EOC to better coordinate the flow of information and damage assessment.

Initially, the lead agencies for earthquake response will be the Sheriff’s Department and the Fire Service. As the initial assessment to determine the extent of damage, injury, and loss of life has been accomplished, the ICS/Operations section lead may transition to the fire service.
IA 6 – Volcano/Volcanic Activity
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1 Purpose

- To provide for the coordinated and safe response to volcanic eruption and aftermath within Klamath County.

- To provide procedures for the timely and efficient response by County personnel to volcanic eruptions, to include associated landslides, fires, explosions, hazardous materials incidents and flooding (due to obstruction of waterways).

2 Situation and Assumptions

2.1 Situation

- All government areas and facilities in the county, including public schools, office buildings, maintenance buildings, community centers, libraries, bridges, roads, reservoirs, and recreation facilities are subject to damage from even moderate volcanic eruption.

- Klamath County is home to a famous volcanic legacy, with Crater Lake National Park as the centerpiece of a vast Cascadian region literally created by volcanoes. The threats represented by volcanoes include lateral blast, pyroclastic flows, mud flows/floods, ash falls, and lava flows. Other effects are flooding, fires, earthquakes, and landslides.

- Historically active volcanoes in Klamath County include: Mt. McLaughlin, Mt. Scott, Mt. Mazama (now Crater Lake), and Newberry Crater. Any of these volcanoes could erupt with very little warning.

2.2 Assumptions

- In addition to surface and structural damage to roads, bridges, buildings, utilities, and communications systems, a volcanic eruption may be expected to result in:
  
  - Additional natural/environmental emergencies such as landslides;
  
  - Industrial/technological emergencies such as fires, explosions; and hazardous materials incidents;
  
  - Disruption of vital services such as water, sewer, power, gas, and transportation;
  
  - Damage to, and disruption of, emergency response capabilities (facilities, resources, and systems);
IA 6. Volcano/Volcanic Activity

- Loss of businesses and industries, reducing the County’s economic base;
- Civil unrest and threats to continuity of government;
- Noxious and/or toxic gases present over small and/or large areas. These may come and go over time; and
- Ash-laden air may require filter masks for response personnel as well as the general public. Ash fall-out could pose serious public health problems and hinder normal means of transportation. Motorized equipment may fail due to clogged air intake filters. Power outages could result from ash falling on power lines, if the lines are wet from rain.

- Depending on when and where the volcanic eruption occurs, a large number of County employees may be unable to make it to work or to the ICP or EOC.
- Field units may need to self-initiate responses and work independently until centralized command, control, and communications can be reestablished.
- Unlike many natural phenomena emergency personnel deal with, volcanic eruptions may last for a very long time, even to the extent of permanently altering, sometimes drastically, the manner in which people live and survive in the area.

3 Roles and Responsibilities

3.1 General
A severe volcanic eruption can create the need for long periods of repair and restoration and may necessitate the commitment of personnel, equipment, materials, and supplies for long periods after the eruption. The following are checklists of tasks that may need to be accomplished in response to, and recovery from, a volcanic eruption. They should not be considered all-inclusive. Some emergencies will not require that all tasks be accomplished; others will require tasks that are not listed. The checklists are divided according to County Departments and Emergency Operations Center (EOC) staff.

3.2 Departmental and Agency Response

3.2.1 Public Works Response
- Account for all employees on duty; report missing employees to the EOC (if activated) or Emergency Services and Human Resources.
IA 6. Volcano/Volcanic Activity

- Briefly assess damage to departmental resources/communications systems.
- Keep other departments informed of changes in conditions that will affect County operations.
- Provide protective action information and guidance to Public Information Officer (PIO).
- Upon EOC/ICS activation, provide the Planning Section with a list of resources deployed in response to the incident and available resources.
- Upon EOC/ICS activation, provide the Logistics Section with list of needed supplies and resources.
- Maintain expenditure and time records for presentation to the EOC/ICS Finance Section upon their activation.
- Make personnel available for assignment to Situation Unit Leader to assist with situation analysis.
- Coordinate use of emergency volunteers with the Support Branch Director.
- Document all major decisions and actions in ICS-214, Unit Log.

Recovery

- Provide personnel to lead or assist damage assessment team.
- Release excess personnel and equipment when advised to do so by the Logistics Section chief.
- Assist in compiling damage estimates of areas and facilities, utilities, roads, bridges, etc. to support request for disaster assistance.
- Assign personnel to monitor and direct the long-term recovery process (responsibility may be shared with Finance Section Chief).
- Complete required paperwork and reports.
- Participate in critique.

3.2.2 Community Development Department

Assign Engineers and Building Inspectors to perform damage assessments.

- Recommend relocation of ICP/EOC activities, if necessary.
- Recommend condemnation areas and facilities judged unsafe.
Maintain documentation of condemned areas and facilities.

### 3.2.3 Fire Districts

**Response**

- Establish communications with field units.
- Account for all employees on duty.
- Briefly assess damage to workplaces and District property.
- Assess damage to department resources and communications systems and to water delivery systems.
- If possible, participate in aerial damage assessment to determine the extent of fires, hazardous materials involvement, or other damage resulting from the eruption.
- Participate in Unified Command with such agencies as Public Works, Law Enforcement, Oregon Department of Forestry (ODF), and United States Forest Service (USFS).
- Participate in the Operations Section as a fire agency representative.
- Direct urban search and rescue according to priorities established by the Emergency Operations Center/Incident Command and Standard Operating Procedures. The priority during this phase is restoring County emergency response capability and implementing life-saving measures. Fires and hazardous materials incidents that are not life threatening have a lower priority than urban search and rescue.
- Consider the capability to maintain medical response.
- Assess staffing; consider staffing stations with additional emergency medical technicians (EMTs) to handle walk-in injured. Augment administrative staff to respond to direct calls for assistance.
- Determine alternate sources of water for fire suppression if water systems have been damaged.
- Keep informed regarding road conditions and use appropriate access routes as conditions change.
- Keep other departments apprised of changes in use of such routes.
- Upon ICS implementation and/or EOC activation, as requested by the Incident Commander (IC), provide the Planning Section with a list of...
resources deployed in response to the incident and with list of available resources.

- Maintain expenditure and time records for presentation to the EOC Finance Section upon their activation.

- Coordinate use of emergent volunteers with the Support Branch Director.

- Document all major decisions and actions in ICS-214, Unit Log.

**Recovery**

- Assist in inspections and damage assessment, as requested.

- Complete necessary paperwork and reports.

- Participate in critique.

### 3.2.4 Law Enforcement

The Sheriff should strongly consider participating in a Unified Command (UC) structure with other agencies.

**Response**

- Establish and maintain communication with field units.

- Account for all employees on duty.

- Briefly assess damage to workplaces.

- Assess damage to department resources and communications systems.

- Assess staffing. Consider activating reserves and posse. Augment records staff to respond to direct calls for assistance.

- Coordinate with Fire, Public Works, Oregon State Police (OSP), and Oregon Department of Transportation (ODOT) to develop evacuation and emergency access routes in affected areas.

- Coordinate search and rescue.

- Keep informed regarding road conditions and use appropriate access routes as conditions change.

- Keep other departments apprised of changes in use of such routes.

- Cordon hazardous areas, as necessary, and limit travel inside those cordons.
[IA 6. Volcano/Volcanic Activity]

- Maintain perimeters, and patrol evacuated areas as necessary.

- Upon ICS/EOC activation, provide the Planning Section with a list of resources deployed in response to the incident.

- Upon ICS/EOC activation, provide the Logistics Section with list of needed supplies and resources.

- Maintain expenditure and time records for presentation to the Finance Section upon their activation.

- Coordinate use of emergent volunteers with the Support Branch Director.

- Document all major decisions and actions in ICS-214, Unit Log.

**Recovery**

- Assist in inspections and damage assessment, as requested.

- Complete necessary paperwork and reports.

- Participate in critique.

**3.2.5 Emergency Manager**

**Response**

- Assess impact to emergency response and communications capability. Assist in developing and implementing alternative communications systems, as necessary.

- Consider recommending to the Board of County Commissioners (BOCC) activation of ICS and/or the EOC.

- Consider activation of Klamath County Area Radio Emergency Services (ARES)/Radio Amateur Civil Emergency Services (RACES), if appropriate.

- Keep information on conditions up to date.

- Keep public and other agencies informed through use of PIO Public Information Officer(s).

- Establish and maintain reporting and coordination contact with cooperating jurisdictions and State and volunteer agencies.

- Assist departments as requested/needed by the IC/UC.
Upon activation of the Emergency Operations Center and Incident Command, the Emergency Manager may be asked to assume the position of Emergency Operations Center Manager.

The Emergency Manager will brief the Emergency Operations Center/Incident Command on current conditions, capabilities, and activities.

Upon EOC/ICS activation, provide Planning Section with list of resources deployed in response to the incident and those available for assignment.

Upon EOC/ICS activation, provide the Logistics Section with a list of outstanding or en route requests for additional supplies and resources.

Maintain expenditure and time records for Finance Section use.

Document all major decisions and actions in ICS-214, Unit Log.

Recovery

Assist in assessment of damages.

Provide coordination point for disaster recovery activities and agencies.

Complete necessary paperwork and reports.

Participate in after action evaluations.

Revise and update the Emergency Operations Plan (EOP) as indicated.

3.2.6 Board of County Commissioners
Response

Strongly consider establishment of ICS.

Strongly consider establishment of UC with other agencies.

Account for all BOCC staff on duty.

Assess damage to workplace.

Assess staffing. Unless specific instructions are given to the contrary, all County personnel are expected to report for work according to normal schedules.

Consider activation of the EOC.
IA 6. Volcano/Volcanic Activity

- Assess staffing (assign personnel to EOC UC as required or requested).
- Maintain expenditure and time records for presentation to the EOC Finance Section upon their activation.
- Document all major decisions and actions in ICS-214, Unit Log.

**Recovery**

- Oversee preparation of requests for Federal disaster assistance.
- Complete required reports and paperwork.
- Participate in critique.

### 3.2.7 County Counsel

**Response**

- Account for all departmental employees on duty.
- Assess damage to resources and workplace.
- Assess staffing. Unless specifically advised otherwise, all County employees are expected to report for work according to normal schedules.
- Provide support to other departments and EOC/IC as requested.

**Recovery**

- Complete required reports and paperwork.
- Participate in after action evaluations.
- Ensure that meetings and records comply with public meetings and records restrictions.

### 3.2.8 Finance

Tracking the financial impact of the volcanic eruption is a shared responsibility among Finance, , and Accounting; Treasurer; Assessor; and Economic Development departments. These departments will need to provide staff to the Finance Section in the EOC/ICP.

**Response**

- Account for all departmental employees on duty.
- Assess damage to workplace and resources.

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IA 6. Volcano/Volcanic Activity

- Assess staffing. Unless specific instructions are given to the contrary, all County personnel are expected to report for work according to normal schedules.

- Assign personnel to staff the Finance Section in the EOC ICP. Begin supporting documentation for a disaster declaration and assistance, as indicated by the severity of the incident. As part of ICS, consider requesting a technical assistant from the Federal Emergency Management Agency (FEMA), through the Oregon Department of OEM, to begin the secondary assessment process.

**Recovery**

- Organize and assign personnel to the secondary damage assessment process.

- Schedule appointments between managers of damaged businesses and facilities and FEMA/State Damage Assessment Teams.

- Assign personnel to provide long-term financial tracking of the disaster recovery process and to administer disaster assistance funding.

- Provide monetary figures necessary to support a request for a Disaster Declaration.

- Complete necessary reports and paperwork.

- Participate in after action evaluations.

- Document all major decisions and actions in ICS-214, Unit Log.

**3.2.9 Human Resources**

**Response**

- Account for all departmental employees on duty.

- Notify all departments to account for their employees.

- Assess damage to departmental workplace and resources.

- Assess staffing. Consider the need for additional personnel. Unless specifically advised otherwise, all County personnel are expected to report to work according to normal schedules.

- Provide staff to the Logistics Section to assist with the coordination and assignment of volunteer resources.
Recovery

■ Assist in the hiring of temporary employees and private contractors, as necessary.

■ Complete necessary reports and paperwork.

■ Participate in critique.

3.3 EOC Staff Actions

3.3.1 Incident Command and Unified Command

In addition to the general guidance provided in the Basic Plan section and ESF Annexes, a volcanic eruption may require the following tasks:

■ If not already established, initiate an employee status reporting process.

■ Assign Safety Officer(s) to monitor overall safety of operations, including the need for critical incident stress defusing and debriefings.

■ If emergency conditions hamper or overload response capabilities, determine priorities and cost restrictions on the basis of policy decisions made by the UC. Keep in mind the number of lives that may be saved, risk to response personnel, and accessibility to the scene and the amount of time to accomplish the mission.

■ Complete initial damage assessment and establish a system for citizens to report damage.

■ Establish a system for identifying, organizing, and assigning emergent volunteers.

■ Consult with Policy Group and County Council regarding the need for additional emergency ordinances.

■ Ensure that Public Information Office staff establishes system to manage visits by VIPs.

■ Establish procedure for restoration or emergency demolition of buildings.

■ Assign personnel to confirm the status of families of on-duty staff.

■ Consider need for specialized technical expertise in the field of volcanology.
### 3.3.2 Operations Section

- Assess the emergency situation, scope, and impact. Determine the status of all County field resources.

- Deploy resources to meet defined strategy and incident action plans. Perform search and rescue, clear roads, repair facilities, etc. according to established priorities of the IC.

- Assist the Planning Section with Initial Damage Assessment.

- Consider the need to provide security for damaged areas or businesses.

- Consider the need for additional technical expertise to assist with structural rescue.

- Establish a method for tracking requests for inspections. It is likely that more than one request will be received per facility.

- Ensure that access to damaged buildings is determined by degree of damage.

- Determine whether urban search and rescue or search and rescue can safely be conducted after dark.

- Confirm procedure on restoration or emergency demolition of buildings.

### 3.3.3 Planning Section

- Assess the emergency situation with respect to areas affected; damage to response and communications systems, utilities, and other property; number of casualties; requirements for rescue or evacuation; etc.

- Keep Command, Operations, and other Sections advised.

- Establish a schedule for requesting updated weather and volcanic information.

- Provide the Command Staff an evaluation of reports and overall conditions to determine whether local resources can meet requirements; whether mutual aid is feasible; whether additional emergency personnel, equipment and supplies should be acquired; and whether EOC/ICP staffing should be increased.

- Develop and keep up-to-date information on conditions of routes, damage, and status of relief efforts.

- Keep other EOC/ICP Staff informed, both at Planning meetings and as significant events arise.
Establish and maintain reporting and coordination with cooperating jurisdictions and State and Federal agencies.

Gather lists and display resources committed to the incident and those available for assignment.

Ensure that all responding personnel, including volunteers, Reserves, and Explorers are checked into and out of the incident.

Evaluate the overall County situation and augment weather reports with other reports to maintain a continuing assessment of the situation.

Map the incident (maps that may be useful in this effort include sewer, water, storm drain, and neighboring quarter-section maps).

Conduct Planning meetings each shift.

Develop and reproduce a written Incident Action Plan (IAP).

Establish check-in points for citizens wishing to assist (after being processed by Logistics Supply Unit), organized volunteer agencies, and other responding resources.

Provide a list of available resources to Operations and other Sections.

Document all major decisions and actions in ICS-214, Unit Log.

3.3.4 Logistics Section

Establish and maintain coordination with cooperating jurisdictions, and determine procedure for requesting additional resources.

Attend Planning meetings.

Receive and process requests for outside assistance.

Determine needs of the American Red Cross and other human services for transportation, communications, etc. Assist as possible.

Assess adequacy of communications systems. Consider activating ARES/RACES communications and/or requesting additional cellular or satellite phones.

Assess the adequacy of transportation resources. Consider activating four-wheel drive clubs and/or the National Guard.

Assess the adequacy of incident facilities. Consider additional activations, if necessary. These may include medical assessment facilities, Disaster Application Centers, and temporary morgues.
Assess the general resource needs of the incident. Resources that may be required in response to a major volcanic eruption include search dog teams, potable water, heavy rescue teams, field hospitals, heavy equipment, generators, lighting equipment, large quantities of plywood, lumber for shoring, chain link fencing, road barricades, air quality monitoring, special breathing equipment for response personnel, etc.

Coordinate with the Finance Section for needed funds.

Provide Planning and Operations Sections with status reports and estimated times of arrival of outstanding resource requests.

Document all major decisions and actions in ICS-214, Unit Log.

Determine support needs of incident. This may include childcare for EOC and other incident facilities, additional facilities for press and volunteers, warehouses for requested and donated equipment and materials, etc.

Establish a method for screening and assigning volunteer resources, including personnel, equipment, and material. Coordinate with Operations and Planning Sections.

### 3.3.5 Finance Section

If conditions warrant, gather supporting documentation for Declaration of Emergency. Provide information to Command Staff and Planning Section, and advise as necessary.

Assess financial tracking needs of the incident. Provide staff and procedures to ensure that adequate financial records are kept. Since the ability of the County to survive the financial impact of the disaster may depend upon Federal reimbursement for expenditures, timely and accurate record keeping is essential.

Obtain detailed data on property damage and local financial resources expended in support of the incident.

Oversee preparation of necessary damage and funding reports.

Document all major decisions and actions in ICS-214, Unit Log.

### 4 Concept of Operations

#### 4.1 General

Some basic procedures required for response to and recovery from disasters like volcanic eruptions are covered in the County EOP.
The initial concerns in the event of a volcanic eruption are:

- Emergency response to protect lives, property, and the environment;
- Situation analysis/damage assessment; and
- Recovery operations and continuity of government.

Volcanic eruptions may generate additional incidents/emergencies, fatalities, injuries, and unsafe areas and facilities.

- Action should be taken to protect people and resources that survived the initial volcanic eruption from damage due to mudflows, floods, ash falls, and lava flows.
- Follow-up critical facility, damage, and building safety assessments may need to be conducted following an eruption.

## 4.2 Emergency Response

Emergency Response actions are those taken immediately after a volcanic eruption to save lives, alleviate suffering, and prevent further damage.

The Emergency Response phase of a major volcanic eruption can be expected to last at the very least 72 hours, during which emergency services in Klamath County will be overwhelmed by demand.

One of the most difficult aspects of Emergency Response after a volcanic eruption will be quickly identifying the specific types and locations of damages that were caused by the eruption and prioritizing available resources to respond to them.

Sources of information about incident locations and the overall extent of damages may be received through various means, including:

- Calls to 9-1-1 Dispatch;
- Broadcasts over the Emergency Alert System (EAS);
- Calls to other call-taking points in the County and cities, e.g., Commissioners’ office, Mayors’ office, Public Works, and the EOC;
- Amateur Radio (Hams);
- CB radio;
- News reports; and
Damage Assessment Teams, including aerial reconnaissance.

- 9-1-1 Dispatch will prioritize the calls they receive in accordance with their established protocols. The basic priorities for response are:
  - Life Safety
    - First Responders
    - Persons at risk
    - General public
  - Protection of Property
  - Protection of the Environment

- Field units may need to self-initiate responses and work independently until centralized command, control, and communications can be reestablished.

4.3 Situation and Damage Assessments

Concurrent with emergency response activities is the need to gather information to provide an overall situation analysis and, secondarily, to gather information about damage sustained during the volcanic eruption.

4.3.1 Situation Assessment

- The ability to obtain an initial situation analysis will depend on resources available and the viability of communications.

- Initial information gathered will focus on identification of situations requiring an emergency response and the condition of critical facilities, including roadways, bridges and utilities.

- The most likely sources of information will be on-duty fire and police responders and a limited number of 9-1-1 Dispatch calls.

- As field responders assess their response areas for emergency situations, they will also, to the extent possible, gather information on the overall situation and relay it to their appropriate commanders or control centers. This report should attempt to provide a general description of the area according to:
  - Nature of damage
  - Severity of damage
IA 6. Volcano/Volcanic Activity

☐ Extent of damage
☐ Estimated number of people affected.

4.3.2 Critical Facility Survey

■ When an eruption has occurred and when it is safe to do so, a “drive-by” or aerial survey should be done of all “Critical Facilities.”

