

CITY OF SHASTA LAKE EMERGENCY PLAN

BASIC PLAN

Purpose

The Basic Plan addresses Shasta Lake's planned response to extraordinary emergency situations associated with natural disasters, technological incidents, and nuclear defense operations. It provides operational concepts relating to the various emergency situations, identifies components of the Local Emergency Management Organization, and describes the overall responsibilities of the organization for protecting life and property and assuring the overall well-being of the population. The plan also identifies the sources of outside support which might be provided (through mutual aid and specific statutory authorities) by other jurisdictions, state and federal agencies, and the private sector.

Authorities and References

Emergency operations will be conducted as outlined under 1.5, Concept of Operations, and in accordance with the enabling legislation, plans, and agreements listed in Enclosure 1-1, Authorities and References.

Preparedness Elements

In view of the jurisdiction's susceptibility and vulnerability to natural disasters, technological incidents, and nuclear defense emergencies, continuing emphasis will be placed on: emergency planning; training of full-time, auxiliary and reserve personnel; public awareness and education; and assuring the adequacy and availability of sufficient resources to cope with such emergencies. Emphasis will also be placed on mitigation measures to reduce losses from disasters, including the development and enforcement of appropriate land use, design and construction regulations (see Enclosure 1-2, Hazard Mitigation).

Situation

A hazard analysis has indicated that the jurisdiction may be at risk to numerous hazards associated with natural disasters, technological incidents, and nuclear defense situations. These hazards are identified in Appendix 1, Hazard-Specific Situations, which also provides general and specific information on their possible impact on the jurisdiction.

Concept of Operations

General

Concepts presented for peacetime emergencies consider the full spectrum from a minor involvement to total involvement from a destructive impact, with the

worst case situation being one associated with the occurrence of a major earthquake. The concepts for nuclear defense emergencies progress up to and include a nuclear attack which can occur with or without warning. There are a number of similarities in operational concepts for peacetime emergencies and nuclear defense emergencies. These are combined below as applicable.

Some emergencies will be preceded by a buildup period which, if recognized and utilized, can provide advance warning to those areas and/or population groups which might be affected. Other emergencies occur with little or no advance warning, thus requiring mobilization and commitment of the jurisdiction's resources just prior to or after the onset of the emergency situation. All agencies must be prepared to respond promptly and effectively to any foreseeable emergency to include the provision and utilization of mutual aid (see Enclosure 1-3, Mutual Aid).

In consideration of all possible disaster situations, this plan will be implemented in three periods, with related phases, as time and circumstances permit.

Pre-Emergency Period

The Pre-Emergency Period is divided into two phases as follows:

Normal Preparedness Phase

Agencies having emergency responsibilities assigned in this plan will prepare and/or obtain supporting plans, Standing Operating Procedures (SOPs), resource information, training programs.

Increased Readiness

Increased readiness situations include potential imminent natural disaster, such as flood or fire, or a rapidly deteriorating international situation that could lead to a possible nuclear attack upon the United States. Increased readiness actions will include increasing public information efforts, accelerating training programs, inspecting, dispensing and/or relocating equipment, and taking other feasible measures. Available resources, to include auxiliaries and reserves, will be mobilized.

Emergency Period

The Emergency Period is divided into three phases as follows:

Pre-Impact Phase

Most actions to be accomplished during this phase would be precautionary and would be centered around taking appropriate countermeasures to protect people. Response actions could be based on developing situations associated with a slow-rise flood, warning of an imminent volcanic eruption, hazardous materials

incident, nuclear defense emergency, possible dam failure, approaching wildland fire, or short-term earthquake prediction.

Actions accomplished during this phase may be concentrated on the movement of people from identified hazard areas to safer, lower risk areas and on providing food, lodging, and shelter for the people in the reception areas. The following would be applicable:

1. Warning threatened elements of the population and initiating movement operations as necessary.
2. Advising agencies to activate resources; advising the Office of Emergency Services (OES) Mutual Aid Region of emergencies; and preparing for the receipt and application of mutual aid.

If it is determined that state and possible federal aid will be needed, a LOCAL EMERGENCY will be proclaimed as prescribed by local ordinance and a formal request will be submitted through State OES requesting that the Governor proclaim a STATE OF EMERGENCY.

Should the possible or expected emergency not develop, all alerted agencies will be promptly notified.

As provided in the California Emergency Plan, state agencies will provide assistance to threatened or stricken areas. State agency representatives will establish liaison with their local counterparts to relay information and mutual aid requests. The OES Regional Manager will coordinate intra-regional mutual aid and state assistance as necessary.

If a nuclear attack appears imminent, the Governor may proclaim a STATE OF WAR EMERGENCY and order/advise relocation.

Immediate Impact Phase

Actions taken during this phase will be concentrating on the well-being of people affected by the occurrence of an event such as a major earthquake, the release of hazardous materials, a large fire or explosion, a volcanic eruption, or a nuclear attack. The impact of the disaster agent may be destructive or it may create an exposure hazard.

One of the following conditions will apply in the Immediate Impact Phase. The jurisdiction is:

1. Damaged or exposed, and the situation can be controlled by in-place counter-measures;
2. Damaged or exposed and evacuation of all or part of the area is required because immediate and ensuing threats are uncontrollable;

3. Close to the affected area and can be called upon to provide direct and immediate support to emergency operations in the affected area; or
4. Distant from the affected area and can be called upon to provide backup support.

Each element of the Emergency Management Organization will operate according to the provisions of the appropriate Annex in this plan and any pertinent SOPs. Priority will be given to the following operations:

1. Disseminating warning, emergency public information, and other advice and action instructions to the public.
2. Surveying and evaluating the emergency situation.
3. Mobilizing, allocating, and positioning personnel and equipment.
4. Conducting evacuation and/or rescue operations as required.
5. Providing for the care and treatment of casualties.
6. Collecting, identifying, and disposing of dead persons.
7. Providing for the mass care (food, lodging, etc.) needs of displaced persons.
8. Enforcing police powers in controlling the locations and movement of people, establishing access controls, erecting traffic barricades, etc.
9. Implementing health and safety measures.
10. Protecting, controlling, and allocating vital resources.
11. Advising industry, schools, and businesses of possible phased shutdowns.
12. Restoring or activating essential facilities and systems.

When local resources are committed to the maximum and additional material and/or personnel are required to respond to the emergency, requests for mutual aid will be initiated. Fire and law enforcement agencies will request or render mutual aid directly through established channels. Any action which involves financial outlay by the jurisdiction, or a request for military assistance, must be authorized by the appropriate local official. If the situation dictates, State OES will coordinate the establishment of one, or more, Disaster Support Areas (DSAs) where resources and supplies can be received, stockpiled, allocated, and dispatched to support operations in the affected area(s).

State OES may also activate and staff the State Operations Center (SOC) at the

OES Headquarters in Sacramento to coordinate and support operations in affected areas and control the response efforts of state and federal agencies in supporting local governmental operations. The SOC may be further supported by a State Coordination Center to be activated by OES at the Mutual Aid Region Headquarters within the affected area or at a DSA.

The State OES Director will assist the Governor with the direction and coordination of the activities of the several departments and agencies of state government, and will coordinate and support the emergency operations conducted by, and under the leadership of local governments.

If the situation so warrants, a LOCAL EMERGENCY will be proclaimed, the local Emergency Operating Center (EOC) will be activated and staffed, and State OES will be advised accordingly. If deemed appropriate, the State OES Director will recommend to the Governor that a STATE OF EMERGENCY be proclaimed in affected areas and, as required, in areas from which mutual aid might be needed. During this time, state agencies will, commensurate with their capabilities, be expected to immediately respond to requests from affected areas for assistance. These activities will be coordinated with the State OES Director.

If the Governor requests and receives a Presidential declaration of an EMERGENCY or a MAJOR DISASTER under Public Law 93 288 (Federal Disaster Relief Act of 1974), he/she will appoint a State Coordinating Officer (SCO). A duly appointed Federal Coordinating Officer (FCO) and the SCO will coordinate and control state and federal efforts in supporting local operations.

Sustained Emergency Phase

As early lifesaving and property protecting actions continue, attention can be given to other priority activities. Emphasis should be on actions to help displaced persons and secure dangerous areas. Activity during this phase includes: more definitive medical treatment; operation of mass care facilities; registration of displaced persons; reuniting of family members; and detailed damage assessment.

After the immediate needs (rescue, medical care, emergency shelter, food, and clothing) of people have been met, governmental actions will be taken to fulfill their rehabilitation needs. Through coordination between the FCO, the SCO, and local government representatives, an adequate number of Disaster Assistance Centers (DACs) will be established and staffed by representatives of federal, state, and local governmental agencies, private service organizations, and representatives of the private sector. DACs will provide disaster victims a "one-stop" service in meeting their emergency and/or rehabilitation needs.

Post-Emergency Period (Recovery)

At the earliest feasible time, the State OES Director, operating through the designated SCO, will bring together state agency representatives, and appropriate local, federal, and American Red Cross officials to coordinate the implementing of state and federal

assistance programs and establish support priorities. Details, policies and procedures for rehabilitation and recovery activities are provided in the State Disaster Assistance Procedural Manual (published and issued separately).

Each represented agency will take action to satisfy identified recovery needs. This action will include broad dissemination, through all available media, of guidance to the affected public as to where, when, and how they may receive assistance.

The Post-Emergency Period has major objectives which may be overlapping: 1) reinstatement of family autonomy; 2) provision of essential public services; 3) permanent restoration of private and public property; 4) reinstatement of public services; and 5) research to uncover residual hazards, advance knowledge of disaster phenomena, and to improve future emergency operations.

Peacetime Emergencies

The jurisdiction's partial or total response to natural disasters or technological incidents will be dictated by the type and magnitude of the emergency. Generally, response to a major peacetime emergency situation will progress from local, to regional, to state, to federal involvement.

For planning purposes, State OES has established three levels of emergency response to peacetime emergencies, which are based on the severity of the situation and the availability of local resources.

Level I

A minor to moderate incident wherein local resources are adequate and available. A LOCAL EMERGENCY may or may not be proclaimed.

Level II

A moderate to severe emergency wherein local resources are not adequate and mutual aid may be required on a regional or even statewide basis. A LOCAL EMERGENCY will be proclaimed and a STATE OF EMERGENCY might be proclaimed.

Level III

A major disaster wherein resources in or near the impacted area are overwhelmed and extensive state and/or federal resources are required. A LOCAL EMERGENCY and a STATE OF EMERGENCY will be proclaimed and a Presidential Declaration of an EMERGENCY or MAJOR DISASTER will be requested.

Specific operational concepts, to include the emergency response actions of the various elements of the Emergency Management Organization, are reflected in Annexes to this plan.

Nuclear Defense Emergencies

Because of the expected serious consequences of a nuclear attack, Nuclear Civil Protection (NCP) Plans and planned responses to nuclear defense emergencies include provisions for:

1. Relocating people from potential hazard areas to reception areas, if time allows.
2. Identifying the best available shelter from direct weapons effects for those persons remaining in hazard areas.
3. Improving the fallout shelter capability in reception areas by emergency upgrading of already existing buildings and/or by emergency construction of expedient shelters.

Population relocation is the preferable option in a nuclear defense emergency because of the shortage of direct effects shelters in hazard areas, but limited warning time and other circumstances might preclude relocation or allow only partial movement of people. In such instances, people remaining in hazard areas will need the best available in-place protection. Persons remaining in or authorized to commute to hazard areas will also need protection.

Operations during nuclear defense emergencies will be governed by essential actions relating to increased readiness, relocation (if ordered and time permits), and nuclear attack (with or without warning). Specific operational concepts are reflected in the annexes to this plan.

Statewide Emergency Management System

In a peacetime emergency, as contrasted with a nuclear defense emergency, governmental response is an extraordinary extension of responsibility and activity, coupled with normal day-to-day activity. Thus, to ensure continued overall effectiveness, normal governmental structures will be maintained, with emergency operations being limited to those agencies assigned specific emergency functions. More importantly, a system, or systems, must come into being for the purpose of exercising overall operational control (management) or coordination of emergency operations.

Fully activated, the Statewide Emergency Management System consists of the Emergency Management staffs of all local jurisdictions, Operational Areas (county wide), OES Mutual Aid Regions (two or more counties) and State Government. Local jurisdictions would be responsible for directing and/or coordinating emergency operations, with the other levels being responsible for coordination and/or providing support to the local jurisdictions. Specific details relative to the organization and responsibilities of the Emergency Management Staffs at each of the levels are provided in Annex ____, Managing Emergency Operations.

The utilization of all, or part, of each of the levels will be dictated by the situation. For example, if an incident requires only fire or law enforcement mutual aid support, requests for support will be submitted through established channels (local jurisdiction to

the Operational Area Coordinator for that service and, if required, to the Mutual Aid Regional Coordinator).

SHASTA LAKE'S EMERGENCY MANAGEMENT

Incident Level Emergency Management System

Incident Emergency Management Systems are designed to provide for the local on-scene management of wildland fires, hazardous material incidents, transportation accidents, and other natural or man caused emergencies. Such systems provide standardized organizational structure, terminology and procedures. Such systems are very flexible and adaptable to any kind of emergency management situation.

The Incident Emergency Management System organizational structure is based around four principal activities performed at any incident. These are: Command (Director of Emergency Services), Operations, Resource/support, and Special Staff. The Organization allows for a modular and rapid expansion to meet the needs imposed by the incident. The Emergency Management System can be used during any serious multi-disciplinary emergency (e.g., fire, law, medical) within a jurisdiction, and is particularly useful for any kind of incident involving multiple jurisdictions and agencies.

Some incidents, particularly those involving hazardous materials, can escalate to area-wide emergencies requiring further activation of the emergency management system. In area-wide emergencies, one or more Incident Command Posts may be established to assist in managing emergency operations.

The local Incident Emergency Management System is described in Enclosure A-1 Annex A.

Jurisdiction Level Management

The local level of the Emergency Management System consists of the Emergency Management staffs of cities, which are responsible for their respective jurisdictional areas, and the staffs of counties, which are responsible for the unincorporated areas of counties. Staffs of the latter might also function as Operational Area Emergency Management Staffs.

Local jurisdictions may provide overall emergency management in three different modes:

1. Decentralized coordination and direction (no local EOC activation).
2. Centralized coordination and decentralized direction (activation of EOC for coordination purposes only).
3. Centralized coordination and direction (all activities directed from the EOC).

Specific details about those modes are included in Annex A, Managing Emergency

Operations.

Operational Area Emergency Management

Section 8605 of the Emergency Services Act designates each county as an Operational Area. Use of the Operational Area to coordinate emergency activities and to serve as a link in the communications system is required in a STATE OF WAR EMERGENCY. Use of the Operational Area during a STATE OF EMERGENCY or a LOCAL EMERGENCY is at the option of the county and the political subdivisions within the county area.

If an Operational Area is activated following a disaster, a county official, designated by County Ordinance, will function as the Operational Area Coordinator and will have the overall responsibility for coordinating and supporting emergency operations within the county. The Area Coordinator and supporting staff will constitute the Operational Area Emergency Management Staff.

Mutual Aid Region Emergency Management

The State of California is currently divided into six OES Mutual Aid Regions, as shown on the following page. Regional Managers and their staffs (designated state agency representatives) will constitute Regional Emergency Management Staffs and will coordinate and support local emergency operations at the request of Operational Area Coordinators.

CALIFORNIA MUTUAL AID REGIONS

(MAP)

State Emergency Management

The Governor, through State OES and its Mutual Aid Regions, will coordinate statewide operations to include the provision of mutual aid and other support to local jurisdictions and the redirection of essential supplies and other resources as required. The OES Director, assisted by representatives from state agencies, will constitute the State Emergency Management Staff.

Federal Emergency Management

The Federal Emergency Management Agency (FEMA) serves as the main federal government contact during natural disasters and nuclear defense emergencies.

Emergency Functions

In this plan, local emergency operations are divided into the emergency functions indicated below. Specific details on functional, organizational and operational concepts, responsibilities for providing support to or accomplishing a given function, and applicable policies and procedures are provided in the Annexes specified in parenthesis. The Annexes also provide hazard-specific responses to be accomplished by the Emergency Management Staff and field forces.

Managing Emergency Operations - Director of Emergency Services

Provides for the overall management and coordination of emergency operations, whether it be the actual management of forces in the field, or coordination of the joint efforts of governmental and private agencies in supporting such operations. (See Annex A)

Fire and Rescue Operations - Fire Chief

Limits the loss of life and property from fires and other threats and provides emergency medical care and rescue of persons. (See Annex B)

Law Enforcement and Traffic Control Operations – Sheriff/CHP

Provides for the Protection of life and property; enforces applicable laws, orders, and regulations; and provides traffic control on designated highways, streets, and roads. (See Annex C)

Medical Operations – EMS (Emergency Medical Services) Officer

Provides care and treatment for the ill and injured during a disaster. (See Annex D)

Public Health Operations - EMS Officer

Provides public health and environmental sanitation services. (See Annex E)

Coroner Operations - Sheriff's Department

Identifies and provides appropriate disposition of human remains. (See Annex F)

Care and Shelter Operations - Parks and Recreation Director

Provides for the basic human needs of residents, and relocates within established shelters. (See Annex G)

Movement Operations - Sheriff's Department

Provides for the evacuation and relocation of persons from threatened or affected areas. (See Annex H)

Rescue Operations - Public Works Director

Carries out coordinated search and rescue operations for the location, provision of immediate care, and safe removal of endangered, entrapped, injured and/or isolated persons. (See Annex I)

Construction and Engineering Operations - Public Works

Provides for the procurement, distribution and use of construction and engineering resources. (See Annex J)

Resources and Support Operations - Finance Director

Provides for the procurement, distribution and use of essential resources and services (including equipment, supplies, water, food, electric power, and transportation). (See Annex K)

A series of matrices on the following pages identifies the local agencies and private organizations responsible for accomplishing the above functions, and the state and federal agencies that have capabilities for supporting local operations. Detailed responsibilities of all agencies and private organizations are provided in Annexes to this plan.

