

SUPPORT ANNEX A WARNING

COOPERATING AGENCIES: Skagit Emergency Communications (E 9-1-1) Center
Department of Emergency Management
County/Municipal Public Information Officers
Skagit County Sheriff's Office
Municipal Police Departments
Fire Service Agencies
Washington State Military Department, Emergency
Management Division
National Weather Service
Various Private Industries/Utilities

I. INTRODUCTION

The purpose of this Support Annex is to provide guidance for the rapid alerting and warning of local officials/agencies and the public of an impending or occurring emergency/disaster event.

This Support Annex augments ESF #2 – Communication and ESF #15 – External Affairs (Emergency Public Information). This Support Annex also provides information regarding how warnings are received and disseminated within Skagit County and the incorporated municipalities within the county.

Emergency or disaster warnings may originate from any level of government. Most warnings are initiated by federal agencies, particularly the National Weather Service which issues watches, warnings, and advisories for events such as flooding, tsunami, and severe weather. In some cases, private industry or utilities may issue warnings via sirens or other methods in the event of hazardous materials releases or problems with dams.

Warning is a two-part function that requires government to maintain redundant systems for learning of the possibility or occurrence of a threat and alerting officials and the public and advising of actions to take to minimize harm to people.

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

The priority in establishing communications systems is life safety first, followed by the re-establishment of critical government functions and the protection of property and the environment.

II. SITUATION

Within Skagit County, the Skagit Emergency Communications (E 9-1-1) Center serves as the primary warning point for receiving warnings. No single warning system exists in Skagit County that will alert the public of all threatening emergency or disaster situations.

Emergency situations will occur that require heavy use of current communications systems. Some communications systems may be damaged or destroyed as the result of a disaster. When the need for communications equipment is highest, there may be fewer resources available, requiring reprioritization or reallocation of working communication resources.

Emergency or disaster warning may originate from any level of government or other sources. Some weather related disasters are forecast prior to the incident. Weather warnings, watches, and advisories are issued by the National Weather Service in advance whenever possible.

Floods and fires sometimes increase in magnitude over several hours or days, allowing time for warning and preparation. Other incidents such as earthquakes or hazardous materials releases offer no opportunity for warning.

Puget Sound Energy operates and maintains a dam failure siren warning system to provide warning for the Town of Concrete and the communities of Grassmere and Cape Horn located immediately downstream of the Town of Concrete along the Skagit River. Monitoring and activation of this system is provided by Puget Sound Energy.

Member industries of the March Point Community Awareness Emergency Response (CAER) group contract with Community Alert Network (CAN) to provide a telephone dial-up community alerting system for residents surrounding March Point. The intent is to provide information to residents in the vicinity of March Point regarding an occurring incident or a potential incident involving a member industry.

III. PLANNING ASSUMPTIONS

There will be occasions when there is no time or mechanism to provide warning.

Communication systems may be damaged, destroyed, or overwhelmed as the result of an emergency or disaster; the time-frames to repair these systems could be considerable due to disrupted transportation routes, the availability of replacement equipment and persons with technical expertise to effect the repairs.

Emergency or alert information is transmitted by broadcasters at their discretion except for Emergency Alert System (EAS) Presidential Messages received from the National Control Point. Broadcasters may choose not to broadcast messages initiated by state and local agencies. EAS messages should be broadcast in English and Spanish to meet the needs of the population. In the event that public instructions need to be translated, interpreters will be located by the Department of Emergency Management through appropriate local ethnic groups.

Following initial warning, the Public Information Officer or the Joint Information Center will provide necessary follow-up information to the public.

IV. CONCEPT OF OPERATIONS

A. Inter-Jurisdictional Warning

The primary warning point within the state is the Washington State Emergency Operations Center (EOC) located at Camp Murray. The state also maintains an alternate warning point at the Washington State Patrol Communications Center at Yakima.

As previously stated, the Skagit Emergency Communications (E 9-1-1) Center serves as the primary warning point for receiving warnings within the county. The center is also the Public Safety Answering Point within Skagit County and as such, operates on a 24-hour basis. The center provides routine emergency call receiving and dispatch services and maintains the following inter-jurisdictional warning systems:

- NAWAS (National Warning System)
- ACCESS (A Central Computerized Enforcement Service System)
- EAS (Emergency Alert System)

Warning messages are periodically received by the Skagit Emergency Communications (E 9-1-1) Center from the Washington State EOC. These messages generally fall into the following two categories:

1. Warning messages pertaining to potential natural hazard events such as flooding or severe weather that could affect Skagit County.
2. Informational messages pertaining to events that are occurring in other areas of the state.

The Skagit Emergency Communications (E 9-1-1) Center may also receive information from private citizens or local emergency response agencies pertaining to an ongoing local event that would require providing alert and warning information to local officials and agencies.

Depending upon the event, the Skagit Emergency Communications (E 9-1-1) Center will provide alert and warning information to local officials/agencies according to their policies and procedures. If needed, the center may initiate the ***Skagit County Fan-Out Alerting System*** to provide alert information regarding the event to local officials and emergency response agencies within the county.

NOTE: Refer to Appendix 2, Table 2 to view the Skagit County Fan-Out Alerting System Diagram.

