ESF-05
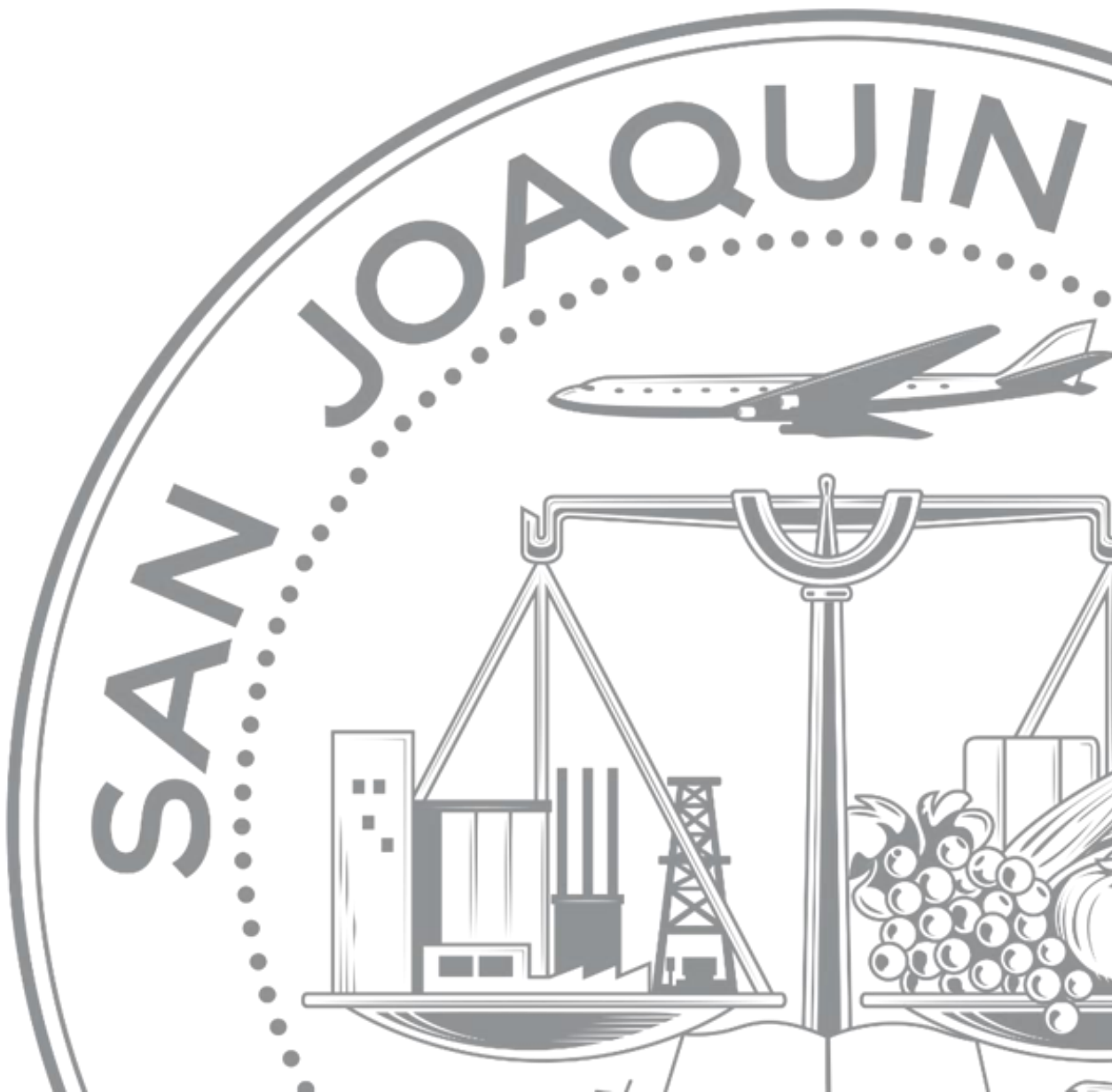# Emergency Management
Annex

July 22, 2020

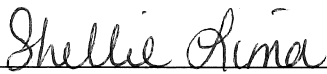This page intentionally left blank.

Letter of Promulgation

This ESF Annex to the County of San Joaquin Emergency Operations Plan describes how San Joaquin County will manage emergency incident or disaster mitigation, preparedness, response, and restoration related to this ESF. All Primary and Support agencies identified as having assigned responsibilities in this ESF shall perform the emergency tasks as described to include preparing and maintaining Standard Operating Guidelines and Procedures, and by carrying out the training, exercises and plan maintenance needed to support the plan.
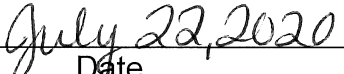
This ESF plan was developed using the Comprehensive Planning Guide 101 version 2 from the Federal Emergency Management Agency and California's emergency planning guidance documents. Adoption will occur following the established maintenance schedule; however, the plan may be modified in the interim without prior approval and formal adoption under the direction of the Director of Emergency Operations. The modified plan will be relayed digitally to all Primary and Support agencies identified as having assigned responsibilities in this ESF. In addition, the plan will be available on the San Joaquin County Office of Emergency Services webpage and within the Advanced File Library of WebEOC. The Primary assigned agency will coordinate the review and update of the plan with the Support agencies as needed at least every two years. This ESF plan supersedes any previous versions.

This ESF Annex applies to Primary and Support agencies within San Joaquin County who are assigned responsibilities in *Section 4.3.1 Responsibilities by Emergency Support Function* of the All-Hazard EOP and/or identified within the ESF Annex.

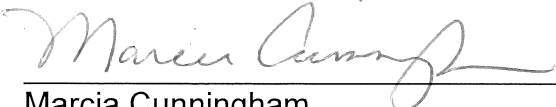This plan replaces previous annexes of the same title.

_____
Shellie Lima, Director Emergency Operations

_____
July 22, 2020
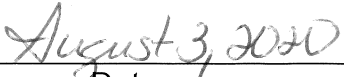Date

This plan/annex will be formally promulgated by the chairperson of the Disaster Council of San Joaquin County at the next regularly scheduled meeting. The Disaster Council is empowered by County Ordinance to review and approve emergency and mutual aid plans.

_____
Marcia Cunningham
Chair, San Joaquin County Disaster Council
Director of Emergency Services

_____
August 3, 2020
Date

Plan Administration

San Joaquin County Office of Emergency Services Director of Emergency Operations will coordinate review, revise, and re-promulgate this annex at least once every two years or when key changes occur, such as lessons learned from exercises or real events. The San Joaquin County Director of Emergency Operations may make changes without formal Disaster Council's approval. This document supersedes all previous ESF-05 Management appendices and annexes for the Operational Area.

Record of Changes

All updates and revisions to this annex will be tracked and recorded in the following table. This process will ensure that the most recent version of the plan is disseminated and implemented by emergency response personnel.

Date	Change No.	Change made by (name/title)	Summary of Changes
2/25/2020	1	Heyer/Emergency Planner	Updated- Dates and changed Emergency Services Council to Disaster Council per County Ordinance

Plan Distribution

San Joaquin County Office of Emergency Services maintains the County of San Joaquin Emergency Operations Plan in the San Joaquin County Emergency Operations Center Library. This document upon signature will become an annex to the Emergency Operations Plan. The primary method of Emergency Operations Plan distribution is electronic, with a copy available in the Advanced File Library of the San Joaquin County Web based information-sharing database WebEOC and on the San Joaquin County Office of Emergency Services Web page.

