

COUNTY OF LAKE

Emergency Operations Plan

Lake Operational Area

Office of Emergency Services

May 1, 2018



This Plan, with associated Annexes and Appendices is intended to act as a guide, and depends on individual agencies within the County to provide support and resources when activated. This Plan does not supersede or override the field operations responding directly to an incident, but does provide direction and support for County-wide events of a catastrophic nature. This Plan was developed with the support and assistance of many County agencies, and has been reviewed by the Governor's Office of Emergency Services (CalOES).



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May 1, 2018

To: Officials and Employees of the County of Lake

LETTER OF PROMULGATION

The preservation of persons, property and the environment is an inherent responsibility of all levels of government. Natural or man-made disasters can occur at any given moment, leaving chaos and destruction in their wake. The County of Lake will endeavor to provide safeguards, which will save lives, minimize damage both physical and financial, and reduce chaos through planning, preparedness measures and training. Solid emergency plans carried out by well-trained and knowledgeable responders can and will limit losses.

The Lake Operational Area Emergency Operations Plan ("EOP") establishes multi-agency and multi-jurisdictional coordination during emergency operations, assigns functions and tasks consistent with California's Standardized Emergency Management System and the National Incident Management System, and serves as the policy for emergency management in the Operational Area.

This EOP was developed for each department within the County of Lake, as well as the Lake County Operational Area which includes special districts, school districts, and any other political jurisdiction within the geographic boundaries of Lake County. The contents of this EOP are based upon guidance approved and provided by the Governor's Office of Emergency Services as well as the Federal Emergency Management Agency. The purpose of this EOP is to provide direction on how to respond to an emergency from the moment disaster strikes, through the response and recovery processes.

Once adopted, this EOP is an extension of the State of California Emergency Plan. It will be reviewed and tested periodically and revised as necessary to meet changing conditions.

The Lake County Board of Supervisors gives its full support to this EOP, and urges all public employees and individuals to prepare for times of emergency before they occur.

Chair, Board of Supervisors
County of Lake

Seal of the Clerk of the Board

Date

May 1, 2018

County Resolution Goes Here

County Resolution Page 2 Goes Here

Plan Concurrence

Supporting agencies and organizations of this Emergency Operations Plan ("EOP") include all County departments and the Disaster Council. These entities have received a copy of this EOP and are expected to comply with the EOP and any roles or tasks as described herein.

Dated this ____ day of _____, _____, in the County of Lake, California.

CONCURRENCE BY EACH COUNTY DEPARTMENT:

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Lake County Administrative Officer

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Christopher Veach, Director
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2018 Lake County Emergency Operations Plan

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Scott DeLeon, Director
Public Works Department

Diane Fridley
Registrar of Voters

Brian L. Martin
Sheriff-Coroner-Director of Emergency Services

Barbara C. Ringen
Treasurer-Tax Collector

Phil Moy, Director
Water Resources

2018 Lake County Emergency Operations Plan

Record of Changes

Section Revised	Date of Revision	Date Operational Area & Department Notification	Initials of Editor	Description of Revision:

FOREWORD

This Emergency Operations Plan (“EOP”) addresses the County of Lake’s planned response to extraordinary emergency situations associated with natural disasters, technological incidents, and national security emergencies. The plan does not address normal day-to-day emergencies or the well- established and routine procedures used in coping with such emergencies. Instead, the operational concepts reflected in this plan focus on potential large-scale disasters that can generate unique situations requiring unusual emergency responses.

This plan is a preparedness document—designed to be read, understood, and exercised prior to an emergency. It designates the County of Lake as part of the California Standardized Emergency Management System (SEMS) and the National Incident Management System (NIMS).

Each element of the emergency management organization is responsible for assuring the preparation and maintenance of appropriate and current Standard Operating Procedures (SOPs) resource lists and checklists that detail how assigned responsibilities are performed to support implementation of the EOP and to ensure an effective response during a major disaster. Such SOPs should include the specific emergency authorities that designated officials and their successors can assume during emergency situations.

ASSUMPTIONS:

- The County of Lake is primarily responsible for emergency activities in the unincorporated areas of the County, and will commit all available resources to save lives, minimize injury to persons, minimize damage to property and protect the environment.
- The County of Lake uses the precepts of the Incident Command System (ICS), SEMS and NIMS in emergency response operations.
- The Sheriff, as Director of Emergency Services will coordinate the County's disaster response in conformance with the Emergency Services Ordinance.
- The Lake County Sheriff's Office of Emergency Services is the lead coordinating agency for the Lake County Operational Area (Op Area); which includes the County and its political subdivisions (i.e. cities and special districts).
- The resources of the County of Lake will be made available to cities, local agencies, and citizens to cope with disasters affecting this area.
- The County will exhaust its own resources before requesting mutual aid assistance.
- Mutual aid assistance will be requested when disaster relief requirements exceed the combined capacities of the cities and County's ability to meet them.

