

SAN JOAQUIN COUNTY
OFFICE OF EMERGENCY SERVICES



HAZARDOUS MATERIALS
AREA PLAN

November 2008

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SECTION 1: PROPOSED AREA PLAN (§2720 H&S)

1.1 General

This document describing the San Joaquin County Hazardous Materials Emergency Response System is prepared according to statutory requirements.^{1/} The County's several jurisdictions have specific procedures and authorities for hazardous materials response in their individual operational plans. This summary does not supersede those plans or policies but instead summarizes the common ideas and capabilities contained in the individual operational plans.

San Joaquin County organizes and structures hazardous material emergency response according to FIRESCOPE and SEMS guidance.^{2/} Section 4 of this document describes how the FIRESCOPE system is applied through notification and coordination and adapted to hazardous materials incidents within the San Joaquin County response jurisdiction.

This 2008 update goes into further detail on Standardized Emergency Management (SEMS) and National Incident Management (NIMS) systems and integration with agencies participating with the plan. In addition, the plan now covers procedures for response to Pesticide Drift incidents as required by State Bill 391 (Florez).³

1.2 Objectives

Administrative Objective: To meet minimum State statutory requirements for the development of area plans.^{4/} This includes describing the County hazardous materials response system and those procedures and capabilities common to all jurisdictions.

Operational Objectives: The overall goal of the hazardous materials response system developed by the jurisdictions of San Joaquin County is to protect public health, prevent environmental damage, and ensure proper use and disposal of hazardous materials. This response system has three operational objectives:

¹ §25500, Article 1, Chapter 6.95, Division 20, Health and Safety Code; §852.62.2, Article 2, Chapter 5, Subdivision 4, Division 1, Title 14, Code of Regulations

² §8608, Article 9.7, Chapter 7, Division 1, Title 2, Government Code; Incident Command System (ICS) Module HM120 - **Firefighting RESources of California Organized For Potential Emergencies**

³ Not as yet codified. Pesticide Drift Exposure Response Act (SB-391-Florez)

⁴ §25500, Article 1, Chapter 6.95, Division 20, Health and Safety Code

1. Maintain effective response capabilities to contain and control releases and mitigate their impact on the public and environment.
2. Maintain the capability to oversee long-term cleanup and mitigation of residual release effects on public health and the environment.
3. Ensure that the efforts of all jurisdictions and agencies are effectively integrated.

Prevention Objective: A primary objective is the prevention of incidents in the first place. County prevention activities include a combination of inspections and regulatory oversight, training courses, and enforcement actions. A primary tool for accomplishing prevention is enforcement of State and Federal statutory requirements.^{5/}

1.3 Prevention and Mitigation Activation

The local Administering Agency for the Hazardous Materials Management Plan Program is the San Joaquin County Office of Emergency Services (OES). The Office of Emergency Services is a Participating Agency under the County Certified Unified Program Agency. Under this program, businesses must prepare emergency plans for hazardous materials incidents, train employees, and make proper notifications during incidents. Administering Agency staff reviews plans, training documents, and general safety conditions during routine inspections.

Other agencies and jurisdictions within the County also provide prevention activities including:

- Fire departments and/or Fire Warden (Fire Code)
- Regional Air Pollution District (Air Pollution Regulatory Programs)
- Environmental Health Division (Underground Tank and Waste Handler Programs)
- Agricultural Commissioner (Agricultural Chemical Use and Pesticide Drift Programs)
- Community Development Department (Building Codes and Planning Code Ordinances)
- District Attorneys Office (Toxic Enforcement Strike Force)
- Public Works (Household Hazardous Waste Program)

⁵ §25500, Article 1, Chapter 6.95, Division 20, Health and Safety Code
San Joaquin Operational Area
– Hazardous Materials Area Plan

1.4 Plan and Approval and Existing Formal Agreement

Formal approval is obtained during the preparation process for some elements of this document. Respective governing boards, or designees approve local plans and procedures reflected in this document that are not multi-jurisdictional. The San Joaquin Operational Area Council approves the multi-jurisdictional elements of the document. The existing agreements include:

1. Joint Hazardous Materials Team Agreement (County of San Joaquin, Cities of Stockton, Lodi, Tracy and Manteca, California Department of Transportation, and signatory rural fire districts).
2. San Joaquin Operational Area Agreements. Signatory information is maintained at San Joaquin County Office of Emergency Services

1.5 Area Plan Update and Implementation (§2721 Area Plan Maintenance)

This Area Plan is revised and updated on an ongoing 3-year cycle. The Joint Team Policy and Procedures is maintained on a yearly cycle because of the number of responses that occur, and the ongoing need to review and modify techniques the team uses.

1.6 Area Plans Relationship to Other Plans

The efforts of all jurisdictions and agencies of the County will include enhancing their ability to integrate all involved agencies and jurisdictions into a unified organization that will implement this standardized system. Joint preplanning activities will include setting up structures and policies to ensure that that integration occurs.

1.7 Business Plan Information

Please refer to the California Health and Safety Code, Section 25503 for the legal requirements for business plans.

Emergency plan and inventory information can now be transferred through an interactive website from businesses respective business plans to the Office of Emergency Services. Responders and field personnel can access this data through the Office of Emergency Services web site. This system for gathering and sharing information on business and plans greatly enhances the quality of plans, reduces workload, and ensures faster access.

Businesses certify their plans and inventories are correct on an annual basis although changes are received year round.

1.7.1 Integrating Business Information into Area Plan

Strategic response planning is accomplished by incorporating information from the business emergency and risk management plans into this Area Plan. For instance, facilities with large quantities of a regulated substance, which pose a threat to large populated areas, may become candidates for a large-scale exercise of this Area Plan. Such drills at local business facilities involving Joint HAZMAT Team members and many other response disciplines have become common in the San Joaquin Operational Area. Enough businesses have requested such drills that there is now a waiting list.

1.8 **Ensuring Business Plan Accuracy and Pre-Incident Surveys**

As Administering Agency, the County Office of Emergency Services conducts activities to enhance business preparedness under State statutes.^{6/} These include identification of businesses using over 55 gallons, 500 pounds, or 200 cubic feet of a hazardous material for regulation.^{7/} They also include review of mandated business emergency plans with the specific goal of preventing or minimizing incidents. Business inspections include safety comments and confirmation of inventories, training documentation, and business plan information. Preplanning for specific facilities is not performed during inspections.

1.8.1 Fire Department Access to Program Data

Business plans and inventories, site maps, and specific response information are available to fire and police departments. These local agencies are responsible for developing site-specific response preplans using the information gathered by the Administering Agency.

Fire districts can generate lists of businesses handling hazardous materials in order to identify fixed potential hazards for additional planning. The highest priority is potential hazards near concentrations of senior citizen residences, schools and day care centers, and non-English speaking populations.

1.9 **RMP - Acutely Hazardous Materials**

Handlers of acutely hazardous materials must comply with the Risk Management Program identified under the California Accidental Release Prevention Program (CalARP) regulations.^{8/} This program incorporates hazard evaluation techniques and risk reduction strategies to be used by businesses to manage acutely hazardous materials.

Businesses regulated under the CalARP are required to comply with the Federal Risk Management Program and/or the California Program as appropriate. These facilities receive inspections, risk reduction plan reviews and audits for program compliance. Initial Completion

⁶ §25500, Article 1, Chapter 6.95, Division 20, Health and Safety Code

⁷ §25508 and §25185, Article 1, Chapter 6.95, Division 20, Health and Safety Code

⁸ §2735.1, Article 1, Chapter 4.5, Division 2, Title 19, California Code of Regulations

Criteria Review Sessions initiate a dialog between the Administering Agency and business aimed at establishing a one-year plan development and submission process. The Administering Agency remains involved in risk reduction strategy.

Part of this process is the creation of an operational area map locating large quantity handlers of regulated substances.

1.10 Area Plan Checklist

Criteria for developing Area Plan content is analyzed from three different regulatory programs during update cycles. These are Chapter 6.95 of the Health & Safety Code for basic Area Plan content, and the California Department of Fish & Game and United States Coast Guard programs for development of oil spill plans.

**SECTION 2: PROCEDURES AND PROTOCOL
FOR EMERGENCY RESPONSE PERSONNEL**
(§2722 H&S, §4460 UCS)

2.1 References to Follow During Incidents

The following documents constitute the actual authorities for initial response from demobilization to clean up activities. Specific procedures for each jurisdiction are listed since agencies will need to follow both Area Plan and local procedures. Some of these documents are contained in the appendices of this document and others are referenced here only.

2.1.1 Emergency Operations Plans

1. City of Escalon Emergency Operations Plan
2. City of Lathrop Emergency Operations Plan
3. City of Lodi Emergency Operations Plan
4. City of Manteca Emergency Operations Plan
5. City of Ripon Emergency Operations Plan
6. City of Stockton Emergency Operations Plan
7. City of Tracy Emergency Operations Plan
8. San Joaquin County Emergency Operations Plan
9. San Joaquin Operational Area Emergency Operations Center Procedures
- 10.

2.1.2 Joint Team, State of California, and Federal Procedures

1. Joint Hazardous Materials Team Operational Guidelines, Procedures, and Equipment Manual
2. State of California Hazardous Materials Incident Contingency Plan
3. United States Coast Guard 11th District Area Contingency Plan

2.1.3 Communications Centers

1. San Joaquin Area Emergency Alert System Plan

2. San Joaquin Operational Area Multi-Agency Coordination System Procedures
3. County of San Joaquin Sheriff's Communications Center Procedures
4. City of Stockton Fire Department Communications Center Procedures
5. Lifecom Communication Center Procedures

2.2 Approach, Recognition, and Evaluation of Incidents

Local, state, and federal agencies provide statutory awareness training (see Section 5 – Training) to personnel that may come upon a release or threatened release. This defensive level training covers basic recognition, material evaluation, and initial notification procedures. It does not provide offensive level training.

2.2.1 Approach and Evaluation

Approach, entry, and physical evaluation activities are covered in the Hazardous Materials Technician and Specialty level training. Joint Team Policy, Section §13, describes how team members with that level of training will approach and evaluate unknown materials, or threats of unknown materials.

2.3 Identifying Potential Release Impacts

Responsibility to determine the potential hazards and impact of a release or threat of a release is that of the Assistant Safety Officer. These protocols are found in the Joint Team Policy, Sections §12 and §14.

2.4 Personal Protective Equipment and Emergency Equipment Guidelines

Joint Team Policy, Section §13, describes the process to select appropriate equipment to protect responders for entry operations and cleanup.

2.5 Monitoring and Decontamination Guidelines

Guidelines for conducting decontamination and facility protection actions can be found in the Joint HAZMAT Team (JHT) Policy. These decontamination protocols identify equipment, procedures, and responsibilities for incidents ranging from a small routine incident to complex multi-casualty incidents.

- Monitoring procedures is found in Section §6, Medical Surveillance Policy.

- Decontamination procedures are found in Section §14. Mass decontamination for non-responders is in Section §15.

SECTION 3: PRE-EMERGENCY PLANNING (§2723 H&S, §1561.15 UCS)

3.1 General

The County of San Joaquin has established a prevention program as part of its response system. In addition, ongoing preplanning occurs to address the diverse capabilities needed for effective response if an incident does take place. Cities and special districts participate in this effort through the processes identified below.

3.2 Pre-Emergency Planning and Coordination

Coordination with industry occurs during fire code inspections, business plans inspections, and individual contacts. Site specific planning and coordination for response to a hazardous material incident occurs at the city and special district level.

3.3 Industry Coordination

A business plan is required to be developed by a business as defined in regulation.⁹ This plan addresses emergency response by employees.^{10/} An employer response plan is also required under the Federal Resource Conservation and Recovery Act of 1976 (RCRA).^{11/}

These statutes describe the employers' responsibility to develop the response plan, elements of the plan, and procedures for handling emergency incidents. The plan shall address how the private business employer will interact with the public sector emergency responder at the time of an incident.

3.4 Coordination Between Agencies

3.4.1 San Joaquin Operational Area Council

General emergency response coordination of jurisdictions within the County occurs through the San Joaquin Operational Area Council. This Council meets periodically for review and approval of disaster and emergency plans. The Council establishes working groups to address specific issues such as hazardous materials. A copy of the description and membership of the San Joaquin Operational Area Council is available in the County Office of Emergency Services.

⁹ California Health and Safety Code, Section 25503

¹⁰ 29 CFR 1910.120 (1)(1)(i)

¹¹ 29 CFR 1910.120 (p) (8)(i)

3.4.2 Fire Chiefs' Association Special Operations Committee

This multi-disciplinary standing committee meets monthly or on an as-needed basis. The committee performs emergency planning tasks regarding hazardous materials, Urban Search & Rescue and other issues involving the fire services.