■ These initial drive-bys will help identify major problems so that 9-1-1 and other operational control centers, e.g., EOCs, can prioritize limited resources and direct them to areas with the greatest need.

■ Critical Facility drive-bys will be a countywide cooperative effort by agreement. Responsibilities for specific facilities will be pre-assigned to different agencies by Incident Command or Unified Command UC.

■ County and city engineers have the authority to condemn a structure as unsafe for occupation following a volcanic eruption (Uniform Code for the Abatement of Dangerous Buildings.)

4.3.3 Weather Forecasts
Weather forecasts will be critical in planning for response to ash fallout.

4.4 Continuity of Government
This Annex will follow the continuity plan outlined in the Basic Plan.

4.5 Recovery
All County departments may participate in recovery operations. This will depend on the number of people impacted and the extent and type of damage from the eruption. Outside assistance from OEM and the Federal government may be necessary.

4.6 Unique Planning Considerations

4.6.1 Damage Assessment
Conduct ground and aerial surveys to determine the scope of damage, casualties, and the status of key facilities. It is essential for emergency response personnel to take immediate action to gather damage assessment information. This information is needed to determine the severity and extent of injuries and damages. These data provide much of the information that decision makers need to implement and prioritize response actions for the following:

■ Both Search and Rescue and Urban Search and Rescue (USAR) activities, as applicable;

■ Access control and re-entry to the impacted area;
Debris clearance;

- Restoration of utilities and lifeline repairs; and

- The inspection, condemnation, and/or demolition of buildings and other areas and facilities.

### 4.6.2 Search and Rescue/Urban Search and Rescue

- Remove trapped and injured people from fires, flooded areas, landslides, and collapsed structures and administer triage and first aid as necessary.

- Assist in transporting the seriously injured to medical facilities.

- Search and rescue as well as urban search and rescue activities may depend upon the use of both professional and volunteer search teams, including the use of trained dogs.

- Consideration should be given to the following:
  - Use of damage assessment information to identify the facilities and areas where search and rescue or urban search and rescue operations are to be conducted and to establish a priority for conduct of those operations; and
  - Request for Federal assistance to perform search and rescue operations (these teams are available to State and local jurisdictions upon request and are covered in the Federal Response Plan’s ESF-9).

### 4.6.3 Area Access and Re-Entry

Relevant considerations for Incident Command include (but are not limited to) the following:

- Control of access to the areas impacted until they are made safe (only those directly involved in emergency response operations should be allowed to enter);

- Establishment of a protocol for determining the appropriate time to allow evacuees and the general public to re-enter the area that was severely impacted; and

- Who closes what areas, what criteria and/or who establishes that criteria, and what authority do they have to do so?
4.6.4 Debris Clearance
The identification, removal, and disposal of mud, volcanic ash, rubble, landslides, wreckage, and other material that blocks or hampers the performance of emergency response functions should be a high priority and may include:

- Demolition, bulldozing, and other actions to clear obstructed roads;
- Repair or temporary reinforcement of roads and bridges;
- Construction of emergency detours and access roads; and
- Construction of temporary water impoundments.

4.6.5 Inspection, Condemnation and Demolition
Inspection of areas, buildings, and other structures to determine whether it is safe to inhabit or use them. Inspections may include the following activities:

- Inspection of areas and facilities that are critical to emergency services operations and mass care activities (designate those that may be occupied as well as those that are unsafe - by use of signs);
- Inspection of other areas and facilities that may threaten public safety and also marking them with signs;
- Inspection of dams, levees, and irrigation canals impacted by the volcanic eruption;
- Arrangement for restoration of damaged areas and facilities;
- Arrangement for the demolition of condemned structures. Is this an emergency operations function or should they be simply cordoned off?

4.6.6 Utilities and Lifeline Repairs
- Restore and repair electrical power, natural gas, water, sewer, and telephone (and other communications systems) to minimize the impact on critical services and the public. Both public and private utilities have emergency plans and business continuity plans designed to restore critical services after disasters.

4.6.7 Emergency Public Information
The flow of accurate and timely emergency notifications, updates, warnings, and instructional messages is critical to protection of lives and property before and after a catastrophic volcanic eruption. Examples of such information would include:

- Warnings to the public from the United States Geological Survey (USGS), Oregon Department of Geology and Mineral Industries (DOGAMI), and University of Washington Seismic Center.
Fortunately, volcanoes usually give warnings they are about to erupt in the form of dome building, venting, or seismic activity that is detected by sensors;

- Survival tips for people to follow during and immediately after a volcanic eruption; and

- Warnings and advice regarding the continuing threat of fire, unsafe areas to avoid, building collapses, fires, mud flows, floods, ash falls and other hazards.

### 4.6.8 Special Needs Populations

Managers/Administrators of custodial facilities in the impact zones of volcanoes (i.e., hospitals, jails, mental health facilities, nursing homes and retirement homes) should have plans established for re-locating their residents.

### 5 Incident Annex Development and Maintenance

See Basic Plan.

### 6 Appendices

- Appendix A – Volcano/Volcanic Activity Incident Checklist
### Appendix A – Volcano/Volcanic Activity Incident Checklist

<table>
<thead>
<tr>
<th>Phase of Activity</th>
<th>Action Items</th>
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<tbody>
<tr>
<td><strong>PRE-INCIDENT PHASE</strong></td>
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<td></td>
<td>✓ Arrange for personnel to participate in necessary training and develop exercises relative to volcanic events.</td>
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</table>
| | ✓ Provide information and training on volcano-hazard response to emergency workers and the public.  
  - Implement a public outreach program on volcano hazards.  
  - Review public education and awareness requirements. | |
| | ✓ Participate in County preparedness activities, seeking understanding of interactions with participating agencies in a volcano scenario. | |
| | ✓ Ensure that contact lists are current and establish a pre-event duty roster allowing for 24/7 operational support to the EOC. | Get updated list and store in EOC |
| | ✓ Familiarize staff with requirements for requesting State and Federal Disaster Assistance. | Stafford Act, FEMA guidance, and Oregon EMP |
| | ✓ Inform Emergency Management of any major developments that could adversely affect response operations (e.g., personnel shortages, loss of firefighting equipment, etc.). | |
| **RESPONSE PHASE** | | |
| | ✓ If the situation warrants, request activation of the County EOC via the IC through the Emergency Manager. | |
| | ✓ Establish Incident Command and if appropriate, UC, as appropriate. Contact appropriate private partners to assign liaisons to the EOC for coordination of specific response activities. Staffing levels vary with the complexity and needs of the response. At a minimum, staff command and general staff positions. | Agency and company-specific plans |
| | ✓ Activate and implement the EOP. | |
| | ✓ Notify supporting agencies.  
  - Identify local, regional, or State agencies that may be able to mobilize resources and staff to the EOC for support. | |
| | ✓ Provide local warnings and information and activate appropriate warning/alert systems. | |
| | ✓ Support a Regional Coordination Center, if necessary. | |
| | ✓ Establish a JIC.  
  - Provide a PIO for the JIC.  
  - Formulate emergency public information messages and media responses utilizing “one message, many voices” concepts (recurring). | |
<p>| | ✓ Initiate and coordinate local emergency declarations or requests for assistance from mutual aid partners or from County, State, or Federal resources. If applicable, submit request for local disaster/emergency declaration following established County procedures. | Chapter 1 of the County EOP. |</p>
<table>
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<tr>
<td></td>
<td>Estimate emergency staffing levels and request personnel support.</td>
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<td>Develop work assignments for ICS positions <em>(recurring)</em>.</td>
<td>ICS Form 203-Organization Assignment List</td>
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<td>Develop and initiate shift rotation plans, including briefing of replacements during shift changes.</td>
<td>ICS Form 209-Incident Status Summary</td>
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<td>▪ Dedicate time during each shift to prepare for shift change briefings.</td>
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<td>Confirm or establish communications links among primary and support agencies, City EOCs, the County EOC, and State ECC - confirm operable phone numbers and backup communication links.</td>
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<td>Ensure that all required notifications have been completed. Consider other local, regional, State, and Federal agencies that may be affected by the incident. Notify them of the status.</td>
<td>ICS Form 201-Incident Briefing</td>
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<td>Manage and coordinate interagency functions. Providing multi-agency coordination is the primary goal. Assimilate into a UC structure if scope of response increases.</td>
<td>Established emergency contact lists</td>
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<td>Obtain current and forecasted weather to project potential spread of ash, fires, and/or gases <em>(recurring)</em>.</td>
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<td></td>
<td>Determine need to conduct evacuations and sheltering activities <em>(recurring)</em>. Request that the American Red Cross activate and implement local sheltering plans.</td>
<td>ESF 6 of the County EOP and American Red Cross Shelter Plans</td>
</tr>
</tbody>
</table>
|                  | Coordinate evacuation of affected areas, if necessary. Assign appropriate ESF liaisons to the County EOCs, as the situation requires. The following emergency functions may provide lead roles during various phases of evacuation:  
  ▪ ESF 1 - Transportation  
  ▪ ESF 2 - Communications  
  ▪ ESF 13 - Public Safety and Security  
  ▪ ESF 15 – External Affairs | ESF 1, ESF 2, ESF 13 and ESF 15 of the County EOP. |
|                  | Determine the need for additional resources and request as necessary through the EOC *(recurring)*. |                         |
|                  | Activate mutual aid agreements. Activation includes placing backup teams on standby and alerting resource suppliers of both potential and current needs. | Mutual Aid Agreements are noted in Appendix A of the County EOP |
|                  | Coordinate resource access, deployment, and storage in the operational area. Resources to coordinate include: equipment, personnel, facilities, supplies, procedures, and communications. Track resources as they are dispatched and/or used. |                         |
### IA 6. Volcano/Volcanic Activity

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<td></td>
<td>❑ Develop plans and procedures for registration of task forces/strike teams as they arrive on scene and receive deployment orders.</td>
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<td></td>
<td>❑ Record all EOC activity and completion of individual personnel tasks (<em>recurring</em>). All assignments, person(s) responsible, and significant actions taken should be documented in logbooks.</td>
<td><em>ICS Resource Tracking forms and EOC forms</em></td>
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<td></td>
<td>❑ Record all incoming and outgoing messages (<em>recurring</em>). All messages, and the names of those sending and receiving them should be documented as part of the EOC log.</td>
<td><em>Existing EOC forms/templates</em></td>
</tr>
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<td>❑ Produce situation reports (<em>recurring</em>). At regular periodic intervals, the EOC Director and staff will assemble a situation report.</td>
<td><em>EOC Planning Section job action guide</em></td>
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<td>❑ Develop an IAP (<em>recurring</em>). This document is developed by the Planning Section and approved by the IC. The IAP should be discussed at regular intervals and modified as the situation changes.</td>
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<td></td>
<td>❑ Implement elements of the IAP (<em>recurring</em>).</td>
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<td>❑ Coordinate with private sector partners, as needed.</td>
<td><em>ICS Form 202 – Incident Objectives</em></td>
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<td>❑ Ensure that all reports of injuries, deaths, and major equipment damage due to volcano/earthquake response are communicated to the IC and/or Safety Officer.</td>
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<td></td>
<td>❑ Activate and implement applicable mitigation plans, community recovery procedures, and continuity of operations/government plans until normal daily operations can be completely restored. Deactivate/demobilize the City EOC.</td>
<td><em>ESF 14 of the County EOP and COOP/COG plans</em></td>
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<td>❑ Release mutual aid resources as soon as possible.</td>
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<td>❑ Monitor secondary hazards associated with volcano eruption and/or significant activity (landslides, fires, contamination, damage to infrastructure, impacts to utility lines/facilities, air quality issues) and maintain on-call personnel to support potential response to these types of hazards.</td>
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<td>❑ Conduct post-event debriefing to identify success stories, opportunities for improvement, and development of the After Action Report/Improvement Plan.</td>
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<td>❑ Correct response deficiencies reflected in the Improvement Plan.</td>
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<td>❑ Submit valuable success stories and/or lessons learned to the Lessons Learned Information Sharing website (<a href="http://www.llis.gov">www.llis.gov</a>)</td>
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**Klamath County EOP**

**Incident Annexes**

**IA 6-23**
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IA 7 – Drought
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Note: Ultimate responsibility for providing water service to Klamath County citizens resides with the local water districts, cities and communities. Each jurisdiction is responsible for its own water supplies and maintenance of facilities and equipment. Assistance from Klamath County and the State will be in the form of personnel and equipment as requested by the affected area.

For information on Drought in Klamath County please see the Klamath Basin 2001 Drought Report & Contingency Plan developed by the Oregon Water Resources Department. Copies of this plan can be obtained from Klamath County Emergency Management.

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<td>PRE-INCIDENT PHASE</td>
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<td>EOP and Agency-specific Standard Operating Procedures</td>
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<tr>
<td>Continue to maintain and revise, as needed, applicable response plans pertaining to drought, including the County EOP and supporting procedures and plans.</td>
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<td>Pre-designate alternative sources of drinking water in case of drought or other water shortage event.</td>
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<tr>
<td>Conduct pre-incident planning related to drought and determine vulnerabilities in various drinking water systems.</td>
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<tr>
<td>- Prepare scripts to be used on local television station(s) for emergency broadcast. Include release instructions.</td>
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<tr>
<td>- Prepare radio messaging to be used by local radio stations for emergency broadcast.</td>
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<td>Have personnel participate in necessary training and exercises, as determined by County Emergency Management.</td>
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<td>Participate in drought preparedness activities, seeking understanding of interactions with participating agencies in a drought scenario.</td>
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<td>Ensure that emergency contact lists are updated and establish a pre-event duty roster allowing for 24/7 operational support for the EOC.</td>
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<td>Identify local contractors and vendors that could assist during a drought, and develop MOUs with those private businesses.</td>
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<td>Inform County Emergency Management of any major developments that could adversely affect response operations (e.g., personnel shortages, loss of firefighting equipment, etc.).</td>
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<td>Work with the local planning commission to ensure that new construction does not increase hazards or vulnerability threat.</td>
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<td>Ensure that maps of water mains, valves, and public sewer systems are up-to-date and accessible.</td>
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<tr>
<td>Provide public safety information and educational programs regarding emergency preparedness and response.</td>
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## Drought Incident Checklist

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<tbody>
<tr>
<td>RESPONSE PHASE</td>
<td>❑ When deemed necessary, activate the EOP when drought and other water shortage incidents pose a threat.</td>
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<td>❑ If the situation warrants, request activation of the County EOC via the IC through the Emergency Manager.</td>
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<td>❑ Activate the appropriate EOCs and establish Incident Command. For larger events that cross multiple jurisdictions, establish a Unified Command. Tribal and/or the County EOC may be staffed. Staffing levels vary with the complexity and needs of the response. At a minimum, the IC, and command and general staff positions will most likely be needed.</td>
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<td></td>
<td>❑ Estimate emergency staffing levels and request personnel support.</td>
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<td></td>
<td>❑ Ensure that action is taken to protect personnel and emergency equipment from possible damage by drought.</td>
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<td></td>
<td>❑ Develop work assignments for ICS positions (<em>recurring</em>).</td>
<td><em>ICS Form 203: Organization Assignment List</em></td>
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<td>❑ Notify supporting agencies.</td>
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<td></td>
<td>- Identify local, regional, State, and Federal agencies/entities that may be able to mobilize resources to support local response efforts and EOC staffing.</td>
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<td></td>
<td>❑ Determine the type, scope, and extent of the incident (<em>recurring</em>).</td>
<td><em>ICS Form 209: Incident Status Summary.</em></td>
</tr>
<tr>
<td></td>
<td>- Notify command staff, support agencies, adjacent jurisdictions, ESF leads/coordinators, and liaisons of any situational changes.</td>
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<td>❑ Develop and initiate shift rotation plans, including briefing of replacements during shift changes.</td>
<td><em>ICS Form 201: Incident Briefing</em></td>
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<td>- Dedicate time during each shift to preparing for shift change briefings.</td>
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<td>❑ Confirm or establish communications links among local and county EOCs, other AOCs, and the State ECC. Confirm operable phone numbers and verify functionality of alternate communications resources.</td>
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<td></td>
<td>❑ Ensure that all required notifications have been completed. Consider other local, regional, State, and Federal agencies/entities that may be affected by the incident. Notify them of the status.</td>
<td><em>Established emergency contact lists maintained at the EOC</em></td>
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<td></td>
<td>❑ Manage and coordinate interagency functions. Providing multi-agency coordination is the primary goal. Assimilate into a UC structure if the scope of the incident so dictates.</td>
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<td></td>
<td>❑ Implement local plans and procedures for drought and/or water shortage operations. Ensure that copies of all documents are available to response personnel. Implement agency-specific protocols and standard operating procedures.</td>
<td><em>Local, agency, and facility-specific Standard Operating Procedures</em></td>
</tr>
</tbody>
</table>
# Drought Incident Checklist

<table>
<thead>
<tr>
<th>Phase of Activity</th>
<th>Action Items</th>
<th>Supplemental Information</th>
</tr>
</thead>
<tbody>
<tr>
<td>❑</td>
<td>Conduct and obtain current damage reports and determine the affected area (<em>recurring</em>).</td>
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<tr>
<td>❑</td>
<td>Repair and restore essential services and vital systems as required.</td>
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<td>❑</td>
<td>Secure assistance from private contractors/vendors as needed.</td>
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<td>❑</td>
<td>Provide emergency power as needed to maintain service to the community.</td>
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<td>❑</td>
<td>Initiate curtailment procedures if shortages or overload conditions appear imminent.</td>
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<tr>
<td>❑</td>
<td>Determine the need for additional resources and request as necessary through appropriate channels (<em>recurring</em>).</td>
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<td>❑</td>
<td>Submit a request for emergency/disaster declaration, as applicable.</td>
<td><em>See Basic Plan – Chapter 1 and Appendix A for template</em></td>
</tr>
<tr>
<td>❑</td>
<td>Activate mutual aid agreements. Activation includes placing backup teams on standby and alerting resource suppliers about potential needs as well as current needs.</td>
<td><em>Mutual Aid Agreements are noted in Appendix A of the County EOP</em></td>
</tr>
<tr>
<td>❑</td>
<td>Coordinate resource access, deployment, and storage in the operational area. Resources to coordinate include equipment, personnel, facilities, supplies, procedures, and communications. Track resources as they are dispatched and/or used.</td>
<td><em>ICS Resource Tracking Forms</em></td>
</tr>
<tr>
<td>❑</td>
<td>Develop plans and procedures for registering mutual aid and other first responders as they arrive on the scene and receive deployment orders.</td>
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<td>❑</td>
<td>Establish a JIC and designate a lead PIO for the jurisdiction.</td>
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<td>❑</td>
<td>Formulate emergency public information messages and media responses utilizing “one message, many voices” concepts (<em>recurring</em>).</td>
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<tr>
<td>-</td>
<td>Public information will be reviewed by the IC (or designee). Information will be approved for release by the IC and lead PIO with support from tribal liaison(s) prior to dissemination to the public.</td>
<td></td>
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<tr>
<td>❑</td>
<td>Record all ICP, EOC and individual personnel activities (<em>recurring</em>). All assignments, person(s) responsible, and actions taken should be documented in logbooks.</td>
<td><em>EOC Planning Section job action guide</em></td>
</tr>
<tr>
<td>❑</td>
<td>Record all incoming and outgoing messages (<em>recurring</em>). All messages, and the names of those sending and receiving them, should be documented as part of the EOC log.</td>
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</tr>
<tr>
<td>❑</td>
<td>Develop and deliver situation reports (<em>recurring</em>). At regular intervals the IC/EOC Manager and staff will assemble a situation report.</td>
<td><em>ICS Form 209 Incident Status Summary</em></td>
</tr>
</tbody>
</table>
## Drought Incident Checklist

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<thead>
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<td></td>
<td>❑ Develop and update the IAP <em>(recurring)</em>. This document is developed by the Planning Section and approved by the Incident Commander. The IAP should be discussed at regular intervals and modified as the situation changes.</td>
<td><em>ICS Form 202: Incident Objectives.</em></td>
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<td></td>
<td>❑ Implement objectives and tasks outlined in the IAP <em>(recurring)</em>.</td>
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<td>❑ Ensure that all reports of injuries, deaths, and major equipment damage accrued during response activities are communicated to the IC and/or the Safety Officer.</td>
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<td></td>
<td>❑ Ensure that an orderly demobilization of emergency operations in accordance with current demobilization plans.</td>
<td><em>ICS Form 221 - Demobilization Plan</em></td>
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<td>❑ Once the threat public safety is eliminated, conduct, and/or coordinate recovery operations.</td>
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<td>❑ Activate, if necessary, the appropriate recovery strategies, continuity of operations plans, and/or continuity of government plans.</td>
<td><em>ESF 14 – Long-Term Community Recovery and COOP/COG Plans</em></td>
</tr>
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<td></td>
<td>❑ Make recommendations to county governments regarding changes in planning, zoning, and building codes/ordinances to lessen the impact of future drought or water shortage emergencies.</td>
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<td>❑ Release mutual aid resources as soon as possible.</td>
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<td>❑ Conduct a post-event debriefing to identify success stories, opportunities for improvement, and development of the After Action Report/Improvement Plan.</td>
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<td>❑ Deactivate/demobilize EOCs, AOCs, and command posts.</td>
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<tr>
<td>RECOVERY/DEMOBILIZATION PHASE</td>
<td>❑ Correct response deficiencies reflected in the Improvement Plan.</td>
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<td></td>
<td>❑ Revise any applicable emergency response plans based on the success stories and/or lessons learned during the response.</td>
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<tr>
<td></td>
<td>❑ Submit valuable success stories and/or lessons learned to the Lessons Learned Information Sharing website (<a href="http://www.llis.gov">www.llis.gov</a>)</td>
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1 Purpose

- This Annex establishes the policies and procedures under which Klamath County, in cooperation with fire districts, and various State and Federal agencies, will respond and operate in the event of a hazardous materials incident.

