



Cynthia M. Clays  
Director

Katherine Harris  
Deputy Director

## San Joaquin County

**Human Resources Division**  
County Administration Building  
3<sup>rd</sup> Floor, Suite 330  
44 N. San Joaquin Street  
Stockton, CA 95202  
Telephone: (209) 468-3370  
Fax: (209) 468-0508

Civil Service Commission  
Classification & Compensation  
Employee Benefits  
Equal Employment Opportunity  
Hospital HR Services  
Policy and Leave Management  
Recruitment & Exam Development  
Risk Management  
Staff Development & Training

January 21, 2010

Dear EOC Participant:

Recently, the Office of Emergency Services department has had several briefings with the National Weather Service on potential flooding through March 2010. A continuous series of storm waves are projected due to the El Nino conditions in the ocean temperatures.

The Office of Emergency Services implemented the Emergency Operations Center (EOC) program to respond to an event of an emergency. With the support of County Departments, OES was able to staff the program with 49 participants. This is notification that you may be called to duty if the program is activated.

In preparation for responding to an event of emergency, this letter is being sent to provide you with an opportunity to confirm or update your contact information and review trainings that you have completed and/or may need to complete as part of the program.

The EOC program has 5 trainings to complete:

- Phone Operator
- Messenger
- Message Center Operator
- Information Officer Recorder
- Display Processor

Attached you will find the EOC Participant Information Form. Please complete this form and return to Loretta Chhor in Human Resources at [lchhor@sjgov.org](mailto:lchhor@sjgov.org) by January 29, 2010. In preparation for possible activation, we recommend you review your EOC training materials and forms, which can be accessed at: [http://www.sjgov.org/oes/EOC\\_staff.htm#top](http://www.sjgov.org/oes/EOC_staff.htm#top).

Please contact Loretta Chhor at (209) 953-7328 by phone or email at [lchhor@sjgov.org](mailto:lchhor@sjgov.org) if you have any questions regarding the program.

Sincerely,

*Jennifer Goodman*

Jennifer Goodman  
Principal Personnel Analyst

JG:lc:bt  
Cc: Loretta Chhor  
Attachments