B. Local Public Warning

The following local public warning systems are available within Skagit County:

Door-to-door:

Local law enforcement and fire agencies (working either independently or cooperatively) can effect door-to-door warning of residents in a localized emergency. Because of the time and personnel needed, this system is not effective for large geographic areas or densely populated areas; this system could also place emergency personnel in danger.

Mobile sirens and public address systems:

Law enforcement and fire agencies may utilize sirens and public address system loudspeakers affixed to apparatus to deliver warning information as they slowly drive through a neighborhood. This method is timelier than door-to-door notification but is limited to those persons that can hear to the public address message. This system can also places emergency response personnel in danger.

Emergency Alert System (EAS):

If needed (and upon authorization) the Skagit Emergency Communications (E 9-1-1) Center can issue a warning to the public via the EAS. This system can provide rapid notification to large numbers of people throughout the county but only those persons listing to local radio or television will receive the warning message.

NOAA Weather Radio:

As part of NOAA (National Oceanic and Atmospheric Administration) the National Weather Service broadcasts official Weather Service warnings, watches, forecasts and other hazard information 24 hours a day, 7 days a week via this system. In order to receive information via this system, individuals must purchase a NOAA Weather Radio receiver for use in their home or business and properly program it to the appropriate channel. The system operates via radio signal and is not reliable for those areas of Skagit County located easterly of State Route 9.

Puget Sound Energy Siren Warning System:

As previously stated, Puget Sound Energy operates and maintains a dam failure siren warning system to provide warning for the Town of Concrete and the communities of Grassmere and Cape Horn located immediately downstream of the Town of Concrete along the Skagit River. Monitoring and activation of this system is provided by Puget Sound Energy.

Community Alert Network (CAN):

Member industries of the March Point Community Awareness Emergency Response (CAER) group contract with Community Alert Network (CAN) to provide a telephone dial-up community alerting system for residents surrounding March Point. The system provides information to residents in the vicinity of March Point regarding an occurring incident or a potential incident involving a member industry.

Mapstorm ENS (Emergency Notification System):

The Skagit Emergency Communications (E 9-1-1) Center has recently begun the process to contract with Mapstorm ENS to disseminate recorded warning messages via telephone within Skagit County. Mapstorm ENS is capable of delivering messages to specific geographic areas or pre-established contact groups which will allow warning messages to be received by local officials as well as the public. The system is expected to be in place and operational within Skagit County by late 2009 or early 2010.

C. Warnings provided during on-going events

As provided for in ESF #15 – External Affairs, warning to the public may be provided as part of the release of emergency public information during on-going events (i.e. flood events) occurring within Skagit County.

On occasion, small and/or localized on-going events may suddenly require the need for the delivery of warning information to the public. In such a case, the local On-Scene Incident Commander has the authority to issue such warnings.

D. Warning message content

If a public warning is required due to life-threatening conditions, the warning message should contain the following information:

1. The reason for the warning (hazard or event).
2. Who is issuing the warning (mayor, fire chief, sheriff, other local official).
3. Specific boundaries of the warning area.
4. What actions the public needs to take (evacuate, shelter-in-place, other) to protect themselves from the hazard.
5. Where the public is to go (evacuation route and shelter location).
6. What the public should take with them (medications, warm clothing, other items).

V. RESPONSIBILITIES

A. Department of Emergency Management

Develop and maintain procedures, standard operating guidelines, and checklists in support of this Support Annex.

Maintain Skagit County EOC and EAS equipment in an operational state of readiness.

Develop and maintain procedures for the routine testing and emergency use of EAS equipment and participate in Emergency Alert System North Puget Sound Local Area tests to insure EAS operational readiness.

Assist the Skagit Emergency Communications (E 9-1-1) Center in coordinating/providing training of shift supervisors and alternates in the use and operation of EAS equipment.

Activate EOC, issue warnings, and activate EAS as necessary.

Upon notification, conduct warning notification according to Appendix 2, Figure 2, Skagit County Fan-Out Alerting System Diagram.

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

Support local PIO and JIC as necessary.

If needed, request additional resources through normal emergency management channels.

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

Develop policies, procedures, and checklists in support of this Support Annex.

Provide adequate staffing to perform routine dispatch services and warning functions.

Maintain operational readiness of all communications and warning equipment.

Participate in regular NAWAS tests.

Provide adequate training of shift supervisors and alternates in the use and operation of EAS equipment and rapid and efficient initiation of warnings via Appendix 2, Figure 2, Skagit County Fan-Out Alerting System Diagram.

Disseminate inter-jurisdictional warning information in accordance with Appendix 2, Figure 2, Skagit County Fan-Out Alerting System Diagram.

Within agency procedures, initiate Community Alert Network (CAN) warning messages.

As directed, issue warning messages via the EAS.

C. Law Enforcement Agencies

Insure operational readiness of communications equipment.

Develop and maintain a close working relationship with the Skagit Emergency Communications (E 9-1-1) Center and the Department of Emergency Management.

Develop policies, procedures, and checklists in support of this Support Annex.

Upon notification, conduct warning notification according to Appendix 2, Figure 2, Skagit County Fan-Out Alerting System Diagram.