- It defines the roles, responsibilities, and inter and intra-organizational relationships of government, special districts and private entities in response to a hazardous materials incident.

- It provides a framework for an appropriate response to protect the residents of Klamath County in the event of a potential or actual spill or release of hazardous materials involving a fixed facility, transportation routes and abandoned materials. Incidents not covered by this plan are:
  - Nuclear incidents; and
  - Military weapons or weapons related hazardous materials incidents.

2 Situation and Assumptions

2.1 Situation

- Hazardous materials are commonly used and stored in Klamath County as well as transported throughout the county. Hazardous materials incidents may occur as the result of natural disasters, human error, or accident.

- Any hazardous materials incident may represent a potentially dangerous situation. Chemicals that are flammable, explosive, corrosive, toxic, or reactive, along with biological and radioactive materials, pose a special hazard to emergency responders and the general public.

2.1.1 Summary of Hazard Analysis

- A complete Hazard Analysis is located in the County Emergency Manager’s Office. There are several fixed facilities in Klamath County that contain “extremely hazardous substances” that could, if released, have a significant impact on the public, the environment, and emergency responders. The State Fire Marshall’s Office maintains a database of facilities reporting Hazardous and Extremely Hazardous Materials. This database is provided to Fire Districts and to the Klamath County Emergency Management.
Several major roads and highways pass through and along the County boundaries that are routinely used by vehicles carrying hazardous materials. These routes include:

- US Hwy 97 (The Dalles/California Highway)
- State Hwy 140
- State Hwy 62
- State Hwy 138
- State Hwy 58
- State Hwy 31
- State Hwy 39
- State Hwy 66
- State Hwy 139

Additional locations where hazardous materials may be found within the county include (insert specifics):

- Pipelines
  - Natural gas line
- Propane storage
- Railroad lines and switchyards BNSF and UP west coast north-south line
- Sanitary sewer manholes

Fire District # 1 also operates as an Oregon Hazardous Materials Response Team (HMRT). They are the responding fire agency for Klamath County (and Lake County) for hazardous materials incidents and will be the lead agency for hazardous materials incidents within the County.

- A Fire District official will be the designated Incident Commander (IC) during response. In the event that a hazardous materials incident becomes so complex that the Emergency Operations Center (EOC) is activated, the overall IC will usually be staffed within the EOC by the County; however, the Fire District will retain on-scene command responsibilities.

**NOTE:** Drug labs are an exception to “lead agency” responsibility in a HAZMAT response. If the incident involves a drug lab outside an incorporated...
city with a police department, Klamath County Sheriff’s Office will be the “lead agency” and Fire District No.1 and the HMRT will provide technical assistance and advice.

2.1.2 Relationship to Other Plans
This plan is consistent with and supports the following plans and procedures:

- Fire District No. 1’s Incident Command Manual;
- Klamath County Emergency Operations Plan;
- Oregon Emergency Operations Plan: Oil and Hazardous Materials Emergency Response Plan; and

2.1.3 Compliance Requirements
This plan has been developed to comply with appropriate regulations relating to hazardous materials incident response.

- 29 CFR 1910.120(q)/OAR 437-02-100
- Superfund Amendment and Reauthorization Act of 1986 (SARA Title III) Section 303
- OAR 437- Division 2, 1910.155-165

2.2 Assumptions
- The existence of fixed hazardous materials facilities and major transportation routes in the county creates the potential for a release of toxic, flammable, reactive, or explosive materials that will adversely affect the citizens living near those fixed hazardous materials facilities and major transportation routes.
- Protective action recommendations for affected citizens include shelter-in-place, evacuation, and notification of contaminated water, milk, and food supply sources.
- The 9-1-1 dispatch center will immediately notify Fire District No. 1, the Oregon Emergency Response System (OERS) 1-800-342-0311) and the County’s Emergency Manager in the event of a hazardous materials incident. Phone number still valid?
- The amount of time available to determine the scope and magnitude of the incident (lead-time) will impact the protective action recommended.
In the event of a serious fixed hazardous materials facility or transportation incident, many nearby residents will choose to evacuate spontaneously without official recommendation.

In the event of an evacuation, at least 50% of the population at risk are likely to relocate to private homes or motel facilities.

Transportation-related hazardous materials incidents might require the evacuation of residents and businesses along the route, as well as the detouring of the normal traffic flow away from the hazard zone.

Changing environmental conditions (e.g., wind shifts) may occur that require the re-designation of protective action measures.

The resources of industry, local, State, and Federal government, separately or in combination, may be required to cope with the situation.

3 Roles and Responsibilities

3.1 General

As part of the response system, various agencies will be notified and will respond based on the specific nature of the incident. Details for notifications are found in:

- HMRT Standard Operating Procedures
- HMRT Call Down & Position Checklists

3.2 Assigned Tasks

The following agency resources are available and will respond as needed for hazardous materials incidents.

3.2.1 County Agencies/Special Districts

- Klamath County Emergency Management (KCEM)
  
  - The Emergency Manager will respond, work as a liaison, and coordinate additional County resources that may be needed by the Fire District/Hazardous Materials (HazMat) Team.

- Sheriff’s Department. Provides the IC for drug lab incidents and, upon request, law enforcement agencies will perform the following activities.
  
  - Establish outer perimeter, at the direction of the IC.
  - Provide traffic and crowd control.
  - Implement evacuation ordered by the IC, which includes:
Isolate the affected area;

- Permit entry only to appropriate persons;

- Notify residents by using PA systems and door-to-door checks;

- Direct residents out of the area and to shelters;

- Provide security for the evacuated area;

- Re-route traffic around the affected area;

- Identify the need for transportation assistance; and

- Assist in return of residents after the “all-clear” has been given.

**NOTE:** Law enforcement agencies do not have appropriate Personal Protective Equipment (PPE) for working in contaminated areas.

**Public Works Department.** Upon request, Klamath County Public Works crews will perform the following activities:

- Provide special equipment (e.g. dump trucks, front end loaders, etc.) in non-contaminated areas;

- Provide barricades for Site Access Control;

- Provide absorbent material (e.g. sand, kitty litter), if available;

- Provide information about storm and sanitary sewer configurations;

- Public Works staff trained in hazardous material response may assist in containing released material, consistent with the work crews’ appropriate level of training and equipment;

- Assist with evacuations ordered by the IC, which can include:

  - Isolate affected area
  - Permit entry only to appropriate persons
  - Notify residents by using PA systems and door-to-door checks
  - Direct residents out of area and to shelters
  - Re-route traffic around affected area
  - Identify need for transportation assistance
• Assist in return of residents, upon “all-clear”

• **NOTE:** When possible, Public Works Department personnel will staff traffic barricades and traffic control points so that Police Officers can resume their normal patrol duties.

**Emergency Operations Center**

• Activated upon request of the on-scene IC;

• May provide the overall IC a site from which to operate;

• Provides support to the On-Scene IC and may operate in place of on-scene incident Overhead Team; and

• Provides the means for multi-agency coordination and communication

**Klamath Falls City, South Suburban Sewer District, or other sewer district**

• Upon request, the sewerage agency may perform the following activities:
  
  □ Provide special monitoring equipment;

  □ Provide “Source Control” information on sewer configurations, and

  □ Perform sampling of contaminated runoff.

**Water Districts**

• Provide information on water supply system.

**Local Hospitals**

• Sky Lakes Medical Center has facilities to handle (decontaminate) patients contaminated with hazardous materials.

**Fire District No. 1**

• Provide fire district first responders and equipment (Firefighters and emergency medical services [EMS] personnel).

• Provide HMRT with specialized equipment and training. Technically, this is a state resource provided by the state.

• Provide the on-scene IC and Overhead Team, as needed.
3.2.2 State Agencies

■ Oregon Emergency Management (OEM)
  - Maintain 24-hour notification capability through OERS.
  - Notify State agencies and other agencies, as requested.
  - Activate the State’s Emergency Coordination Center (ECC).
  - Provide state-wide communications system.

■ Oregon State Police (OSP)
  - Act as the initial Incident Command agency for state highway incidents until the local command agency is on-scene or if no local agency is available.
  - Provide law enforcement support.
  - Provide technical assistance at drug labs.

■ Department of Environmental Quality (DEQ)
  - Provide technical assistance during oil spills and hazardous materials incidents, particularly related to the clean-up phase of operations.
  - Receive notification via OERS.
  - The DEQ should provide technical assistance and advise the County regarding necessary protective actions.
  - Evaluate environmental implications of a spill.
  - Evaluate possible public health effects, in coordination with Oregon Health Department and County Public Health.
  - Coordinate State support to on-scene personnel, in cooperation with OEM.
  - Provide liaison with Federal agencies, adjacent states, and private industry (shippers, carriers).
  - Collect and analyze water, soil vegetation, or tissue samples.
  - Identify clean-up requirements.
  - Work with industry to ensure that clean-up and restoration are performed to specified standards.
  - Ensure that materials are disposed of in an appropriate manner.
  - Investigate causes and pursue enforcement action.
IA 8. Hazardous Materials

- Assess environmental damage.

Office of State Fire Marshal (OSFM)

- Receive notification via OERS.
- Authorize dispatch of Regional HMRTs
- In cooperation with the Oregon Department of Environmental Quality (DEQ), consider the environmental implications of spill and control measures.
- In cooperation with the Oregon Health Department and Poison Control Center, evaluate possible health effects.
- In cooperation with DEQ and Oregon Emergency Management (OEM), arrange state agency support of on-scene personnel.
- Provide fixed site information about oil and hazardous materials from the Hazardous Substance Survey.
- Maintain a Hazardous Materials Incident Reporting System.
- In cooperation with OEM, maintains state-wide hazardous materials communications through the FIRE NET radio system.

3.2.3 State Agencies for Radiological Incidents

Oregon Department of Energy (ODOE)

- Act as the lead State agency during a transportation-specific radiation incident.
- Receive notification via OERS.
- Provide technical assessment and protective personal equipment (PPE) recommendations.
- In cooperation with OEM, coordinate State support operations to on-scene personnel.
- Coordinate release of public information with the local Public Information Officer (PIO).
- Provide liaison with Federal agencies, adjacent states, private industry (shippers, carriers, etc).
- Ensure that cleanup and restoration from incidents is performed to specified standards.

IA 8-8
If necessary, coordinate with the Governor to exercise the Governor’s authority to protect health, safety, and the environment.

**Oregon Health Division (OHD)**

- Serve as the lead state agency for radiation incidents involving fixed sites.
- Receive notification via OERS.
- Assume the role of lead State agency.
- Provide technical assessment and protective action recommendations
- Coordinate release of public information with the local PIO.
- Provide liaison with Federal agencies, adjacent states, and private industry (shippers, carriers, etc).
- Ensure that clean-up and restoration from incidents is performed to specified standards.
- Investigate cause.
- Assess damage.
- Coordinate mortuary services.

### 3.2.4 State Agencies with Specific Expertise

**Oregon Department of Transportation (ODOT)**

- Notify OERS and local emergency response agencies via 911 if ODOT is first on-scene.
- Close state highways and re-route traffic when requested and when necessary.
- For incidents that impact state highways, ODOT'S Incident Response Team can provide lighted signage and support for rerouting traffic.
- Provide personnel and barricades for closures and detours.
- Direct spiller to start immediate clean-up if the incident occurs on state highways.

**Oregon State Parks and Recreation Department (OPRD)**

- Notify OERS and local emergency response agencies if OPRD is first on-scene.
For an incident affecting a state park, ocean shore, or state scenic waterway, OPRD personnel will assist other agencies in crowd/traffic control and provide equipment and facilities, as available.

**Oregon Department of Fish and Wildlife (ODFW)**

- Notify OERS and local emergency response agencies if ODFW is first on-scene.
- Respond to incidents that could degrade land or water to the point that fish or wildlife would be adversely affected or their habitat destroyed.
- Evaluate and document the impact on fish and wildlife and assess monetary damages against the responsible party for losses of fish, wildlife, or habitat.
- Provide advice, counsel, and logistical support to other agencies.

**Oregon Department of Forestry (ODF)**

- Notify OERS and local emergency response agencies if ODF is first on-scene.
- In emergency response, ODF personnel act as first responders, as defined by the Occupational Safety and Health Administration (OSHA).
- Ensure that the operator/landowner takes initial remedial action on pesticide and oil spills, if the spill occurs on lands regulated under the Oregon Forest Practices Act, and communicate subsequent cleanup direction to operators, as provided by DEQ.
- If requested by the lead State agency, ODF is capable of mobilizing a substantial response organization to provide support to emergency responders (radio systems, dispatch and command center trailers, public information personnel, kitchens, and other incident support personnel/equipment).

**Public Utility Commission (PUC)**

- The PUC has specific responsibilities related to motor carrier, railroad, and air transportation incidents. PUC will investigate transportation incidents after the scene has been stabilized.
3.2.5 Federal Agencies
Technical assistance for oil spills and hazardous materials incidents is available from a number of Federal agencies. Their roles are briefly summarized below.

**United States Coast Guard (USCG)**
- Operates the National Response Center (NRC) for spill notification, inter-agency coordination, and Technical assistance (advise).
- Serve as the lead Federal agency for hazardous materials incidents on inland “navigable waterways” and coastal areas.
- Serve as the pre-designated Federal on-scene coordinator (FOSC) for the coastal zone if a Federal response is required.
- Can provide expertise on the environmental effects of oil discharges or releases of hazardous substances, pollutants, or
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contaminants and on environmental pollution control techniques.

- Provides continuously staffed facilities that can be used for command, control, and surveillance of oil discharges and hazardous materials releases occurring in coastal areas and inland navigable waterways

■ Environmental Protection Agency (EPA)

- Can provide expertise on the environmental effects of oil discharges or releases of hazardous substances, pollutants or contaminants, and on environmental pollution control techniques

- Serve as a pre-designated FOSC for the inland zone, if Federal response is required.

■ NOAA

- Provide Scientific Support Coordinator for responses in inland and coastal areas.

■ Department of Energy (USDOE)

- Provide assistance to the FOSC and IC during radiation incidents. Assistance is available from their Richland Operations office.

■ Department of Defense (DOD)

- Assume incident command if an incident involves defense-related materials.

■ Department of Transportation (USDOT)

- Offer expertise in their requirements for packaging, handling, and transporting regulated materials.

■ Federal Emergency Management Agency (FEMA)

- Provide advice and assistance to the first-on-scene coordinator (FOSC) in coordinating emergency planning and mitigation efforts with other Federal agencies, state and local governments, and the private sector

- In the event of a major disaster declaration or emergency determination by the President, FEMA coordinates all Federal disaster or emergency actions with the FOSC.
Special Technical Assistance - For certain types of hazardous materials incidents, assistance is available from industry.

3.2.6 Special Technical Assistance

- **CHEMTREC** - An off-scene 24-hour emergency information service operated by the Chemical Manufacturers Association Chemical Transportation Emergency Center (1-800-424-9300). CHEMTREC can supply chemical and safety data as well as contact with product manufacturers. It can activate a number of industry-based response teams, including:
  - **CHLOREP** - A team for chlorine incidents that is currently fielded by Atochem, North America Inc., in Portland (503-228-7655).
  - **CHEMNET** - An industry-wide mutual aid program activated by the shipper.
  - Response teams for pesticides, Hydrogen Cyanide, Hydrogen Fluoride, Phosphorous, and Liquefied Petroleum Gas can also be activated.
  - Association of American Railroad’s Bureau of Explosives - Can be contacted for incident involving the railroads (1-800-826-4662)

Responsibilities of Industry - Title III Section 303 of the Superfund Amendment and Reauthorization Act (SARA) 1986 requires private industry to work with state and local governments to plan for hazardous materials incidents that could occur at their facilities.

Private industry is responsible for ensuring that their emergency operations plans are consistent with this plan.

In Oregon, private industry provides information regarding their hazardous materials inventories and locations to the State Fire Marshal (SFM) on an annual Hazardous Materials Substance Survey. The SFM, in turn, provides a listing of that information to each fire department and county, on an annual basis.

Private industry is responsible for cleanup and site restoration on their property.
4  **Concept of Operations**

4.1  **Planning**

4.1.1  **Site Assessment**

Information about hazardous occupancies or locations that has been obtained through preplanning activities is provided to all first-in fire companies, the Battalion Chiefs, and the HMRT. Development of this response information prior to arrival at an incident is aimed at preventing premature entry into dangerous environments and unnecessary exposure to responding personnel. It is also meant to provide familiarity with the location and occupancy of hazardous materials sites.

Fixed hazardous materials facilities in the county are identified as Level I, Level II, or Level III occupancies, based on the type and quantity of hazardous materials they contain and the level of response typically required for an incident involving those materials. The delineation of occupancies as Level I, II, or III is used for pre-planning and response purposes.

4.1.2  **Fixed Facilities**

- **Level I Occupancy**
  
  - A fixed facility that contains common hazardous materials that can be readily controlled/stabilized by first responders trained and equipped to the Operations level. HMRT members may be contacted for technical assistance; however, a Team response would not be required. Examples of a Level I occupancy would be dry cleaners and gas stations. Occupancies that are not identified as Level II or III are considered to be Level I.

- **Level II Occupancy**
  
  - A fixed facility that, based on the quantity and type of hazardous materials, warrants caution during response. Fires and spills at Level II occupancies require notification of the HMRT Leader. A list of Level II occupancies is submitted to station captains on an annual basis; these occupancies are flagged in the dispatch computer as target hazards and announced to responding fire companies at the time of dispatch.

- **Level III Occupancy**
  
  - A fixed facility that contains “extremely hazardous substances.” First-in companies should exercise extreme caution during response. Fires, spills and automatic alarms at Level III occupancies require an HMRT response in addition to
the standard assignment. Level III occupancies are required to have company-level hazardous materials pre-plans. A list of Level III occupancies is submitted to station captains on an annual basis, and these are “flagged” in the dispatch computer as target hazards and announced to responding fire companies at the time of dispatch.

Planning for hazardous materials incidents takes several forms, from site-specific pre-plans to a community-wide response plan. Fire District No. 1 uses the following types of plans to prepare for, and respond to, hazardous materials incidents.

4.1.3 Fire Response Pre-Plans

■ Facilities containing hazardous materials that pose a significant threat to the safety of responders and the community are identified as “target facilities” (Level II and III Occupancy) in District response pre-plans developed by first responders.

■ These “Company-Level Hazardous Materials Pre-plans” include:
  ● Site layout;
  ● Special hazards (including type and location of the hazardous materials);
  ● Fire protection systems; and
  ● Special site considerations.