TABLE OF CONTENTS

Primary Agency: Office of Emergency Services

Supporting Agencies:

Agricultural Commissioner	Health Care Services
Assessor-Recorder-County Clerk	Human Resources
Auditor-Controller	Human Services Agency
Child Support Services	Information Systems Division
Community Development	Parks and Recreation
County Administrator	Public Works
County Counsel	Purchasing and Support Services
District Attorney	San Joaquin General Hospital
Employment and Economic Division	Sheriff-Coroner-Public Administrator
Environmental Health	Fire Districts
General Services	

1 EXECUTIVE SUMMARY

The San Joaquin County Office of Emergency Services (OES), the lead agency for Emergency Support Function (ESF) 05, Emergency Management, is responsible for supporting overall emergency management activities for San Joaquin County (County) and the Operational Area (OA) during a significant incident, disaster or planned event that exceeds the capacity of normal response operations. During such circumstances, this annex provides core management and administrative functions, in support of the Emergency Operations Center (EOC) and associated departmental and field operations.

2 INTRODUCTION

2.1 PURPOSE

The ESF-05 annex describes how the County will direct and control its personnel and resources in support of County and local governments for preparedness, prevention, mitigation, response, and recovery of major incidents. ESF-05 outlines processes for collecting, analyzing, processing, and disseminating information about a potential or actual incident and conducting planning activities to facilitate the overall activities in assisting the whole community.

2.2 SCOPE

The scope of this annex during an activation is to:

- Gather, process, and distribute emergency management information and its known, predicted, or potential impacts on the Operational Area (OA), the public, and stakeholders.

- Initiate the county declaration process if the situation warrants.

- Organize an EOC guide for emergency management activities.

- Coordinate and assist with responses for resources made by jurisdictions within the OA.

- Gather, process, and distribute information regarding county emergency management operations and ensure timely preparation and distribution of situation reports.

- Ensure accuracy, completeness and retention of documentation generated in the EOC.

3 GUIDELINES

The following guidelines apply to the implementation of the emergency management annex:

- When an emergency occurs within the OA, the incident response shall be handled within the local jurisdiction until the incident exceeds local resources. When the incident exceeds the capabilities of the local jurisdiction, the EOC shall be activated consistent with the EOC activation procedures in section 5 of the County of San Joaquin Emergency Operations Plan (EOP) and all necessary annexes, including this Emergency Management Annex.

- The designated primary and support agencies are responsible for and committed to staffing and implementing ESF-05 at the time of its activation by OES.

- This annex will be implemented in a manner consistent with the Standardized Emergency Management System (SEMS), the National Incident Management System (NIMS), the EOP, applicable agency guidelines and policies, applicable laws, regulations, and statutes.

- Agencies with a stake in the management of the incident shall participate in the EOC Emergency Action Planning (EAP) process.

- The priorities for emergency operations will be consistent with, and support, the EAP for the relevant operational period.

- When resources and capabilities are limited, resource allocation priorities are established by the San Joaquin County Multi-Agency Coordination (MAC) Support Annex, as well as by the following:
  - Protection of human health and safety,
  - Protection of critical infrastructure,
  - Protection of property,
  - Protection of environmental quality.

4 PLANNING ASSUMPTIONS

The following planning assumptions have been used to develop this annex. If these assumptions are not valid for a specific event or circumstance, it will be necessary to modify the operational concepts and assigned responsibilities defined herein:

- During an emergency that exceeds local resources, a need for a central collection point at the EOC where situational information can be compiled, analyzed, prioritized, and distributed.

- Minimal information will be available at the outset of an incident and initial information may be vague or inaccurate.

- There is an immediate and continuous need for officials involved in response and recovery efforts to collect information about the developing or ongoing incident.

- The information must be accurate and timely for effective emergency management, damage assessment, and disaster declarations.

- All organizations supporting emergency operations in the County must maintain a common operating picture by actively sharing information throughout the disaster cycle.

- An information process must be in place to verify incoming information, to include a rumor control system.

- A communications outage may hamper the collection and dissemination of accurate and timely information.

- EOC activities are intended to provide overall support and coordination to emergency management for an incident.

- OES assists with coordinating components of the local disaster management, including assessing and prioritizing local resources required during an incident.

- EOC activities may require 24-hour, 7 days per week operations.

- During an incident, resource management and coordination should initially be performed at the local level. When internal resources have been or projected to be exhausted, resource requests will be processed through the OA.

- Implementing damage assessment early in an emergency will expedite information collection for relief and assistance for those affected.

- The OA will utilize WebEOC to ensure all partners have a common operating picture of the situation, response priorities, available resources, and recovery efforts.

5 CONCEPT OF OPERATIONS

ESF-05 is designed to support emergency management activities for any incident-requiring multi-agency, or jurisdictional, planning and coordination. Per the EOP, the EOC will be activated at the appropriate level to assess and respond to an incident. The concept of operations for this annex is applicable regardless of the scope, type, or duration of the incident. The EOC serves as the single point of coordination between local jurisdictions, Incident Command, the region, and the State. Under ESF-05, staff are trained in accordance with the EOP to fill Command, Management and General Staff positions. This Concept of Operations outlines the following elements of the Emergency Management ESF:

- Organizational Structure

- Notifications and Assessment

- Emergency Operations Center

- Response Actions

- EOC Deactivation

- Area Command

5.1 ORGANIZATIONAL STRUCTURE

ESF-05 is organized in accordance with NIMS and the functional structure is based on the elements developed in SEMS and ICS. The organizational structure is compatible with that of surrounding public agencies at the local, state, and federal levels. Non-government organizations that regularly participate in the emergency management process are also trained and proficient in this system.

In accordance with the EOP, during emergency operations the EOC will be organized, as needed, into five major functional areas: Command, Operations, Planning, Logistics, and Finance. The organizational structure of the EOC may not resemble the day-to-day organization of the County. EOC assignments are based on training and experience. Employees may report to other employees to whom they do not usually have a reporting relationship. Furthermore, as the severity of the incident increases, assignments may change in the organizational structure - meaning an employee's position in the EOC may change during the course of a single emergency.

5.1.1 EOC Command Staff

The EOC Command Staff are responsible for the overall management of the EOC and consist of the following positions:

- EOC Director is the overall manager of the EOC responsible for implementing the priorities and objectives of the EOC and the incident. This position is generally filled by the Director of Emergency Operations or designee. The EOC Director is responsible for coordinating with the County's unincorporated areas and the cities in the OA for any disaster or emergency.

- Public Information Officer (PIO) will coordinate and manage the County's public information network, including local, regional, and State agencies; tribal entities; political officials; and other emergency management stakeholders. During large incidents events, the PIO will be the point of contact for the designated Joint Information Center (JIC).

- Liaison Officer serves as the main point of contact for agencies involved in the response. The Liaison Officer coordinates with the EOC Director to ensure that agency representatives are provided with the necessary workspace, communications, information, and internal points of contact necessary to perform their responsibilities.

- Safety Officer will develop and recommend measures for personnel safety based on anticipated hazardous and/or unsafe situations.

5.1.2 General Staff

The EOC General Staff are responsible for management of the EOC Sections and consists of the following positions:

- Operations Section Chief is responsible for the overall coordination of the event support operations and coordinates activities of the Operations Section. Operations carries out the tasks in the Action Plan.

- Logistics Section Chief is responsible for the management of resources requested and assigned in support of the OA. Logistics operates within ESF-07 Resources.

- Finance Section Chief is responsible for all financial, administrative and cost analysis aspects of the incident. Including coordination of financial policy, employee compensation, accounts payable, and cost recovery.

- Planning Section Chief is responsible for collection, evaluation, and dissemination of information, the development of the EAP, tracking of assigned resources, and facilitating the Planning Process.

