

EMERGENCY SUPPORT FUNCTION #1 TRANSPORTATION

PRIMARY AGENCIES: Skagit County Public Works Department
Municipal Public Works/Street/Engineering Departments

SUPPORT AGENCIES: Skagit Transit (SKAT)
Law Enforcement Agencies
Fire Service Agencies
Port Districts
School Districts
Department of Emergency Management

I. INTRODUCTION

A. Purpose

The purpose of this ESF is to provide the emergency organization for the coordination and the efficient use of all available transportation resources used to support emergency and disaster activities within Skagit County.

B. Scope

This ESF addresses the establishment of priorities and/or allocation of transportation resources, the processing of transportation requests in cooperation with other ESF's, and appropriate coordination with neighboring local jurisdictions as well as various state and federal agencies.

II. POLICIES

The Board of County Commissioners/Mayors have the authority to declare an emergency. This ESF is applicable when a disaster has been declared or when a decision has been made within the Skagit County EOC that movement of passengers or cargo is required or anticipated.

In accordance with RCW 38.52.110 (1), the County Commissioners and Mayors are directed to utilize the services, equipment, supplies, and facilities of existing departments, offices, and agencies of the state, political subdivisions, and all other municipal corporations thereof including but not limited to districts and quasi municipal corporations organized under the laws of the state of Washington to the maximum extent practicable, and the officers and personnel of such departments, offices, and agencies are directed to cooperate with and extend such services and facilities upon request notwithstanding any other provision of law.

Primary emergency transportation responsibilities will be coordinated by the public works agency within the jurisdiction the event occurs. Emergency transportation responsibilities will be coordinated by the Skagit County Public Works Department during events that affect multiple jurisdictions.

III. SITUATION

A. Emergency/Disaster Conditions and Hazards

Transportation routes serving those areas of Skagit County lying easterly of the City of Sedro-Woolley and along the Skagit River are limited. Due to the topography of the area and their proximity to the Skagit River, these routes are highly susceptible to landslides and are frequently inundated with water during flood events.

Fidalgo Island and the City of Anacortes can only be accessed by bridge, water, or air. The primary route being the State Route #20 bridge and a secondary route being the Rainbow Bridge in La Conner. Alternate access is also available from Island County via the Deception Pass Bridge.

A small passenger/vehicle ferry owned and operated by the Skagit County Public Works Department provides transportation to Guemes Island. Transportation to other islands of Skagit County is by private boat or aircraft only.

B. Planning Assumptions

A significant disaster could severely damage the local transportation infrastructure thereby hampering local efforts to provide disaster transportation services.

Transportation resources may need to be procured from other jurisdictions/agencies or the private sector through implementation of mutual-aid agreements and/or contracts.

Aircraft transportation for immediate life-saving and/or reconnaissance of disaster impacted areas may be essential.

There will likely be an urgent need for restoring and/or maintaining ingress and egress for emergency vehicles to an affected area.

A significant disaster or emergency may threaten portions of the population of Skagit County requiring those affected to be re-located or evacuated to avoid loss of life. The requirement for transportation capacity during the immediate response phase of a major disaster event may exceed the capability of local jurisdictions or readily obtained assets. Assistance from the state and federal government may be necessary.

Law Enforcement and Emergency Management officials may need to coordinate with the Washington State Patrol, Washington State Department of Transportation and Skagit County Public Works Department to designate portions of state and county routes as one-way routes to help facilitate the movement of persons from a hazard area and/or the movement of resources to a hazard area.

IV. CONCEPT OF OPERATIONS

A. General

In the event of a large disaster that severely damages the local transportation network within Skagit County, the Skagit County Public Works Director will coordinate with

municipalities and the Washington State Department of Transportation to conduct an immediate post-disaster survey of transportation routes, including bridges.

Where local transportation systems have been severely disabled, jurisdictions will act to restore transportation systems and equipment on a priority basis to provide life safety, protection of property, restoration of essential government infrastructure and services, limiting environmental damage. Priorities for the use of limited public transportation assets and opening transportation routes shall be established in coordination with other ESF's.

Public Works/Street Department personnel will clear abandoned and/or disabled vehicles from transportation routes by whatever means necessary to expedite movement of persons away from the hazard area. Law Enforcement and Fire Service will assist, within capabilities.

Routes for the movement of persons will be selected to provide for rapid, safe, and controlled movement away from the hazard area. Support for the movement of persons will be coordinated through the Skagit County EOC or affected jurisdiction EOC.

Representatives from Skagit Transit and the Skagit County Public Works Department will coordinate with each other regarding people-movement issues, including those persons with special needs.

If local capabilities are exceeded in meeting transportation needs, the Department of Emergency Management may request assistance from the state and/or federal government.

If use of specific routes or traffic control is necessary, road use permits will be issued for priority movement on routes that would otherwise be heavily congested. Regulation will be instituted where essential, for as long as necessary.

Port districts should be prepared to utilize their facilities for a variety of disaster-related activities including the movement of large numbers of injured persons out of the area and the arrival of large quantities of resources arriving by air and/or water.

B. Mitigation Activities

Primary Agencies:

1. Maintain roads, streets, and bridges in support of this ESF.
2. Conduct bridge inspections in accordance with established requirements and regulations.
3. In cooperation with the Department of Emergency Management, establish local evacuation routes.
4. Pursue federal mitigation grant funds for the purpose of performing seismic retro-fit projects on bridges.

C. Preparedness Activities

Primary Agencies:

1. Develop and maintain agency procedures and checklists in support of this ESF.

2. Develop and maintain a list of agency-owned transportation resources.
3. Establish contracts or vendor lists for use of private-sector resources to augment agency-owned resources, if needed.

Support Agencies:

1. Be familiar with this ESF and be prepared to assist (within agency capabilities) in carrying out the functions of this ESF during an emergency or disaster event.
2. Department of Emergency Management and Skagit Transit will continue cooperative efforts to maintain an inter-local agreement for the providing of emergency transportation services.

D. Response Activities

Primary Agencies:

1. Staff the Skagit County EOC (or appropriate municipal EOC) to coordinate transportations related missions in support of this ESF and the Skagit County CEMP.
2. Conduct expedient evaluation of transportation system (including inspection of bridges) to determine capability to support emergency response activities.
3. Coordinate the mobilization of personnel and equipment required for transportation and engineering services in support of this ESF and the Skagit County CEMP.
4. Coordinate with other agencies (as needed) in support of evacuation efforts.
5. Maintain accurate expense records.

Support Agencies:

1. Assist primary agencies (within capabilities) to coordinate and carry out response activities in support of this ESF and the Skagit County CEMP.
2. Maintain accurate expense records.

E. Recovery Activities

Primary Agencies:

1. Conduct damage assessment of jurisdictional transportation system.
2. Coordinate repairs and reconstruction of jurisdictional transportation system.
3. Demobilize resources and return to normal activities.

Support Agencies:

1. Demobilize resources and return to normal activities.

V. RESPONSIBILITIES

A. Skagit County Public Works Department

Upon request, send a representative to the Skagit County EOC or appropriate municipal EOC to coordinate transportation related response and recovery missions.

Assess the damage to transportation routes and facilities and provide information to the

Skagit County EOC or appropriate municipal EOC as to the status of the transportation system.

Assist law enforcement by providing signage, barricades, and traffic control, as needed.

Coordinate and provide for emergency fuel sources to insure continuous operation of all emergency/government vehicles mobilized in support of response and recovery activities.

Provide for record keeping of mileage and other transportation expenses incurred during emergency/disaster conditions.

B. Municipal Public Works/Street/Engineering Departments

Provide damage assessment information to the EOC.

As needed, assist in the removal of wreckage and debris from roads and bridges to permit emergency vehicle movement.

Assist law enforcement by providing emergency signing, barricades and traffic control as required.

Supply fuel and refueling equipment and services to insure continuous operation of all emergency/government vehicles mobilized in support of response and recovery activities.

C. Skagit Transit (SKAT)

Upon the request of the Emergency Management Director or designee, provide buses and drivers to assist with the movement of persons including special-needs populations and the transporting of emergency workers.

Upon request, send a representative to the Skagit County EOC or appropriate municipal EOC to coordinate use of agency resources for the movement of people.

Provide for record keeping of mileage and other transportation expenses incurred during emergency/disaster conditions.

D. Law Enforcement Agencies

Provide traffic control and assist other agencies, as needed, with the emergency movement of people.

As needed, assist in the removal of wreckage and debris from roads and bridges to permit emergency vehicle movement.

E. Fire Service Agencies

Depending upon the availability of resources, assist law enforcement in providing traffic control and assist other agencies with the emergency movement of people.

As needed, assist in the removal of wreckage and debris from roads and bridges to permit emergency vehicle movement.

F. Port Districts

If required, utilize all available port facilities including airports, wharfs, docks, and warehouses to support disaster-related activities including the movement of large numbers of injured persons out of the area and the arrival of large quantities of resources arriving by air and/or water.

G. School Districts

Depending upon the availability of resources and as directed by the EOC, provide buses and drivers to assist with the emergency movement of people (including special-needs populations) and the transporting of emergency workers.

H. Department of Emergency Management

Collect evacuation, movement, and transportation intelligence and advise local officials.

If needed, assist with the coordination of law enforcement, fire, search and rescue, public works/street departments, and local transportation resources to support movement, and transportation efforts.

Request state and federal assistance if the emergency or disaster exceeds local capabilities.

EMERGENCY SUPPORT FUNCTION #2 COMMUNICATIONS

PRIMARY AGENCIES: Skagit Emergency Communications (E 9-1-1) Center
Skagit County Information Services Department

SUPPORT AGENCIES: Department of Emergency Management
Skagit ARES/RACES (Amateur Radio Emergency
Services/Radio Amateurs Civil Emergency Services)

I. INTRODUCTION

A. Purpose

The purpose of this ESF is to provide the emergency organization for the coordination and efficient use of local governmental communications capability (including alternate communications capabilities) to meet the operational requirements of Skagit County and the participating municipalities in responding to and recovering from emergencies or disasters.

B. Scope

This ESF discusses the use of various communications systems for emergency management functions during times of disaster. Those systems include email, internet, voice, data, radio, NAWAS (National Warning System), ACCESS (A Central Computerized Enforcement Service System) and Amateur Radio.

II. POLICIES

Routine day-to-day modes of communication will be utilized to the degree that they survive an emergency or disaster and afford adequate communication to affected local, state, and federal agencies. These modes of communication include email, commercial telephone, two-way radio systems, internet, dedicated leased lines operated by government agencies and other modes available through private industry.

Alternate communication systems (including amateur radio and access to internet as well as voice over internet protocol telephone via direct independent satellite linkage) will be used when normal communication systems are inadequate or not operational.

III. SITUATION

1. Emergency/Disaster Conditions and Hazards

Skagit County and the participating municipalities are vulnerable to a variety of hazards that could cause damage or disruption to existing communications systems. By their nature, these events will require an increased use of those systems that survive the event requiring reprioritization or reallocation of working communication resources.

Following such an event, EOC staff, emergency response and support agencies, as well as county and municipal government will have a critical need for accurate and timely information on which to base decisions and focus response actions.

At the time when the need for communications resources is greatest, the capability to communicate may be restricted or non-existent. All available communications assets may be needed to provide direction and control and respond to the needs of the community.

B. Planning Assumptions

Initial reports of damage will be fragmented and provide an incomplete picture of the extent of damage to communication facilities.

Communication systems may be damaged, destroyed, or overwhelmed as the result of an emergency or disaster. Due to disrupted transportation routes, weather conditions, limited resources, or the level of damage, repairs to communication equipment and infrastructure could take days, weeks, or months.

Weather conditions, damage to transportations systems, and other factors may impair the ability to deploy mobile or transportable communication equipment into the affected area.

A disaster event (such as a large-magnitude earthquake) could cause widespread damage to communications systems throughout the region thereby limiting the possibility of receiving state or federal communications assets to meet the needs of the community.

IV. CONCEPT OF OPERATIONS

A. General

Routine emergency call receiving and dispatch services are provided by the Skagit Emergency Communications (E 9-1-1) Center which serves the entirety of Skagit County.

Skagit County Information Services operates and maintains robust computer and internet communications systems within Skagit County. The system links county offices and departments as well as local law enforcement agencies within the county via email. The system has built-in redundancy to minimize disruptions to government functions.

Reliable communications are necessary for day-to-day government functions, EOC operations, warning of impending events, response and recovery efforts, search and rescue missions, and coordination with other organizations.

Jurisdictions and agencies within Skagit County will focus on coordinating lifesaving activities concurrent with re-establishing control of the affected area. Jurisdictions and agencies, in conjunction with the telecommunications industry, will accomplish as much restoration and reconstruction of communications capabilities as resources and the situation permits.

Conditions following the event will require careful consideration of areas or sites that may require communications support. Incident Command Posts, staging areas, and shelter locations may all require additional communications capability to carry out their mission.

The Skagit County EOC is co-located in the same facility as the Skagit Emergency Communications (E 9-1-1) Center and has the ability to monitor emergency activity and communicate with the Skagit Emergency Communications (E 9-1-1) Center as well as local fire, law, medical, and governmental agency field units.

Communication modes available at the Skagit County EOC include: email, telephones, cellular telephones, fax machine, radio-activated pagers, telephone-linked pagers, local television, AM/FM radio, data link with the state EOC via modem, and data links with other Skagit County government offices. Communications with the Washington State EOC and other county and city EOC's is available via CEMNET (Comprehensive Emergency Management Network) radio.

Skagit County EOC two-way radio systems provide supplemental direction and control communication links to coordinate and monitor local response and recovery efforts.

Alternate communication is provided by Skagit ARES/RACES volunteers coordinated through the Skagit County EOC by the Skagit County Emergency Coordinator Radio Officer who is appointed by the Skagit County Emergency Management Director. Skagit ARES/RACES operates a radio station within the Skagit County EOC. Radio systems in the EOC include UHF, VHF, 800 MHz, 2 meter, HF, low band, and packet. Skagit ARES/RACES also operates and maintains a mobile communications vehicle to provide supplemental radio communication with field units.

Additionally, the Skagit County Department of Emergency Management operates and maintains auxiliary communications resources including a mobile command post vehicle and a mobile satellite communications vehicle that can augment stationary communications assets.

When necessary, Skagit County will request communication assistance from the Washington State Military Department Emergency Management Division, the Federal Emergency Management Agency (FEMA), and other available sources.

B. Mitigation Activities

Primary Agencies:

1. Investigate and pursue options to increase capacity, capability, and inter-operability of local emergency communications systems.
2. Establish and maintain back-up systems and facilities to provide for continued operation of county-owned and operated computer infrastructure and systems both during and following emergency and/or disaster events.
3. Develop and implement a county computer system Continuity of Operations plan.

C. Preparedness Activities

Primary and Support Agencies:

1. Develop and maintain agency procedures and checklists in support of this ESF.
2. Conduct regular testing to insure operability of the emergency generator serving the

- Skagit Emergency Communications (E 9-1-1) Center and the Skagit County EOC.
3. Maintain the Skagit County EOC in a state of readiness.
 4. Conduct regular testing to insure operability of primary and alternate communications systems.
 5. Support local ARES/RACES volunteers in their efforts to provide alternate emergency communications capability within Skagit County.

D. Response Activities

Primary and Support Agencies:

1. Staff the Skagit County EOC (or appropriate municipal EOC) to coordinate communications related missions in support of this ESF and the Skagit County CEMP.
2. Evaluate communications systems to determine post-event operability and need for additional communications resources.
3. Coordinate the mobilization of personnel and equipment required for communication services in support of this ESF and the Skagit County CEMP.
4. Request additional communication resources from state and federal sources via established emergency management procedures.
5. Maintain accurate expense records.

E. Recovery Activities

Primary and Support Agencies:

1. Conduct damage assessment of communication systems.
2. Coordinate repairs and reconstruction of communication systems.
3. Demobilize resources and return to normal activities.

V. RESPONSIBILITIES

A. Skagit Emergency Communications (E 9-1-1) Center

Provide adequate staffing to perform fire, emergency medical, and law enforcement dispatch services.

Maintain operational readiness of all communications equipment.

Insure necessary NAWAS and ACCESS messages are relayed to the EOC and appropriate law, fire, and medical field units.

Maintain liaison with the Skagit County EOC and advise of communications capabilities and limitations.

Request additional communication resources through the Department of Emergency Management.

B. Skagit County Information Services Department

Insure operational readiness and security of the county computer system.

Insure operational readiness of all Skagit County EOC computer resources.

Conduct an expedient evaluation of the county computer system to determine capability to support response and recovery activities.

Provide adequate and trained personnel to the Skagit County EOC in support of this ESF and the Skagit County CEMP.

Request additional resources through the Department of Emergency Management.

C. Department of Emergency Management

Appoint the Skagit County Emergency Coordinator Radio Officer who coordinates supplemental and alternate EOC communications using government two-way radio channels and Skagit ARES/RACES volunteers.

Maintain liaison with Skagit County Emergency Coordinator Radio Officer and Skagit Emergency Communications (E 9-1-1) Center.

Maintain operational readiness of EOC communications equipment.

Participate in weekly CEMNET radio checks to insure alternate communications capability with the Washington State Military Department, Emergency Management Division.

Conduct tests and exercises of the county's communication and warning capabilities.

Advise the Washington State Military Department Emergency Management Division of communication capabilities and/or limitations.

Coordinate with appropriate local agencies to insure operational readiness and appropriate emergency use of communications systems.

Maintain Skagit County EOC in an operational state of readiness.

Develop and maintain EOC procedures, standard operating guidelines, and checklists in support of this ESF.

Coordinate requests for and use of supplemental communications, if necessary.

Coordinate with Skagit County Emergency Coordinator Radio Officer to provide alternate communications at locations where needed.

D. Skagit County Emergency Coordinator Radio Officer

Serve as communications representative in the EOC.

Maintain liaison with Department of Emergency Management and, if needed, the Skagit

Emergency Communications (E 9-1-1) Center.

Insure operational readiness of EOC communications equipment.

Provide training for Skagit ARES/RACES volunteers in emergency radio communication operation and procedures.

Insure CEMNET and other messages are relayed to EOC staff and the Skagit Emergency Communications (E 9-1-1) Center.

Upon request, provide alternate communications for American Red Cross established mass care facilities, hospitals, schools, and other locations during emergencies or disasters.

Advise the Department of Emergency Management of communications capabilities and limitations and request additional communication resources as needed.

EMERGENCY SUPPORT FUNCTION #3 PUBLIC WORKS AND ENGINEERING

PRIMARY AGENCIES: Skagit County Public Works Department
Municipal Public Works/Street/Engineering Departments

SUPPORT AGENCIES: Municipal Sewer and Wastewater Treatment Facilities
Municipal Water Treatment Facilities
Skagit County Public Utility District No. 1
Skagit County Planning Department and Permit Center
Municipal Planning/Building Departments
Skagit County Public Health Department
Department of Emergency Management

I. INTRODUCTION

A. Purpose

The purpose of this ESF is twofold:

1. To provide for the coordination of public works and engineering support to assist Skagit County, the incorporated municipalities within the county, and special purpose districts in meeting needs related to response and recovery.
2. To provide for the demolition of unsafe structures, debris and wreckage clearance, temporary repair of essential facilities, and the inspection of facilities for structural condition and safety.

B. Scope

Public works and engineering support includes technical advice and evaluations, engineering services, construction management and inspection, emergency contracting, emergency repair and operation of water and wastewater facilities, and providing emergency power to critical facilities.

Activities within the scope of this ESF include:

1. Participation in public works and engineering mitigation and preparedness activities.
2. Performing emergency clearance of debris to allow for reconnaissance of the damaged area and access to emergency vehicles, equipment, and personnel.
3. Removal of debris from roads and bridges throughout the response and recovery phases of a disaster event.
4. Temporary repair or replacement of emergency access routes including streets, roads, bridges, airfields, and any other facilities necessary to conduct response and recovery activities.
5. Emergency restoration of critical public facilities including water and wastewater treatment facilities.
6. Providing backup power to the Skagit County EOC and other critical facilities.
7. Emergency contracting for public works and public health safety.

8. Emergency demolition or stabilization of damaged structures identified by Skagit County, the municipalities, and special districts as immediate hazards to the public health and safety, or to facilitate life saving operations.
9. Technical assistance including the structural inspection of private residences, commercial buildings and structures, as resources permit.
10. Conduct Initial Damage Assessment Surveys and prepare Preliminary Damage Assessment reports.
11. Support other ESF's (as needed) to accomplish response and recovery activities.

II. POLICIES

Individual jurisdictions will provide public works and engineering services to the lands and facilities under their jurisdiction.

Services such as debris clearance or the removal of dead animals from private property may be authorized by the Board of County Commissioners/Mayors, the Director of the Skagit County Health Department, or the Skagit County Public Health Officer.

Permitting fees and normal inspection procedures will stay in effect following a disaster unless otherwise directed by the Board of County Commissioners or Mayor(s).

Solid waste fees and requirements will stay in effect following a disaster unless otherwise directed by the Board of County Commissioners.

III. SITUATION

A. Emergency/Disaster Conditions and Hazards

Public works departments, street departments, and engineering departments provide a variety of essential services during emergencies and disasters. Among these are road construction, maintenance and repair, inspection of facilities and structures, crowd control assistance and communications. These departments maintain resource lists of equipment that may be available to support emergency operations.

Backup electrical power is provided to the Skagit County EOC by an on-site generator. If this generator fails or is unusable, electrical connections are on site to plug in another generator. The Skagit County Facilities Department is responsible for locating, delivering and connecting a back up generator for EOC operation.

Skagit County Public Works Department maintenance facilities located in Burlington and Concrete are equipped with emergency generators. These generators also provide backup power to fuel pumps at these facilities.

Skagit County and the participating municipalities are vulnerable to a variety of hazards that could cause damage or disruption to roads, bridges, government buildings and other government infrastructure. These facilities will most likely require action to be taken by county and/or municipal public works and engineering agencies to effect emergency repair and restoration to support disaster response activities.

With the exception of Anacortes, all municipalities within the county are located within the floodplain of the Skagit River. While the City of Anacortes is removed from the floodplain, their water treatment plant, as well as a good portion of their water transmission system, is located within the floodplain. In addition, it is estimated that approximately 35,000 persons reside within the floodplain of the Skagit River.

In addition to being especially vulnerable to flood events, government facilities and infrastructure is also vulnerable to earthquake damage, not only from ground shaking action but due to the fact that floodplain soils are highly susceptible to liquefaction.

B. Planning Assumptions

A disaster may cause significant property damage. Homes, public buildings, bridges, and other facilities may have to be reinforced or demolished to ensure safety. Debris may make roads impassable. Public utilities may be damaged and partially or totally inoperable.

Access to the event area may be dependent upon the establishment of ground and water routes. Debris clearance and emergency road repairs will be given top priority to support immediate lifesaving response activities.

A large event may affect local response personnel preventing them from performing their emergency duties. Equipment in the disaster area may be damaged or inaccessible.

Skagit County and the municipalities may need to obtain emergency environmental waivers and legal authority from local, state, or federal agencies to dispose of materials from debris clearance and demolition activities.

Sufficient resources may not be available to meet emergency requirements.