As directed (and within agency capabilities) deliver warning to the public via door-to-door and mobile siren/public address system methods. If needed, request additional resources through the Department of Emergency Management.

D. Fire Service Agencies

Insure operational readiness of communications equipment.

Develop and maintain a close working relationship with the Skagit Emergency Communications (E 9-1-1) Center and the Department of Emergency Management.

Develop policies, procedures, and checklists in support of this Support Annex.

As directed (and within agency capabilities) deliver warning to the public via door-to-door and mobile siren/public address system methods. If needed, request additional resources through the Department of Emergency Management.

E. County/Municipal Public Information Officers

As directed, issue emergency public information in accordance with ESF #15 – External Affairs (Emergency Public Information).

E. Puget Sound Energy

Maintain operational readiness of the dam failure siren warning system for the Town of Concrete and the communities of Grassmere and Cape Horn.

Develop and implement a public education program regarding this dam failure siren warning system for the citizens of the Town of Concrete and the communities of Grassmere and Cape Horn.

Conduct monthly tests of this dam failure siren warning system.

Activate the dam failure siren warning system in a timely manner in the event of an actual or imminent dam failure that could threaten the citizens of the Town of Concrete and/or the communities of Grassmere and Cape Horn.

In the event of an activation of this dam failure siren warning system, establish and maintain liaison with the Skagit Emergency Communications (E 9-1-1) Center and the Skagit County Department of Emergency Management.

D. March Point CAER Group

Develop and maintain a close working relationship with other March Point CAER members.

Participate with other March Point CAER members to contract with the Community Alert Network (CAN) to provide a telephone dial-up community alerting system for residents surrounding March Point.

If needed, initiate Community Alert Network (CAN) warning messages.

In the event of an activation of the CAN system, establish and maintain liaison with the Skagit Emergency Communications (E 9-1-1) Center and the Skagit County Department of Emergency Management.

SUPPORT ANNEX B EVACUATION

PRIMARY AGENCIES: Skagit County Sheriff's Office
Municipal Law Enforcement Agencies

SUPPORT AGENCIES: Skagit Transit (SKAT)
Washington State Patrol
Skagit County Fire Districts
Municipal Fire Departments
Skagit County Search and Rescue (SAR) Council
Skagit County Public Works Department
Municipal Public Works/Street/Engineering Departments
Skagit County Parks and Recreation Department
Municipal Parks and Recreation Departments
School Districts
Department of Emergency Management

I. INTRODUCTION

The purpose of this Support Annex is to provide the emergency organization and coordination of the emergency evacuation of people from an area of high risk in the event of an occurring or threatening emergency or disaster event within Skagit County and/or the incorporated municipalities located within the county.

This Support Annex addresses the emergency evacuation of people occurring separately or coincidentally with a significant natural, human-caused, or technological emergency or disaster. This Support Annex does not address evacuation and/or re-location of persons due to the threat of, or occurrence of, a nuclear attack.

This Support Annex will be activated in concert with ESF #1 and ESF #6.

II. POLICIES

The decision to evacuate persons may be made by one of the following individuals: County Commissioner(s) or Mayor; Sheriff/Police Chief, or highest-ranking command law enforcement officer having jurisdictional authority; Fire Chief or highest-ranking command fire officer having jurisdictional authority. This decision will be based upon the current and/or projected situation.

NOTE: *There is no law requiring a citizen to evacuate their home. Law Enforcement can only advise citizens of the prudence of evacuation.*

III. SITUATION

No single warning/evacuation system exists in Skagit County or the incorporated municipalities located within the county that will alert the public of all threatening emergency or disaster situations.

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; 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.

Depending upon the situation and the severity of the event, residents of these areas may not be able to evacuate in a timely manner and emergency response efforts to locate and remove these persons from the hazard area may be delayed due limited transportation routes and resources.

The March Point industrial area near Anacortes is home to two large oil refineries and two chemical companies. Each of these fixed facilities holds large quantities of hazardous materials. In addition, several cold storage facilities hold large quantities of anhydrous ammonia and municipal water and sewer treatment facilities hold large quantities of chlorine.

In the event of a large hazardous materials release from one of these or a similar facility, it may be unsafe for law enforcement, fire, and other first responders to enter the area to conduct an evacuation.

Depending upon the type of hazardous material released, wind direction, and other factors, officials may need to carefully evaluate the situation to determine if evacuation OR sheltering-in-place would be the preferred method of protection for those persons located within the hazard area.

Law Enforcement and Emergency Management officials may need to coordinate with the Washington State Patrol and the Washington State Department of Transportation to designate portions of State Routes as one-way routes to help facilitate the rapid evacuation and movement of persons from the hazard area. In addition, coordination with the Skagit County Public Works Department may also be necessary to designate certain County Roads as one-way routes to help facilitate evacuation and movement activities.

IV. PLANNING ASSUMPTIONS

A significant disaster or emergency may threaten portions of the population of Skagit County and/or portions of the population of the incorporated municipalities located within the county thereby necessitating those affected persons to be evacuated to avoid loss of life.