3.4.3 San Joaquin County Toxic Enforcement Strike Force

The San Joaquin County Office of the District Attorney conducts monthly meetings to provide an open forum for agencies to discuss current issues. These issues may concern hazardous materials or waste enforcement, and strategies for obtaining compliance with current regulations. Agencies participating include the San Joaquin County Office of Emergency Services, San Joaquin County Environmental Health Division (CUPA), California Department of Fish and Game, the Regional Water Quality Control Board, the San Joaquin County Sheriff's Office, several municipal utility districts, the San Joaquin County Agricultural Commissioner's Office, and others.

3.4.4 Joint Team Steering Committee

This steering committee meets periodically to review changes in policies, procedures, training needs, plans and other response related issues. There are sub-committees focusing on specific issues such as equipment and training.

3.4.5 Weapons of Mass Destruction Steering Committee

This committee meets on an as-needed basis, depending on pending issues, to coordinate the implementation of standardized methods for response of chemical or biological incidents.

3.4.6 County Public Health and Pesticide Drift Protocols

The San Joaquin County Public Health Department shall meet at least annually with other emergency response agencies to present information on the health hazards and what may be expected by Incident Commanders, emergency responders when called to a pesticide drift incident. This meeting can also be used to plan and set up an annual tabletop or full-scale exercise based on pesticide drift.

3.4.7 State and Federal Coordination

San Joaquin County as an Organizational Area is recognized in many State and federal plans as an involved agency requiring interaction with that respective agency. The Administering Agency recognized as the Office of Emergency Services shall coordinate and assist with any calls placed upon the Organizational Area by other agencies. Such agencies can include, but

is not limited to, California State Fish and Game, Lawrence Livermore National Laboratory (Site 300), and the United States Coast Guard.

3.5 Mutual Aid Agreements

3.5.1 California Master Mutual Aid Agreement

Public safety agencies provide mutual aid to other jurisdictions under the provisions of the California Master Mutual Aid Agreement. Under this agreement, the State Office of Emergency Services has the responsibility to extend hazardous materials technical functions mutual aid between other counties.

3.5.2 San Joaquin County Fire Service Mutual Aid Agreement

A separate mutual aid agreement exists between the County fire districts. A copy of existing mutual aid agreements can be found in the San Joaquin County Emergency Operations Plan. These agreements, along with other response agreements, ensure that any jurisdiction can obtain personnel to fill all positions of the pre-established County Incident Command System structure for hazardous material incidents. See Attachment #1 for details.

3.5.3 Joint Hazardous Materials Technician/Specialist Mutual Aid

Many jurisdictions maintain personnel trained and equipped to perform specialized entry and mitigation positions of the Hazardous Materials Group function found in the Incident Command System response structure.^{12/} Several of these agencies also maintain specialized equipment and vehicles. Automatic mutual aid is provided through the "Agreement for Hazardous Materials Team within San Joaquin County." A copy of the agreement is included in Appendix #12. All agencies with hazardous materials response capabilities have signed the agreement.

3.5.4 Out of County Agreements

San Joaquin County has a special hazardous materials mutual aid agreement in place with Amador County. See Appendix #12 – Agreement for Participation in Central Valley Hazardous Materials Response System). Systems and provisions exist for traditional mutual aid to other counties and jurisdictions under the Master Mutual Aid Agreement.

3.5.5 Private Business or Facilities Agreements

San Joaquin County does not have any specific or informal agreements with businesses or facilities that could provide mutual aid. However, agreements could be made on a case-by-case basis if the need arises during emergency operations.

3.6 Activation/Deactivation of Emergency Response Agencies

Activation and deactivation of emergency responders are conducted under ICS standard protocols. The San Joaquin Joint Hazardous Materials Team Policies and Procedures Manual outlines activation and deactivation procedures for hazardous materials incidents. For major medical disasters, deactivation guidelines are found in the Region IV Multi-Casualty Plan. Activation and deactivation procedures for all other disasters such as floods, earthquakes, and wild land fires are conducted under SEMS guidance documents and mutual aid agreements.

3.7 Access to Funding

The Incident Commander is responsible for financial decisions made to handle the incident. However, certain funds are available for specific aspects of the hazardous material mitigation. Appendix #6 (12.6.5) provides details on obtaining local, state, and federal funds for cleanup activities.

3.7.1 Reimbursement/Cost Recovery Options

The County Office of Emergency Services, acting in its coordinating role will assist local agencies to access federal and state disaster assistance programs.^{13/} Few of these programs focus specifically on hazardous material incidents. Most of these programs are for major incidents involving state and federal disaster declarations.

3.7.2 Cost Recovery From Responsible Parties

The Incident Planning/Intelligence Section should package up all documentation so the Incident Commander's agency can pursue any available reimbursement processes. The responsible party or business will be responsible for any claims. If responding or helping agencies generate records, then a copy should be provided. If cost recovery is coordinated through the Incident Commander, then records can be provided as well.

¹³ Robert T. Stafford Disaster Relief and Emergency Act, Public Law 93-288, as amended.

Title 44, Code of Federal Regulations, Part 206.

Natural Disaster Assistance Act, as amended: §8680 through 8692, Article 1-5, Chapter 7.5, Division 1, Title 2, California Government Code.

3.8 Access to Disposal Facilities and Contractors

Jurisdictions are responsible for maintaining procedures and funds for obtaining emergency clean up contractors for spills without a responsible party. The Environmental Health Division maintains lists of available contractors for use by all agencies. The County Office of Emergency Services arranges cleanup on County road right of ways.

3.8.1 Available Disposal Sites

There are no full service hazardous waste facilities in San Joaquin County. Waste removal businesses transport material out-of-county after pick up. There are several options for small quantity waste for emergency response agencies.

California Department of Transportation (CalTrans): The CalTrans facility in Stockton provides a temporary storage facility for short-term storage of small quantities of low risk waste in return for the option of Joint Hazardous Materials Team response to spills on their jurisdiction.

San Joaquin County Household Hazardous Waste Facility: Near the Stockton Metropolitan Airport, this facility is primarily for small-volume household disposal. However, they can be used for the disposal of unique waste streams such as blood-contaminated waste (pathogens).

3.9 State Authority to Approving Funding

Funding for removal of hazardous wastes from spills or clandestine drug laboratories including roadside and off highway abandonment is available from the Department of Toxic Substances Control (DTSC). A September 4, 1998 letter issued by that agency describes the process for accessing these funds. Guidance documents describing criteria and processes for accessing the Emergency Reserve Account (ERA) and the Illegal Drug Lab Cleanup Account (IDLCA) are included in Appendix 6 (12.6.5). The DTSC can be contacted during workday hours at (800) 260-3972. After hours the DTSC Duty Officer can be contacted via the State Warning Center at (800) 852-7550.

3.10 Incident Management Organization

The San Joaquin County response system is based on the Incident Command System models as approved by SEMS, FIRESCOPE, and National Wildfire Coordinating group. See Attachment #1 (12.1.1 – 12.1.4). Under this system a County specific organizational scheme is in place called the ""Standardized ICS Structure for Hazardous Materials Incidents.""¹⁴

¹⁴ CFR 1910.120(q)(3)(11)

3.11 Agency Functional Responsibility Matrix (Attachment 3)

This matrix identifies agencies assigned to fill specific roles in the county ICS structure. The detailed position duty statements included in this plan further define specific ICS positions shown on the matrix. Agencies shown, as having primary responsibility for an ICS function will fill those functional positions if sufficient personnel are available. Agencies with secondary responsibility for a function will fill those functional positions when the primary agency cannot fill the positions. If appropriate, State and federal representatives will be assigned to appropriate functions within this response organization.

County agencies and jurisdictions have now developed additional ICS-207 Organizational Charts for response to Weapons of Mass Destruction incidents. These charts identify agency assignments for WMD response in the San Joaquin Operational Area for biological and non-biological events:

- Weapons of Mass Destruction Incident - Non-Biological Threat. Attachment #1
- Weapons of Mass Destruction - Biological Threat. Attachment #1
- Hazardous Materials Responsibility Matrix that identifies agency responsibility. Attachment #3
- Map and Description of USCG/EPA Boundary, Attachment #4

3.12 Phases of Incident

3.12.1 Initial Response Phase

Once a release occurs, or threatens to occur, the response system described in this plan is initiated. The responsibilities of first response agencies (e.g., fire, law enforcement, medical) include deciding whether a hazardous material is involved, protecting responders and the public, and mobilizing appropriate additional resources. They protect the public through rescue, area isolation or evacuations, and containment actions that do not present a high exposure risk to first responders.

3.12.2 Criteria for change in Phase

The Incident Commander shall determine the change from Initial Response to Control and Stabilization when on-scene resources are in place and adequate to begin mitigating the hazard. The change shall take place when initial efforts to warn and/or protect the public, initial isolation practices have been taken as well as any basic containment actions are complete. Once this has been done, the incident can be moved into the Control and Stabilization Phase.

3.12.3 Control and Stabilization Phase

First responders will mobilize appropriate resources that can undertake specialized activities. These activities may include public health protection and monitoring, entry into contaminated zones, hazard identification and containment, and investigation. The County is presently able to support on-scene activities, if warranted, with resource and command coordination capabilities through mobile field command posts and local emergency operations centers.

If local resources are inadequate, the San Joaquin County Office of Emergency Services, serving as the Operational Area Organization, and the local mutual aid coordinators will access additional resources through mutual aid agreements.

3.13 **Command Structure and Responsibilities**

Position descriptions (Attachment 3) are intended to ensure proper role definition, prevent duplication or failure to undertake needed actions, and to improve coordination among multiple responding agencies.

Local agencies and locally based state agencies with legal or procedural responsibilities will fill the appropriate positions of the standard ICS structure. Duties and responsibilities for each position are clearly identified with references to specific policies and/or procedures. Some of these detailed procedures are in Appendix 5 of this plan.

3.13.1 Incident Command

An Incident Commander, or Unified Incident Command, will be established at all incidents. Incident management authority is established by regulation, ordinance, jurisdictional establishment, financial, policy, or written agreement. See Attachment 1 for San Joaquin Operational Area incident command authorities.

Where Incident Command jurisdiction is unclear, or where the incident command agency is not present, first response agencies will identify an Incident Commander among themselves or will establish a unified command until the appropriate jurisdiction is identified.

3.13.2 Transfer of Incident Command

Incident Command may be transferred to another agency or a Unified Command of multiple agencies when jurisdiction or responsibility for the incident changes. The Incident Command can transfer once the situation stabilizes. With the agreement of involved agencies, transfer can occur when the Initial Response Phase is over and the Control and Stabilization Phase begins.

3.14 Control and Stabilization Phase

Once initial response objectives are accomplished, the response system is prepared to shift control to long-term stabilization activities. The Joint Team will make entry and stop any release, contain the spill and identify materials involved. The San Joaquin County Environmental Health Division is responsible for making final identification of the material, monitoring cleanup, undertaking exposure monitoring and follow up, and preparing necessary mitigation reports and documentation. The District Attorney's Office will coordinate efforts to establish liability for the incident.

3.14.1 Private Sector Role

In many cases, the private sector may be involved with some or all phases of an incident. When a private sector Responsible Party (RP) has been identified, the RP shall manage the incident to the best of their ability, training and resources as part of the Unified Command. With large industries and facilities, the RP may take on the role of sole IC if appropriate. This is especially true if the incident initiates from, or is on private property. Under San Joaquin County policy, a private sector RP under any part of Unified Command shall not command public sector resources. If the Incident Command is to remain with local law enforcement or other public agency, the RP shall work within the IC structure to coordinate their contractor hiring, cost recovery and cleanup responsibilities. It shall be the responsibility of County Environmental Health to ensure proper cleanup is conducted by the RP as well as that proper disposal techniques and procedures are used. County Environmental Health shall also work with an RP to ensure that cleanup operations are continued until the hazard is mitigated as best as required by law.

As referenced in section 3.5.5 of this plan, the county does not have any pre-arranged agreements with the private sector for the use of resources on incidents beyond the responsibility of a private sector entity.

3.15 Response Termination Phase

In order to ensure all involved parties are in agreement when a response should be terminated, any agency directly involved in the operation shall communicate their criteria for demobilization to each other beforehand. The Control and Stabilization Phase shall not change into the Response Termination Phase until all involved agencies are in concurrence that such a change can take place. Specific agencies such as local law enforcement may defer this decision to other agencies such as County Environmental Health if agreed upon beforehand.

SECTION 4: NOTIFICATION AND COORDINATION
(§2724 H&S, 1550/1560 UCS)

4.1 Communications Planning Agencies

The San Joaquin Operational Area is served by a 9-1-1 system with seven Public Safety Answering Points (PSAP). The California Highway Patrol handles reports made with cellular telephones.

4.1.1 Communications Planning Meetings

San Joaquin County has established a countywide communication committee. As part of this committee, the San Joaquin County Information Systems Division (ISD) is to coordinate current systems, enhancements and interoperability.