Sufficient numbers of personnel with building inspection, engineering and construction skills, and equipment will be required from outside the area to perform public works and engineering activities.

Previously inspected structures will require re-evaluation if after-shocks occur following an earthquake.

State and federal assistance may be required to clear debris, perform damage assessments, structural evaluations, make emergency repairs to essential facilities, stabilize or demolish structures, and provide emergency water.

IV. CONCEPT OF OPERATIONS

A. General

The Skagit County Public Works Department and municipal street/engineering departments will support public works and engineering related response and recovery activities. The Skagit County Public Works Director or designee shall coordinate with individual jurisdiction Public Works Directors or Engineers and the Department of Emergency Management to insure that public works and engineering services are delivered in a timely and organized manner.

The Skagit County Public Works Director or designee will serve as the primary coordinator of public works and engineering services at the Skagit County EOC.

Municipal Public Works Directors or Engineers will serve as the primary coordinator of public works and engineering services within their respective jurisdictional EOC's.

Depending upon the availability of equipment and personnel, and upon the approval of the Board of County Commissioners, the Skagit County Public Works Department will assist with municipal public works and engineering activities as needed to support life, health and safety.

Upon receiving authorization from the Skagit County Public Works Director, or designee, Skagit County Public Works Department Division Managers will alert personnel and begin emergency operations consistent with operating procedures.

Debris clearance and emergency road repairs will be prioritized to support immediate life-safety activities.

Mobilization of public works and engineering personnel and equipment will be determined by the location and magnitude of the disaster.

Public works and engineering activities may need to be coordinated with other ESF Annexes and Support Annexes.

If needed, the Skagit County Public Works Director, or designee, shall coordinate with the Skagit County Health Department to provide testing of public water systems and supplies to insure potability.

The Skagit County Public Works Director will coordinate with the Washington State Department of Transportation to assess the status state routes that may be used for emergency routes.

If needed, the Skagit County Public Works Director, or designee, will coordinate with private business and industry to assist with public works and engineering activities by providing expertise, equipment, and personnel to supplement governmental resources.

Engineering support not available through local governmental and private sources will be requested from state and/or federal agencies through normal emergency management channels. If the disaster warrants a state or federal response, local officials will need to maintain liaison with state and federal officials to prioritize tasks.

B. Mitigation Activities

Primary Agencies:

1. Determine and prioritize need for emergency generators to be installed at government-owned critical facilities and pursue local, state and federal funding to purchase and install emergency generators based on priority.
2. Consider initiating a non-structural hazard mitigation plan to reduce damage and injury to employees and citizens in the event of a large and damaging earthquake.

C. Preparedness Activities

Primary Agencies:

1. Develop and maintain agency procedures and checklists in support of this ESF.
2. Establish inter-local agreements to provide cooperative emergency public works and engineering services to support response and recovery efforts.
3. Develop a plan to provide an alternate means of fueling emergency response and government-owned vehicles should there be long-term disruption of power.
4. Establish contracts and/or vendor lists for use of private-sector resources to augment agency-owned resources, if needed.

D. Response Activities

Primary Agencies:

1. Staff the Skagit County EOC (or appropriate municipal EOC) to coordinate public works and engineering related missions in support of this ESF and the Skagit County CEMP.
2. Depending upon the type and severity of the event, conduct expedient inspection of critical facilities/structures and determine if facilities/structures are safe to occupy.
3. Coordinate the mobilization of personnel and equipment required for public works and engineering services in support of this ESF and the Skagit County CEMP.
4. Coordinate with other jurisdictions/agencies, as needed.
5. Maintain accurate expense records.

Support Agencies:

1. Assist primary agencies (within capabilities) to coordinate and carry out response activities in support of this ESF and the Skagit County CEMP.
2. Maintain accurate expense records.

E. Recovery Activities

Primary and Support Agencies:

1. Conduct damage assessment of jurisdictional infrastructure.
2. Coordinate repairs and reconstruction of jurisdictional infrastructure.
3. Demobilize resources and return to normal activities.

V. RESPONSIBILITIES

A. County/Municipal Public Works Directors

Develop and establish Policies and Standard Operating Guidelines and train staff for disaster operations and update as necessary.

Provide jurisdictional direction, control, and coordination of emergency public works and engineering services. Assign operational tasks to division managers/supervisors and issue instructions as needed to insure the coordinated and effective deployment of personnel and equipment.

Coordinate with other local jurisdictions and special purpose districts to assess damage, prioritize tasks, and allocate resources to insure that services are delivered in a timely and organized manner.

Provide for the maintenance of communications equipment used to support emergency public works and engineering operations.

Provide notification to all appropriate EOC representatives regarding all road/street closures and, if appropriate, the operational status of water, sewer and wastewater treatment facilities.

Provide the Skagit County EOC (or appropriate municipal EOC) with current disaster analysis information.

B. County/Municipal Public Works/Engineering Agencies

Conduct structural inspection of roads/streets, bridges, culverts, and other structures to determine damage and conditions posing a threat to human safety.

Perform removal of debris and/or wreckage to permit vehicular access and movement.

Perform temporary repairs of lightly damaged roads, streets, bridges, and other structures.

Provide and erect signs, barricades and cones as necessary.

Assist with traffic control and heavy rescue activities as requested.

Notify the Skagit County EOC (or appropriate municipal EOC) of all road/street closures.

Assist water treatment, sewer, and wastewater treatment divisions with inspection of facilities and structures to determine damage, operational ability, and potential threats to public health.

C. Municipal Water Treatment, Sewer and Wastewater Treatment Facilities

Provide inspection of treatment, storage, and distribution systems/facilities/structures to determine damage and operational status.

If possible, perform temporary repairs of water treatment, storage, and distribution facilities and structures as well as sewer and wastewater treatment facilities and structures.

Notify the Skagit County EOC (or appropriate municipal EOC) of damage and operational status of water treatment, storage, and distribution facilities as well as sewer, and wastewater treatment facilities.

Continue to manage and operate facilities and structures with capabilities.

D. Skagit County Public Utility District No.1

Provide inspection of water treatment, storage, and distribution facilities/structures for

damage and to evaluate the operational status and safety of all systems.

If possible, perform temporary repairs of water treatment, storage, and distribution facilities and structures.

Notify the Skagit County EOC (or appropriate municipal EOC) of all damage to, and the operational status of, water treatment, storage, and distribution facilities and structures.

Continue to manage and operate facilities and structures with capabilities.

E. County/Municipal Planning/Building Departments

Develop and establish Policies and Standard Operating Guidelines and train staff for disaster operations and update as necessary.

Provide for overall direction, control, and coordination of post-incident safety evaluations of structures within jurisdictional limits. Assign operational tasks to team members and issue instructions as necessary to insure the coordinated and effective deployment of personnel and equipment.

Depending upon the type, severity, and timing of the event, establish priorities for the inspection of critical government facilities, shelters, schools, hospitals, and nursing homes.

Coordinate building evaluation activities in cooperation with other local jurisdictions to assess damage, prioritize tasks, and allocate resources.

Provide communication resources to support emergency operations.

Identify and mark structures that have restricted occupancy or are unsafe to occupy.

Provide the Skagit County EOC (or appropriate municipal EOC) with disaster analysis information.

F. Skagit County Public Health Department

Provide for testing of potable water supplies (including wells) to insure public health.

G. Department of Emergency Management

Upon request, assist with coordination of resources to support public works and engineering services, including heavy rescue.

If needed, request state and federal assistance to support disaster operations.

Serve as liaison between local government and state and federal resources, as required.

EMERGENCY SUPPORT FUNCTION #4 FIREFIGHTING

PRIMARY AGENCIES: **Municipal Fire Departments
Skagit County Fire Districts**

SUPPORT AGENCIES: **Skagit Emergency Communications (E 9-1-1) Center
Department of Emergency Management**

I. INTRODUCTION

A. Purpose

To provide for the coordination of fire services operations within Skagit County and the incorporated municipalities located within the county to effectively use all available fire fighting apparatus and personnel; to control the dispatching of such equipment and personnel to localities where most needed, and provide for effective operations at the scene during an emergency or disaster.

B. Scope

This ESF addresses all firefighting activities occurring during an emergency or disaster.

The scope of this ESF does not address routine day-to-day firefighting activities.

The scope of this ESF does not address details regarding regional and statewide fire services resource mobilization. Procedures for regional and statewide fire services resource mobilization are contained in the following plans: the Washington State Fire Services Resource Mobilization Plan, the Northwest Region Fire Services Resource Mobilization Plan, and the Skagit County Fire Services Resource Mobilization Plan.

II. POLICIES

During emergency or disaster situations, local fire agencies will mobilize all available apparatus and personnel required to adequately deal with the situation. Additional resources may be obtained through existing mutual-aid agreements. If the size and/or severity of the emergency or disaster overwhelm local and mutual-aid resources, outside fire services resources will be requested through regional and state fire mobilization.

Direction, control, and coordination of department/district fire personnel and apparatus within their respective jurisdictions shall be directed by the Fire Chief or highest ranking command officer.

Priority shall be given to saving lives and protecting property, in that order.

III. SITUATION

A. Emergency/Disaster Conditions and Hazards

Under the best of conditions, the management of a large firefighting operation is complex, often involving large numbers of personnel, apparatus, and equipment from numerous departments, agencies and jurisdictions. Fires resulting from or independent of, but coinciding with a disaster event, will place extraordinary demands on available resources and support systems.

Skagit County is vulnerable to urban, rural, and wildland/urban-interface fires. Ignition sources could cause large numbers of fires, both during, and after an earthquake or other disaster. Fire agencies not directly affected by an earthquake or other disaster may be totally committed to fires and other emergencies occurring within their jurisdictions. Firefighting resources that may normally be available via mutual-aid agreements could be difficult to obtain and utilize during and after a disaster because of massive disruption of communication, transportation, utility, and water systems.

The municipalities of Anacortes, Burlington, Concrete, Hamilton, La Conner, Mount Vernon, and Sedro-Woolley are served by municipal fire departments. Staffing varies greatly between these jurisdictions with some departments relying on full-time paid staff augmented by volunteers and other departments relying solely on volunteer staff. The town of Lyman contracts with Skagit County Fire District #8 for fire services.

The majority of fire agency personnel in Skagit County serve on a volunteer basis. They are not obligated to leave a family crisis or their workplace to assist emergency response and recovery efforts.

There are 18 fire protection districts within Skagit County. These districts are staffed with volunteer personnel; a few districts have full-time or part-time paid chiefs. A small portion of eastern Skagit County adjoining Snohomish County is served by Snohomish County Fire District #24 with facilities and equipment located in the town of Darrington.

All fire agencies within Skagit County except Fire District #7 and that portion of Skagit County served by Snohomish County Fire District #24 are signatory to the "*Mutual Fire Protective Assistance Contract*" dated May 21, 1970. In addition, certain fire agencies within Skagit County have automatic-aid agreements between themselves and neighboring agencies for responses to certain types of incidents and/or responses to specific locations. Several Skagit County Fire Districts also have mutual-aid agreements with fire agencies in adjoining counties.

Large portions of unincorporated Skagit County are not within the boundaries of a rural fire district. These areas are typically industrial forest lands, lands owned by the state or federal government, or islands; some of these areas are sparsely populated.

Few if any firefighters in Skagit County are trained to respond to wildland fires and fire agencies within Skagit County do not typically have apparatus and equipment necessary for responding to wildland fires. Fire agencies within Skagit County currently rely upon the Washington State Department of Natural Resources and other supporting state and federal agencies to respond to all wildland fires.

B. Planning Assumptions

Urban, rural, and wildland fires will occur within Skagit County and the incorporated municipalities within the county. In the event of an earthquake or other significant event, large, damaging fires could occur.

Apparatus access may be hampered by such things as bridge failures, landslides and large amounts of debris. Conventional travel to fire locations may be extremely difficult or impossible. Aerial attack by air tankers and helicopters may be necessary.

Normal fuel supplies may not be available due to facility damage or lack of electricity to operate pumps. Alternate methods of fueling apparatus may need to be used.

In a disaster some firefighting resources will become scarce. Regional and state fire mobilization plans may need to be activated to mobilize large numbers of apparatus and personnel.

The use of the Incident Command System and common communications will be necessary in order to coordinate local, regional, state, and federal fire services agencies.

IV. CONCEPT OF OPERATIONS

A. General

During emergencies or disasters, fire service agencies may be called upon to perform a wide range of functions including, but not limited to: fire suppression activities, response to hazardous materials incidents, warning and evacuation, confined space rescue, emergency medical care, emergency transportation of injured persons to hospitals or other emergency care facilities, emergency communications, control of emergency/disaster site access, emergency traffic control, damage assessment, county and/or municipal EOC staffing, and liaison with other fire service agencies.

Each fire service agency maintains its own policies/procedures specific to their jurisdiction.

The Skagit Emergency Communications (E 9-1-1) Center is the focal point for disseminating alert and warning information to all local fire service agencies. Upon receiving alert and warning information, fire service agencies are responsible for notifying on duty staff to alert them of the situation and, if necessary, request that off-duty personnel report for duty according to agency policies and procedures.

If needed, and upon the request of the Department of Emergency Management, one or more fire service representatives may be requested to report to the Skagit County EOC (or appropriate municipal EOC) to assist in coordinating firefighting response and recovery activities. Alert notifications to fire service personnel to report to the Skagit County EOC (or appropriate municipal EOC) will be conducted by the Skagit Emergency Communications (E 9-1-1) Center upon the request of the Department of Emergency Management.

Upon request, municipal fire departments are responsible for sending a fire service representative to their municipal EOC (if activated) or to an established command post to coordinate fire service response and recovery activities within the jurisdiction.

Emergency response of fire services will be dependent on the type and severity of the emergency or disaster and the availability of personnel and equipment.

Emergency fire services provided by municipal fire departments and rural fire districts will be requested on a mission basis to allow for continuity of operations consistent with their procedures and policies.

All fire service disaster emergency response activities shall be organized under the NIMS (National Incident Management System) Incident Command System and/or the Unified Command System.

If, due to the size and severity of the emergency or disaster, local fire agencies are overwhelmed, additional resources will be requested through existing mutual-aid agreements and regional or state fire mobilization.

Mobilization of regional and/or state fire services resources shall be requested through local, regional, and state emergency management channels.

If, due to the size and severity of the emergency or disaster, regional and/or state fire mobilization is enacted, the fire service EOC representatives will maintain liaison with the Northwest Region Fire Coordinator in order to coordinate local, regional, and state fire service resources.

Public works agencies will assist in providing and coordinating the use of heavy equipment used to perform debris clearance activities and otherwise support fire service response and recovery activities.

All fire agencies within Skagit County operate on a 24-hour basis. Each agency has two-way radio communication links between their respective mobile units and the Skagit Emergency Communications (E 9-1-1) Center. Some mobile units are also equipped with cellular telephone capability.

B. Mitigation Activities

Primary Agencies:

1. Within agency authority and capability; enforce applicable fire code regulations, conduct a fire safety inspection program, and a fire-prevention program.

C. Preparedness Activities

Primary Agencies:

1. Develop and maintain agency procedures and checklists in support of this ESF.
2. Develop and conduct an agency training program for all personnel.
3. Develop pre-fire plans, as needed.
4. Insure operational readiness of agency facilities, apparatus, and equipment.
5. Maintain existing mutual-aid agreements.
6. Participate in local emergency/disaster drills and exercises.

D. Response Activities

Primary Agencies:

1. Conduct firefighting activities in support of this ESF and the Skagit County CEMP.
2. Coordinate the mobilization of personnel, apparatus, and equipment required to conduct disaster firefighting related missions.
3. Request additional resources via mutual-aid agreements and the Washington State Fire Services Resource Mobilization Plan.
4. Maintain accurate expense records.

Support Agencies:

1. If needed, activate and staff the Skagit County EOC (or appropriate municipal EOC) to assist in coordinating firefighting resources and activities in support of this ESF and the Skagit County CEMP.
2. If needed, assist in obtaining/coordinating additional resources via the Washington State Fire Services Resource Mobilization Plan.
3. Maintain accurate expense records.

E. Recovery Activities

Primary and Support Agencies:

1. Conduct damage assessment of firefighting facilities, apparatus, and equipment.
2. Coordinate repairs and/or replacement of damaged apparatus and equipment.
3. Coordinate repairs and/or reconstruction of damaged facilities.
4. Demobilize resources and return to normal activities.

VI. RESPONSIBILITIES

A. Municipal Fire Departments/Rural Fire Districts

Protect life and property by prevention, suppression, and control of fire; provide rescue services and emergency medical care and response to hazardous materials incidents.

Assist law enforcement in providing warning and evacuation by door-to-door notification and/or use of mobile sirens and public address systems as needed. Also assist law enforcement in providing traffic control as needed and if personnel are available.

Provide the Department of Emergency Management with damage assessment reports to the maximum extent possible.

Responsibilities of fire service in the response to a hazardous materials incident may include the establishment of safety/isolation zones, notification of proper agencies, and assisting law enforcement with public notification, evacuation and perimeter control depending upon the availability of personnel and equipment.

If the magnitude of the emergency or disaster warrants, and depending upon the availability of personnel, provide one or more representatives to the Skagit County EOC (or appropriate municipal EOC) to coordinate fire service response and recovery activities.

In the event of a large-scale emergency or disaster, fire service personnel may be placed on alert status in accordance with agency policies and procedures. Volunteer firefighters may be encouraged to contact their employers and request to be released from their normal work shift.

B. Skagit Emergency Communications (E 9-1-1) Center

Provide emergency call receiving and dispatching and alert and warning notification to all fire service agencies.

At the request of the Department of Emergency Management, notify fire service agencies regarding the activation of the Skagit County EOC (or appropriate municipal EOC) and the need for fire service representatives to report to coordinate firefighting response and recovery activities.

C. Department of Emergency Management

Upon request, assist in coordinating fire service requests for regional and state fire mobilization resources as well as federal disaster-related assets and services.

EMERGENCY SUPPORT FUNCTION #5 EMERGENCY MANAGEMENT

PRIMARY AGENCIES: Department of Emergency Management

SUPPORT AGENCIES: Skagit County Administrative Services
Skagit County Budget and Finance Department
Skagit County Information Services Department
Skagit County Geographic Information Services
Skagit County Public Health Department
Skagit County Public Works Department
Skagit County Sheriff's Office
Skagit ARES/RACES

I. INTRODUCTION

A. Purpose

The purpose of this ESF is to describe the roles and responsibilities of the Skagit County Department of Emergency Management as well as the organization of the Skagit County Emergency Operations Center (EOC).

This ESF provides information as to the collection, documentation, and distribution of information and data to and from the EOC and describes the coordination of activities within the EOC including: incident management, incident planning, use of resources, and emergency financial management.

B. Scope

This ESF is applicable to all Skagit County Department of Emergency Management personnel as well as Skagit County departments/offices, volunteers, and other individuals who staff the EOC during emergency or disaster events.

II. POLICIES

Authorities for this ESF are listed on pages 2 and 3 of the Basic Plan.

III. SITUATION

A. General

The Board of County Commissioners and Mayors are responsible, by law, for emergency management operations within their respective jurisdictions but function together under this plan as the Skagit Emergency Management Council. The Director of the Skagit County Department of Emergency Management is responsible to the Skagit Emergency

Management Council for carrying out the emergency management program for Skagit County and the member municipalities.

The Skagit County Department of Emergency Management provides and coordinates the emergency management program for unincorporated Skagit County as well as the cities and towns of Anacortes, Burlington, Concrete, Hamilton, La Conner, Lyman, Mount Vernon, and Sedro-Woolley. The emergency management program within Skagit County includes the four phases of emergency management (mitigation, preparedness, response, and recovery) as identified in the National Response Framework.

The Skagit County Department of Emergency Management shares office space with, and works cooperatively with, the Skagit County Fire Marshal's Office with staffing allocations of 3.75 full-time employees (FTE's) assigned to emergency management functions and 3.25 full-time employees (FTE's) assigned to fire marshal functions. Skagit County Fire Marshal personnel are cross-trained to assist with emergency management functions; most have completed the FEMA-sponsored Emergency Management Professional Development Series. Personnel work cooperatively to staff a 24-hour Duty Officer position and to provide emergency management functions within the county during emergency and disaster events.

Primary functions of the Skagit County Department of Emergency Management include:

1. Establishing good working relationships and networking with county and municipal departments/offices, other emergency management organizations, and various state and federal agencies.
2. Develop and maintain a variety of disaster plans on behalf of the county and the participating municipalities.
3. Insure capability to provide warning, crisis communication, and emergency public information.
4. Provide, equip, and insure operational readiness of the Skagit County EOC.
5. Insure emergency management compliance with the National Incident Management System.
6. Develop and conduct trainings, drills, and exercises in compliance with federal Emergency Management Performance Grant (EMPG) guidelines.
7. Conduct a disaster preparedness program including Community Emergency Response Team (CERT) training and the Map Your Neighborhood (MYN) program.
8. Provide direction/control and coordination for disaster response and recovery activities and programs.
9. Perform EMPG and Homeland Security grant administration.

The Skagit County Department of Emergency Management shares a facility with the Skagit County Emergency Communications (E 9-1-1) Center and the offices of Skagit Medic One. The facility is located within the City of Mount Vernon and is outside of the Skagit River floodplain. The Skagit County EOC adjoins the emergency management/fire marshal office space; both spaces function as one during EOC activations.

The Skagit County Department of Emergency Management maintains a current disaster plan that is verified for consistency under state law by the Director, Washington State Military Department, Emergency Management Division. The department also maintains a Hazard

Identification and Vulnerability Analysis (HIVA) and a FEMA-approved Mitigation Plan that has been widely used as a model for the development of multi-jurisdictional mitigation plans.

Sufficient local funding to develop and maintain an adequate emergency management program is not available. The ability of the Skagit County Department of Emergency Management to receive Emergency Management Performance Grant (EMPG) funding has enabled local emergency management programs to progress at a faster pace than would have been possible otherwise. Similarly, Department of Homeland Security grant funds have substantially accelerated local emergency preparedness and response capabilities.

B. Planning Assumptions

An emergency or disaster could occur at any time. Some emergencies or disasters will occur with enough warning that appropriate notification can be issued to ensure some level of preparation; others will occur without advance warning. The time of year, day of the week, time of day, and weather conditions are key variables that can have an impact on the seriousness of an incident and the ability of government to respond.

A disaster will severely stress normal county and municipal systems. Skagit County and the municipalities may be unable to satisfy all emergency resource requests during a major emergency or disaster and would likely require outside assistance from other jurisdictions, the state, and the federal government. It is likely that local government response will be delayed; citizens, businesses, and industry need to be prepared to take care of their own basic survival needs for at least the first 72 hours after an event occurs.

This plan assumes that after an emergency or disaster has occurred that:

1. A safe location can be found for coordination of response and recovery activities.
2. Trained personnel are available to establish command and control and implement emergency plans and procedures.
3. Resources are available.

Activation of the Skagit County EOC may be delayed due to the circumstances of the event and the availability of personnel.

The need to gather and disseminate event-specific situation information may be great. The accomplishing of these tasks may be hampered due to many factors including: damage to or overload of local communications systems, damage to transportation infrastructure, and the effects of weather, and other factors.