A significant emergency or disaster may severely damage the transportation infrastructure. Most localized transportation systems and activities may be hampered by the damaged surface transportation infrastructure and disrupted communications. The damage sustained will determine the effectiveness and efficiency of evacuation as well as response and recovery efforts.

Aircraft transportation for reconnaissance of disaster impacted areas may be essential.

Disaster evacuation as well as response and recovery activities, which require the use of the transportation system, may be difficult to coordinate effectively. Gradual clearing of access routes will permit a sustained flow of emergency relief efforts.

The immediate use of the transportation system for evacuation as well as response and recovery activities will most likely exceed the capabilities of Skagit County and/or the incorporated municipalities located within the county thus requiring assistance from the state and federal government.

V. CONCEPT OF OPERATIONS

Direction, control, and coordination of law enforcement personnel and apparatus within their respective jurisdictions shall be directed by the Sheriff/Police Chief or highest-ranking command law enforcement officer. Priority will be given to life saving.

The Skagit County Sheriff (or designee) in consultation with the Unified Commanders, shall assign a supervisor or deputy with decision-making authority to act as the *Evacuation Coordinator* during emergencies/disasters of such magnitude that require evacuation coordination.

Verbal authorization to conduct an emergency evacuation may be given if an immediate evacuation is necessary to protect citizens and avoid loss of life. A written *Evacuation Order* will be prepared and signed by the Board of County Commissioners or Mayor as soon thereafter as practical.

Under emergency or disaster conditions, evacuation activities are the responsibility of the local law enforcement agency within the jurisdiction. Regular law enforcement activities such as traffic control and other law enforcement functions will remain the responsibility of the law enforcement agency concerned.

During emergency or disaster situations, local law enforcement agencies will mobilize all available apparatus and personnel to conduct effective evacuation operations. Additional resources may be obtained through existing inter-local agreements. As part of these inter-local agreements, law enforcement units supplied by other agencies will operate under the incident command system of the host jurisdiction.

Depending upon the availability of equipment and personnel, the Skagit County Sheriff's Office and/or the Skagit County SAR Council will assist municipal law enforcement agencies with evacuation activities.

County/municipal support to an evacuation will be coordinated through the Skagit County EOC or appropriate municipal EOC.

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

The evacuation of persons will be coordinated with the Department of Emergency Management and/or EOC staff. The Department of Emergency Management and/or EOC staff will coordinate

with the *Evacuation Coordinator* regarding evacuation and movement issues as well as the American Red Cross regarding the establishment of emergency shelters. Law enforcement, fire, search and rescue, and other personnel conducting an evacuation shall make every effort to instruct evacuee's as to the location of evacuation shelters.

Evacuation instructions and information to the public will be disseminated using the media, door-to-door contacts, and mobile sirens/public address systems.

Evacuation routes will be selected to provide for rapid, safe, and controlled movement away from the hazard area.

Abandoned and/or disabled vehicles will be cleared from evacuation routes by whatever means necessary so as to not impede the movement of persons away from the hazard area by Public Works/Street Department, Law Enforcement, Fire, Parks and Recreation, or Search and Rescue personnel.

The local law enforcement agency within the jurisdiction is responsible for providing security and other law enforcement related activities within those areas that have been evacuated.

The Skagit County Sheriff/Municipal Police Chief or highest ranking law enforcement command officer, in cooperation with the Board of County Commissioners/Mayor(s), the Fire Chief or highest-ranking fire officer, and the Department of Emergency Management, will determine when it is safe for evacuee's to return to their homes and will establish re-entry priorities for evacuated areas.

The *Evacuation Coordinator* will maintain a close working relationship with other EOC staff to coordinate evacuation issues and to specifically prioritize transportation resources to provide for the evacuation of physically challenged, elderly, and institutionalized persons.

Skagit County and/or the incorporated municipalities located within the county will provide emergency transportation, within their capability, during an emergency or disaster. If transportation requirements exceed the capabilities of the local jurisdiction, private sources shall be utilized as a secondary transportation means. All willing sources will be utilized to meet transportation needs.

Priorities for the use of limited public transportation assets and opening transportation routes shall be established in cooperation with other ESF's such as Transportation, Public Works and Engineering, Firefighting, Search and Rescue, and Public Safety and Security.

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 only where and for as long as necessary.

If local capabilities are exceeded in meeting transportation needs, the Department of Emergency Management may request assistance through normal emergency management channels. 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 all municipal public works/street/engineering departments to conduct an immediate post-disaster survey of the total road/street network.

Under a Major Disaster Declaration by the President, FEMA may provide emergency public transportation services in a disaster affected area which has lost ready access to government offices, supply centers, stores, post offices, schools, and major employment centers, as to such other places as may be necessary in order to meet the emergency needs of the community.

VI. RESPONSIBILITIES

A. Department of Emergency Management

Coordinate the establishment and opening of emergency evacuation shelters with the American Red Cross.

Collect evacuation intelligence and advise government officials, as needed.

Through the Public Information Officer (PIO) or the Joint Information Center (JIC), coordinate the use of radio and other media to provide evacuation instructions to the population and situational changes as they occur.

Assist with the coordination of law enforcement, fire, search and rescue, public works/street department(s), American Red Cross, and local transportation resources to support local emergency evacuation efforts.