4.2 Notification Procedures

Responsible Parties: Individuals, businesses, or public agencies that cause a hazardous materials release are legally required to notify local emergency response agencies, the local Administering Agency, and the California Office of Emergency Services Warning Center.^{15/} The business is required to establish an incident command system when an incident occurs pending arrival of first responders.^{16/} Notification requirements are described in Attachment 10 – San Joaquin Operational Area Notification Requirements.

Public Safety Agencies: First response public safety agencies are responsible for establishing an Incident Command at hazardous material incidents. The Incident Commander is responsible for determining what resources are needed to control the incident and for initiating necessary resource requests and legal notifications. Normally, this communication will be done through a public safety access point.

Public Safety Answering Points (PSAP): PSAPs are responsible for notifying first response public safety agencies of incidents reported by the public. PSAP dispatchers can contact duty officers of the Office of Emergency Services, the Environmental Health Division, and the District Attorney's Office through the Sheriff's Communications Center.

PSAP dispatchers maintain telephone numbers for notifying the local Red Cross, Agricultural Commissioner's Office, Public Utilities, local Public Works agencies, and the State Warning Center. The Sheriff's Communications Center and the Stockton Fire Department

¹⁵ §25507, Article 1, Chapter 6.95, Division 20, Health and Safety Code

¹⁶ §5192(q)(3)(a), California Code of Regulations [29 CFR 1910.120 (q)(3)(i)]

Communications Center maintain the call-out procedures for the San Joaquin Joint Hazardous Material Team (see Appendix 12).

San Joaquin County Sheriff's Communications Center: This dispatch center has direct responsibility for notification of the on-call duty officer for the Office of Emergency Services, the Environmental Health Division, and the District Attorney's Office. Any public safety agency can use this center for contacting those resources. The dispatch center is also the designated California Office of Emergency Services OASIS 24-hour contact for the Operational Area.

San Joaquin County Office of Emergency Services: This agency serves as the County Administering Agency for receiving release notifications. This agency will help, upon request, with notifications of local agencies regarding hazardous materials incidents to meet legal or resource needs. OES staff will also notify the members of the Emergency Services Council, the State Warning Center, and local, state and federal agencies with responsibilities or response capabilities as appropriate.

Emergency Medical Services: The Multi-Casualty Branch Director or Medical Group Supervisor is responsible for situations involving multiple victims. When multiple victims are potentially involved, contaminated or not, the on-scene Multi-Casualty Branch Director or Medical Group Supervisor will notify the County Control Facility (San Joaquin General Hospital) via appropriate radio channels. This facility will notify all potentially involved medical or health facilities and the Regional Poison Control Center through its blast conference call system or the VHF Area MEDNET radio channel.

4.2.1 Notification Telephone Numbers

See Attachment 10 for the list of notification telephone numbers.

On an annual basis, the list of telephone numbers shall be called to verify accuracy and to note any changes. Any change in a telephone number shall be noted in Attachment 10.

4.3 **Communications Plan**

On-Scene Communications: The Incident Commander is responsible for coordinating communications during an emergency. A Communications Unit Leader could be assigned to perform this function of developing an incident communications plan to manage radio and telephone operations. CALCORD, a State radio frequency designated for multi agency on-scene coordination, can be used for establishing a common command channel for local and outside agencies. Local, state, and federal frequencies in portable radio caches and various mobile support units in the County are available through the mutual aid system.

Support Units: A binder listing each support unit is located with each PSAP. This allows the PSAP to best identify the resources required on scene at an incident.

The Operational Area Satellite Information System (OASIS)/ State Local Government Radio System: Available for communications with the State and surrounding counties.

Computer Paging System: Most communication centers are equipped with computers to send computerized messages. These messages are broadcast to a network of key individuals in order to begin and coordinate response activity ranging from small single agency response to a large multi-agency response. Several hazardous material responders also programmed portable computers to send messages from the incident site.

Radio Frequency Capabilities: The Operational Area MACS organization can talk over multiple channels with fire, law, public works, and other agencies within the cities of the Operational Area.

4.3.1 Radio Frequencies

A Radio Frequency Chart for the Operational Area is to be developed.

Cellular Phone Capabilities: All hazardous material emergency vehicles are equipped with cellular telephones. Duty Officers and supervisors of the Office of Emergency Services carry cellular telephones as a back up to the vehicle mounted equipment. Equipment in some OES vehicles can also connect to paging and Internet services via cellular telephone.

4.3.2 Alternate Means of Communications

The County and some cities maintain a Radio Amateur Civil Emergency Service (R.A.C.E.S.) program for supplementing normal communications. An Incident Commander can request this service through the Office of Emergency Services. RACES operators are volunteers covered under the State Disaster Service Worker program.

4.4 **Response Agency Coordination Roles**

4.4.1 Local Agency Response

At the local level the San Joaquin Operational Area will assist in coordination of public agencies and businesses from the private sector during emergency response.^{17/} Incident coordination, pre-planned assignments, management and mitigation requirements will depend on the size of the incident.

4.4.2 Operational Area

Multi-Agency Coordination System: The Office of Emergency Services operates the Operational Area Multi-Agency Coordination System (MACS) to assist in intelligence sharing, resource management, and jurisdictional coordination. The MACS center at 2101 E. Earhart Ave, Stockton, is equipped with various radio, telephone, and intra/internet systems to enable communications with incident commands and emergency operations centers of other jurisdictions.

Disaster Welfare Inquiries: OES can operate a center for collecting information on victims and distributing this to involved emergency medical agencies, the Incident Command staff, and the relatives of victims. The local Red Cross-staffs Disaster Welfare Inquiry Teams in the Operational Area Emergency Operations Center and at their chapter that perform this function.^{18/} Additional personnel from the Behavioral Health Department, the Coroner's Office, or the Human Services Agency may also be involved. Cities may elect to perform this function themselves.

Environmental Health Department: This department serves as the Certified Unified Program Agency (CUPA) for the County. The Environmental Health Department is generally responsible for coordinating with local, state and federal agencies with cleanup responsibilities and authorities to determine the public health risks of an incident.

4.4.3 Local Emergency Proclamations and Declarations

An incident may or may not require a "Proclamation of Local Emergency" by a designated official with one of the cities or the County. Special districts cannot proclaim an emergency. The Local Health Officer may issue a "Declaration of a Local Health Emergency" if emergency measures are needed to prevent a serious threat to public health.^{19/}

¹⁷ Public agencies can include fire, law, emergency medical service, public works, special districts, utilities, and environmental health services. Some may be locally based state and federal agencies.

¹⁸ Details of this are in the Memorandum of Understanding between the American Red Cross and San Joaquin County and the County Multi-Casualty Incident Plan

¹⁹ §8630, Article 14, Chapter 7, Division 1, Title 2, California Government Code

- 62 Ops.Atty.Gen. 710, 11-16-79

- §101085, Article 2, Chapter 2, Part 3, Division 101, Health and Safety Code

Protocols for making such proclamations or declarations will be consistent with the State Emergency Plan and Government Code.^{20/} Access to State assistance available under a proclamation or declaration will be through the State Mutual Aid Region using the Response Information Management System (RIMS).

4.4.4 Regional and Statewide Response

A locally based State agency can be the Incident Commander for a local incident. Such a situation would still be considered a local response. If an incident overwhelms local capabilities or is forecast to deplete available local resources, the Operational Area may request the State to seek resources in the 11-county region (OES Region IV), or statewide.

4.4.5 Federal Agency Response

Within the San Joaquin Operational Area there are federal jurisdictions involving water conveyance systems (canals and San Joaquin Delta), military bases and other institutions. Responses to non-staffed federal facilities such as the Delta-Mendota Canal will involve an initial response by the local agencies with subsequent notification to the Federal Authority.

Local responders will also initially respond to incidents in the Delta. They manage the incident and cleanup when an incident involves a private responsible entity such as a private vessel or a private marina and is a small spill. Spills not under the responsibility of a private party, or large spills that are imminent threats to persons or environment, will require immediate notification of the Federal On-Scene Coordinator (FOSC). This can be United States Coast Guard, Environmental Protection Agency, or Department of Defense. Initial notification can be made through the United States Coast Guard National Response Center.²¹ Telephone numbers for federal agencies are available from the San Joaquin County Office of Emergency Services.

Response to military bases and other federal fixed facilities will be dictated by the potential threat to the public and/or environment. Federal resources at the site will make initial response with local responders notified to help manage the incident. In a stable incident, mitigation and cleanup will be left to the federal agency with responsibility for that site.

4.5 **California Hazardous Materials Incident Report System (CHMIRS)**

The State of California requires submission of a report following an incident. It is the responsibility of the agency or business making notification to the State Warning Center to

²⁰ §8607, Article 9.5, Chapter 7, Division 2, Title 2, California Government Code

complete required paperwork of the California Hazardous Materials Incident Report System (CHMIRS).

Incidents in the San Joaquin Operational Area that result in ground, water, and air contamination, or incidents resulting in human death or injury, will be reported to the State through the California Hazardous Materials Incident Report System (CHMIRS). The State Warning Center must receive an initial verbal incident report. An exception is of motor vehicle fluid spills of less than 40 gallons on roadway, sewage overflows, and leaks in low-pressure fuel lines to residential properties. ^{22/}

The Office of Emergency Services duty officer can help perform this notification for Incident Command. But if OES does not respond, or is not notified, it remains the responsibility of the owner/operator or designated agent, city, special district, or public entity to complete the CHMIRS report and notify the State Warning Center. ^{23/}

²² Motor Vehicle Accident Spill Policy, County of San Joaquin Toxic Enforcement Strike Force.

²³ See attached “Notification Flow Decision Tree” from the California Hazardous Material Incident Contingency Plan.

SECTION 5: TRAINING (§2725 H&S, §1830 UCS)

5.1 Business Training

State law requires training business employees on their facility emergency plan. If requested, OES shall send training guidance to businesses participating in the Chapter 6.95 program.^{24/} Businesses may also use outside training sources or conduct in-house training. The Office of Emergency Services reviews business-training records during the inspections of regulated businesses to verify the training is being performed.

5.2 First Responder

First Responders will be trained according to OSHA regulations for hazardous material response.^{25/} Most agencies in the County have interpreted these regulations as requiring training to the "First Responder, Operational Level" as shown in the Federal OSHA regulations. Provision of hazardous materials training is coordinated through the Fire Chiefs' Association Training Committee and other joint public agency training bodies.

5.3 Joint Hazardous Materials Steering Committee

In the San Joaquin Joint Hazardous Materials Team Agreement, there is a provision for the establishment of a Joint Hazardous Materials Steering Committee. This committee shall coordinate and track training of agreement participants. This committee will centralize and track training records and medical surveillance records for all members of the Joint Hazardous Materials Team. The committee's priority is to maintain in current training and medical surveillance status the members of the Joint Hazardous Materials Team that will fill the Hazardous Materials Group positions.

The Joint Hazardous Materials Steering Committee also coordinates a yearly training schedule for joint team classes, refresher training, drills, and exercises. The committee also will coordinate training courses for first responders as possible with given resources and will keep training records on attendees at committee sponsored courses or drills. Training schedules and information can be obtained from the County Office of Emergency Services.

²⁴ §25500, Article 1, Chapter 6.95, Division 20, Health and Safety Code

²⁵ §5192(q)(6), Article 109, Chapter 4, Division 1, Title 8, California Code of Regulations [29 CFR 1910.120]. 6

5.3.1 Standardized Emergency Management System (SEMS) and National Incident Management System (NIMS)

Standard Emergency Management System (SEMS) and National Incident Management Training (NIMS) training for all emergency response agencies will be encouraged (is required?). Local agencies are subject to loss of reimbursement of response funds if SEMS is not used.^{26/} This system shall be applicable, but not limited to, those emergencies or disasters referenced in the state emergency plan. SEMS and NIMS cover emergencies or disasters involving multiple jurisdictions or multiple agency responses in the San Joaquin Operational Area. Each jurisdiction is required to maintain documentation of SEMS/NIMS training. The San Joaquin Office of Emergency Services will keep jurisdictions aware of planned integration to NIMS.

5.3.2 Hazardous Materials Response Training:

Responders to hazardous materials incidents in the San Joaquin Operational Area shall be trained to state and federal standards.^{27/} The training elements and medical surveillance policies are in the San Joaquin Joint Hazardous Materials Response Team Policies and Procedures Manual Sections 5 and 6 respectively. Copies of these sections can be found in Appendix 12.