■ Each station maintains copies of pre-plans for target facilities in its first response area. In addition, all companies pre-designated as part of the first alarm assignment to the target facility have copies of the pre-plans. Each station captain receives, on an annual basis, a list of the target hazardous materials sites from the Fire Prevention Office.

4.1.4 Title III Site Plans

■ Facilities that contain “extremely hazardous substances” in “threshold planning quantities” (as defined by the federal Environmental Protection Agency) are identified in Title III Site Plans. The plans are intended for use as guidance and reference for an on-scene IC.

■ Title III Site Plans are developed jointly by the Fire Prevention Hazardous Materials Specialist, HazMat Team, and Battalion Chiefs. Site Plans include:
  ● Response information;
  ● Site layout; location and type of hazardous materials;
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- Drainage and water sources;
- Evacuation information for the emergency planning zone around the facility;
- Special risk populations located within the emergency planning zone;
- Incident management structure;
- Area map/exposures; and
- Interagency and on-site coordination.

Each station that has a Title III facility within its first response area maintains a copy of the site plan. In addition, the Battalion Chiefs, HMRT, and the facility have copies of the plan. Plans are updated annually.

4.1.5 Facility Emergency Response Plans

Fire District No. 1 receives and maintains a copy of response plans for facilities that use and store hazardous materials. Facility response plans must include the following information:

- Designated Facility Emergency Coordinator;
- Site layout, indicating location of hazardous materials;
- Methods for determining the occurrence of a release;
- Notification procedures;
- Descriptions and locations of available emergency equipment; and
- Site evacuation plans.

4.1.6 Emergency Response Plan

Fire District No. 1’s Emergency Response Plan describes how this district will respond to, and operate during, hazardous materials incidents. It also describes community-level response procedures by identifying the roles and responsibilities of cooperating agencies.

This Incident Annex is Klamath County’s HazMat Emergency Response Plan. Is this the County’s only plan? Does KCFD 1 have their own?
4.2 General
The basic strategic goals at any hazardous materials incident are:

- Life safety and health risks to the public and the emergency responders are the highest priority;
- The Fire District must stabilize the incident scene and prevent further escalation of the incident with minimum personal risk;
- The District’s response efforts should also be directed toward protecting property and minimizing or lessening the impact of the event on the environment.

All declared hazardous materials incidents must have an IC trained to the “On-Scene Commander” competencies, as defined by OSHA.

4.3 Reporting and Notification

4.3.1 Reporting
- All County employees, especially those whose jobs involve driving around the County (Sheriff’s deputies, Public Works employees), should be able to properly identify and report potential or actual hazardous materials incidents.
  - Anyone who comes across an incident involving an actual or potential release of hazardous materials should immediately notify the 9-1-1 emergency dispatch center by the most expedient means—radio, cellular phone, or land line.
  - All individuals at the scene must avoid being exposed to the hazardous materials, which can be in the form of vapors, smoke, liquid, powder, or other solid form. Contact with victims who may be contaminated should also be avoided.
  - Provide emergency dispatch (9-1-1) with as much information as possible about the incident:
    - Location of the incident
    - Name and phone number of the reporting employee
    - Type of incident
      - Railroad
      - Pipeline
      - Traffic accident
      - Spill/release at fixed facility
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- Abandoned or illegally dumped unknown/suspicious materials or drums
- Fire at fixed facility

☐ Information from any placards/signs posted on the vehicle, railcar, or facility, as well as any other identifying marks

☐ Number and types of injuries (if known)

☐ Any other characteristics of the incident
  - Color of smoke or liquid
  - Any smoke plumes rising in the air or sinking to the ground
  - Speed of leak, if the substance is a liquid

● If the situation obviously requires immediate action to cordon off the area from pedestrian and vehicle traffic or the evacuation of nearby residents or building occupants, the first emergency response person on the scene (either fire, law enforcement, or public works) should initiate such action immediately. Adjustment in the size of the evacuation zone can be made after the senior Fire Officer arrives on the scene.

4.3.2 Notification

■ The Fire District receives initial notification of a hazardous materials incident through the 9-1-1 Dispatch Center.

■ The 9-1-1 Dispatch Center’s protocol outlines the information to obtain from the caller. Fire District No. 1 identifies the appropriate dispatch of equipment and outlines additional notifications that must be made.

■ Based on the scope and type of incident, Fire District No. 1 will dispatch the appropriate level of response.

■ If the dispatch of the HMRT is necessary, the team will notify the following, as appropriate:
  - OERS: 1-800-452-0311
  - National Response Center: 1-800-424-8802
  - Poison Control Center: 1-800-452-7165
  - State Fire Marshal: (503) 373-1540
Fire District No. 1 will also notify the Sheriff’s Office, Public Works Department, and Emergency Manager as necessary.

In the event the HMRT is unable to respond to a hazardous materials incident, the IC is responsible for notifying the following entities:

- OERS
- DEQ
- Poison Control
- Appropriate Law Enforcement Agency
- Klamath County Emergency Management.

### 4.4 Incident Command and Scene Management

*(For detailed information, see FIRE DISTRICT NO.1’s Incident Command Manual and Hazardous Materials Emergency Response Plan)*

#### 4.4.1 General

- All declared hazardous materials incidents must have an IC trained to the “On-Scene Commander” competencies, as defined by OSHA.

- Fire District No. 1 is the lead agency for hazardous materials incidents within Klamath County, and a fire district representative will be the designated IC during response.

**NOTE:** Drug Labs are an exception to “lead agency responsibility in a HazMat response. If the incident involves a drug lab outside an incorporated city with a police department, the Klamath County Sheriff’s Office will be the lead agency and the HMRT will provide technical assistance and advice.

- Klamath County and Fire District No. 1 use the National Interagency Incident Management System (NIMS) Incident Command System (ICS) as its incident management organization. Under the ICS, the incident organization will develop in a modular progression, depending on the nature and specific conditions prevailing at the scene.

#### 4.4.2 Incident Commander

The IC will be the designated Fire District official responsible for all operations directed toward the containment and mitigation of a hazardous materials incident. Upon arrival, the IC will secure and maintain control of the incident scene until the situation has been corrected, turned over to another public safety agency, or turned over to the responsible party’s clean-up company.
4.4.3 First Responders

■ Fire District

- Fire District first responders have been trained to implement defensive control measures as specified in the Incident Command Manual (ICM) and have been trained to operations level.

- If an incident is beyond the capability of first responders, the ICS will be expanded to include the Hazardous Materials Response Team and other responders with a higher level of training and more specialized skills and equipment.

■ Sheriff’s Office

- Officers for the Klamath County Sheriff’s Department receive hazardous materials awareness training.

- The first officer arriving on the scene will be responsible for coordinating with the IC until relieved by a higher-ranking officer. Law enforcement responders will:
  - Cordon off the incident scene, as directed by the IC, for the safety of the public and emergency workers and exclude access to unauthorized personnel.
  - Assist with evacuation of the public or in issuing notification for sheltering-in-place. Sheriff’s Officers are not equipped or trained to enter or operate in a potentially contaminated area and will not be tasked to perform functions under such conditions.
  - Control access to, and prevent looting in, evacuated areas.
  - Implement and maintain traffic control around the incident scene and areas being evacuated.

■ Public Works

- The first Public Works employee arriving on the scene will be responsible for coordinating with the IC until relieved by a team leader or a supervisor.

- The Public Works Department will:
  - Assist in cordonning off the incident scene for the safety of the public and emergency workers and exclude access to unauthorized personnel.
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- Assist with evacuation of the public or in issuing notification for sheltering-in-place. Public Works Department personnel are not equipped or trained to enter or operate in a potentially contaminated area and will not be tasked to perform functions under such conditions.

- Control access to evacuated area.

- As needed, implement and maintain traffic control around the incident scene and areas being evacuated.

### Hazardous Materials Response Team (HMRT)

- The HMRT reports to, and functions through, the on-scene IC. Within the ICS, the HMRT operates in the Operations Section as the Hazardous Materials Group or Branch (depending on the scope and complexity of the incident).

- The HazMat Group Supervisor will not assume, nor be given, the responsibility of incident command of any hazardous materials incident. Only when the HMRT is first on the scene of a hazardous materials incident will the HMRT Company Officer function as an IC. Immediately upon arrival of a Battalion Chief or Overhead Team IC, the officer of the HMRT will pass command of the incident to that Chief Officer.

- The IC or Operations Chief will manage tactical activities. Within Operations, the Hazardous Materials Group manages all activities in the hazard zone. Only appropriately trained and equipped personnel are allowed to enter the hazard area or “hot zone.”

- The Hazardous Materials Group/Branch in the “hot zone” will be operating in a more aggressive manner than the first responders in that they will take an offensive approach to a hazardous material and its container, attempting to control, contain, confine, or prevent a release.

### 4.5 Complex Incidents

A more complex incident may require a unified command structure composed of the senior officials of involved agencies and jurisdictions. The unified command could be established at the incident scene or in the EOC. These officials will determine strategies and objectives that will fulfill their individual responsibilities while coordinating the action of their respective personnel through the on-scene IC.
4.5.1 Inter-Agency Relationships - Incident Command

■ Fixed Facilities

- In all situations in which a fire involves hazardous materials at a fixed facility, Fire District No. 1 serves as the IC.

- For facilities that have a qualified Emergency Response Team (ERT) for hazardous materials, Fire District No. 1 may agree to establish a unified command structure for response to hazardous materials incidents that remain within the boundaries of the facility.

- For hazardous materials incidents that begin on-site at a facility, but later escalate to affect the surrounding community, Fire District No. 1 serves as the IC.

- For fixed facilities that have hazardous materials, but do not have a trained ERT, Fire District No. 1 serves as the IC for hazardous materials incidents at the facility.

■ US Highway/State Highways & Roads/County Roads & Streets

- If a hazardous materials incident occurs on a U.S. Highway, State road, or County road, the appropriate law enforcement agency will be contacted.

- OSP has the authority to act as the initial IC until the local command agency is on scene and/or in the event that an incident occurs on a U.S. Highway or State road. In practice, however, OSP usually delegates command of hazardous materials incidents to the Fire District.

■ Klamath County

- Fire District No. 1 provides the IC for hazardous materials incidents in all of the cities and unincorporated areas of the county that they serve, including Klamath County. Until the arrival of Fire District No. 1, the local Fire District provides Incident Command.

■ Drug Labs

- For hazardous materials incidents involving drug labs, the Sheriff or appropriate law enforcement agency assumes Incident Command.

- The HMRT will function under the direction of the IC or Operations Chief (if staffed). Fire District No. 1 and the HMRT will function according to the established guidelines for the response to drug lab scenes in Klamath County.
4.6 Incident Procedures

4.6.1 Hazard Assessment

■ First Responders

- Early recognition of incident hazards and potential risks is essential.
  - Initial responsibility for assessment of incident hazards lies with the first responding units.
  - On-site information gathering is limited to that which can be obtained within the limits of the first-responders’ training and protective equipment.
  - “First-in” units will gather and communicate pertinent information to the IC regarding the presence or release of hazardous materials.

- Each responder should be alert to the signs, evidence, and indications of the presence of hazardous materials during fires and other incidents and report such information to the next higher level of command.

- The following environments must be evaluated before any commitment of personnel for any reason:
  - Large containers or tanks that must be entered;
  - Confined spaces (manholes, trenches, tunnels, etc.) that must be entered;
  - Potentially explosive or flammable situations indicated by gas generation or gas release or over-pressurization of containers;
  - Presence of “extremely hazardous substances” (as defined by the EPA) that are identified on pre-plans;
  - Visible vapor clouds;
  - Areas where biological indicators such as unconscious persons, dead animals, or vegetation are located.

■ Hazardous Materials Response Team (HMRT)

- When an incident is beyond the capabilities of first responders, the HMRT will respond and conduct a more detailed hazard assessment, commensurate with their training and equipment.
Among the HMRT’s available resources is a computer program called Aloha, which is an air dispersion model to predict air movement and dispersion of gases.

- It predicts pollutant concentrations downwind from the source of a spill, taking into consideration the physical characteristics of the released material.
- It also accounts for some of the physical characteristics of the release site, weather conditions, and circumstances of the release.
- This information is used to determine the appropriate course of action to take, particularly with regard to protective actions for the public.

The HMRT provides technical information and advice to the IC, who is ultimately responsible for making decisions on appropriate protective actions for the public.

4.6.2 Site Access Control/ Site Security

A hazardous materials incident generally involves the escape of normally controlled substances and response activities involve actions, such as Site Access Control and Site Security, to minimize and prevent the spread of contamination.

- Site Access Control (also known as Site Security) is preventing or reducing the exposure of any person and the inadvertent transfer of hazardous substances (contaminants) from the site by civilians, responders, and/or equipment. Site Access Control involves two major activities:
  - Physical arrangements and control of the work site; and
  - Removal of contaminants from people and equipment (i.e., decontamination).

- Control is needed to reduce the possibility of transport of contaminants from the site, which may be present on personnel and equipment. This can be accomplished in a number of ways, including:
  - Establishing physical barriers to exclude the public and unnecessary response personnel;
  - Establishing checkpoints with limited access to and from the site, or access within the site;
  - Minimizing personnel and equipment on-site, in a manner consistent with effective operations;
  - Establishing containment zones or areas;
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4.6.3 Rescue

In most situations, emergency personnel can protect the public by isolating and denying entry to contaminated areas.

- Initial rescue actions should focus on removing able-bodied persons from immediate danger. The response team should evaluate the level of complicated rescue problems or situations should be evaluated before being attempted.

- When the probability is high that a victim cannot be saved or is already dead, rescue should not be attempted if it will place the rescuer at unnecessary risk. The on-scene IC is responsible for determining whether to attempt a rescue.

- Consideration of the following questions will help in weighing the likelihood of a successful rescue against the overall risk to the rescuer during a hazardous materials incident:
  - Has the presence of a victim been confirmed visually or by other credible sources?
  - Is the victim conscious or responsive?
  - How long has the victim been trapped or exposed?
  - Is leaking material pooling or vaporizing in the area of the victim?
  - What are the properties of the material involved?
  - What is the concentration of the material around the victim?
  - What special equipment is available to assist in this effort?

4.6.4 Evacuation and Shelter-in-Place

There are essentially two ways to protect the public from the effects of hazardous materials releases into the environment: evacuation and shelter-in-place. The success of either option will depend on pre-plans, effectiveness of communication resources, timely notification and public instruction and information.

- **Evacuation** - Evacuation involves moving threatened persons to shelter in another area.
  - Evacuation is clearly safer with respect to the hazards, but has certain limitations that may pose other problems.
Evacuation takes time and may not be possible if large numbers of persons or a large volume of vapor is present, or if the proximity of the release is too close to a population to facilitate moving them in a timely manner.

Evacuation through a toxic atmosphere may actually cause more harm than good, in some cases.

- Evacuation is best considered when:
  - There is an immediate danger of fire or explosion;
  - The potential for release is great, but has not taken place, and there is time available to relocate people; and
  - People not yet in the path of a release will be threatened by changing conditions.

- The IC is responsible for making the decision to effect an evacuation. Evacuation will require coordination and cooperation between Fire District No. 1, the Sheriff’s Office, the County Public Works Department and other agencies involved.

- Sheltering of those evacuated from the hazard area will need to be addressed by the Incident Command Staff/EOC (if activated), Emergency Management, and the American Red Cross.

**Shelter-in-Place** - This involves giving instructions to people in the affected area to remain where they are until the danger passes and in how to protect themselves in that location.

- The decision to shelter in place is appropriate when the hazardous material will not affect the structure or its occupants or the hazards will pass a structure with little infiltration.

- In general, shelter-in-place is an alternative when:
  - Pre-planning has identified options for special needs populations such as hospitals, nursing homes, day care centers, schools, etc.
  - Evacuation cannot be properly managed with available manpower, resources, facilities, and time.
  - The hazardous material displays the following characteristics:
    - Low to moderate toxicity;
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- Totally released and dissipating;
- Small quantity solid or liquid leak;
- A migrating vapor of low toxicity and quantity and people are safer indoors than outside; and
- Release can be rapidly controlled at the source.

- As with evacuation, the IC is responsible for making the decision to direct shelter-in-place.

4.6.5 Emergency Medical Treatment

- EMS protocols for hazardous materials incidents are being developed. Currently, medical procedures for hazardous materials incidents follow routine EMS protocol.

- The following EMS actions are taken at hazardous materials incidents:
  - Upon arrival, EMS personnel should immediately obtain a briefing from the IC and/or the HMRT.
  - Locate the rescue or other Advance Life Support (ALS) unit in a safe location.
  - Locate and establish the medical treatment area.
  - If at all possible, EMS personnel will perform essential tasks only on victims who have been previously decontaminated. If that is not possible, EMS personnel must be properly protected from contamination and/or decontaminated.
  - Transportation of contaminated victims should be avoided.
    - Decontamination of contaminated patients should be performed prior to transport, unless the IC directs otherwise.
    - Sky Lakes Medical Center is the only hospital in the county that has facilities for receiving contaminated patients.

- Whenever a patient is transported to a hospital, EMS personnel should be prepared to provide hospital staff with appropriate information about the substance. This information can be provided by the Poison Control Center (OHSU) 494-8968.
4.6.6 Personal Protective Equipment (PPE)

All Fire District fire companies are trained and equipped to the “Operations” level for hazardous materials response and are required to use full protective clothing as minimum protection against exposure during hazardous materials incidents.

- For the purposes of first responder guidelines full protective clothing is defined as turnouts and self-contained breathing apparatus (SCBA).

- Hazardous materials can contaminate protective clothing, respiratory equipment (SCBA), tools, apparatus, vehicles, and other equipment used at an emergency scene.

- The use of chemical protective clothing and equipment requires specific skills acquired through training and is only available to members of the HMRT.
  
  - Special protective clothing may protect against one chemical, yet may be readily penetrated by other chemicals for which it was not designed.

  - It offers little or no thermal protection in the case of fire. No single suit offers protection from all hazardous materials.

- The Hazardous Materials Group Supervisor and, ultimately, the IC, based on the information available, will determine the level of special protection required in each zone at an incident. The levels of protection available include:
  
  - **Level A** - highest level of protection to the responder (Level A equipment is only available for use by members of the HMRT.)

  - **Level B** - high level of protection to the respiratory tract but a lower level of skin protection than Level A.

  - **Level C** - does not require maximum skin or respiratory protection. This level presupposes that the type of air contaminants have been identified, concentrations measured, and the atmosphere is not oxygen deficient.

  - **Level D** - provides only minimal protection.

4.6.7 Emergency Equipment and Resources

The type of equipment and resources needed will be determined by the HMRT and ordered by the Logistics Section Chief, upon approval by the IC.

- A detailed list of emergency equipment and resources can be found in Fire District No. 1’s “Emergency Resources List.”
Emergency equipment is also available at some fixed facilities that contain hazardous materials. A list of available equipment at these sites is included in the Title III Site Plans.

The Logistics Chief, in coordination with the HMRT, is responsible for tracking all expenditures to facilitate cost recovery.

4.6.8 Decontamination
Decontamination is the process of making personnel, equipment, and supplies safe by reducing present levels of poisonous or otherwise harmful substances.

This process is one of the most important steps in ensuring personal safety at a hazardous materials incident.

The extent of its success depends on the ability of the IC to maintain control of personnel at the site.

A detailed explanation of Fire District No. 1 decontamination procedures can be found in their Hazardous Materials Plan.

4.6.9 Cleanup and Restoration
Once an incident is stabilized, it is the responsibility of the IC to ensure that the site is secure and that appropriate steps for cleanup operations are initiated.

At the earliest opportunity, the IC should try to identify a “responsible party” for the incident.

- The responsible party is usually the property owner of the site, or, in the case of a transportation incident, it is the shipper.
- The responsible party is responsible for cleanup, site restoration, and costs incurred.
- In the event that a responsible party cannot be identified, the IC ensures the Oregon Department of Environmental Quality (DEQ) is notified. DEQ is then in command of cleanup and restoration operations.

Cleanup operations are incident scene activities that include removing the hazardous material(s) and all contaminated debris (including water, containers, vehicles, tools, and equipment) and returning the scene to as near normal as possible.

- Cleanup operations are not a function of Fire District No. 1.
- The State DEQ is the enforcement agency that oversees cleanup operations and ensures that cleanup is performed in accordance with appropriate regulations.
In the event that a responsible party cannot be determined, responders should notify the DEQ, who will contact a State contractor to conduct cleanup operations.