During the initial response phase of an incident little information may be available and the information received may be vague or inaccurate.

The receipt, analysis, and dissemination of accurate disaster information is necessary to provide local, state, and federal agencies with a basis for determining priorities, needs, and the availability of resources.

IV. CONCEPT OF OPERATIONS

A. General

The Skagit County Department of Emergency Management is the focal point of emergency management within Skagit County. However, due to staffing limitations, the department relies heavily on other county and municipal departments/offices to staff the Skagit County EOC and carry out response activities in the field.

NOTE: The organizational structure of the Skagit County Department of Emergency Management is represented in Figure 1, Appendix 2 of the Basic Plan. For additional information regarding Concept of Operations, see pages 6–19 of the Basic Plan.

B. Emergency Management Duty Officer

As previously stated, the Skagit County Department of Emergency Management maintains a 24-Hour Duty Officer to provide support and assistance to local emergency response agencies, as needed. The Duty Officer is the primary after-hours contact for receiving alert and warning information from a variety of sources and, upon the request of responding agency, initiates emergency management response actions (within department suggested operating guidelines and/or capabilities) to assist an On-Scene Incident Commander. Duty Officer Manuals are maintained by each Duty Officer and are to be quickly accessible during duty shifts. These manuals offer guidance and contain resource materials to aid the Duty Officer in performing their roles and responsibilities. In addition, vehicles assigned to Duty Officers provide communication and safety equipment for Duty Officer use while on assignment.

Depending on the situation and the nature of the request, it may be possible for the Duty Officer to manage requests from their workplace, or from home or another transitory location if after normal working hours.

Typical Duty Officer roles and responsibilities include:

1. Be available to receive and (if necessary) act on warnings and advisories from the State and/or the Skagit Emergency Communications (E 9-1-1) Center; may assist local jurisdictions in coordinating requests for emergency assistance.
2. Make official notifications internal and external to the county, including the acquisition of a state mission number from the Washington State EMD Duty Officer.
3. Coordinate the use of community warning systems, to include the coordination and dissemination of area-wide warning messages via the Emergency Alert System.
4. Coordinate interdepartmental and jurisdictional situational awareness.
5. Coordinate with county and/or local municipal agencies and other available local or regional sources to obtain special technical expertise, skills, equipment, services, or other technical assets.
6. If needed, take necessary actions to initiate activation of the Skagit County EOC.
7. Notify and brief the Emergency Management Director as soon as possible if the condition is such that the County Commissioners or local Mayors should be advised of the situation.
8. Properly document missions/actions and file necessary reports in a timely manner.

C. Emergency Operations Center (EOC)

The Skagit County EOC is organized in accordance with the National Incident Management System (NIMS). The EOC organizational structure utilizes Command Staff and General Staff positions for incident management purposes.

Upon activation, the EOC will be staffed on a 24-hour basis utilizing two 12-hour shifts. Shift change will occur at 0700 Hours and 1900 Hours daily.

Disaster information will be obtained through all means available, including but not limited to damage and situation reports from various county/municipal agencies, special purpose districts, citizens, other jurisdictions, and the media.

Information will be analyzed, evaluated, and made available to appropriate EOC staff to increase overall situational awareness, aid in establishing and implementing a response strategy, and assist in determining resource needs and the allocation of limited resources.

Methods of information dissemination will be through EOC displays, Incident Status Summaries (ICS Form 209), Internet postings, email, EOC briefings, and news releases.

All Incident Status Summaries (ICS Form 209) generated by the Skagit County EOC will be reviewed by the Planning Section Chief and approved by the Unified Commanders or their designee's prior to release.

All public information documents will be reviewed by the Skagit County Public Information Officer (or designee) and approved by the Unified Commanders (or designee's) prior to release.

EOC briefings will be held at least twice daily (preferably at shift change) and will be conducted by the Planning Section Chief or the Situation Unit Leader.

NOTE: Additional information pertaining to the Skagit County EOC (including EOC activation) is described on pages 12–15 of the Basic Plan.

D. Incident Management

Depending upon the size, scope, and/or complexity of the emergency or disaster, elected and appointed officials will activate and establish an EOC to provide proper direction and control and aid in overall management or coordination of response and recovery activities. Proper incident management is necessary to provide for the effective supervision, authority, and coordination of emergency management activities during the response phase and recovery phase of emergency and disaster events. Upon activation of the Skagit County EOC, a NIMS-compliant command structure will be formed to manage the incident.

Skagit County Resolution #R20060255, dated August 1, 2006, establishes that the initial command structure for a significant incident, requiring additional oversight to manage emergency response and recovery activities to protect life and property, shall be a Unified Command composed of qualified senior officials from the Skagit County Sheriff's Office,

Skagit County Public Health Department, Skagit County Department of Emergency Management, and the Skagit County Public Works Department.

Furthermore, the Skagit County Department of Emergency Management utilizes an incident management structure within the Skagit County EOC that is compliant with the National Incident Management System (NIMS). This incident management system consists of the Unified Command positions as established by Skagit County Resolution #R20060255 as well as the Command Staff and General Staff positions listed below:

- Public Information Officer
- Liaison Officer (as needed)
- Planning Section Chief
- Logistics Section Chief
- Finance/Administration Section Chief

In addition, the Planning Section will be staffed by a Situation Unit Leader, Resource Unit Leader, and Documentation Unit Leader. Additional incident management positions may be filled (as needed) depending upon the size and/or scope of the incident.

NOTE: The Skagit County Department of Emergency Management is a coordinating agency and is not involved in direct oversight and supervision of incident response operations. Therefore, an Operations Section is not typically staffed within the Skagit County EOC. If needed, qualified agency representatives may be requested to report to the EOC to assist EOC Command Staff and General Staff in managing the incident.

E. Agency Representatives

Depending upon the size and/or scope of the incident (or in an event that requires close coordination with another agency (such as the Washington State Military Department, Emergency Management Division) the Unified Command may request direct agency representation from an Agency Representative assigned to the Skagit County EOC. The primary purpose of the Agency Representative function is to assure a seamless interface exists between parties so that any anticipated or actual request for outside assistance can be readily referred for action. Whenever federal involvement occurs in a Presidential Declaration of Disaster or an Incident of National Significance, there may be Agency Representatives exchanged with the Joint Field Office, once it is established.

NOTE: Agency Representatives should provide their own laptop computer and cell phone for use in the Skagit County EOC. The Skagit County EOC is equipped with a wireless broadband router to provide wireless internet connectivity to the Agency Representatives home agency.

F. Incident Planning

During emergency/disaster events, incident planning is coordinated and conducted by the Planning Section within the Skagit County EOC. Planning Section staffing levels are determined by the size and/or scope of the incident consistent with the National Incident Management System, including span of control.

Units within the Planning Section report to the Planning Section Chief and include:

- Situation Unit
- Resource Unit
- Documentation Unit

G. Incident Resources

Resources not available directly to the On-Scene Incident Commanders will be requested, ordered, and allocated through the command structure within the Skagit County EOC.

NOTE: The ordering of outside resources shall be coordinated between the Logistics Section Chief and the Finance/Administration Section Chief and must be approved by the Unified Commanders prior to ordering.

In some cases, volunteers will become an important human resource. Staging areas may be designated and persons wishing to volunteer will be directed as to where to report for registration and assignments. Volunteer emergency workers shall be registered using procedures established by Chapter 118.04 WAC Emergency Worker Standards.

The Skagit County Department of Emergency Management may utilize volunteers from various organizations to augment EOC staffing and otherwise assist with response and/or recovery activities. Typical volunteer organizations providing resources include:

- American Red Cross
- Skagit County Search and Rescue
- Skagit ARES/RACES
- Skagit Community Emergency Response Team (CERT)
- Skagit Medical Reserve Corps (MRC).

H. Incident Financial Management

Emergency expenditures are not normally integrated into the budgeting process of local governments. Nevertheless, Skagit County and the incorporated municipalities recognize that when a disaster event occurs local government may be required to expend unbudgeted funds to respond to and recover from such events.

In order to minimize the impacts of the disaster as well as maximize the potential for federal reimbursement of disaster expenses, local governments will make a sincere effort to follow jurisdictional procurement procedures and will strive to adhere to procurement standards in the Federal Regulations (44 CFR 13.36).

In 2008, Skagit County government created an On-Call Emergency Event Vendor List to assist EOC personnel in obtaining required materials, supplies, and services during a declared emergency by the Skagit County Board of County Commissioners. Upon creating this list, Skagit County Public Works personnel pre-screened vendors to help insure proper licenses, Unified Business Identifier Numbers, insurance coverage, and other required documents. This process increases the ability of EOC personnel in obtaining materials,

supplies, and services in a timely manner while at the same time lessen the County's liability in contracting with unqualified vendors.

In addition, Skagit County government has established and maintains a *Contracts Task Force* which is comprised of key legal, risk management, finance, budget, and purchasing personnel. All major departments are represented on the task force. The task force is responsible for establishing the Purchasing Guidelines for Skagit County government and meet to jointly create and/or modify purchasing policies, as required.

Each local governmental agency will assign personnel to be responsible for documentation of disaster activities and costs and to utilize effective administrative methods to keep accurate detailed records distinguishing disaster operational activities and expenditures from day to day activities and expenditures.

Records will be kept in such a manner that disaster related expenditures and obligations of the municipality can be readily differentiated from general programs and activities. Complete and accurate records are necessary to document requests for assistance and to provide for reimbursement.

I. Continuity of Operations/Continuity of Government

The purpose of Continuity of Operations/Continuity of Government planning is to insure that the capability exists to continue essential government functions throughout any potential emergency.

Skagit County and the incorporated municipalities of Anacortes, Burlington, Concrete, Hamilton, La Conner, Lyman, Mount Vernon, and Sedro-Woolley are each separately responsible for insuring Continuity of Operations/Continuity of Government within their respective jurisdictions.

NOTE: Continuity of Operations/Continuity of Government within Skagit County is described on pages 16 and 17 of the Basic Plan.

J. Mitigation Activities

Primary Agencies:

1. Develop and maintain agency procedures and checklists in support of this ESF.
2. Develop a Suggested Operation Guideline for activation of the Skagit County EOC.
3. Insure operational readiness of the Skagit County EOC facility and equipment.
4. Insure Skagit County EOC staff are trained to perform their assigned EOC duties.
5. Design and conduct an annual EOC table-top exercise for Skagit County EOC staff.

Support Agencies:

1. Develop and maintain agency procedures and checklists in support of this ESF.
2. Insure agency staff are trained to perform assigned duties.
3. Encourage agency staff to participate in EOC trainings, drills, and exercises.

K. Response Activities

Primary Agencies:

1. If needed, activate and staff the Skagit County EOC to provide incident management capabilities in support of disaster response and recovery activities.
2. If needed, assist the appropriate executive body (Board of County Commissioners, Mayor, City Council) in declaring an emergency.
3. Upon activation of the Skagit County EOC, develop and transmit an Incident Status Summary (ICS Form 209) at least once daily to the Washington State Military Department, Emergency Management Division Duty Officer.
4. Coordinate and conduct EOC Command Staff and General Staff functions in support of disaster response activities.
5. Request additional resources via mutual-aid agreements and/or through normal emergency management channels.
6. Maintain accurate expense records.
7. Upon notification of Phase III activation of the Washington State EOC, Skagit County Department of Emergency Management will log into Web EOC to advise of local status and capability.

Support Agencies:

1. If needed, provide staff/services to support activation of the Skagit County EOC and otherwise assist in emergency/disaster response and recovery activities.
2. Maintain accurate expense records.

L. Recovery Activities

Primary and Support Agencies:

1. Insure road closed status, public information, and other incident related information functions remain in place for as long as needed during the recovery phase.
2. Conduct individual and public damage assessment.
3. Request individual and/or public assistance available under the Stafford Act.
4. Coordinate disaster recovery activities with the Washington State Military Department, Emergency Management Division and/or FEMA.
5. Coordinate repairs and/or replacement of damaged facilities and/or equipment.
6. Replenish EOC supplies and insure EOC operational readiness.
7. Demobilize resources and return to normal activities.

V. RESPONSIBILITIES

A listing of responsibilities applicable to this ESF can be found on pages 21-49 of the Basic Plan.

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

PRIMARY AGENCY: American Red Cross

SUPPORT AGENCIES: Department of Emergency Management
Skagit County Public Health Department
Skagit County Human Services
County/Municipal Parks and Recreation Departments
Salvation Army
Skagit ARES/RACES

I. INTRODUCTION

A. Purpose

The purpose of this ESF is to provide for the effective coordination and delivery of mass care, emergency assistance, housing and human services to residents of unincorporated Skagit County as well as residents of the incorporated municipalities within Skagit County.

B. Scope

Mass Care:

Within Skagit County, mass care is provided by the American Red Cross with coordination provided by the Department of Emergency Management.

Mass care services include sheltering for people, emergency feeding and relief supplies, first aid, and disaster welfare information. This may also include vulnerable populations, persons with special/specific needs, and medically fragile individuals.

Emergency Assistance:

Emergency assistance services include benefit claims assistance, identification and postal services, financial services and other services provided by various state, federal, and other agencies that can be delivered through Disaster Recovery Centers, once established.

Emergency Housing:

Emergency housing is typically provided by federal agencies during the recovery phase of a disaster in order to provide provisional assistance for short and long term needs of disaster victims.

Human Services:

Human services may include related recovery efforts such as counseling, and other mental health services.

II. POLICIES

This ESF does not supersede American Red Cross response and relief activities. American Red Cross relief operations will be performed in accordance with established American Red Cross Disaster Services Policies, Regulations and Procedures.

The American Red Cross will provide staff, supplies, and shelters as disaster conditions dictate and resources allow, in accordance with the Disaster Relief Act of 1974 (P.L. 93-288, as amended by the Stafford Act).

It is the policy of the governments of Skagit County as well as the incorporated municipalities of Anacortes, Burlington, Concrete, Hamilton, La Conner, Lyman, Mount Vernon, and Sedro-Woolley to provide the emergency management organization and resources to minimize the loss of life, protect public property, and minimize damage to the environment within their respective jurisdictions to the maximum extent possible depending on the disaster conditions.

A collaborative response by public, tribal, private and nonprofit organizations will greatly benefit and facilitate mass care services throughout Skagit County.

This ESF will be implemented based on the impacts of major natural or technological disaster events occurring within Skagit County with coordination and support provided by the Skagit County EOC.

If the disaster event impacts a large portion of the county, a large percentage of the population of the county, or if local resources are limited, the Skagit County EOC will make decisions regarding the location and activation of shelters. Such decisions will be based upon available resources, maximum shelter populations and condition of impacted areas served.

Appropriate federal, state, and local jurisdiction, voluntary agency, and private sector resources will be used, as available.

Mass care shelters are temporary in nature and are designed for people displaced as a result of emergency incidents or disasters. All mass care and shelter services will attempt (but cannot guarantee) to meet current requirements for the Americans with Disabilities Act (ADA).

Services will be provided without regard to economic status, race, religion, political, ethnicity, sexual orientation, or other affiliation. According to the ADA, service animals are extensions of their owners and have the same access to public transportation and sheltering as their owners at all times.

NOTE: The National Pets Evacuation and Transportation Standards Act of 2006 (H.R. 3858-PETS) requires local and state emergency preparedness authorities include plans for pets and service animals in disaster plans. Shelters for household pets will be activated in accordance with ESF #11 – Agriculture and Natural Resources and the Skagit County Small Animal Plan. Shelters for household pets will be separated from shelters for citizens.

III. SITUATION

A. General

The governments of Skagit County and the incorporated municipalities within the county, and the Department of Emergency Management, do not provide mass care services.

The American Red Cross provides mass care services with coordination and logistical support provided by the Department of Emergency Management.

Skagit County is served by two American Red Cross Chapters that provide services to specific areas of the county. The Anacortes-San Juan Chapter maintains an office in the City of Anacortes that serves the City of Anacortes, Fidalgo Island, and the other islands of Skagit County as well as San Juan County. The Mount Baker Chapter is headquartered in Whatcom County and maintains a satellite office in Mount Vernon that serves the cities/towns of Burlington, Concrete, Hamilton, La Conner, Lyman, Mount Vernon, and Sedro-Woolley, the unincorporated portions of Skagit County, excluding the islands listed above. In addition, the Mount Baker Chapter also serves the entirety of Whatcom County.

Both chapters maintain separate lists of mass care facilities. Skagit County owns a mobile feeding kitchen that is available for use by both chapters.

Skagit County is vulnerable to all of the natural and technological disaster events that are detailed in the Skagit County Hazard Identification and Vulnerability Analysis (HIVA).

Historically, disasters in Skagit County tend to have cumulative impacts that disrupt utility, communications, medical, transportation, and food service systems at the same time. Because of those impacts, emergency response efforts can be seriously reduced. The movement of disaster supplies and service providers, emergency workers, and volunteers can be impeded.

Depending on the disaster, there may be a requirement for shelter sites for hundreds to thousands of people that are impacted by a disaster. As an example, approximately 35,000 persons live within the floodplain of the Skagit River. However, American Red Cross resources and shelter sites located outside of the floodplain are very limited. A flood event equal to or greater than a 50-Year Event will require thousands of local residents to be sheltered out of the county.

B. Planning Assumptions

The local and regional utilities, communications, lifelines, medical and transportation systems and networks will sustain damage. Disaster response and recovery activities will be difficult to coordinate.

The magnitude of damage to structures and lifelines could rapidly overwhelm the capability of county and municipal governments to assess the event and respond effectively to basic and emergency human needs.

Damage to roads, airports, communications systems may hamper emergency response efforts and the movement of emergency supplies.

Emergency workers who normally would help during an event could be dead, injured, involved with family problems resulting from the situation, or be unable to reach their assigned posts.

Public, private, volunteer organizations and the general public will have to use their own resources and be self-sufficient for a minimum of three days, possibly, longer.

A partnership approach will be needed between public, private, and volunteer agencies in order to provide sheltering for large-scale disaster events occurring in Skagit County.

Local emergency facilities could be severely damaged or inaccessible.

Thousands of victims could be forced from their homes and family members may be separated from each other following a sudden-impact event.

Local American Red Cross units will provide shelter, feeding, and emergency first aid services, if possible. These units will plan to provide these services without external support for at least three days, or as long as resources remain available. The event may require large and/or long-term shelter and feeding operations.

National American Red Cross resources will be available to support and augment local American Red Cross efforts following a major event.

Mass care shelter facilities will receive priority consideration for structural inspections to ensure safety of occupants.

Mass care operations and logistical support requirements will be given high priority by state and federal support agencies.

There may be individuals with specific/special needs and issues such as cognitive disabilities, communication disabilities, disabilities and medical concerns, environmental or chemical sensitivities, hearing loss, those on life support systems, mobility concerns, psychiatric disorders, visual disabilities, and individuals with service animals that will need to be sheltered.

IV. CONCEPT OF OPERATIONS

A. General

During small local emergencies when the Skagit County EOC is not activated, the American Red Cross will provide shelter and mass care services coordinated through the appropriate chapter headquarters, as appropriate to their operational capacity.

Upon activation of the Skagit County EOC, the placement, coordination, operations, and support of shelters will be a cooperative effort between the American Red Cross and the Unified Commanders within the Skagit County EOC.

Shelter requests will be prioritized and coordinated by the American Red Cross and the Skagit County EOC staff in close consultation with the Unified Commanders within the Skagit County EOC.

The Department of Emergency Management is responsible for notifying the Anacortes-San Juan Chapter and the Mount Baker Chapter of the American Red Cross that an event has occurred that requires staffing the Skagit County EOC or a municipal EOC.

Appropriate federal, state, and local agencies, voluntary agencies, and private sector resources will be used, as available, to provide mass care to victims of an emergency or disaster.

In the event of an emergency or disaster that affects the service area of only one chapter, the manager of that chapter, or designee, will act as the Mass Care Coordinator. In the event of an emergency or disaster that affects both chapters, the Manager of the Anacortes-San Juan Chapter, or designee, and the Manager of the Mount Baker Chapter, or designee, will jointly act as Mass Care Coordinators.

Mass care will normally be carried out during and immediately after an emergency or disaster until such time as individual services can be provided. Mass care services are usually provided on a short-term basis of one to seven days. However, depending upon the nature and severity of the event, it may be necessary to provide mass care services on a long-term basis.

The primary means of communications between mass care facilities and EOC's shall be commercial telephone. Alternate communications systems such as amateur radio will be used if normal systems are overwhelmed, damaged, or destroyed.

The Department of Emergency Management and the American Red Cross will share and coordinate all lists of victims and disaster assistance inquiries, and will cooperatively release disaster information to the media through the Red Cross and Skagit County Public Information Officer or the Joint Information Center.

B. Preparedness Activities

Primary Agency:

1. Recruit, train, and maintain a cadre of volunteer to provide mass care services during emergencies and disasters.
2. Develop and maintain agency procedures and checklists in support of this ESF.
3. Obtain shelter agreements for the delivery of mass care services.
4. Insure operational readiness of mass care equipment and supplies.
5. Develop and maintain a close working relationship with the Skagit County Department of Emergency Management.
6. Participate in local trainings, drills, and exercises.

Support Agencies:

1. Establish and maintain a close working relationship with both American Red Cross chapters serving Skagit County.
2. Develop and maintain agency procedures and checklists in support of this ESF.
3. Insure agency personnel are trained to perform assigned duties.
4. Maintain the mobile food van to insure operational readiness.
5. Encourage agency staff to participate in local trainings, drills, and exercises.

C. Response Activities

Primary Agency:

1. Upon notification by the Skagit County Department of Emergency Management, establish and deliver mass care services.
2. Establish and maintain a communication link between activated mass care locations and the Skagit County EOC.
3. Establish, maintain, and manage logistical support as needed to provide mass care services.
4. Upon request, provide a liaison to the Skagit County EOC to assist in coordinating mass care services.
5. Evaluate the situation and if needed, request assistance from National Red Cross and the Department of Emergency Management.
6. Evaluate situation and if needed, begin preparation for the delivery of long-term mass care services.
7. Maintain accurate expense records.

Support Agencies:

1. Activate and staff the Skagit County EOC in support of disaster response activities.
2. Coordinate with American Red Cross liaison to determine needs and mass care sites.
3. Consider need to locate animal shelter sites in proximity to mass care sites.
4. Within agency capabilities, provide assistance in support of this ESF.
5. If needed, request resource and/or logistical support from outside sources including state and federal agencies.
6. Provide public information regarding the availability of mass care, emergency assistance, emergency housing, and human services.
7. Evaluate situation and if needed, begin preparation for the delivery of long-term mass care, emergency assistance, emergency housing, and human services.
8. Maintain accurate expense records.

D. Recovery Activities

Primary and Support Agencies:

1. Support disaster recovery activities consistent within agency mission and capabilities.
2. Conduct individual and public damage assessment.
3. Request individual and/or public assistance available under the Stafford Act.
4. Coordinate disaster recovery activities with the Washington State Military Department, Emergency Management Division and/or FEMA.
5. Replenish supplies and insure operational readiness of equipment and facilities.
6. Demobilize resources and return to normal activities.

V. RESPONSIBILITIES

A. American Red Cross

Recruit and train volunteer staff in emergency mass care procedures and operations.