5.3.3 Hazardous Waste Site Emergency Response:

Responders to hazardous waste operations in the San Joaquin Operational Area shall be trained to the state standard.^{28/}

5.4 **Incident Drills and Exercises**

Periodic drills or exercises will be scheduled to enhance readiness and test procedures. Drills will be aimed at skill learning or testing of an individual or equipment. Exercises will be aimed at evaluating procedures. At least three types of drills and exercises shall be performed: Tabletop Exercises, Hospital Drills, and Facility Drills:

5.4.1 Table Top Exercises

²⁶ §8607, Article 9.5, Chapter 7, Division 2, Title 2, California Government Code

²⁷ §5192(q)(6), Article 109, Chapter 4, Division 1, Title 8, California Code of Regulations [29 CFR 1919.120 (q)(6)]

²⁸ §Section 5192(l)(7) and (6), Article 109, Chapter 4, Division 1, Title 8, California Code of Regulations and RCRA

The Operational Area and its jurisdictions will hold periodic table top exercises to review changes or additions to procedures. Such exercises focus on the (field) command post, departmental operations center (DOC) or emergency operations center (EOC).

Pre-established Incident Command Teams may conduct a tabletop exercise to test how a hazardous material incident should be managed, e.g., decision-making, closing an area, evacuation planning, and containment procedures.

5.4.2 Hospital Drills

Hospitals are required to perform two emergency drills a year, one internal drill without other facilities involved and one operational area wide drill. These drills test procedures in the Region IV Multi-Casualty Plan as well as internal facility procedures.

Some hospitals practice receiving victims exposed to hazardous materials during these drills. The San Joaquin County Joint Team also annually schedules several joint exercises with medical facilities to test joint operations. This gives the team and the facility an opportunity to test procedures for notification, decontamination, treatment, receiving advice from off-site centers, e.g., poison control, Centers for Disease Control, National Response Center and coordination with the Control Facility.

5.4.3 Facility Drills

The Joint Team schedules a minimum of three drills a year at businesses that handle hazardous materials. This allows for skills testing of personnel, supplies, and equipment in a realistic environment. The drill also allows the team to become familiar with plans, safe routes of approach, multi-department communications, and layout of potential incident sites in the County.

5.4.4 Planning and Scheduling Drills

Due to the variety in drills and participating agencies, the Joint Team shall ensure a schedule of drills is established that involves all agencies and builds up competencies and expertise. As such, an annual training schedule could start with tabletop exercises and progress towards a fully functional field exercise as experience and knowledge is gained.

At least one drill per year will address a pesticide drift related incident. Other agencies not normally involved in emergency operations such as the County Agricultural Commissioner shall be involved with this training. The County Public Health Department and Emergency Medical Services can also be involved since they have staff members who are specially trained in pesticide illness diagnosis and treatment.

5.4.5 Functional Exercises

Periodically, a functional exercise will be conducted to test the operational readiness of procedures and plans. Such an exercise could be in conjunction with another agency-sponsored exercise.

6.3 Notification Systems

Operational Area agencies have attempted to standardize some notification systems so that authorized personnel can assist other jurisdictions with communications. An added benefit is ease of combining duplicated or similar notifications.

6.3.1 Radio Communications Plan

The Joint Hazardous Materials Team Communication Plan (JHTCP) describing agency call signs, command net, tactical net and HAZMAT group channels is to be developed.

6.3.2 Emergency Alert System (EAS)

This system is activated in accordance with the Emergency Alert System Area Plan for San Joaquin County. The Incident Commander is responsible for requesting system activation and approval of message content. Message coordination may take place at the operational area level to ensure coordinated communications with participants and consistency in public messages. An authorized activator must be contacted before the system is used.

The Emergency Alert System Area Plan for San Joaquin County (1992) contains specific procedures and policies for using the system. A copy is available at the San Joaquin County Office of Emergency Services.

6.3.3 Emergency Digital Information System (EDIS)

EDIS was created to fill gaps in the state's existing Emergency Public Information system. It is designed to supplement the Emergency Alert System with a means of transmitting detailed information to the news media in text form. This is a priority concern of special populations such as the deaf and hearing-impaired. The system is based on a direct computer link to other agencies, media, and citizens feeding through the Internet, radio transmissions, e-mail, paging, and Teletype.

6.3.4 City Watch

The Sheriff's Office has a computerized dialing system used for the Neighborhood Watch Program. This system will telephone all numbers in an identified area. The numbers are both listed and unlisted, provided by various telephone service providers.

6.3.5 Radio Amateur Emergency Services (RACES)

The Radio Amateur Emergency Services can provide additional communication support to government agencies during emergencies within the San Joaquin Operational Area. If first-

line or mainstream communication systems are inoperable or overwhelmed, RACES can assist with HAM radio communications from emergency services to other governmental agencies and the general public.

6.3.6 Emergency Advisory Radio Systems (EARS) and Radio Lodi

The Emergency Advisory Radio System (EARS) can utilize up to three portable AM transmitters that can be transported and set up throughout the county depending on the nature of the emergency. Verbal warnings along with local weather conditions can be broadcast informing motorists, residents and potentially evacuees what action to take during AMBER alerts, flood events, hazardous materials incidents and other types of emergencies that may be encountered. Broadcasts are continuous and can be kept up-to-date as conditions and stages of an emergency develop. San Joaquin County Emergency Services can broadcast on 530 and 1030 kHz on these portable AM transmitters.

The City of Lodi has a low-powered radio station that can broadcast information during an emergency. Like the EARS system, broadcasts can give information ranging from evacuation procedures and weather reports. Radio Lodi transmits on 1250 kHz and covers only the general Lodi area.

6.3.7 Telephone Emergency Notification System (TENS)

The Telephone Emergency Notifications System (TENS) is a high-speed communications system that sends emergency information or warnings to designated geographic areas. TENS is a combination of telephone, computer and Geographic Information System (GIS) technologies. The City of Stockton, San Joaquin County Sheriff, and the City of Manteca have these types of systems in place. The City of Stockton and the County Sheriff use the same system and can link with each other during emergency operations.

6.3.8 Office of Emergency Services Website

The Office of Emergency Services maintains a website that offers both general information for emergency services and specific information posted for an emergency. This site is configured to isolate separate web pages for specific jurisdictions until their sites are ready to supply direct information.

6.4 **Notification Procedures**

Hazardous material incidents involving a threat to life or health of the community may involve many jurisdictions in emergency response and command actions. The Incident Command System assigns the Incident Commander final authority in approving information to be released.

Once cleared, the Information Officer (IO) is tasked to appropriately handle the task of distribution of safety information to the public and to responders. The initial notification of the public and ongoing information dissemination through the private media, are covered in the Emergency Alert System Plan. Some of the communication systems covered in previous sub-section are used depending on the urgency and degree of threat to life and property.

6.4.1 Central Information Clearing House

It may be necessary to activate an Emergency Operations Center (EOC) or Department Operations Center (DOC) to assist with the dissemination of safety information. The Annex I Communication Process will be used to establish an appropriate risk communication structure.

The Operational Area and most cities have specific guidance for activating, staffing, and maintaining an Emergency Operations Center.^{30/} A local incident command could disseminate messages by various local warning methods. Incident Command can also request an Information Officer at the appropriate Emergency Operations Center to coordinate and distribute public safety information through the EAS or other system. A city or Operational Area EOC should be activated to assist if the incident becomes large or resource needs extend to a regional or multi-regional level.^{31/}

The Planning/Intelligence Section Chief, Information Officer, and Communications Manager within an Emergency Operations Center or Department Operations Center will coordinate with the EOC Director to issue public safety statements. The EOC will also establish a public information-clearing house for responding to concerns from the community, families of affected individuals, and media inquiries.

6.4.2 Timely Notification

The Incident Information Officer is normally the person responsible for developing procedures for message formats, time frames, and addresses. The Incident Commander retains final authority of content approval. The intensity, complexity, and pace of the incident dictate the time frame for message delivery.

³⁰ San Joaquin Operational Area MACS Procedures manual

³¹ Emergency Alert System (EAS), Emergency Voice Mail System (EVMS), and Emergency Digital Information System (EDIS) are key public information methods. Response Information Management System (RIMS) is a computerized database system maintained by State OES for local, Operational Area, selected state and federal agencies to share information and resource needs.

Emergency Alert System messages can be processed from the incident site and can be set for repetition at 15 minute to 3hours/30 minute time durations. A time delay could occur if the incident commander agency is not an authorized EAS activator.

For all other notification systems, Incident Commanders will anticipate a need for some processing time. The Sheriff Telephone Emergency Notification System (TENS) must receive detailed instructions of agencies to contact and information to relay. The Emergency Digital Information System requires the information to be processed from an Internet accessible computer, and by an authorized user.

6.5 Evacuations and Shelter-in-Place Actions

Large-scale incidents posing a threat to facility employees or the community may require an evacuation or rescue plan. In cases involving mobile contaminants such as a toxic plume, protective actions may involve “shelter-in-place” recommendations in place of evacuation. The county will not make a recommendation to evacuate or call for voluntary evacuations. The county policy is to proclaim only for immediate evacuation or shelter-in-place.

An evacuation function in the Operations Section should be formed if evacuations are anticipated. Peace officers and local health officers have the authority to close the scene so they should be considered for the evacuation group supervisor position.^{32/} To assist this type of operation and the responsibilities of the Peace Officers and Health Officers, OES has developed Evacuation Maps that offer guidance with routes, assembly areas, Incident Command structure and vulnerable populations.

The Incident Commander or Unified Command will have the responsibility for deciding protective actions (e.g., evacuation immediate, shelter-in-place) with the business Incident Commander.

The ICS structure position descriptions include specific procedures and responsibilities for helping the Incident Command in making and carrying out these decisions. Actual authority to close an area resides in a peace officer or the local health officer.^{33/}

6.5.1 Centralized Coordination of Agency Information

The Operational Area Emergency Operations Center may coordinate the release of safety information to the public for individual or multiple jurisdictions. The San Joaquin Operational Area Information Officer (IO) works with all other information officers on developing public information content and distribution methodology through a Joint Information Center. The Joint Information Center is generally co-located with the

³² §409.5, Title 11, Part 1, California Penal Code

³³ §409.5, Title 11, Part 1, California Penal Code

Emergency Operations Center. Telephone operators in the Emergency Operations Center can help with the handling of public and media calls for information.

The San Joaquin Operational Area Information Officer and the Information Officer assigned to the Incident Command will conduct periodic conference calls to coordinate information and media releases. If the Incident Command does not want this type of assistance, then the Operational Area will refer requests for information to the designated Incident Command Information Officer.

6.5.2 Coordination Checklist

SEMS ICS has standardized checklists for all positions within the generic system. This includes Hazardous Materials positions. Attachment 3 of this plan describes additional tasks that have been developed for ICS positions that are specific to this Operational Area.

Additional position checklists to deal with the special concerns for biological and non-biological weapons of mass destruction incidents are also included in Appendix 4.

Checklists have also been developed for Operational Area EOC positions to assist in coordination of area events. If more than one jurisdiction is involved, Area Command procedures have been developed to resolve conflicting incident command objectives.

6.6 **Sharing Potential Hazards and Hazardous Materials Properties**

First responders will make an initial site assessment. Once the Hazardous Materials Group is activated, a Technical Reference position is assigned to work with the Assistant Safety Officer and team members to identify hazards. Where a representative of the party responsible for the spill is available and is knowledgeable of the chemicals present, the Technical Reference will work closely with that person to identify risks. An attempt will be made to obtain a Material Safety Data Sheet (MSDS) or other technical documents to aid in determining material properties.

Identification of potentially hazardous substances will be through sampling of the material or air monitoring. Material sampling will be performed with a hazard categorization test kit, pesticide test kits and reagents, drug lab test kit and reagents and their respective testing procedures.^{34/} For air monitoring, a combustible gas indicator, colorimetric tubes, halogen detector or radiological survey equipment will be used. A form will be completed to document test results and note identified characteristics of chemicals.

6.6.1 Information on Pesticides

³⁴ San Joaquin Operational Area “hazmat teams” use “HazCat®” as the categorization test kit of choice.

At the beginning of each year, the County Agricultural Commissioner (CAC) shall create and disseminate a list of the top 25 to 50 most commonly used agricultural chemicals. The list should focus on those types of pesticides that are most apt to become airborne. A copy of this list shall be provided to the County of Emergency Services and other emergency responders such as Fire Departments and Hazmat Teams. Any agricultural chemical trade name should be found or can be cross-referenced in the “Farm Chemical Handbook.” In addition, copies of the relevant Material Safety Data Sheets shall be kept by the Agricultural Commissioner’s Office and by the Office of Emergency Services. The CAC, through Unified Command can assist in informing the public of a pesticide drift incident. This can be, but is not limited to, notification of affected residents, and identification of a safe refuge area if required. For the purposes of this subject, a safe refuge area is an area where further pesticide exposure via inhalation or dermal contact shall not occur.

6.6.2 Informing the Public of HAZMAT Properties

Once assessment of the material is complete, the Information Officer will work with the Hazardous Materials Group and Environmental Group to develop information releases to agencies, media, and public. Training and exercises for Information Officers will incorporate State guidance for Risk Communications at Hazardous Materials scenes.^{35/}

6.6.3 Release Scenarios

An ICS structure for response agencies has been developed to manage incidents ranging from most-likely scenarios to Pesticide Drift to Weapons of Mass Destruction incidents. These cover biological and technological HAZMAT scenarios.^{36/} Implementation of this structure is the fundamental method for ensuring public and responder safety. The “Hazardous Materials Responsibility Matrix” shows agency responsibilities for performing these functions and is an attachment to this section.