Fire District No. 1 will cooperate with the DEQ to supply information that may be helpful concerning cleanup.

In some cases, the HMRT may take samples of materials for testing.

These samples should be picked up by the DEQ to be tested and analyzed.

Under no circumstances is any Fire District unit, including the HMRT, to transport these samples or any hazardous material, even if properly contained, to any county location unless approved by the Hazardous Materials Team Leader (Group Supervisor).

Only with prior coordination with, and approval by, the Sheriff or OSP, as applicable, are any Klamath County personnel authorized to transport samples or any hazardous materials, even if properly contained, to any location inside or outside jurisdictional boundaries.

Klamath County and Fire District No. 1 will not engage in cleanup or site restoration, unless they are the responsible party.

Cleanup and site restoration activities may include:

- Compliance with regulatory cleanup standards,
- Restoration of environment and site,
- Assessment of damages,
- Enforcement actions, and
- Cost recovery.

4.6.10 Incident Termination

If Fire District operations are concluded at the incident, control of the area will be passed to the appropriate agency responsible for the site at that time (such as the responsible party, DEQ, or a law enforcement agency).

A “Hazardous Materials Spill Release Report” will be completed by the Fire District’s IC or the HMRT Leader and provided to the responsible party. The Fire District also maintains a copy of the report.
The HMRT is not responsible for remaining on scene for the purpose of safeguarding materials after control and containment of the substance has been completed. The responsible party, a law enforcement agency or the DEQ, may undertake this function.

The Fire District does not usually seek cost recovery for hazardous materials incident response, except for transportation incidents when the responsible party is not located in the District’s service area.

Role of the HMRT in Incident Termination -

- At the conclusion of a hazardous materials incident with an HMRT response, the Hazardous Materials Group Supervisor (Team Leader) is responsible for ensuring that activities identified in the District’s Incident Termination Worksheet are completed. Those activities include:
  - Coordinating with the DEQ on proper handling and disposal of waste water;
  - Coordinating with the IC for agreement that the incident has been mitigated;
  - Ensuring that contaminated items are appropriately decontaminated or disposed of; and
  - Ensuring that agencies with continued responsibilities after the HMRT leaves have been identified and notified.

Role of the IC in Incident Termination -

- The IC is responsible to ensure appropriate incident termination procedures are followed.

- An important aspect of incident termination is the need to provide a debriefing to incident responders before they leave the scene. The debriefing should include accomplish the following:
  - Inform all responders what hazardous materials were involved and provide information about signs and symptoms of exposure;
  - Provide information for personal exposure records;
  - Identify equipment damage and unsafe conditions requiring immediate attention or isolation for further evaluation;
Ensure that a post-incident analysis takes place;

Determine the need for critical incident stress debriefing; and

Identify a contact source for additional information.

5 Incident Annex Development and Maintenance

See Basic Plan.

6 Appendices

- Appendix A – Hazardous Materials Roles and Responsibilities Matrix
- Appendix B – Containment, Cleanup and Restoration
- Appendix C – Hazardous Materials Incident Checklist
## Appendix A – Hazardous Materials Roles and Responsibilities Matrix

<table>
<thead>
<tr>
<th>First on-scene</th>
<th>Local Emergency Services</th>
<th>Incident Commander</th>
<th>Lead State Agency</th>
<th>Responsible Party</th>
</tr>
</thead>
<tbody>
<tr>
<td>■ Notifies 9-1-1 to activate the local emergency response system</td>
<td>■ Provides support to on-scene IC</td>
<td>■ Assumes command</td>
<td>■ Provides technical support to IC</td>
<td>■ Provides information about material</td>
</tr>
<tr>
<td>■ Assumes initial incident command responsibilities</td>
<td>■ Activates EOC if necessary</td>
<td>■ Initiates actions to protect the public</td>
<td>■ Coordinates with local agencies</td>
<td>■ Notifies OERS as required</td>
</tr>
<tr>
<td>■ Provides support to on-scene IC</td>
<td>■ Coordinates with responsible party to ensure cleanup</td>
<td></td>
<td>■ Contracts for cleanup if no responsible party</td>
<td>■ Provides for cleanup</td>
</tr>
<tr>
<td>■ Activates EOC if necessary</td>
<td>■ Contracts for cleanup if no responsible party</td>
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<td></td>
<td></td>
</tr>
</tbody>
</table>
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Appendix B – Containment, Cleanup and Restoration

1 General

- Containment is the primary responsibility of the responsible party, if they have the capability, and the Fire District.

- All cleanup and restoration will be performed by the responsible party or the State (if there is no responsible party), in accordance with State and Federal regulations.

- All costs incurred for response, containment, transportation, disposal, and cleanup can be billed to the responsible party, if known.

2 Spill Containment, Cleanup and Restoration

- The responsibility for selecting and implementing the initial countermeasures during response is assigned to the IC, in coordination with the State or Federal On-Scene Coordinator.

- The spiller is, by law, responsible for all cleanup countermeasures. The State (DEQ) and the County are responsible for determining this responsibility and monitoring the cleanup operations to ensure that the following actions are taken:
  - An approved disposal site is selected;
  - Temporary storage sites are selected that are safe, secure, and approved by a local and/or State On-Scene Coordinator; and
  - Procedures are implemented to eliminate further spread of the contaminant during cleanup and disposal.

- The IC is responsible for monitoring the response activity and implementation of the appropriate containment or displacement techniques. Containment methods may include:
  - Dikes,
  - Berms and drains,
  - Trenches,
  - Booms,
  - Barriers in soil,
  - Stream diversion,
  - Patching and plugging of containers or vessels,
  - Portable catch basins,
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- Over-packed drums or other forms of containerization; and
- Reorientation of the container.

- The State HazMat IC, in conjunction with Fire District No. 1 (as applicable) and the County, will secure private contractors for displacement techniques. These may include:
  - Hydraulic and mechanical dredging,
  - Excavating,
  - Skimming,
  - Pumping,
  - Dispersion/dilution, and
  - Vacuuming.

- Treatment of spilled hazardous substances can be physical, chemical, or biological in nature. Treatment operations are the responsibility of the operator. Monitoring responsibility is assigned to the Oregon Water Resources Division, in accordance with the State of Oregon EOP, Annex O (Hazardous Materials).

- Extent of contamination: The responsible party is responsible for determining the extent of the contamination and, based on the findings, for coordinating with the State and County to develop an appropriate cleanup and restoration plan. The responsible party may utilize its own resources or hire an environmental contractor to accomplish these tasks.

- Restoration
  - Klamath County Emergency Management will coordinate with State and Federal authorities in monitoring restoration efforts.
  - When feasible, contaminated soils and sediments will be treated on the site. Technologies available include:
    - Incineration
    - Wet air oxidation
    - Solidification
    - Encapsulation
    - Solution mining (soil washing or soil flushing)
    - Neutralization or detoxification
Microbiological degradation
### Appendix C – Hazardous Materials Incident Checklist

<table>
<thead>
<tr>
<th>Phase of Activity</th>
<th>Action Items</th>
<th>Supplemental Information</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>PRE-INCIDENT PHASE</strong></td>
<td>❑ Have personnel participate in necessary training and exercises, as determined by County Emergency Management, Fire District 1, and other County ESF-10 Leads.</td>
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<tr>
<td></td>
<td>❑ Participate in County preparedness activities, seeking understanding of interactions with participating agencies in HazMat scenario.</td>
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<td></td>
<td>❑ Ensure that emergency contacts lists are updated and establish a pre-event duty roster allowing for 24/7 operational support for the EOC.</td>
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<tr>
<td></td>
<td>❑ Inform Emergency Management of any major developments that could adversely affect response operations (e.g., personnel shortages, loss of equipment, etc.).</td>
<td></td>
</tr>
<tr>
<td><strong>RESPONSE PHASE</strong></td>
<td>❑ Fire District 1 Hazmat Team will initially respond and will assume IC responsibilities</td>
<td>ICS Form 209: Incident Status Summary</td>
</tr>
<tr>
<td></td>
<td>❑ Determine the type, scope, and extent of the HazMat incident (recurring). Verify reports and obtain estimates of the area that may be affected.</td>
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<tr>
<td></td>
<td>▪ Notify 9-1-1-dispatch, support agencies, adjacent jurisdictions, ESF coordinators, and liaisons of the situation.</td>
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<tr>
<td></td>
<td>▪ Assess the type, severity, and size of the incident. If possible, characterize the hazardous material(s) of concern and determine appropriate requirements.</td>
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<td>▪ Ensure that a health and safety plan is developed by the designated Safety Officer, including monitoring first responders in accordance with all applicable guidance.</td>
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<td>❑ Provide support for implementation of applicable Geographic Response Plans (GRPs) established by the OR DEQ to guide activities throughout the duration of the incident.</td>
<td>Northwest Area Contingency Plan (NWACP)</td>
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<td>❑ Ensure that proper containment methods have been implemented by the first responders until HazMat response teams arrive.</td>
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<td>❑ Establish access control to the incident site through local law enforcement agencies.</td>
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<td>❑ If the situation warrants, request activation of the County EOC via the IC through the Emergency Manager.</td>
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<td>❑ Activate the EOC, coordinate response activities among AOCs and ICPs, and establish IC or UC as appropriate. Staffing levels vary with the complexity and needs of the response.</td>
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<td>❑ If applicable, establish immediate gross decontamination capability for victims.</td>
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<td>❑ Estimate emergency staffing levels and request personnel support.</td>
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<td>❑ Develop work assignments for ICS positions (recurring).</td>
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<td>❑ Notify HazMat supporting agencies.</td>
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<td></td>
<td>▪ Identify local, regional, and/or State agencies that may be able to mobilize resources to the City EOC for support.</td>
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<td>Phase of Activity</td>
<td>Action Items</td>
<td>Supplemental Information</td>
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<td>Ensure the 9-1-1 dispatch center has notified Fire District No. 1, the Oregon Response System (OERS 1-800-342-0311) and the County’s Emergency Manager of the hazardous materials incident.</td>
<td>OERS is available 24 hours a day.</td>
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<td>Assign liaisons to the EOC representing government agencies, private entities (i.e., railroad companies, chemical manufacturers, etc.), and other stakeholders.</td>
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<td>Develop and initiate shift rotation plans, including briefing of replacements during shift changes.</td>
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<td>✷ Dedicate time during each shift to prepare for shift change briefings.</td>
<td>ICS Form 201: Incident Briefing.</td>
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<td>Confirm or establish communications links among primary and support agencies, the County EOC, and the State ECC. Confirm operable phone numbers and backup communication links.</td>
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<td>Ensure that all required notifications have been completed. Consider other local, State, and Federal agencies that may be affected by the incident. Notify them of the status.</td>
<td>Established emergency contact lists</td>
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<td>✷ For incidents occurring on State highways, ensure that ODOT has been notified.</td>
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<td>✷ Contact appropriate key stakeholders and partners if the incident poses an actual or potential threat to State parks, recreational areas, historical sites, environmentally sensitive areas, tourist routes, or other designated areas.</td>
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<td>✷ If agricultural areas and livestock are potentially exposed or impacted, notify local extension services (OSU), Oregon Department of Agriculture, and the State Veterinarian.</td>
<td>ESF 11 Annex of the County EOP</td>
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<td>A lead PIO will be designated by the Emergency Manager. The PIO will issue information individually or through the JIC, if established, in coordination with appropriate local, regional, and State agencies.</td>
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<td>Manage and coordinate interagency functions. Providing multi-agency coordination is the primary goal. Assimilate into a UC structure as dictated by incident.</td>
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<td>Implement local plans and procedures for HazMat operations. Implement agency-specific protocols and SOPs. Ensure copies of all documents are available to response personnel.</td>
<td>ESF 10 – Oil and Hazardous Materials of the County EOP</td>
</tr>
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<td></td>
<td>✷ For responses requiring assistance from the Oregon DEQ Regional Response Team, refer to the GRP applicable to the incident site and support procedures according to the Northwest Area Contingency Plan.</td>
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<td>Obtain current and forecasted weather to project potential spread of the plume (recurring).</td>
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<td>Based upon the incident size, type of chemical/substance, and weather projections, establish a safe zone and determine a location for an on-site staging and decontamination. Re-evaluate as the situation changes.</td>
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IA 8-40
### IA 8. Hazardous Materials

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<tr>
<th>Phase of Activity</th>
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<tr>
<td></td>
<td>❑ Determine the need for implementing evacuation and sheltering activities (<em>recurring</em>).</td>
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<td>❑ Establish a victim decontamination and treatment area(s).</td>
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<td>❑ Determine the need for additional resources and request as necessary through appropriate channels (<em>recurring</em>).</td>
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<td>❑ Submit a request for emergency/disaster declaration, as applicable.</td>
<td>See Chapter 1 and Appendix A of County EOP</td>
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<td>❑ Activate mutual aid agreements. Activation includes placing backup teams on standby and alerting resource suppliers about potential needs as well as current needs.</td>
<td>Appendix A of the County EOP</td>
</tr>
<tr>
<td></td>
<td>❑ Coordinate resource access, deployment, and storage in the operational area. Resources to coordinate include equipment, personnel, facilities, supplies, procedures, and communications. Track resources as they are dispatched and/or used.</td>
<td>ICS Resource Tracking Forms</td>
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<td>❑ Develop plans and procedures for registering regional HazMat teams as they arrive on the scene and receive deployment orders.</td>
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<td>❑ Establish the JIC, as needed.</td>
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<td>❑ Formulate emergency public information messages and media responses using “one message, many voices” concepts (<em>recurring</em>).</td>
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<td></td>
<td>▪ Public information will be reviewed and approved for release by the IC and the lead PIO before dissemination to the public and/or media partners.</td>
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<td>❑ Record all EOC and individual personnel activities (<em>recurring</em>). All assignments, person(s) responsible, and significant actions taken should be documented in logbooks.</td>
<td>EOC Planning Section job action guide</td>
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<td>❑ Record all incoming and outgoing messages (<em>recurring</em>). All messages, and the names of those sending and receiving them, should be documented as part of the EOC log.</td>
<td>ICS Form 209: Incident Status Summary</td>
</tr>
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<td>❑ Develop and deliver situation reports (<em>recurring</em>). At regular intervals the IC/EOC Director and staff will assemble a Situation Report.</td>
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<td>❑ Develop an IAP (<em>recurring</em>). This document is developed by the Planning Section and approved by the IC. The IAP should be discussed at regular intervals and modified as the situation changes.</td>
<td>ICS Form 202: Incident Objectives</td>
</tr>
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<td>❑ Implement objectives and tasks outlined in the IAP (<em>recurring</em>).</td>
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<td>❑ Coordinate with private sector partners as needed.</td>
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<td>❑ Ensure that all reports of injuries, deaths, and major equipment damage due to HazMat incidents are communicated to the IC and/or Safety Officer.</td>
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<td>❑ As applicable, clean-up activities will most likely be conducted by private contractors and coordinated among the EOC, the responsible party (if known), and the Oregon DEQ.</td>
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<td>❑ Ensure an orderly demobilization of emergency operations in accordance with current demobilization plans.</td>
<td>ICS Form 221 - Demobilization</td>
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### IA 8. Hazardous Materials

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<td>❑ Consider long-term environmental decontamination and remediation needs and coordinate tasks with the appropriate State agencies and/or private sector partners.</td>
<td><em>Plan</em></td>
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<td>❑ Release mutual aid resources as soon as possible.</td>
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<td>❑ Conduct a post-event debriefing to identify success stories, opportunities for improvement, and development of the After Action Report/Improvement Plan.</td>
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<td>❑ Deactivate/demobilize the EOC.</td>
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<td>❑ Correct response deficiencies reflected in the Improvement Plan.</td>
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<td>❑ Submit valuable success stories and/or lessons learned to the Lessons Learned Information Sharing website (<a href="http://www.llis.gov">www.llis.gov</a>)</td>
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</table>
IA 9 – Transportation Accident
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1 Purpose

■ The purpose of this annex is to provide a framework of coordination among agencies to help ensure the safety of life and property during transportation incidents affecting Klamath County.

■ It defines roles, responsibilities, and organizational relationships of government and private agencies in response to transportation incidents.

■ The primary focus of this annex is transportation incidents and the effect they could have on the safety and security of the population and on economic and business activity within the county.

2 Situation and Assumptions

2.1 Situation

■ Klamath County is a west coast conduit for several transportation lines between the northwest and California. All rail traffic on the West’s two principal Class I railroads (Union Pacific and Burlington Northern Santa Fe) travels the north to south route through the county. Much of the traffic for the two companies’ shares the same right-of-way, which concentrates the risk of major disruption. Amtrak’s Seattle to Los Angeles daily passenger train travels the same route twice a day, with an average load factor of around 300 passengers and crew in each direction. Highway 97 bisects the county north to south and is the major interstate truck route for the west coast. This is a two-lane highway with a high accident rate.

■ All natural gas from the northwest to California and Nevada comes down transmission lines through Klamath County.

■ Power transmission from and to California and the Northwest is dependent on the Bonneville Power Administration (BPA) high voltage transmission lines. The Malin Substation in Oregon is the major hub for controlling all power between the two regions.

■ The dependence of society on safe and reliable transportation is steadily expanding. Klamath County, like any other county, is vulnerable to the disruption of the transportation of vital utilities, goods, and services.

■ Serious transportation incidents may occur without warning in the county at any time. Transportation incidents may result from any of the following causes:
IA 9. Transportation Accident

- Ice, snow, high winds, landslides or wildland fires may cause serious accidents and close roads, highways, or transmission lines.
- Floods or earthquakes could destroy critical highways, rail lines, or transmission lines.
- Vandals or terrorists could attack transportation infrastructure or transmission lines, causing lengthy delays and an adverse impact on public safety and the economy.
- Natural gas and power transmission lines are vulnerable to natural disasters and terrorist acts.

■ Transportation incidents often occur along with other serious disruptions, such as heat waves, cold snaps, windstorms, snow storms, and other severe weather phenomena. Resources can be stretched to the limit, degrading response and recovery operations.

■ Transportation incidents could impact Klamath County through the loss of critical utilities, goods, and services to citizens, businesses, and government agencies. This could threaten life safety, disrupt security, severely impact businesses, and interrupt vital government services.

2.2 Assumptions

■ Nearly all transportation incidents occur without warning.

■ Restoration of transportation services will lead to stabilization of the county and region’s economy.

■ As urbanization and dependence on vital transportation links increases, the potential problems and impacts that transportation incidents can have on County resources will be compounded.

■ All County equipment and personnel should be available to cope with emergency conditions. Assistance through mutual aid agreements may be necessary.

■ Additional resources may be obtained by contracting with local vendors.

3 Roles and Responsibilities

3.1 General

Duties and responsibilities are assigned in the Basic Plan and Emergency Support Function (ESF) Annexes. In addition, it is recommended that the transportation companies and utilities do the following:
IA 9. Transportation Accident

- Train their critical personnel in the safe and effective fulfillment of emergency duties.
- Ensure that contingency plans and procedures are established and tested to respond to and recover from transportation incidents.
- Provide liaison representatives to the County Emergency Operations Center (EOC), if it is activated.
- Participate in emergency drills and exercises.
- Maintain internal notification/call rosters.
- Establish internal lines of succession.
- Protect vital records.

3.2 Task Assignments

3.2.1 Public Works Department

- The Public Works Department is responsible for maintaining and implementing departmental contingency plans in the event of transportation incidents.
- Public Works (Roads) should ensure that they are trained and prepared to assist in response and recovery from transportation incidents in the County.

3.2.2 Sheriff’s Department

- The Sheriff’s Office is responsible for maintaining and implementing departmental contingency plans in the event of transportation incidents.

3.2.3 Klamath County Emergency Management

- Monitor the impact of the transportation incident throughout the county. Coordinate closely with the transportation company or utility concerned and alert department heads and other key staff of the status and expected duration of the incident.
- If the EOC is not activated, the Klamath County Emergency Management is responsible for ensuring inter-department and inter-agency coordination.
- Inform Oregon Emergency Management (OERS) of the status of the transportation incident and efforts to respond to, and recover from, any emergency conditions.
3.3 Interagency Coordination

The company or public utility concerned will serve as the lead agency and will respond to the accident and recover transportation service. During large emergencies when the County EOC is activated, a liaison from the company or utility concerned should be available in the County EOC.