Establish agreements with schools, churches, governmental jurisdictions and/or agencies,

and other organizations, prior to an event, for the use of buildings and/or facilities as emergency mass care shelters. Update shelter agreements on an annual basis and provide a listing of all shelter sites to the Department of Emergency Management. Coordinate with the Department of Emergency Management in the development of local mass care programs and capabilities.

Upon request, provide mobile food service to emergency workers and victims.

Provide mass care operations in accordance with the American Red Cross Disaster Services Regulations and Procedures as needed.

Upon request, report to the Skagit County EOC or the appropriate municipal EOC to coordinate mass care operations.

Coordinate the release and dissemination of public information regarding mass care services with the Skagit County Public Information Officer, the Joint Information Center (if established) or the Department of Emergency Management.

If needed, request Territory, State, and/or National American Red Cross resources.

B. Department of Emergency Management

Coordinate the activities of various local agencies charged in local plans for the provision of emergency mass care.

Inform the American Red Cross of emergency evacuations, the area to be evacuated, the approximate number of evacuees and coordinate with the American Red Cross to determine what mass care facilities should be used.

Upon request, assist the American Red Cross in coordinating and providing logistical support to mass care operations.

Coordinate the release and dissemination of public information regarding mass care, emergency assistance, emergency housing, and human services with the Skagit County Public Information Officer or the Joint Information Center.

Coordinate with and maintain liaison with various municipal, county and state agencies, churches, institutions, commercial facilities, and volunteer organizations to provide mass care resources, facility support, and mutual aid.

C. Skagit County Public Health Department

Provide for the coordination of health and sanitation services at mass care sites and/or facilities.

Assist the American Red Cross in coordinating and/or providing nursing services at mass care sites and/or facilities, if needed.

D. Skagit County Human Services

As needed, provide for the delivery of counseling and mental health services within the community.

E. County/Municipal Parks and Recreation Departments

Identify county/municipal properties that could serve as temporary mass care tent cities.

Coordinate with the American Red Cross and/or the Department of Emergency Management regarding the establishment of mass care tent cities located on county-owned or municipal-owned property.

F. Salvation Army

Upon request and within agency capabilities, assist the American Red Cross in providing mass care services within the community.

G. Skagit ARES/RACES

If needed, provide alternate communication links between established mass care sites and the Skagit County EOC.

EMERGENCY SUPPORT FUNCTION #7 LOGISTICS MANAGEMENT AND RESOURCE SUPPORT

PRIMARY AGENCY: Skagit County Department of Emergency Management

SUPPORT AGENCIES: Skagit County Administrative Services
Skagit County Budget and Finance Department
Municipal Budget/Finance Departments
Skagit County Facilities Department
Skagit County Public Works Department
Municipal Public Works/Engineering Departments
Skagit County Parks and Recreation Department
Municipal Parks and Recreation Departments
Skagit Community Emergency Response Team (CERT)
Skagit Medical Reserve Corps (MRC)

I. INTRODUCTION

A. Purpose

The purpose of this ESF is to describe how logistical management and resource support functions will be carried out following an emergency or disaster event, or the threat of an emergency or disaster event.

B. Scope

This ESF involves coordinating and providing services, personnel, equipment, commodities, and facilities to support county and municipal organizations during the immediate response to an emergency or disaster event and to subsequent response and recovery activities.

II. POLICIES

A. General

The priorities for providing resources shall be for the protection of life, property, and the environment as well as for providing continuity of government services.

Municipalities and special purpose districts shall officially proclaim an emergency or disaster and expend available resources prior to seeking resource assistance through the Skagit County EOC.

Equipment, supplies, and personnel needed should be sought from other Skagit County departments/offices, municipal agencies, and other local sources first. Resource needs beyond the capacity of governmental jurisdictions and/or agencies within Skagit County will be requested from the Washington State Military Department, Emergency Management Division.

Requests for federal resources will be forwarded through the Washington State Military Department, Emergency Management Division.*

Events involving multiple locations or the occurrence of multiple incidents occurring simultaneously may require the establishment of an Area Command or a Multi-Agency Coordination Center (MACC) within the Skagit County EOC. Upon establishment of an Area Command or MACC, resources will be requested, ordered, and allocated through the established command structure. ***Resource requests MUST be approved by the Unified Commanders prior to ordering.***

The Resource Unit Leader will track resources assigned to the incident and the status of these resources. The Resource Unit Leader will provide resource status information to the Planning Section Chief, the Situation Unit Leader, the Finance/Administration Section Chief, and the Logistics Section Chief to assist in determining if resources should be re-assigned or demobilized. ***Re-assignment and demobilization of resources MUST be approved by the Unified Commanders.***

* ***NOTE: During a flood event, certain resources may be requested directly from the United States Army Corps of Engineers via the Agency Representative assigned to the Skagit County EOC.***

Each county and municipal department/office that is assigned responsibilities in this emergency management plan is responsible for developing and maintaining lists of equipment and service providers necessary to support department/office responsibilities and functions during disaster operations.

B. Financial

In order to minimize the impacts of the disaster as well as maximize the potential for federal reimbursement of disaster expenses, EOC personnel should make a sincere effort to follow jurisdictional procurement procedures and will strive to adhere to procurement standards in the Federal Regulations (44 CFR 13.36).

Logistics and Resource personnel will coordinate resource ordering and procurement with the Finance/Administration Section Chief and will utilize the On-Call Emergency Event Vendor List in obtaining required materials, supplies, and services during a declared emergency by the Board of County Commissioners.

III. SITUATION

A. General

Skagit County does not have all of the resources (either in kind, type, or quantity) that may be required to combat the effects of all potential hazards.

Skagit County government, the municipal governments located within the county, and special purpose districts maintain staffing levels, equipment, and operational budgets to meet normal day-to-day requirements to insure the capability of providing services to local citizens. A significant emergency or disaster event may require local government to rent or

purchase equipment and/or services and hire private contractors to assist in providing services to adequately respond to and recover from the event.

During a moderate to major flood event, local jurisdictions, agencies, and special purpose districts as well as the United States Army Corps of Engineers many times compete for the same kind and type of resources. During these events, an Area Command or a Multi-Agency Coordination Center (MACC) is established within the Skagit County EOC. Upon establishment of an Area Command or MACC, resources will be requested, ordered, and allocated through the established command structure as described above.

B. Planning Assumptions

No guarantee of a perfect response system is expressed or implied by this ESF. Skagit County and the incorporated municipalities can only endeavor to make every reasonable effort to respond based on the situation, information, and resources available at the time of the disaster.

By their nature, significant emergency or disaster events may severely damage government infrastructure and limit or overwhelm local response agencies and the ability of government to respond to and recover from the event.

The event may have an immediate impact on local resources depending upon on the type, size, or scope of the disaster. Specialized equipment and resources may be required to save lives and protect property. Expeditious identification, procurement, and allocation of resources are vital to insure an effective response to emergencies and/or disasters.

Support agencies will perform tasks and expend resources under their own authorities, including implementation of mutual aid agreements, as applicable, in addition to tasking received under the authority of this plan. Resource requirements beyond the capacity of support agencies will be coordinated from the Skagit County EOC. Resource requests will be handled on a case-by-case basis and allocation will depend on availability of both the resource and a means of delivery.

Weather conditions, damage to transportation routes, or other factors may restrict access to a disaster site or to a storage area and hence affect the availability and distribution of resources. Normal forms of communication may be severely interrupted during the early stages of response activities.

IV. CONCEPT OF OPERATIONS

A. General

During a disaster, or the threat of a disaster, the Skagit County EOC will be activated to coordinate the response of county and/or municipal government and to support On-Scene Incident Commanders with incident evaluation, planning, public information, and resource management.

The resources of Skagit County and the municipalities within the county will be utilized to the extent practicable and in accordance with state law. In the event local governmental

resources are insufficient, additional resources available through mutual-aid or in-place contracts should be utilized prior to requesting resources through the EOC.

Services, equipment and supplies necessary to respond to a disaster may be obtained through private sources. It will be the responsibility of the county or the appropriate municipal Budget/Finance Department to issue purchase orders, vouchers, warrants or temporary contract agreements as required at the time of the disaster. When appropriate, pre-disaster agreements may be initiated in order to facilitate an efficient operation.

Resource requests made to the Skagit County EOC or to a municipal EOC must be made by recognized field command personnel such as an On-Scene Incident Commander, Police Chief, Fire Chief, or Search and Rescue Coordinator unless otherwise directed by the appropriate county/municipal EOC Manager or County Commissioner/Mayor.

All requests for outside resources as well as the allocation and distribution of these resources shall be coordinated through the Skagit County EOC. Once allocated, resources will be managed by the responsible department(s) or agencies to which they are assigned.

As stated above in the Policies section ... Events involving multiple locations or the occurrence of multiple incidents occurring simultaneously may require the establishment of an Area Command or a Multi-Agency Coordination Center (MACC) within the Skagit County EOC. The ordering of resources shall be coordinated between the Logistics Section Chief, the Resource Unit Leader, and the Finance/Administration Section Chief. ***Resource requests MUST be approved by the Unified Commanders prior to ordering.***

The Resource Unit Leader will track resources assigned to the incident and the status of these resources. The Resource Unit Leader will provide resource status information to the Planning Section Chief, the Situation Unit Leader, the Finance/Administration Section Chief, and the Logistics Section Chief to assist in determining if resources should be re-assigned or demobilized. ***Re-assignment and demobilization of resources MUST be approved by the Unified Commanders.***

Some resources may be held in reserve to meet unexpected needs requiring an immediate response by first responders to save lives and/or protect public property. Resources held in reserve will be considered utilized.

When necessary, staging areas for incoming resources will be utilized. Each staging area shall have a Manager responsible for assigning resources as designated through the Emergency Operations Center. If needed, law enforcement agencies will provide security and traffic control at staging areas.

B. Preparedness Activities

Primary Agency:

1. Develop and maintain agency procedures and checklists in support of this ESF.
2. Maintain the Skagit County EOC in a state of readiness.
3. Identify locations for the receiving of outside resources as well as staging areas.

4. Coordinate with support agencies to develop and maintain resource lists, establish contracts, and vendor agreements.
5. Participate in trainings, drills, and exercises in support of this ESF.

Support Agencies:

1. Develop and maintain agency procedures and checklists in support of this ESF.
2. Insure agency personnel are aware of resource ordering policies and procedures and are trained to perform assigned duties.
3. Develop and maintain resource lists, establish contracts, and vendor agreements.
4. Encourage agency personnel to participate in local trainings, drills, and exercises.

C. Response Activities

Primary Agency:

1. Activate and staff the Skagit County EOC in support of disaster response activities.
2. If needed, establish an Area Command or MACC to manage the incident and assist in coordinating logistical and resource needs.
3. Properly document all actions and maintain accurate expense records.

Support Agencies:

1. Staff the Skagit County EOC in support of this ESF.
2. Identify current (and consider future) logistical and resource needs.
3. Order, manage, re-assign, and/or demobilize resources and provide logistical support (including resource receiving/staging areas) according to established procedures.
4. Properly document all actions and maintain accurate expense records.

D. Recovery Activities

Primary and Support Agencies:

1. Continue to identify logistical and resource needs as determined by the event.
2. Continue to order, manage, re-assign, and/or demobilize resources and provide logistical support, as needed.
3. If directed, identify and select a site for the establishment of a Disaster Recovery Center (DRC) and make all logistical arrangements for activation of the DRC.
4. Replenish supplies and insure operational readiness of equipment and facilities.
5. Demobilize resources, resource receiving locations, and staging areas; return to normal activities.

V. RESPONSIBILITIES

A. Skagit County Department of Emergency Management

Maintain the Skagit County EOC with appropriate supplies, equipment, and staff availability.

Maintain liaison with support agencies, the business community, volunteer organizations and the Washington State Military Department Emergency Management Division.

Request resources and logistical support from the Washington State Military Department, Emergency Management Division.

Coordinate requests for resources from outside the area, other than mutual-aid and contract service providers.

Encourage county/municipal officials to develop resource management procedures.

Develop and maintain a communications/notification process for the rapid contact of key Skagit County EOC staff and support personnel.

Develop a procedure for field personnel to register emergency workers at a disaster site.

Ensure that field personnel know how to request resources during an emergency or disaster.

Work with local law, fire, emergency medical, and public works agencies to pre-identify staging areas for receiving and allocating outside resources.

B. Support Agencies

Identify and secure appropriate resources to meet anticipated emergency/disaster operational requirements and maintain agency resource contact lists.

Work with the Department of Emergency Management to pre-identify staging areas for receiving and allocating outside resources.

Develop procedures and train personnel to accomplish anticipated emergency/disaster response and recovery activities including EOC operations and how to request outside resources.

As applicable, provide resources, transportation, facilities and services in response to requests for resources from the EOC.

As needed, request outside resources through the appropriate EOC (if activated) or the Skagit County EOC.

Provide for the registration of emergency workers in the field through the use of sign-in logs, identification badges, or other appropriate method.

Develop procedures for emergency procurement of supplies and services and coordinate these activities with the Department of Emergency Management during emergency operations.

EMERGENCY SUPPORT FUNCTION #8 PUBLIC HEALTH AND MEDICAL SERVICES

- LEAD AGENCY:** Skagit County Public Health Department
- PRIMARY AGENCIES:** Skagit County Human Services
Skagit County Coroner
Island Hospital
Skagit Valley Hospital
United General Hospital
Skagit County Emergency Medical Services (EMS)
Commission
Aero Skagit Ambulance
Municipal Fire Departments
Skagit County Fire Districts
- SUPPORT AGENCIES:** Region 1 Public Health District
American Red Cross
Local Ministerial Association(s) and Churches
Local Funeral Directors
Department of Emergency Management
Private Health Care Facilities, Pharmacies and Labs
Skagit County Medical Reserve Corps (MRC)
Local Schools and School Nurses
North Sound Regional Support Network

I. INTRODUCTION

A. Purpose

To provide for the effective coordination and mobilization of public health services, emergency medical services, mental health services, and mass fatality management within Skagit County and the municipalities located within the county during and immediately following an emergency or disaster.

B. Scope

This ESF addresses emergency medical activities occurring separately or coincidentally with a significant natural, human-caused, or technological emergency or disaster.

The scope of this ESF does not address routine day-to-day public health, emergency medical, human services, or mortuary activities.

The scope of this ESF does not address details regarding regional and statewide fire services resource mobilization.

This ESF addresses activities regarding public health services, mental health services, and

mortuary services occurring separately or coincidentally with a significant emergency or disaster. These activities are categorized in the following functional areas:

- Assessment of public health needs.
- Assessment of mental health needs.
- Health surveillance.
- Providing for surge capacity at local hospitals.
- Water, food and drug safety.
- Emergency worker health and safety.
- Radiological, chemical, and biological hazards.
- Public health information.
- Vector control.
- Potable water, wastewater, and solid waste disposal.
- Veterinary services and dead animal disposal.
- Mortuary services and victim identification.

II. POLICIES

Public Health:

The coordination and prioritization of public health services is the responsibility of the Director of the Skagit County Public Health Department and/or the Skagit County Health Officer, or their designee.

The Skagit County Public Health Department will provide guidance to political jurisdictions, agencies, and individuals on basic public health principles involving safe drinking water, food sanitation, personal hygiene, and proper disposal of dead animals, human waste, and solid waste including infectious and hazardous waste.

It is the responsibility of the Director of the Skagit County Public Health Department and/or the Skagit County Health Officer, or their designee, to declare a public health emergency and/or to request deployment of the Strategic National Stockpile.

Hospitals:

Island Hospital, Skagit Valley Hospital, and United General Hospital have overall authority to direct hospital disaster activities within their respective facilities.

Emergency Medical Services:

All certified Advanced Life Support (ALS) and Basic Life Support (BLS) personnel in Skagit County operate according to BLS and ALS Protocols established by the Skagit County Medical Program Director and approved by the Medical Control Committee.

ALS and BLS personnel operate under the direction of their respective on-duty emergency room physicians (Medical Control).

During emergency or disaster situations, local fire agencies will mobilize all available EMS apparatus and personnel to deal with the situation.

Additional EMS resources may be obtained through existing mutual-aid agreements. If the

size and severity of the emergency or disaster overwhelm local and mutual-aid resources, outside fire services resources will be requested through regional and state fire mobilization.

Direction, control and coordination of department/district fire personnel and apparatus within their respective jurisdictions shall be directed by the Fire Chief or highest ranking command officer.

Mental Health:

The Director of the Skagit County Public Health Department and/or the Skagit County Health Officer, or their designee, will coordinate with the Director of Skagit County Human Services to ascertain the mental health needs of disaster victims.

If necessary, the Director of Skagit County Human Services, or designee, will provide for and coordinate the establishment of mental health and counseling services to meet the needs of the community.

The Director of Skagit County Human Services, or designee, is responsible for the coordination and prioritization of mental health and/or counseling services for disaster victims. If needed, the Director of Skagit County Human Services, or designee, may request assistance from the North Sound Regional Support Network.

Mortuary Services:

The Skagit County Coroner will pre-plan and coordinate with local funeral directors, funeral directors of neighboring counties, local law enforcement agencies, and the Washington State Department of Health to provide for coordinating the recovery of fatalities, conducting forensic investigations, and determining the cause and manner of death following events causing mass fatalities.

III. SITUATION

A. General

Public Health:

The Skagit County Public Health Department serves the entirety of Skagit County, including the incorporated municipalities. The department's purpose is to enhance health and prevent avoidable disease in our population. Following Washington State and federal laws, the department accomplishes these tasks through public education, assessment, targeted health interventions, regulation of environmental risk, and containment of communicable disease. The Department's specific and intended outcomes are:

1. Minimize health hazards associated with drinking water, food, sewage, and solid waste.
2. Identify and contain conditions that pose a risk of contracting or spreading a communicable disease.
3. Promote prenatal, infant and early childhood wellness.
4. Respond to public health crises.
5. Invest in staff training to ensure that staff can respond to emergency conditions, evaluate disease risk factors, and identify successful interventions.

The department is the focal point for the development and sustainment of the Skagit County Medical Reserve Corps (MRC) program which serves to augment local health care capabilities during emergency and/or disaster events. Skagit County MRC volunteers are recruited and trained by Skagit County Public Health Department personnel and are registered as Emergency Workers with the Skagit County Department of Emergency Management.

In the event of a public health emergency, the Skagit County Public Health Department will provide for and coordinate public health services within the community.

Hospitals:

Three hospitals serve Skagit County. Island Hospital is located in Anacortes; Skagit Valley Hospital is located in Mount Vernon; and United General Hospital is located in Sedro-Woolley. Twenty-four hour emergency room facilities are located at each hospital; full trauma facilities are not available at United General Hospital.

Each hospital maintains and exercises a disaster plan. These plans typically include checklists and procedures to deal with large, sudden influxes of patients resulting from mass casualty incidents, incidents involving terrorism and/or weapons of mass destruction, as well as other emergencies/disasters including emergency call up of off-duty personnel.

Emergency Medical Services:

Advanced Life Support (ALS) response to emergency medical incidents is provided by the Skagit County Emergency Medical Services (EMS) Commission, Anacortes Fire Department, and Aero Skagit Ambulance.

Basic Life Support (BLS) response to emergency medical incidents is typically provided by fire agencies. Most agencies have a portion of their personnel trained to either the "First Responder" or "Emergency Medical Technician" level.

The majority of fire agency personnel in Skagit County serve on a volunteer basis. They are not obligated to leave a family crisis or their workplace to assist emergency response and recovery efforts.

Many fire agencies within Skagit County have aid vehicles that are licensed by the Washington State Department of Health. While not licensed for patient transport, these aid vehicles may be used to transport patients to area hospitals with the approval of the on-duty medical control physician.

A few large industries have personnel that are trained to provide BLS response to emergency medical incidents occurring within their facilities.

Emergency medical response to remote wilderness locations within Skagit County is provided by Skagit County Search and Rescue personnel.

Air ambulance services for Skagit County is available from Airlift Northwest based in Seattle, Washington with units also located in Arlington, Washington, Bellingham, Washington, and Olympia, Washington. Island Hospital, Skagit Valley Hospital, and United General Hospital each have designated helicopter landing pads.

Currently five (5) Mass Casualty Incident (MCI) trailers are pre-positioned at certain locations within Skagit County. These trailers are equipped with triage supplies, backboards, bandaging materials, oxygen supplies and delivery equipment, and personal protective equipment for responding agency personnel. The trailers are available to any jurisdiction faced with a Mass Casualty Incident.

EMS response is activated through the Skagit Emergency Communications (E 9-1-1) Center. This is a two-tiered system whereby both BLS units (first responders and emergency medical technicians) responding in fire service aid vehicles and ALS units (paramedics) responding in ambulances are dispatched simultaneously.

Mental Health:

Skagit County Human Services will utilize local mental health professionals and clergy to provide mental health services. If the need for mental health services cannot be met with local resources, outside assistance will be requested through normal emergency management channels.

The Skagit County Critical Incident Stress Management (CISM) Team exists and operates within Skagit County for the purpose of providing Critical Incident Stress Management services for emergency responders. Team members are registered Emergency Workers with the Skagit County Department of Emergency Management.

Mortuary Services:

The Skagit County Coroner's Office is minimally staffed. Additional resources will be needed to adequately coordinate the recovery of fatalities, conduct forensic investigations, and determine the cause and manner of death following events causing mass fatalities.

B. Planning Assumptions

Public Health:

A significant disaster may overwhelm local public health services. Assistance in maintaining the continuity of public health services may be required.

In the early stages of an event, it may be very difficult to fully assess the situation in order to determine the need for (and level of) public health services.

An emergency or disaster could pose public health threats related to communicable disease, food, water, wastewater, solid waste and dead animals.

Damage to chemical and industrial plants, wastewater treatment facilities, water treatment and distribution facilities, and agricultural manure lagoons as well as secondary hazards such as fires may result in the release of toxic materials. Such releases may result in contaminated water and food and could cause hazards to the public and response personnel.

Disruption of sanitation services and facilities, loss of power, and sheltering of people may increase the potential for disease.

Uninjured persons who require daily medications may have difficulty in obtaining these medications because of damage to or destruction of normal supply locations and/or general shortages within the disaster area.

Hospitals:

A significant natural, human-caused, or technological event that overwhelms local resources and the entire medical system will necessitate both state and federal emergency medical care assistance.

In the event of a major emergency or disaster there will be an increased need for all emergency medical service agencies to closely coordinate with each other to insure resources are directed to field units and casualties are transported to the proper hospital, clinic, or treatment center.

Hospitals, nursing homes, pharmacies, and other medical/healthcare facilities may be structurally damaged or destroyed. Those facilities that survive may be rendered unusable or only partially usable because of damage to utilities or the inability of personnel to report for duty due to personal injuries or damage to communications and transportation systems. Those facilities that remain in operation will probably be overwhelmed by "walking wounded" and seriously injured victims who are transported there in the immediate aftermath of the event.

In the event of massive increases in demand, medical supplies (including pharmaceuticals) and equipment will likely be in short supply. Damage to local communications and transportation systems could prevent timely re-supply.