Consider and make arrangements for the emergency evacuation of household pets and, depending upon the situation, livestock.

Request state and/or federal assistance if the emergency or disaster requires a response beyond the capabilities of local government and serve as liaison between local government and state/federal resources when the emergency or disaster requires a response beyond the capabilities of local government.

B. Skagit County Sheriff's Office

Upon request, report to the Skagit County EOC or appropriate municipal EOC to coordinate emergency evacuation and movement activities.

Conduct evacuations within unincorporated Skagit County; provide security for evacuated areas, and traffic control as required.

If needed, assign a supervisor or deputy with decision-making authority to act as the *Evacuation Coordinator* to help insure coordination of evacuation efforts.

If needed, request assistance through normal emergency management channels.

Coordinate a variety of evacuation issues such as the identification and designation of evacuation routes, the procurement of transportation resources, and designating reception shelters.

Provide for record keeping including the area(s) evacuated, evacuation/re-entry status of hazard areas, approximate numbers of persons evacuated, and the name/address of those persons refusing to evacuate the hazard area.

C. Municipal Law Enforcement Agencies

Conduct evacuations within jurisdictional boundaries, provide security for evacuated areas, and traffic control as required.

If needed, assign a supervisor or officer with decision-making authority to act as the *Evacuation Coordinator* to help insure coordination of evacuation efforts.

If needed, request assistance through normal emergency management channels.

Coordinate a variety of evacuation issues such as the identification and designation of evacuation routes, the procurement of transportation resources, and designating reception shelters.

Provide for record keeping including the area(s) evacuated, evacuation/re-entry status of hazard areas, approximate numbers of persons evacuated, and the name/address of those persons refusing to evacuate the hazard area.

D. Fire Agencies

Upon request, assist law enforcement agencies in conducting emergency evacuations.

E. Skagit County Search and Rescue (SAR) Council

Upon request, assist law enforcement agencies in conducting emergency evacuations.

F. Skagit Transit and School Districts

As directed by the EOC and within agency capabilities, provide buses for emergency transportation for evacuation of the general public and/or special populations as well as emergency worker transportation.

G. Public Works/Street/Engineering Departments

Upon request, conduct rapid damage assessment of transportation routes/bridges and provide information to the EOC to assist in establishing emergency evacuation routes.

Open emergency evacuation routes as required.

Assist law enforcement by providing emergency signing, barricades and traffic control along emergency evacuation routes.

Supply fuel and refueling equipment/services to insure continuous operation of all emergency transportation vehicles.

H. Parks and Recreation Departments

Assist in the transportation and movement of evacuees to emergency shelters.

SUPPORT ANNEX C MILITARY SUPPORT TO CIVIL AUTHORITIES

PRIMARY AGENCY: Department of Emergency Management

SUPPORT AGENCIES: Washington State Military Department National Guard
Washington State Military Department Emergency
Management Division
Federal Emergency Management Agency (FEMA)
United States Department of Defense

I. INTRODUCTION

The purpose of this Support Annex is to familiarize officials and emergency management staff with Washington State and Federal Government agencies and programs that may provide resource and logistical support to Skagit County and the incorporated municipalities located within the county during an emergency or disaster.

This Support Annex provides only a general overview of how support is provided by other governmental entities. For specific information on how support will be provided by state and federal agencies, their respective plans and procedures must be referenced.

This Support Annex applies to all requests for military support originated by the Skagit County Department of Emergency Management following a local declaration of emergency.

There are provisions under state and federal law where the state or federal government could assume the direction and control of local level functions should there be a total breakdown of government. Given that adequate continuity of government planning is accomplished and procedures are followed in accordance with this plan, there should be no need for state or federal officials to assume the roles and responsibilities of local government.

II. SITUATION

Skagit County and the incorporated municipalities within the county have limited resources and may not be able to adequately respond to and/or recover from a significant disaster event. Local government recognizes there may be events that require the state or federal government to provide significant assistance to Skagit County and/or the incorporated municipalities within the county during the response phase and recovery phase of an event.

III. PLANNING ASSUMPTIONS

In the event of a wide spread disaster that impacts a significant portion of the state or country, it may take a several days before significant state and federal resources will arrive to assist in response and recovery efforts.

This Support Annex assumes the military is capable of providing a wide range of support to local governments in an emergency and that military support may be delayed until a state of emergency is declared by the Governor or there has been a presidential declaration.

IV. CONCEPT OF OPERATIONS

Each county and municipality is required by state law to provide for an active and ongoing emergency management program. Skagit County and the municipalities located within the county have the primary duty to maintain the health, safety, and welfare of their citizens; to mitigate the effects of a disaster; and conduct recovery operations within their respective jurisdictions.

In an emergency or disaster, the first priority for government is the preservation of life and the protection of property. Officials will implement emergency plans and will respond with all available resources.

Depending upon the availability of personnel and equipment, Skagit County will assist municipalities and special districts during emergency and disaster response operations. However, jurisdictions are expected to exhaust all of their known governmental and private resources before asking for county assistance.