EMERGENCY MANAGEMENT GOALS:

- Provide effective life safety measures, reduce property loss and protect the environment.
- Provide for the rapid resumption of impacted businesses and community services.
- Provide accurate documentation and records required for cost recovery efforts.

ORGANIZATION OF THE EMERGENCY OPERATIONS PLAN (EOP):

- **Part One - Basic Plan & Emergency Response Organization Functions**
Overall organizational and operational concepts relative to response and recovery, as well as an overview of potential hazards. Intended audience—Emergency Operations Center Management Team.
- **Part Two – Jurisdictional Hazard Analysis**
Description of the potential hazards that would stimulate an emergency response and reference material. Intended audience—Emergency Operations Center staff.
- **Appendices -**
Acronyms & Abbreviations
Glossary of Terms
Authorities & References
(Hazard Specific Annexes are maintained separately, and updated as necessary)

ACTIVATION OF THE EOP:

- On the order of the Sheriff (or his designee) that is designated by the County of Lake Ordinance No. 3035 as adopted 12/17/2015, provided that the existence or threatened existence of a Local Emergency has been determined in accordance with the ordinance.
- When the Governor has proclaimed a State of Emergency in an area that includes the County of Lake or cities within its boundaries.
- Automatically on the proclamation of a State of War Emergency as defined in California Emergency Services Act (Chapter 7, Division 1, Title 2, California Government Code).
- When there has been a Presidential declaration of a National Emergency.
- Automatically on receipt of an attack warning or the observation of a nuclear detonation.

APPROVAL AND PROMULGATION:

This EOP will be reviewed by all departments/agencies assigned a primary function in the Emergency Responsibilities Matrix (**Part One, Management Section**). Upon completion of review and written concurrence by these departments/agencies the EOP will be presented to the Lake County Disaster Council for review and approval. The EOP will then be submitted to the California Governor's Office of Emergency Services (CalOES). Upon concurrence by the County Disaster Council, the plan will be presented to the Board of Supervisors for official adoption and promulgation.

MAINTENANCE OF EOP:

The EOP will be reviewed annually to ensure that plan elements are valid and current. Each responsible organization or agency will review and upgrade its portion of the EOP and/or modify its SOP/EOP as required based on identified deficiencies experienced in drills, exercises or actual occurrences. Changes in government structure and emergency response organizations will also be considered in the EOP revisions. The Emergency Services Manager is responsible for making revisions to the EOP that will enhance the conduct of response and recovery operations. The Emergency Services Manager will prepare, coordinate, publish and distribute any necessary changes to the plan to all County departments and other agencies as shown on the distribution list on pages 6-9 of this EOP.

The Emergency Services Manager will also review documents that provide the legal basis for emergency planning to ensure conformance to SEMS/NIMS requirements and modify this plan as required.

Table of Contents

PART ONE – BASIC PLAN	19
1. General Information.....	19
1.1 Introduction	19
1.2 Plan Format.....	19
1.3 Plan Approval and Promulgation	20
1.4 Plan Administration.....	20
1.5 Purpose and Relationship to Other Plans	20
1.6 Policies, Goals, Objectives and Assumptions	21
2. Concept of Operations	24
2.1 Preparedness Phase	24
2.1.1 Training and Exercising	25
2.2 Response Phase	25
2.2.1 Pre-Emergency	25
2.2.2 Emergency Response	25
2.2.3 Sustained Emergency	26
2.3 Recovery Phase	26
2.4 Mitigation Phase	26
3. Preparedness & Readiness.....	27
3.1 Citizens	27
3.1.1 CERT	27
3.2 Businesses	28
3.2.1 Hazardous Materials	28
3.2.2 Business Emergency Plans	28
3.3 Government	29
3.3.1 Lake County Office of Emergency Services	30
3.3.2 Lake County Disaster Council	30
3.3.3 Lake County Operational Area Disaster Committee	31
3.3.4 Regional Emergency Management	31