5.2 NOTIFICATIONS AND ASSESSMENT

An OES Duty Officer is on call 24 hours a day, seven days a week, and is advised of any threats, unusual events or situations by Cal OES, local responders and city jurisdictions. Reports may also originate from concerned citizens, on-scene command, or other agencies. The Duty Officer has the responsibility to monitor and follow up on any threat that has the potential to affect the County. It is important to note that although the Duty Officer may be monitoring the progression of an incident or event, the EOC is not considered activated until OES staff are tasked to support the incident and are operating outside their normal scope of day-to-day business activities.

5.3 EMERGENCY OPERATIONS CENTER

An EOC is a location where staff from multiple agencies and departments converge to address imminent threats and hazards, and provide coordinated support to on-scene personnel, incident command, or other EOCs. The EOC primarily looks to incident coordinators and management teams for specific information on current or predicted conditions, current and proposed actions being taken, as well as anticipated needs. The primary function of an EOC includes:

- Collecting, analyzing, and sharing incident information,

- Supporting resource needs and requests, including allocation and tracking,

- Coordinating plans and determining current and future needs.

The EOC may receive oversight from a Multi-Agency Coordination Group (MAC) consisting of various elected or appointed officials of involved agencies.

5.3.1 Activation

The decision to activate the EOC is made by one of the following:

- Director of Emergency Services;

- Director of Emergency Operations; or

- As required by SEMS, based upon activation conditions under Table 7 in the EOP.

When activated, Emergency Management within the EOC provides and manages staff for the operation. Initial staffing will typically be by employees of OES. Subsequent, or additional, staffing assignments will, to the extent possible, utilize trained county employees proficient in ICS and managing or conducting the tasks and responsibilities of the command, general and functional area staff.

5.3.2 Callback

OES will alert the Director of General Services, or designee, and contact EOC personnel as appropriate. A notification will be sent to all EOC staff and identified county employees, notifying of the activation and all pertinent details.

5.3.3 Location

The **primary** location of the EOC is the **Robert J Cabral Agricultural Center** at 2101 E Earhart Ave, Suite 300, Stockton, CA, 95206. If, for any reason, the primary EOC lacks the necessary resources, i.e. power, water, security, or space, an alternate site may be implemented at the direction of the EOC Director or Emergency Services Director. The **alternate location** is the **Sheriff's Department Complex** at 7000 Michael Canlis Blvd, French Camp, CA, 95231.

The location of the EOC may change as required by the needs of the incident. Coordination and control for County emergency resources will take place from the EOC as long as environmental and incident conditions allow. However, if conditions require relocation of the EOC, then the EOC Command will designate an alternate facility.

5.3.4 EOC Staff

Under state law (California Code of Regulation (CCR) Title 2, Division 2, Chapter 2, and Subchapter 3) and county ordinance, all public employees are designated as a Disaster Service Worker (DSW). In the event of an emergency, the expectation is that a DSW will secure their own home and family. Then, if possible and when instructed, DSWs should report to their assigned work area and assist in response activities. Continuity of government services is critical during disasters and county employees have an essential role in maintaining essential services necessary for the community to recover from a disaster.

OES has identified county staff to participate as part of the EOC team and be assigned a position where needed. NIMS, SEMS and ICS compliance training provided to the EOC Team allows a proficient use of personnel and provides the staffing depth to support multiple operational periods. To optimize coordination and communications, EOC activation and staffing will be at the lowest level needed to support the event. Emergency Management support will be coordinated through the EOC utilizing the guidelines in this ESF.

5.3.4.1 Volunteers

Many special districts, utilities, and private companies have incident management systems in place for maintaining continuity-of-operations and to offer resources in support of an emergency response. Community-Based Organizations (CBO), Non-Governmental Organizations (NGO), and private sector organizations provide a range of services to address needs that are wholly or

partially unmet by local, state, and federal governments during a incident. These organizations may be utilized as needed in an emergency if they are compliant with NIMS and SEMS in accordance with ESF-17 Volunteer and Donations Management for additional information.

5.4 RESPONSE

5.4.1 Initial Actions

Immediately upon notification of a threat, imminent or actual emergency, the following actions will be taken:

- The OES duty officer will be notified. The information will be relayed to the Director of Emergency Operations then a decision will be made to activate the EOC.

- The EOC director or designee will communicate activation details to relevant management, coordinating, and supporting departments. This includes activation level, positions requested, location, brief situational update, and activation timeframe.

- Utilizing WebEOC, status updates and relevant coordinating tasks will be added to ensure a common operating picture.

- Identify or utilize an EAP Template within WebEOC.

5.4.2 Continuing Actions

The following actions should be repeated for each operational period:

- Prepare a schedule for the planning cycle, as well as regularly scheduled times for situation reports.

- Planning section will hold EOC Management meetings throughout each operational period to coordinate information about the situation and response activities.

- Develop an action plan in coordination with relevant authorities and department representatives.

- Maintain communications and facilitate coordination with local, regional, state or federal entities.

- Coordinate and support overall EOC activities.

- Seek direction and clarification with Board of Supervisors or MAC Group as needed.

- Monitor EOC staffing, resource availability and capability, and take actions as needed.

- Reports and documents should be developed by all organizations supporting the incident response during each operational period. This includes situation reports and ICS-214 forms, both of which can be completed on WebEOC.

- At a minimum, the following information and statuses, not in any priority, should be collected in order to maintain situational awareness:

| Capability and Resource Needs	Mass Care and Shelter Requirements and Status	Communications, IT, and Telecommunications
Disaster Area Boundaries	Incident Command Status	Life Saving Information
Damage Assessment	Deaths and Injuries	Weather
Missing Persons	Public Works and Utilities	Media Broadcasts
Transportation Infrastructure	Emergency Response and Support	Energy and Power Infrastructure
Medical and Health	Outside Assistance	Resource Tracking

5.4.3   Operational Periods

The time-period scheduled for the execution of a given set of operational tasks as specified in the Action Plan. Operational periods can be of various lengths, however do not typically exceed 24 hours. Shifts will be set up at the discretion of the EOC Director, though typically two 12-hour shifts. EOC Staff are not released until the next shift has arrived and received a briefing from their predecessor.

5.4.4   Levels of Activation

EOC Low Level Activation – Level 3

As the lowest activation level, Level 3 is a monitoring or steady state. This level may only activate the OES Duty Officer or a few other staff assignments, as noted in the figure below. The level of staff is commensurate with the needs to support field activation levels and maintain situational awareness as the event changes. Additional positions may be activated as needed by the EOC Director.