If Skagit County cannot accommodate a resource request using locally available resources, a resource request will be made to the Washington State EOC as part of routine resource management activities. It will be up to the state to determine the appropriate means of meeting the county's request, including the use of military assets.

Military assistance is considered supplemental to local efforts and will not be requested unless and until applicable local responses have been, or will imminently be, exhausted. If needed, military assistance will be requested through the Washington State Military Department, Division of Emergency Management via normal emergency management channels.

If a local agency or local official is aware of a specific military resource needed by Skagit County or an incorporated municipality within the county, the specific resource may be requested as part of the request sent to the State EOC.

When deployed to provide Military Support to Civil Authorities, military forces will work under the direction of local authority, but will retain their unit integrity and military chain of command.

V. RESPONSIBILITIES (Department of Emergency Management)

Determine if and when a recommendation will be made to request military assistance.

Prepare a request for military assistance; transmit all requests for military assistance to the Washington State Military Department, Emergency Management Division.

Identify appropriate staging area(s) and coordinate necessary logistical support, including common communications capabilities, with the responding military unit(s).

Coordinate activities to ensure efficient use of requested assets.

SUPPORT ANNEX D DAMAGE ASSESSMENT

PRIMARY AGENCY: Department of Emergency Management

SUPPORT AGENCIES: All Skagit County Departments/Offices
All Municipal Departments/Offices
All Special Purpose Districts
American Red Cross

I. INTRODUCTION

The purpose of this Support Annex is to provide for the effective coordination of all damage assessment activities within Skagit County and the incorporated municipalities located within the county following an emergency or disaster event.

This Support Annex applies to all activities within unincorporated Skagit County and the incorporated municipalities located within the county relating to the assessing of damages resulting from natural, human-caused, or technological disasters.

II. POLICIES

Damage assessment activities will be conducted following any event where disaster intelligence and damage assessment information is needed. The Skagit County Department of Emergency Management will rely on the use of "windshield surveys" (to be conducted within 24 hours of an event) to conduct Initial Damage Assessment Surveys.

All available county and municipal department/office resources will be utilized to perform and support a coordinated Initial Damage Assessment Survey of the area(s) affected by a natural, human-caused, or technological emergency or disaster. Initial Damage Assessment Survey information will be forwarded to the Skagit County EOC or the appropriate municipal EOC in a timely manner.

Even when the effect of an incident is so profound as to be readily apparent that the county will qualify for federal disaster relief, a Preliminary Damage Assessment (PDA) must be completed. The lead agency in preparing the PDA will be the Department of Emergency Management with support from the various county and municipal department/office staff as well as state and federal officials.

III. SITUATION

Due to a long history of flood events that have occurred within Skagit County, most county and municipal officials and department/office staff are familiar with flood events and gathering damage assessment information regarding these events. However, local officials and first responders are NOT familiar with gathering damage assessment information in a timely manner following a large earthquake or other type of disaster event that may cause significant and/or widespread damage to government infrastructure and private property.

IV. PLANNING ASSUMPTIONS

Emergencies and/or disasters will occur and cause significant damage to government infrastructure and/or private property that will require a coordinated and timely damage assessment process.

In order to identify response requirements of the emergency or disaster incident, there will be an immediate and continuous demand for damage assessment information.

Initial reports may be fragmented and may provide an incomplete picture of the extent and magnitude of damage to the community.

There may be a shortage of individuals qualified to assess the damage and local governmental agencies and resources will be quickly overwhelmed in a catastrophic event such as a large magnitude earthquake or other type of event that causes significant damage.

The governments of Skagit County and the incorporated municipalities located within the county as well as other political subdivisions will coordinate with each other to support damage assessment activities.

V. CONCEPT OF OPERATIONS

A. Initial (Urgent) Damage Assessment

Initial or urgent damage assessment will generally begin during or immediately following the disaster event and continue until the EOC has developed a picture of the types and magnitude of damage throughout the county. EOC personnel can use information gathered in the initial damage assessment to determine critical facility and transportation route status, prioritize initial response activities, and determine the immediate need for outside assistance.

In the event of a large-scale event that caused severe and/or widespread damage to multiple buildings and/or structures, local Building Officials, building inspectors, engineers, and architects will be utilized to inspect and evaluate damaged buildings and structures.

Initial or urgent damage assessment survey activities must be promptly carried out to provide the EOC with disaster situation information. The goals of conducting an initial or urgent damage assessment survey are to determine:

- Boundaries of the disaster area and identify the jurisdictions impacted.
- Status of transportation routes and communications systems.
- Status of operating facilities and critical facilities.
- Status of key personnel.
- Hazard-specific information and access points to the disaster.
- Priorities for response and resource shortfalls.

Initial or urgent reports may be provided by county/municipal agencies, county/municipal employees, the media, or the public. Damage reports from county/municipal agencies or employees should be as concise yet informative as possible and without delay. Reports of damage should not be delayed to gather detailed information.

At a minimum, initial or urgent reports should contain a location, type of damage, magnitude of damage, whether personal injury or death is involved, and whether immediate assistance is needed to save lives.

Initial or urgent damage assessment reports will be made to the Skagit County EOC or the appropriate municipal EOC by the most expeditious means under the circumstances.