2018 Lake County Emergency Operations Plan

3.3.5 State Emergency Management.....	30
4. Standardized Emergency Management System	31
4.1 Local Government Level in SEMS.....	31
5. National Incident Management System	34
5.1 NIMS Data Collection Tool	35
5.2 Lake County Op Area Responsibilities under SEMS & NIMS.....	35
5.3 National Response Framework Integration with the Emergency Operations Plan	38
6. Incident Command System	38
7. Mutual Aid.....	39
7.1 Mutual Aid System	39
7.2 Mutual Aid Regions	41
7.3 Mutual Aid Coordinators.....	43
8. Operational Area Emergency Operations Center	44
8.1 EOC Location and Description.....	45
8.2 Activation Procedures	46
8.2.1 When to Activate the EOC	46
8.2.2 Who Can Activate the EOC.....	46
8.2.3 How to Activate the EOC.....	46
8.2.4 Activation Levels	46
8.3 Organization and Structure.....	48
8.4 Position Descriptions and Responsibilities	49
8.4.1 Management Section.....	49
8.4.2 Operations Section.....	50
8.4.3 Planning/Intelligence Section	51
8.4.4 Logistics Section	54
8.4.5 Finance/Administration Section	55
9. Alert and Warning.....	56
9.1 Emergency Communication System	56
9.2 Alert & Warning Mechanisms.....	56
9.3 Alert & Warning Conditions	56
9.4 Emergency Public Information.....	57
9.5 Public Information Officer.....	57

2018 Lake County Emergency Operations Plan

9.6 Joint Information Center	58
9.7 Communications Center Operations.....	58
10. Emergency Declarations	58
10.1 Proclamation of a Local Emergency.....	58
10.2 Proclamation of a Local Health Emergency.....	58
10.3 Concurrence of Existence of Local Emergency	59
10.4 Governor's Proclamation of a State of Emergency	59
10.5 State of War Emergency	60
10.6 Presidential Declaration.....	60
11. Continuity of Government	60
11.1 Lines of Succession.....	62
11.1.1 Reconstituting Government Body.....	65
11.1.2 Lake County Director of Emergency Services	65
11.2 Temporary County Seats.....	65
11.3 Suspensions and Appointments.....	66
11.4 Preservation of Vital Records.....	66
PART TWO – JURISDICTIONAL HAZARD ANALYSIS.....	67
1. Introduction	67
1.1 Incorporated Cities.....	67
1.2 Unincorporated Community Areas	67
1.3 Law Enforcement	68
1.4 Fire Protection and Emergency Medical Services.....	69
1.5 Area Hospitals	69
2. Threat and Hazard Identification and Assessment	69
2.1 Earthquake	70
2.2 Wildland Urban/Interface Fire	70
2.3 Severe Weather	71
2.4 Extreme Heat	71
2.5 Flooding.....	71
2.5.1 Wastewater Treatment Facilities.....	72
2.5.1.1 Northwest Wastewater Treatment Facility	72
2.5.1.2 Southeast Wastewater Treatment Facility	72

2018 Lake County Emergency Operations Plan

2.5.1.3 Kelseyville Wastewater Treatment Facility.....	73
2.5.1.4 City of Lakeport Municipal Sewer District.....	73
2.5.1.5 Clearlake Oaks Water District	73
2.5.2 Middle Creek Levees	73
2.6 Dam Failure	75
2.6.1 Adobe Creek Dam	75
2.6.2 Highland Creek Dam	75
2.6.3 Coyote Creek Dam	76
2.6.4 Scott Dam (Pillsbury).....	76
2.6.5 Indian Valley Dam	77
2.6.6 Spring Valley Dam	77
2.6.7 Cache Creek Dam	77
2.6.8 Kelsey Creek Detention Structure.....	78
2.7 Hazardous Material Incident	77
2.8 Transportation Accidents and Isolation	78
2.8.1 Isolation of Communities and County	80
2.9 Landslide	80
2.10 Water Quality, Drought and Cyanobacteria	81
2.10.1 Water Quality.....	81
2.10.2 Aquatic Weeds	80
2.10.3 Drought	80
2.10.4 Cyanobacteria and Other Algae	80
2.10.5 Dreisennid (Quagga) Mussels	81
2.11 Volcanic Activity.....	81
2.12 Energy Failure/Shortage	81
2.13 Food and Agriculture	81
2.14 Public Health Emergencies.....	82
2.14.1 Communicable Infection.....	82
2.14.2 Air Quality	82
2.15 Civil Unrest.....	83
2.16 Terrorism.....	84
2.17 Cyber Attack/Failure	85

APPENDICES.....85

 A-1 Acronyms and Abbreviation85

 A-2 Glossary of Terms..... 87

 A-3 Authorities and References108

Lake Operational Area Emergency Operations Plan

PART ONE – BASIC PLAN

1. General Information

1.1 Introduction

The Lake County Operational Area (“Op Area”) Emergency Operations Plan (“EOP”) identifies the county's emergency planning, organization, policies, procedures and response to all hazard situations associated with large scale events affecting the Lake County Op Area. The Lake Op Area consists of the cities, special districts, the unincorporated areas of the County, and any tribal governments pursuant to any appropriate agreements. The plan does not address everyday emergencies or routine emergency procedures, but rather multi-agency coordination with multiple levels of government.