Emergency Resources Management

Emergency resources management is the effective management of those available resources deemed most essential to survival and recovery operations, particularly following a major disaster or an attack upon the United States.

The California Emergency Resources Management Plan (published and issued separately) presents statewide policies and guidance to local governments on the conservation, distribution and use of resources immediately available to them, and on arranging for resupply of goods and services to meet local emergency needs. Urgent needs that cannot be met locally are to be reported to state government. State officials will then arrange with industry and responsible public agencies for delivery of goods or provision of services to meet these local shortages. These arrangements may be done directly or through federal agencies which may be functioning within the state. Once immediate supply processes are underway, the state will act to assure that necessary resources are available and efficiently used for the duration of the emergency situation.

Policies and procedures relative to emergency resources management organizational and operational concepts are provided in the California Emergency Resources Management Plan and in Annex K, Resources and Support Operations.

Continuity of Government

A major disaster or nuclear attack could result in great loss of life and property, the death or injury of key government officials, and/or the partial or complete destruction of established seats of government, and public and private records essential to continued operations of government and industry. To help preserve law and order and to continue/restore local services, it is essential that units of local government continue to function during or following such situations.

Government at all levels is responsible for providing continuity of effective leadership, authority and adequate direction of emergency and recovery operations. The California Government Code and the State Constitution provide legal authority for the continuity and preservation of state and local government. Enclosure 1-4, Continuity of

Government, provides complete details on the Continuity of Government Program in California. An attachment to the enclosure provides a listing of the successors to each member of the jurisdiction's governing body.

Public Awareness and Education

The public's response to any emergency is based on an understanding of the nature of the emergency, the potential hazards, the likely response of emergency services, and knowledge of what individuals and groups should do to increase their chances of survival and recovery.

Upon the proclamation of a STATE OF EMERGENCY by the Governor, State OES will assign a State Public Information Officer to assist local public information efforts and to provide information that originates from the State. Similarly, in a Presidential declaration, FEMA assigns an appropriate number of Information Officers to assist State efforts and to provide Federal information. However, even the most efficient emergency information effort requires time to initiate, during which confusion and lack of information can contribute to a worsening of the emergency situation and an increased burden for all areas of emergency response.

Public awareness and education prior to any emergency are crucial to successful public information efforts during and after the emergency. The decision to initiate and support this function must be made at the highest policy-making level. The pre disaster awareness and education programs must be viewed as equal in importance to all other preparations for emergencies and receive an adequate level of planning. These programs must be coordinated among the local, State and Federal officials to ensure their contribution to emergency preparedness and response operations. (Annex A, Managing Emergency Operations, provides emergency public information procedures.)

Training, Tests and Exercises

The objective of any Emergency Management Organization is efficient and timely response during emergencies. A good plan is a first step toward that objective. However, planning alone will not guarantee preparedness. Training and exercising is essential at all levels of government to make emergency operations personnel operationally ready. All emergency plans should include provision for training.

The best method of training a jurisdiction's staff to manage emergency operations is through exercising. Exercises allow local personnel to become thoroughly familiar with the procedures, facilities and systems which will actually be used in emergency situations.

Exercises can be accomplished in several forms. Desk Top Exercises provide a convenient and low cost method of introducing local officials to scenario related problem situations for discussion and problem solving. Such exercises are a good way to see if policies and procedures exist to handle certain issues.

Operations exercises simulate an actual emergency. They typically involve complete Emergency Management Staffs and are designed not only to exercise procedures, but

also to test the readiness of personnel, communications, and facilities. Such exercises can be conducted at the EOC level or as field exercises.

AUTHORITIES AND REFERENCES

General

The California Emergency Services Act (hereinafter referred to as the Act) provides the basic authorities for conducting emergency operations following the proclamations of emergencies by the Governor and/or appropriate local authorities. The provisions of the Act are further reflected and expanded on by appropriate local emergency ordinances.

The California Emergency Plan, which is promulgated by the Governor, is published in accordance with the Act and provides overall statewide authorities and responsibilities, and describes the functions and operations of government at all levels during extraordinary emergencies, including war. Section 8568 of the Act states that "the State Emergency Plan shall be in effect in each political subdivision of the state, and the governing body of each political subdivision shall take such action as may be necessary to carry out the provisions thereof." Local Emergency Plans are, therefore, considered to be extensions of the California Emergency Plan.

Emergency Proclamation

Shasta Lake Local Emergency

A Local Emergency may be proclaimed by the local governing body or a duly authorized local official, as specified by the appropriate local emergency ordinance. Proclamations will normally be made when there is an actual or threatened existence of conditions of disaster or of extreme peril to the safety of persons and property within the territorial limits of the county or city, caused by such conditions as air pollution, fire, flood, storm, epidemic, riot, or earthquake, or other conditions, including conditions resulting from war or imminent threat of war, but other than conditions resulting from a labor controversy.

The proclamation of a Local Emergency provides legal authority to:

1. If necessary, request that the Governor proclaim a State of Emergency.
2. Promulgate orders and regulations necessary to provide for the protection of life and property, including orders or regulations imposing a curfew within designated boundaries.
3. Exercise full power to provide mutual aid to any affected area in accordance with Local Ordinances, Resolutions, Emergency Plans, or agreements thereto.
4. Request that state agencies provide mutual aid.

5. Require the emergency services of any local official or employee.
6. Requisition necessary personnel and material of any department or agency.
7. Obtain vital supplies and equipment and, if required immediately, to commandeer the same for public use.
8. Impose penalties for violation of lawful orders.
9. Conduct emergency operations without facing liabilities for performance, or failure of performance. (Note: Article 17 of the Emergency Services Act provides for certain privileges and immunities.)

State of Emergency

A State of Emergency may be proclaimed by the Governor when:

1. There exists conditions of disaster or of extreme peril to the safety of persons and property within the state caused by such conditions as air pollution, fire, flood, storm, epidemic, riot, or earthquake or other conditions, other than conditions resulting from a labor controversy or conditions causing a State of War Emergency; and either
2. He/she is requested to do so by local authorities; or
3. He/she finds that local authority is inadequate to cope with the emergency.

Whenever the Governor proclaims a State of Emergency:

1. Mutual aid shall be rendered in accordance with approved Emergency Plans whenever the need arises for outside aid in any county, city and county, or city.
2. The Governor shall, to the extent he/she deems necessary, have the right to exercise within the area designated all police power vested in the state by the Constitution and the laws of the State of California.
3. Jurisdictions may command the aid of citizens as deemed necessary to cope with an emergency.
4. The Governor may suspend the provisions of any regulatory statute, or statute prescribing the procedure for conducting state business, or the orders, rules, or regulations of any state agency.
5. The Governor may commandeer or utilize any private property or personnel (other than the media) in carrying out his/her responsibilities.

6. The Governor may promulgate, issue and enforce orders and regulations as he/she deems necessary.

State of War Emergency

Whenever the Governor proclaims a State of War Emergency, or if a State of War Emergency exists, all provisions associated with a State of Emergency apply, plus:

All state agencies and political subdivisions are required to comply with the lawful orders and regulations of the Governor made or given within the limits of his authority as provided for in the Emergency Services Act.

Authorities

The following provides emergency authorities for conducting and/or supporting emergency operations:

Federal

Federal Disaster Relief Act of 1974 (Public Law 93-288).

Federal Civil Defense Act of 1950 (Public Law 920), as amended.

Public Law 84-99 (U.S. Army Corps of Engineers-Flood Fighting).

State

California Emergency Services Act (Chapter 7 of Division 1 of Title 2 of the Government Code).

California Natural Disaster Assistance Act.

Section 128, California Water Code (California Department of Water Resources - Flood Fighting).

Orders and Regulations which may be Selectively Promulgated by the Governor during a STATE OF EMERGENCY (see Attachment 1-1-C).

Orders and Regulations Promulgated by the Governor to Take Effect upon the Existence of a STATE OF WAR EMERGENCY (see Attachment 1 1 C).

Shasta Lake

See Attachment, Local Authorities and References.

References

State

California Emergency Plan.

Disaster Assistance Procedural Manual (published by the California Office of Emergency Services). California Emergency Resources Management Plan.

California Master Mutual Aid Agreement and supporting Mutual Aid Agreements.

California Law Enforcement Mutual Aid Plan.

California Fire and Rescue Operations Plan.

Shasta Lake

See Attachment 1-1-C.

ATTACHMENTS

1-1-A State of Emergency Orders and Regulations

1-1-B State of War Emergency Orders and Regulations

1-1-C Local Authorities and References

ORDERS AND REGULATIONS WHICH MAY BE SELECTIVELY PROMULGATED BY THE GOVERNOR DURING A STATE OF EMERGENCY - (EXTRACTED FROM THE CALIFORNIA EMERGENCY PLAN)

Order 1

It is hereby ordered that the period of employment for State Personnel Board emergency appointments, as provided in Section 19120 of the Government Code and State Personnel Board Rules 301 303, be waived for positions required for involvement in emergency and/or recovery operations. The requirements and period of employment for such appointments will be determined by the Director, California Office of Emergency Services, but shall not extend beyond the termination date of said State of Emergency.

Order 2

It is hereby ordered that in the area proclaimed to be in a State of Emergency and/or that specific area(s) designated by the Director, California Office of Emergency Services, outside of the proclaimed area, all drugs and medical supply stocks intended for wholesale distribution shall be held subject to the control and coordination of the Department of Health Services, Food and Drug Section. Authority imparted under this Order, and specific to the proclaimed emergency, shall not extend beyond the termination date of said State of Emergency.

Order 3

It is hereby ordered that during the proclaimed State of Emergency appropriate parts of Sections 18020-18026 of the Government Code and State Personnel Board Rules 103-139 be waived to permit cash compensation to personnel whose work is designated by the Director, California Office of Emergency Services, as essential to expedite emergency and recovery operations for all time worked over the employee's regular workweek, at a rate of 1 1/2 times the regular rate of pay. The Director, Office of Emergency Services, will also designate the beginning and ending dates for such overtime for each individual involved. This waiver shall not extend beyond the termination date of said State of Emergency.

Order 4

It is hereby ordered that, in the area proclaimed to be in a State of Emergency and/or that specific area(s) designated by the Director, California Office of Emergency Services, outside of the proclaimed area(s) but which is (are) essential to the relief and aid of the lives and property within the proclaimed area, the provisions of Sections 3247 3258 of the Civil Code relating to state contracting bonding requirements for the performance of heavy rescue, debris removal, expedient construction, preparation of mobile home sites, and related activities are suspended. This suspension shall not extend beyond the termination date of said State of Emergency.

Order 5

It is hereby ordered that in the area proclaimed to be in a State of Emergency and/or that specific area(s) designated by the Director, California Office of Emergency Services, outside of the proclaimed area(s) but which is (are) essential to the relief and aid of the lives and property within the proclaimed area, those zoning, public health, safety, or intrastate transportation laws, ordinances, regulations, or codes which the Director, California Office of Emergency Services, determines impair the provision of temporary housing be suspended for a time not to exceed 60 days, after the proclaimed State of Emergency and authorization by the President upon the declaration of a Major Disaster for the Temporary Housing Program as prescribed in Section 404 of Public Law 93-288 and Section 8654(a) of the Government Code.

Order 6

It is hereby ordered that in the area proclaimed to be in a State of Emergency and/or that specific area(s) designated by the Director, California Office of Emergency Services, outside of the proclaimed area(s) but which is (are) essential to the relief and aid of the lives and property within the proclaimed area, distribution of intra-state petroleum stocks including those in refinery storage, major distribution installations and pipeline terminals, shall be held subject to the control and coordination of the Energy Resources Conservation

and Development Commission. Petroleum stocks may be prioritized and diverted for use into a disaster area or in support of disaster mitigation operations. Any and all actions taken shall be at the discretion and judgment of the State Fuel Allocator, California Energy Commission, for use in disaster mitigation. Such actions shall be coordinated with and prioritized by the Director, Office of Emergency Services, but shall not extend beyond the termination date of said State of Emergency.

Order 7

It is hereby ordered that in the area proclaimed to be in a State of Emergency and/or that specific area(s) designated by the Director, California Office of Emergency Services, outside of the proclaimed area(s) but which is (are) essential to the relief and aid of the lives and property within the proclaimed area, all banks will take emergency operating actions pursuant to Section 1916 of the Financial Code. Actions taken under this Order, and specific to the proclaimed emergency, shall not extend beyond the termination date of said State of Emergency.

ORDERS AND REGULATIONS PROMULGATED BY THE GOVERNOR TO TAKE EFFECT UPON THE EXISTENCE OF A STATE OF WAR EMERGENCY - EXTRACTED FROM THE CALIFORNIA EMERGENCY PLAN

Order 1

It is hereby ordered that the following orders and regulations, numbered 2 through 12, having been duly made in advance of a State of War Emergency, approved by the California Emergency Council, and filed with the Secretary of State and the county clerk of each county, shall take full effect upon the existence of a State of War Emergency and shall remain in full force and effect until amended or rescinded or until termination of said State of War Emergency. (See Section 8567(a), (b), and (d), State Emergency Services Act.)

Order 2

It is hereby ordered that, immediately upon the existence of a State of War Emergency, all counties, cities and counties, and cities of the State will immediately sound the indicated warning signal and/or take all other appropriate actions to warn residents. The warning signals necessary to effectuate this action shall be those prescribed by the Federal Government for this purpose.

Order 3

It is hereby ordered that the Director of the Office of Emergency Services is authorized and directed to act on behalf of the Governor and in the name of the State of California in implementing and operating the California War Emergency Plan; and he/she is authorized to assume command and control of operations within the state in accordance with such plan, insofar as adherence to such plan is adequate, and to deviate from such plan, as directed by the Governor or to the

extent and in such manner as he/she may deem necessary for the protection of life, property, and resources of or within the state against unforeseen circumstances or hazards which, by reason of their character or magnitude, are beyond the scope of such plan; and

It is further ordered that the Director of the Office of Emergency Services is authorized to delegate such powers as are herein granted, or as authorized under Article 5 of the California Emergency Services Act, to personnel of his office as he/she may deem necessary, and such personnel may act on behalf of and in the name of the Director of the Office of Emergency Services in carrying out any authority so delegated.

Order 4

It is hereby ordered that all public employees or persons holding positions of responsibility in the State or in accredited local emergency organizations, and all registered disaster service workers, and all unregistered persons impressed into service during a State of War Emergency by a person having the authority to command the aid of citizens in the execution of these duties, are hereby declared to be members of the Statewide War-Emergency Organization; and

It is further ordered that all officials of local political subdivisions of the State and all registered disaster service workers who perform duties in the State or Regional emergency operations headquarters are hereby declared to be personnel of the State War Emergency Organization for the period of the State of War Emergency, subject to the direction of the Governor, the Director of the Office of Emergency Services, and/or the Manager of the regional headquarters to which such persons are assigned or attached; and

It is further ordered that all officials and registered disaster service workers heretofore designated as Coordinators or as staff personnel of Operational Area organizations, which have been ratified by the California Emergency Council, are hereby declared to be personnel of the State War Emergency Organization.

Order 5

It is hereby ordered that the governmental functions for the protection of lives, property, and resources of the State and of every political subdivision thereof shall continue in full force and effect, and all duly constituted officials of the State and of every political subdivision thereof shall continue to discharge their responsibilities and shall comply with, enforce, and assume the responsibility for implementing such regulations and orders not inconsistent with or contradictory to rules, regulation, or orders issued by the President of the United States or the Commanding General, Sixth United States Army, as are now or may hereafter be promulgated by the Governor, in accordance with approved plans and procedures.

Order 6

It is hereby ordered that, in accordance with national and state policy, as reflected in the General Freeze Order, Part A, California Emergency Resources Management Plan, all retail sales and transfers of consumer items are prohibited for a period of at least five days following the onset of a State of War Emergency, except for the most essential purposes as determined by federal, state, or local authorities and except for essential health items and perishables in danger of spoilage.

Order 7

It is hereby ordered that the sale of alcoholic beverages shall be discontinued immediately.

Order 8

It is hereby ordered that all petroleum stocks for California distribution, including those in refinery storage, major distributing installations, and pipe line terminals, shall be held subject to the control of the State Petroleum Director; and

It is further ordered that, following the period of prohibition of sales imposed by Order 6, retail outlets for petroleum products shall operate in accordance with rules and regulations prescribed by the State Petroleum organization as outlined in Part B VII of the California Emergency Resources Management Plan.