Although difficult to contemplate, it may be prudent to bypass an apparently urgent situation to continue damage assessment activities. Remember – there may be an even more urgent need down the road.

Following the initial or urgent damage assessment, and as necessary, responders will establish response priorities directed towards attending to the needs of the public so as to provide maximum life-saving potential. If local resources are insufficient to respond to all urgent needs in a timely manner, additional resources will be requested through mutual-aid agreements or through the Skagit County EOC or appropriate municipal EOC.

EOC staff will analyze the information received, develop countywide response priorities, and coordinate resources accordingly. EOC staff will also disseminate damage information to appropriate government officials, the media, and the public.

NOTE: See Tab D-1, Initial Damage Assessment for additional information.

B. Detailed Damage Assessment

A detailed damage assessment is needed to document the magnitude of private and public damage for planning recovery activities and to justify requests for state and federal assistance as well as meet the information needs of the public.

The detailed damage assessment process will generally begin following the completion of response activities to protect life and property. Depending on the nature and magnitude of damage, the detailed assessment process could last for several weeks. The Skagit County EOC may or may not be activated during the entire damage assessment process.

The Skagit County Department of Emergency Management will establish a damage assessment hotline for the purpose of gathering individual and business damage.

Within agency capabilities, the American Red Cross may conduct a detailed damage assessment of residential and business structures in cooperation with local government.

Individual and business damage assessment information will be forwarded to the state for the purpose of determining if Skagit County qualifies for state and federal assistance for individuals, families and businesses.

Depending on the nature and magnitude of the disaster, county and municipal governments may conduct structural inspections of privately owned structures and businesses to determine whether they are safe to enter or to occupy.

If it appears that the county may meet the threshold for federal disaster assistance, the Department of Emergency Management will complete a formal Preliminary Damage

Assessment and Supplemental Justification. In addition, state and federal inspectors may tour the damaged areas to determine eligibility for assistance under the Stafford Act. Based largely on these assessments, the Skagit County Board of Commissioners may ask the Governor to request federal disaster assistance.

The Department of Emergency Management will coordinate public damage assessment activities. Upon request, county, municipal, special purpose districts, and other agencies and organizations will complete and submit Preliminary Damage Assessment forms to the Department of Emergency Management for forwarding to the state.

County and/or municipal departments/offices will need to establish procedures and checklists and train staff based upon their individual area of responsibility to complete damage assessment activities and provide timely reports in pre-determined format to the Skagit County EOC or appropriate municipal EOC.

In the event of a catastrophic event such as a major earthquake, the Department of Emergency Management will request damage assessment information from a variety of sources including local hospitals and health care centers, school districts and private schools.

If activated, the Skagit County EOC staff will disseminate damage information to appropriate government officials, the media, and the public. If the Skagit County EOC is no longer activated, damage information will be disseminated by Department of Emergency Management personnel.

VI. RESPONSIBILITIES

A. Department of Emergency Management

Encourage jurisdictional departments/offices to develop procedures and protocols to insure damage assessment is conducted and damage assessment information is collected and shared with the Skagit County EOC.

Coordinate the overall effort to collect, process, evaluate and disseminate damage assessment information. Gather individual, business, and public damage assessment figures and forward to the state.

Assist county and municipal agencies in preparing Preliminary Damage Assessment forms and assist the Skagit County Board of Commissioners in preparing all documents required to ask the Governor to request federal disaster assistance.

Prepare a formal Preliminary Damage Assessment and Supplemental Justification and forward to the state with a request from the Skagit County Board of Commissioners asking the Governor for federal disaster assistance.

Coordinate with state and federal agencies as needed to insure delivery of federal disaster assistance.

B. All County/Municipal/Special Purpose Agencies

Develop procedures and checklists to assist agency staff to respond when needed and support damage assessment activities.

Perform Initial Damage Assessment Survey activities as well as all other agency-assigned tasks in support of initial and detailed damage assessment processes.

VII. TABS

Tab D-1, Initial Damage Assessment

TAB D-1 INITIAL DAMAGE ASSESSMENT

I. INTRODUCTION

Initial or urgent damage assessment is a process that is launched to quickly assess or “size up” the degree that the event has challenged the community. The goals of conducting an initial or urgent damage assessment are to determine:

- Boundaries of the disaster area and identify the jurisdictions impacted.
- Status of transportation routes and communications systems.
- Status of operating facilities and critical facilities.
- Status of key personnel.
- Hazard-specific information and access points of the disaster.
- Priorities for response and resource shortfalls.

The overall goal of the initial or urgent damage assessment process is to develop disaster intelligence that will allow the governments of Skagit County and the incorporated municipalities located within the county to respond in an organized and coordinated manner to:

- Save and protect the greatest number of people at risk.
- Protect private property as much as possible.
- Protect critical facilities and vital infrastructure.
- Minimize environmental damage.

Every county/municipal department/office has a responsibility to quickly assess the event's impacts on personnel, facilities, and capabilities. Certain departments/offices, especially those which have field personnel with radio communication capabilities, have an obligation to use those field resources to collect more general information about the impacts on the community.