This EOP accomplishes the following:

- a. Establishes the emergency management organization necessary for response to any significant event affecting the Op Area.
- b. Establishes the operational concepts, procedures and responsibilities required to protect the health and safety of Lake County residents and tourists, public and private property, and the environment from the effects of significant hazardous events.
- c. Provides a flexible platform for planning and response to all hazards and emergencies that are likely to impact Lake County. The EOP is adaptable for disasters such as earthquakes, wildland/urban interface fires, floods, landslides, health emergencies, and other situations outlined in Part Two – Jurisdictional Hazard Analysis.

1.2 Plan Format

This EOP is divided into three elements that contain general and specific information relating to Op Area emergency management operations.

PART ONE – BASIC PLAN

The "basic plan" describes the emergency management organization, and its roles, responsibilities, policies and operational concepts.

PART TWO – JURISDICTIONAL HAZARD ANALYSIS

The “jurisdictional hazard analysis” provides a brief description of the Lake County Op Area, and a summary analysis of local hazards and how they might impact the Op Area.

PART THREE – APPENDICES

The “appendices” section of the EOP contains a list of acronyms and abbreviations, a glossary of terms used in the plan, authorities and references as well as other reference material. Hazard-specific plans are maintained separately as annexes to this document.

1.3 Plan Approval and Promulgation

By resolution of the Board of Supervisors, this EOP will be officially adopted and promulgated. The approval date will be included on the Title Page as well as the footer of each page. The EOP will be distributed to those county departments, the Operational Area (Op Area) and supporting organizations having assigned primary functions or responsibilities.

1.4 Plan Administration

The entire EOP will be reviewed annually, with a full document update once every three (3) years. Additional changes occurring within the three-year cycle of review will be acted upon independently and brought to the Board of Supervisors as necessary to maintain functionality and to meet state and federal requirements. This EOP may also be modified as a result of post-incident analyses and/or after-action reports. It may be modified if responsibilities, procedures, laws, rules, or regulations pertaining to emergency management and operations change. Those agencies having assigned responsibilities under this EOP are obligated to inform the Lake County Office of Emergency Services, who is the lead agency for maintaining this EOP, when changes need to be made.

Changes not requiring formal adoption by the Board of Supervisors, including the Hazard Specific Annexes and Emergency Operations Manual, will be published and distributed to all involved agencies and organizations. Recommended changes will be received by the Lake County Office of Emergency Services, reviewed and distributed for comment on a regular basis.

1.5 Purpose and Relationship to Other Plans

This EOP is the principal guide for the Lake County Op Area’s response to, management of, and recovery from real or potential emergencies and disasters. The content of this EOP is designed to establish the implementation of the Standardized Emergency Management System (“SEMS”) for the Lake County Op Area and has been revised to comply with the National Incident Management System (“NIMS”) established by the Federal government.

In a disaster, emergency management and homeland security operations begin at the local level and expand to include regional, State and Federal government resources and response capabilities as required. The basic purpose of this EOP is to facilitate multi-agency and multi-jurisdictional coordination between the Lake County Op Area, and State and Federal agencies, and emphasizes the basic principals of emergency management.

Principals of Emergency Management

The principles of Emergency Management followed by Lake County shall be:

a. Comprehensive

Emergency managers consider and take into account all hazards, all phases, all stakeholders and all impacts relevant to disasters.

b. Progressive

Emergency managers anticipate future disasters and take preventive and preparedness measures to build disaster-resistant and disaster-resilient communities.

c. Risk-driven

Emergency managers use sound risk management principles (hazard identification, risk analysis, and impact analysis) in assigning priorities and resources.

d. Integrated

Emergency managers ensure unity of effort among all levels of government and all elements of a community.

e. Collaborative

Emergency managers create and sustain broad and sincere relationships among individuals and organizations to encourage trust, advocate a team atmosphere, build consensus, and facilitate communication.

f. Coordinated

Emergency managers synchronize the activities of all relevant stakeholders to achieve a common purpose.

g. Flexible

Emergency managers use creative and innovative approaches in solving disaster challenges.

h. Professional

Emergency managers value a science and knowledge-based approach based on education, training, experience, ethical practice, public stewardship and continuous improvement.