6.6.4 Preplanning Properties for Protective Actions

Part of ongoing Risk Management Program (RMP) planning is to assess impact of releases in a worse case scenario to schools, businesses, and residential areas. Businesses must develop release plumes, health risks, and quantities based on historical climate data, terrain surrounding facility, and population. The Hazardous Material Management Program (HMMP) requires businesses to develop diagrams and characteristics of a facility.

³⁵ Annex G: Media and Public Information Functions for Hazardous Materials in California, State of California, March 1995.

³⁶ ICS organizational charts (ICS Form 209) have been included in Attachment #6 “Response Levels.”

6.6.5 Safe Route of Approach

Appropriate and safe routes of approach and other vital information will be provided to dispatch by the first public safety responders on-scene. This allows dispatch to identify the safe approach route for subsequent responders.

6.7 **Medical Resources**

Emergency medical responders will become a part of any large incident to provide medical support for hazardous materials team operations. The San Joaquin County Multi-Casualty Incident (MCI) system is integrated into the hazardous materials ICS structure to provide medical support to victims.

6.8 **Mass Care Shelter**

The American Red Cross, supported by the County, will open and operate Mass Care Shelters. Reception Care Centers will be established to help evacuees identifying their specific needs. The American Red Cross will establish a database for handling disaster welfare inquiries from the public.

School districts are required to allow the use of school buildings, grounds, and equipment to public agencies, including the American Red Cross, for mass care and welfare shelters during disasters or other emergencies. These centers are often at high schools or other facilities where the Red Cross has standing agreements.^{37/}

6.8.1 Shelter Operations Agency

During small events, the Incident Commander's jurisdiction is responsible for activating a Care and Shelter within their emergency organization.^{38/} Any costs are the responsibility of the Command since the agencies of jurisdictions receiving evacuees are considered a "cooperating agency" under the Incident Command System. The Incident Command Information Officer will work with all impacted jurisdictions to establish some type of information center or process, which will allow evacuees to track the status of the evacuation.

If there are multiple jurisdictional needs or a large event is occurring, requests for shelters and disaster relief will be forwarded to the Operational Area Care and Shelter Branch Manager. The Operational Area Care and Shelter Manager will be responsible for

³⁷ §38132, Article 2, Chapter 4, Part 23, Division 3, Title 2, Education Code

³⁸ This is similar to the Logistics Section "Camp Manager" position. The position should be under Logistics. If an EOC is open, then the position could operate from there. Most jurisdictions have appointed the local Red Cross chapter to run shelters and this position; some use their Parks & Recreation to coordinate shelter locations and ARC to run them.

coordinating relief requests and may develop an overall shelter plan. Local jurisdictions coordinate with, and assist shelter managers operating mass care facilities in their jurisdiction. Such action is covered in the overall Care and Shelter plan developed at the Operational Area level.

6.8.2 Local Shelter Non-Profit Agencies

The local San Joaquin Chapter of the American Red Cross assists the Care and Shelter Branch in the Operational Area Emergency Operations Center. This non-profit agency will operate shelter programs under the overall Care and Shelter Plan. They also maintain a database of facilities that have a written agreement to host a shelter. All facilities should have accommodations for sanitation, cooking, and sleeping ability for large groups.

The Disaster Relief Coalition will assist the Operational Area EOC Care and Shelter Branch. This coalition has assisted in some special sheltering situations and in donation management.

6.8.3 Animal Sheltering

Several animal rescue and assistance agencies offer to care and shelter pets and livestock during an evacuation. The American Red Cross, Salvation Army, and most shelter agencies do not care for animals. The countywide government animal control agencies have developed an animal control mutual aid plan for coordinating assistance for each other. Plans for opening shelter complexes in large incidents involving large numbers of evacuees have provisions for pet and animal management.

6.8.4 Disaster Welfare Inquiries

The San Joaquin Operational Area may activate a disaster welfare inquiry function to collect and distribute information on victims who were transported to medical facilities. Information is collected from hospitals and other medical facilities and provided to persons seeking information on individuals as well as to emergency responders with a need to know.

The local American Red Cross, along with the Mental Health Services will staff the Disaster Welfare Inquiry Team. This team shall operate in the Operational Area Emergency Operations Center. Disaster Welfare Inquiries for individuals who may be in shelters or who are otherwise unaccounted for, will be directed to the American Red Cross, San Joaquin Chapter, for processing under their standard procedures. Information on deceased persons will not be released but inquiries will be discretely forwarded to the Coroner's Office.

6.9 **Incident Recovery Operations**

The Incident Commander must consult with the Incident Safety Officer and the County Health Officer prior to terminating any declarations or proclamations for the incident. Once this is accomplished, the Environmental Health Division and other Public Health officials will work with appropriate agencies on a plan for clearing impacted areas for reoccupation. Incident command will transfer during this phase to the Environmental Health Division and an ICS staff structure will be retained to assist in the planning and implementation process.

6.9.1 Disaster Recovery Plan

An evacuation area pass system was developed to control flow of people and vehicles into an area. This plan allows initial recovery agencies to prepare the area, control criminal activity, and for critical business activities to resume as soon as possible. Once an area has been deemed safe for entry residents may be allowed in on a limited pass, if the area has not already been determined ready for normal activities.

SECTION 7: SUPPLIES AND EQUIPMENT
(§2727 H&S, §5000 USC)

7.1 Agency Responders

7.1.1 Fire and Medical

City and rural fire departments are equipped to the level that meets the needs of their jurisdictions. Large city departments have more resources than smaller jurisdictions. The City of Stockton Fire Department is rated as a Class I Fire Department and is the best staffed of all fire departments in the San Joaquin Operational Area.

Under Mutual Aid Agreements both City and special district jurisdictions can manage most incidents without requesting assistance at the Region IV or State level. Stockton and Lodi City Fire Departments have dedicated Hazardous Materials Response Units and can handle most of their routine hazardous material incidents.

7.1.2 Hazardous Materials Teams

The Operational Area has four (4) hazardous material response vehicles. These are with the Stockton City Fire Department, Lodi City Fire Department, Tracy Fire Department and San Joaquin County Office of Emergency Services respectively. Hazardous materials technicians and specialists are supplied by daily shift personnel for the fire departments that are signatory to the Joint Hazardous Materials Team Agreement and the six on-call hazardous material specialists in the Office of Emergency Services.

Personnel and equipment call-out is performed under procedures contained in the San Joaquin Joint Hazardous Materials Team Policies and Procedures Manual. There are currently over 50 individuals in the Operational Area trained to these levels and can respond.

Each hazardous materials response unit carries chemical protective suits, respiratory protective equipment, testing equipment, containment equipment, support gear, and communications equipment. There is also a network of support vehicles and equipment with fire departments that have entered with the agreement to become part of the joint team.

Other equipment available includes a trailer mounted mass decontamination tent and several mobile command posts. Any or all of this equipment is available for an incident if the need arises. For further reference, the Office of Emergency Services maintains a list of resources in countywide response vehicles.

7.1.3 Public Works/Municipal Utilities

County and City Public Works, and Municipal Utility Departments in the Operational Area can assist hazardous materials operations by shutting down water lines, closing storm drains and sewer lines. They are also a resource for heavy equipment, sand/absorbent, and drainage materials to use on defensive operations such as diking large spills. During evacuations or area closures, these agencies provide barricades, electronic directional signs, and road signs.

7.1.4 Local Public Health Agencies and County Agricultural Commissioner's Office

Agencies specializing in health matters can be important when dealing with releases of hazardous materials. Symptoms of exposure, toxicology, and assistance with the Care and Shelter Branch can be addressed by Public Health specialists. The County Agricultural Commissioner's Office (CAC) can assist with issues regarding Pesticide Drift. California State law³⁹ requires the CAC to enforce pesticide drift regulations within the county. The CAC is the subject matter experts in assisting an Incident Commander with proper guidance and information during a pesticide emergency within the Operational Area.

7.1.5 Law Enforcement Agencies

Area law enforcement agencies have formed a San Joaquin Metropolitan Bomb Team, which includes several agencies outside of the Operational Area. Training includes the wearing of Level B protective equipment for working in contaminated environments. In addition, a bomb robot is available for response to potentially explosive devices.

7.2 Emergency Operations Center (EOC)

The Operational Area EOC for San Joaquin County is in the Robert J. Cabral Agricultural Center in South Stockton, adjacent to the Stockton Metropolitan Airport. This facility maintains telephone banks, radios, computers, and stationary, fax machines for supporting Operational Area functions. The Emergency Operations Center is divided into planning/intelligence, incident management, logistics, and finance/administration functions and contains several separate

³⁹ California Food and Agricultural Code 12977

briefing/conference rooms. Procedural binders and documents are available in the center for managing all aspects of this operation.

7.2.1 City Emergency Operations Centers

All the cities in the Operational Area have designated a facility to serve as their Emergency Operations Center. These facilities have been tested during exercises or actual events. The Operational Area periodically exercises with one or more of the cities to test coordinating procedures between Emergency Operations Centers.

Only the County Sheriff has a dedicated Department Operations Center (DOC) to support specific law enforcement incidents. The Sheriff is the designated law enforcement mutual aid coordinator. The Operational Area has selected the Sheriff headquarters facility as an alternate Emergency Operations Center. This is in a separate area than their DOC.

7.2.2 Access to Equipment

All the jurisdictions within the operational area may be contacted on a 24-hour basis by use of the pre-established mutual aid coordination and communications systems. In most cases this will involve contacting the Office of Emergency Services Hazardous Materials Duty Officer who can then either contact the required agency directly or through the San Joaquin County Sheriff Dispatch Center.

7.3 Emergency Response Capabilities

Throughout the Operational Area, agencies have designated locations and facilities to be utilized by any public safety discipline for an emergency response. Combined with the types of equipment available as described in the previous section, emergency response capabilities are identified as follows:

7.3.1 Mobilization Centers

This type of facility is for resources assigned to the Operational Area, or a nearby event, but has not been dispersed to a specific incident.

7.3.2 Staging Areas

A Staging Area is defined as a facility for temporarily locating resources. These resources must be ready to respond within three (3) minutes. There are no pre-designated Staging Areas in the Operational Area.

7.3.3 Rendezvous Points

These sites are for quick assembly of resources prior to driving to an incident. Though originally developed for “out of county” responses, these sites are also suited for “in county” responses.

7.3.4 Casualty Collection Points/Field Treatment Sites

Casualty Collection Points (CCP) are established to receive or disperse casualties into or out of San Joaquin County. Field Treatment Sites (FTS) are to triage, stabilize, or treat casualties to be dispersed to area hospitals. The primary centralized location for both within the Operational Area is the Stockton Metropolitan Airport. This serves both as a CCP or a FTS. The Airport is capable of landing and take-offs of the largest military aircraft.

7.4 **San Joaquin County Emergency Resources**

7.4.1 Private Sector

The San Joaquin County Department of Purchasing and Support Services maintain a comprehensive resource directory. The directory contains an alpha listing of vendors for supplies and equipment. Some vendor contacts are maintained on the Operational Area (internet) web site for public use in obtaining disaster supplies (e.g., sand, sandbags, survival supplies, and emergency radios).

7.4.2 Public Sector

The Office of Emergency Services maintains a computer database directory with contacts for local, State, and federal agencies. This directory is available on a 24-hour basis. The various mutual aid coordinators keep agency contacts for their specific discipline. If a resource request does not fall within an established mutual aid system, the Operational Area Logistics Section has access to this resource list to locate the appropriate agency that can provide the resource.

See Communications Plan

SECTION 8: INCIDENT CRITIQUE AND FOLLOW-UP
(§2728 H&S, §4570 UCS)

8.1 Post Incident Analysis for Routine Incidents in the San Joaquin Operational Area

Routine incidents in the Operational Area responders will follow the guidelines in Section 21 of the Joint Hazardous Materials Response Team Policies and Procedures Manual under Incident Critique. See Appendix 12. Critiques usually follow incident termination when all responders are present and the incident events are quickly recalled. In large or long-term incidents such critiques are not always feasible or practical. In these situations, the Hazardous Materials Group Supervisor will need to schedule a time and meeting place to conduct a critique. These should be within 72 hours of the incident termination while memories of events are still fresh.

Critiques from major disasters are scheduled sometime after the incident. These incidents require a significant recovery period to restore normal activities, and many responders are too involved to attend. Critiques are often difficult to employ. However, some post incident analysis is required by SEMS law and usually conducted with 10 days of demobilization of the event. A common practice for such events is conducting some type of brief critique during the daily action plan meeting, but not supersede an in depth analysis.