II. CONCEPT OF OPERATIONS

A. General

Skagit County departments/offices, municipal departments/offices, rural fire districts, Skagit Transit, hospitals, schools, industries, utilities, citizens, and other sources will provide initial or urgent damage assessment information to the Skagit County EOC or the appropriate municipal EOC following critical events. This information will be utilized to determine the size, scope, and profile of the event and the area(s) impacted which will then help determine the priorities for response and resource allocation.

Those agencies contributing information are expected to screen and process the information so the EOC can quickly develop disaster intelligence.

Political jurisdictions, rural fire district boundaries, county road districts, flood fight sectors, and transit service areas will serve as the geographic parameters for profiling the impacts of the event.

B. All County/Municipal Departments/Offices

All county/municipal departments/offices will assess their personnel capabilities, the status of their facilities, and their ability to resume business following a significant event and report this information to the Skagit County EOC or the appropriate municipal EOC.

C. Operational County/Municipal Departments/Offices

Operational county/municipal departments/offices will deploy or utilize existing field personnel to perform an initial or urgent damage assessment analysis. Because EOC's may not communicate directly with field personnel, such as public works crews or transit coach drivers, the operational departments/offices should develop the capabilities of screening, analyzing, and forwarding damage assessment information to the appropriate EOC. To effectively support a countywide initial damage assessment, operational departments/offices may have to adapt how they utilize their dispatching and communications functions.

D. Emergency Operations Centers

EOC's will readily interpret the combined input from various operational departments/offices and other sources and may direct the deployment of other personnel to the impacted areas to conduct further reconnaissance.

All municipal EOC's will forward damage assessment information to the Skagit County EOC.

III. RESPONSIBILITIES

A. Skagit County Emergency Operations Center

Develop internal procedures and protocols to receive, collect, analyze, and disseminate damage assessment information in a timely manner.

Develop a profile of the affected area(s) including:

- Major geographic features.
- Population concentrations.
- Critical facilities.
- Access routes.
- Available resources.

If necessary, sector the affected area(s) to track and allocate personnel and manage information. Assess risk by sector to develop a composite picture related to:

- Life safety.
- Population density and demographics.
- Critical facilities.
- Access routes and lifelines.
- Available resources.

Relay all damage assessment information to the Washington State EOC and all activated local municipal EOC's.

Disseminate damage assessment information via Incident Status Summaries (ICS Form 209) in accordance with established Skagit County EOC procedures.

Insure damage assessment information is disseminated to the public.

B. Municipal Emergency Operations Centers

Develop internal procedures and protocols to receive, collect, analyze, and disseminate damage assessment information in a timely manner.

Assess risk by sector to develop a composite picture related to:

- Life safety.
- Population density and demographics.
- Critical facilities.
- Access routes and lifelines.
- Available resources.

Relay all damage assessment information to the Skagit County EOC.

C. Skagit County Public Works Department

Develop procedures to utilize available personnel to evaluate event impacts, and communicate damage assessment information from the field.

Coordinate the sectoring and reporting process with other county departments.

Coordinate the damage assessment information collection/reporting process with other county departments/offices and the Skagit County EOC.

Conduct bridge and road inspections.

Relay damage assessment reports to the Skagit County EOC.

D. Skagit County Sheriff's Office

Develop procedures to utilize available personnel to evaluate event impacts and communicate damage assessment reports from the field.

Coordinate the damage assessment information collection/reporting process with other county departments/offices, adjoining law enforcement agencies, and the Skagit County EOC.

Relay damage assessment reports to the Skagit County EOC.

E. All Other County Departments/Offices

Develop procedures to utilize available personnel to evaluate event impacts and communicate damage assessment reports from the field.

Coordinate departmental/office damage assessment information collection/reporting process with other county departments/offices and the Skagit County EOC.

Relay departmental status reports to the Skagit County EOC.

F. Skagit Transit

Develop procedures to utilize available personnel to evaluate event impacts and communicate damage assessment reports from the field.

Coordinate agency damage assessment information collection/reporting process with the Skagit County EOC.

Relay departmental status reports to the Skagit County EOC.

G. Municipal Departments/Offices

Develop procedures to utilize available personnel to evaluate event impacts and communicate damage assessment reports from the field.

Coordinate department/office damage assessment information collection/reporting process with the appropriate municipal EOC.

Conduct bridge and road inspections.

Relay departmental status reports to the appropriate municipal EOC.

H. Rural Fire Districts

Develop procedures to utilize available personnel to evaluate event impacts and communicate damage assessment reports from the field.

Coordinate agency damage assessment information collection/reporting process with local law enforcement and emergency medical services agencies.

Relay departmental status reports to the Skagit County EOC.

I. Dike Districts

Develop procedures to utilize available personnel to evaluate event impacts and communicate damage assessment reports from the field.

Coordinate agency damage assessment information collection/reporting process with the Skagit County Public Works Department or the Skagit County EOC.

Relay departmental status reports to the Skagit County EOC.

J. Skagit County Emergency Medical Services Commission

Develop procedures to utilize available personnel to evaluate event impacts and communicate damage assessment reports from the field.

Coordinate agency damage assessment information collection/reporting process with local fire and law enforcement agencies.

Relay departmental status reports to the Skagit County EOC.