This EOP serves as a planning reference as well as the legal and conceptual framework for emergency management in the Lake County Op Area. Departments within the County of Lake and other agencies with assigned roles and responsibilities identified in this document are required to develop department operations plans, detailed Standard Operating Procedures (“SOPs”) and emergency response checklists based on the provisions of this EOP.

The Lake County Op Area EOP also incorporates by reference the Hazard Specific Annexes dealing with contingencies for those hazards listed in Part Two of this EOP. Functional Annexes provide the structure for coordinating interagency support for a local response to an incident. The Emergency Operations Center (“EOC”) Manual contains checklists and other resource material designed to instruct users in operation of the Op Area Emergency Operations Center (“EOC”).

EOP Relationship to Other Plans

The Lake County Emergency Operations Plan (“EOP”) shall be an independent document. The EOP shall serve as a reference for political jurisdictions within Lake County, and will support the California State Emergency Operations Plan. Other plans may reference and support the Lake County EOP, but shall not supersede or subvert the information in the EOP.

1.6 Policies, Goals, Objectives and Assumptions

This EOP establishes policies and procedures and assigns responsibilities to ensure the effective management of emergency operations within the Lake County Op Area. It provides information on the Op Area’s emergency management structure, how the emergency management team is activated, and integration of functional and operational references. The following goals, objectives and assumptions provide the foundation for which this EOP was developed.

Goals:

- a. Provide effective life safety measures and reduce property loss and damage to the environment.
- b. Provide for the rapid resumption of businesses and community services to reduce the economic impact.
- c. Provide accurate documentation and records required for cost recovery efforts.

Objectives:

The overall objective of emergency management is to ensure the effective management of response forces and resources in preparing for and responding to situations associated with natural disasters, terrorist attack, technological incidents and national security emergencies. To carry out its responsibilities, the emergency management organization will accomplish the following objectives during an emergency and/or disaster:

- a. Overall management and coordination of emergency response and recovery operations, including on-scene incident management as required.

2018 Lake County Emergency Operations Plan

- b. Coordination and liaison with appropriate federal, state, tribal and other local government agencies, as well as applicable segments of private industry and volunteer organizations.
- c. Establish priorities and resolve any conflicting demands for support or resources.
- d. Prepare and disseminate emergency public information to alert, warn, and inform the public.
- e. Disseminate damage information and other essential data.

Assumptions:

The following assumptions reflect the situations that must be considered to achieve effective emergency management in the Lake County Op Area:

- a. All incidents are local.
- b. Emergencies may occur at any time with little or no warning and may exceed capabilities of local, state, federal, tribal governments and private industry in the affected areas.
- c. Emergencies may result in casualties, fatalities and displace people from their homes.
- d. Emergencies may result in property loss, interruption of essential public services, and damage to basic infrastructure and significant harm to the environment.
- e. The greater the complexity, impact and geographic scope of an emergency, the more multiagency coordination will be required.
- f. The County, Cities, and Special Districts will mobilize to deliver emergency and essential services under all threats and emergencies.
- g. Mutual aid and other forms of assistance will be rendered within the Op Area when impacted local jurisdictions exhaust or anticipate exhausting their resources.
- h. Individuals, community based organizations and businesses will offer services and support in times of disaster.
- i. County agencies and departments with regulatory oversight responsibilities will continue with their day-to-day roles during all phases of an emergency and will insert themselves into the emergency management organizational to support response and recovery efforts.
- j. Neighboring Operational Areas will come to assist the Op Area's through Mutual Aid requests, Joint Power Agreements and/or other mechanisms and agreements.
- k. The State will provide emergency assistance to the Op Area when requested, in accordance with the State of California Emergency Plan.
- l. The federal government will provide emergency assistance to the Op Area when requested by the state of California in accordance with the National Response Framework ("NRF").
- m. Federal, State and Op Area response and recovery operations will be mutually coordinated to ensure effective mobilization of resources to and in support of the impacted jurisdictions in accordance with this EOP.

Local Governments:

There are specific responsibilities identified in this EOP regarding local government response to disaster. The assumptions made regarding the expectations of local governments include:

- a. Local government entities (including cities, special districts, and tribal governments) will participate in the Lake County Op Area emergency management organization.
- b. Lake County Op Area agencies are primarily responsible for emergency actions and will commit all available resources to save lives, minimize injury to persons, and minimize damage to property and the environment.
- c. The Lake County Op Area will utilize SEMS and NIMS in emergency response and management operations.
- d. The Director of Emergency Services will coordinate the County's disaster response in conformance with the California Emergency Services Act, County Code Chapter 6, and Op Area policies.
- e. The resources of the Lake County Op Area will be made available to local agencies and citizens to cope with disasters affecting this area.
- f. The Lake County Op Area will commit its resources to a reasonable degree before requesting mutual aid assistance. Mutual aid assistance will be requested when disaster response and recovery requirements exceed the Op Area's capability.
- g. Lake County Op Area agencies and personnel will receive sponsorship, authority, time, resources and funding to attend ongoing training.