4 Concept of Operations

4.1 General

- Restoration of transportation resources is the responsibility of both the private and public sectors, including Klamath County Emergency Management, County Public Works, Oregon Department of Transportation (ODOT), Klamath County Sheriff, Oregon State Police, railroad carriers and utilities. These entities maintain and test emergency plans that will enable response to, and recovery from, transportation incidents.

- Klamath County Emergency Management and some County departments need to have contingency plans for transportation incidents.

- Planning for and coordinating the response to transportation incidents is primarily the responsibility of Klamath County Emergency Management. Other County departments are responsible for planning to recover and maintain their own operations and services if they are affected by a transportation incident.

- Under most circumstances, response to and recovery from transportation incidents will be managed through any County Department director that is affected.

  - Depending on the scope of the incident, the County EOC may be activated and some assistance from other departments may be needed in the EOC.

  - Some circumstances may require a Unified Command (UC). For example, joint efforts of the County Incident Commander (IC), other Law Enforcement agencies, Fire Districts, a utility company and/or the transportation company UC may be needed to more efficiently manage response and recovery resources.

  - Representatives of the transportation carriers or utilities affected should have positions in the EOC.
4.2 Response

4.2.1 Public Works Department

- The Public Works Department is responsible for maintaining and implementing departmental contingency plans in the event of transportation incidents.

- Public Works (Roads) should ensure that they are trained and prepared to assist in response and recovery from transportation incidents in the County.

4.2.2 Sheriff’s Department

- The Sheriff’s Office is responsible for maintaining and implementing departmental contingency plans in the event of transportation incidents.

4.2.3 Emergency Services

- Monitor the impact of the transportation incident throughout the County. Coordinate closely with the transportation company or utility concerned and alert department heads, and other key staff of the status and expected duration of the incident.

- If the EOC is not activated, Emergency Services is responsible for ensuring inter-department and inter-agency coordination.

- Inform Oregon Emergency Management (OERS) of the status of the transportation incident and efforts to respond and recover from any emergency conditions.

4.2.4 Interagency Coordination - Transportation incidents

- The company or public utility concerned will serve as the lead agency and will respond to and recover transportation service. During large emergencies when the County EOC is activated, a liaison from the company or utility concerned should be available in the County EOC.

5 Appendices

- Appendix A – Transportation Accident Incident Checklist
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### Appendix A – Transportation Accident Incident Checklist

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<tr>
<th>Phase of Activity</th>
<th>Action Items</th>
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<tr>
<td><strong>PRE-INCIDENT PHASE</strong></td>
<td>❑ Participate in County preparedness activities, seeking understanding of interactions with participating agencies in a major transportation incident scenario.</td>
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<td>❑ Ensure that emergency contact lists are current and establish a pre-event duty roster allowing for 24/7 operational support to the County EOC.</td>
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<td>❑ Inform the Emergency Manager of any major developments that could adversely affect response operations (e.g., personnel shortages, loss of equipment, etc.).</td>
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<td>❑ Arrange for personnel to participate in necessary training and exercises, as determined by the County Emergency Manager and Fire Districts.</td>
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<td>❑ Assess the County’s transportation infrastructure (e.g. roads, bridges, and traffic control devices) and implement an emergency transportation route plan.</td>
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<td>❑ Develop alternate routes based on assessment of hazard threats (railroad, roadways) that can damage transportation infrastructure and on input from ODOT, and other road owners.</td>
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<td>❑ Notification of the occurrence of a transportation incident will be issued by one of the 911 Dispatch Centers or observance by field personnel.</td>
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<td><strong>RESPONSE PHASE</strong></td>
<td>❑ Conduct a scene assessment to determine the appropriate level of emergency medical, transportation, and HazMat response. Based on the location of the accident, mass casualty, and/or evacuation procedures may be required.</td>
<td><strong>ICS Form 209: Incident Status Summary</strong></td>
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<td>❑ Determine the type, scope, and extent of the HazMat incident (<em>recurring</em>). Verify reports and obtain estimates of the area that may be affected.</td>
<td><strong>See IA 8 Hazardous Materials</strong></td>
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<td>❑ Develop alternate routes based on assessment of damages to county transportation infrastructure and on input from ODOT and other road owners on the countywide damage situation. Estimate emergency staffing levels and request personnel support.</td>
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<td>❑ County personnel should not attempt removal of accident-related debris from the accident area except as necessary to facilitate fire suppression, rescue, and emergency medical care.</td>
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<td>❑ KCSO or city Police Departments have the authority to secure the crash site to maintain the integrity of the accident site (after fire suppression and victim rescue operations are complete).</td>
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<td>❑ Contact the NTSB prior to removing deceased victims or moving aircraft wreckage. Call: <strong>NTSB Safety Office 425-227-2000 (24 hrs)</strong></td>
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<td>❑ For railroad accidents, the IC should contact the railroad company’s emergency response center, as well as the NTSB, prior to removing any victims or wreckage.</td>
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## IA 9. Transportation Accident

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<td>Coordinate the collection, storage, and disposition of all human remains and their personal effects from the crash site.</td>
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<td>If the situation warrants, request activation of the County EOC via the IC through the Emergency Manager.</td>
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<td>Establish Incident Command or UC, as appropriate. Staffing levels vary with the complexity and needs of the response. At a minimum, staff will include the IC, all Section Chiefs, Resource Coordinator and management support positions.</td>
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<td>If appropriate, the IC (or designee) will activate the EAS by contacting the NWS (453-4561/2081) to initiate a public broadcast message. Radio and television stations will copy the message and interrupt regular programming for the emergency broadcast.</td>
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<td>Develop work assignments for ICS positions (recurring).</td>
<td>ICS Form 203: Organization Assignment List</td>
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<td>Identify local, regional, and/or State agencies that may be able to mobilize resources and staff to the County EOC for support.</td>
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<td>Notify supporting emergency response agencies, ODOT, NTSB, and FAA if the accident involves an aircraft.</td>
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<td>Notify command staff, support agencies, adjacent jurisdictions, coordinators, and/or liaisons of any situational changes.</td>
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<td>Confirm or establish communications links among County EOC, and other AOCs, as applicable. Confirm operable phone numbers and verify functionality of alternative communication equipment/channels.</td>
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<td>Ensure that all required notifications have been completed. Consider other local, County, regional, State, and Federal agencies that may be affected by the incident. Notify them of the status.</td>
<td>Established emergency contact lists</td>
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<td>▪ For incidents occurring on State highways, ensure that ODOT has been notified.</td>
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<td>▪ Contact appropriate key stakeholders and partners if the incident poses an actual or potential threat to State parks, recreational areas, historical sites, environmentally sensitive areas, tourist routes, or other designated areas.</td>
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<td>▪ If agricultural areas and livestock are potentially exposed or impacted, notify local extension services (OSU), Oregon Department of Agriculture, and the State Veterinarian.</td>
<td>ESF 11 Annex of the County EOP</td>
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<td>Appoint a PIO to formulate emergency public information messages and media responses, utilizing “one message, many voices” concepts (recurring).</td>
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<td>Public information focusing on transit access points, control, and traffic control will be reviewed by the Sheriff (or designee). Information will be approved for release by the IC and Lead PIO prior to dissemination to the public.</td>
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<td>If necessary, establish a JIC staff by PIOs from various agencies.</td>
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<td>Allow the airline or agency affected by the accident to confirm casualties and to notify the next of kin via prescribed methodology.</td>
<td>Chapter 1 and Appendix A of the County EOP</td>
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<td></td>
<td>Advise the County EOC and ODOT of road restrictions and resource/support needs.</td>
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<td>Coordinate provision of up-to-date information to friends and family of victims. Consideration should be giving to keeping all such people in a central location protected from the press and where information can be provided as it becomes available.</td>
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<td>Support the removal of debris in coordination with, or under the direction of, investigative agencies such as the TSA, NTSB, or FBI.</td>
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<td>Submit a request for emergency/disaster declaration, as applicable.</td>
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<td>If necessary, determine the need to conduct evacuations and sheltering activities.</td>
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<td>Coordinate with the American Red Cross to provide Shelter and Family Referral Services through the EOC.</td>
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<td>Determine the need for additional resources and request as necessary through appropriate channels.</td>
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<td>Develop an IAP (recurring). This document is developed by the Planning Section and approved by the IC. The IAP should be discussed at regular intervals and modified as the situation changes.</td>
<td>ICS Form 202: Incident Objectives</td>
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<td>Implement objectives and tasks outlined in the IAP (recurring).</td>
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<td>Record all EOC and individual personnel activities (recurring). All assignments, person(s) responsible, and actions taken should be documented in logbooks.</td>
<td>EOC Planning Section job action guide</td>
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<td>Record all incoming and outgoing messages (recurring). All messages, and the names of those sending and receiving them, should be documented as part of the EOC log.</td>
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<td>Produce situation reports (recurring). At regular intervals, the EOC Controller and staff will assemble a Situation Report.</td>
<td>ICS Form 209: Incident Status Summary</td>
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<td></td>
<td>Ensure that all reports of injuries, deaths, and major equipment damage due to fire response are communicated to the IC and/or Safety Officer.</td>
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</tbody>
</table>
### RECOVERY/DEMOBILIZATION PHASE

<table>
<thead>
<tr>
<th>Action Items</th>
<th>Supplemental Information</th>
</tr>
</thead>
<tbody>
<tr>
<td>❑ Coordinate with the American Red Cross to assist families affected by the transportation incident.</td>
<td></td>
</tr>
<tr>
<td>❑ Ensure an orderly demobilization of emergency operations, in accordance with current demobilization plans.</td>
<td>ICS Form 221 - Demobilization Plan</td>
</tr>
<tr>
<td>❑ Release mutual aid resources as soon as possible.</td>
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<tr>
<td>❑ If necessary, provide critical incident stress management to first responders.</td>
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<tr>
<td>❑ Conduct post-event debriefing to identify success stories, opportunities for improvement, and development of the After Action Report/Improvement Plan.</td>
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<tr>
<td>❑ Deactivate/demobilize the County EOC.</td>
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<tr>
<td>❑ Implement revisions to the County EOP and supporting documents based on lessons learned and best practices adopted during response.</td>
<td></td>
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<tr>
<td>❑ Correct response deficiencies reflected in the Improvement Plan.</td>
<td></td>
</tr>
<tr>
<td>❑ Submit valuable success stories and/or lessons learned to the Lessons Learned Information Sharing website (<a href="http://www.llis.gov">www.llis.gov</a>)</td>
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</tr>
</tbody>
</table>
IA 10 – Telecommunications Failure
THIS PAGE LEFT BLANK INTENTIONALLY
1 Purpose

- The purpose of this annex is to provide a framework of coordination among agencies to help ensure the safety of life and property during telecommunications failures affecting Klamath County. It defines roles, responsibilities, and organizational relationships of government and private agencies in response to telecommunications failures.

- The primary focus of this annex is telecommunications failures and the effect they could have on the safety and security of the population, as well as economic and business activity within the county.

2 Situation and Assumptions

2.1 Situation

- The failure of data transfer, communications, or data processing may be brought about by:
  
  - Physical destruction of computers or communications equipment; or
  
  - A performance failure of software needed to run such equipment, either through bad design or sabotage.

- A failure of this type may cause severe economic damage and/or may pose life-threatening situations, as seen by airport radar, 9-1-1, and other critical communication failures.

- The dependence of society on telecommunications and information technology is steadily increasing. Klamath County, like any other county, is vulnerable to the disruption of telecommunications and information technology.

- Klamath County may experience telecommunications failures or outages ranging from a few hours to several days. Computer and telecommunications failures may result from any of the following causes:
  
  - Ice and high winds may bring down telephone lines over a wide area, causing widespread outages.
  
  - Fires, explosions, floods, or an earthquake could destroy critical computer and communications switching equipment, resulting in widespread outages.
  
  - Using basic conventional weapons, vandals or terrorists could attack computer and telecommunications infrastructure, causing telecommunications failures and lengthy outages.
Information technology and critical computer systems are vulnerable to cyber attack by computer hackers.

Telecommunications failures often occur along with other serious disruptions, such as heat waves, cold snaps, windstorms, snow storms, and other severe weather phenomena. Resources can be stretched to the limit, degrading response and recovery operations.

Telecommunications failures and outages could impact Klamath County through the loss of critical information and communications services to citizens, businesses, and government agencies. This could threaten life safety, disrupt security, severely impact businesses, and interrupt vital government services.

Fortunately, today many critical facilities in the county such as hospitals, police and fire stations, air traffic control centers, emergency operations centers, and key government and military facilities have alternate and backup communications systems. Schools, however do not.

2.2 Assumptions

Nearly all telecommunications failures and outages will occur without warning.

Restoration of telecommunications will lead to stabilization of emergency conditions.

As urbanization and dependence on telecommunications increases, the potential problems and impacts that telecommunications failures can have on County resources will be compounded.

All County equipment and personnel will be available to cope with emergency conditions. Assistance through mutual aid agreements may be necessary.

Additional resources may be obtained through contracting with local vendors.

3 Roles and Responsibilities

3.1 Public Works Department

The Public Works Department is responsible for maintaining and implementing departmental contingency plans in the event of telecommunications failure.

Public Works should ensure that the alternate means of communications are tested periodically.
3.2 Sheriff’s Department

- The Sheriff’s Office is responsible for maintaining and implementing departmental contingency plans in the event of telecommunications failure.

3.3 Klamath County Emergency Management

- Monitor the impact of the telecommunications outage throughout the county. Coordinate closely with the communications company and alert department heads and other key staff of the status and expected duration of the outage.

- If the Emergency Operations Center (EOC) is not activated, Klamath County Emergency Management is responsible for ensuring inter-department and inter-agency coordination. This may entail a recommendation to the Board of County Commissioners (BOCC) to implement the Incident Command System (ICS) and appointment of an Incident Commander (IC) through a Delegation of Authority.

- Inform Oregon Emergency Response System (OERS) of the status of the telecommunications outage and efforts to respond to, and recover from, any emergency conditions.

- Telecommunications companies will respond to the loss of commercial telecommunications, diagnose the problem(s), and restore service.

- During large emergencies when the EOC is activated, a liaison from the communications company should be available to the County EOC.

- Communicate with 9-1-1 regarding telecommunication problems they may be having and assist where possible.

3.4 Information Technologies (IT) Department

- Train information technology personnel in the safe and effective fulfillment of emergency duties.

- Ensure that a business continuity plan and procedures are established and tested to protect and restore critical computer systems and telecommunications.

- Provide computer and communications technical support to the IC and EOC.

- Ensure that critical applications are backed up regularly and tapes are stored off-site in a safe and secure location.

- Participate in emergency drills and exercises.
Maintain internal notification/call rosters.

Establish internal lines of succession.

Protect vital records.

4 Concept of Operations

Restoration of telecommunications is the responsibility of IT and local telecommunications companies. They maintain and test emergency plans that will enable damage assessment, location of the source of the outage, and prioritization and restoration of telecommunications.

Klamath County Emergency Management and each County department need to have contingency plans for telecommunications failures and outages.

Critical County facilities should have more than one reliable means of communication. Resources other than commercial landlines include cellular phones, radios, satellite phones, facsimile, email, and microwave.

Planning, preparing for, and coordinating the response to telecommunications failures are primarily the responsibility of IT and Klamath County Emergency Management. Other County departments are responsible for planning to recover and maintain their own operations and services during telecommunications outages.

Under most circumstances, response to and recovery from telecommunications failures will be managed by each County Department director with support from IT.

Depending on the scope of the incident, the County EOC may be partially activated and some assistance from other departments may be needed in the EOC.

Some circumstances may require a unified command. For example, joint efforts of the County Incident Commander (IC) and the communications company IC may be needed to more efficiently manage response and recovery resources.

In extreme cases, full activation of the County EOC may be required. In this case, representatives of the communications company should have key liaison positions in the EOC or be readily available.
IA 11 – Power Failure
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1 Purpose

- The purpose of this annex is to provide a framework of coordination among agencies to help ensure the safety of life and property during electric power failures affecting Klamath County.
- It defines roles, responsibilities, and organizational relationships of government and private agencies in response to power failures.
- The primary focus of this annex is power failures and the affect they could have on the safety and security of the population - and economic and business activity within the County.

2 Situation and Assumptions

2.1 Situation

- Power resources (generation, transmission, and distribution) have become the most important element of infrastructure in our economy. The interruption of power causes immediate and widespread disruption of services to any community, and Klamath County is no exception.

- Klamath County may experience power failures or outages ranging from a few hours to several days. Power failures may result from any of the following causes:
  - Ice and high winds may bring down electric power lines over a wide area, causing widespread outages.
  - An earthquake could topple transmission towers or distribution lines or severely damage substations, resulting in widespread outages.
  - Using basic conventional weapons, vandals or terrorists could attack power infrastructure, causing power failures and lengthy outages.
  - Technological failures, such as flashovers on high voltage lines, could cause generators to automatically trip off-line. This could result in cascading outages affecting Klamath County.

- Power failures often occur along with other serious disruptions, such as heat waves, cold snaps, windstorms, snow storms, and other severe weather phenomena. Resources can be stretched to the limit, degrading response and recovery operations.

- Power failures and outages could impact Klamath County in any or all of the following ways:
2.2 Assumptions

- Nearly all power failures and outages occur without warning.
- Restoration of electric service will lead to stabilization of emergency conditions.
- As urbanization and dependency on electric power increases, the potential problems and impacts that power failures can have on County resources will be compounded.
- All County equipment and personnel will be available to cope with emergency conditions. Assistance through mutual aid agreements may be necessary.
- Additional resources may be obtained through contracting with local vendors.

3 Roles and Responsibilities

3.1 Building Maintenance Department

- The Building Maintenance Department is responsible for maintaining and implementing departmental contingency plans in the event of power failure.
- Building Maintenance should ensure that the emergency generators for County facilities are operational and tested periodically.
- Building Maintenance will ensure that all fuel tanks for emergency generators are filled.
3.2 Sheriff’s Department

- The Sheriff’s Office is responsible for maintaining and implementing departmental contingency plans in the event of power failure.
- In the course of patrols during power outages, assist local law enforcement to direct traffic at congested intersections where traffic lights are out of service.
- Limit or restrict travel on County roads that pose special hazardous conditions due to power failure.

3.3 Klamath County Emergency Management

- Monitor the impact of the power outage throughout the county. Coordinate closely with Pacific Power and alert department heads and other key staff of the status and expected duration of the outage.
- If the EOC is not activated, Klamath County Emergency Management is responsible for ensuring inter-department and inter-agency coordination.
- Inform OERS of the status of the outage and efforts to respond and recover from emergency conditions.

3.4 Public Works Department

- In conjunction with the Sheriff’s Department and Fire Districts, Public Works will provide road signs and barriers, as needed.

4 Concept of Operations

4.1 General

- Restoration of electric power is the responsibility of Pacific Power and Light (PP&L). PP&L maintains and tests emergency plans that will enable damage assessment, location of the source of the outage, and prioritization and restoration of electric service.
- If the outage originates on the BPA transmission system, PP&L will work closely with BPA to locate the source of the problem and restore power.
- Klamath County Emergency Management and each County department need to have contingency plans for power failures and outages.
- Critical County facilities should have UPS and emergency generators with dedicated, secure external fuel tanks.
Planning, preparing for, and coordinating the response to power failures are primarily the responsibility of Klamath County Emergency Management. Other County departments are responsible for planning to recover and maintain their own operations and services during power outages.

Under most circumstances, response to and recovery from power failures will be managed by each County Department director.

- Depending on the scope of the incident, the County EOC may be partially activated and some assistance from other departments may be needed in the EOC.
- Some circumstances may require a unified command. For example, joint efforts of the County Incident Commander (IC) and the Pacific Power IC may be needed to more efficiently manage response and recovery resources.
- In extreme cases, full activation of the County EOC may be required. In this case, representatives of Pacific Power should have key liaison positions in the EOC.

4.2 Interagency Coordination

4.2.1 Power Outages

- PP&L will provide response to the loss of commercial power.