Figure 1 EOC Low Level Activation – Level 3
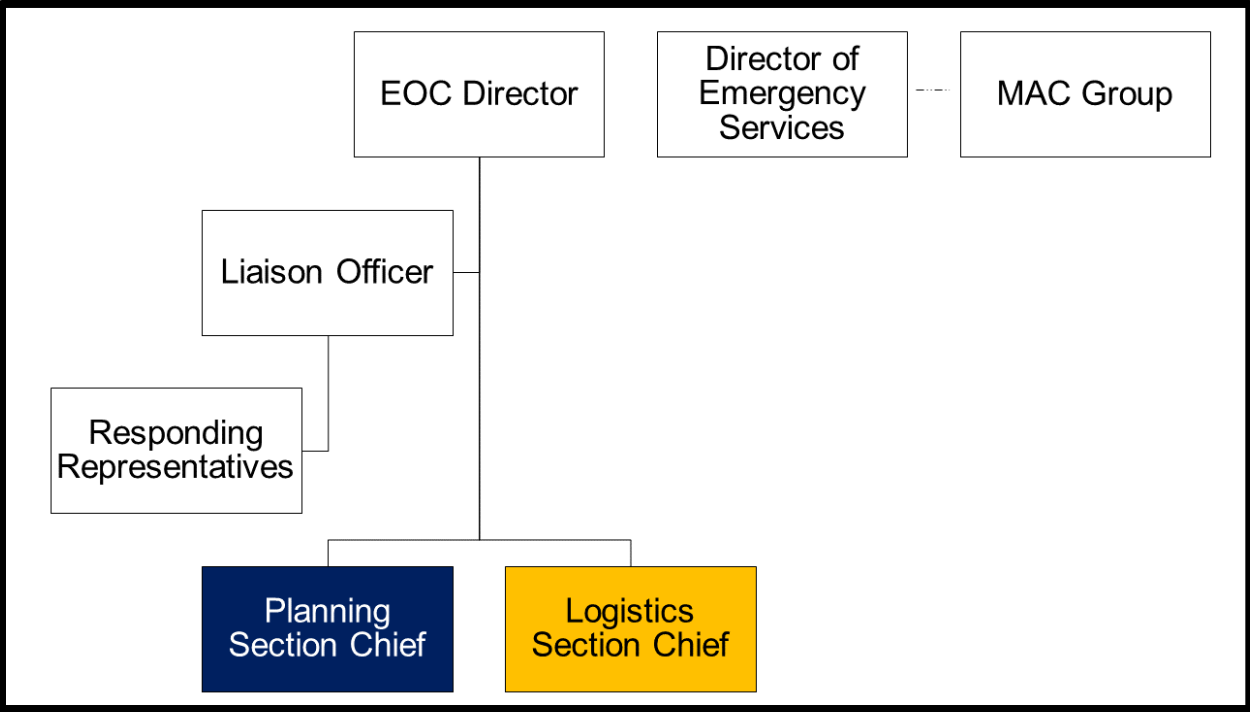
EOC Moderate Level Activation – Level 2

This partial activation level will provide continued support to field operations. This level is commensurate with the scope and needs of the incident. The figure below outlines the standard positions activated for a moderate incident. As with all events, the staffing level requirements are determined by the EOC Director and are based upon the support needs of the field events.

Figure 2 EOC Moderate Level Activation – Level 2
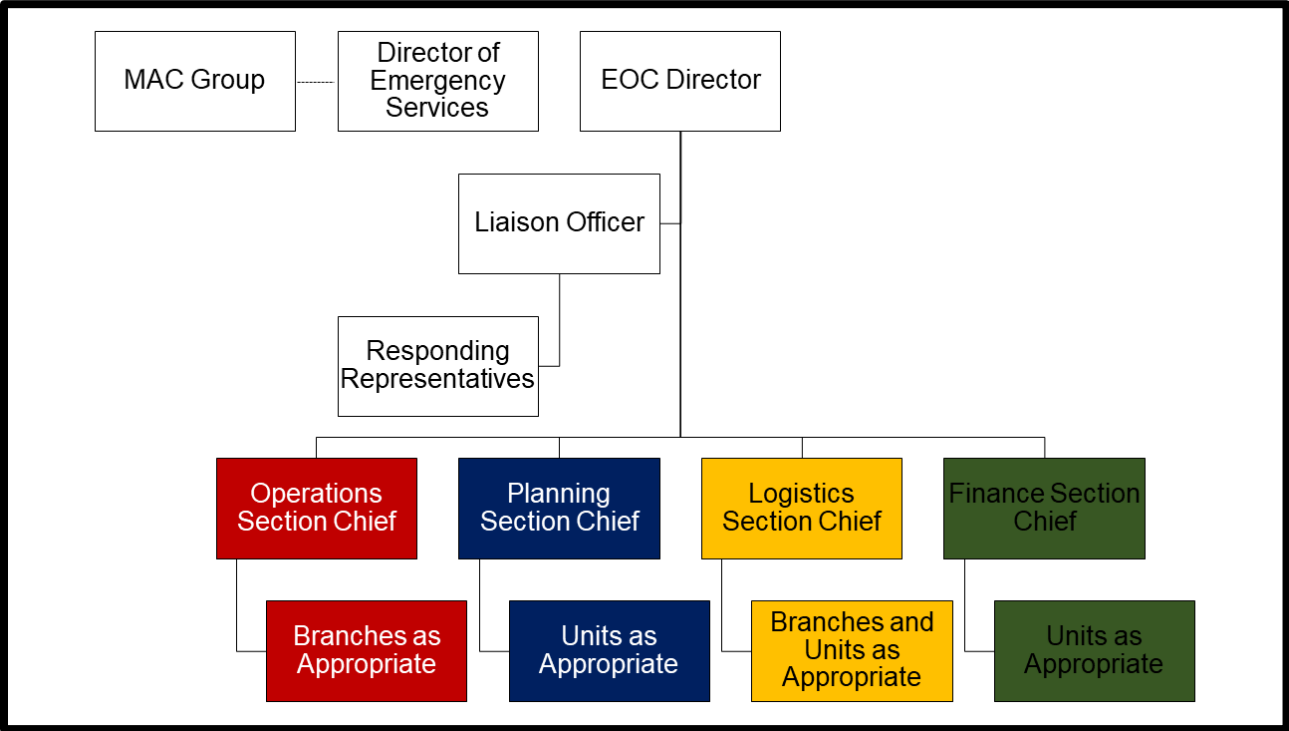
EOC Full Activation – Level 1

A Level 1 activation is the highest level of EOC activation for major incidents that require a broad range of resources to work to return to a normal state of operations. The figure below outlines the standard positions activated for a major incident. As with all events, the staffing level requirements are determined by the EOC Director and are based upon the support needs of the field events. As noted in the EOP, deactivation of the EOC will occur based upon the mission needs as warranted.
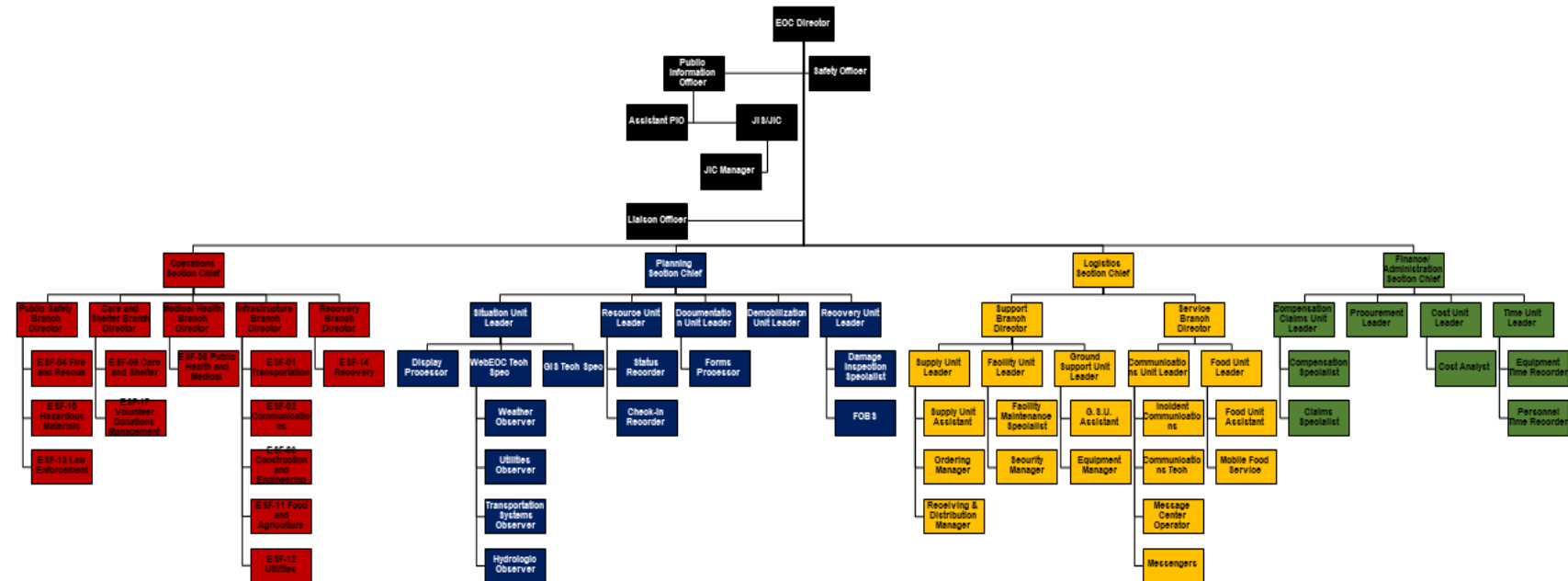
Figure 1 EOC Full Activation – Level 1