2. Concept of Operations

The emergency management organization in Lake County will identify potential threats to life, property and the environment and develop plans and procedures to protect those assets. These plans and procedures will direct emergency response and recovery activities and will be validated by the conduct of actual responses or by training and exercises. The goal is to maintain a robust emergency management organization with strong collaboration between local, regional, state and tribal governments, citizens, and private industry under the SEMS and NIMS structure (See SEMS in this section).

The four emergency management phases listed below provide the structure to categorize governmental actions. Not every disaster necessarily includes all emergency management phases.

2.1 Preparedness Phase

The preparedness phase involves activities taken in advance of an emergency. Preparedness activities develop operational capabilities and effective responses to a disaster. These actions might include mitigation activities, emergency/disaster planning, training, exercises and public education. Members of the emergency management organization regularly prepare SOPs and checklists detailing personnel assignments, policies, notification rosters, and resource lists. Personnel assigned to the Emergency Operations Center ("EOC") should be familiar with these SOPs and checklists.

2.1.1 Training and Exercising

Those with responsibilities under this plan must ensure their personnel are properly trained to carry out these responsibilities. Training requirements for each EOC position are outlined in the EOC Manual which is incorporated by reference. The Lake County Office of Emergency Services will regularly review and update the EOC Manual.

The best method of training emergency responders is through exercises. Exercises allow emergency responders to become familiar with the procedures, facilities and systems that they will use in emergency situations.

Exercises will be conducted on a regular basis to maintain readiness and validate emergency and contingency plans. Exercises will include as many Op Area member jurisdictions as possible, focus on EOC functional areas as needed in order to develop or strengthen assorted capabilities, and incorporate participants from the whole community. Following all major exercises, drills and actual incidents, the Lake County Op Area requires that an After Action Report ("AAR") and Corrective Action Plan ("CAP") be developed outlining areas for improvement of plans and systems. The Lake County Op Area has developed a CAP process that makes assignments for implementing improvements outlined in AARs. This system is a best practice and is in accordance with the Homeland Security Exercise and Evaluation Program ("HSEEP") and NIMS requirements.

The Lake County Office of Emergency Services will inform County departments and Op Area jurisdictions of training and exercise opportunities associated with emergency management, and such events will be advertised during Op Area and Disaster Council meetings. Individual departments and jurisdictions are responsible for maintaining and ensuring adequate training for their respective personnel.

2.2 Response Phase

2.2.1 Pre-Emergency

When a disaster is imminent, actions are precautionary and emphasize protection of life. Typical responses include:

- a. Activation of a local EOC.
- b. Information gathering and assessment of the emergency.
- c. Sharing information and consulting with local response partners.
- d. Alerting necessary agencies, placing critical resources and personnel on stand-by.
- e. Advising threatened populations of the emergency and apprising them of safety actions to be taken.
- f. Identifying the need for requesting mutual aid.

2.2.2 Emergency Response

During this phase, emphasis is placed on saving lives and property, attempting to establish and maintain control of the situation and minimizing effects of the disaster. Immediate response is accomplished within the affected area by local government agencies.

- a. Evacuation of threatened populations. Evacuation may not be the recommended option. Alternatives, such as shelter in place, may be warranted.
- b. Proclamation of a Local Emergency by local authorities.
- c. Requesting mutual aid.

2.2.3 Sustained Emergency

In addition to continuing life safety and property protection operations, mass care, relocation, public information, situation analysis, status and damage assessment operations may be initiated.

2.3 Recovery Phase

At the onset of an emergency, actions should be taken to enhance the effectiveness of recovery operations. The recovery phase is both short-term activities intended to restore vital systems and services, and long-term activities designed to return infrastructure systems to pre-disaster conditions. The recovery phase will include cost recovery activities.

The recovery period has major objectives which may overlap, including:

- a. Reinstatement of family autonomy.
- b. Provision of essential public services.
- c. Permanent restoration of private and public property.
- d. Identification of residual hazards.
- e. Plans to mitigate future hazards.
- f. Recovery of costs associated with response and recovery efforts.
- g. Coordination with State and Federal governments offering private and public assistance.

2.4 Mitigation Phase

Mitigation efforts can occur both before and following disaster events. Post-disaster mitigation is part of the recovery process. Eliminating or reducing the impact of hazards that exist within the Lake County Op Area that are a threat to life and property are part of the mitigation efforts.