- During large emergencies when the EOC is activated, a PP&L liaison should be available to the County EOC.

4.2.2 Shelters

(see ESF 6 – Mass Care, Emergency Assistance, Housing and Human Services)

- If temporary lodging is needed due to a power outage, the American Red Cross will activate and provide information to the public regarding shelter locations. The American Red Cross will manage shelter operations for the shelters that they activate.

- The Klamath Basin Senior Citizen Council can assist in locating and providing contact information for Senior Citizen Council contacting individual elderly citizens who may need assistance during power outages.

- The Senior Citizen Center may also be a resource.
4.2.3 Emergency Transportation

- Sources of emergency transportation include public transit companies, school districts, four wheel-drive clubs, and under a declared emergency, the National Guard. See also ESF-1 Transportation of this plan.

5 Appendices

None at this time.
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IA 12 – Terrorism
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1 Purpose
The purpose of this annex is to identify agency responsibilities and the processes for coordination, response, and management of terrorism incidents involving weapons of mass destruction (WMD). It includes preparation for, and response to, any terrorism incidents where WMD are utilized.

2 Situation and Assumptions

2.1 Situation
Terrorism is the unlawful use of force or violence against persons or property to intimidate or coerce government or civilian populations in furtherance of political or social objectives. Terrorism incidents may involve mass causalities and damage to building or other property. Currently, the major threat associated with terrorism is mass destruction, which may be carried out by either foreign or domestic groups or individuals. While it is generally assumed that terrorist incidents will occur in large cities, it should be recognized that smaller communities and targets might be used as “test sites” for a future strike at a large city. Remote rural areas may be used as training sites, which Klamath County has experienced. Local extremist groups are also not unknown. In addition, even the most remote areas may find themselves to be the location for terrorists planning strikes and for the manufacture of weapons. Klamath County may experience power failures or outages ranging from a few hours to several days. Power failures may result from any of the causes outlined below.

2.2 Assumptions
■ No single agency at the local, State, Federal, or private-sector level possesses the authority and expertise to act alone on the many difficult issues that may arise in response to a threat or act of terrorism, particularly if WMD are involved.

■ A terrorist incident will create a need for special response considerations not associated with other emergency incidents, e.g.:
  ● A terrorism incident is an intentional act designed to maim and kill.
  ● A WMD incident could contain nuclear, biological or chemical (NBC) agents that are extremely toxic and not the “typical” hazardous substances generally found at a hazardous materials (HazMat) incident.
  ● First responders need to be aware of the threat of secondary devices.
First responders may not immediately recognize a terrorist incident. A responder’s ability to recognize the signs of a terrorist event is critical to his or her safety in responding to this type of incident.

Coordination will be required between law enforcement, who will view the incident as a crime scene, and other first responders, who will view the scene as a hazardous material and/or mass casualty incident site.

Some chemical and biological agents may not have immediate adverse effects or may not be detected by conventional methods.

An emerging situation may not be recognizable as a terrorist event until there are multiple casualties or other signs.

There may be multiple events carried out to create a diversion of emergency resources or overwhelm the system.

Secondary or delayed incidents may be used to cause additional damage and injury to emergency personnel responding to the incident. In the event of biological or chemical releases, first responders may become contaminated or exposed before they are able to recognize the agent involved.

Cross-contamination of critical facilities and large geographic areas may result. Victims, not knowing they have been exposed to an agent, may carry contaminants to businesses, residences, public transportation, hospitals, and clinics. Emergency responders may unknowingly contaminate police and fire stations, emergency rooms, or other locations.

A terrorism incident will cause a stronger, more emotional reaction from the public than other types of emergencies. While natural disasters tend to create a nurturing emotional reaction that leads people to assist one another, a terrorist event can evoke a reaction of extreme fear and anger.

As a terrorist incident escalates, local, State, and Federal responders will be challenged with the complexity of command and control. There will be a need for close coordination through a Joint Operations Center (JOC) and/or on-scene Unified Command (UC).

Federal assistance to support crisis and consequence management efforts probably will not arrive for at least 6–10 hours after the incident occurs.
3 Roles and Responsibilities

3.1 Local

The following agencies will provide the core local response to incidents of terrorism.

■ Klamath County Emergency Management (KCEM)

- Coordinate logistical and other support to first responders upon request from the Incident Commander (IC).
- Coordinate for the alert and warning of person located in affected area.
- Serve as liaison between local jurisdictions and response agencies and the Oregon State Emergency Management Division for requesting resources when the capabilities of local response agencies are expected.
- Provide for information management.
- Coordinate additional communication equipment, as needed
- Develop administrative guidelines and procedures for emergency response and communications to terrorist incidents involving weapons of mass destruction.
- Maintain liaison with supporting agencies.
- Make recommendations to the Board of County Commissioners regarding the implementation of the Incident Command System.

■ Klamath County Medical Examiner

- Assume overall responsibility for the care, identification, and disposition of the dead and notification of next-of-kin during and after disaster.
- Determine the cause and manner of death and provide information to Public Health and Social Services Vital Records Office for issuance of death certificate.
- Maintain a current list of mortuaries, morgues, and other facilities for the care of the dead. Coordinate with these services.
- Select suitable facilities for emergency morgues and ensure that qualified personnel operate them.
- Keep all necessary records and furnish the Public Information Officer (PIO) with a periodically updated casualty list.

- Provide a representative from the Medical Examiner’s Office to the Emergency Operations Center (EOC) upon request and if available.

- Establish and maintain Standard Operating Procedures (SOPs) for disaster responsibilities.

- Obtain additional supplies, as needed, including body bags, tags, special manpower, etc. Additional requests should be made through normal emergency management channels.

- Originate requests for State and Federal assistance.

**Klamath County Public Health Department**

- Provide preventive medical and health services.

- Control communicable diseases.

- Detect and identify possible sources of contamination dangerous to the general public health of the community.

- Provide a representative to the EOC for coordination of medical and health services.

- Coordinate health and sanitation services at mass care facilities.

- Record and Preserve death certificates.

- Assist the State Department of Health in providing assessments of the public health impact of terrorist incidents.

- Coordinate information with State and Federal agencies.

- Provide the public with information regarding disease prevention and sanitation precautions.

- Provide for mass immunization or treatment.

- Coordinate with other agencies to ensure the safety of food and water supplies.

- Oversee disposal of human and solid waste in a manner consistent with public health standards.

- Declare a health emergency to protect the general public.
Critical Incident Stress Management Team

- The Critical Incident Stress Management Team provides on-scene psychological assessment of first responder personnel during major incidents and those of long duration. The primary role of this assessment is to provide guidance in managing incident stress experienced by first responders and mitigate long-term psychological trauma.

Law Enforcement

- Identify, assess, and prioritize threats.
- Identify local sources of chemicals that may be used in improvised weapons.
- Ensure the safety of first responders.
- Coordinate control of people.
- Ensure scene ingress and egress for ambulances and other needed resources.
- Restrict scene access.
- Conduct/coordinate evacuation.
- Provide security and maintain order at decontamination sites, field and area hospitals, functional areas, and command post.
- Collect/coordinate evacuation.
- Serve as liaison with other law enforcement agencies.
- Other crisis management activities may include investigation, tracking, and maintaining scene integrity.
- Manage deceased incident victims at the scene until the medical examiner arrives to claim and relocate the bodies.
- Assist medical examiners with victim identification, if requested.
- Develop administrative guidelines and procedures for emergency response and communications to terrorist incidents involving weapons of mass destruction.
- Train all administration, emergency response personnel, and office staff in emergency procedures involving weapons of mass destruction.
- Conduct training exercises and drills to maintain response readiness to terrorist incidents involving weapons of mass destruction.

- Conduct training exercise and drills to maintain response readiness to terrorist incidents involving weapons of mass destruction.

- Initiate mutual aid contingency plan, when needed.

- Provide support emergency operations as defined in agency emergency operation procedures or as requested by the EOC, such as damage assessment.

- Assist the public in recovery operations, as resources allow.

- Provide situation and status reports, upon request, to the Incident Commander and EOC.

- Provide an incident/event debriefing and critique for all participating agencies and departments.

- Provide liaison(s) to the Federal Bureau of Investigations (FBI) and the Joint Operations Center (JOC).

**Fire**

- Provide fire suppression.

- Provide hazardous materials response and/or coordination of response.

- Perform patient and first responder decontamination.

- Provide Incident Command of fire and emergency medical service operations.

- Provide medical response that includes Advanced and Basic Life Support within the boundaries of department training and capability.

- The first fire department unit at the scene evaluates the situation and makes the decision whether to request additional assistance.

- When the decision is made to upgrade to a Mass Casualty Incident (MCI), the first officer on the scene will serve as the on-scene commander until relieved. The term “MCI” shall be used to declare a situation for which full implementation of the Medical Incident Commande System is indicated. Usually, this will occur when more than ten patients are encountered.
The State Hazardous Materials Response Team (HMRT) (or other responding Oregon State HazMat Team) will respond to and mitigate hazardous materials incidents as safely as possible using approved procedures governing on-scene command. They will also provide scene control Hot Zones; exclusionary zones; rescue; decontamination of response personnel and patients; extinguishment; proper protective equipment; reconnaissance; hazard assessment via monitoring, sampling, and detection; and other tactical operations, as appropriate.

Develop administrative guidelines and procedures for emergency response and communications to terrorist incidents involving weapons of mass destruction.

Maintain liaison with supporting agencies.

Train all administration, emergency response personnel, and office staff in emergency procedures involving weapons of mass destruction.

Conduct training exercises and drills to maintain response readiness to terrorist incidents involving weapons of mass destruction.

Maintain a resource database of specialized equipment and specialized personnel that could provide support during terrorist incidents involving weapons of mass destruction.

Provide temporary power and emergency lighting at emergency scenes, when needed.

Assist in warning the public of evacuations, traffic routing, and/or traffic control, when possible.

Initiate mutual aid agreements, when needed.

Initiate County, regional, and State fire mobilization assets through the Klamath County Fire Defense Chief, if required.

Provide supporting emergency operations, as defined in agency emergency operating procedures or as requested by the EOC, such as damage assessment.

Assist the public in recovery operations, as resources allow.

Provide situation and status reports to the EOC, upon request.

Provide an incident/event debriefing and critique for all participating agencies and departments.
**Klamath County EOP**

**Incident Annexes**

**IA 12. Terrorism**

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**Klamath County Ambulance Providers**

- Provide Basic and Advanced Life Support services and transport of decontaminated patients.
- Assist in coordinating private ambulance and emergency medical services (EMS) resources.
- Under the Incident Commander (IC), coordinate Mass Casualty transport.
- Coordinate storage and distribution of donated medical supplies.
- Provide a representative to the EOC to coordinate the EMS response, if requested.
- Provide casualty and damage assessment information to the EOC.
- Assist with evacuation of non-ambulatory and wheelchair bound people. Assist with evacuation of care facilities such as nursing homes and boarding homes.

**Public Works**

- Provide equipment and personnel resources to assist in evacuations.
- Provide traffic and crowd control.
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- .

**Building Maintenance**

- Conduct building evaluations
- Repair and restore damaged or blocked access routes; critical water, electrical, and sewer utilities; and storm drains

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**3.2 State**

The following agencies will provide the core State response to incidents of terrorism.

**Department of Agriculture**

- Monitor food, feed, and other commodities for contamination and ensure that products distributed for consumption are safe.
- Work with local health agencies to provide information to the public regarding food and product safety.

- Provide laboratory assistance for chemical identification of pesticides or fertilizers used in a terrorist incident.

## Department of Environmental Quality

- Provide the State On-Scene Coordinator (OSC) for terrorist incidents involving the discharge of hazardous substances.

- Coordinate with Oregon State Police (OSP), who assume responsibility as the IC, for clean-up activities for incidents on or near state highways.

- Provide meteorological and air modeling reviews, upon request.

- Measure ambient air concentrations for particulate materials, carbon monoxide, sulfur dioxide, and other contaminants.

- Evaluate public health impacts, in coordination with the Department of Health.

- Assist in post-terrorist incident damage assessments.

- Serve as the lead State agency for emergency environmental pollution response and cause investigation.

## Department of Public Health

- Provide assessments of the public health impact of terrorist incidents. This includes:
  - Maintaining sentinel surveillance;
  - Identifying infectious disease organisms;
  - Conducting epidemiological investigations; and
  - Performing radiological and other environmental health surveys.

- Provide appropriate vaccinations.

- Manage the remains of mass fatality victims, in conjunction with the medical examiner’s office.

- Provide technical assistance to health care providers and facilities.
Coordinate information with Federal agencies, including the Centers for Disease Control and Prevention.

Disseminate information to the general public regarding appropriate responses through the Joint Information Center (JIC).

Coordinate the reception and deployment of Federal and out-of-state health resources supporting the terrorist incident response and recovery.

Provide support to local health agencies, including:

- Identification, treatment, and control of communicable and non-communicable disease;
- Resources to supplement health care services in affected areas;
- Laboratory support in the detection, identification, and analysis of biological, chemical and radiological agents;
- Inspection of consumable foods and water supplies; and
- Technological and human exposure assessment.

**Military Department - Emergency Management Division**

- Maintain continuous preparedness and response capabilities.
- Process requests for State and Federal response-related assets and services.
- Coordinate State assets to support local jurisdictions in need of supplemental emergency assistance.
- Maintain 24-hour capability to receive notification of incidents and requests for assistance and initial notification to local, State, and Federal response agencies.

**Military Department – National Guard**

- Provide military resources, which include both equipment and personnel to aid in the response to a terrorist event.
- Providing Civil Support Detachment (CSD) WMD. The CSD team will deploy to rapidly assess suspected radiological, biological, or chemical events in support of the local IC.
Oregon State Police

- Provide law enforcement operations assistance to local governments.
- Serve as Incident Command agency for terrorist events involving hazardous materials on all state and interstate highways and designated political jurisdictions.
- Support may include evacuation, aerial reconnaissance, and dissemination of warning information, traffic control, and security.

Oregon Department of Transportation

The Oregon Department of Transportation (ODOT) coordinates the activation of ODOT personnel and equipment needed to establish traffic control and cleanup activities on state roads and interstate highways. Activation may be initiated by the OSP.

3.3 Federal

The following agencies will provide the core Federal response to incidents of terrorism.

- Department of Justice. PDD-62 validates and reaffirms existing lead agency responsibilities for all facets of the U.S. counter terrorism effort. The Department of Justice is designated as the overall lead Federal agency (LFA) for threats or acts of terrorism that take place within the United States until the Attorney General transfers the overall LFA role to Federal Emergency Management Agency (FEMA). The Department of Justice delegates the overall LFA role to the FBI for the operational response.

- Federal Bureau of Investigation. Under PDD-39, the FBI supports the overall LFA by operating as the lead agency for crisis management. The FBI will perform the following tasks.
  - Determine when a threat of terrorism warrants consultation with the White House, through the Attorney General.
  - Advise the White House, through the Attorney General, when the FBI requires assistance for a Federal crisis management response, in accordance with the PDD-39, Domestic Deployment Guidelines.
  - Work with FEMA to establish and operate a JIC in the field as the focal point for information to the public and the media concerning the Federal response to the emergency.
• Establish the primary Federal operations centers for the crisis management response in the field (Oregon) and in Washington, D.C.

• Appoint an FBI OSC (or subordinate official) to manage and coordinate the crisis management response. Within this role, the FBI OSC will convene meetings with operational decision-makers representing Federal, State, and local law enforcement and technical support agencies, as appropriate, to:

  □ Formulate incident action plans;
  □ Define priorities, review status, resolve conflicts, and identify issues that require decisions from higher authorities;
  □ Evaluate the need for additional resources;
  □ Issue and track the status of crisis management actions assigned by the FBI; and
  □ Designate appropriate liaison and advisory personnel to support FEMA and the local Incident Command System (ICS) infrastructure.

Federal Emergency Management Agency. Under PDD-39, FEMA supports the overall LFA as the lead agency for consequence management until the overall LFA role is transferred to FEMA. FEMA will perform the following tasks.

• Determine when consequences are “imminent” for the purpose of the Stafford Act;

• Consult with the Governor’s office and the White House to determine if a Federal consequence management response is required and if FEMA is directed to use Stafford Act authorities. This process will involve appropriate notification and coordination with the FBI, as the overall LFA.

• Work with the FBI to establish and operate a JIC in the field as the focal point for information to the public and the media concerning the federal response to the emergency.

• Establish the primary Federal operations centers for consequence management in the field (Oregon) and in Washington, D.C.

• Appoint a Regional Operations Center (ROC) Director or Federal Coordinating Officer (FCO) to manage and coordinate the Federal consequence management response in support of
state and local governments. In coordination with the FBI, the ROC Director or FCO will convene meetings with decision makers of Federal, state, and local emergency management and technical support agencies, as appropriate, to formulate incident action plans, define priorities, review status, resolve conflicts, identify issues that require decisions from higher authorities, and evaluate the need for additional resources.

- Issue and track the status of consequence management actions assigned by FEMA.
- Designate appropriate liaison and advisory personnel to support the FBI and the local ICS function.

- Department of Defense. In accordance with DOD directives and the Chairman Joint Chiefs of Staff, DOD will provide military assistance to the LFA and/or Federal Response Plan (FRP) Emergency Support Function primary agencies during all aspects of a terrorist incident upon approval by the Secretary of Defense. DOD assistance could include threat assessment, staff deployment, technical advice, operational support, tactical operations, support for civil disturbance, and custody, transportation, and disposal of a WMD device.

- Department of Energy. The Department of Energy (DOE) will activate technical operations capabilities to support the Federal response to threats or acts of WMD terrorism. In addition, the FBI has concluded formal agreements with potential lead Federal agencies of the Federal Radiological Emergency Response Plan (FRERP) that provide for interface, coordination, and technical assistance in support of the FBI’s mission. If the FRERP is implemented concurrently with the FRP:
  
  - The FOSC under the FRERP will coordinate the FRERP response with the FEMA official (either the ROC Director or the FCO), who is responsible under PDD-39 for coordinating all Federal support to state and local government.
  
  - The FRERP response may include on-site management, radiological monitoring and assessment, development of Federal protective action recommendations, and provisions of information about the radiological response to the public, the White House, members of Congress, and foreign governments. The lead Federal agency of the FRERP will serve as the primary Federal source of information regarding on-site radiological conditions and off-site radiological effects.
  
  - The lead Federal agency of the FRERP will issue tasking that draws upon funding for the responding FRERP agencies.
Department of Health and Human Services. The Department of Health and Human Services (HHS) will activate technical operations capabilities to support the Federal response to threats or acts of WMD terrorism. HHS may coordinate with individual agencies identified as the HHS Health and Medical Services Support Plan for the Federal Response to Acts of Chemical/Biological Terrorism, to use the structure, relationships, and capabilities described in the HHS plan is implemented:

- The HHS on-scene representative will coordinate, through the ESF #8 - Health and Medical Services Leader, the HHS plan response with the FEMA official (either the ROC Director or the FCO), who is responsible under PDD-39 for on-scene coordination of all Federal support to state and local governments.

- The HHS plan response may include threat assessment, consultation, agent identification, epidemiological investigation, hazard detection and reduction, decontamination, public health support, medical support, and pharmaceutical support operations.

- HHS will issue tasking that draws upon funding from the responding HHS plan agencies.

Environmental Protection Agency. The Environmental Protection Agency (EPA) will activate technical operations capabilities to support the Federal response to acts of WMD terrorism. EPA may coordinate with individual agencies identified in the National Oil and Hazardous Substances Pollution Contingency Plan (NCP) to use the structure, relationships, and capabilities of the National Response System as described in the NCP to support response operations. If the NCP is implemented, the following will take place:

- The Hazardous Materials OSC under the NCP will coordinate through the ESF# 10 – Hazardous Materials Chair, the NCP response with the FEMA official (either the ROC Director or the FOC), who is responsible under PDD-39 for on-scene coordination of all Federal support to state and local governments.

- The NCP response may include threat assessment, consultation, agent identification, hazard detection and reduction, environmental monitoring, decontamination, and long-term site restoration (environmental cleanup) operations.
Other. The following organizations will assist in response to incidents of terrorism:

- American Red Cross

- Shelter for disaster victims, including the use of pre-identified shelter sites in existing structures, creation of temporary facilities or the temporary construction of shelter, and use of similar facilities outside the disaster-affected area, should evacuation be necessary.