An emergency or disaster resulting from an explosion, toxic gas, or radiation release could occur that may not damage the local medical system. However, such an event could produce a large concentration of specialized injuries that would overwhelm the local medical system.

Emergency Medical Services:

Ambulance and aid vehicle access may be hampered by such things as bridge failures, landslides, large amounts of debris, and so forth. Conventional travel to emergency medical locations may be extremely difficult or impossible.

Normal fuel supplies may not be available due to facility damage or lack of electricity to operate pumps. Alternate methods of fueling ambulances and aid vehicles may need to be used.

Regional and state fire mobilization plans may need to be activated to mobilize large numbers of apparatus and personnel.

Mental Health:

A catastrophic disaster may produce urgent needs for mental health crisis counseling for disaster victims and response personnel. In the early stages of an event, it may not be possible to fully assess the situation to determine need for and level of mental health assistance.

Mortuary Services:

The Skagit County Coroner's Office will require assistance to provide adequate coroner and mortuary services in the event of a large-scale disaster.

IV. CONCEPT OF OPERATIONS**A. General**Public Health:

With the potential for, or the occurrence of an event, the Department of Emergency Management will notify the Director of the Skagit County Public Health Department, OR the Skagit County Health Officer, or their designee and, if necessary, request that a representative from the health department report to the Skagit County EOC or appropriate municipal EOC to assist in coordinating public health related activities.

Public health response and recovery activities will be directed by the Skagit County Health Officer, the Director of the Skagit County Public Health Department, or their designee.

The Skagit County Health Officer, the Director of the Skagit County Public Health Department, or their designee will coordinate public health response and recovery activities with the appropriate local and state medical and public health officials and organizations. The Skagit County Health Officer, the Director of the Skagit County Public Health Department, or their designee will determine the need for isolation, detainment, and quarantine.

Skagit County Public Health Department staff will continuously acquire and assess information regarding the situation, identify the nature and extent of public health problems, and establish appropriate monitoring and surveillance of the situation to obtain valid on-going information.

The Skagit County Health Officer, the Director of the Skagit County Public Health Department, or their designee will coordinate the release of public information regarding public health matters with the Skagit County Board of Commissioners or the appropriate municipal officials AND the appropriate PIO or Joint Information Center (JIC). Public information regarding public health matters will be disseminated by all available means.

If additional support is required to protect public health, outside resources may be requested from the Skagit County Medical Reserve Corps, Region 1 Public Health District, the State of Washington Department of Health, or the federal government. Requests will be made through normal emergency management channels.

The Skagit County Health Officer, the Director of the Skagit County Public Health Department, or their designee, may also obtain supplemental state and federal assistance by direct request to the Director of the Washington State Department of Health.

Throughout response and recovery activities, the Skagit County Health Officer, the Director of the Skagit County Public Health Department, or their designee will evaluate and analyze public health assistance requests and monitor the overall public health situation.

Thorough documentation of public health activities shall be maintained by the Skagit County Health Officer, the Director of the Skagit County Public Health Department, or their designee.

The Skagit County Public Health Officer, the Director of the Skagit County Public Health Department, or their designee will prepare an after action report summarizing the activities of ESF #8 to include identified problems/solutions, and recommendations for improvements.

Hospitals:

During emergency and/or disaster events, local hospitals will operate to the best of their abilities according to their established individual disaster plans to provide medical care and services to the general public.

Local hospitals maintain plans to coordinate their operations within the county and within the Region 1 Public Health District comprised of Island, San Juan, Skagit, Snohomish, and Whatcom counties.

Emergency Medical Services:

Local EMS plans shall detail operational concepts and responsibilities to assure that the Emergency Medical Services System existing in the area will be capable of providing mass casualty emergency medical services during emergency or disaster events.

The provision of basic and advanced life support services shall be provided per local plans and Standard Operating Procedures as well as ALS and BLS protocols. In the event of a major emergency or disaster, Skagit County will rely on existing local, regional, and inter-county mutual-aid agreements to provide field EMS resources. Additional state and federal resources may be requested through the Washington State Military Department, Emergency Management Division.

All disaster emergency response shall be organized under the NIMS (National Incident Management System) Incident Command System and/or the Unified Command System.

Skagit County and the municipalities within the county may need to rely on the use of private health care facilities and pharmacies to augment existing emergency medical services during a catastrophic disaster.

Two EMS representatives to the EOC will be pre-selected by the Skagit County Emergency Medical Services Commission. Upon activation of the Skagit County EOC and depending upon the nature and severity of the event, the EMS representatives will report to the EOC to assist in coordinating EMS response and recovery activities.

Mobilization of regional and/or state fire service resources shall be requested through normal emergency management channels.

If, due to the size and severity of the emergency or disaster, regional and/or state fire mobilization is enacted to provide EMS field personnel and/or equipment, the emergency medical services EOC representatives will maintain liaison with the Northwest Region Fire Coordinator in order to coordinate local, regional, and state fire service resources.

The Skagit County Public Works Department and/or city/town public works/street department will provide for and coordinate the use of heavy equipment such as backhoes, excavators, loaders, dump trucks, and so forth used to perform debris clearance activities and otherwise support emergency medical services response and recovery activities.

The Skagit Emergency Communications (E 9-1-1) Center is the focal point for disseminating alert and warning information to all emergency medical service agencies. Upon receiving alert and warning information, first response agencies are responsible for notifying both on-duty and off-duty staff to alert them of the situation and, if necessary, request that off-duty personnel report for duty.

All emergency medical service agencies within Skagit County operate on a 24-hour basis. Each agency has two-way radio communications links between their respective mobile units and the Skagit Emergency Communications Center.

Advanced Life Support ambulances utilize cellular telephone and MEDCOM mobile radios as their primary communication links with local hospitals.

American Red Cross:

The American Red Cross provides emergency first-aid and health care for minor illnesses and injuries to victims in mass care shelters. In addition, the American Red Cross assists in obtaining daily medications for those who have lost or are unable to obtain them due to the disaster.

Mental Health:

If, after a significant disaster event, it is determined that there is a need (or could be a need) for mental health services, the Skagit County Public Health Officer, the Director of the Skagit County Public Health Department, or their designee shall make contact with the Skagit County Human Services Director, or their designee and request that a mental health representative report to the Skagit County EOC, or appropriate municipal EOC, to coordinate mental health related activities.

The Skagit County Human Services Director or designee shall be responsible for coordinating all mental health and counseling services during both the response phase and the recovery phase of the event. Depending upon the situation, the Skagit County Human Services Director, or designee shall request assistance from any and all appropriate resources so as to provide for the mental health needs of the community through normal emergency management channels.

The Skagit County Human Services Director or designee shall monitor and evaluate the need for mental health services throughout the response phase and recovery phase of the event so as to coordinate and provide for the mental health needs of disaster victims.

The Skagit County Human Services Director or designee will coordinate the release of public information regarding mental health matters with the Skagit County Public Information Officer, appropriate municipal Public Information Officer, or the Joint Information Center (JIC), if established.

The Skagit County Human Services Director or designee shall insure that proper documentation of all disaster-related mental health activities is maintained and that an after-action report summarizing all mental health related activities is prepared following the event. The after-action report should identify problems encountered and make recommendations for improvements, if needed, in responding to future events.

Mortuary Services:

According to RCW 68.50.010, the Coroner has jurisdiction over bodies of all deceased persons who come to their death suddenly when in apparent good health without medical attention within the thirty-six (36) hours preceding death.

Local funeral directors may assist in the processing of human remains at the discretion of the Coroner.

If local resources for proper identification, handling, and disposition of the dead are exceeded, the state and/or federal government may provide supplemental assistance. The Skagit County Coroner may request such assistance through normal emergency management channels.

State-wide information for missing and dead persons is coordinated by the Washington State Military Department Emergency Management Division. The Sheriff's Office compiles information regarding missing persons. The Coroner identifies deceased persons.

A. Mitigation Activities

Health Department:

1. Conduct public health awareness and education programs.
2. Conduct disease prevention programs including immunizations.
3. Conduct pollution prevention programs.

B. Preparedness Activities

Health Department:

1. Develop and maintain agency procedures and checklists in support of this ESF.
2. Develop and maintain a close working relationship with the Washington State Department of Health and the Centers for Disease Control and Prevention.
3. Insure personnel are trained to perform assigned duties.
4. Recruit, train and register a cadre of Medical Reserve Corps (MRC) volunteers.
5. Conduct a disease reporting and surveillance program.
6. Develop a plan and secure facilities for receiving and distributing medical supplies from the Strategic National Stockpile.
7. Participate in trainings, drills, and exercises in support of this ESF.

Primary and Support Agencies:

1. Develop and maintain agency procedures and checklists in support of this ESF.
2. Encourage agency personnel to participate in trainings, drills, and exercises.

C. Response Activities

Health Department:

1. If needed, declare a public health emergency.
2. If needed, request activation of the Skagit County EOC; report to EOC to fulfill position assignments in support of disaster response activities.
3. Provide public health alerts and/or information to the public.
4. Manage disease control operations.
5. If needed, provide for surge capacity at local hospitals.
6. If needed, institute isolation, detainment, and/or quarantine measures to minimize disease spread.
7. Determine situation and request additional/outside resources as needed to adequately meet the needs of the event.
8. Properly document all actions and maintain accurate expense records.

Primary and Support Agencies:

1. Activate and staff the Skagit County EOC in support of this ESF.
2. Perform public health services, emergency medical services, mental health services, and mass fatality management within agency scope, responsibility, and capability.
3. Properly document all actions and maintain accurate expense records.

E. Recovery Activities

Health Department:

1. Monitor recovery activities, continue to identify needs, and provide public health and medical services as determined by the event.
2. Replenish supplies and insure operational readiness of equipment and facilities.
3. Demobilize resources and return to normal activities.
4. Prepare an after-action report summarizing the activities of ESF #8 to include identified problems/solutions, and recommendations for improvements.

Primary and Support Agencies:

1. Continue to provide public health services, emergency medical services, mental health services, and mass fatality management within agency scope, responsibility, and capability as determined by the event.
2. Replenish supplies and insure operational readiness of equipment and facilities.
3. Demobilize resources and return to normal activities.
4. Upon request, assist the Health Department in preparing an after-action report.

V. RESPONSIBILITIES

A. Health Department

It is the responsibility of the Skagit County Public Health Department to institute any and all public health measures, as required, to provide for and/or coordinate health and sanitation services including:

- Providing public health and disease prevention information to the public.

- Management of disease control activities.
- Declaration of a public health emergency.
- Provide for surge capacity at local hospitals.
- Institute isolation, detainment, and quarantine.
- Deployment of Strategic National Stockpile assets.
- Develop, train, maintain, and activate the Skagit County Medical Reserve Corps (MRC) volunteers.
- Provide food and water quality control.
- Management and collection/disposal of human waste.
- Mitigation of environmental health hazards.
- Coordination of health and sanitation services at mass care facilities.
- Detection/identification of possible sources of contamination dangerous to the general public and the community.
- Coordination of the burial and/or disposal of dead animals.
- Documentation of all public health response and recovery activities.
- Preparation of an after-action report.

B. Hospitals

- Develop, maintain, and exercise disaster plans.
- Train all appropriate personnel for disaster operations.
- Develop and maintain procedures and protocols for reducing facility patient population for events that may require evacuation and for continuing medical care for those patients that cannot be evacuated.
- Initiate in-house disaster plans, calling in off-duty personnel, and determining if additional outside medical resources are needed.

C. Emergency Medical Services (EMS) Agencies

- Develop, maintain, and exercise multiple-casualty incident (MCI) plans.
- Insure all personnel are familiar with procedures for MCI events.
- If needed, activate pre-staged MCI resources.
- Provide for a system to re-call off-duty personnel.
- Maintain ALS and BLS ambulances in a state of readiness.

D. American Red Cross

- Provide first aid according to American Red Cross policy within mass care sites.
- If needed, coordinate and provide for the procurement and distribution of daily medications for those who have lost or are unable to obtain them due to the disaster.
- If needed, assist in providing mental health counseling services within capabilities.

E. Skagit County Human Services

- Assess the need for mental health and/or counseling services for disaster victims.
- If needed, coordinate the organization and delivery of mental health and/or counseling services, as necessary.

F. Coroner

- Provide for the identification, handling, and disposition of the dead including the issuance of a "Certificate of Death".
- Originate requests for state and federal assistance to provide mortuary services.

G. Department of Emergency Management

- Coordinate requests for outside resources with requesting agencies and the Washington State Military Department, Emergency Management Division.
- Assist in providing overall coordination of local, state and federal resources to support local public health response and recovery activities.
- Serve as liaison between local government and ministerial, religious, and other voluntary organizations for disaster related activities and assist in coordinating response and recovery activities of these organizations.
- Provide liaison between local agencies and the Washington State Military Department Emergency Management Division.

EMERGENCY SUPPORT FUNCTION #9 SEARCH AND RESCUE

- PRIMARY AGENCIES:** Skagit County Sheriff's Office
Municipal Law Enforcement Agencies
Skagit County SAR Council
- SUPPORT AGENCIES:** Department of Emergency Management
Washington State Military Department Emergency
Management Division
Federal Emergency Management Agency

I. INTRODUCTION

A. Purpose

To provide for the effective utilization of Search and Rescue (SAR) resources and provide for the direction, control, and coordination of various types of search and rescue operations.

B. Scope

This ESF addresses wilderness and urban/rural SAR operations involving searches and rescues by ground, air, and water to provide life-saving, search, and/or rescue of persons (including persons with special needs) and the rescue of companion animals during the response phase and recovery phase of emergency and disaster events.

This ESF is applicable to SAR operations occurring separately or coincidentally with a significant natural, human-caused, or technological emergency or disaster.

This ESF does not address routine day-to-day SAR operations and/or activities and is NOT applicable to urban SAR operations.

This ESF does not address search and rescue operations typically conducted by fire service agencies such as searching for and rescuing persons within a burning building and the extrication of entrapped persons in vehicles at automobile accidents.

II. POLICIES

The Skagit County Sheriff's Office is responsible for coordinating SAR operations and training of SAR volunteers within Skagit County. The Skagit County Sheriff will appoint one or more deputies within his/her office as SAR Coordinator(s). SAR Coordinator(s) shall work closely with the Skagit County SAR Council and the Department of Emergency Management in order to provide overall coordination and continuity of SAR services.

Search and Rescue activities shall be per state and local operation plans adopted by the elected governing body of each local political subdivision. (RCW 38.52.400)

The National Incident Management System (NIMS) shall be utilized during all SAR operations in accordance with RCW 38.52.400 (1).

Skagit County SAR Council training records shall be maintained by the Skagit County Sheriff's Office.

All Skagit County SAR Council volunteers are registered as emergency workers with the Department of Emergency Management. (RCW 38.52.400 [1])

Upon request of the Skagit County Sheriff's Office, the Department of Emergency Management may assist with the coordination and/or delivery of support services to Skagit County SAR volunteers.

Skagit County SAR volunteers must be a registered member of the Skagit County SAR Council and must be properly trained for their respective assignment. Training requirements should be assignment-specific and are to be developed by the SAR Coordinator(s) and approved by the Skagit County Sheriff.

Urban SAR or heavy rescue operations (such as collapsed building search and rescue) shall be a team effort comprised of fire service, law enforcement, emergency management, public works/street department personnel/equipment, and other agencies or organizations that may be required due to the nature and/or complexity of the incident. Search and rescue volunteers are not trained or equipped to be involved in these types of SAR or heavy rescue operations.

III. SITUATION

A. Emergency/Disaster Conditions and Hazards

Due to its location, Skagit County provides easy access to numerous outdoor and backcountry recreational activities for local residents and visitors to the county. On occasion, these persons may become lost, injured, or killed in the pursuit of these activities.

Additionally, companion animals may require rescue as a result of emergency and/or disaster events.

The Skagit County SAR Council is comprised of various groups that operate under the direction and supervision of the Skagit County Sheriff's Office for the purpose of providing SAR services to persons and companion animals. The number of SAR volunteers registered with the council varies on a continual basis.

Skagit County SAR volunteers provide their services during all types of weather and climate conditions as well as in all types of locations and terrain.

The Skagit County EOC is not typically activated for SAR missions. The SAR Coordinator(s), sometimes assisted by other Deputies, establish a Command Post or report to a Command Post that may have been already established by the jurisdictional law enforcement or fire agency to direct and oversee SAR operations. The SAR Coordinator(s) also arrange for feeding and other logistical support that may be required.

B. Planning Assumptions

People will become lost, injured, or killed thereby requiring search and rescue activities within Skagit County. Companion animals may require rescue due to a variety of reasons.

An emergency or disaster may cause buildings to collapse leaving persons in life-threatening situations and requiring prompt urban search and rescue and medical care.

Large numbers of local residents and volunteers may initiate or assist in urban search and rescue activities and will require coordination and direction.

IV. CONCEPT OF OPERATIONS

A. General

The Skagit County Sheriff's Office is responsible for coordinating SAR operations.

Search and rescue operations within the unincorporated areas of Skagit County and the towns of Concrete, Hamilton, La Conner, and Lyman shall be directed by the Skagit County Sheriff's Office.

Search and rescue operations within the cities/towns of Anacortes, Burlington, Mount Vernon, and Sedro-Woolley shall be directed according to individual jurisdictional operational plans and/or agreements in cooperation with the Skagit County Sheriff's Office in order to properly oversee and manage search and rescue volunteer personnel.

Search and rescue programs are developed at all levels of government through public awareness and school programs combined with training and education for professional and volunteer SAR units, as well as for the organization and deployment of response units.

The Skagit County SAR Council provides assistance to the Skagit County Sheriff's Office by providing qualified, equipped, and properly registered volunteers to assist in search and rescue operations and emergency/disaster response as requested by either agency.

Local jurisdictions have the responsibility to establish criteria and standards for emergency workers whom they register for SAR purposes. This may include the demonstrated proficiency of the worker to perform emergency activities as indicated by assignment and personnel class. (WAC 118-04)

The Skagit County SAR Council ensures that all member units support the objectives of the Council and that members adhere to all state and county requirements.

The Department of Emergency Management, upon the request of the SAR Coordinator, will obtain a Mission Number from the Washington State Duty Officer for SAR missions.

The Skagit Emergency Communications (E 9-1-1) Center provides dispatch services for Skagit County SAR volunteers. Skagit County SAR volunteers are on-call on a 24-hour basis and are activated via pager and/or telephone. All Skagit County SAR vehicles are equipped with two-way radios to provide communication links between respective mobile units and the Skagit Emergency Communications (E 9-1-1) Center.

During emergency or disaster events, Skagit County SAR Council volunteers may be activated to assist law enforcement agencies in conducting evacuations and conducting citizen welfare checks in isolated areas.

A dedicated radio frequency (155.160 MHZ) is utilized statewide for search and rescue purposes and is Skagit County's primary search and rescue radio frequency.

The Skagit County EOC is not typically activated for SAR Missions. However, depending upon the magnitude and/or duration of a SAR Mission, the EOC may be activated to provide coordination, technical, logistical, and/or administrative support to SAR operations.

Currently, an adequate number of SAR volunteers can be activated for most SAR missions from within the Skagit County SAR Council. However, the council cannot provide all necessary equipment or personnel to cope with all types of SAR missions. Depending upon the complexity, location, or other special factors, additional SAR units may be requested from neighboring jurisdictions or the Washington State Military Department Emergency Management Division. All requests for outside resources will be made through normal emergency management channels.

Skagit County SAR Council volunteers may be activated and mobilized to assist accessing isolated areas via four-wheel-drive vehicle, snow mobile, boat or any other means available to conduct citizen welfare checks and evacuation.

Additional special skills, expertise, or equipment to support local search and rescue operations is coordinated by the Washington State Military Department, Emergency Management Division when local capabilities have been exceeded.

Local search and rescue field operations will utilize all available communications methods needed to carry out effective operations. If needed, supplemental communications systems will be requested from the Washington State EOC to assist with local search and rescue operations.

NOTE: Urban SAR or heavy rescue operations (such as collapsed building search and rescue) typically involve various agencies such as fire service, law enforcement, emergency management, public works or street department personnel/equipment, and other agencies or organizations that may be required due to the nature and/or complexity of the incident. Search and rescue volunteers are not typically involved in these types of SAR or heavy rescue operations.

If required due to the size and complexity of the incident, Urban SAR teams will be requested through normal emergency management channels.

B. Preparedness Activities

Primary Agencies:

1. Develop and maintain agency procedures and checklists in support of this ESF.
2. Develop and conduct a training program for agency personnel.
3. Insure operational readiness of apparatus and equipment.
4. Participate in local emergency/disaster drills and exercises.

C. Response Activities

Primary Agencies:

1. Conduct SAR activities in support of this ESF and the Skagit County CEMP.
2. Coordinate the mobilization of personnel, apparatus, and equipment required to conduct disaster SAR related missions.
3. Request additional resources via normal emergency management channels.
4. Maintain accurate personnel and expense records.

Support Agencies:

1. If needed, activate and staff the Skagit County EOC (or appropriate municipal EOC) to assist in coordinating SAR resources and activities in support of this ESF and the Skagit County CEMP.
2. Maintain accurate expense records.

D. Recovery Activities

Primary and Support Agencies:

1. Demobilize resources and return to normal activities.
2. Report injuries as well as damaged or lost equipment.
3. Coordinate repairs and/or replacement of damaged or lost apparatus and equipment.

V. RESPONSIBILITIES

A. Skagit County Sheriff

Make SAR policy decisions; develop and maintain SAR disaster plans and procedures as well as inventory lists of equipment and personnel.

Direct and coordinate all ground and/or water SAR operations within Skagit County and the towns of Hamilton and Lyman; if necessary, request activation of aircraft for use in SAR operations.

Upon request, assist municipal law enforcement agencies according to individual jurisdictional operational plans and/or agreements in the direction and coordination of search and rescue operations within the cities/towns of Anacortes, Burlington, Mount Vernon, and Sedro-Woolley.

Establish training standards and criteria for SAR volunteers based upon SAR assignment and volunteer class in accordance with WAC 118-04. Insure volunteer SAR personnel are properly registered as emergency workers, have the proper training/experience, equipment and identification.

Appoint a SAR Coordinator(s) who will assist in recruiting SAR volunteers; oversee SAR training; direct and control SAR field operations and activities; and serve as the Skagit County Sheriff's Office point of contact for local SAR units.

Maintain records of SAR training's and missions.

If needed, coordinate SAR activities with other agencies and volunteer organizations.

Insurance claims for compensation, injury, and damage are submitted in accordance with RCW 38.52.400.

B. Skagit County SAR Council

Provide a forum for Skagit County SAR groups to meet and exchange information and ideas regarding SAR related issues.

Assist the SAR Coordinator in training volunteer SAR personnel.

Provide volunteer SAR personnel and equipment (as available) for SAR related missions and perform tasks as directed by SAR Coordinator.

Account for and maintain vehicles and equipment utilized in SAR operations.

C. Department of Emergency Management

Register SAR volunteers in accordance with WAC 118-04 and issue identification card indicating emergency assignment.

Obtain SAR mission numbers from the Washington State Duty Officer upon request of the SAR Coordinator.

Request additional and/or outside resources (such as Urban SAR teams) as needed from the Washington State Military Department Emergency Management Division.