Mitigation tools include:

- a. Local ordinances and statutes (zoning ordinances, building codes and enforcement, etc.).
- b. Structural measures.
- c. Tax levy or abatements.
- d. Public information and community relations.
- e. Land use planning.
- f. Hazard mitigation planning.

See the Lake County Natural Hazard Mitigation Plan for additional information on mitigation efforts and priorities in the county.

3. Preparedness & Readiness

Being prepared for an emergency is a community-wide function and responsibility. It requires public engagement in addition to individual and community awareness and action. Citizens, community organizations, homeowners associations, industry and government should partner to prepare for, respond to and recover from emergencies and disasters affecting Lake County.

Being prepared is an ongoing process of planning and coordination in an ever-changing environment. It is critical that the community as well as the Operational Area work together in achieving preparedness goals. It is the local government's responsibility to lead preparedness, response and recovery operations for its community. As such, it is critical that the community and government at all levels assume responsibility for community survival prior to, during and following a disaster.

3.1 Citizens

Lake County residents play a key role in emergency management by ensuring that their families are prepared for disasters. This EOP assumes that many of our residents have made the appropriate and necessary preparations for disaster, lessening the burden on the emergency management organization.

It is recommended that all residents prepare for disaster by taking first aid and CPR training, maintaining disaster supplies of food and water, safekeeping personal documentation consisting of, but not limited to, personal identification and individual medical records. These actions will better prepare residents to evacuate or shelter-in-place for several days. Those families or residents with disabilities and others with access and functional needs may require additional personal planning before, during, and after an emergency to accommodate their need for assistance with communication, maintaining health and medical supplies, independence, support and safety, or transportation.

The County of Lake is, as are all other government agencies, limited in its ability to provide services and support during times of disaster, therefore personal preparedness is essential for ensuring individual and organizational safety and protection. The County will continue to work with community members to achieve preparedness goals, using available resources and methods including:

- a. Community Disaster Education seminars.
- b. Participating in community events, fairs and forums.
- c. Dissemination of preparedness information through web and social media applications.
- d. Collaboration with community organizations on preparedness activities.
- e. Leadership of Op Area member jurisdictions.
- f. Sponsorship of Community Emergency Response Teams ("CERT").
- g. Partnership with school systems for preparedness activities for children and families.

3.1.1 CERT

Agency officials prepare for emergencies every day. However, during a disaster, the number and scope of incidents can overwhelm conventional emergency services. The CERT program is an all-risk,

all-hazard training designed to help citizens protect themselves, their families, their neighbors and their neighborhood in an emergency situation.

CERT is a positive and realistic approach to emergency and disaster situations where citizens may initially be on their own and their actions can make a difference in their community. While people will respond to others in need without the training, the purpose of the CERT program is to train citizens to respond effectively and efficiently without placing themselves or others in unnecessary danger.

The Lake County CERT program is supported by the Lake County Office of Emergency Services. The individual CERT teams report to and take direction from the local fire protection district with jurisdiction during times of emergency or disaster.

3.2 Businesses

Some of Lake County's critical infrastructure is owned or maintained by businesses and must be protected during a response to ensure a quick and complete recovery from an emergency. These businesses do provide valuable resources before, during and after an emergency and play a critical role in meeting the needs of those impacted by an emergency.

Some key businesses are potentially vulnerable to emergencies or disasters and must plan for and protect their infrastructure and the surrounding community. This requires businesses to coordinate with local, state and federal governments to ensure that their emergency plans are complimentary of government plans.

3.2.1 Hazardous Materials

Businesses that handle hazardous materials in Lake County are required to file a Hazardous Materials Business Plan ("HMBP") as well as a Risk Management Plan with Certified Unified Program Agencies ("CUPAs"). The California Health & Safety Code (Division 20, Chapter 6.95) defines a hazardous material as "any material that, because of its quantity, concentration, or physical or chemical characteristics, poses a significant present or potential hazard to human health and the environment if released into the workplace or the environment." Common hazardous materials include new and used oil, gasoline, diesel fuel, propane, antifreeze, solvents, etc. The Environmental Health Division of the Lake County Department of Health Services is the CUPA for all of Lake County.

3.2.2 Business Emergency Plans

All businesses should develop comprehensive emergency plans that include employee injury and illness prevention programs, business resumption and continuity of operations elements. A comprehensive business emergency plan can assist the business and the community at-large by providing:

- a. Information to the employees to protect themselves and their families from the effects of likely emergencies.