- Feeding of disaster victims and emergency workers through a combination of fixed sites, mobile feeding units, and bulk distribution of food. Such operation will be based on sound nutritional standards and will include meeting requirements of disaster victims with special dietary needs.

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

- Disaster welfare information regarding individuals residing within the affected area will be collected and provided to immediate family members outside of the affected area through a disaster welfare information system. Disaster welfare information will also be provided to aid in reunification of family members within the affected area who were separated at the time of the disaster.

- Bulk distribution of emergency relief items. Sites will be established within the affected area for bulk distribution of emergency relief items to meet urgent needs of disaster clients.

4 Concept of Operations

4.1 Crisis Management

Federal, state, and local law enforcement agencies will be responsible for the gathering and dissemination of intelligence information. Intelligence information regarding presumed legitimate threats will be disseminated by local law enforcement agencies to any agency that may be not have received the information and who is required to place staff in a readiness mode of operations.
4.1.1 Possible Terrorist Response Scenarios

- Pre-planned and special event scenario
  - This scenario provides advance notification and allows for planning, coordinating, pre-staging of assets, rehearsing, and conducting joint operation exercises.
  - Local, State, and Federal assets are pre-deployed and ready to react to any contingency.
  - Unified command will already be in place.

- Threat scenario
  - An articulated threat will immediately initiate the FBI threat assessment process to determine if it is a credible threat or a hoax.
  - If it is a credible threat, the FBI will notify local, State, and federal authorities for appropriate response actions.
  - This scenario may or may not provide adequate time for preparation and pre-deployment of local, State, and Federal response assets.

- No-notice scenario
  - The local first responder community is the first to arrive on site.
  - The ICS organization is established in accordance with local policies.
  - The IC knows that first responders are on their own for the initial critical hours.
  - Local and state authorities request Federal assistance in accordance with the established emergency operations plan.
  - The IC needs to be prepared to transition to a unified command, to include the FBI. The FBI will coordinate the arrival of all Federal assets and recover and maintain its own operations and services during power outages.

4.2 Consequence Management

- Direction and Control
  - The ICS shall be utilized by all local emergency response agencies when responding to incidents or suspected incidents of terrorism.
An on-scene command post will be established for the coordination of response activities.

Terrorist incidents may involve explosions and/or hazardous materials or biological toxin releases, which increase the possibility of mass casualties. The response to this type of HazMat event would normally be commanded by the local fire department. In such cases, an on-scene unified command will be established for the management of the incident response activities until such time as it is appropriate for law enforcement to resume full command.

In some instances, a biological toxin release could occur with no warning. In this case, the first indication of an incident could be an increase in the number of victims showing up at health care facilities. In this event, the Klamath County Public Health Department/Oregon Department of Health will coordinate enforcement to assume command.

All acts of terrorism are considered criminal activity. As such, the local law enforcement agency will assume command after the fire department has completed actions to save lives.

The IC shall provide direction and control over on-scene resources. Personnel shall operate according to specific directives, department policies and procedures, and by exercising reasonable personal judgment when unusual or unanticipated situations arise and command guidance is not available.

## Coordination

Initial coordination of on-scene emergency activities will normally take place from a command post established by the police or fire emergency units arriving first at the incident scene. Depending upon the situation, a unified command center may be established.

The Klamath County EOC will be activated to support on-scene activities at major incidents. The EOC will serve as the coordination point for participating local, State, and Federal agencies during ongoing response and recovery activities. Depending upon the incident, a separate FBI JOC may be established.

The FBI field office responsible for the incident site modifies its command post to function as the JOC.
IA 12. Terrorism

- An Emergency Management representative will be in the JOC to coordinate local consequences response activities.
- The JOC will manage the request for deployment of all Federal assets.
- The JOC provides communications between:
  - Separate command post and/or incident sites.
  - The Command Group and the Strategic Information Operations Center at FBI Headquarters in Portland Oregon and Washington, D.C.
- Wherever possible, mutual aid agreements among local emergency agencies and the private sector should be developed to promote and facilitate and sharing of resources and expertise.

## Operational Concepts

- Notification
  - Initial notification of first responder agencies will take place through dispatch. Upon determination that the event may be an incident of terrorism, dispatch shall notify County emergency organizations and the Klamath County Sheriff’s Office.
  - The County Emergency Manager will notify the Oregon State Emergency Management Division Duty Officer.
  - Other notification and requests for outside resources beyond established mutual aid shall be made through the EOC.

- Direction and Control

  Overall direction and control during response operations will be divided into two levels.
  - The IC operates from command posts and will direct and coordinate field operations.
  - The EOC facilitates interagency coordination, informs local elected officials and executive heads, monitors the situation, and reports to authorities and outside agencies.
Incident Scene Security

Local law enforcement agencies are responsible for incident scene and perimeter security. Additional on-scene support shall be requested from other local, State, and Federal agencies through the EOC, in accordance with established plans and procedures.

Pre-established security procedures and measures shall be immediately implemented by the law enforcement IC. Such measures shall ensure that only authorized personnel have access to the affected area. The incident shall be protected as a crime scene.

Establishing the two perimeters is usually beneficial:

- An outer perimeter restricts unauthorized persons from approaching the incident scene and on-scene emergency operations.
- An inner perimeter separates the on-scene emergency response and support functions from the incident scene. It helps limit access to the incident scene to properly outfitted personnel with specific tasks to perform.

Communications

Communications shall be managed through dispatch, utilizing standard operating procedures.

The established radio frequencies shall be used, in combination with telephones, to provide for complete communications capability. The use of amateur radio operator’s frequencies to supplement communications may be requested through the EOC.

It is anticipated that responders from outside the local area and from State and Federal agencies will operate under separate frequencies. In order to facilitate communications, equipment may be shared or re-distributed to provide common equipment and frequency access. This will facilitate effective communications between the EOC and field command posts. The EOC is responsible for coordinating the provision of additional communication equipment as needed.

All communications among organizations at an incident shall be in plain language. No “10 Codes” or acronyms
shall be used. All communications shall be limited to essential messages.

- Decontamination
  - Decontamination of causalities and first responder equipment will be under fire agency direction. The setup and operation of decontamination stations will be situation-dependent, using agency-developed procedures and protocols. All patients determined to be contaminated shall be decontaminated prior to transport to a medical facility.
  - In extreme circumstances, when the situation calls for decontamination and victims refuse, the Health Officer may issue an emergency administrative order under ORS 433.121. If this happens, the Health Officer can quarantine the area and utilize the law enforcement to ensure all victims are decontaminated. The decision to declare a health emergency can only be made by the Health Office and should be considered as a last resort to protect the public from certain danger.

- Mass Casualties
  - Mass casualty management, including triage, treatment, and transportation shall follow procedures established.

- Fatality Management
  - Fatality management, including incident scene preservation and incident/scene investigation, reconstruction, and the prevention of the commingling of remains shall follow the procedure of the Klamath County Medical Examiner.

- Incident Procedures
  - Responding agencies are responsible for developing their own response procedures and for training employees involved in emergency response. Agency procedures are separately published documents, which should be developed in coordination with other response agencies in the jurisdiction.

- Training
  - Heads of safety agencies providing emergency response to incidents of terrorism are responsible for ensuring that appropriate staff are trained in the concepts of this annex and departmental procedures and receive training in terrorism response through available resources.
The County EOP Basic Plan provides information regarding training recommendations.

- **Media and Public Information**

  - A PIO will be appointed by the IC to address initial public information needs from the scene. This may include coordinating media releases and arranging contacts between the media response agencies if appropriate. The PIO shall be responsible for communicating released information to the EOC.

  - A JIC will be established to provide accurate and coordinated ongoing incident information to the public and the media. Once established, all releases will be coordinated through the JIC.

  - Representatives from all participating agencies will be offered representation in the JIC. Joint agency releases of information will be preferred method of providing information to the media and the public. The JIC Manager shall be responsible for communicating released information to the EOC.

  - The location of the JIC will depend upon the incident location and facility availability at the time of incident.

- **After Action Reports**

  Following any incident of terrorism, an after action review shall be conducted to assess the effectiveness of written plans and procedures, agency readiness, functionality of the ICS, and identification of areas requiring attention. A representative of each participating agency shall participate in the review and document the review in a written report.

5 **Incident Annex Development and Maintenance**

See Basic Plan.

6 **Appendices**

- Appendix A – Terrorism Incident Checklist
# Appendix A - Terrorism Checklist

## Background Information

This annex can be applied to incidents involving Weapons of Mass Destruction (WMD) and Chemical, Biological, Radiological, Nuclear and Explosive (CBRNE) materials.

The laws of the United States assign primary authority to state and local governments to respond to the consequences of terrorism; the Federal government provides assistance as required. The County EOC typically will be activated and have the lead role in terrorism consequence management for most types of terrorist incidents, but the County Public Health Department will be assigned the lead local role in terrorism consequence management for incidents involving biological agents. Oregon Office of Emergency Management (OEM) and Federal Emergency Management Agency (FEMA) are the State and Federal consequence management leads.

Definitions for crisis management and consequence management can be found in the Basic Plan Appendices.

## Terrorism Incident Checklist

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<thead>
<tr>
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<th>Supplemental Information</th>
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<tbody>
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<td>PRE-INCIDENT PHASE</td>
<td>Continue to maintain and revise, as needed, the appropriate emergency response plans relating to terrorism response, including the EOP and annexes.</td>
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<td>Have personnel participate in necessary training and exercises, as determined by Klamath County Emergency Management.</td>
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<td>Participate in City, County, regional, State, and Federal terrorism preparedness activities, seeking understanding of interactions with participating agencies in a terrorism scenario.</td>
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<td>Ensure that emergency contact lists are updated and establish a pre-event duty roster allowing for 24/7 operational support for the EOC. Include appropriate regional, State, and Federal emergency contacts for terrorism response.</td>
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<td>Ensure that terrorism response equipment and personnel inventories for the County and the regional teams are updated. This includes response to chemical, biological, radiological, nuclear, and explosive agents. Test and maintain response and communications equipment. Keep a stock of necessary supplies.</td>
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<td>Inform Emergency Management of any major developments that could adversely affect response operations (e.g., personnel shortages, loss of firefighting equipment, etc.).</td>
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<td>Provide public safety information and educational programs for terrorism emergency preparedness and response.</td>
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<tr>
<td><strong>SURVEILLANCE PHASE</strong> <strong>(BIO ONLY)</strong></td>
<td>❑ Activate Incident/Unified Command upon recommendation from the Emergency Manager or Department Heads or Incident Commanders. UC may consist of County, regional, State and Federal crisis management and consequence management agencies.</td>
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<td>❑ Mobilize appropriate emergency personnel and first responders. When deemed necessary, send fire, HazMat, law enforcement, public health and others to the site. Determine responder activities and establish non-contaminated areas prior to mobilizing resources.</td>
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<td>❑ Evaluate the safety of emergency personnel. Initiate development of site- and agent-specific health and safety plan.</td>
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<td>❑ Assess the situation/confirm the WMD/CBRNE incident. Gather all available data regarding the status of the incident. Record the information using established forms, log sheets, and templates. Use of standard ICS forms may well be useful.</td>
<td><em>ICS Form 209: Incident Status Summary</em></td>
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<td>❑ Activate public notification procedures. Contact agency and partner emergency personnel to ensure that they are aware of the incident status and are available and staffed to respond.</td>
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<td>❑ Control the scene. Alert the public and consider shelter-in-place needs, relocation of people and animals, and special needs. This task should be coordinated with law enforcement.</td>
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<td>❑ Conduct hazard assessment. In the case of a possible intentional release, begin addressing information needs for criminal investigation. For example, what is the ultimate purpose of the biological release? What is the target? Do further hazards and secondary threats exist? What is the source of release?</td>
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<td>❑ Draft an IAP. Outline response goals and timelines and prepare for longer term (1–7 day) logistics, staffing, and operations.</td>
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<td>❑ Maintain communication between field response crews, local/County EOCs, REOC, and State ECC, as applicable. Communication should be ongoing throughout the duration of the response and should include incident status reports, resource requests, and projected staffing and equipment needs.</td>
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<td>❑ Gather additional information. Include photographs and video recording.</td>
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<td>❑ Determine if the threat level for that area should be elevated and inform appropriate agencies.</td>
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<td>❑ Determine if any advisories should be issued to the public.</td>
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<td>RESPONSE PHASE</td>
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<td>If an explosive device is found, clear the immediate area and notify appropriate first responders. Be cognizant of any secondary devices that may be on site.</td>
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<tr>
<td></td>
<td>▪ Be cognizant of any secondary devices that may be on site.</td>
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<td></td>
<td>▪ Be cognizant that CBRNE agents may be present.</td>
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<td>Investigate the crime scene and collect vital evidence.</td>
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<td>Activate the EOP.</td>
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<td>If the situation warrants, request activation of the County EOC via the IC through the Emergency Manager.</td>
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<td>Activate the appropriate EOCs and establish Incident Command. For larger events that cross multiple jurisdictions, establish a Unified Command. During terrorism incidents, local and/or County EOCs may be staffed. Staffing levels vary with the complexity and needs of the response. At a minimum, the IC, all Section Chiefs, the Resource Coordinator, and management support positions will most likely be needed.</td>
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<td>Estimate emergency staffing levels and request personnel support.</td>
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<td>Develop work assignments for ICS positions (<em>recurring</em>).</td>
<td><em>ICS Form 203: Organization Assignment List</em></td>
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<td>▪ Establish an ICP near the incident location. The ICP should be uphill and upwind of the incident location.</td>
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<td>Notify supporting agencies (dependent on the type of incident) and the County Commission.</td>
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<td>▪ Identify local, County, regional, and/or State agencies that may be able to mobilize resources to the EOC for support.</td>
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<td>Determine the type, scope, and extent of the Terrorism incident (<em>recurring</em>). Verify reports and obtain estimates of the area that may be affected. Also verify the status of critical infrastructure.</td>
<td><em>ICS Form 209: Incident Status Summary</em></td>
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<td>▪ Notify the regional HazMat team, public health agencies, support agencies, dispatch centers/PSAP, adjacent jurisdictions, Federal agencies (including FBI), and ESF leads/coordinators of any situational changes.</td>
<td><em>ESF 10 of the County EOP</em></td>
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<td>▪ Verify that the hazard perimeter and hazard zone security have been established.</td>
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<td>▪ Ensure that a health and safety plan is developed by the designated Safety Officer, including health monitoring of first responders in accordance with all applicable guidance.</td>
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<td>▪ Assess the type, severity, and size of the incident. If possible, characterize the hazardous material(s) of concern and determine appropriate personal protection equipment requirements.</td>
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<td>Determine if the threat level for that area should be elevated and inform appropriate agencies.</td>
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<td>Disseminate appropriate warnings to the public.</td>
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<td>Develop and initiate shift rotation plans, including briefing of replacements during shift changes.</td>
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<td>✓ Dedicate time during each shift to preparing for shift change briefings.</td>
<td>ICS Form 201: Incident Briefing</td>
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<td>Confirm or establish communications links among primary and support agencies, the County EOC, AOCs, and State ECC. Confirm operable phone numbers and backup communication links.</td>
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<td>Ensure that all required notifications have been completed. Consider other local, regional, State, and Federal agencies that may be affected by the incident. Notify them of the status.</td>
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<td>✓ Notification to the OSP and the FBI is required for all terrorism incidents.</td>
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<td>✓ If an incident occurs on State highways, ensure that ODOT has been notified.</td>
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<td>✓ Contact appropriate key stakeholders and partners if the incident poses an actual or potential threat to State parks, recreational areas, historical sites, environmentally sensitive areas, tourist routes, or other designated areas.</td>
<td>ESF 11 Annex to the County EOP</td>
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<td>✓ If agricultural areas and livestock are potentially exposed, contact local Extension Services (OSU), the County Public Health Department, Oregon Department of Agriculture, and the State Veterinarian, as applicable to situation.</td>
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<td>Manage and coordinate interagency functions. Providing multi-agency coordination is the primary goal. Assimilate into a Unified Command, structure as dictated by the incident.</td>
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<td>Implement local plans and procedures for terrorism operations. Ensure that copies of all documents are available to response personnel. Implement agency-specific protocols and SOPs.</td>
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<td>Obtain current and forecasted weather to project potential HazMat vapor plumes (recurring).</td>
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<td>✓ Note: Vapor plume modeling support may be obtained through regional HazMat teams, State, and/or Federal environmental protection agencies.</td>
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<td>Determine the need to implement evacuations and sheltering activities (recurring). A determination of the use of shelter-in-place for surrounding residences and public facilities should be made.</td>
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<td>✓ Note: Refer to the USDOT Emergency Response Guidebook for determining the appropriate evacuation distance from the source.</td>
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<td>Determine the need for and activate emergency medical services <em>(recurring).</em></td>
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<tr>
<td>Determine the need for additional resources and request as necessary through appropriate channels <em>(recurring).</em></td>
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<tr>
<td>Submit a request for emergency/disaster declaration, as applicable.</td>
<td><em>Chapter 1.4.1 of the EOP</em></td>
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<td>Activate mutual aid agreements. Activation includes placing backup teams on standby and alerting resource suppliers about potential needs as well as current needs.</td>
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<tr>
<td>Coordinate resource access, deployment, and storage in the operational area. Resources to coordinate include equipment, personnel, facilities, supplies, procedures, and communications. Track resources as they are dispatched and/or used.</td>
<td><em>ICS Resource Tracking Forms</em></td>
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<td>Develop plans and procedures for registering regional HazMat or health and medical teams as they arrive on the scene and receive deployment orders.</td>
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<td>Establish a JIC.</td>
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<td>Formulate emergency public information messages and media responses utilizing “one message, many voices” concepts <em>(recurring).</em></td>
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<tr>
<td>- Public information will be reviewed and approved for release by the IC and lead PIO before dissemination to the public and/or media partners.</td>
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<tr>
<td>Record all EOC activity and completion of individual personnel tasks <em>(recurring).</em> All assignments, person(s) responsible, and significant actions taken should be documented in logbooks.</td>
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<tr>
<td>Record all incoming and outgoing messages <em>(recurring).</em> All messages, and the person sending or receiving them, should be documented as part of the EOC log.</td>
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<tr>
<td>Develop and deliver situation reports <em>(recurring).</em> At regular intervals, the EOC Director and staff will assemble a situation report.</td>
<td><em>ICS Form 209: Incident Status Summary</em></td>
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<tr>
<td>Develop an IAP <em>(recurring).</em> This document is developed by the Planning Section and approved by the IC. The IAP should be discussed at regular intervals and modified as the situation changes.</td>
<td><em>ICS Form 202: Incident Objectives</em></td>
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<tr>
<td>Implement achieving objectives and tasks outlined in the IAP <em>(recurring).</em></td>
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<td>Coordinate with private sector partners as needed.</td>
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<tr>
<td>Ensure that all reports of injuries, deaths, and major equipment damage due to the terrorist incident are communicated to the IC and/or Safety Officer.</td>
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<td>RECOVERY/ DEMOBILIZATION PHASE</td>
<td>Ensure an orderly demobilization of emergency operations in accordance with current demobilization and community recovery plans.</td>
<td>ICS Form 221 - Demobilization Plan</td>
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<td>As applicable, clean-up activities will most likely be conducted by private contractors and coordinated among the County, the responsible party (if known), and the Oregon DEQ. Support from the EPA may be necessary.</td>
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<td>Activate, if necessary, the appropriate recovery strategies, continuity of operations plans, and/or continuity of government plans.</td>
<td>ESF 14 of the County EOP, COOP/COG plans</td>
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<td>Release mutual aid resources as soon as possible.</td>
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<td>Conduct a post-event debriefing to identify success stories, opportunities for improvement, and development of the After Action Report/Improvement Plan.</td>
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<td>Deactivate/demobilize the EOC.</td>
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<td>Correct response deficiencies reflected in the Improvement Plan.</td>
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<td>Revise any applicable emergency response plans based on the success stories and/or lessons learned during the response.</td>
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<td>Submit valuable success stories and/or lessons learned to the Lessons Learned Information Sharing website (<a href="http://www.llis.gov">www.llis.gov</a>)</td>
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