Order 9

It is hereby ordered that all wholesale food stocks, including those under the control of processors, wholesalers, agents and brokers, be held subject to the control of the State Food Director, except that:

1. Fresh fluid milk, fresh vegetables, and bread are not subject to this order; and
2. Supplies necessary for immediate essential use, on the basis of 2000 calories per person per day, of persons in homes or in mass care centers, restaurants, hotels, hospitals, public institutions, and similar establishments feeding approximately 100 persons or more per day, may be obtained from wholesale and/or retail sources upon approval by local authorities operating in accordance with existing state and federal food supply policies; and

It is further ordered that, following the period of prohibition of sales imposed by Order 6, retail outlets for food stocks shall operate in accordance with rules and regulations prescribed by the State Food Organization as outlined in Part B-III of the California Emergency Resources Management Plan.

Order 10

It is hereby ordered that all drugs and medical supply stocks in California,

intended for wholesale distribution, shall be held subject to the control of the Chief, State Emergency Medical and Health Organization; and

It is further ordered that, following the period of prohibition of sales imposed by Order 6, retail outlets for drugs and medical supplies shall operate in accordance with rules and regulations prescribed by the State Emergency Medical and Health Organization as outlined in Part B-IV of the California Emergency Resources Management Plan.

Order 11

It is hereby ordered that all banks will take emergency operating actions pursuant to Sections 1915 and 1916 of the Financial Code.

Order 12

It is hereby ordered that, pursuant to the California Emergency Resources Management Plan, Part B-II, Economic Stabilization, and in conjunction with the lifting of the General Freeze Order as referred to in Order 6, price and rent control and consumer rationing will be invoked and administered by the State Economic Stabilization Organization. Rationed items may include those identified in the list of essential survival items contained in Part A, California Emergency Resources Management Plan, and such other items as may be in short supply.

CITY OF SHASTA LAKE - ATTACHMENT 1-1-C, ENCLOSURE 1-1 - EMERGENCY PLAN

PLANNING BASIS

A. Authorities and References.

1. California Emergency Services Act (Chapter 7 of Division 1 of Title 2 of the Government Code).
2. California Emergency Plan. (December 1970 & sub-plans as issued).
3. California Emergency Resources Management Plan. (January 1968 and sub-plans as issued).
4. Governors Orders and Regulations for a War Emergency. (1971)
5. County of Shasta and Operational Area Emergency Plan.
6. City of Shasta Lake Emergency Services Ordinance No. 547, dated March 12, 1974.
7. City of Shasta Lake Resolution No. , adopting the California Master Mutual Aid Agreement, dated September 15, 1952.
8. City of Shasta Lake Resolution No. , designating Operational Area Coordinator, dated June 16, 1958.
9. City of Shasta Lake Resolution relative to extension of mutual aid under Master Mutual Aid Agreement in cases of local peril or emergency, Resolution No. 3233, dated December 27, 1971.
10. City of Shasta Lake Resolution adopting the City's Emergency Plan, Resolution No. 50-1995, dated Nov. 1995.

Attachment 1-1-C - HAZARD MITIGATION

Purpose

This enclosure establishes actions, policies and procedures for implementing Section 406 (Minimum Standards for Public and private Structures) of the Federal Disaster Relief Act of 1974 (Public Law 93-288) following a Presidentially declared Emergency or Major Disaster. It also assigns hazard mitigation responsibilities to various elements of federal, state, and local governments in California.

Authorities and References

Activities enumerated in this Enclosure will be conducted in accordance with the enabling legislation, plans, and agreements listed in Enclosure 1-1, Authorities and References, Part One.

General

Section 406 of Public Law 93-288 (see Attachment 1-2-A) requires, as a condition to receiving federal disaster aid, that repairs and reconstruction be done in accordance with applicable codes, specifications, and standards. It also requires that the state or local government recipient of federal aid evaluate the natural hazards of the area in which the aid is to be used, and take action to mitigate them, including safe land use and construction practices.

To be effective, hazard mitigation actions must be taken in advance of a disaster. Whenever possible, both planning and action should take place in advance. After disaster strikes, mitigation opportunities exist only for the next disaster, and even those opportunities are often needlessly limited by the absence of advance planning. Nevertheless, the immediate post-disaster period does present special opportunities for mitigation.

Section 406 deals with the opportunities presented in a current Emergency or Major Disaster response effort to mitigate potential hardship and loss resulting from future disasters. Thus, involvement with natural hazard mitigation under Section 406 is triggered in post-disaster situations. Hazard mitigation includes such activities as:

1. Minimizing the impact of future disasters on communities.
2. Improvement of structures and facilities at risk.
3. Identification of hazard-prone areas and development of standards for prohibited or restricted use.
4. Loss recovery and relief (including insurance).
5. Hazard warning and population protection.

Implementation

Federal/State Agreement

Following each Presidentially declared Emergency or Major Disaster, the Regional Director of the Federal Emergency Management Agency (FEMA) and the Governor's Authorized Representative (GAR) execute a document called the Federal/State Agreement. This Agreement includes appropriate provisions for hazard mitigation. The State agrees to:

Evaluate or have the applicant evaluate the natural hazards in the disaster area, and make appropriate recommendations to mitigate them.

Follow up with applicants to ensure that the appropriate hazard mitigation actions are taken.

Follow up with applicants to ensure that the appropriate hazard mitigation plan or plans are developed and submitted to the FEMA Regional Director for concurrence.

Review and update as necessary disaster mitigation portions of emergency plans.

Joint Federal/State/Local Hazard Mitigation Team

The FEMA Regional Director and the GAR appoint a Federal and State Hazard Mitigation Coordinator (HMC), respectively; the local applicant designates a local HMC. These individuals will constitute the Hazard Mitigation Team which will:

Identify significant hazards in the affected areas giving priority to disaster-related hazards.

Evaluate impacts of these hazards and measures which will mitigate their impacts.

Recommend appropriate hazard mitigation measures.

The Hazard Mitigation Team uses information from Damage Survey Reports (DSR), and through visits to selected sites where significant damage has occurred. The State and local representatives on the Hazard Mitigation Team are responsible for ensuring that there is adequate consultation among interested federal, state, and local parties.

Hazard Mitigation Plans

The Hazard Mitigation Team also prepares a Hazard Mitigation Plan which is submitted to the FEMA Regional Director through the GAR within 180 days after a Presidential declaration. The objective of the Plan are to:

Recommend hazard mitigation measures for local, state, and federal agencies.

Establish short and long term planning frameworks for implementation of hazard mitigation efforts.

Concept of Operations

Objectives

The identification of hazards following an Emergency or Major Disaster and accomplishment of appropriate hazard mitigation measures are the short-term planning objectives to be required by the Federal/State Agreement. The FEMA Regional Director and the GAR shall ensure compliance with these objectives as a condition for federal loans or grants.

Surveys

Each applicant is expected to use its resources and capabilities as necessary to perform emergency work, such as debris removal or emergency measures to save lives, or to protect public health and safety, or to protect property, before requesting assistance from state or federal government.

Local, state, and federal preliminary damage assessments may identify major hazards and opportunities for hazard mitigation activities prior to a declaration of Major Disaster or Emergency.

Damage Survey Reports (DSR) shall include identification of hazards and shall recommend mitigation measures to be incorporated into the repair work.

The Federal/State Hazard Mitigation Team shall review applicable land use regulations, construction standards, and other appropriate hazard mitigation measures. Utilizing information from preliminary damage assessments, DSRs, and all other readily available pertinent information, the team shall visit the sites of significant damage and shall evaluate all hazards at those sites.

For each identified significant hazard the team shall include appropriate recommendations of hazard mitigation measures in its final report.

Plans

For each hazard-prone area, the Federal/State Hazard Mitigation Team shall review and evaluate existing local and/or state emergency plans for hazard mitigation. In cases where no plans for hazard mitigation exist or are inadequate, the team shall report its findings and recommendations concerning specific needs to develop or improve, as required, and maintain hazard mitigation plans.

Existing local and state hazard mitigation plans shall be updated and new ones developed as deemed necessary by the FEMA Regional Director in consultation

with the GAR. In determining whether to impose such a requirement on a local jurisdiction, consideration shall be given to the opportunities for effective hazard mitigation, size and composition of the local jurisdiction, local government's authority to regulate land use and constructive practices, and the local government's exercise of such authority.

The GAR and/or the FEMA Regional Director may provide technical advice and assistance to state agencies or to local governments in developing new plans or updating existing plans to mitigate hazards identified as the result of the Major Disaster or Emergency within affected areas.

Mapping

The Federal/State Hazard Mitigation Team shall verify the impact of the major disaster on disaster frequencies computed prior to the Major Disaster and shall consider the advisability of redefining boundaries of high-hazard areas as a result of their findings. The team shall make recommendations to the FEMA Regional Director and the GAR on any needs for new mapping or re-mapping of high hazard areas.

Responsibilities

Federal

Federal Emergency Management Agency

The FEMA Regional Director is responsible for hazard mitigation actions under the terms of the Federal/State Agreement. The Regional Director, in coordination with the GAR, shall:

Provide for a Joint Federal/State/Local Hazard Mitigation Team to survey the disaster affected area as soon as possible following a Major Disaster or Emergency declaration by the President and to accomplish hazard mitigation planning in accordance with Federal/State Agreement.

Appoint a Hazard Mitigation Coordinator (HMC) to:

1. Service on the Federal/State Hazard Mitigation Team;
2. Confer with local, state and federal officials concerning these hazards and hazard mitigation measures; and
3. Coordinate with the State Hazard Mitigation Coordinator (SHMC) appointed by the GAR to work with those designated to accomplish the planning required.
4. Provide overall leadership with respect to the general administration of Section 406.

5. Ensure that the ultimate benefits to be gained through effective hazard mitigation programs are not diminished.
6. Provide technical advice and assistance.
7. Encourage state and local governments to adopt safe land use practices and construction standards.
8. Ensure that FEMA and other federal efforts are supplemental to local and state efforts.
9. Encourage initiative by state and local governments.
10. Take actions required by FEMA Floodplain Management Regulations (as applicable for flood disasters).

Other Federal Agencies as Appropriate

State

Office of Emergency Services

A representative of the Office of Emergency Services (OES) will be appointed by the Governor to act in the capacity of GAR, who will be responsible for state performance of hazard mitigation activities under the Federal/State Agreement. The GAR, in coordination with the FEMA Regional Director, shall:

Appoint a SHMC to serve on the Federal/State Hazard Mitigation Team.

Arrange for state and local participation in Federal-State survey and hazard mitigation planning in disaster affected areas.

State Hazard Mitigation Coordinator/Planner

The SHMC in coordination with the GAR, shall:

1. Arrange for consultations on the findings and recommendations from the joint survey and shall follow up to ensure that timely and adequate local and state hazard mitigation actions area taken.
2. As appropriate, provide funding or technical assistance to eligible applicants for the purposes of accomplishing state-approved hazard mitigation actions.
3. Arrange for state inspection or audit to verify compliance with approved hazard mitigation measures.
4. Upon completion of approved hazard mitigation activities in

accordance with the Federal/State Agreement, submit a final report of compliance with hazard mitigation requirements by state and local governments to the FEMA Regional Director of review and acceptance.

5. Accomplish hazard mitigation planning in accordance with the Federal/State Agreement.

Other State Agencies as Appropriate

Local - Shasta Lake

Applicant (Shasta Lake)

The Applicant's Authorized Representative (AAR) is responsible for local performance of hazard mitigation measures under the terms of the Federal/State Agreement. The AAR, in coordination with the GAR shall:

1. Appoint a Local Hazard Mitigation Coordinator (LHMC) to work with the Federal/State Hazard Mitigation Team.
2. With respect to any project application, submit adequate assurance that required hazard mitigation measures have been taken or will be completed.
3. To the extent of legal authority, implement and enforce land use regulations and safe construction practices which are agreed upon as conditions for FEMA grants or loans.
4. Provide evidence of compliance with conditions for any approved FEMA grants or loans as required by the GAR.

Local Hazard Mitigation Coordinator

Working with the Federal/State Hazard Mitigation Team, the LHMC shall:

1. Assess disaster damage within the local jurisdiction.
2. Arrange for local participation in consultations with the Federal/State Hazard Mitigation Team about hazard mitigation actions.
3. Inform local officials and citizens about significant team activities, and collect any local comments on these matters and report them to the SHMC.
4. Work with the Federal/State Hazard Mitigation Team in reviewing and updating existing hazard mitigation plans, or in developing new hazard mitigation plans as may be scheduled by the GAR

and requested by the FEMA Regional Director.

Other Local Department and Agencies (as Necessary)

Hazard Mitigation Measures

Avoidance

For each hazard identified following a Major Disaster or Emergency, the Federal/State Hazard Mitigation Team shall assess the feasibility of avoiding high hazard areas in cases where new construction, alteration, or major repairs are involved in restoration of damaged or destroyed facilities. The team shall also make specific recommendations concerning land use regulations and rezoning to achieve the objectives of avoidance whenever appropriate.

Reduction

Reduction of the effects of hazards identified following a Major Disaster or Emergency on people and facilities may be achieved by reducing the area or level of the hazard itself or by reducing the impact of the hazard on individual facilities. The Federal/State Hazard Mitigation Team shall make specific recommendations concerning hazard reduction measures to achieve the objectives of reduction whenever appropriate.

Land Use Regulations

Local Zoning

Regulation of land use within its jurisdiction is normally a function of local government. State, federal or private interests may propose model zoning regulations, but adoption and enforcement of such regulations remain with the responsible state or local government. Specific state or federal restrictions may be locally adopted and enforced by mutual agreement, or as a condition for certain types of financial assistance.

The Federal/State Hazard Mitigation Team shall make specific recommendations concerning land use regulations based on field observations and evaluation of hazards within the affected areas.

Consultations with the applicant, the Federal HMC and the State HMC may be necessary to identify the applicant's options for decision making.

The Federal and/or State HMC shall encourage adoption and enforcement of appropriate land use regulations.

The Federal/State Hazard Mitigation Team shall follow up contracts with the state or local government as appropriate.

State Land Use Regulations

Land use regulations for state-owned properties outside the jurisdiction of local governments are adopted and enforced by the responsible state agency. In some cases, these state regulations may serve as model regulations for local governments.

The Federal/State Hazard Mitigation Team may make recommendations concerning new revisions of existing state land use regulations for state lands and provide technical advice and assistance to the state for developing such regulations.

The state may require local adoption of statewide land use regulations as a condition for state aid, such as grants, loans, or technical assistance.

Federal Land Use Regulations

Land use regulations for federally-owned properties outside the jurisdiction of local or state governments are adopted and enforced by the responsible federal agency. In some cases, these federal land use regulations may serve as model regulations for state or local governments.

The Federal/State Hazard Mitigation Team may encourage federal agencies to adopt land use regulations currently used locally as being applicable to federal properties.

A federal agency may require local or state governments to adopt and enforce certain hazard mitigation regulations as a condition for federal assistance or participation in federally assisted programs.

Following a Major Disaster or Emergency declaration, Federal/State Hazard Mitigation Team shall make findings and recommendations as appropriate for development or updating of model hazard mitigation regulations by various federal agencies for mitigation of hazards identified.

The team may arrange for federal technical advice and assistance to local or state governments in modifying model land use regulations to satisfy local requirements.

Construction Practices

Local Standards

Following a Major Disaster or Emergency declaration, the Federal/State Hazard Mitigation Team shall inventory and evaluate the applicants existing standards for the type of repairs, reconstruction, or restorative work for which federal loan or grant assistance is being requested.

The Federal/State Hazard Mitigation Team may make available for consideration by applicants, model state or federal standards. Such

standards for new construction may be different from those for repairs or alterations to existing facilities or structures.

The Federal/State Hazard Mitigation Team may develop appropriate recommendations to the applicant for upgrading existing construction standards, or for adopting new standards.

Following a Major Disaster or Emergency declaration, each applicant has the responsibility for adopting or updating, as necessary, appropriate construction standards and for enforcing them. Applicants may request state or federal technical advice or assistance in taking these actions.

State Standards

Construction standards for state owned buildings, structures, or facilities outside the jurisdiction of local governments are adopted and enforced by the responsible state agency. In some cases these construction standards may service as model standards for local governments.

As a condition for state approval of loan or grant assistance as a result of a Major Disaster or Emergency declaration, the GAR may recommend to the FEMA Regional Director that the Associate Director prescribe certain construction standards for FEMA assisted projects for hazard mitigation purposes.

The State HMC may provide technical advice and assistance on hazard mitigation measures to applicants, private organizations, and individuals.

Federal Standards

Construction standards for federally owned structures, buildings, or facilities outside the jurisdiction of local or state governments are adopted and enforced by the responsible federal agency. In some cases these federal construction standards may serve as model standards for state and local governments.

The National Flood Insurance Program (NFIP) prescribes certain federal standards for repairs, alterations, and new construction within flood plains as a condition for acceptance for a flood prone community within that program.

For other types of disasters, similar standards for hazard mitigation may be available and appropriate for local, state, and federal use.