8.2 Community Critiques

A debriefing or public comment session had, in the past, helped response agencies and the community understand what, why, how certain events or actions happened. Though it can be difficult or stressful, this is very beneficial to learn how to advise or interact with the community. The recovery steps can be the most expensive and emotionally trying for all involved.

Emergency and recovery plans should be reviewed and revised based on the issues brought up in the agency and community reviews. Also, enhancing warning systems should be considered to fill shortfalls.

SECTION 9: SECTION 25503 (E) INFORMATION
(§25503 H&S)

9.1 Business Hazardous Materials Disclosure Information

San Joaquin County Office of Emergency Services is the Administering Agency (AA) for the carrying out of Chapter 6.95.^{40/} Approximately 2,000 businesses are currently maintained on the system with business information and chemical inventories.

9.2 Data Management System

The data management system for the County's business plans is a relational database (File Maker Pro) supported by an Apple Macintosh system. Both the business plan requirements,^{41/} and the Risk Management Program requirements are contained in the database.^{42/} The program is very flexible by allowing the user to print predetermined scripts for most commonly requested information or allowing programming for specific report information. General information for public disclosure and distribution is under the pre-program scripts.

Electronic transfer of information has greatly enhanced the efficiency and productivity of the department. Again information on business plans can be distributed electronically via E-mail or printed on hard copy for walk-in requests or mailing.

Public safety agencies with proper passwords can download Hazardous Materials Management Plan data from a web site established by the Office of Emergency Services as of October 2000. Agencies can also receive the information by coming to the office and downloading the data onto portable hard drives or zip drives.

The hazardous materials response vehicle computer is updated weekly with all business plan files, the Emergency Telephone Directory, and past hazardous materials incident reports. Consequently, all business plans and chemical inventory information are directly available to responders upon the arrival of the Office of Emergency Services vehicle.

⁴⁰ §Article 1 & 2, Chapter 6.95, Division 20, Health and Safety Code

⁴¹ §25503, Article 1, Chapter 6.95, Division 20, Health and Safety Code

⁴² §25531 Article 2, Chapter 6.95, Division 20, Health and Safety Code

SECTION 10: LOCAL RESOURCE INFORMATION (§9973 UCS)

10.1 Identification of Natural Resources and Local Conditions

10.1.1 Significant Natural Resource Areas

The most environmentally sensitive areas of San Joaquin County include the areas in proximity to the Stanislaus, Calaveras, San Joaquin, and Mokelumne Rivers and their tributaries as well as the legally defined Sacramento-San Joaquin Delta. All agencies take additional precautions for incidents that occur in sensitive areas because of the inherent mobility potential for spills in waterways and the subsequent widespread threat to wildlife and water supplies.

Various locations within the county are also the habitat of approximately 97 endangered species. Most notable are riverside, or riparian, species such as the San Joaquin Riparian Brush Rabbit and the Riparian Wood rat. The county is also the habitat of the San Joaquin County Kit Fox. In situations where an endangered species may be encountered, the Incident Command shall work with the County Environmental Health Department, the California State Department of Fish and Game, the California Department of the Interior, and the U. S. Fish and Wildlife Service for further information and species protection.

10.1.2 Structures Located in Marine Waters

The Port of Stockton is the major maritime facility within the county. The Port encompasses a variety of functions from fuel storage and blending facilities, storage of bulk dry and liquid hazardous materials to loading and offloading hazardous materials from vessels. Over 3.2 million metric tons of cargo was received at the Port in 2006. Included in this cargo were cement, fertilizers, and anhydrous ammonia. In case of an emergency involving the Port, the Port of Stockton Police Department is the Incident Commander. They shall work with Port of Stockton authorities and the Responsible Party involved. In recent years, the Port Authority has extended to the decommissioned naval base of Rough and Ready Island. This facility now houses a wide array of distribution centers and storage areas posing further hazardous materials risk.

Other structures throughout the county include private marinas, marinas with fuel docks, boatyards, and public boat ramps. On river and delta waters, jurisdictional responsibility for hazardous materials releases, including oil, may be either the California Fish and Game Oil Spill and Pollution Response (OSPR) or the United States Coast Guard Sector San Francisco. County resources may be called in to assist with initial assessment, site control or deployment of resources such as sorbent pads and boom.

10.1.3 Areas Where Spills are Most Likely to Occur

Spills are most likely to occur when hazardous materials are in transit or being transferred from one mode of transportation or storage to another. In most situations, spills will be minor and are competently handled by on-scene personnel. The most common scenario for such types of spills are concentrations of industry involving hazardous materials such as the Port of Stockton and major transportation arteries such as Interstate 5 and Highway 99. Transportation risk is also present in other modes of transport throughout the county as found in pipeline systems, rail networks and Stockton Metropolitan Airport.

10.2 **Identification of Facilities and Local Areas of Concern to Local Government**

10.2.1 Facility Prioritization

There is no set prioritization of facilities identified for resumption of normal activities. However, in the case of a large-scale disaster such as an earthquake, prioritization will be given to critical service entities such as hospitals and other such emergency care facilities. Service infrastructure such as major highways and bridges will also be of high concern due to the needs placed on such structures during an emergency.

10.2.2 Economic Resources Prioritization

Prioritization shall be given to the East and West Complexes of the Port of Stockton. Further determination of prioritization will be made using the FileMakerPro Critical Facilities Database maintained by the San Joaquin County Office of Emergency Services.

10.2.3 Significant Areas Requiring Closure or Protective Measures

10.2.3.1 River systems within San Joaquin County

San Joaquin County is crossed by a myriad of rivers and associated tributaries that feed into the San Joaquin/Sacramento Delta. These rivers run through the county from the south, east and to a limited degree from the north. The rivers end in the Delta system and significantly add to the water budget. While passing through the county, many of the rivers cross major transportation routes such as Highway 99 and Interstate 5. There have been situations where hazardous materials incidents on the roads have impacted nearby rivers and created a more significant response. It shall be the responsibility of the Incident Commander to recognize the potential threat to rivers and other waterways when determining proper response. Further information on waterways, environmentally

sensitive areas and emergency response on the waterways can be found in the San Francisco Bay and Delta section of the United States Coast Guard Area Contingency Plan. See Attachment 4 (12.5.7 – Section 7000).

10.2.3.2 The San Joaquin Delta

Due to the variety in uses found in the Delta region, this area may require special protective measures. The Delta is used as a water resource for irrigation and canal systems. In addition it is a fragile marine ecosystem and migratory bird refuge. The Delta also is a marine transit route for vessel traffic to and from the Port of Stockton. Several pipeline systems transit the Delta as well as major roads.

10.2.3.3 Jurisdictional Response to Hazardous Materials releases in the Delta

If a hazardous materials incident occurs on a highway through the Delta, Incident Command will be the responsibility of the California Highway Patrol (CHP). The Incident Commander will ensure proper notification is made to the California Office of Emergency Services. This office will inform other agencies of an incident that may spread beyond the scene of the incident and have an adverse impact on the surrounding ecosystem. Emergency service response teams will follow closely the guidance of the CHP when approaching an incident scene. In many locations such as Highway 12 through the Delta, heavy traffic and narrow roads can pose a high level of traffic accident risk.

Hazardous materials entering the waterways of the Delta may require multi-agency response due to the potential of significant environmental impact and further spread/transport of the contaminant. Incident Command may initially reside with the local response agency, but can switch to the State or federal level if significant resources and specialized response is required. At the State level, the California Department of Fish and Game is designated as the State Agency Coordinator. This agency shall work with all involved parties and local government and take part in the Unified Command structure as appropriate.

At the federal level, responsibility for control, monitoring or oversight shall be the responsibility of the United States Coast Guard or United States Environmental Protection Agency, depending on the location, extent and potential path of the discharge. The general pattern is to keep response at the local or state level as much as possible. However, the federal agencies are able to bring a large range of specialized response equipment and specially trained personnel that may not be available at the local level.

If the closure of the Stockton Ship Channel to vessel traffic is required, the Commanding Officer of the U. S. Coast Guard Sector San Francisco shall issue a "Broadcast Notice to Mariners." The procedures for this can be determined by contacting Sector San Francisco at (415) 399-3547. Local closure of rivers, navigable canals, and boating recreational areas can be authorized at the state level as long as there

is no interference with commerce. Local resources such as the San Joaquin County Sheriff's office can assist with waterway closure.

10.2.3.4 Recreational Areas

The Operational Area encompasses a wide array of recreational areas. These range from parks established to protect endangered species, smaller residential neighborhood parks and large-scale marinas in the Delta. The Incident Commander shall work with local agencies such as law enforcement and the County Environmental Health Department to ensure localized and specialized concerns are met. A hazardous materials release in a recreational area may require specialized zone control and interaction with Risk Communications to ensure proper evacuation/closure reports are made.

LIST OF AUTHORITIES

Local Ordinance or Policy

Motor Vehicle Accident Spill Policy, County of San Joaquin Toxic Enforcement Strike Force

California Codes and Regulations

§25500, Article 1, Chapter 6.95, Division 20, Health and Safety Code

§25403, Article 1, Chapter 6.95, Division 20, Health and Safety Code

§25404.1(b)(1), Chapter 6.11, Division 20, Health and Safety Code

§25185, Article 1, Chapter 6.95, Division 20, Health and Safety Code

§25507, Article 1, Chapter 6.95, Division 20, Health and Safety Code

§25508, Article 1, Chapter 6.95, Division 20, Health and Safety Code

§25531, Article 1, Chapter 6.95, Division 20, Health and Safety Code

§101085, Article 2, Chapter 2, Part 3, Division 101, Health and Safety Code

§120175, Chapter 3, Part 1, Division 101, Health and Safety Code

§2501, Article 1, Chapter 4, Division 1, Title 17, Code of Regulations

§2720, Article 3, Chapter 2, Title 19, California Code of Regulations

§852.60-852.65,

§852.62.2, Article 2, Chapter 5, Subdivision 4, Division 1, Title 14, Code of Regulations

§2735.1, Article 1, Chapter 4.5, Division 2, Title 19, California Code of Regulations

§5192(q)(6), Article 109, Chapter 4, Division 1, Title 8, California Code of Regulations⁶

§5192(q)(3)(a), Article 109, Chapter 4, Division 1, Title 8, California Code of Regulations

§5192(l)(6) and (7), Article 109, Chapter 4, Division 1, Title 8, California Code of Regulations

§38132, Article 2, Chapter 4, Part 23, Division 3, Title 2, Education Code

§409.5, Title 11, Part 1, California Penal Code

Natural Disaster Assistance Act, as amended: §8680 through 8692, Article 1-5, Chapter 7.5, Division 1, Title 2, California Government Code

§8607, Article 9.5, Chapter 7, Division 2, Title 2, California Government Code

FIRESCOPE Incident Command System (ICS) Module HM 120-1. Section IV

Federal Codes and Regulations

29 CFR 1910.120

29 CFR 1910.120(q)(6)

29 CFR 1910.120(q)(11)

29 CFR 1910.120(l)(1)(i)

29 CFR 1910.120(p)(8)(i)

29 CFR 1910.120(q)(3)(i)

Robert T. Stafford Disaster Relief and Emergency Act, Public Law 93-288, as amended.

Title 44, Code of Federal Regulations, Part 206

SECTION 11: ATTACHMENTS

11.1 Organizational Charts

11.2 Incident Command Authority

11.3 Jurisdictional/agency Roles and Responsibilities

11.4 USCG-EPA Boundary map

11.5 Training Table

11.6 Health Officer Authority

11.7 Vacant

11.8 Vacant

11.9 Vacant

11.10 Notification Procedures

11.11 Vacant

11.12 Radio Systems

SECTION 12: APPENDIX

Appendices are separate documents required, or preferred, to be a “stand-alone’ document. Some of these have a separate checklist for completion compliance.