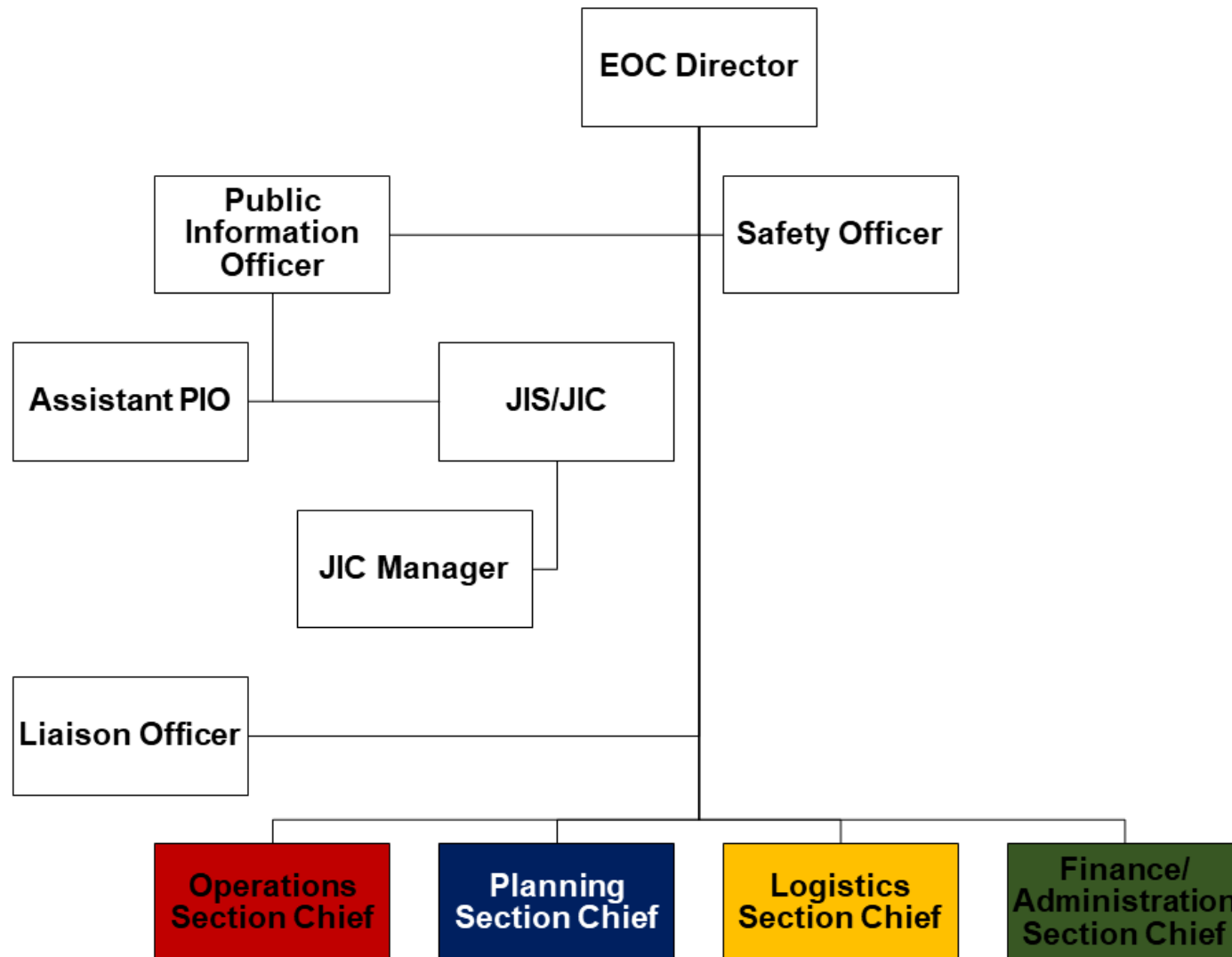*Figure 7 EOC Full Activation – Management and Command Sections*
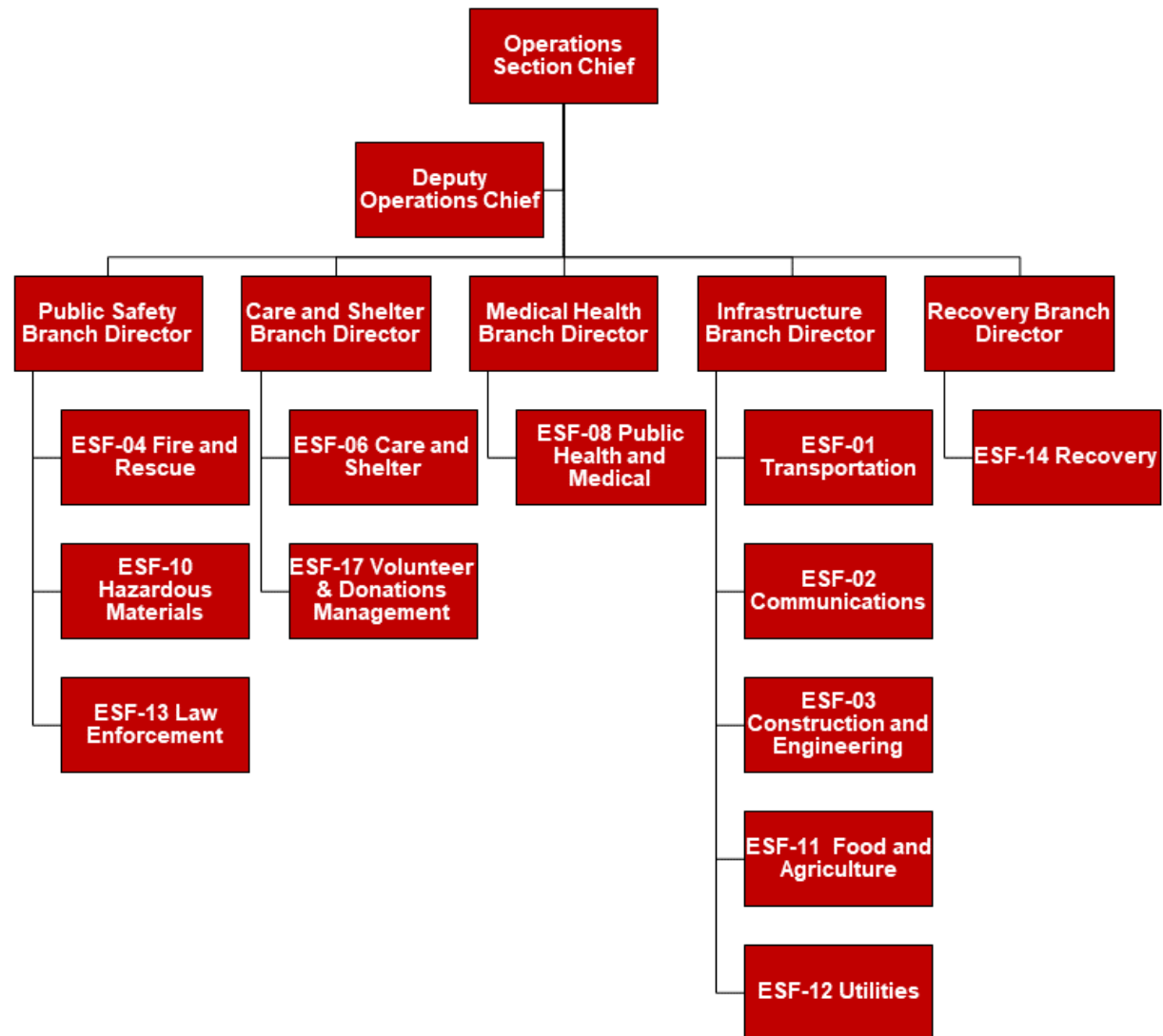
Figure 8 EOC Full Activation – Operations Section