The Federal/State Hazard Mitigation Team shall be aware of existing standards and shall recommend to applicants appropriate construction standards for consideration as hazard mitigation measures related to the Major Disaster or Emergency.

FEMA Standards

Working with the state and applicants, through the Federal/State Hazard Mitigation Team, the FEMA Regional Director shall encourage local adoption and enforcement on all projects, including non-federally assisted projects, of appropriate standards for hazard mitigation.

The FEMA Regional Director may suspend or refuse to approve any project application until he/she is satisfied that the approved work will result in a facility or structure safe and usable for the predisaster function, or for alternate functions proposed as flexible funding by the applicant in accordance with those regulations.

Attachments

- 1-2-A Extract, Section 406, Public Law 93-288
- 1-2-B Hazard Mitigation Addition to the Federal/State Agreement
- 1-2-C Hazard Mitigation Definitions

Attachment 1-2-A, Enclosure 1-2

EXTRACT FEDERAL DISASTER RELIEF ACT OF 1974 (PUBLIC LAW 93-288)

Minimum Standards For Public And Private Structures

Sec. 406. As a condition of any disaster loan or grant made under the provisions of this Act, the recipient shall agree that any repair or construction to be financed therewith shall be in accordance with applicable standards of safety, decency, and sanitation and in conformity with applicable codes, specifications, and standards, and shall furnish such evidence of compliance with this section as may be required by regulation. As a further condition of any loan or grant made under the provisions of this Act, the State or local government shall agree that the natural hazards in the areas in which the proceeds of the grants or loans are to be used shall be evaluated and appropriate action shall be taken to mitigate such hazards, including safe land use and construction practices, in accordance with standards prescribed or approved by the President after adequate consultation with the appropriate elected officials of general purpose local governments, and the State shall furnish such evidence of compliance with this section as may be required by regulation.

Attachment 1-2-B, Enclosure 1-2

Hazard Mitigation Addition To The Federal/State Agreement

The following represents the "typical paragraph" relating to hazard mitigation that is added to the Federal/State Agreement.

The State agrees that, as a conditions for any Federal loan or grant, the State or the applicant shall evaluate the natural hazards in the areas in which the proceeds of the grants or loans are to be used and shall make appropriate recommendations to mitigate such hazards for federally assisted projects. The State further agrees: (1) to follow up with applicants, within State capabilities, to assure that, as a condition for any grant or loan under the Act, appropriate hazard mitigation actions are taken; (2) to prepare and submit not later than 180 days after the declaration to the Regional Director for concurrence, hazard mitigation plan or plans for the designated areas, and (3) to review and update as necessary disaster mitigation portions of the emergency plans.

The Regional Director agrees to make Federal technical advice and assistance available to support the planning efforts and actions.

Attachment 1-2-C, Enclosure 1-2 - HAZARD MITIGATION DEFINITIONS

Avoidance

To eliminate a hazard through measures such as relocation or prohibition of construction within an area susceptible to risk or danger, or by other means.

Construction practices

Codes, standards, and specifications applicable to repairs, or to alterations or new construction of a facility or structure.

Disaster proofing

Those alterations or modifications to damaged facilities that could be expected to prevent or substantially reduce future damages to the repaired or reconstructed facility, or to make it disaster resistant.

Hazard

Any natural source of danger or element of risk identified following a Major Disaster or Emergency.

Land use regulations

Includes zoning for purposes compatible with prudent floodplain management and both preventive and corrective restrictions on construction, repairs, or alterations of facilities within specified area. Preventive restrictions provide regulation of new land use, i.e., non-structural disaster control measures such as use of high hazard areas for parks, farms, and recreational areas. Corrective restrictions include:

1. Floodproofing
2. Acquisition

3. Insurance
4. Removal of non-conforming uses.

Mitigation

To alleviate by softening and making less severe the effects of a Major Disaster or Emergency and of future disasters in the affected areas, including reduction or avoidance.

Reduction

To diminish in strength and intensity or to restrict or lessen the size, amount and extent of damage resulting from the Major Disaster or Emergency or to be expected as the result of future disasters.

ENCLOSURE 1-3, PART ONE - MUTUAL AID

Introduction

The foundation of California's emergency planning and response is a statewide mutual aid system which is designed to ensure that adequate resources, facilities, and other support is provided to jurisdictions whenever their own resources prove to be inadequate to cope with a given situation(s). The basis for the system is the California Disaster and Civil Defense master Mutual Aid Agreement, as provided for in the California Emergency Services Act. This Agreement was developed in 1950 and adopted by California's incorporated cities and by all 58 counties. It created a formal structure within which each jurisdiction retains control of its own personnel and facilities, but can give and receive help whenever it is needed. State government, on the other hand, is obligated to provide available resources to assist local jurisdictions in emergencies.

To facilitate the coordination and flow of mutual aid, the state has been divided into six Office of Emergency Services (OES) Mutual Aid Regions (see map in Basic Plan). Through this mutual aid system, State OES can receive a constant flow of information from every geographic and organizational area of the state. This includes direct notification from a state agency or department or from a local government official that a disaster exists or is imminent. In some cases, it also includes information that makes it possible to anticipate an emergency and mitigate its effects by accelerated preparations, or perhaps prevent a situation from developing to disaster proportions.

To further facilitate the mutual aid process, particularly during day-to-day emergencies involving public safety agencies, Fire and Rescue and Law Enforcement Coordinators have been selected and function at the Operational Area (county wide), Mutual Aid Region (two or more counties), and at the state (OES) level. It is expected that during a catastrophic event, such as an earthquake, Coordinators will be assigned at all levels for other essential services (e.g., Medical, Care and Shelter, Rescue, etc.).

Responsibilities

Local Jurisdictions

Local jurisdictions are responsible for:

1. Developing and maintaining current Emergency Plans which are compatible with the California Emergency Plan and the California Master Mutual Aid Agreement, and are designed to apply local resources in meeting the emergency requirements of the immediate community or its neighbors, and coordinate such plans with those of neighboring jurisdictions to ensure mutual compatibility.
2. Maintaining liaison with the appropriate OES Mutual Aid Region Office and neighboring jurisdictions.
3. Identifying Multipurpose Staging Areas (MSA) to provide rally points for incoming mutual aid and/or a staging area for support and recovery activities.
4. Responding to requests for mutual aid.
5. Dispatching situation reports to the appropriate Operational Area Coordinator and/or OES Mutual Aid Region as the emergency situation develops and as changes in the emergency situation dictate.
6. Requesting assistance from neighboring jurisdictions, and/or the Operational Area, as necessary and feasible.
7. Receiving and employing resources as may be provided by neighboring jurisdictions and state, federal, and private agencies.
8. Carrying out emergency regulations issued by the Governor.

Operational Area

Coordinators at the Operational Area level are responsible for:

1. Coordinating intra-county mutual aid.
2. Maintaining liaison with the appropriate OES Mutual Aid Region Coordinator, the local jurisdictions within the county, and neighboring jurisdictions.
3. Identifying Multipurpose Staging Areas (MSA) to provide rally points for incoming mutual aid and/or staging areas for support and recovery activities.
4. Channeling local mutual aid requests which cannot be satisfied from

within the county to the appropriate OES Mutual Aid Region Coordinator.

5. Dispatching reports to the appropriate OES Mutual Aid Region Coordinator as the emergency situation develops and as changes in the emergency situation dictate.
6. Receiving and employing resources provided by other counties, and state, federal, and private agencies.
7. Carrying out emergency regulations issued by the Governor.

OES Mutual Aid Region

Coordinators at the OES Mutual Aid Region level are responsible for:

1. Maintaining liaison with appropriate state, federal, and local emergency response agencies located within the Region.
2. Providing planning guidance and assistance to local jurisdictions.
3. Responding to mutual aid requests submitted by jurisdictions and/or Operational Area Coordinators.
4. Receiving, evaluating, and disseminating information on emergency operations.
5. Providing the State Director, OES, with situation reports and, as appropriate, recommending courses of action.

State

State Office of Emergency Services

Performs executive functions assigned by the Governor.

Coordinates the extraordinary emergency activities of all state agencies.

Receives, evaluates, and disseminates information on emergency operations.

Prepares emergency proclamations and orders for the Governor and disseminates to all concerned.

Receives, processes, evaluates, and acts on requests for mutual aid.

Coordinates the application of state mutual aid resources and services.

Receives, processes, and transmits requests for federal assistance.

Directs the receipt, allocation, and integration of resources supplied by federal

agencies and/or other states.

Maintains liaison with appropriate state, federal, and private agencies.

Coordinates emergency operations with bordering states.

Other State Agencies

Provides mutual aid assistance to local jurisdiction commensurate with capabilities and available resources.

Policies and Procedures

Mutual aid resources will be provided and utilized in accordance with the California Master Mutual Aid Agreement and supporting separate agreements.

During a proclaimed emergency, inter-jurisdictional mutual aid will be coordinated at the appropriate Operational Area or Mutual Air Regional level whenever the available resources are:

1. Subject to state or federal control.
2. Subject to military control.
3. Located outside the requesting jurisdiction.
4. Allocated on a priority basis.

Due to the incompatibility of radio communications equipment between most agencies, local agencies should, where possible, provide incoming mutual aid forces with portable radios using local frequencies.

Requests for and coordination of mutual aid support will normally be accomplished through established channels (cities to Operational Areas, to Mutual Aid Regions, to State). Requests should include, as applicable:

1. Number of personnel needed.
2. Type and amount of equipment.
3. Reporting time and location.
4. Authority to whom they are to report.
5. Access routes.
6. Estimated duration of operations.

References

Mutual aid assistance may be provided under one or more of the following authorities:

1. California Fire and Rescue Emergency Plan.
2. California Law Enforcement Mutual Aid Plan.
3. Local Mutual Aid Agreement (see Attachment 1-3-B).
4. Federal Disaster Relief Act of 1974. (Public Law 93-288). (Provides federal support to state and local disaster activities.)

Attachments

1-3-A California Disaster and Civil Defense Master Mutual Aid Agreement

1-3-B Local Mutual Aid Agreement

Attachment 1-3-A, Enclosure 1-3

CALIFORNIA DISASTER AND CIVIL DEFENSE MASTER MUTUAL AID AGREEMENT

(Extracted from the California Emergency Plan)

This agreement made and entered into by and between the STATE OF CALIFORNIA, its various departments and agencies, and the various political subdivisions, municipal corporations, and other public agencies of the State of California;

WITNESSETH:

WHEREAS, It is necessary that all of the resources and facilities of the State, its various departments and agencies, and all its political subdivision, municipal corporations, and other public agencies be made available to prevent and combat the effect of disasters which may result from such calamities as flood, fire, earthquake, pestilence, war, sabotage, and riot; and

WHEREAS, It is desirable that each of the parties hereto should voluntarily aid and assist each other in the event that a disaster should occur, by the interchange of services and facilities, including, but not limited to, fire, police, medical and health, communication, and transportation services and facilities, to cope with the problems of rescue, relief, evacuation, rehabilitation, and reconstruction which would arise in the event of a disaster; and

WHEREAS, It is necessary and desirable that a cooperative agreement be executed from the interchange of such mutual aid on a local, county-wide, regional, state-wide, and interstate basis;

NOW, THEREFORE, IT IS HEREBY AGREED by and between each and all of the parties hereto as follows:

1. Each party shall develop a plan providing for the effective mobilization of all its resources and facilities, both public and private, to cope with any type of disaster.
2. Each party agrees to furnish resources and facilities and to render services to each and every other party to this agreement to prevent and combat any type of disaster in accordance with duly adopted mutual aid operational plans, whether heretofore or hereafter adopted, detailing the method and manner by which such resources, facilities, and services are to be made available and furnished, which operational plans may include provisions for training and testing to make such mutual aid effective; provided, however, that no party shall be required to deplete unreasonably its own resources, facilities, and services in furnishing such mutual aid.
3. It is expressly understood that this agreement and the operational plans adopted pursuant thereto shall not supplant existing agreements between some of the parties hereto providing for the exchange or furnishing of certain types of facilities and services on a reimbursable, exchange, or other basis, but that the mutual aid extended under this agreement and the operational plans adopted pursuant thereto, shall be without reimbursement unless otherwise expressly provided for by the parties to this agreement or as provided in Sections 1541, 1586, and 1587, Military and Veterans Code; and that such mutual aid is intended to be available in the event of a disaster of such magnitude that it is, or is likely to be, beyond the control of a single party and requires the combined forces of several or all of the parties to this agreement to combat.
4. It is expressly understood that the mutual aid extended under this agreement and the operational plans adopted pursuant thereto shall be available and furnished in all cases of local peril or emergency and in all cases in which a STATE OF EXTREME EMERGENCY has been proclaimed.
5. It is expressly understood that any mutual aid extended under this agreement and the operational plans adopted pursuant thereto, is furnished in accordance with the "California Disaster Act" and other applicable provisions of law, and except as otherwise provided by law that: "The responsible local official in whose jurisdiction an incident requiring mutual aid has occurred shall remain in charge at such incident including the direction of such personnel and equipment provided him through the operation of such mutual aid plans". (Sec. 1564, Military and Veterans Code.)
6. It is expressly understood that when and as the State of California enters into mutual aid agreements with other states and the Federal Government that the parties to this agreement shall abide by such mutual aid agreements in accordance with law.
7. Upon approval or execution of this agreement by the parties hereto, all mutual

aid operational plans heretofore approved by the State Disaster Council, or its predecessors, and in effect as to some of the parties hereto, shall remain in full force and effect as to them until the same may be amended, revised, or modifications of existing or hereafter adopted mutual aid operational plans, shall be adopted as follows:

- (a) County-wide and local mutual aid operational plans shall be developed by the parties thereto and are operative as between the parties in accordance with the provisions of such operational plans. Such operational plans shall be submitted to the State Disaster Council for approval. The State Disaster Council shall notify each party to such operational plans of its approval, and shall also send copies of such operational plans to other parties to this agreement who did not participate in such operational plans and who are in the same area and affected by such operational plans. Such operational plans shall be operative as to such other parties 20 days after receipt thereof unless within that time the party by resolution or notice given to the State Disaster Council, in the same manner as notice of termination of participation in this agreement, declines to participate in the particular operational plan.
- (b) State-wide and regional mutual aid operational plans shall be approved by the State Disaster Council and copies thereof shall forthwith be sent to each and every party affected by such operational plans. Such operational plans shall be operative as to the parties affected thereby 20 days after receipt thereof unless within that time the party by resolution or notice given to the State Disaster Council, in the same manner as notice of termination of participation in this agreement, declines to participate in the particular operational plan.
- (c) The declination of one or more of the parties to participate in a particular operational plan or any amendment, revision, or modification thereof, shall not affect the operation of this agreement and the other operational plans adopted pursuant thereto.
- (d) Any party may at any time by resolution or notice given to the State Disaster Council, in the same manner as notice of termination of participation in this agreement, decline to participate in any particular operational plan, which declination shall become effective 20 days after filing with the State Disaster Council.
- (e) The State Disaster Council shall send copies of all operational plans to those state departments and agencies designated by the Governor. The Governor may, upon behalf of any department or agency, give notice that such department or agency declines to participate in a particular operational plan.
- (f) The State Disaster Council, in sending copies of operational plans and other notices and information to the parties to this agreement, shall send

copies to the Governor and any department or agency head designated by him/her; the chairperson of the board of supervisors, the clerk of the board of supervisors, and County Disaster Council, and any other officer designated by a city; the executive head, the clerk of the governing body, or other officer of other political subdivisions and public agencies as designated by such parties.

8. This agreement shall become effective as to each party when approved or executed by the party, and shall remain operative and effective as between each and every party that has heretofore or hereafter approved or executed this agreement, until participation in this agreement is terminated by the party. The termination by one or more of the parties of its participation in this agreement shall not affect the operation of this agreement as between the other parties thereto. Upon approval or execution of this agreement the State Disaster Council shall send copies of all approved and existing mutual aid operational plans affecting such party which shall become operative as to such party 20 days after receipt thereof unless within that time the party by resolution or notice given to the state disaster council, in the same manner as notice of termination of participation in this agreement, declines to participate in any particular operational plan. The State Disaster Council shall keep every party currently advised of who the other parties to this agreement are and whether any of them has declined to participate in any particular operational plan.
9. Approval or execution of this agreement shall be as follows:
 - (a) The Governor shall execute a copy of this agreement on behalf of the State of California and the various departments and agencies thereof. Upon execution by the Governor a signed copy shall forthwith be filed with the State Disaster Council.
 - (b) Counties, cities, and other political subdivisions and public agencies having a legislative or governing body shall by resolution approve and agree to abide by this agreement, which may be designated as "CALIFORNIA DISASTER AND CIVIL DEFENSE MASTER MUTUAL AID AGREEMENT". Upon adoption of such a resolution, a certified copy thereof shall forthwith be filed with the State Disaster Council.
 - (c) The executive head of those political subdivisions and public agencies having no legislative or governing body shall execute a copy of this agreement and forthwith file a signed copy with the State Disaster Council.
10. Termination of participation in this agreement may be affected by any party as follows:
 - (a) The Governor, upon behalf of the State and its various departments and agencies, and the executive head of those apolitical subdivisions and public agencies having no legislative or governing body, shall file a written notice of termination of participation in this agreement with the

State Disaster Council and this agreement is terminated as to such party 20 days after the filing of such notice.