12.1 Vacant

12.2 Vacant

12.3 Response Levels

12.4 Position Checklists

12.5 Response Policies

12.6 Clean Up Policies

12.7 Vacant

12.8 Vacant

12.9 Hospital Hazardous Materials Guidelines

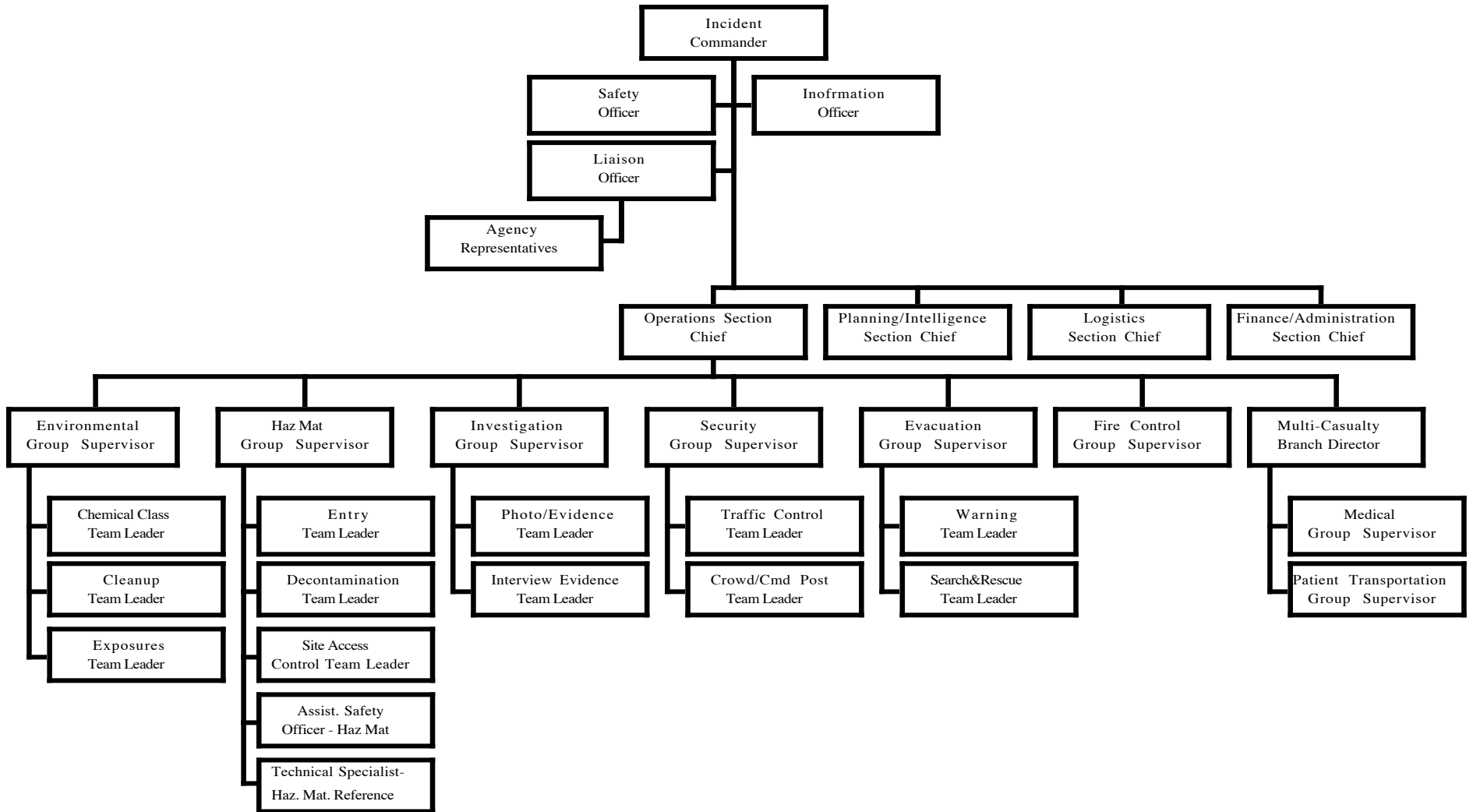
12.10 Deployment of Mass Decontamination Systems

12.11 Oil Spill Procedures San Joaquin

12.12 Joint Hazardous Materials Response Team - Policies and Procedure

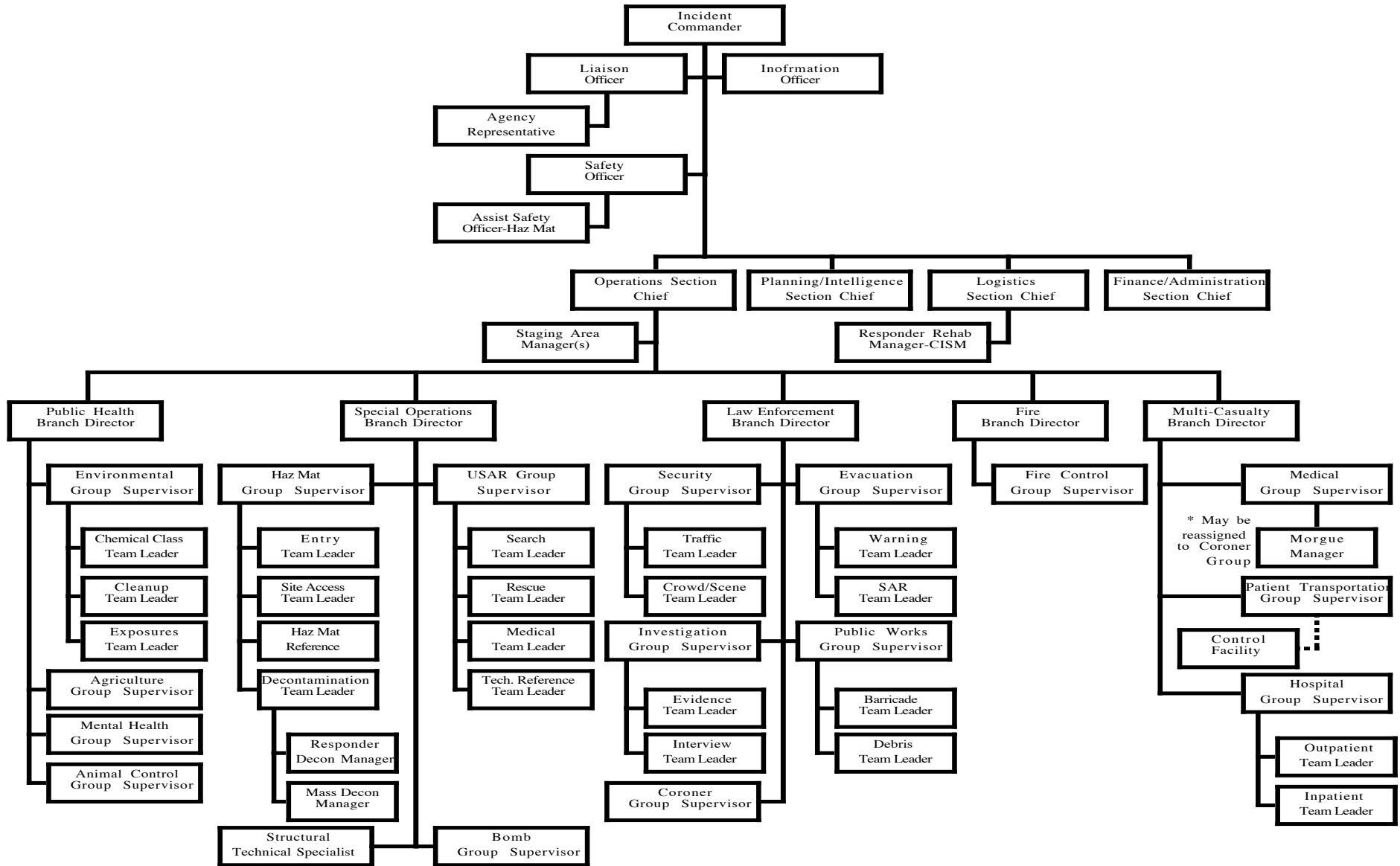
HAZARDOUS MATERIALS
ICS-207 Chart

GENERAL HAZARDOUS MATERIALS



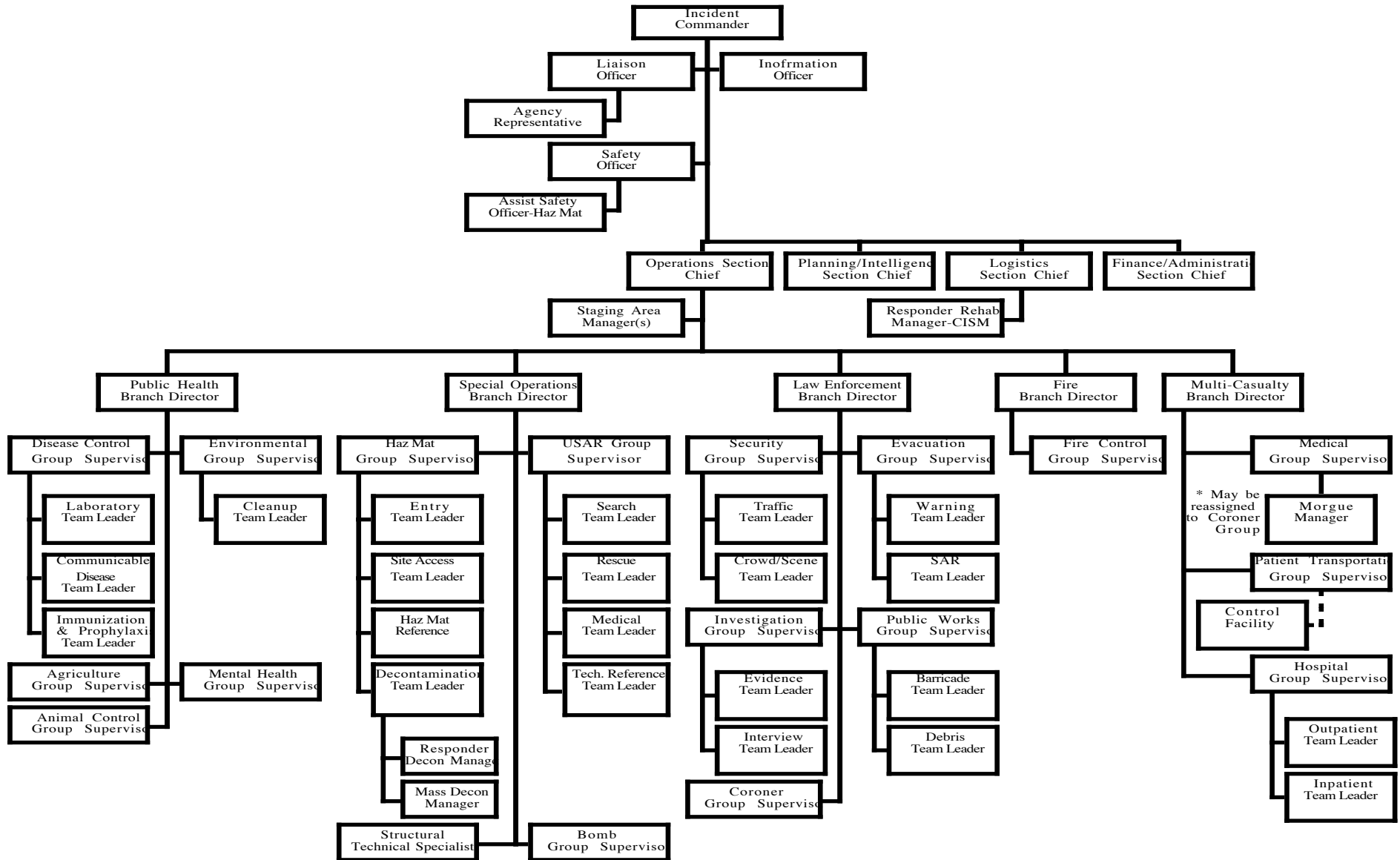
HAZARDOUS MATERIALS ICS-207 Chart

Weapons of Mass Destruction Incident - Non-Biological Threat



HAZARDOUS MATERIALS ICS-207 Chart

Weapons of Mass Destruction Incident - Biological Threat



INCIDENT COMMAND AUTHORITY
Hazardous Material
 [29 CFR Part 1910.120, 5192 CCR]

AGENCY COORDINATION	
State Agency Coordinator (SAC) State Operating Authority	<ul style="list-style-type: none"> • CHP - on highway [MOU with State OES 11-2-82] • F&G- off highway [MOU with State OES 11-2-82]
Federal On Scene Coordinator (FOSC)	<ul style="list-style-type: none"> • EPS/USCG- dependent on boundary (see attachment) <ul style="list-style-type: none"> - 40 CFR 300.120 - USCG Central & Northern California Coastal Zone, Oil & Hazardous Substance Federal Pollution Contingency Plan, Annex I (1103) – I-2 • DOD – If on a DOD facility or agency involved property • DOE – If DOE licensed property • FBI – Terrorism events