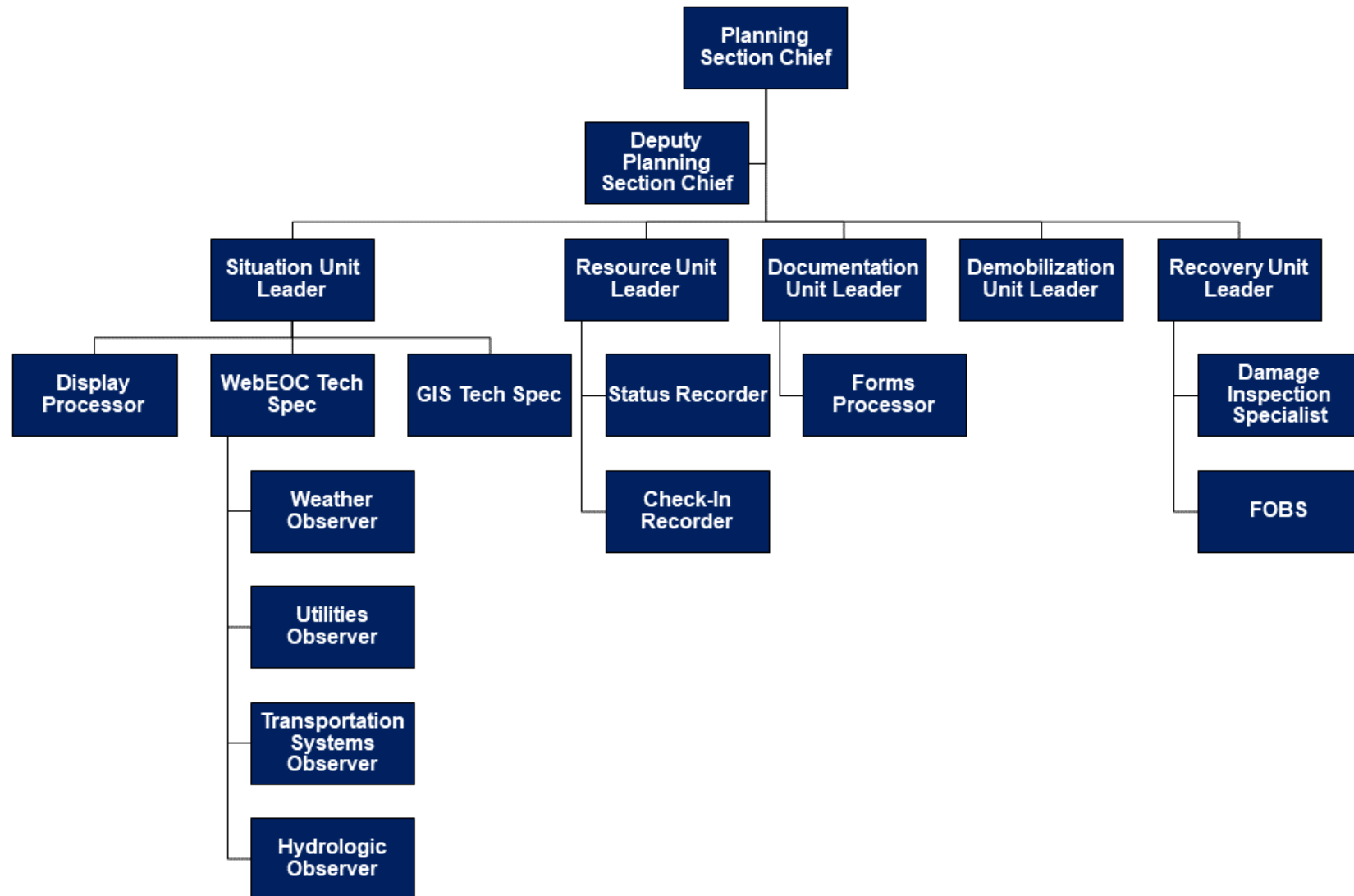
Figure 9 EOC Full Activation Planning Section
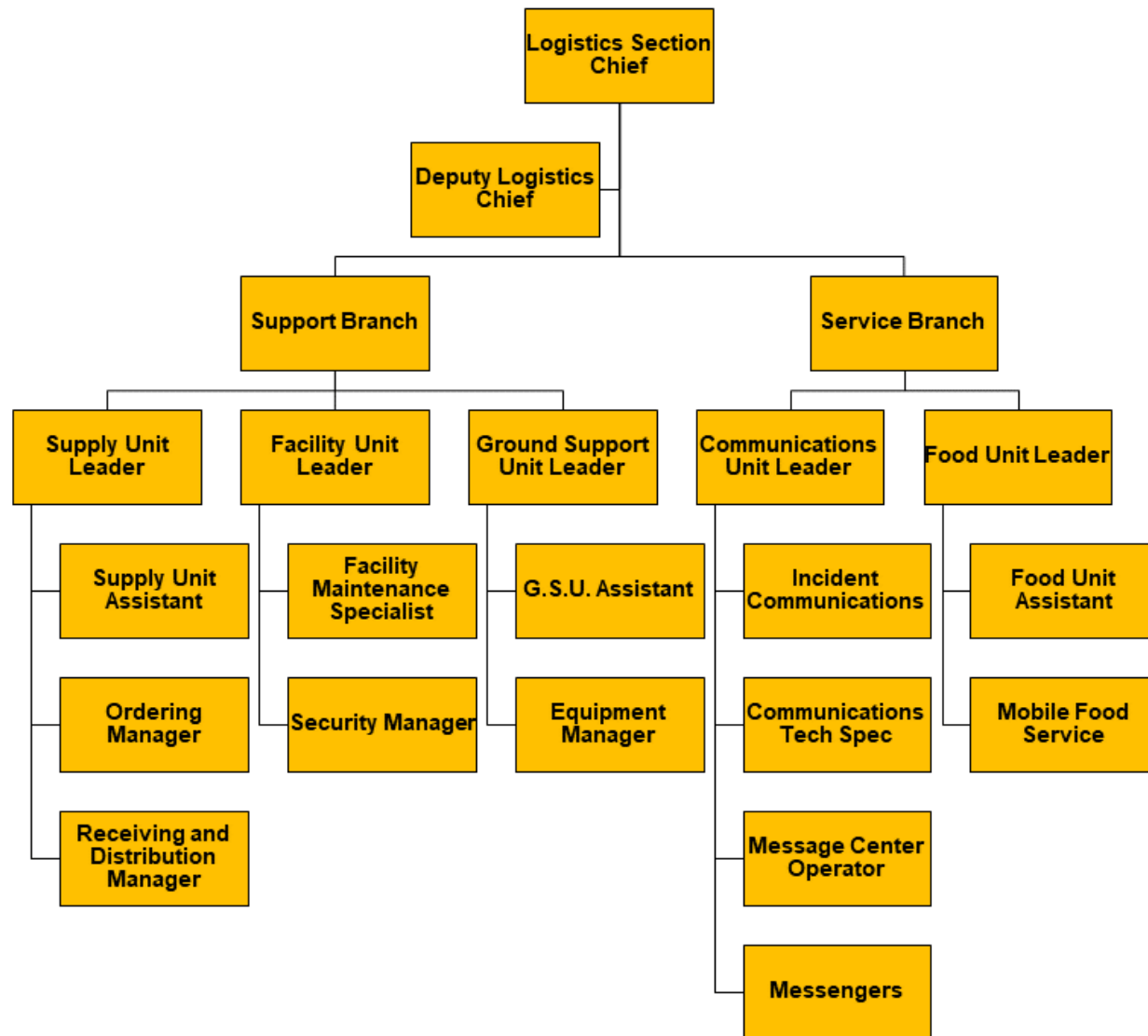
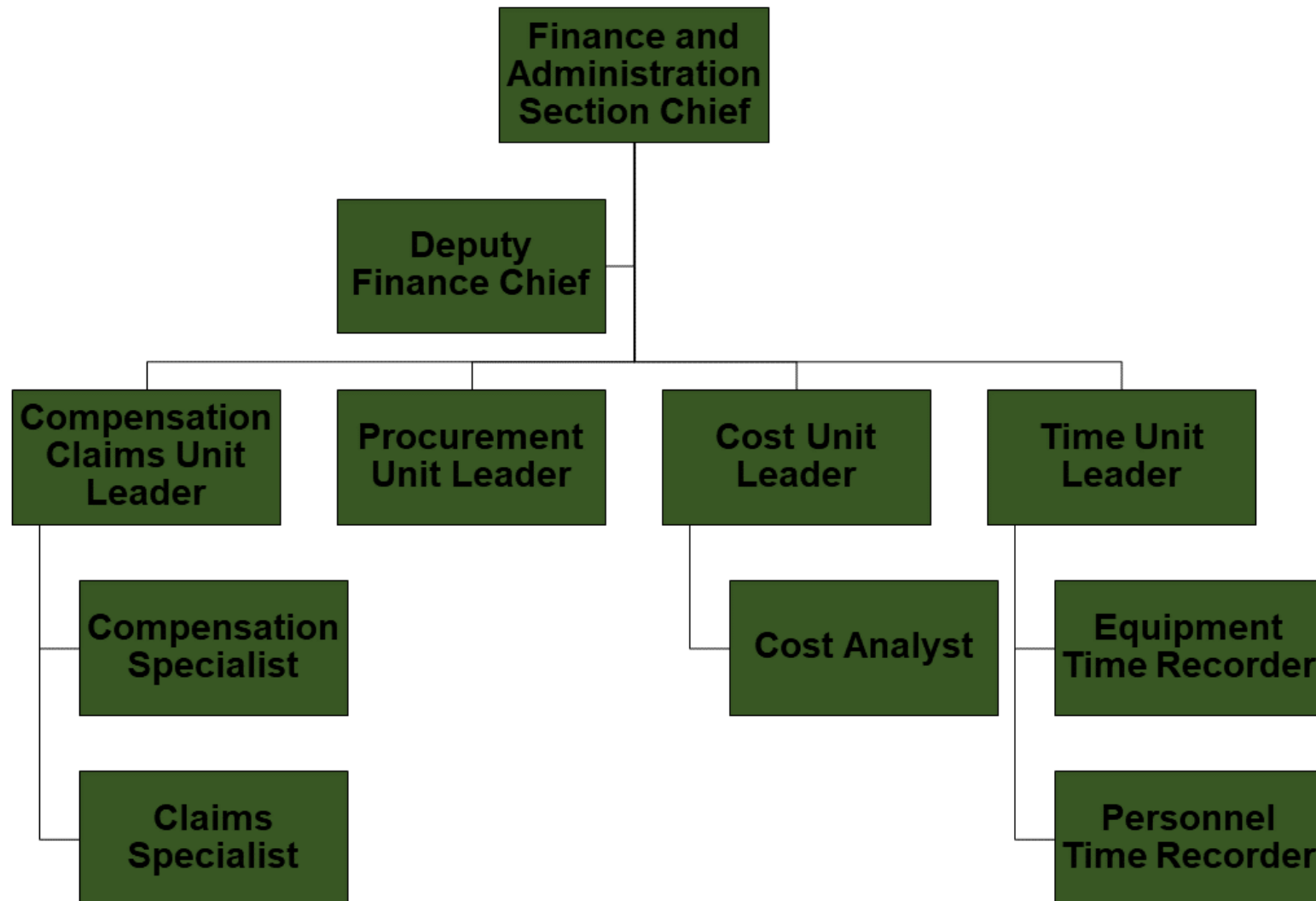*Figure 10 EOC Full Activation Logistics Section*