- (b) Counties, cities, and other political subdivisions and public agencies having a legislative or governing body shall by resolution given notice of termination of participation in this agreement and file a certified copy of such resolution with the State Disaster Council, and this agreement is terminated as to such party 20 days after the filing of such resolution.

IN WITNESS WHEREOF this agreement has been executed and approved and is effective and operative as to each of the parties as herein provided.

Note

There are references in the foregoing agreement to the California Disaster Act, State Disaster Council, and various sections of the Military and Veterans Code.

Effective November 23, 1970, by enactment of Chapter 1454, Statutes 1970, the California Disaster Act (Sections 1500 ff., Military and Veterans Code) was superseded by the California Emergency Services Act (Sections 8550 ff., Government Code), and the State Disaster Council was superseded by the California Emergency Council.

Section 8668 of the California Emergency Services Act provides:

- (a) Any disaster council previously accredited, the State Civil Defense and Disaster Plan, the State Emergency Resources Management Plan, the State Fire Disaster Plan, the State Law Enforcement Mutual Aid Plan, all previously approved civil defense and disaster plans, all mutual aid agreements, and all documents and agreements existing as of the effective date of this chapter, shall remain in full force and effect until revised, amended, or revoked in accordance with the provisions of this chapter.

In addition, Section 8561 of the new act specifically provides:

"Master Mutual Aid Agreement" means the California Disaster and Civil Defense Master Mutual Aid Agreement, made and entered into by and between the State of California, its various departments and agencies, and the various political subdivisions of the state, to facilitate implementation of the purposes of this chapter.

Substantially the same provisions as previously contained in Section 1541, 1564, 1586 and 1587 of the Military and Veterans Code, referred to in the foregoing agreement, are now contained in Sections 8633, 8618, 8652 and 8643, respectively, of the Government Code.

ATTACHMENT 1-3-B, ENCLOSURE 1-3

LOCAL MUTUAL AID AGREEMENT

(On File With City Clerk)

ATTACHMENT B-3: FIRE MUTUAL AID AGREEMENTS

ATTACHMENT C-3: POLICE MUTUAL AID AGREEMENTS

ATTACHMENT I-3: DEPT. OF PUBLIC WORKS MUTUAL AID AGREEMENTS

ENCLOSURE 1-4, PART ONE - CONTINUITY OF GOVERNMENT

Introduction

A major disaster or a nuclear attack could result in great loss of life and property, including the death or injury of key government officials, the partial or complete destruction of established seats of government, and the destruction of public and private records essential to continued operations of government and industry.

In the aftermath of a nuclear attack, during the reconstruction period, law and order must be preserved and, so far as possible, government services must be maintained. This can best be done by civil government. To this end, it is particularly essential that the local units of government continue to function.

Applicable portions of the California Government Code and the State Constitution (listed in Paragraph 6) provide authority for the continuity and preservation of state and local government.

Responsibilities

Government at all levels is responsible for providing continuity of effective leadership and authority, direction of emergency operations, and management of recovery.

Preservation Of Local Governments

Succession of Local Officials

Sections 8635 through 8643 of the Government Code:

1. Furnish a means by which the continued functioning of political subdivisions can be assured by providing for the preservation and continuation of (city and county) government in the event of an enemy attack, or in the event a State of Emergency or Local Emergency is a matter of statewide concern.
2. Authorize political subdivisions to provide for the succession of officers

(department heads) having duties related to law and order and/or health and safety.

3. Authorize governing bodies to designate and appoint three standby officers for each member of the governing body and for the Chief Executive, if not a member of the governing body. Standby officers may be residents or officers of a political subdivision other than that to which they are appointed. Standby officers take the same oath as regular officers and are designated Nos. 1, 2, and 3 as the case may be. (See Attachment 1-4-A for a listing of the jurisdiction's designees.)
4. Authorize standby officers to report ready for duty in the event of a State of War Emergency, State of Emergency, or Local Emergency at the place previously designated.
5. Authorize local governing bodies to convene as soon as possible whenever a State of War Emergency, State of Emergency, or Local Emergency exists, and at a place not within the political subdivision. Authorize that, should all members, including all standbys, be unavailable, temporary officers shall be appointed as follows:

By the Chairman of the Board of the county in which the political subdivision is located, or

1. By the Chairman of the Board of any other county within 150 miles (nearest and most populated down to farthest and least populated), or
2. By the mayor of any city within 150 miles (nearest and most populated down to farthest and least populated).

Temporary County Seats

Section 23600 of the Government Code provides that:

1. Boards of Supervisors shall designate alternative temporary county seats which may be outside of county boundaries.
2. They cannot purchase real property for this purpose.
3. Their resolution is to be filed with the Secretary of State.
4. Different sites can be designated subsequently if circumstances require.

Suspensions and Appointments

Section 8621 of the Government Code specifies that during a State of war Emergency, in the event that any officer of a political subdivision or employee of a state agency refuses or willfully neglects to obey an order or emergency regulation, the Governor may suspend that person and designate a replacement.

Preservation Of State Government

Continuity of State Government

In the event of war or enemy caused disaster, under the authority of Article IV, Section 21 of the State Constitution, the Legislature may provide for:

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

Succession to the Office of Governor

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

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

Article 12058 of the Government Code provides that:

1. Following the Governor and the Lt. Governor, the line of succession is President Pro Tempore of the Senate, Speaker of the Assembly, Secretary of State, Attorney General, Treasurer, and Controller.
2. Or, if none of the above is available as a result of a war or enemy caused disaster, then such other person as provided by law.

Section 12060 of the Government Code provides that:

1. The Governor shall appoint and designate by filing with the Secretary of State, the names of at least four and not more than seven citizens who will succeed in the order specified to the Office of the Governor.
2. Consideration be given to appointments from various parts of the state so there will be the greatest probability of survival.
3. The persons appointed be confirmed by the Senate.
4. The appointed person take the oath of office and is thereupon designated as a Disaster Acting Governor.

5. In the event that the Office of Governor is not filled within 24 hours after the enemy caused disaster, one of the Disaster Acting Governors in the order specified shall fill the office.
6. Each Disaster Acting Governor shall, while filling the office, have the powers and perform all the duties of the office.

Succession to Constitutional Offices

Section 12700 of the Government Code provides that:

The Lt. Governor, Attorney General, Secretary of State, Treasurer, and Controller shall appoint and designate at least three and not more than seven alternates who will serve as acting officer in a manner like that provided for the Governor.

Temporary Seat of State Government

Section 450 of the Government Code provides that:

1. The Governor shall designate an alternative temporary seat of government for use in the event of war or enemy-caused disaster or the imminence thereof.
2. A different location may subsequently be designated as circumstances require.
3. The Director of the Department of General Services shall arrange for the use of the designated facilities.

Sessions of the Legislature

Section 9035 of the Government Code provides that:

1. The Legislature will convene in a war or enemy-caused disaster at Sacramento or in the designated temporary seat of state government.
2. In such special session, the Legislature may fill any vacancies in its membership and may consider and act on any subject of legislation designed to relieve or alleviate the consequences of the disaster or to restore or continue state and local government activities and operations.

Preservation Of Essential Records

Each level of government should protect its essential records. The determination of the records to be preserved rests with each agency service chief or with the custodian of the records.

Record depositories should be located well away from potential danger zones and housed in facilities designed to withstand blast, fire, water, and other destructive forces. Such action will ensure that:

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

Three types of records considered essential are those required to:

1. Protect the rights and interests of individuals. These includes vital statistics, land and tax records, license registers, and articles of incorporation.
2. Conduct emergency operations. These would include utility systems maps, locations of emergency supplies and equipment, emergency operations plans and procedures, lines of succession, and lists of regular and auxiliary personnel.
3. Re-establish normal governmental functions and protect the rights and interests of government. Constitutions and charters, statutes and ordinances, court records, official proceedings, and financial records would be included here.

References

Continuity of Government in California (Article IV, Section 21 of the State Constitution).

Preservation of Local Government (Article 15 of the California Emergency Services Act).

Temporary Seat of State Government (Section 450, title 1, Division 3, Chapter 1 of the Government Code).

Temporary County Seats (Section 23600, Title 3, Division 1, Chapter 4, Article 1 of the Government Code).

Members of the Legislature (Section 9004, Title 2, Division 2, Part 1, Chapter 1.5, Article 1 of the Government Code).

Legislative Session after War or Enemy Caused Disaster (Sections 9035 9038, Title 2, Division 2, Part 1, Chapter 1.5, Article 2.5 of the Government Code).

Succession to the office of Governor (Article V, Section 10 of the State Constitution).

Succession to the Office of Governor (Sections 12058 12063, Title 2, Division 3, Part 2, Chapter 1, Articles 5.5 and 6 of the Government Code).

Succession to Constitutional Offices (Sections 12700-12704, Title 2, Division 3, Part 2,

Chapter 7 of the Government Code).

Preservation of State Records (Sections 14745-14750, Title 2, Division 3, Part 5.5, Chapter 5, Articles 2 and 3 of the Government Code).

ATTACHMENT 1-4-A, ENCLOSURE 1-4

1-4-A Standby Officers for the Local Governing Body Enclosure 1-5, Part One

CONTINUITY OF GOVERNMENT

Provision is made for the continued functioning of City Government despite effects of disaster or war.

1. City Council meets as soon as possible after a disaster; and when necessary, reconstitutes itself and fills appointive City offices.
2. Director of Emergency Services (City Manager), if unavailable, is succeeded in the order shown, by individuals who are permanently appointed to the following positions in city government and serve until a successor has been appointed by the Mayor, and seated.

(Asst. Director Emergency Serv.)	First Alternative
Fire Chief (OES Coordination)	Second Alternative
Sheriff	Third Alternative
Public Works Director	Fourth Alternative
3. Heads of Staff Sections and Emergency Services provide for succession to office in annexes or procedures in support of this plan.
4. The Government Seat is located at City Hall, 1650 Stanton Drive. The alternative Government Seat is at ____
5. City Records are recorded on microfilm and permanently stored in vaults located at City Hall. Spare vault space at City Hall is designated for emergency storage of vital working records in the event of a change in Readiness Conditions or the Announcement of a warning condition.

ATTACHMENT 1-5 - INTER-JURISDICTIONAL EMERGENCY RELATIONSHIP CHART

State of Emergency or War Emergency

1. Governor, State of California
2. Director California Office of Emergency Services

3. Manager, Region II, California Office of Emergency Services
4. Coordinator, Shasta County Operational Area
5. Emergency Director, County of Shasta
6. Emergency Director, City of Shasta Lake
7. Emergency Directors, Other Cities in County

Line of Authority (Direction and Control)

Line of Coordination and Communication, may become line of authority by State action.

1. Has emergency authority delegated from Governor
2. Has emergency authority delegated from Director, OES
3. Has emergency authority derived from a pre-emergency joint powers agreement among member jurisdictions (cities and county), and/or as may be delegated from higher authority.
4. Has emergency authority as provided by local ordinance (locally optional for peacetime emergencies).

ENCLOSURE 1-5, PART ONE

Glossary Of Terms

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

Casualty Collection Point (CCP) - A location within a jurisdiction which is used for the assembly, triage (sorting), medical stabilization, and subsequent evacuation of casualties. It may also be used for the receipt of incoming medical resources (doctors, nurses, supplies, etc.). Preferably the site should include or be adjacent to an open area suitable for use as a helicopter pad.

Counterforce Targets - Places that contain strategic offensive military forces; e.g., SAC Bomber Bases, ICBM Fields, Missile Submarine Support Bases.

Crisis Relocation - The organized relocation of people, in time of international crisis, from areas that are potentially at high risk from the direct effects of nuclear weapons to lower risk areas, and their reception, care, and protection in such areas.

Decontamination/Contamination Control

Radioactive Materials - The reduction (normally by removal) of contaminating radioactive material from a structure, area, person, or object. Decontamination may be accomplished by treating (e.g., washing down or sweeping) the surface so as to remove the contamination. Contamination control is accomplished by isolating the area or

object and letting the material stand so that the radioactivity is decreased as a result of natural decay. Contaminated material may be covered to prevent redistribution and/or to provide shielding.

Federal definitions are adapted from federal disaster relief laws, rules, and regulations. State definitions are adapted from the California Emergency Services Act. All other definitions are based on terms developed through new operational concepts and mutually agreed to, where applicable, between the State Office of Emergency Services, various local, state, and federal agencies, and the private sector.

Other Hazardous Materials - Decontamination consists of physically removing contaminants and/or changing their chemical nature to innocuous substances. How extensive decontamination must be depends on a number of factors, the most important being the type of contaminants involved. The more harmful the contaminant, the more extensive and thorough decontamination must be. Less harmful contaminants may require less decontamination. Combining decontamination, the correct method of doffing personnel protective equipment, and the use of site work zones minimizes cross contamination from protective clothing to wearer, equipment to personnel, and one area to another. Only general guidance can be given on methods and techniques for decontamination. The exact procedure to use must be determined after evaluating a number of factors specific to the incident.

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

Disaster Assistance Center (DAC) - A facility jointly established by the Federal and State Coordinating Officers within or adjacent to a disaster impacted area to provide disaster victims a "one-stop" service in meeting their emergency and/or rehabilitation needs. It will usually be staffed by representatives of local, state, and federal governmental agencies, private service organizations and certain representative of the private sector.

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

Disaster Service Worker - Includes public employees and any unregistered person impressed into service during a State of War Emergency, a State of Emergency, or a Local Emergency by a person having authority to command the aid of citizens in the executive of his duties. It does not include any member registered as an active firefighting member of any regularly organized volunteer fire department, having official recognition, and full or partial support of the county, city, town or district in which such fire department is located.

Disaster Support Area (DSA) - A predesignated facility anticipated to be at the periphery of a disaster area, where disaster relief resources (manpower and material) can be received, accommodated or stockpiled, allocated, and dispatched into the disaster area. A

separate portion of the area may be used for receipt and emergency treatment of casualty evacuees arriving via short-range modes of transportation (air and ground) and for the subsequent movement of casualties by heavy, long-range aircraft, to adequate medical care facilities.

Disaster Welfare Inquiry (DWI) - A service that provides health and welfare reports about relatives and certain other individuals believed to be in a disaster area and when the disaster caused dislocation or disruption of normal communications facilities precludes normal communications.

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

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

Emergency (State Definition - Also see Local Emergency and State of Emergency) - A disaster situation or condition of extreme peril to life and/or property, resulting from other than war or labor controversy, which is or is likely to be beyond local capability to control without assistance from other political entities.

Emergency (Federal Definition) - Any hurricane, tornado, storm, flood, high-water, wind driven water, tidal wave, tsunami, earthquake, volcanic eruption, landslide, mudslide, snowstorm, drought, fire, explosion, or other catastrophe in any part of the United States which requires federal emergency assistance to supplement state and local efforts to save lives and protect public health and safety or to avert or lessen the threat of a major disaster.

Emergency Broadcast System (EBS) - A system that enables the President and federal, state, and local governments to communicate with the general public through commercial broadcast stations in the event of a war caused emergency or, in some cases, large natural disaster. EBS uses the facilities and personnel of the broadcast industry on a voluntary organized basis. It is operated by the industry under rules and regulations of the Federal Communications Commission.

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

operations.

Emergency Operating Center (EOC) - A facility used for the centralized direction and/or coordination of emergency operations. An effective EOC must provide adequate working space and be properly equipped to accommodate its staff, have a capability to communicate with field units and other EOC's and provide protection commensurate with the projected risk at its location.

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

Emergency Period - A period which begins with the recognition of an existing, developing, or impending situation that poses a potential threat to a community. It includes the warning (where applicable) and impact phase and continues until immediate and ensuing effects of the disaster no longer constitute a hazard to life or threat to property.

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

Emergency Public Information (EPI) - Information disseminated to the public by official sources during an emergency, using broadcast and print media. EPI includes: (1) instructions on survival and health preservation actions to take (what to do, what not to do, evacuation procedures, etc.), (2) status information on the disaster situation (number of deaths, injuries, property damage, etc.), and (3) other useful information (state/federal assistance available).

Emergency Public Information System (EPIC) - The network of information officers and their staffs who operate from EPICs at all levels of government within the state. The system also includes the news media through which emergency information is released to the public.

Essential Facilities - Facilities that are essential for maintaining the health, safety, and overall well being of the public following a disaster (e.g., hospitals, police and fire department buildings, utility facilities, etc.). May also include buildings that have been designated for use as mass care facilities (e.g., schools, churches, etc.).

Evacuee - An individual who moves or is moved from a hazard area to a less hazardous area with anticipation of return when the hazard abates.

Expedient Shelter - Any shelter constructed in an emergency or crisis period on a "crash basis" by individuals, single families, or small groups of families.

Fallout Shelter - A habitable structure, or space therein, used to protect its occupants from radioactive fallout. Criteria (National Shelter Survey requirements) include a protection

factor of 40 or greater, a minimum of 10 square feet of floor space per person, and at least 65 cubic feet of space per person. In unventilated underground space, 500 cubic feet of space per person is required.