Assist in the coordination of multiple agencies/organizations in performing complex search and rescue activities.

Maintain records on training missions and actual missions and forward to Washington State Military Department, Emergency Management Division.

Administer search and rescue claims and forwards appropriate records and reimbursement requests to the Washington State Military Department Emergency Management Division.

D. Washington State Military Department Emergency Management Division

Upon the request of Skagit County Department of Emergency Management, request Urban SAR teams or other specially trained SAR personnel through normal emergency management channels.

E. Federal Emergency Management Agency

Tasks federal agencies to perform SAR activities under a Declaration of Emergency or Major Disaster Declaration by the President.

**EMERGENCY SUPPORT FUNCTION #10
OIL AND HAZARDOUS MATERIALS**

FOR OIL AND HAZARDOUS MATERIALS, PLEASE REFER TO THE
***SKAGIT COUNTY LOCAL EMERGENCY PLANNING COMMITTEE (LEPC)
HAZARDOUS MATERIALS CONTINGENCY PLAN***
THAT IS PUBLISHED AS A SEPARATE DOCUMENT

INCIDENT ANNEX A, TITLED
TERRORISM/WEAPONS OF MASS DESTRUCTION RESPONSE PLAN
PERTAINS TO CHEMICAL, BIOLOGICAL, AND RADIOLOGICAL
INCIDENTS THAT IS PUBLISHED AS A SEPARATE DOCUMENT AND IS EXEMPT
FROM PUBLIC DISCLOSURE IN ACCORDANCE WITH RCW 42.17.310 (1) (ww)

EMERGENCY SUPPORT FUNCTION #11 AGRICULTURE AND NATURAL RESOURCES

I. BACKGROUND INFORMATION

A. Agriculture

Skagit County is one of the largest and most diverse agricultural communities west of the Cascade Range; agriculture is the Number 1 industry in Skagit County.

Local farmers produce about \$261 million worth of crops, livestock, and dairy products on 93,000 acres of land mostly within the 100-year floodplain of the Skagit River. More than 17,000 dairy cattle graze on approximately 74 dairy farms and over 90 different crops are grown in the county. Crops of notable importance include: blueberries, raspberries, strawberries, tulips, daffodils, pickling cucumbers, specialty potatoes, apples, green peas, and vegetable seed. More tulip, iris, and daffodil bulbs are produced here than in anywhere else in the United States; 95% of the red potatoes grown in Washington are from Skagit County.

B. Timber and Wilderness Lands

Within Skagit County, federal and state agencies own and manage a significant area of the county. Uses include timber harvest lands as well as recreational and wilderness areas. The largest area of contiguously owned land within the county is the Mount Baker-Snoqualmie National Forest managed by the United States Forest Service. The Washington State Department of Natural Resources also manages a large area of non-contiguous ownership throughout the county. The National Park Service controls lands in North Cascades National Park and the Ross Lake Wilderness Area located within the northeastern portion of the county.

Timber and Wilderness acreage ownership/management within the county is listed below:

- United States Forest Service: 282,812 acres
- National Park Service: 214,378 acres
- Department of Natural Resources: 131,206 acres
- Private Forest Lands: 331,700 acres

C. Fish and Wildlife

The Skagit Wild and Scenic River System includes 158.5 miles of the Skagit River and its tributaries—the Sauk, Cascade, and Suiattle rivers. The Skagit is the only river system in Washington which supports all five species of salmon: Chinook, chum, Coho, pink and sockeye. It is home to six of the region's 22 populations of threatened Chinook salmon and the largest population of listed bull trout. It contains the largest pink salmon stock in Washington as well as steelhead.

The estuarine and intertidal ecosystems are critical habitat for salmon, other marine fish which use estuaries, and wintering raptors and waterfowl.

The Skagit Delta contains large concentrations of wintering waterfowl, shorebirds, and raptors. A significant portion of an entire Trumpeter Swan population winters in the area as well as the entire population of gray-bellied brant, a subpopulation of brant geese. The delta is also the winter home to thousands of snow geese and ducks each year.

The North Cascade elk herd is the smallest of ten herds residing in the state. It is the northern most herd in western Washington and a valued cultural, subsistence, and ceremonial resource to the Native American people of the area. The herd population is estimated at about 300 elk. The core population in the Nooksack game management unit occupies about 492 square miles. About 125 other elk live in agricultural lands along the Skagit River; the remaining elk live in higher elevation forest lands north of the Skagit River.

NOTE: Above information courtesy of: Washington State University Skagit County Extension; United States Department of Agriculture, Natural Resources Conservation Service; Skagit Fisheries Enhancement Group; Washington State Department of Fish and Wildlife

II. Emergency Support Function Organization

As outlined in the National Response Framework, the scope of Emergency Support Function #11 includes the following functions:

1. Nutrition assistance
2. Animal and plant disease and pest response
3. Food safety and security
4. Natural and cultural resources and historic properties protection and restoration
5. Safety and well-being of household pets

Due to this wide ranging scope, it is difficult to describe the organization of Skagit County and the incorporated municipalities as it pertains to these functions in standard ESF format. For this reason, the format of this ESF has been modified and separate sections (tabs) for each function have been developed as listed below:

- **Tab 11-1; Food and Water**
- **Tab 11-2; Food Safety and Security**
- **Tab 11-3; Large Animal Relocation and Support**
- **Tab 11-4; Animal/Plant Disease and Pest Response**
- **Tab 11-5; Natural/Cultural and Historic Properties Protection and Restoration**
- **Tab 11-6; Safety and Well-Being of Household Pets**

**TAB 11-1
FOOD AND WATER
(IN SUPPORT OF MASS CARE SERVICES)**

COOPERATING AGENCIES: American Red Cross
Department of Emergency Management
Skagit County Public Health Department
Washington State Military Department, Emergency
Management Division
Federal Emergency Management Agency (FEMA)

I. INTRODUCTION

A. Purpose

The purpose of this tab is to provide for the management and distribution of food and water within Skagit County and the incorporated municipalities within the county during and immediately following an emergency or disaster.

B. Scope

This tab is applicable to situations within Skagit County and the incorporated municipalities within the county when it will be necessary to provide food, water, and/or mass feeding to large groups of people. Included in this tab is the provision and distribution of bulk food and water to the event site and/or designated staging areas. This tab closely supports Mass Care as described in ESF #6.

II. POLICIES

Skagit County and the incorporated municipalities within the county will rely on local resources of food and water for as long as those resources are available and are able to be delivered to the affected population(s) in a timely manner.

Skagit County and the incorporated municipalities within the county will rely on outside agencies such as the Washington State Military Department, Emergency Management Division and other state and federal agencies to provide and coordinate the delivery of emergency food and water supplies on a long-term basis.

In the event of a major disaster, the Skagit County Department of Emergency Management will rely on the Washington State Military Department, Emergency Management Division, the Federal Emergency Management Agency, and other state and federal agencies to provide food and water supplies to designated staging areas and to assist in the coordination of all activities relating to providing food and water supplies.

The priority of providing food and water will be to areas of acute need, then to areas of moderate need. The use of congregate care feeding arrangements as the central location for the distribution of food supplies will be encouraged.

III. SITUATION

A. General

A major disaster that impacts a significant population of the county will overextend the resources of Skagit County and the incorporated municipalities within the county to adequately respond. In the event of a major disaster, local government will be forced to rely on various state and federal agencies to provide food and water to support mass care services.

Skagit County and the incorporated municipalities within the county do not maintain inventories of food and/or potable water for emergency distribution following a disaster and have very few facilities that could be used to prepare food and/or function as mass care feeding facilities.

The American Red Cross, local food banks, and local religious organizations have the capability to provide limited food and water supplies to designated emergency or disaster staging areas in the event of a minor or moderate emergency or disaster.

B. Planning Assumptions

A significant emergency or disaster will deprive substantial numbers of people access to and/or the means to prepare food and obtain water. In addition to substantial disruption to the commercial supply and distribution network, an event may partially or totally destroy food products stored in the affected area.

Providing food and water during and immediately after a catastrophic event will tax every governmental, social service, and volunteer agency within Skagit County.

Skagit County and the incorporated municipalities within the county may be unable to meet all of the food and water needs of the local population following a major or catastrophic event. Local government may need to rely on various state and federal agencies to provide and distribute emergency food and water to victims of the event.

Individuals and families will be displaced from their homes and will be provided shelter by one or more volunteer organizations.

On-hand food and water inventories at volunteer organizations will be inadequate to support the number of individuals requiring shelter.

A great percentage of the water supply will be unusable requiring juices or portable water supplies to be made available.

There could be a near total disruption of energy sources; most commercial cold storage and freezer facilities in the affected area will be inoperable.

Transportation routes to the affected area may be damaged or destroyed requiring the use of alternate methods and/or routes to deliver food and water supplies.

IV. CONCEPT OF OPERATIONS

A. General

Skagit County and the incorporated municipalities within the county do not have the resources to provide mass care services or purchase/distribute food and water. Local government will make every effort, within their ability, to provide and/or distribute emergency food and water to the local population by coordinating with the local American Red Cross, local food banks, and local faith-based organizations.

Skagit County Department of Emergency Management will coordinate with and may request assistance from the Washington State Military Department, Emergency Management Division, the Federal Emergency Management Agency, and other state and federal agencies to provide, and distribute bulk supplies of food and water to emergency/disaster areas.

Depending upon the severity of the situation, Skagit County or the incorporated municipalities may need to purchase supplies of food and water to meet the needs of the community. If supplies of food and water do need to be purchased, EOC personnel should make a sincere effort to follow jurisdictional procurement procedures and will strive to adhere to procurement standards in the Federal Regulations (44 CFR 13.36).

Logistics and Resource personnel will coordinate resource ordering and procurement with the Finance/Administration Section Chief and will utilize the On-Call Emergency Event Vendor List in obtaining required materials, supplies, and services during a declared emergency by the Board of County Commissioners.

The Skagit County Public Health Department will act within agency capabilities and, if needed, request assistance from state and federal agencies to insure that all food and water utilized for mass care purposes is stored and distributed according to health regulations.

Within organizational capabilities, the American Red Cross and other organizations will provide mass care services as identified in ESF #6 of this plan.

B. Preparedness Activities

Cooperating Agencies:

1. Develop and maintain agency procedures and checklists in support of this function.
2. Develop a plan for the procurement, storing, and delivery of food and water to support mass care services.
3. Develop and maintain close working relationships with other cooperating agencies.
4. Participate in local trainings, drills, and exercises.

C. Response Activities

Cooperating Agencies:

1. Establish and maintain a communication link between activated mass care locations and the Skagit County EOC.
2. Establish, maintain, and manage logistical support as needed to provide food and water.

3. Upon request, provide an agency representative to the Skagit County EOC.
4. Work cooperatively to determine food and water needs, provide service within agency capabilities, and request assistance from appropriate sources.
5. Evaluate situation and if needed, begin preparation for the delivery of long-term mass care services.
6. Maintain accurate expense records.

B. Recovery Activities

Cooperating Agencies:

1. If needed, support long-term disaster recovery activities consistent within agency mission and capabilities.
2. Coordinate procurement, storage, and delivery of food and water through normal emergency management channels.
3. Demobilize resources and return to normal activities.

V. RESPONSIBILITIES

A. American Red Cross

Sign agreements with local schools, churches, governmental jurisdictions or agencies, and other organizations, prior to an event, for the use of buildings and/or facilities as emergency mass feeding locations and food storage facilities.

Recruit and train volunteer staff in emergency mass feeding procedures and operations.

Coordinate with the Department of Emergency Management in the development of local mass feeding programs and capabilities.

Provide mass feeding operations in accordance with the American Red Cross Disaster Services Regulations and Procedures.

Upon request, provide mobile food service to emergency/disaster workers and victims.

Maintain a close working relationship with other local, territory, state, and national American Red Cross officials.

Identify other local organizations that may be able to assist in providing food and water to support mass care services during a major disaster.

B. Department of Emergency Management

In cooperation with the American Red Cross, develop and maintain current plans and procedures to provide for the control and distribution of emergency food and water supplies to meet immediate and urgent needs within Skagit County and the incorporated municipalities within the county.

Coordinate with the American Red Cross, local food banks, local religious organizations, Skagit County Health Department, and the Skagit County Senior Services Department

regarding the establishment of staging areas for the distribution of emergency food and water supplies and the establishment of mass feeding locations and/or facilities.

Based upon the situation, coordinate with the American Red Cross and other organizations to determine which facilities could be used for mass distribution of food and water.

If needed, request assistance and/or support for the purchasing, procuring, and distributing of emergency food and water to the affected area(s) through normal emergency management channels.

Coordinate the release and dissemination of public information regarding emergency food and water operations with the appropriate Public Information Officer and/or the Joint Information Center.

C. Skagit County Public Health Department

Analyze emergency potable water supplies to insure that they are free from contamination.

Conduct and/or coordinate health/sanitation inspections of food and feeding locations utilized for mass care purposes; identify deficiencies and make recommendations to correct problems.

D. Washington State Military Department, Emergency Management Division

Upon request, assist local government in coordinating and/or providing for the procurement, delivery, and mass distribution of emergency food and water to affected emergency/disaster areas.

If needed, request the assistance of state agencies and private organizations having the capability to provide emergency mass feeding and emergency potable water as requested by local government.

If needed, request the assistance of the Federal Emergency Management Agency and/or other federal agencies/organizations having the capability to provide emergency food and water supplies/operations to affected local governments.

E. Federal Emergency Management Agency

Upon request, assist the Washington State Military Department, Emergency Management Division in coordinating and/or providing for the procurement, delivery, and mass distribution of emergency food and water to affected emergency/disaster areas.

TAB 11-2 FOOD SAFETY AND SECURITY

COOPERATING AGENCIES: Washington State Department of Agriculture
Washington State Department of Health
Washington State Military Department, Emergency
Management Division
Various Federal Agencies
Skagit County Public Health Department
Skagit County Department of Emergency Management

I. INTRODUCTION

A. Purpose

The purpose of this tab (as stated in the Washington State Comprehensive Emergency Management Plan dated March 3, 2006) is to provide for the assurance of food safety and security under Washington State Department of Agriculture jurisdictions and authorities during and immediately following an emergency or disaster.

B. Scope

This tab (as stated in the Washington State Comprehensive Emergency Management Plan dated March 3, 2006) is applicable to the inspection and verification of food safety aspects of slaughter and processing plants, products of distribution and retail sites, and import facilities at ports of entry; laboratory analysis of food samples; control of products suspected to be adulterated; food processing and distribution plant closures; food-borne disease surveillance; and field investigations.

II. STATEMENTS OF POLICY AND SITUATION

The purpose and scope of this tab are beyond the capability of local governments; these services are typically provided by various state and federal agencies.

In the event actions need to be taken to provide the assurance of food safety and security during and immediately following an emergency or disaster event, Skagit County and the incorporated municipalities within the county will rely on (and cooperate with) state and federal agencies to insure local food supplies are safe and secure as outlined in the Washington State Comprehensive Emergency Management Plan dated March 3, 2006.

III. PLANNING ASSUMPTIONS

Skagit County and the incorporated municipalities will not be able to insure the safety and security of food sources during and immediately following an emergency or disaster.

Various state and federal agencies will be available to insure the safety and security of food sources during and immediately following an emergency or disaster.

IV. CONCEPT OF OPERATIONS

Upon becoming aware of a potential or actual problem with the safety and/or security of food sources, Skagit County Department of Emergency Management will request assistance from the Washington State Military Department, Emergency Management Division to provide resources and programs to insure the safety and security of food sources.

Upon the request of Skagit County Department of Emergency Management, the Washington State Military Department, Emergency Management Division will request assistance from various state and federal agencies to provide resources and programs to insure the safety and security of food sources.

Skagit County and the incorporated municipalities within the county will cooperate and coordinate with various state and federal agencies insure the safety and security of food sources during and immediately following an emergency or disaster.

Mitigation, preparedness, response, and recovery activities pertaining to the safety and security of food sources are listed in the Washington State Comprehensive Emergency Management Plan dated March 3, 2006.

V. RESPONSIBILITIES

Responsibilities of state agencies pertaining to the safety and security of food sources are listed in the Washington State Comprehensive Emergency Management Plan dated March 3, 2006.

Responsibilities of federal agencies pertaining to the safety and security of food sources are listed in the National Response Framework.

The Skagit County Public Health Department and the Skagit County Department of Emergency Management will cooperate and coordinate with various state and federal agencies insure the safety and security of food sources during and immediately following an emergency or disaster.

**TAB 11-3
LARGE ANIMAL RELOCATION AND SUPPORT**

This document will be developed at a future date.

TAB 11-4 ANIMAL/PLANT DISEASE AND PEST RESPONSE

COOPERATING AGENCIES: Washington State Department of Agriculture
Washington State Department of Natural Resources
Washington State Department of Fish and Wildlife
Washington State Department of Health
Washington State Department of Ecology
Washington State Military Department, Emergency
Management Division
Various Federal Agencies
Washington State University Skagit County Extension
Skagit County Noxious Weeds Department
Skagit County Public Health Department
Skagit County Department of Emergency Management

I. INTRODUCTION

A. Purpose

The purpose of this tab (as stated in the Washington State Comprehensive Emergency Management Plan dated March 3, 2006) is to provide for the control and eradication of an outbreak of a highly contagious or economically devastating animal/zoonotic disease, highly infective plant disease, or economically devastating plan pest infestation.

B. Scope

This tab (as stated in the Washington State Comprehensive Emergency Management Plan dated March 3, 2006) is applicable to the implementing of an integrated federal, state, and local response to an outbreak of a highly contagious or economically devastating animal/zoonotic disease, highly infective plant disease, or economically devastating plan pest infestation. This tab closely supports and coordinates with ESF #8 – Public Health and Medical Services.

II. STATEMENTS OF POLICY AND SITUATION

The purpose and scope of this tab are beyond the capability of local governments; these services are typically provided by various state and federal agencies.

In the event actions need to be taken to respond to contagious or economically devastating animal and plant diseases and pests, Skagit County and the incorporated municipalities within the county will rely on (and cooperate with) state and federal agencies to insure these diseases and/or pests are controlled and/or eradicated as outlined in the Washington State Comprehensive Emergency Management Plan dated March 3, 2006.

III. PLANNING ASSUMPTIONS

Skagit County and the incorporated municipalities will not be able to adequately respond to contagious or economically devastating animal and plant diseases and pest infestations.

Various state and federal agencies will be available to respond to contagious or economically devastating animal and plant diseases and pest infestations.

IV. CONCEPT OF OPERATIONS

Upon becoming aware of a potential or actual contagious or economically devastating animal or plant disease problem, Skagit County Department of Emergency Management will request assistance from the Washington State Military Department, Emergency Management Division to provide resources and programs to insure the control and eradication of the disease or pest infestation.

Upon the request of Skagit County Department of Emergency Management, the Washington State Military Department, Emergency Management Division will request assistance from various state and federal agencies to provide resources and programs to insure adequate actions are taken to control and eradicate the disease or pest infestation.

Skagit County and the incorporated municipalities within the county will cooperate and coordinate with various state and federal agencies insure the control and eradicate the disease or pest infestation.

Mitigation, preparedness, response, and recovery activities pertaining to the control and eradication of an outbreak of a highly contagious or economically devastating animal/zoonotic disease, highly infective plant disease, or economically devastating plan pest infestation are listed in the Washington State Comprehensive Emergency Management Plan dated March 3, 2006.

V. RESPONSIBILITIES

Responsibilities of state agencies pertaining to the control and eradication of an outbreak of a highly contagious or economically devastating animal/zoonotic disease, highly infective plant disease, or economically devastating plan pest infestation are listed in the Washington State Comprehensive Emergency Management Plan dated March 3, 2006.

Responsibilities of federal agencies pertaining to the control and eradication of an outbreak of a highly contagious or economically devastating animal/zoonotic disease, highly infective plant disease, or economically devastating plan pest infestation are listed in the National Response Framework.

The Skagit County Public Health Department and the Skagit County Department of Emergency Management will cooperate and coordinate with various state and federal agencies insure the control and eradication of an outbreak of a highly contagious or economically devastating animal/zoonotic disease, highly infective plant disease, or economically devastating plan pest infestation.

TAB 11-5 NATURAL/CULTURAL RESOURCES AND HISTORIC PROPERTIES PROTECTION AND RESTORATION

COOPERATING AGENCIES: Washington State Department of Natural Resources
Washington State Department of Fish and Wildlife
Washington State Department of Ecology
Washington State Department of Parks & Recreation
Washington State Department of Archaeology and
Historic Preservation
Various Federal Agencies
Skagit County Department of Planning and
Development Services
Skagit County Department of Emergency Management

I. INTRODUCTION

A. Purpose

The purpose of this tab (as stated in the Washington State Comprehensive Emergency Management Plan dated March 3, 2006) is to provide protection of natural and cultural resources and historic properties resources prior to, during, and/or after an Incident of National Significance.

B. Scope

This tab (as stated in the Washington State Comprehensive Emergency Management Plan dated March 3, 2006) includes appropriate response actions to conserve, rehabilitate, recover, and restore natural, cultural, and historic resources.

II. STATEMENTS OF POLICY AND SITUATION

The purpose and scope of this tab are beyond the capability of local governments; these services are typically initiated and accomplished with assistance provided by various state and federal agencies.

If needed during and immediately following an emergency or disaster event, Skagit County and the incorporated municipalities within the county will rely on (and cooperate with) state and federal agencies to insure appropriate actions are taken to protect and/or rehabilitate natural, cultural, and/or historic resources or properties as outlined in the Washington State Comprehensive Emergency Management Plan dated March 3, 2006.

III. PLANNING ASSUMPTIONS

Skagit County and the incorporated municipalities will require assistance to insure appropriate actions are taken to protect and/or rehabilitate natural, cultural, and/or historic resources or properties during and immediately following an emergency or disaster.

Various state and federal agencies will be available to insure appropriate actions are taken to protect and/or rehabilitate natural, cultural, and/or historic resources or properties during and immediately following an emergency or disaster.

IV. CONCEPT OF OPERATIONS

Upon becoming aware of damage (or potential damage) to natural, cultural, and/or historic resources or properties during and immediately following an emergency or disaster, Skagit County Department of Emergency Management will request assistance from the Washington State Military Department, Emergency Management Division to insure appropriate actions are taken to protect and/or rehabilitate natural, cultural, and/or historic resources or properties.

If needed, the Washington State Military Department, Emergency Management Division will request assistance from various federal agencies to provide resources and programs to insure appropriate actions are taken to protect and/or rehabilitate natural, cultural, and/or historic resources or properties.

Skagit County and the incorporated municipalities within the county will cooperate and coordinate (within agency capabilities) with various state and federal agencies insure appropriate actions are taken to protect and/or rehabilitate natural, cultural, and/or historic resources or properties.

Mitigation, preparedness, response, and recovery activities pertaining to taking appropriate actions to protect and/or rehabilitate natural, cultural, and/or historic resources or properties are listed in the Washington State Comprehensive Emergency Management Plan dated March 3, 2006.

V. RESPONSIBILITIES

Responsibilities of state agencies pertaining to taking appropriate actions to protect and/or rehabilitate natural, cultural, and/or historic resources or properties are listed in the Washington State Comprehensive Emergency Management Plan dated March 3, 2006.