Figure 11 EOC Full Activation Finance Section

6 ROLES AND RESPONSIBILITIES

6.1 PRIMARY AGENCY- OFFICE OF EMERGENCY SERVICES

The Director of Emergency Operations is responsible for maintaining the readiness of the EOC, identifying support staff, and ensuring adequate training to perform in the assigned positions. County departments have been requested to designate personnel who can be made available for training and to work in the EOC during an activation. Other departments may be requested to provide assistance in an emergency. The following responsibilities are necessary to support and coordinate operations during an emergency:

- Providing coordination of resources and emergency communications in support of an incident.

- Maintaining contact with incorporated and neighboring jurisdictions.

- Maintaining the EOC in an operating mode, or ensuring the EOC space can be converted into an operating condition upon activation.

- Ensuring EOC staff operate in accordance with ICS, SEMS, and NIMS.

- Ensuring accurate record keeping.

- Developing and identifying duties of staff, use of display and message forms, and appropriate procedures for activation.

- Maintaining proficiency with WebEOC and promotion of WebEOC use with partner agencies.

- Maintaining an accurate inventory of OES supplies available for response.

- Arranging Emergency Management Mutual Aid (EMMA) Coordination for needs into and out of the OA.

- Establishing a procedure for the OA to request resources from the EOC within ESF-07.

6.2 SUPPORTING AGENCIES

6.2.1 Purchasing and Support Services

- Provide a Procurement Unit Leader during an activation.

Coordinate, supervise, and manage the procurement of supplies and resources available for use in response and recovery in accordance within purchasing guidelines and County Ordinance 4520.

- Establish procedures for the purchase of supplies and resources during a proclaimed emergency, not covered by existing procedures.

- Determine priorities for procurement of supplies and resources in support of the incident objectives, in coordination with the Logistics Section Chief in the EOC.

- Maintain and implement procedures for acquisition, maintenance, leasing, and contracting for response or recovery as indicated by the incident.

- Maintain purchasing and financial records of any expenditure used for response or recovery from the incident.

6.2.2 Health Care Services Agency

- The County Health Officer and the Emergency Medical Services (EMS) Administrator will jointly appoint the Medical Health Branch Director and Medical Health Deputy Branch Director. The MH Branch Director (MHBD) will determine the staffing based on the nature of the incident.

- County Health Care Services Agency consists of the following departments: Public Health Services (PHS), Emergency Medical Services (EMS) and Behavioral Health Services (BHS).