INCIDENT	IC AGENCY	AUTHORITY
GENERIC EMERGENCY SCENE - Any site (If not specified below)	<ul style="list-style-type: none"> • Public safety agency having primary investigative authority 	<ul style="list-style-type: none"> • Health & Safety Code §1798.6 (a)
PRIVATE SECTOR	<ul style="list-style-type: none"> • Business employer 	<ul style="list-style-type: none"> • CCR Title 8 Div.1 §5192 (q)(3)(i) • 29CFR1910.120 (q)(3)(ii)
ON-HIGHWAY		
<ul style="list-style-type: none"> • Freeways • Incorporated • local streets • local roads 	<ul style="list-style-type: none"> • CHP (also State Agency Coordinator) • Local law enforcement agency (if no MOU approved with another public agency) • Stockton Fire Department • County Health Officer • CHP 	<ul style="list-style-type: none"> • §2454 CVC • §8574.17 CGC • §409.3 PC (accidents in general) • MOU with Stockton Police (3-29-89) • §101040 H&S
<ul style="list-style-type: none"> • Unincorporated 	<ul style="list-style-type: none"> • CHP • County Health Officer 	<ul style="list-style-type: none"> • §2454 CVC • §409.3 PC • §8574.17 CGC • §101040 H&S
OFF-HIGHWAY		
<ul style="list-style-type: none"> • Incorporated 	<ul style="list-style-type: none"> • Local Government designated (fire, law, health, etc.) • Public agency facility operator (water treatment or utility, motor pool, etc.) • Stockton Fire • County Health Officer 	<ul style="list-style-type: none"> • Plans, Agreements and Ordinances • §409.3 PC (accidents in general) • Jurisdiction • MOU with Stockton Police (3-29-89) • §101040 H&S
<ul style="list-style-type: none"> • Unincorporated 	<ul style="list-style-type: none"> • S.J. County Sheriff • Public agency facility operator (see above) • County Health Officer 	<ul style="list-style-type: none"> • Sheriff General Order #E-8 • Jurisdiction • §101040 H&S
<ul style="list-style-type: none"> • Oil spills 	<ul style="list-style-type: none"> • Local Government policy 	<ul style="list-style-type: none"> • CA Oil Spill Contingency Plan (1983), p. 12
<ul style="list-style-type: none"> • Not in “marine waters” 	<ul style="list-style-type: none"> • Local Incident Commander serves until relieved by the SAC or a federal On-Scene 	<ul style="list-style-type: none"> • CA Oil Spill Contingency Plan (1983), p. 21

Pipeline	<ul style="list-style-type: none"> Calif. Dept. of Forestry (CDF) 	<ul style="list-style-type: none"> State Haz Mat Plan
WATERWAYS	<ul style="list-style-type: none"> ? 	<ul style="list-style-type: none"> ?
<ul style="list-style-type: none"> Waters Of State 		
<ul style="list-style-type: none"> Marine Waters 	<ul style="list-style-type: none"> U.S.C.G. Responsible Party (as part of an Unified Command) 	<ul style="list-style-type: none"> §311(c), Clean Water Act, 33 U.S.C. 1321 §311(c), Clean Water Act 40 CFR 300), National Contingency Plan Federal Response Plan, ESF #10-2. A.3
<p>Oil Spills</p> <ul style="list-style-type: none"> <42 gal 	<ul style="list-style-type: none"> U.S.C.G. 	<ul style="list-style-type: none"> S.F. Oil Spill Prevention and Response Plan, Tab E-1 Oil & Hazardous Substance Federal Pollution Contingency Plan, 202
<ul style="list-style-type: none"> ≥42 gal 	<ul style="list-style-type: none"> U.S.C.G. California Fish & Game (OSPR) 	<ul style="list-style-type: none"> §311(c), Clean Water Act
<ul style="list-style-type: none"> Spill Of National Significance (SONS) 	<ul style="list-style-type: none"> U.S.C.G./EPA (dependent on Fed Agency Coord. boundary) 	<ul style="list-style-type: none"> CGC §8670.7 U.S.C.G. Bay & Delta Oil Spill Contingency Plan (PP. A-V-1, 2,23-24)
RADIOLOGICAL		<ul style="list-style-type: none"> Calif. State Emergency Plan-Terrorism Annex
<ul style="list-style-type: none"> Shipment licensed by NRC 	<ul style="list-style-type: none"> NRC 	
<ul style="list-style-type: none"> Shipment by DOE or DOD 	<ul style="list-style-type: none"> DOE or DOD 	
<ul style="list-style-type: none"> Shipment not licensed or owned by NRC 	<ul style="list-style-type: none"> EPA 	
<ul style="list-style-type: none"> Other emergencies 	<ul style="list-style-type: none"> Confer between local, state Health, EPA 	
AIRCRAFT	NTSB	<ul style="list-style-type: none"> 49 USC 190
<ul style="list-style-type: none"> Incorporated/off-highway 	NTSB	<ul style="list-style-type: none"> 49 USC 190 49 CFR 830.10 (b) 49 CFR 831.10 (a)(b)
WEAPON OF MASS DESTRUCTION		
Crisis Management	<ul style="list-style-type: none"> FBI (also overall Lead Federal Agency) 	<ul style="list-style-type: none"> Presidential Decision Directive 39 (PDD-39) Federal Response Plan – TI-1 Calif. State Emergency Plan-Terrorism Annex
<ul style="list-style-type: none"> Prevent, preempt, and terminate threats or acts of terrorism 		
<ul style="list-style-type: none"> Apprehend and prosecute perpetrators 		
Consequence Management		<ul style="list-style-type: none"> Presidential Decision Directive 39 (PDD-39) Federal Response Plan – TI-1 Calif. State Emergency Plan-Terrorism Annex
<ul style="list-style-type: none"> Protect public health & safety 		
<ul style="list-style-type: none"> Provide emergency relief to governments, businesses, and individuals 		
<ul style="list-style-type: none"> Restore essential government services 		
<ul style="list-style-type: none"> City & Unincorporated 	<ul style="list-style-type: none"> Local Policy – Non-biological Public Health Officer – biological event 	<ul style="list-style-type: none"> See above entries Area Plan, local policy, agreed task WMD Steering Committee
<ul style="list-style-type: none"> State Property 	<ul style="list-style-type: none"> CHP (see waterways for F&G) 	<ul style="list-style-type: none"> Calif. State Emergency Plan-Terrorism Annex
<ul style="list-style-type: none"> Federal Property 	<ul style="list-style-type: none"> FEMA 	<ul style="list-style-type: none"> Federal Response Plan – TI-1
<ul style="list-style-type: none"> DOD site 	<ul style="list-style-type: none"> Military owning site or weapon 	<ul style="list-style-type: none"> Calif. State Emergency Plan-Terrorism Annex

AGRICULTURAL INCIDENT		
<ul style="list-style-type: none"> • Exotic Newcastle Disease 		<ul style="list-style-type: none"> • CDFC • USDA
<ul style="list-style-type: none"> • 		<ul style="list-style-type: none"> •
<ul style="list-style-type: none"> • 		<ul style="list-style-type: none"> •

AGENCY FUNCTIONAL RESPONSIBILITY - General Hazardous Material
 (Based on regulation, statute, ordinance, MOU, local policy)

TASK ASSIGNMENT	Lead Support	ON-HIGHWAY	ON-ROADWAY	OFF-ROADWAY		LANDS OF STATE	WATERS OF STATE
				INCORPORATED	UNINCORPORATED		
ENVIRONMENTAL GROUP <ul style="list-style-type: none"> Contain Clean-up 	L	SJC Environmental Health [H&S§101475]	SJC Environmental Health [H&S§101475]	SJC Environmental Health [H&S§101475]	SJC Environmental Health [H&S§101475]		RWQCB [Water Code §13307]
	L	CALTRANS	Public Works	Property owner	Property owner		DFG – Marine waters oil spills only [CGC§8670.7]
	L						DFG – Petroleum products only [F&G Code §5655]
	L						USCG – Marine facility oil spill [CGC §8670.27]
	S			SJC OES		SJC OES	
INVESTIGATION GROUP	L	CHP [CVC §2454]	Investigating law enforcement agency	Investigating law enforcement agency	Sheriff		RWQCB [Water Code §13163, 13307]
	S			Arson Investigator (PC 830.37)			DWR [Water Code §226(a)]
Security Group <ul style="list-style-type: none"> Close area Secure 	L	Peace Officer & local health officer [§409.5PC]	Peace Officer & local health officer [§409.5PC]	Peace Officer & local health officer [§409.5PC]	Peace Officer & local health officer [§409.5PC]	Peace Officer [§409.5PC]	Peace Officer Sheriff Boating & Safety [§409.5PC]
	S	SJC Environmental Health [H&S §101475, 25359]	SJC Environmental Health [H&S §101040, 25359]	SJC Environmental Health [H&S §101040, 25359]	SJC Environmental Health [H&S §101040, 25359]		SJC Environmental Health [H&S §101040, 25359]
	S	CALTRANS	Public Works	Public Works	Public Works		
	L						USCG – Marine Waters
<ul style="list-style-type: none"> Secure Airspace 	S	Federal Aviation [FAR §91.137]					
EVACUATION GROUP	L	CHP	CHP-unincorporated City Police - incorporated	City Police	Sheriff		
FIRE CONTROL GROUP	L	Local Fire dept./ district	Local Fire dept./ district	Local Fire dept./ district	Local Fire dept./ district (Except unprotected area)	CDF	
HAZ MAT GROUP	L	CALTRANS	CALTRANS	Joint Team Agency	OES	CDF	
	S	Joint Team Agency	Joint Team Agency		Joint Team Agency	Joint Team Agency	Joint Team Agency

**SAN JOAQUIN OPERATIONAL AREA
TRAINING SCHEDULE**

TYPE	INTERVAL	WHO	REFERENCE
EQUIPMENT			
Mask “fit-test”	Annual	Any user	Title 8, Subchapter 7, Group 16, Article 107, §5144
FIRST RESPONDER			
SEMS Orientation	Once	All responders	§8607, Article 9.5, Chapter 7, Division 2, Title 2, CGC
ICS Minimum I-100		Level as needed	
Awareness	Once	Support agencies; e.g. pw, utility	
Operational	Once & refresher	Hospital Skilled Support Personnel	29CFR 1910.120(q)(11) OSHA §3152
Operational	Once & refresher	All first responders Medical Personnel	§5192(q)(6), Article 109, Chapter 4, Division 1, Title 8, CCR §29 CFR 1919.120 (q)(6)
Technician	Once & refresher	Joint Team members	
Specialist	Once & refresher	Joint Team members	
Radiological Monitor	Basic once Annual refresher	Joint Team members	
Waste sites	Once	Any responder	§5192(1)(7) and (6), Article 109, Chapter 4, Division 1, Title 8, CCR and RCRA
		Hospital - Decon staff	OSHA Directive Number: CPL 2-2.59A (page 28)
EXERCISES			
Orientation Seminar	Once	Business employees	§25500, Article 1, Chapter 6.95, Division 20, H&S
Drills	Tri-annual Bi-annual Several	Joint Team at businesses Hospitals Joint Team & hospitals	
Table-Top	Bi-annual Quarterly	Operational Area EOC Incident Command Team	
Functional	Annual	Operational Area EOC	
Full-scale	Every 3 years	Incident Command Teams	

NOTIFICATION REQUIREMENTS

TYPE OF RELEASE	WHO	TO WHOM	TIME FRAME	STATUTE OR REGULATION
In Excess of "Reportable Quantity" (RQ)	Any person in charge of any facility, as soon as he has knowledge of any release Except a "federally permitted" release Continuous releases do not have to be continuously reported	National Response Center	Immediately	CERCLA §103 (b) [40 CFR Part 302 contains RQ list]
Hazardous Substances Released beyond the boundaries of a facility at which a hazardous material is released	Facility owner or operator who spills a harmful quantity	National Response Center	Immediately	Federal Water Pollution Control Act §311 CERCLA §103 (b)
Any release or threatened release, except transporting on a highway	The handler or any employee, authorized rep, agent, or designee	9-1-1 Calif. OES Administering Agency	Immediately	H&S §25507 (a)
Highway transportation release	Any person who dumps, spills or causes the release	CHP, or agency with traffic jurisdiction	Immediately	CVC §23112
Within 1/2 mile of school	Emergency rescue personnel	Superintendent of school district	Immediately	H&S §25507.10
Oil Spills				
State waters Causes or permits any oil or petroleum product to be discharged in or on any waters of the state, or deposited where is, or probably will be discharged in or on any waters of the state	Any person any local or state agency responding to a spill of oil	California OES California OES	Immediately Immediately	Water Code §13272 (a) CGC §8670.26
Marine waters ≥ 42 gal	Any person	Nat'l. Response Center Port of Stockton California OES		CGC §8670.25.5 Not required, agreed action H&S §25270.8
Tank facility Spill or release of one barrel (42 gallons) or more of petroleum	Owner or operator	Administrating Agency		
Navigable water "Harmful Quantities" - all discharges which "violate applicable water quality standards or cause a film or sheen upon the surface of the	Owner or operator as the source from which the discharge originates	US Coast Guard	Immediately	Federal Water Pollution Control Act §311

water”		EPA (can be through National Response Center)		33 CFR §153.203; 40 CFR §110.9
Hazardous Waste Discharge	Designated government employee within their jurisdictional boundary	Local health or Board of Supervisors	Within 72 hrs	H&S §25180.7
Motor Vehicle fluids	Responding agency	SJ Environmental Health	Immediately	Policy Statement
<ul style="list-style-type: none"> - >40 gallons - -On roadway with health threat - Off roadway <ul style="list-style-type: none"> - Soil contamination - Health threat - Water threat 				

04/11/03