Fallout Shelter Development - The building of fallout shelters to eliminate existing or anticipated shelter deficits. During non-crisis periods this may include construction of single purpose fallout shelters, modifications to existing structures, or use of special procedures in new construction. During a crisis period, it would include shelter upgrading and expedient shelter construction.

Fallout Shelter Upgrading - Actions taken to improve fallout shelter protection in existing facilities. Typical methods include placement of soil or other materials overhead and around walls to provide shielding from fallout, the construction of ventilation devices, and the blocking of apertures.

Federal Agency (Federal Definition) - Any department, independent establishment, government corporation, or other agency of the executive branch of the federal government, including the United States Postal Service, but not including the American Red Cross.

Federal Coordinating Officer (FCO) (Federal Definition) - The person appointed by the President to coordinate federal assistance following an emergency of major disaster declaration.

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

First Aid Station - A location within a mass care facility or Casualty Collection Point where first aid may be administered to disaster victims.

Governor's Authorized Representative - Federal Definition - The person named by the Governor in a Federal/State Agreement to execute, on behalf of the state, all necessary documents for disaster assistance, following the declaration of an Emergency or Major Disaster by the President, including certification of applications for public assistance.

Hazard - Any source of danger or element of risk.

Hazard Area - A geographically identifiable area in which a specific hazard presents a potential threat to life and property.

Incident Command System (ICS) - A system designed for the on-scene management of emergencies resulting from fires and other natural or man caused emergencies. ICS can be used during serious multi-disciplinary (fire, law, medical) emergencies or for operations involving a single jurisdiction with single or multi-agency involvement, or multi-jurisdiction/multi-agency involvement.

Institutionalized Persons - Persons who reside in public or private group quarters rather than households, for example, residents of hospitals, nursing homes, orphanages, colleges,

universities, and correctional facilities. These residents generally lack major household possessions or transportation, or require special care and custody.

Joint Emergency Operating Center (JEOC) - A facility established on the periphery of a disaster area to coordinate and control multi-jurisdictional emergency operations within the disaster area. The JEOC will be staffed by representative of select local, state and federal agencies and private organizations, and will have the capability of providing a communications link between any Mobile Emergency Operating Centers established in the disaster area and the State Operations Center in Sacramento.

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

Limited Mobility Population - Persons requiring transportation during emergency movement operations.

Local Emergency (State Definition) - The duly proclaimed existence of conditions of disaster or of extreme peril to the safety of persons and property within the territorial limits of a county, city and county, or city, caused by such conditions as air pollution, fire, flood, storm, epidemic, riot, or earthquake or other conditions, other than conditions resulting from a labor controversy, which conditions are or are likely to be beyond the control of the services, personnel, equipment, and facilities of the political subdivision and require the combined forces of political subdivisions to combat.

Major Disaster (Federal Definition) - Any hurricane, tornado, storm, flood, high-water, wind-driven water, tidal wave, tsunami, earthquake, volcanic eruption, landslide, mudslide, snowstorm, drought, fire, explosions, or other catastrophe 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 the Federal Disaster Relief Act, above and beyond emergency services by the Federal Government, to supplement the efforts and available resources of States, local governments, and disaster relief organizations in alleviating the damage, loss, hardship, or suffering caused thereby.

Mass Care Facility - A location such as a school at which temporary lodging, feeding, clothing, registration, welfare inquiry, first aid, and essential social services can be provided to disaster victims during the immediate/sustained emergency period.

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

Media - Means of providing information and instructions to the public, including radio, television, and newspapers.

Medical Self-Help - The medical treatment provided for the sick and injured by citizens and emergency forces in the absence of professional care.

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

Mutual Aid Agreement - An agreement in which two or more parties agree to furnish resources and facilities and to render services to each and every other party of the agreement to prevent and respond to any type of disaster or emergency.

Mutual Aid Region (State Definition) - A subdivision of the State Emergency Services Organization, established to facilitate coordination of mutual aid and other emergency operations within an area of the state consisting of two or more counties (operational areas).

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

Operational Area (State Definition) - An intermediate level of the state emergency services organization, consisting of a county and all political subdivisions within the county area. (Note: Use of the Operational Area is required during a war emergency and is locally optional during peacetime emergencies.) The City of Shasta Lake has adopted SEMS and is part of the Shasta County Operational Area.

Planning Zone - A subdivision of a county consisting of: (1) a city; (2) a city and its sphere of influence in adjacent unincorporated areas; (3) a portion of the unincorporated area of a county; (4) a military installation; (5) a state facility such as a correctional institution. Zoning simplified the process of collecting and compiling data according to geographical location.

Political Subdivision (State Definition) - Includes any city, city and county, county, district, or other local governmental agency or public agency authorized by law.

Protection Factor (PF) - A number used to express the relationship between the amount of fallout gamma radiation that would be received by an unprotected person and the amount that would be received by a person in a shelter. Occupants of a shelter with a PF of 40 would be exposed to a dose rate 1/40th (2-1/2%) of the rate to which they would be exposed if unprotected.

Public Information Officer (PIO) - An individual responsible for releasing accurate official information to the public through the news media.

Radioactive Fallout - The process or phenomenon of the gravity caused fallback to the earth's surface of particles contaminated with radioactive materials from a cloud of this matter formed by a nuclear detonation. The term is also applied in a collective sense to the contaminated particulate matter itself. The early (or local) fallout is defined, somewhat arbitrarily, as those particles which reach the earth within 24 hours after a nuclear

explosion. Delayed (worldwide) fallout consists of the smaller particles which ascend into the upper troposphere and into the stratosphere and are carried by the winds to all parts of the earth. Delayed fallout is brought to earth mainly by rain or snow, over extended periods ranging from months to years with relatively little associated hazard.

Radiological Protection - The organized effort, through warning, detection, and preventive and remediable measures, to minimize the effect of nuclear radiation on people and resources.

Radiological Officer (RO) - An individual assigned to a Emergency Management Staff who is responsible for radiological protection operations. The RO is the principal advisor to the Director/Coordinator and other officials on matters pertaining to radiological protection operations.

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

Reception and Care Center - A facility established in a reception area to receive and process incoming relocatees, and assign them to lodging facilities, and provide them with information on feeding, medical care, and other essential services.

Reception Area - An area which, through a hazard analysis and related preparedness planning, is predesignated to receive and care for (or provide basic needs for) persons displaced from a hazard area.

Example: An area at the periphery of a dam failure inundation area which can accommodate evacuated persons in the event of need.

Relocatee - An individual who is relocated from a hazard area to a reception area with the possibility of not returning.

Remedial Movement - The post-attack or post-event movement of people to better protected facilities or less hazardous areas.

Remedial Operations - Actions taken after the onset of an emergency situation to offset or alleviate its effects.

Rescue Group - Two or more rescue teams responding as a unified group under supervision of a designated group leader.

Rescue, Heavy - Rescue requiring heavy lifting, prying or cutting, and/or consisting of several tasks which require involvement of two or more teams working concurrently.

Rescue, Light - Rescue not requiring use of heavy lifting, prying, or cutting operations and not more than one rescue team to accomplish in one hour.

Rescue Team - Four or five personnel organized to work as a unit. One member is designated

team leader.

Rescue Vehicle, Heavy - A mobile unit equipped to support two or more rescue teams involved in heavy rescue operations.

Rescue Vehicle, Light - A mobile unit equipped to support one rescue team involved in light rescue operations.

Search - Systematic investigation of area or premises to determine the presence and/or location of persons entrapped, injured, immobilized, or missing.

Search Dog Team - A skilled dog handler with one or more dogs trained especially for finding persons entrapped sufficiently to preclude detection by sight or sound. (NOTE: Search dogs are usually owned by their handler.)

Self-Help - A concept describing self reliance and sufficiency within an adverse environment and limited or no external assistance.

Sensitive Facilities - Facilities in reception areas that will not normally be used as lodging facilities for relocatees. These facilities are either considered unsuitable or are required for essential activities (food establishments, fire stations, banks, radio stations, service stations, etc.). However, if any of these facilities provide adequate protection against radioactive fallout, they may be used as fallout shelters.

Service - An organization assigned to perform a specific function during an emergency. It may be one department or agency if only that organization is assigned to perform the function, or it may be comprised of two or more normally independent organizations grouped together to increase operational control and efficiency during the emergency.

Shelter Complex - A geographic grouping of facilities to be used for fallout shelter when such an arrangement serves planning, administrative, and/or operational purposes. Normally, a complex will include a maximum of 25 individual shelter facilities, within a diameter of about 1/2 mile.

Shelter Manager - An individual who provides for the internal organization, administration, and operation of a shelter facility.

Standing Operating Procedures (SOP) - A set of instructions having the force of a directive, covering those features of operations which lend themselves to a definite or standardized procedure without loss of effectiveness.

State Agency (State Definition) - Any department, division, independent establishment, or agency of the executive branch of the state government.

State Coordinating Officer (SCO) (Federal Definition) - The person appointed by the Governor to act for the State in cooperation with the Federal Coordinating Officer.

State Emergency Organization - The agencies, boards, and commissions of the executive branch of state government and affiliated private sector organizations.

State Emergency Plan - The State of California Emergency Plan as approved by the Governor.

State of Emergency (State Definition) - The duly proclaimed existence of conditions of disaster or of extreme peril to the safety of persons and property within the state caused by such conditions as air pollution, fire, flood, storm, epidemic, riot, or earthquake or other conditions, other than conditions resulting from a labor controversy, or conditions causing a "state of war emergency", which conditions, by reason of their magnitude, are or are likely to be beyond the control of the services, personnel, equipment, and facilities of any single county, city and county, or city and require the combined forces of a mutual aid region or regions to combat.

State of War Emergency (State Definition) - The condition which exists immediately, with or without a proclamation thereof by the Governor, whenever the state or nation is directly attacked by an enemy of the United States, or upon the receipt by the state of a warning from the federal government that such an enemy attack is probable or imminent.

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

Stay Put - A resident in a hazardous or potentially hazardous area who refuses to relocate during a directed relocation, or who is too ill or infirm to be evacuated.

Traffic Control Points (TCP) - Places along movement routes that are manned by emergency personnel to direct and control the flow of traffic.

Volunteers - Individuals who make themselves available for assignment during an emergency. These people may or may not have particular skills needed during emergencies and may or may not be part of a previously organized group.

ANNEX E - PUBLIC HEALTH BRANCH

ENVIRONMENTAL HEALTH OFFICER (LOGISTICS SECTION)

EOC CHECKLIST

Responsibility

Overall management of disaster public health operations. This includes preventive health, food handling, and general sanitation matters.

Reports to

Logistics Section Chief

Supervises

Staff Personnel

Checklist

- Respond to EOC upon notification and bring annex
- Identify self as local Disaster Public Health Coordinator
- Priority to prevent communicable diseases
- Obtain situation briefing from Logistics Chief
- Appoint and brief staff as needed
 - Water, food, and mass feeding
 - Waste disposal and solid waste disposal
 - Vector control and disinfection service
- Establish priorities and determine action plan for specific considerations:
 - Water supply
 - Waste disposal
 - Solid waste disposal
 - Mass feeding services
 - Vector control
 - Disinfection services
- Advise and coordinate with County Public Health Officer as operational area coordinator for matters requiring assistance from other jurisdictions
- Coordinate health-related activities among other public/private response

agencies or groups

Annex E - PUBLIC HEALTH OPERATIONS (Emergency Medical Services Officer)

Introduction

The Public Health Operations describes the organizational and operational concepts for providing disaster public health care during natural disasters, technological incidents.

Objectives

The overall objectives of disaster public health operations will be to:

1. Provide preventive health services.
2. Provide food handling and mass feeding sanitation service in emergency facilities.
3. Coordinate health-related activities among other local public and private response agencies or groups.

Concept of Operations

Disaster public health activities will usually be associated with emergency response actions associated with various types of emergencies.

Pre-Emergency Period

During this phase, emphasis will be placed on preparing support plans, Standing Operating Procedures (SOP) and checklists. Resource listings will also be prepared and maintained current.

Emergency Period

Actions during this phase will be concentrated on the well-being of people impacted by an event. Priority activities will be concentrated on responding to potential or actual public health problems.

As lifesaving actions continue, attention can be given to other priority activities during this phase.

Post-Emergency Period (Recovery)

Priorities will be focused on continuing to provide essential public health services and assisting in recovery operations.

Organization and Responsibilities

City of Shasta Lake

The City's EMS Officer, will be responsible for:

1. Preventative health services; including the control of communicable diseases.
2. Systematized inspection of health hazards in damaged buildings.
3. Provision of self-contained chemical toilets and other temporary measures for the sanitary disposal of human waste and other infected refuse.
4. Detection and identification of possible sources of contamination dangerous to the general physical and mental health of the community.
5. Inspection of usability of foodstuffs, water, drugs, and other consumable.
6. Food handling and mass feeding sanitation service in emergency facilities, including increased attention to sanitation in commercial feeding and facilities.
7. Inspection and advice on general sanitation matters.
8. Adequate sanitary facilities in emergency shelters.
9. Mosquito and other vector control in areas not covered by local mosquito abatement districts.
10. Coordinating with the Operational Area Public Health Coordinator on matters requiring assistance from other jurisdictions.
11. Coordination of health-related activities among other local public and private response agencies or groups.

Mosquito Abatement Districts

Perform mosquito and other vector control within program plans of County Health agencies and provide reinforcement to the State Department of Health Services and local Health Departments.

County Agricultural Commissioner

Provides assistance with emergency vector control and dead animal disposal.

American Red Cross

Provides supplementary medical, nursing aid, and other health services upon request and within capability.

A listing of organizations locally available to support disaster public health operations is denoted in **Attachment E-1, Supporting Organizations and Responsibilities.**

Operational Area (Shasta County)

The County Public Health Officer, or designee, will serve as the Operational Area Public Health Coordinator and will have countywide responsibility for providing, or coordinating the provision of, public health and sanitation services.

When requested, Public Health Officer will provide a liaison to the City of Shasta Lake to assist in needs assessment and coordination with county and state public health issues.

Mutual Aid Region

The Office of Emergency Services (OES) Mutual Aid Region Disaster Medical/Health Coordinator will be responsible for coordinating disaster public health operations and support requirements within the Region and will submit requests for support, and other relevant information, to the State Director of Public Health.

State

The Director, State Department of Health Services, serves as State Director of Public Health and will have the overall responsibility of coordinating statewide disaster public health operations and support requirements.

The following state agencies have varied capabilities and responsibilities for providing support to disaster public health operations:

Department of Health Services

Primarily responsible, under the State Director of Public Health, for the administration and coordination of a statewide disaster public health program which includes coordinating, supervising, and assisting, as necessary, those essential services required to:

1. Assure availability of safe drinking water.
2. Prevent and control communicable disease.
3. Provide technical assistance in the safe operation of sewage collection, treatment, and disposal systems.
4. Assure prevention and control of vectors, including flies, mosquitoes,

rodents, and other disease-transmitting insects and animals.

5. Assure observance of health aspects in management of solid waste disposal, including proper disposal of dead animals.
6. Assure safe management of hazardous wastes, including handling, transportation, and disposal.
7. Ensure safety of emergency supplies of food, drugs, medical devices, and other products.
8. Ensure rapid restoration or replacement of facilities for processing, storing, and distributing food, drugs, medical devices, cosmetics, and other products.
9. Rapidly establish measures to mitigate damage to public health from radiological accidents, including safety criteria for recovery, reoccupancy, and rehabilitation of contaminated areas.
10. Provide support to the California Air Resources Board in carrying out the public health aspects of the California Air Pollution Emergency Plan.
11. Department of Food and Agriculture
12. Administers programs for the control and eradication of diseases, pests or chemicals affecting animals, poultry or crops.
13. Provides information on the protection of human and animal food from contamination by harmful residues or chemicals.
14. Provides entomological and veterinary assistance in support of emergency operations.

Air Resources Board

1. Develops plans to prevent substantial endangerment to the health of persons by anticipating and preventing or abating air pollution emergencies.
2. Coordinates the execution of air pollution emergency plans with County and Regional Air Pollution Control Districts, State OES and other public agencies.
3. Coordinates the monitoring of air quality and issues bulletins consistent with public safety as required by the Department of Health Services.

State Water Resources Control Board

Assures safe operation of sewage collection, treatment, and disposal

systems; and provides water quality advice and support in emergency operations.

Solid Waste Management Board

Assures proper disposal of solid wastes.

Federal

The Department of Health and Human Services, operating under its own statutory authority or following a Presidential Declaration of an EMERGENCY, may provide disaster public health services.

Public Health Service

Has the primary federal responsibility for activities associated with health hazards resulting from emergencies and will:

1. Assist state and local communities in taking protective and remedial measures for ensuring sanitary food and portable water supplies; adequate sanitary systems; rodent, insect, and pest control; care of sick and injured; and control of communicable disease.
2. Assign professional and technical personnel to augment state and local forces.

Food and Drug Administration

Works with state and local governments in establishing public health controls through the decontamination or condemnation of contaminated food and drugs.