- The County Health Officer has emergency declaration authority to protect the public in a health emergency.

- Departments under the Medical Health Branch may activate their Department Operations Center (DOC) during an incident and coordinate with the EOC in accordance with the Medical Health Branch Plan.

- The EMS Administrator currently serves as the Medical Health Operational Area Coordinator (MHOAC). This position is responsible for coordinating medical health resources and supplies with the OA, in accordance with the California Public Health and Medical Emergency Operations Manual (EOM).

- Each agency in MH Branch may have an assigned PIO to contribute to, and assist with, the development of risk communication information and work in the JIC.

6.2.3 Human Resources

- Provide a Personnel Unit Leader during an activation.

- Coordinate and manage identification, acquisition, and distribution of personnel for County disaster operations.

- Work with the EOC Finance Section for proper documentation and cost determination with employee payroll and compensation.

6.2.4 Human Services Agency

- Human Services Agency (HSA) will provide a Care and Shelter Branch Director during an EOC activation that requires a Care and Shelter Branch.

- HSA is the lead coordinator of emergency shelter operations in the OA (ESF-06).

- HSA will coordinate with other OA departments and agencies to provide welfare checks of the public during emergencies.

6.2.5 Fire Agencies

- Fire districts and departments will provide staff in support of the Public Safety Branch during an EOC Activation.

- Fire districts and departments will coordinate to support fire suppression and rescue efforts during an incident in accordance with ESF-04.

- The OA Fire Mutual Aid Coordinator will arrange mutual aid in accordance with the California Master Mutual Aid Program as needed.

6.2.6 Law Enforcement Agencies

- Law Enforcement agencies will provide staff in support of the Public Safety Branch during an EOC Activation.

- OA law enforcement agencies will provide coordination of law enforcement resources during an incident.

- The OA Law Enforcement Mutual Aid Coordinator will arrange mutual aid in accordance with the California Master Mutual Aid Program as needed.

6.2.7 California Office of Emergency Services

- California Office of Emergency Services (Cal OES) may provide technical specialists in the EOC.

- Cal OES may provide a liaison and coordination between the OA, Region, and State of California.

- Cal OES assists in managing mutual aid activities and, if needed, task requested state resources.

- Cal OES provides a gateway for acquiring federal resources, when needed.

6.2.8 San Joaquin County Departments and Agencies

- SJC Departments provide support staffing for EOC when requested if available.

6.2.9 Multi-Agency Coordination Group

The MAC Group will provide a structure and process for inter-jurisdictional decision-making in the following areas:

- Incident management policies and priorities.

- Logistics support and critical resource tracking.

- Resource allocation among multiple incidents.

- Coordinating incident-related information.

- Coordinating interagency and intergovernmental issues regarding incident management policies, priorities, and strategies.

7 COMMUNICATION

7.1 FIELD-EOC COMMUNICATIONS

Field Incident Commanders and Jurisdictional EOCs will establish communications when activated. Local government EOCs or SJC DOCs will establish communications with the EOC. Communications between field operations and the Jurisdictional EOC may be through formal channels such as dispatch centers, WebEOC, ICS 213 form, or direct radio communications.

In-person, phone calls, or emails are considered informal communications. Informal communications regarding the incident within the EOC, should be documented on an ICS 214. Communication and coordination among all SEMS levels is necessary for effective emergency response. The EAP should note approved communications methods, including direct and indirect using an ICS 205 form.

7.2 EOC COMMUNICATIONS

The EOC utilizes WebEOC, which is a secured online emergency management and information-sharing platform. WebEOC allows authorized users and agencies within the OA to document and share real-time information with everyone assigned to the incident. WebEOC has activity logs, status boards, position specific links, template EAP's, OA maps and electronic ICS forms.

- Special districts may provide a liaison representative to the EOC to facilitate coordination and communication with the various entities it serves.

- The ICS 214 Activity Log shall be completed by every person assigned to the incident, including EOC staff members. Activity logs will be turned in when staff sign out from assignment.

The OA EOC is equipped with redundant communication modalities, allowing the sharing of situational awareness, resource status, raw intelligence and data, and alert and warning capabilities. The communication capabilities are routinely reviewed and updated as technology advances. Current communication resources available to the EOC include:

- Land-line telephones
  - Analog and VIOP

- Cell Phones

- Satellite Phones

- Fax Machines

- Internet-enabled computers

- Website Monitoring

- Operational Area Satellite Information Systems (OASIS)

- Integrated Public Alert and Warning System (IPAWS)

- Radio systems (See the SJC Tactical Interoperable Communications plan for additional information)
  - ARES/RACES
  - Public Safety frequencies
  - Government frequencies
  - Business and Commercial Frequencies
  - Low Band Radios

7.3 EMERGENCY PUBLIC ALERTING AND NOTIFICATIONS

At the onset of an incident, multiple systems are available to disseminate alert and warning notifications to the public. Messages will be tailored according to the audience, incident, and expected public response, and account for a community's needs. Refer to the ESF-15, Public Information, for more detailed recovery information.

8 INFORMATION COLLECTION, ANALYSIS AND DISSEMINATION

To establish a common operating picture throughout the region, the EOC requires information to be shared in a timely manner by all agencies involved in the incident response. Establishing a common operating picture and maintaining situational awareness are essential to effective incident management.

The Planning Section must provide the Management Section with as much information as possible to make decisions about incident priorities and objectives. The Management Section requires information such as type of incident/disaster, population/communities affected, degree of damage, resources available, and any other relevant incident information that would aid, or should be, considered in decision-making. Information is shared via the designated WebEOC Activity/Event Log, so that all incident personnel maintain situational awareness.

8.1 PLANNING SECTION

The Planning Section Chief is responsible for collecting, displaying, evaluating and disseminating information used to develop Emergency Action Plans (EAP) and Situation Reports (SITREPS). Information can be gathered, analyzed, and organized through the various features in WebEOC. The Planning Section is also responsible for directing and managing all documentation related to the emergency.

8.2 RESOURCE REQUESTS (RRDM)

Resource requests are submitted through the appropriate channels according to SEMS and the ICS structure established by the EOC. Resource requests will be addressed locally, regionally, then statewide, if necessary. Requests for all supplies, equipment, personnel, etc., should be routed through the RRDM or Emergency Management Mutual Aid (EMMA) coordinator as appropriate. Those without WebEOC access will utilize the ICS 213 or 213RR forms for communications and resource ordering in accordance with ESF-07.

8.3 BRIEFINGS

EOC Briefings are conducted by the outgoing section chiefs at the beginning of each operational period and present the current EAP. Additional briefings are scheduled as necessary to pass along vital information. Outgoing EOC staff should conduct a change of shift briefing with their replacement.

8.4 JOINT INFORMATION CENTER

- Gather and collate information from all media outlets, incident response personnel, and EOC staff.

- Vet information on rumors.

- Craft messages with accurate and approved information.

- Coordinate with other jurisdictional PIO's for consistent information.

- Disseminate information in accessible formats to the public, including press releases, interviews, social media, emergency portals, and other appropriate methods.

9 FINANCIAL MANAGEMENT

The Finance Section is responsible for the overall financial tracking related to the resources and costs incurred during an incident. During an incident, each agency/department is responsible for recording and tracking its expenditures and seeking reimbursement for the appropriate resources after the event. For reporting purposes, support entities will document their expenditures and submit them directly to the Finance Section Chief as soon as possible.

10 PLAN DEVELOPMENT AND MAINTENANCE

The development and maintenance of this ESF plan will be consistent with the guidelines established in the EOP.

11 AUTHORITIES AND REFERENCES

The authorities and references documented in the basic plan of the County EOP are considered applicable to this ESF.