Responsibilities of federal agencies pertaining to taking appropriate actions to protect and/or rehabilitate natural, cultural, and/or historic resources or properties are listed in the National Response Framework.

The Skagit County Health Department and the Skagit County Department of Emergency Management will cooperate and coordinate (within agency capabilities) with various state and federal agencies insure appropriate actions are taken to protect and/or rehabilitate natural, cultural, and/or historic resources or properties during and immediately following an emergency or disaster.

**TAB 11-6
SAFETY AND WELL - BEING OF HOUSEHOLD PETS**

The safety and well-being of household pets is addressed in the Skagit County Household Pets and Service Animals Disaster Plan which is published as a separate document. The plan is currently in draft form and awaiting final revisions and formal adoption.

EMERGENCY SUPPORT FUNCTION #12 ENERGY

PRIMARY AGENCIES: Skagit County Public Works Department
Municipal Public Works/Street/Engineering Departments

SUPPORT AGENCIES: Department of Emergency Management

I. INTRODUCTION

A. Purpose

To provide for the effective use of available electrical power, natural gas, and petroleum products required to meet essential needs, and to facilitate restoration of energy systems affected by an emergency or disaster.

B. Scope

The scope of this ESF includes assessing damage to energy systems, estimating the supply and demand of such systems, and consideration of the requirements and coordination needed to restore these systems to pre-disaster levels of service.

In addition, this ESF addresses assisting Skagit County government and the governments of the incorporated municipalities within the county to obtain and deliver fuel for emergency operations, transportation, communications, emergency operations, and other critical facilities.

II. POLICIES

Priorities for re-establishing energy systems will be based upon life saving and meeting essential emergency needs. Priorities for re-establishing energy systems will be established by the Department of Emergency Management based upon direct input from the following:

- Skagit Emergency Management Council
- Public Works and Engineering EOC Representative
- Mass Care EOC Representative
- Fire Services EOC Representatives
- Law Enforcement EOC Representatives
- Public Health and Medical Services EOC Representatives

The Skagit County Public Works Department, municipal public works/street departments, and the Department of Emergency Management will maintain liaison with corporations and utilities that provide energy services within Skagit County and the incorporated municipalities located within the county.

III. SITUATION

A. Emergency/Disaster Conditions and Hazards

Skagit County is vulnerable to a variety of hazards that may cause disruption in energy transmission and distribution.

Because of its geographic location, Skagit County and the participating municipalities are especially vulnerable to fall and winter rain events and severe wind events. In combination, these events can result in downed trees that damage and destroy above-ground electrical energy transmission and distribution lines. Also of concern are large-magnitude earthquakes that could cause widespread damage to these same electrical systems as well as underground natural gas transmission and distribution systems.

Electrical power is available throughout Skagit County except a few very remote locations and is provided by Puget Sound Energy.

Natural gas service is provided by Cascade Natural Gas Corporation and is available in the more densely populated areas of unincorporated Skagit County as well as many of the incorporated municipalities located within the county.

B. Planning Assumptions

In the event of a major disaster there may be widespread and/or prolonged electrical power failure. With no electrical power, communications, health care, and other critical facilities as well as emergency response services will be effected. Traffic signals will not operate, fuel pumps will not operate, grocery stores will be unable to keep foods refrigerated, and citizens will not be able to heat their homes.

There may be extensive failures to natural gas transmission pipelines and service lines. Natural gas lines may break and may erupt in fire. Citizens may turn off the flow of natural gas to their homes and businesses to protect property. Since they cannot turn on natural gas services, it may be some time before the natural gas company can restore service.

Alternate fueling locations and methods may need to be established to support emergency services providers and critical government functions.

IV. CONCEPT OF OPERATIONS

A. General

The electrical power industry within Washington State is organized into a network of public and private generation and distribution facilities that form the Northwest Power Pool. Through such networks, the electrical power industry has developed a capability to provide electrical power under even the most extreme circumstances.

Natural gas within Washington State is distributed by major natural gas companies through common pipelines originating in other states. Williams Gas Pipelines West owns and operates two large natural gas transmission lines that run through Skagit County and supply natural gas to Cascade Natural Gas Corporation.

The Washington State Energy Office can access local petroleum suppliers and major oil companies to facilitate the delivery of adequate amounts of emergency petroleum fuel supplies and may be requested through normal emergency management channels.

When the requirement for coordinated use and mobilization of energy resources is necessary to government operations and for the protection of life and property, a representative from the Skagit County Public Works Department will be asked to report to the Skagit County EOC.

If energy shortages exist, requests to meet needs will be forwarded through normal emergency management channels to the Washington State Military Department, Emergency Management Division.

The Governor may direct any state or local governmental agency to implement programs relating to the consumption of energy, as deemed necessary to preserve and protect public health, safety, and general welfare, and to minimize to the fullest extent possible the injurious economic, social, and environmental consequences of such energy supply alert. (RCW 43.21G.040)

Actions may be taken to curtail use of energy until normal levels of service can be restored or supplemented. These resources, when curtailed, will be used to meet immediate and essential emergency needs of hospitals, emergency shelters, and other selected critical facilities.

B. Mitigation Activities

Primary and Support Agencies:

1. Establish and maintain emergency contact information for representatives of Puget Sound Energy and Cascade Natural Gas Corporation.
2. Participate in the annual winter storm meeting conducted by Puget Sound Energy.

C. Preparedness Activities

Primary and Support Agencies:

1. Develop and maintain agency procedures and checklists in support of this ESF.
2. Be familiar with this ESF and be prepared to assist energy providers in carrying out the function of this ESF during an emergency or disaster.
3. Disseminate *HIGH WIND WATCH and WARNING* and *WINTER STORM WATCH and WARNING* information to subscribers of the Skagit County Emergency List-Serve.

D. Response Activities

Primary and Support Agencies:

1. Staff the Skagit County EOC (or appropriate municipal EOC) to coordinate energy related missions in support of this ESF and the Skagit County CEMP.
2. If needed, request assistance from state and federal agencies via normal emergency management channels.
3. Maintain accurate expense records.

E. Recovery Activities

Primary and Support Agencies:

1. Compile damage and operational capability information from energy and utility companies.
2. Coordinates local efforts to provide energy to critical facilities to meet essential needs.
3. Coordinates and prioritizes restoration of energy services.
4. Demobilize resources and return to normal activities.

V. RESPONSIBILITIES

A. Skagit County Public Works Director

Provide direction and coordination for the repair of damaged energy facilities within Skagit County and the incorporated municipalities located with the county and the restoration of energy services to meet the needs of response and recovery activities and the needs of the general public.

On behalf of county officials, coordinate those energy resources made available and upon which no restrictions have been placed by higher levels of authority.

Assure compliance with any restrictions or limitations placed on the utilization of energy resources by the state or federal government.

Coordinate the issuance of permits to energy providers to do work within Skagit County rights-of-way and assist energy providers in obtaining permits required by other government agencies.

Coordinate inspection of energy services installed within Skagit County rights-of-way.

Upon request, report to the Skagit County EOC or appropriate municipal EOC to assist with the coordination of energy needs and resources.

Maintain close liaison with local energy providers.

Advise energy providers of essential services required for emergency operations for the health and safety of the population.

Provide notification to all appropriate EOC representatives regarding the status of energy systems and restoration activities.

Provide the EOC with current disaster analysis information.

B. Municipal Public Works Director or Engineer

On behalf of municipal officials, coordinate those energy resources made available and upon which no restrictions have been placed by higher levels of authority.

Assure compliance with any restrictions or limitations placed on the utilization of energy resources by the state or federal government.

Coordinate the issuance of permits for energy providers to do work within municipal rights-of-way and provide inspection of completed work.

C. Department of Emergency Management

In cooperation with county/municipal Public Works Directors or Engineers, pre-designate locations and a system for refueling of emergency and essential government vehicles in the event normal fuel sources may be disrupted due to a power outage.

Maintain liaison with the Skagit County Public Works Department representative to the Skagit County EOC and energy providers and assist with coordination of energy needs and/or energy restrictions.

Assist the county/municipal Public Works Director/Engineer, in conjunction with energy providers, to assure compliance with any restrictions or limitations placed on the utilization of energy by the state or federal government.

and/or provide

EMERGENCY SUPPORT FUNCTION #13 PUBLIC SAFETY AND SECURITY

PRIMARY AGENCIES: Skagit County Sheriff's Office
All Municipal Police Departments

SUPPORT AGENCIES: Skagit Emergency Communications (E 9-1-1) Center
Department of Emergency Management
Washington State Patrol

I. INTRODUCTION

A. Purpose

To provide for the effective coordination of law enforcement operations within Skagit County and the incorporated municipalities located within the county in the event of an emergency or disaster.

To maintain law and order through traffic and crowd control, provide security for vital facilities and supplies, control access and egress to operating scenes and vacated areas, conduct evacuations, prevent crimes against people and property, and protect key officials.

B. Scope

This ESF addresses all law enforcement activities including rural and urban law enforcement related incidents occurring separately or coincidentally with a significant natural, human-caused, or technological emergency or disaster.

The scope of this ESF does not address routine day-to-day law enforcement activities and does not pertain to the law enforcement agencies of the Indian tribal nations located within Skagit County.

II. POLICIES

Under emergency or disaster conditions, law enforcement activities are the responsibility of the local law enforcement agency within the jurisdiction.

The Sheriff/Chief or highest-ranking command officer shall direct direction, control, and coordination of law enforcement personnel and apparatus within their respective jurisdictions.

Mutual-aid agreements for law enforcement services exist between the Skagit County Sheriff's Office and the municipalities of Anacortes, Burlington, Mount Vernon and Sedro-Woolley. As part of these mutual-aid agreements, law enforcement units supplied by other agencies will operate under the incident command system of the host jurisdiction.

If, due to the size or severity of the event, local and mutual-aid resources are overwhelmed, additional resources will be requested through normal emergency management channels.

III. SITUATION

A. Emergency/Disaster Conditions and Hazards

Emergencies or disasters can occur in rural or heavily populated areas, and can occur at any time or any season. The management of multiple law enforcement officers and agencies can be quite complex. Law enforcement emergencies or disasters may occur separately or coincidentally with a significant natural, human-caused, or technological emergency or disaster.

Law enforcement agencies presently available for emergency operations in Skagit County are: Skagit County Sheriff's Office, Anacortes Police Department, Burlington Police Department, Mount Vernon Police Department, Sedro-Woolley Police Department, Swinomish Tribal Police, Upper Skagit Tribal Police, Sauk-Suiattle Tribal Police, and the Washington State Patrol.

The unincorporated areas of Skagit County as well as the towns of Concrete, Hamilton, La Conner and Lyman are served by the Skagit County Sheriff's Office. Individual Tribal Police agencies have jurisdiction over tribal members on tribal lands within Skagit County. The Washington State Patrol has jurisdiction over state highways and Washington State ferries.

B. Planning Assumptions

Public safety and security problems will be compounded by disaster related community disruption and the capabilities of local law enforcement agencies may be strained or exceeded.

Law enforcement vehicles may be hampered by such things as bridge failures, landslides, large amounts of debris, and so forth. Normal fuel supplies may not be available due to facility damage or lack of electricity to operate pumps. Alternate methods of fueling law enforcement vehicles may need to be used.

Assistance from other local law enforcement agencies may be requested from agencies signatory to existing mutual-aid agreements or the Washington State Patrol. Supplemental assistance from outside agencies such as the Washington State Military Department shall be requested through local and state emergency management channels.

The use of a NIMS compliant Incident Command System and common communications will be necessary in order to coordinate local, regional, state, and federal law enforcement services.

IV. CONCEPT OF OPERATIONS

A. General

Alert and warning notifications to the Skagit County Sheriff's Office and municipal law enforcement agencies to report to the Skagit County EOC will be conducted by the Skagit Emergency Communications (E 9-1-1) Center.

During emergencies or disasters, law enforcement agencies may be called upon to perform a wide range of functions including, but not limited to: warning and evacuation, search and rescue, emergency transportation, emergency communications, emergency traffic control, and damage assessment.

Each law enforcement agency maintains its own policies and procedures specific to their jurisdiction.

Emergency law enforcement services provided by law enforcement agencies will be requested on a mission basis to allow for continuity of operations consistent with their procedures and policies.

The Skagit County Sheriff's Office, Anacortes Police Department, Burlington Police Department, Mount Vernon Police Department, and Sedro-Woolley Police Department operate on a 24-hour basis. Each agency has two-way radio communication links between their respective mobile units and the Skagit Emergency Communications (E 9-1-1) Center. Most mobile units are also equipped with cellular telephone capability.

The Skagit County Sheriff's Office is the Search and Rescue (SAR) Coordinator for all searches conducted by Skagit County Search and Rescue Council member groups. Search and Rescue operations within the unincorporated areas of Skagit County shall be directed by the Skagit County Sheriff's Office. Search and Rescue operations within the municipalities of Anacortes, Burlington, Concrete, Hamilton, La Conner, Lyman, Mount Vernon, and Sedro-Woolley shall be directed by the jurisdiction with coordination provided by the Skagit County Sheriff's Office.

The Skagit Emergency Communications (E 9-1-1) Center is the focal point for disseminating alert and warning information to all local law enforcement agencies. Upon receiving alert and warning information, law enforcement agencies are responsible for notifying on-duty staff to alert them of the situation and, if necessary, request that off-duty personnel report for duty according to agency policies and procedures.

If needed, and upon the request of the Department of Emergency Management, a representative from the Skagit County Sheriff's Office will be requested to report to the Skagit County EOC to assist in coordinating law enforcement response and recovery activities.

Depending upon the nature and severity of the event, or if multiple jurisdictions are affected, a municipal law enforcement officer may also be requested to report to the Skagit County EOC to assist in coordinating law enforcement response and recovery activities.

Upon activation of the Skagit County EOC, the EOC law enforcement representatives shall be responsible for coordinating all SAR response and recovery activities. If, due to the size and/or severity of the emergency or disaster, a separate Search and Rescue EOC representative may be appointed to coordinate all SAR response and recovery activities.

If needed, municipal police departments are responsible for sending a law enforcement representative to their municipal EOC (if activated) or an established command post to coordinate law enforcement response and recovery activities within the jurisdiction. If SAR response and recovery activities are required, a representative from the Skagit County

Sheriff's Office may report to the appropriate municipal EOC or command post to assist in coordinating SAR activities.

The Washington State Patrol conducts crowd and traffic control activities on Interstate and State Highways passing through Skagit County. Whenever any limited access highway facility passes within or through incorporated municipalities, the municipal police officers, the Skagit County Sheriff, and the Washington State Patrol have independent and concurrent jurisdiction to enforce any violations of laws of the State of Washington. The Washington State Patrol bears primary responsibility for enforcement of the laws of the state relating to motor vehicles traveling on limited access highways.

If needed, the Washington State Patrol will provide staff to the Skagit County EOC to assist in coordinating emergency or disaster law enforcement activities between local and state law enforcement agencies.

If needed, and upon the request of the Department of Emergency Management, the Skagit County Sheriff will arrange for and provide security for the Skagit County EOC. Private security company personnel may be used to provide EOC security.

The Skagit County Public Works Department and/or municipal public works/street departments will provide for and coordinate the use of heavy equipment such as backhoes, excavators, loaders, dump trucks, and so forth used to perform debris clearance activities and otherwise support law enforcement response and recovery activities. The Department of Emergency Management will assist in coordinating debris clearance activities.

Depending upon the nature, severity, and location of the incident, and the availability of equipment and personnel, supplemental communications and/or other support services to law enforcement field units may be provided by the Skagit County Sheriff's Office, the City of Mount Vernon Police Department, and/or the Skagit County Search and Rescue Communications Van.

B. Preparedness Activities

Primary Agencies:

1. Develop and maintain emergency/disaster procedures and checklists to coordinate public safety and security related missions in support of this ESF and the Skagit County CEMP.
2. Develop and maintain agency training programs for all personnel.
3. Develop situational pre-incident disaster plans, as needed.
4. Insure operational readiness of agency facilities, apparatus, and equipment.
5. Maintain existing mutual-aid agreements.
6. Participate in local emergency/disaster drills and exercises.

C. Response Activities

Primary Agencies:

1. Conduct disaster public safety and security activities in support of this ESF and the Skagit county CEMP.

2. Coordinate the mobilization of personnel, apparatus, and equipment required to conduct disaster public safety and security activities.
3. Request additional resources via mutual-aid agreements and/or through normal emergency management channels.
4. Maintain accurate expense records.

Support Agencies:

1. If needed, activate and staff the Skagit County EOC (or appropriate municipal EOC) to assist in coordinating public safety and security resources and activities in support of this ESF and the Skagit county CEMP.
2. If needed, assist in obtaining/coordinating additional resources needed to meet public safety and security requirements.
3. Maintain accurate expense records.

D. Recovery Activities

Primary and Support Agencies:

1. Conduct damage assessment of public safety and security facilities, apparatus, and equipment.
2. Coordinate repairs and/or replacement of damaged apparatus and equipment.
3. Coordinate repairs and/or reconstruction of damaged facilities.
4. Demobilize resources and return to normal activities.

V. RESPONSIBILITIES

A. Skagit County Sheriff's Office/Municipal Police Departments

Perform routine law enforcement activities and establish priorities based upon the availability of personnel and equipment.

Provide warning and evacuation by door-to-door notification and/or use of mobile sirens and public address systems.

Provide traffic control to assist evacuation efforts and to restrict ingress and egress to emergency locations.

Provide the Department of Emergency Management with preliminary damage information reports to the maximum extent possible.

If the magnitude of the emergency or disaster warrants, and depending upon the availability of personnel, provide a representative to the Skagit County EOC (or municipal EOC) upon the request of the Department of Emergency Management.

Upon receipt of confirmed information of an emergency or disaster warning, or that an actual emergency or disaster has occurred, the municipal on-duty law enforcement supervisor(s) shall be responsible for notifying all city/town elected officials and personnel.

Upon receipt of confirmed information of an emergency or disaster warning, or that an

actual emergency or disaster has occurred, the Skagit County Sheriff's Office on-duty supervisor shall be responsible for notifying all volunteer search and rescue personnel, if needed to support public safety and security related activities.

In the event of a large-scale emergency or disaster, law enforcement personnel may be placed on alert status in accordance with agency policies and procedures.

B. Skagit Emergency Communications (E 9-1-1) Center

Provide emergency call receiving and dispatching as well as alert and warning notification to all law enforcement agencies.

At the request of the Department of Emergency Management, notify the Skagit County Sheriff's Office as well as municipal law enforcement agencies regarding the activation of the Skagit County EOC and the need for law enforcement representatives to report to the Skagit County EOC to assist in coordinating law enforcement response and recovery activities.

C. Department of Emergency Management

If needed, assist law enforcement agencies and/or the law enforcement EOC representatives in coordinating law enforcement functions with other operating agencies.

Provide logistical and other support to all law enforcement agencies upon request.

If needed, coordinate law enforcement requests for state and federal disaster-related assets and services.

D. Washington State Patrol

Upon request and within agency protocols and capabilities, assist local law enforcement agencies in public safety and security related activities.

EMERGENCY SUPPORT FUNCTION #14 LONG-TERM COMMUNITY RECOVERY

PRIMARY AGENCY: Skagit County Department of Emergency Management

SUPPORT AGENCIES: Skagit Emergency Management Council
All Skagit County Elected Officials
All Municipal Elected Officials
All Skagit County Departments/Offices
All Municipal Departments/Offices
All Special Purpose Districts
American Red Cross
Salvation Army
Skagit Interfaith Disaster Recovery Organization (SIDRO)
Other Faith-Based Groups
Private Nonprofit Organizations
Volunteer organizations (WAVOAD)
Washington State Military Department, Emergency
Management Division
Federal Emergency Management Agency (FEMA)
United States Small Business Administration

I. INTRODUCTION

A. Purpose

The purpose of this ESF is to identify roles and responsibilities regarding the recovery of the governments of Skagit County and the incorporated municipalities of Anacortes, Burlington, Concrete, Hamilton, La Conner, Lyman, Mount Vernon, and Sedro-Woolley from a disaster event.

This ESF also pertains to the roles and responsibilities of governmental and non-governmental entities in assisting residents and businesses recover from the effects of a disaster event and the resumption of normal activities.

B. Scope

It is the responsibility of government to assist the public and private sectors in their recovery from a disaster. A wide spread disaster might affect the ability of businesses to function, disrupt employment, interrupt government functions, and impact tax revenues.

Short-term recovery involves the restoration of critical services such as emergency medical capabilities, communications, water supply, sewage service, and power as well as disaster debris removal. Long-term recovery involves the efforts taken to regain normal functions such as commerce and employment, public transportation, and the use of buildings, roadways, bridges, and other structures.

Skagit County government is primarily responsible for providing assistance to the population of unincorporated Skagit County and for the return of Skagit County government functions following a disaster event.

The governments of the incorporated municipalities within the county are primarily responsible for providing assistance to the populations and for the return of government functions following a disaster event within their respective jurisdictions.

If needed, and upon the approval of the Board of County Commissioners, Skagit County government will also support local municipal governments and special purpose districts on a county-wide basis by assisting agencies in coordinating recovery resources.

This ESF applies to all county and municipal departments and offices and addresses disaster related assistance and services provided by government and volunteer agencies following the response to a disaster event.

NOTE: Analysis and review of mitigation programs is not discussed within this plan. Skagit County and the incorporated municipalities of Anacortes, Burlington, Concrete, Hamilton, La Conner, Lyman, Mount Vernon, and Sedro-Woolley have each formally adopted the Skagit County Natural Hazards Mitigation Plan which serves as the official mitigation plan for all governmental jurisdictions within Skagit County.

II. POLICIES

Various laws provide for federal assistance under emergency of disaster conditions with presidential approval. The governor can request direct assistance from selected federal agencies without a formal presidential disaster declaration.

In the event of a large disaster that causes widespread damage throughout the county, the recovery effort for Skagit County government and the governments of the incorporated municipalities within the county will be coordinated from the Skagit County EOC under the direction of the Skagit Emergency Management Council.

Recovery of governmental services will be directed by the Skagit County Board of Commissioners/Mayor(s).

Costs to repair public damage will be the responsibility of the incurring organization. If available, reimbursement will be provided through state and federal programs.

Recovery from smaller emergencies and/or disasters affecting only a single jurisdiction will be coordinated by the affected jurisdiction with assistance provided by Department of Emergency Management staff.

Each individual county or municipal department/office and special purpose district is responsible for preparing work contracts, and for the collection and documentation of all costs associated with disaster response and recovery activities.

If Skagit County qualifies for state and/or federal individual disaster assistance, individuals, families, and businesses will be referred to applicable state and federal programs, or to volunteer agencies.

If federal assistance is approved, each affected public sector (county, municipality, and special purpose district) will designate an Applicant Agent to serve as their official point-of-contact for coordination recovery efforts. Applicant Agents will coordinate recovery efforts between their respective jurisdictions or special purpose districts and state and federal officials.

Unless otherwise directed by the Skagit County Board of County Commissioners, the Department of Public Works will be the Applicant Agent for Skagit County government to apply for and coordinate receipt of state and federal recovery funds.