Policies and Procedures

1. If a local situation requires the regulation of a local health department in accordance with Section 207 of the Health and Safety Code, the State Department of Health Services will notify the appropriate health officer accordingly and assume control of local public health functions.
2. If local resources (both public and private) are inadequate to cope with the situation(s), required support will be requested through the appropriate OES Mutual Aid Regional Office. If the requirement cannot be met through resources available within the counties in the Region, the Region will request assistance from the Sacramento Headquarters, OES, who will then forward the request to the State Department of Health Services for assistance.
3. The provision of Federal resources prior to a Presidential declaration of an EMERGENCY is justified where prompt action is essential for the protection of life and

property. After a Presidential declaration is made, and upon instructions from the Region Director, Federal Emergency Management Agency, Federal agencies will make their resources available to support local and state emergency public health and sanitation efforts.

4. See Enclosure E-2 for specific considerations associated with public health operations in the event of a major disaster.

Attachment E-1-1 - ANNEX E DEPT. EMERGENCY CALL-OUT LIST

(LISTINGS AND UPDATING TO BE COMPLETED BY DEPARTMENT HEAD)

Attachment E-1-2 - ANNEX E LINE OF SUCCESSION

(LISTINGS AND UPDATING TO BE COMPLETED BY PERSON RESPONSIBLE FOR ANNEX)

Attachment E-1-3 - ANNEX E YEARLY DISASTER TRAINING

(ENTRIES OF TRAINING DATES TO BE ENTERED BY PERSON RESPONSIBLE FOR ANNEX)

Attachment E-2 SUPPORTING ORGANIZATIONS AND RESPONSIBILITIES

<u>Organizations</u>	<u>Responsibilities</u>
County Agriculture Commissioner	Consultation
Clinical Laboratories	Food and Water Testing
Shasta County Medical Society	Physician Assistance
Salvation Army	First Aid Medical Transportation
Sanitation Districts	Sanitation
Pharmaceutical companies	Medical Supplies
Local Clinics	Immunizations
American Red Cross	As Assigned

Attachment E-THREE MAJOR DISASTER PUBLIC HEALTH CONSIDERATIONS

This enclosure outlines considerations which may be necessary following a major disaster to ensure a level of sanitation adequate to prevent the spread of disease. Vectors and the main diseases they spread are discussed so that they can be kept in check before their numbers become hard to control.

1. **Water Supply**

If no restrictions have been placed on the supply of water, an estimate of 100 liters/person/day for all uses of water except construction should be provided. A breakdown by facility can be assessed as follows:

1. First aid stations, 40-60 liters/person/day
2. Mass feeding center, 20-30 liters/person/day
3. Housing and shelter, 15-20 liters/person/day

Once the actual water requirements of an area have been estimated, sources to meet the needs will have to be located. The municipal system, the private systems of industry and agriculture, springs and wells, and surface waters are potential sources that might be tapped. If these sources are determined to be insufficient to meet demands, rationing will have to be initiated.

While potable water from the sources already identified will be used first, methods of treatment of nonpotable water should also be established. The following two methods are recommended:

1. Disinfection - This method should be used on all water. It is accomplished by Tincture of Iodine, chlorination or boiling.
2. Coagulation - This method should be employed along with disinfection in the treatment of surface waters, and is accomplished by chemical addition or chemical filtration.

To make sure that water quality is maintained at a safe level for consumption, four tests of quality should be performed, as follows:

1. The residual chlorine test
2. The coliform bacteria test
3. The H-ion concentration test
4. The type of alkalinity test

Procedures for all these tests are found in Standard Methods of Water Quality, American Public Health Association (APHA), 13th edition, New York, New York, 1971.

2. **Waste Disposal**

To accommodate the increased population in reception areas, human waste disposal units may have to be build. Sanitarians should inspect and supervise the construction of these units for the following three reasons:

1. these sites are fly-breeding areas

2. the incidence of disease caused by enteric and helminthic organisms could increase at these sites, and
3. soil or water might be contaminated if the units are poorly constructed.

Four different types of excreta disposal units can be installed. They include deep trench latrine

1. pit privies
2. mobile latrines or chemical toilets
3. urinals or borehole latrines.

3. Solid Waste Disposal

Most solid waste will accrue at the mass feeding facilities, with organic wastes being of particular concern to public health officials. At all facilities, organic and inorganic wastes should be collected and stored separately. Organic wastes will require heavier, washable watertight containers with tight-fitting lids. When deciding upon types of containers and upon methods of collection, the following should be considered:

1. Four containers will be needed per 100 people at mass feeding facilities.
2. Containers should always be stored outside buildings.
3. Plastic bags may be used for storage but only for short periods.
4. Garbage collection from mass feeding centers should take place daily.

Garbage trucks with a 10 cubic meter capacity, manned by one driver and two helpers, can serve 6,000 people if three trips are made to the disposal area daily.

Four methods of disposal are presented; they will have to be expanded to take care of the increased volume. The methods include sanitary landfills, burial, incineration, and open dumping.

1. Sanitary landfills - These are the best option. In the case of landfills, refuse should be compacted, covered with earth, and then compacted again.
2. Burial - This is the next best option. Like the sanitary landfill, it involves covering the refuse at the end of the day.
3. Incineration - This method can be used if the first two options are impractical or inadequate for the existing volume of garbage (pathogenic materials from hospitals or infirmaries must be burned).
4. Open dumping - This method is to be discouraged and will be allowed only in extreme cases. Open dumping refuse should be hauled to the dump sites, burned, and covered where possible to deter rodents and flies. Cans should be crushed because they provide excellent breeding grounds for mosquitoes.

4. **Mass Feeding Services**

Several aspects of the food delivery system will need supervision to prevent the spread of disease and the spoilage or waste of food. Some of the most important aspects are:

1. Quality control of incoming foods in order to detect spoilage or contamination.
2. Quality control of water supplied to food preparation centers.
3. Provision for proper storage and cooking of food.
4. Provision for proper disposal of solid and liquid wastes.
5. Provision for proper washing and sanitizing of utensils.
6. Supervision of food preparation and serving.
7. Supervision of cleaning of all food handling and serving areas.
8. Control of insects and rodents in food stores, kitchens, and eating areas.
9. Management of personnel, including training, health checks, and assignment at sanitary facilities.

Due to the increase of population in reception areas, feeding facilities will be in great demand. Those facilities in existence will have to be used to their maximum capacity, and additional mass feeding centers may even have to be created. Maintaining cleanliness and sanitation standards will be of the utmost importance. All sections should be kept clean and disinfected and only potable water should be used in the feeding centers. In addition to this, three separate basins (one for personal use, one for the cleansing of cooking utensils and dishes, and one for the washing of fruits and vegetables) should be set up. All sinks should be provided with detergents, access to boiling water, and organic waste containers where grease and food scraps can be deposited. Dishes should be immersed in boiling water for five minutes.

Food handlers must practice good hygiene and be without boils, sores, or any communicable disease. To ensure this, medical examinations should be conducted for all handlers. Food handlers should also attend a brief training session which stresses personal cleanliness and which emphasizes the washing of hands and the wearing of special garments for food service and preparation. Food handlers should be instructed not to sneeze or cough near food.

With the exception of foods being used the same day, all foods should be kept in fly-proof containers. If there is inadequate refrigeration, perishables must be brought to the center daily. Raw vegetables or soft-skinned fruit should not be served at the centers.

5. **Vectors**

Control of vectors is particularly important. Although vectors are currently present in

virtually every environment, they can become a serious spreader of diseases under crowded, less sanitary conditions. Common vectors that transmit disease through biting, skin infection, or food or water pollution are listed in the table below:

<u>Vector</u>	<u>Main Diseases</u>
Cockroaches	diarrhea, dysentery, salmonellosis
Cone-nosed bugs	Chagas'disease
Bedbugs	severe skin inflammation
Houseflies	conjunctivitis, diarrhea, dysentery, typhoid fever
Lice	skin irritation, pediculosis, endemic typhus, relapsing fever, trench fever
Mosquitoes	malaria, yellow fever, dengue, dilariasis, viral encephalitis
Ticks	rickettsial fever, tularemia, relapsing fever, viral encephalitis
Rodents	salmonellosis, rat bite fever, leptospirosis, melidosis
Rodent fleas	endemic typhus, bubonic plague
Rodent mites	rickettsial pox, scrup typhus

Mapping rodent harborage will help determine the extent and location of infestations. It is also useful in estimating the probability of disease, the possibility of people being bitten, and the possibility of property or food being damaged. Mapping is one preventive measure that allows sanitarians to begin control measures before disease outbreak occurs.

If allowed to flourish, mosquitoes can also create health problems. They are often found near water supplies and in tin cans that have been discarded. Examples of fly-breeding areas which should be mapped are disposal sites, surface toilets, and dumps. It should be noted that temperatures greater than 200o C are conducive to rapid population increases in flies.

Strategies for rodent control will vary, depending upon whether or not the danger of disease is imminent. If disease is probable, rat runs should be dusted with a rodenticide that eliminates ectoparasite. The dusting should be extended to other areas where rats are found and mass poisonings at dumps and harborage should be conducted. Where no present danger of disease exists, sections where rat control is needed should be mapped. Crews and equipment for dusting and poisoning should be prepared so that rat populations can be kept in check. Rats should be deprived of food by intensifying its rapid storage and disposal, by increasing garbage collections, and by ensuring adequate waste burial.

Flies may be controlled by applying chemicals in resting and breeding areas, by ensuring sanitation through the proper disposal of organic wastes, and by making use of such mechanical means as screening, etc. Cockroaches and ants will be kept in control primarily by cleanliness, although chemical dusting of shelves, garbage cans, and latrines will help. Individuals infested with lice, fleas, or mites should be dusted weekly with insecticides, inside and outside of clothing, in the hair, and in their living quarters.

It should be noted at this point that precautions should always be used in the handling of pesticides, especially where people will be directly exposed. Supervision by sanitarians or other qualified personnel is essential.

6. Disinfection

For those who have been exposed to contagious diseases that are life threatening, it is imperative to destroy germs, insects, larvae, and eggs. Special facilities will be designated where showers and laundry sections offer complete disinfection. Steam or a 5% formaldehyde solution can be used to disinfect clothing.

Emergency Response Plan Recipients

County OES - Sheriffs Dept. (2)
State OES
City Clerk
City Manager
Mayor
4 Council Members
Fire Prevention
Assistant Fire Chief
Fire Captains
Finance Director
Director of Community Development
Director of Public Works
CDF
City Attorney
Sheriff's Office

RESOLUTION

WHEREAS, the potential exists for a major catastrophe due to earthquake, flood or other natural or technological disaster which could cause all governmental entities within Shasta County to share resources and information with each other and with the State of California in order to protect the public welfare to the fullest extent possible;

WHEREAS, Government Code Section 8559 (b) of the California Emergency Services Act defines the term operational area as "an intermediate level of the state emergency services organization, consisting of a county and all political subdivisions within the county area", and Section 8605 designates operational areas to coordinate emergency activities including personnel and resources between the County, Cities and Special Districts, and to serve as a communications link focusing on the collection, processing and dissemination of vital disaster information;

WHEREAS, the California Office of Emergency Services has promulgated the Standardized Emergency Management System (SEMS) Regulations (Title 19, Section 2400, et seq., of the California Code of Regulations) which standardizes response to emergencies involving multiple jurisdictions and requires the formation of the operational area;

WHEREAS, California Code of Regulations, Title 19, Section 2409 (d), designates the Shasta County Board of Supervisors as the lead agency in the establishment of the Shasta County Operational Area as outlined in SEMS Regulations; the City of Shasta Lake designates the City Council through the City Manager as the lead agency in the establishment of the City Operational Area as outlined in SEMS Regulations.

WHEREAS, Government Code Section 8607 (e)(1) requires use of the Standardized Emergency Management System to be eligible for funding personnel related emergency response costs under any disaster assistance program, and the County desires to take advantage of this code section by agreement;

NOW, THEREFORE IT IS HEREBY RESOLVED by the Board of Supervisors of the County of Shasta, State of California, as follows:

1. The Board finds the facts hereinabove cited are true and that this Board has jurisdiction to consider, approve and adopt the subject of this Resolution;
2. The Board hereby approves the proposed Agreement for participation in the Shasta County Operational Area Emergency Management Organization, authorizes the Chairman to sign, and directs the Shasta County Office of Emergency Services to organize the Shasta County Operational Area Emergency Management Organization;

3. The Board hereby adopts the Standardized Emergency Management System (SEMS) and directs county agency and department heads whose agency or department may incur personnel costs associated with responding to major emergencies or disasters to comply with SEMS requirements;
4. The Board hereby directs the Clerk of the Board to forward copies of this Resolution to:
 - Governor's Office of Emergency Services
 - County Administrative Office
 - Agriculture Department
 - Assessor's Office
 - City Council
 - County Counsel
 - County Counsel's Office
 - District Attorney's Office
 - Emergency Medical Services
 - Environmental Health Services Department
 - Fire Department
 - Health Department
 - Human Services Department
 - Mental Health Department
 - Parks & Recreation Department
 - Personnel Department
 - Planning Department
 - Waste Management Department
 - Sheriff's Department

**AGREEMENT FOR PARTICIPATION IN THE SHASTA COUNTY
OPERATIONAL AREA EMERGENCY MANAGEMENT ORGANIZATION**

This Agreement is entered this ---- day of (month), 1995, by and between the County of Shasta, hereinafter referred to as "COUNTY", and the cities of _____, collectively referred to as "CITIES", and any SPECIAL DISTRICT, which signs a counterpart of this Agreement, collectively referred to as "DISTRICT", with reference to the following:

- A. The potential exists for a major catastrophe due to earthquake, flood or other natural or technological disaster which could cause all governmental entities within Shasta County to share resources and information with each other and with the State of California in order to protect the public welfare to the fullest extent possible;
- B. Government Code Section 8559 (b), of California Emergency Services Act, defines the term operational area as "an intermediate level of the state emergency services organization, consisting of a county and all political subdivisions within the county

area", and Section 8605 designates operational areas to coordinate emergency activities including personnel and resources between the COUNTY, CITIES, AND DISTRICTS, and to serve as a communications link focusing on the collection, processing and dissemination of vital disaster information;

- C. The California Office of Emergency Services has promulgated the Standardized Emergency Management System (SEMS) Regulations (Title 19, Section 2400, et seq., of the California Code of Regulations) which standardizes response to emergencies involving multiple jurisdictions and requires the formation of the operational area;
- D. Government Code Section 8607 (e)(1) requires use of the Standardized Emergency Management System to be eligible for funding personnel related emergency response costs under any disaster assistance program, and the parties hereto desire to take advantage of this code section agreement;
- E. The Shasta County Board of Supervisors is the lead agency in the establishment of the Shasta County Operational Area as outlined in SEMS Regulations.

THE PARTIES AGREE AS FOLLOWS:

1. RECOGNITION OF AND PARTICIPATION IN THE SHASTA COUNTY OPERATIONAL AREA EMERGENCY MANAGEMENT ORGANIZATION

The parties recognize the Shasta County Operational Area as that intermediate level emergency services organization as defined in the California Emergency Services Act and SEMS Regulations and hereby become members of Shasta County Operational Area Emergency Management Organization. The parties acknowledge that the COUNTY is the lead agency for the Shasta County Operational Area and agree to cooperate and participate in a systematic approach for planning, collecting and exchanging disaster intelligence information, resource requests and for coordinating response efforts during emergencies and disasters. The parties agree to comply and operate in accordance with SEMS Regulations when responding to and managing emergencies and disasters or any other activities associated with the Shasta County Operational Area. Each party to this Agreement will designate individual(s) to be trained to staff and/or act as liaison to the Shasta County Operational Area Emergency Management Organization.

2. LEAD AGENCY

The COUNTY as specified in Title 19, Section 2409 (d) of the California Code of Regulations, shall be the lead agency in the formation and operation of the Operational Area, shall have responsibility for the day to day administration of the Operational Area, and oversee emergency preparedness and other efforts to

maintain concert with the other parties to this Agreement.

3. ADVISORY COMMITTEE

A Shasta County Operational Area Advisory Committee is hereby established which consists of one representative from the COUNTY, from each CITY who is party to this Agreement, from the Shasta County Superintendent of Schools and from the Shasta County Public Works Agency. Three additional members-at-large shall be selected by the Advisory Committee from DISTRICTS who are also parties to this agreement and who shall serve at the pleasure of the Committee. It shall be the responsibility of the Advisory Committee to develop recommendations, if any, as to the policies and procedures for the operation of the Shasta County Operational Area Emergency Management Organization and through the County Office of Emergency Services, present any such recommendations to the Shasta County Emergency Council for adoption as specified by the County Code. The Shasta County Emergency Council may act even though there is no recommendation from the Committee on any given matter. The COUNTY will supply staff support for the Committee.

4. EMERGENCY OPERATIONS CENTER

The Operational Area Emergency Operations Center shall be headquartered at the COUNTY Special Operations Center, which is currently located at 721 Jefferson St., Shasta Lake, California. The COUNTY will provide support staff and supplies for the Emergency Operations Center during actual emergency operations and exercises. All parties to this Agreement shall provide staff for the decision making and functional positions of the Operational Area Emergency Management Organization.

5. COMMAND AND CONTROL

Command and control of each party's personnel shall remain with that party at all times unless otherwise mutually agreed by the parties involved.