Each incorporated municipality and special purpose district will need to designate their Applicant Agent and advise the Department of Emergency Management of their selection at the time state and federal recovery funds are requested.

Upon request and within capabilities, the Department of Emergency Management will assist the municipal and special purpose district Applicant Agents regarding recovery activities and/or programs.

III. SITUATION

A. General

Major emergencies or disasters which require recovery and restoration activities to take place may occur at anytime. Recovery and restoration activities include but are not limited to: repair of damaged facilities, utilities and infrastructure; site decontamination; and broad-based assistance to citizens and businesses.

Recovery procedures following a disaster will vary widely and will be dependent upon the nature and magnitude of the event. Depending upon the nature of the event, there may be only a few or a large number of agencies and/or jurisdictions that may have a role in restoration and recovery activities.

Several agencies from outside Skagit County government also participate in the recovery process through the EOC. These include: Washington State Military Department Emergency Management Division, Small Business Administration (SBA), Federal Emergency Management Agency (FEMA), United States Army Corp of Engineers, Federal Highway Administration, Washington State Department of Transportation, American Red Cross, Salvation Army, as well as other state and federal agencies and non-profit organizations.

Individual assistance programs provide recovery assistance to individuals affected by a major emergency or disaster. Recovery assistance provided to individuals is primarily intended to facilitate resumption of the normal way of life prior to the emergency or disaster. Individual recovery programs do not attempt to provide complete and total restitution for injuries and property damage sustained by individuals, but offer only assistance necessary for self-support.

B. Planning Assumptions

The planning assumptions listed below are applicable to this ESF.

- A safe location can be found for coordination of response and recovery.
- Resources are available; trained personnel exist to establish authority and to implement plans and procedures.
- Continuity of government and government functions will be maintained, if possible.
- The private sector is likely to be affected by shortages of food and clothing; damage to housing and loss of possessions; lack of normal employment and access to public transportation and roadways.
- To recover, residents may need to remove debris, maintain employment, access funds for repairs and provide care for children and the elderly or disabled.
- Permits and licenses may be needed for rebuilding.
- Utilities such as phones, safe drinking water and sewer services will need to be re-established.
- Supplies of food and fuels will be required.
- People will be seeking reunification with their families.
- The public will need assistance with insurance claims, public programs and consumer fraud topics.
- Personal records will need to be recovered and positive identification verified.
- Critical workers will be needed to maintain commerce.
- Long-term housing and historical site preservation will require attention.
- Language barriers may impede delivery of services.
- The public sector problems will include infrastructure repair, delivery of emergency programs and services, and recovery of vital records.
- Emergency repairs will be needed on bridges, roads, and public buildings.
- Government directed recovery will attempt to address functions like: public health, water/sewer, public transportation, courts licenses, law and order, fire service, emergency medical services, and inspections.
- Long-term business recovery strategies, codes, and ordinances may be needed.
- Emergency local expenditure ordinances may be required.

IV. CONCEPT OF OPERATIONS

A. General

Following the response to a disaster event, the Skagit County EOC will remain activated, as needed, to coordinate recovery and restoration activities. The Skagit County EOC may be reactivated on a temporary basis to meet developing needs throughout the recovery period. Skagit County EOC staff will support county-wide activities. Liaison and coordination will be maintained with municipal, state, and federal officials as well as the American Red Cross and other volunteer organizations.

The resources and services of county organizations will be used to the extent practicable. Additional services or resources, or those not normally part of the county inventory, may be procured from private sources, requested through the Washington State EOC.

Individuals, families, and the business community seeking financial or housing assistance will be referred to state, federal or volunteer program coordinators, as applicable.

The Skagit County EOC will establish a damage assessment hotline to enable residents and businesses to report damage. The Skagit County EOC will also collect public damage assessment information from local governmental jurisdictions and special purpose districts. If conditions warrant, the Skagit County Board of Commissioners will ask that the governor seek federal disaster assistance to provide for public sector and/or private sector recovery from the disaster. In this case, damage assessment information will be consolidated and forwarded (as well as supplemental disaster information) to the Washington State Military Department, Emergency Management Division to support a proclamation of emergency by the governor and request a presidential emergency or disaster declaration.

Signed presidential disaster declarations for the state are approved to designated county geographical areas (such as Skagit County) in two separate categories; public assistance for counties, cities, special purpose districts, and nonprofits performing government-like services; and individual assistance for individual citizens and businesses. Under certain conditions, the county or smaller jurisdiction may receive declarations approved by the US Small Business Administration or the Department of Agriculture without a presidential declaration.

State and federal recovery activities are typically coordinated through a Joint Field Office. The location and level of operation is determined by the extent of the disaster and upon the needs of local jurisdictions.

B. Mitigation Activities

Primary Agency:

Skagit County, all incorporated municipalities within the county, many special purpose districts, and several local Indian Tribes participate in the Skagit County Natural Hazard Mitigation Plan. The plan was originally developed in 2003 and was updated in 2008. The plan was approved by FEMA on April 2, 2009.

C. Preparedness and Response Activities

Primary Agency:

1. Maintain the Skagit County EOC in a state of readiness.
2. Maintain this plan and Standard Operating Guidelines in support of this ESF.
3. Staff a 24-hour Duty Officer position and respond to emergency and/or disaster events, within capabilities.
4. If needed, assist local elected officials with declaring an emergency.

D. Recovery Activities:

Primary Agency:

1. Collect public and private damage assessment information.
2. Prepare a Supplemental Justification and request for assistance.

3. Secure facilities and/or equipment for use as a Disaster Recovery Center.
4. Assist local jurisdictions/agencies with coordination of recovery efforts.
5. Determine long-term recovery needs and coordinate with state and federal agencies as needed for delivery of long-term recovery programs.
6. Document recovery activities and maintain accurate expense records.
7. Demobilize resources and return to normal activities.

Support Agencies:

1. Conduct agency damage assessment and report damage.
2. Coordinate immediate repairs to allow for agency delivery of services.
3. Determine long-term recovery needs and provide services within agency capabilities.
4. Document recovery activities and maintain accurate expense records.
5. Demobilize resources and return to normal activities.

V. RESPONSIBILITIES

A. Department of Emergency Management

Prepare a local proclamation of emergency authorizing the activation of the local plan and program, the emergency use of local resources, and allowing emergency expenditures.

Maintain continued activation of the Skagit County EOC (as needed) to effect local disaster recovery.

Acquire Initial Damage Assessment Survey information and continue to compile and revise damage assessment information and statistics as needed.

Depending upon the nature and severity of the emergency or disaster, request a Governor's Proclamation of Emergency and a Presidential Disaster Declaration to aid in local recovery and restoration efforts.

Advise the Emergency Management Council and other county/municipal officials as to the status of recovery efforts.

Coordinate "Kick-Off" meeting with Washington State Military Department, Emergency Management Division to begin public restoration and recovery programs.

Coordinate with and assist (with capabilities) the governments of Skagit County and the incorporated municipalities located within the county as well as special purpose districts regarding recovery and restoration requirements and procedures.

If needed, assist in coordinating private non-profit recovery efforts.

Coordinate with the appropriate Public Information Officer(s) or the Joint Information Center regarding recovery and restoration public information.

Evaluate and secure appropriate building(s) and sites for the establishment of a local Disaster Recovery Centers.

Act as liaison to state and federal officials to facilitate recovery efforts.

Provide liaison with the Joint Field Office (JFO) for Skagit County departments/offices and, upon request, for municipal departments/offices.

Document recovery activities and maintain accurate expense records.

B. Skagit County Elected Officials/Departments/Offices

All departments/offices in Skagit County government have to potential to be assigned duties directly associated with the recovery of the community following a disaster. Additionally, all governmental agencies have the responsibility to return to normal business capabilities as soon as possible following an event.

Based upon the nature and severity of the event, the following county departments/offices may have significant roles and responsibilities in disaster recovery/restoration activities. In addition, other organizations/agencies and programs may be available from time to time as funding is available and policy changes occur. Some or all of the following departments/offices may be represented in the EOC based upon the needs of the event.

Skagit County Administrative Services:

Perform major administrative decisions necessary for the continuity of county government, provide risk management services as soon as is feasible, assist county departments/offices in the protection of vital records, provide for the recruitment, allocation, and general management of labor forces required during recovery and restoration operations.

Skagit County Assessors Office

Assist the public in destroyed property claim processing that could affect property values, determine changes in property values in damaged areas and assist the Skagit County EOC in damage assessment analysis and reports.

Skagit County Board of County Commissioners:

If conditions warrant, proclaim an Emergency and request assistance from the Governor of Washington State, authorize emergency spending of funds, and host visiting dignitaries.

Consider motions or ordinances regarding one or more of the following topics: acceptance of debris at county solid waste collection facilities, special provisions for access to damaged buildings, appropriation of emergency funds, authorization to waive normal procurement requirements for emergency expenditures, and topics related to the encouragement of business recovery.

Skagit County Budget/Finance Department:

Procure goods and services and maintain accounting of costs associated with Skagit County government response, recovery, and restoration from emergencies and disasters.

Recommend long-term economic recovery strategies to the Board of County Commissioners.

Skagit County Facilities Department:

Coordinate the emergency rental/leasing of property/buildings as required to provide for continuity of government, support county departments/offices in recovery and restoration activities as required.

Skagit County Public Health Department:

Continue to monitor public health programs/services established during the response phase of the emergency or disaster, and determine if additional programs or services should be established to provide for the public health of citizens and emergency workers.

Skagit County Human Services:

Continue to coordinate with the Director of the Skagit County Public Health Department to evaluate the need to provide mental health services to victims of disaster.

Skagit County Parks and Recreation Department:

Assist other county departments/offices with the safe keeping of public records, assist with debris clearance, assist in the transportation of evacuees to emergency shelters, and assist in the establishment of staging areas for incoming resources.

Upon the request of the Department of Emergency Management, and upon authorization of the Board of County Commissioners, make available county parks and recreation facilities, equipment and personnel to assist the American Red Cross and other volunteer support agencies with the establishment of emergency shelters.

Skagit County Planning Department and Permit Center:

Inspect and properly identify structures within unincorporated Skagit County that are deemed unsafe to occupy, issue building and other permits as necessary, advise the Board of County Commissioners of the need for special provisions regarding fees and paperwork submission for emergency and disaster repairs, and be responsible for long-term re-building issues.

Skagit County Public Works Department:

Designate at least one individual that will be responsible for coordinating with the Skagit County Applicant Agent all issues regarding the use of state and federal funds to repair county roads, bridges, and other public works facilities. This will include damage assessment, the preparation of Project Worksheets, the completion of all proper forms and associated paperwork, award and administration of contracts for repair work, notification of completed repair work, and reimbursement by state and federal agencies for repair work.

Provide emergency construction, repair of county roads and bridges, erect signs and barricades as necessary, supply engineering support services to other county departments/offices and, upon request, assist the municipalities located within the county with engineering support services as directed by the Board of County Commissioners.

Provide debris clearance as required, provide disaster victims access to county solid waste collection facilities for the disposal of damaged belongings. The Board of County Commissioners may waive solid waste disposal fees for disaster victims.

Skagit County Sheriff's Office:

Support recovery and restoration activities as required.

C. Municipal Elected Officials/Departments/Offices

The incorporated municipalities located within Skagit County are responsible for conducting their own recovery and restoration operational activities. With the approval of the Board of County Commissioners, Skagit County will assist the municipalities in conducting recovery and restoration activities depending upon the availability of equipment and personnel.

Municipalities should: designate an Applicant Agent or request that the Department of Emergency Management act as their Applicant Agent, maintain liaison with the Department of Emergency Management regarding recovery and restoration activities, and coordinate with the appropriate Public Information Officer(s) or the Joint Information Center regarding the dissemination of recovery and restoration public information.

Mayor:

If conditions warrant, proclaim an Emergency and request assistance from the Governor of Washington State through normal emergency management channels.

Perform major administrative decisions necessary for the continuity of municipal government, provide risk management services as soon as is feasible, provide for the recruitment, allocation, and general management of labor forces required during recovery and restoration operations, and host visiting dignitaries.

City/Town Council:

Consider motions or ordinances regarding one or more of the following topics: collection of debris and damaged goods by city/town crews, appropriation of emergency funds, authorization to waive normal procurement requirements for emergency expenditures, and the encouragement of business recovery.

Budget/Finance Department:

Procure goods and services and maintain accounting of costs associated with municipal government response, recovery, and restoration from emergencies and disasters. Recommend long-term economic recovery strategies to the City/Town Council.

Parks and Recreation Department:

Assist other municipal departments/offices with the safe keeping of public records, assist with debris clearance, assist in the transportation of evacuees to emergency shelters, and assist in the establishment of staging areas for incoming resources.

Upon the request of the Department of Emergency Management, and upon authorization of the Mayor, make available municipal parks and recreation facilities, equipment, and personnel to assist the American Red Cross and other volunteer support agencies with the establishment of emergency shelters.

Planning/Building Department:

Inspect and properly identify structures within city/town limits that are deemed unsafe to occupy, issue building and other permits as necessary, advise the City/Town Council of the need for special provisions regarding fees and paperwork submission for emergency and disaster repairs, and be responsible for long-term re-building issues.

Public Works/Street/Engineering Department:

Designate at least one individual that will be responsible for coordinating with the designated municipal Applicant Agent all issues regarding the use of state and federal funds to repair county roads, bridges, and other public works facilities. This will include damage assessment, the preparation of Project Worksheets, the completion of all proper forms and associated paperwork, award and administration of contracts for repair work, notification of completed repair work, and reimbursement by state and federal agencies for repair work.

Provide emergency construction, repair of municipal streets and bridges, repair of water treatment and sanitary sewer facilities, erect signs and barricades as necessary, supply engineering support services to other municipal departments/offices. Provide debris clearance as required.

Police Department:

Coordinate with other local law enforcement agencies and support recovery and restoration activities as required.

D. Special Purpose Districts

Special purpose districts such as dike districts, drainage districts, sewer districts, and so forth are responsible for conducting their own recovery and restoration operational activities. With the approval of the Board of County Commissioners, Skagit County will assist special purpose districts in conducting recovery and restoration activities depending upon the availability of equipment and personnel.

Special purpose districts should: designate an Applicant Agent, maintain liaison with the Department of Emergency Management regarding recovery and restoration activities, and coordinate with the appropriate Public Information Officer(s) or the Joint Information Center regarding the dissemination of recovery and restoration public information.

E. Volunteer Non-Profit Organizations

American Red Cross:

Upon request, provide conduct individual damage assessment within the affected area(s).

Within organization capabilities, assist in providing disaster recovery services including mass care, individual emergency assistance, and disaster welfare inquiries.

Salvation Army:

Within organization capabilities, assist recovery operations as a support agency to provide disaster recovery assistance in the form of food vouchers, cleanup kits, some medical assistance, counseling, and mobile feeding.

Skagit Interfaith Disaster Recovery Organization (SIDRO):

Within organization capabilities, provide support to those individuals unable to receive disaster recovery assistance through established local, state, federal, or other nonprofit volunteer organizations.

Other Faith-Based Groups:

Many church groups maintain stockpiles of resources, have the facilities to provide shelter and feeding of displaced populations, and collect funds on a voluntary basis for the recovery of local affected populations. These groups may offer their support through the Skagit County EOC or the appropriate municipal EOC.

F. State and Federal Agencies

Assemble and dispatch damage assessment teams to document and verify public and private damage.

If Individual Assistance is authorized, establish a local Disaster Recovery Center to assist qualified citizens with filing claims for financial or housing assistance.

If Public Assistance is authorized, assemble and dispatch damage assessment teams to develop, in coordination with local representatives, Disaster Survey Reports for public damage and response costs.

Provide technical assistance and advice on recovery and mitigation activities, to both citizens and public agencies, as appropriate.

Coordinate public information and assistance activities with the Skagit County Public Information Officer and or the Joint Information Center. Keep local authorities informed of assistance provided to local residents, businesses, and public entities.

**EMERGENCY SUPPORT FUNCTION #15
EXTERNAL AFFAIRS
(Emergency Public Information)**

PRIMARY AGENCIES: Skagit Emergency Management Council

SUPPORT AGENCIES: Department of Emergency Management
Skagit County Public Health Department
Skagit County Public Works Department
Skagit County Sheriff's Office

I. INTRODUCTION

A. Purpose

To provide for the effective development, coordination, and dissemination of information to the public in case of natural, human-caused, or technological emergencies or disasters.

B. Scope

The emergency public information actions of Skagit County and the incorporated municipalities located within the county taken before, during, and following any emergency or disaster will be determined by the severity of the event as declared by involved jurisdictions, state agencies, or as perceived by the public. A significant emergency public information response may involve many county and municipal agencies as well as the State of Washington and the federal government.

II. POLICIES

The Skagit County Public Information Officer(PIO) will be pre-selected by the Director of the Department of Emergency Management with the approval of the Board of County Commissioners. Skagit County PIO(s) will coordinate the dissemination of public information and news releases for emergencies or disasters occurring within unincorporated Skagit County.

Each municipality shall appoint its own PIO(s) to coordinate the dissemination of public information and news releases for emergencies or disasters occurring within their jurisdictional boundaries. The Department of Emergency Management shall be notified of the appointment of city/town PIO's.

Upon activation of the Skagit County EOC, all public information disseminated to the news media and citizens will be coordinated with the Skagit County PIO to ensure release of compatible and accurate information.

If a Joint Information Center is established within the Skagit County EOC, all public information disseminated to the news media and citizens by municipal PIO's will be coordinated with the Joint Information Center to ensure release of compatible and accurate information.

III. SITUATION

A. Emergency/Disaster Conditions and Hazards

A variety of events caused by natural, human-caused, or technological means may require the need for emergency public information to be disseminated to persons within the affected area, the entirety of Skagit County, or within the region.

B. Planning Assumptions

A natural, human-caused, or technological emergency or disaster may occur anytime.

An event has occurred, or public perception is such that people believe they have been placed in danger by a natural, human-caused, or technological emergency or disaster.

An emergency or disaster event will most likely require responding agencies to provide instructions and information to the public about the incident and actions people should take to save and protect lives, property, and the environment. Responding agencies may also need to provide information to reduce public concerns about the incident and response activities.

Depending upon the circumstances of the incident, individual agencies may need to release emergency or disaster information to the public without prior coordination with Public Information Officer's the Joint Information Center, if established.

IV. CONCEPT OF OPERATIONS

A. General

The functions of emergency public information include the dissemination of accurate and timely information which: promotes personal safety and survival, offers advice on protection of private property, provides accurate information on the actions of government and expected role of citizens, neutralizes rumors, and outlines assistance programs offered by local, state, federal, and volunteer agencies.

Local jurisdictions are responsible for providing their citizens with information on the incident and what immediate protective actions they should take.

Emergency public information regarding emergencies or disasters that affect only one jurisdiction will be coordinated by the affected jurisdiction. Upon the request of the affected jurisdiction, the Department of Emergency management will assist in the coordination and dissemination of public information to the media and citizens.

It is the responsibility of the Skagit County Public Information Officer (in cooperation with the Department of Emergency Management) to coordinate the dissemination of public information to the media and citizens during large and/or multi-jurisdictional events.

Large emergencies or disasters or multi-jurisdictional events may require the establishment of a Joint Information Center (JIC) within the Skagit County EOC to ensure the release of compatible and accurate information.

Coordination of the release and dissemination of emergency public information is encouraged and all agencies/jurisdictions are requested to release public information through the Joint Information Center, if established.

The Skagit County Public Information Officer will manage the county's emergency public information response through all phases of natural, human-caused, or technological events in collaboration with the Board of County Commissioners.

Skagit County PIO functions will be located adjacent to, and coordinated with, the Skagit County EOC. If the situation requires, PIO functions may be co-located at an alternate site that affords better access to the responsible elected official(s), current emergency information, and media contact.

PIO staff persons will be pre-selected from various county departments/offices, based on their ability to write media releases, speak effectively, understand media procedures, and evaluate emergency situations. A sufficient number of PIO staff persons should be pre-selected in order to insure availability of PIO staff during emergency or disaster events.

The activation of county/municipal PIO's will be dependent upon the nature and severity of the event. PIO functions during minor emergencies may be conducted by the On-Scene Incident Commander(s), the Emergency Management Director, or their designees.

The release of public information by municipal PIO's is to be coordinated with the Department of Emergency Management. Upon request, the Department of Emergency Management will support municipal PIO functions. If a municipal PIO is not available, the Skagit County PIO may be utilized to perform municipal PIO functions with the approval of the Skagit County Board of Commissioners and the Mayor of the affected jurisdiction.

Depending upon the nature and/or severity of the event, it may be necessary to coordinate emergency public information with neighboring counties and the Washington State Emergency Information Center.

The Washington State Emergency Information Center will request emergency public information from local jurisdictions when such information is necessary to support the Washington State Emergency Information Center or the State EOC.

The Washington State Military Department Emergency Management Division Public Information Officer will coordinate the management of the state's emergency public information response through all phases of natural, human-caused, or technological events. This will be accomplished in collaboration with the Governor's Communications Director and the Military Department's Public Affairs Officer.

State emergency public information will be coordinated through the Washington Emergency Operations Center. If a Joint Information Center is established, state-level emergency public information also will be provided to the media and the public through that facility.

The state will coordinate with federal agencies to provide federal-level information to the public following a natural, human-caused, or technological emergency or disaster, as deemed necessary.

B. Preparedness Activities

Skagit County and Municipal PIO's:

1. Develop and maintain emergency/disaster procedures and checklists to coordinate emergency public information related missions in support of this ESF and the Skagit County CEMP.
2. Develop appropriate forms and support.
3. Develop and maintain a training program for all PIO personnel.
4. Insure operational readiness of facilities/equipment needed to conduct emergency public information related activities.
5. Participate in local emergency/disaster drills and exercises.

C. Response Activities

Skagit County and Municipal PIO's:

1. Conduct emergency public information activities in support of this ESF and the Skagit County CEMP.
2. Coordinate the mobilization of personnel and equipment required to conduct emergency public information activities.
3. Determine need and establish a Joint Information Center, if required.
4. Request additional resources through normal emergency management channels.
5. Maintain accurate expense records.

D. Recovery Activities

Skagit County and Municipal PIO's:

1. Continue to provide public information to facilitate the gathering of individual and public damage assessment information as well as other recovery and public health related information that may be of use to the citizens of Skagit County.
2. Demobilize resources and return to normal activities.

V. RESPONSIBILITIES

A. Skagit County and Municipal PIO's

Develop and maintain excellent working relationships with the media.

Coordinate with elected officials, Emergency Management Director, Incident Commander, or Unified Command Organization (as appropriate) for the delivery of emergency public information.

Obtain approval from elected officials, Emergency Management Director, Incident Commander, or Unified Command Organization (as appropriate) prior to the release of emergency public information.

Coordinate the release of emergency public information with other jurisdictional PIO's or establish a joint Information Center (as needed) to insure appropriate and consistent dissemination of emergency public information.

B. Department of Emergency Management

Upon request, provide logistical support to county and municipal PIO's for the efficient dissemination of emergency public information.

If needed, request additional PIO personnel through normal emergency management channels.