6. TERM OF THE AGREEMENT

This Agreement shall be effective from the date executed by each party as to that party. Any party to this Agreement may withdraw as a party to this Agreement upon thirty (30) days written notice of such withdrawal to the lead agency.

7. ADDITIONAL PARTIES

Additional parties, which are political entities located within the boundaries of

Shasta County, may join in this Agreement and become member parties upon execution of this Agreement by identical counterpart. As to any party executing this Agreement by counterpart, the terms hereof become effective thirty (30) days following notification by the new party to the lead agency.

8. SALARIES, EMPLOYMENT AND WORKERS COMPENSATION BENEFITS

The salaries, employment and Workers Compensation benefits of each employee participating in the Shasta County Operational Area Emergency Management Organization shall be the responsibility of the party employing the individual.

9. NOTICES

Except as may otherwise required by law, and notice to be given shall be written and shall be either personally delivered, sent by facsimile transmission or sent by first class mail to the address and/or Fax number of each party as shown in the signature block of this Agreement.

The Parties having read and considered the above provisions indicate their agreement by the authorized signatures below.

COUNTY OF SHASTA

BY _____
Chairperson, Board of Supervisors

CITIES:

SHASTA LAKE;
Date _____

BY _____
Title _____

ATTEST _____
Title _____

CITY OF SHASTA LAKE
RESPONSIBILITY MATRIX

SEMS FUNCTIONS

SHASTA LAKE CITY FUNCTIONS	Management & Staff	Operations	Planning/ Intelligence	Logistics	Finance/ Admin.
Managing	P				
Communications				P	
Alerting & Warning		P			
Situation Analysis & Reporting			P		
Public Information	P				
Radiological Protection		P			
Fire & Rescue		P			
Law Enforcement & Traffic Control		P			
Medical		P			
Public Health				P	
Coroner		P			
Care & Shelter		P			
Movement		P			
Rescue (Heavy)		P			
Construction & Engineering		P			
Resources & Support				P	
Supply/Procurement					P
Personnel				P	
Transportation				P	
Utilities		P			
EOC Setup				P	
Legal	P				

Enclosure A - 4 - Emergency Public Information Branch

City Clerk, Command Staff

EOC CHECKLIST

Responsibility

To provide accurate information and instructions to the public during periods of emergency.

Reports to

Director of Emergency Services

PIO Checklist

Report to EOC facility.

Obtain situation briefing from Command Section.

Identify yourself as PIO.

Appoint staff as needed.

Review information restrictions with Command Section.

Ensure all information is clear, concise, confirmed and approved by Command Section or other appropriate authority before release to media or public.

Set up media center in Council Chambers or designated area.

Establish liaison with PIO's in other jurisdictions and at other levels of government.

Maintain an Emergency Information Release Log of all information, instructions, and advice released to public.

Consult list of news media agencies to contact (Attachment 1)

Assemble and prepare approved releases according to Emergency Information Priorities (Attachment 2)

Arrange media briefings on a regular or "as needed" basis. Arrange for official spokesperson.

Observe constraints on information and obtain approval from Command for all releases.

If appropriate to particular emergency, dispatch on-scene public information team to establish media control point near the incident; maintain liaison with incident commander; keep EOC staff informed.

Response to media/public inquiry.

Attend periodic EOC briefings.

Gather information on emergency situation and response actions.

If State OES is involved, prepare situation reports to OES, Region PIO three times per day and provide copy of news releases for relay to State OES Headquarters.

Follow emergency broadcasting instructions if system is activated.

Monitor published and broadcast emergency public information for accuracy and correct any serious misinformation.

FOR FURTHER INFORMATION SEE:

1. News Media List
2. Emergency Public Information Priorities
3. Media Access Regulations
4. Emergency Broadcast System Procedures
5. Emergency Public Information Release Log

ENCLOSURE A - 4 - EMERGENCY PUBLIC INFORMATION

City Clerk

Introduction

This enclosure establishes the City of Shasta Lake's Emergency Public Information Organization.

1. The rapid dissemination of accurate instructions and information.
2. Response to media inquiries and calls from the public.
3. Establishment of a Media Center in the city's council chambers for use by representatives of the print and electronic media.
4. Establishment of an on-scene public information team at the site of the incident.

Concept of Operations

During emergency situations:

1. The general public will demand information about the emergency situation and instructions on proper survival/response actions.
2. The media will request information about the emergency. The local media, particularly radio, will perform an essential role in providing emergency instruction and status information to the public.
3. Depending on the severity of the emergency, telephone communication may be sporadic or impossible.
4. Demand for information may be overwhelming; sufficient staff should be provided.
5. Priority must be given to warning and emergency instructions for citizens.

Pre-Emergency Period

During this phase, emphasis will be placed on preparing and maintaining plans.

Emergency Period

During all emergency operations, the Shasta Lake PIO will serve as the dissemination point for all media releases. Other agencies wishing to release information to the public must coordinate through the PIO. Director of Emergency Services must clear all media releases before they are disseminated to the public.

Post-Emergency Period (Recovery)

During this period, appropriate information will continue to be released, particularly in the restoration of essential services, travel restrictions, and assistance programs available.

Shasta Lake Public Information Organization

The Shasta Lake Emergency Public Information Organization will be supervised by the Shasta Lake PIO or alternate. The organization will function on a 24-hour basis during emergencies and will be divided into four elements: Emergency Information/Rumor Control Section; Nonemergency Information/Visitor Control Section; On-Scene Public Information Team; and Administrative Support Section.

Statewide Emergency Management System

The California Emergency Public Information System includes city, county, Office of Emergency Services (OES) Mutual Aid Region, State and Federal PIOs and public information representatives from private agencies. The scope of the emergency will determine how many levels of the system become actively involved.

City and County PIOs will release information locale and will provide status information to PIOs at the next higher level of government. They should coordinate in advance with the public information representatives of local private agencies, such as the American Red Cross, Salvation Army, and utility companies, so that mutual needs may be fulfilled during emergencies.

When the OES Emergency Public Information Organization at the OES Headquarters in Sacramento is activated, PIOs will be assigned to the affected OES Mutual Aid Region(s) to gather status information from local jurisdictions and provide it to the State OES PIO. Mutual Aid Region PIOs may reply to media calls and will relay information from the state and federal levels to local PIOs.

The State OES PIO will summarize the disaster situation for the media and report on state agency response activities. The State OES PIO will also establish statewide Emergency Broadcast System (EBS) programming, and provide EPI Staff support to local jurisdictions on request. The State OES PIO will coordinate news releases pertaining to a particular jurisdiction with that Emergency Public Information jurisdiction's PIO PRIOR to dissemination to the news media. When prior coordination is not feasible, the local PIO will be informed at the earliest possible opportunity.

The FEMA PIO will provide information on federal response efforts and federal assistance programs and may provide Staff support to the state on request. The federal government determines nationwide EBS programming.

Communications

Shasta Lake's PIO will rely on commercial telephone for dissemination of information to the media and for responding to direct public inquiry. The PIO should ensure that sufficient telephone circuits are installed in the Emergency Information/Rumor Control Section area to handle incoming calls (at least three lines for media inquiry only) and in the Media Center to allow the media to relay information. The PIO should arrange for at least one unlisted, outgoing line, not in rotary, for his/her exclusive use during disaster. (The PIO may choose instead to request the telephone company to institute line load control, i.e., switch certain lines to outgoing only, during disasters.) The telephone/telecopier will be used to coordinate with PIOs in other affected jurisdictions and at other government level. Should telephone be out of service or unavailable (as will be the case of the On-Scene PIO Team), the Radio Amateur Civil Emergency Service (RACES) will be used for communicating EPI messages. Provisions for this support will be made in advance, and a list of trained RACES operations maintained. The jurisdiction will activate, or request activation of, local EMBS stations following established EBS procedures. (See Attachment A-6-F)

Local commercial radio is the most rapid means of communicating emergency information to the public; however, EPI may need to be disseminated in a number of ways, including:

Regional commercial radio stations whose signals reach the stricken area (if local stations are off the air).

1. Television stations (including cable).
2. Newspapers.
3. Special EPI supplements to newspapers.
4. Public safety loudhailer.
5. Personal contact.

Media Access Privileges

Ground Access

California Penal Code Section 409.5 (See extract Attachment A-6-D, Media Access Regulations) permits access by accredited reporters to areas which are closed to the public during disasters. The California Peace Officers' Association suggests that "In general, authorized members of the news media are to be permitted free movement in the area as long as they do not hamper, deter, or interfere with the law enforcement or public safety functions."* If access restrictions for the media are unavoidable in the opinion of the authority in charge of the incident/disaster, a "pool" system may be established. Reporters on-scene should be permitted to select one representative from each medium (radio, television, newspaper, wire service) and from each level of coverage (local, regional, national, international) to be escorted into the area. Reporters will then share information, photographs, and video/audio tape with other accredited reporters. If access by the media must be denied or restricted for any reason, a complete explanation must be given.

Air Access

Federal Aviation Administration Regulation 91.91 (See extract in Attachment A-6-D) covers temporary flight restrictions during incidents/disasters and sets forth procedures which pilots of media and other aircraft follow. Permission to fly over incident sites may be denied if such flights pose a significant safety hazard to the general public.

Attachments:

- A-4-A EOC Checklist
- A-4-B Emergency Public Information Priorities
- A-4-C Media Access Regulations
- A-4-D Emergency Broadcasting System Procedures
- A-4-E PIO Release Log
- A-4-F News Media List (radio, television)
- A-4-G Emergency Public Information System

Attachment A-4-1 - ANNEX A - 4 DEPT. EMERGENCY CALL-OUT LIST LISTINGS AND UPDATING TO BE COMPLETED BY DEPARTMENT HEAD

Attachment A-4-2 - ANNEX A-4 LINE OF SUCCESSION LISTINGS AND UPDATING TO COMPLETED BY PERSON RESPONSIBLE FOR ANNEX

Attachment A-4-3 - ANNEX A - 4 YEARLY DISASTER TRAINING ENTRIES OF TRAINING DATES TO BE ENTERED BY PERSON RESPONSIBLE FOR ANNEX

Attachment A-4-B EMERGENCY PUBLIC INFORMATION PRIORITIES

Lifesaving/Health Preservation Instructions

1. What to do (and why).
2. What *not* to do (and why).
3. Information (for parents) on status and actions of schools (if in session).
4. Hazardous/contaminated/congested areas to avoid.
5. Curfews.
6. Road, bridge, freeway overpass, dam conditions, and alternate routes to take.
7. Evacuation:
 - A. Routes
 - B. Instructions (including what to do if vehicle breaks down).
 - C. Arrangements for persons without transportation.
 - D. Location of mass care/medical/coroner facilities, food, safe water. Status of hospitals.
 - E. First-aid information
 - F. Firefighting instructions
 - G. *Emergency telephone number (otherwise request people not to use telephone). Stress to out-of-area media that people should NOT telephone into the area. Lines must be kept open for emergency calls.*
 - H. Instructions/precautions about utility use, sanitation, how to turn off utilities.

- I. Essential services available--hospitals, grocery stores, banks, pharmacies, etc.
- J. Weather hazards (if appropriate).

Emergency Status Information

1. Media hotline number. Public hotline number.
2. Description of the emergency situation, including number of deaths and injuries, property damage, persons displaced.
3. Description of government and private response efforts (mass care, medical, search and rescue, emergency repair, debris clearance, fire/flood fighting, etc.).
4. Any of the priority 1 information in summary form on a "nice to know" rather than "vital to know and act upon" basis.
5. Status of local and Governor's Proclamation, Presidential Declaration.
6. Where people should report/call to volunteer.
7. How people in other areas can obtain information about relatives/friends in the disaster area (coordinate with Red Cross on release of this information). How disaster victims can locate family members.

Other Useful Information

Usually this type of information will be released in the Post-Emergency Period because of lack of time and other priorities during other phases.

1. State/Federal assistance available.
2. Disaster Assistance Center opening dates/times.
3. Historical events of this nature.
4. Charts/photographs/statistics from past events.
5. Human interest stories.
6. Acts of heroism.
7. Historical value of property damage/destroyed.
8. Prominence of those killed/injured.

Attachment A-4-C MEDIA ACCESS REGULATIONS

The following are extracts from Government Codes and Regulations relating to the granting of access to the media to closed or restricted areas during incidents and disasters:

California Penal Code

Section 409.5 Power of peace officers to close areas during emergencies; entering or remaining within area as misdemeanor; exception as to newspaper representatives , etc.

1. Whenever a menace to the public health or safety is created by a calamity such as flood, storm, fire, earthquake, explosion, accident, or other disaster, officers of the California Highway Patrol, California State Police, police departments or sheriff's office, any officer or employee of the Department of Forestry designated a peace officer by subdivision (f) of Section 830.3, and any officer or employee of the Department of parks and Recreation designated a peace officer by subdivision (i) of Section 830.3, may close the area where the menace exists for the duration thereof by means of ropes, markers, or guards to any and all persons not authorized by such officer to enter or remain within the closed area. If such a calamity creates an immediate menace to the public health, the local health officer may close the area where the menace exists pursuant to the conditions which are set forth in this section.
2. Officers of the California Highway patrol, California State Police, police departments, or sheriff's officers of the Department of Forestry designated as peace officers by subdivision (f) of Section 830.3 may close the immediate area surrounding any emergency field command post or any other command post activated for the purpose of abating any calamity enumerated in this section or any riot or other civil disturbance to any and all unauthorized persons pursuant to the conditions which are set forth in section whether or not such field command post or other command post is located near to the actual calamity or riot or other civil disturbance.
3. Any unauthorized person who willfully and knowingly enters an area closed pursuant to subdivision (a) or (b) and who willfully remains within such area after receiving notice to evacuate or leave shall be guilty of a misdemeanor.
4. Nothing in this section shall prevent a duly authorized representative of any news service, newspaper, or radio or television station or network from entering the area closed pursuant to this section.

particular jurisdiction with that jurisdiction PIO PRIOR to dissemination to the news media. When prior coordination is not feasible, the local PIO will be informed at the earliest possible opportunity.

The FEMA PIO will provide information of federal response efforts and federal assistance programs and may provide EPI Staff support to the state on request. The federal government determines nationwide EBS programming.

Enclosure K-1 - PERSONNEL BRANCH (CITY CLERK) Logistics Section

EOC CHECKLIST

Responsibility

To register and assign available city personnel and provide for temporary volunteer emergency service workers as needed.

Reports to

City Manager

Checklist

Report to EOC facility.

Obtain situation briefing from Logistics Chief.

Identify yourself as Personnel Manager.

Appoint staff as needed.

Maintain volunteer registration supplies in EOC.

Coordinate emergency worker needs with each city department.

Utilize unassigned city employees for emergency operations work.

Register and assign volunteers emergency workers and issue temporary emergency worker identification cards.

Recruit volunteer emergency workers as needed. Recruitment means include State Employment Development

Department, County of Shasta, and radio announcements (through PIO).

When requesting volunteers, specify any specialized equipment needs as well (i.e., volunteers with 4-wheel drive vehicles or power equipment).

Establish a volunteer sign-in location.

Administer Workers Compensation Program for city employees and volunteer emergency workers.

Coordinate employee family notification program.

Psychological debriefing - arrange via Red Cross or through City's EAP.

Attachment K-1-A - VOLUNTEER EMERGENCY SERVICE WORKER REGISTRATION FORM

City of Shasta Lake
P.O. Box 777
Shasta Lake, CA 96019

"I do solemnly swear that I will support and defend the Constitution of the United States and the Constitution of the State of California against all enemies, foreign and domestic; that I will bear true faith allegiances to the Constitution of the United States and the Constitution of the State of California; that I take this obligation freely, without any mental reservation or purpose of evasion; and that I will well and faithfully discharge the duties upon which I am about to enter."

Name (print) _____
Signature _____
Address _____
Phone _____ Date _____

E O C FUNCTION ASSIGNED (Circle)

- | | | |
|--------------------|--------------------------|--------------------------|
| EOC Facility | Law Enforcement | Public Information |
| Supply/Procurement | Fire/Medical | Utilities |
| Legal | Coroner/Public Health | Transportation/Resources |
| Emerg. Comm | Heavy Rescue | Personnel |
| Warning | Construction/Engineering | Radiological |
| Situation Analysis | Care/Shelter | Movement |
| Damage Assessment | Other (specify) | |

Location Assigned: _____

Attachment K-1-A-1 - ANNEX K-1 DEPT. EMERGENCY CALL-OUT LIST

(LISTINGS AND UPDATING TO BE COMPLETED BY DEPARTMENT HEAD)

Attachment K-1-A-2 - ANNEX K - 1 LINE OF SUCCESSION

(LISTINGS AND UPDATING TO BE COMPLETED BY PERSON RESPONSIBLE FOR ANNEX)

Attachment K-1-A-3 - ANNEX K - 1 YEARLY DISASTER TRAINING

(ENTRIES OF TRAINING DATES TO BE ENTERED BY PERSON RESPONSIBLE FOR ANNEX)

Attachment K-1-2 EMPLOYEE FAMILY NOTIFICATION

Attachment K-1-3 - UNASSIGNED CITY EMPLOYEE'S