- b. A business emergency organization with identified positions having clear and specific emergency roles, responsibilities, delegated authority and identified successors.
- c. An identification of actions necessary to protect company property and records during emergencies.
- d. A listing of critical products and services.
- e. Production shut-down procedures.
- f. A company command post.
- g. Alternate work sites.
- h. Methods and channels of communication.
- i. Contacts with local emergency management officials.
- j. A method to provide and accept goods and services from other companies.
- k. Use of business operations centers to enhance public and private coordination.

3.3 Government

The County of Lake, which functions as both the County government and the Op Area, has defined roles and responsibilities to respond to disasters and perform emergency management for the Lake County Op Area. The Lake County emergency management organization consists of the Board of Supervisors, Disaster Council, County Sheriff/Coroner, Office of Emergency Services, and the political jurisdictions within the Lake County Op Area.

The County Board of Supervisors is the governing authority acting as the policy group for all emergency management activities in the Lake County Op Area. As the governing authority, they have established specific ordinances and agreements to conduct effective emergency management in the Op Area, in both disaster and non-disaster circumstances. Key roles and responsibilities to accomplish this effort are identified in Chapter 6, Article 1 of the Lake County Code, the Operational Area Agreement, this EOP and other operational plans and annexes.

County departments all have responsibilities to prepare for and respond to disaster situations and how they affect their department and mission. All departments must define their essential functions in a Continuity of Operations ("COOP") plan and determine their immediate priorities post-incident. Many County departments have a direct response role to the disaster, or a support role in staffing specific positions in the EOC or their Department Operations Center ("DOC"). Departments play a critical role in the recovery phase of the disaster by providing resources and services to the public and facilitating the process of returning to normal as quickly as possible.

The Sheriff serves as the Director of Emergency Services and will direct the Lake County Op Area's emergency management organization, including emergency response. The County Board of Supervisors may appoint a recovery task force to direct and coordinate recovery operations. Pursuant to Chapter 6, Section 6-3 through 6-5 of the Lake County Code, the Director of Emergency Services is responsible to the Board of Supervisors for implementing the Lake County Op Area EOP.

3.3.1 Lake County Office of Emergency Services

Chapter 6, Article 1 of the Lake County Code identifies the Lake County Office of Emergency Services as the lead agency for local emergency management efforts at the County of Lake and the Lake County Op Area. A division of the Sheriff's Office, the Lake County Office of Emergency Services is led by the Emergency Services Manager and also consists of an Office of Emergency Services Assistant and volunteers.

During non-emergency times, Lake County Office of Emergency Services personnel maintain the Op Area EOC in a constant state of readiness, coordinate planning and training efforts of the participating members of the Op Area, conduct public outreach and education and participate in regional projects through the California Governor's Office of Emergency Services ("Cal OES"). The Lake County Office of Emergency Services is available to monitor and respond to emergencies on a 24/7 basis through the Lake County Sheriff's Office Central Dispatch Center.

Additionally, Lake County Office of Emergency Services staff coordinate, manage and submit applications for emergency preparedness grants which have provided funds to the Op Area; including the Emergency Management Performance Grant ("EMPG") and State Homeland Security Grant Program ("SHSGP") and other grants as appropriate.

3.3.2 Lake County Disaster Council

The Lake County Disaster Council meets state requirements regarding the establishment of a local disaster council. Pursuant to Chapter 6, Section 6-7 of the Lake County Code, the Lake County Disaster Council is empowered to develop and recommend for adoption by the Board of Supervisors, emergency and mutual aid plans and agreements and such ordinances and resolutions and rules and regulations as are necessary to implement such plans and agreements.

The Disaster Council meets quarterly, or upon call of the Chair, and consists of the following members:

- a. The Chairman of the Board of Supervisors, or other member of the Board of Supervisors as designated by the Board of Supervisors, who shall be the Chair.
- b. The Vice Chair of the Board of Supervisors or other member of the Board of Supervisors as designated by the Board of Supervisors, who shall be Vice Chair.
- c. The County Sheriff, who is the Director of Emergency Services.
- d. The Deputy Director of Emergency Services.
- e. The Emergency Services Manager.
- f. The Emergency Services Assistant.
- g. The Emergency Services Directors of each of the cities.
- h. The Health Services Director.
- i. Such Chiefs of Emergency Services, including one (1) or more representatives from fire service whose districts represent the unincorporated areas of this County, as may be appointed by the Director of Emergency Services.

- j. Such representatives of organizations or County departments having an official emergency responsibility, as may be appointed by the Director of Emergency Services.

3.3.3 Lake County Operational Area Disaster Committee

The Lake County Op Area's Disaster Committee is a working group hosted by the Lake County Office of Emergency Services and is composed of representatives from each of the cities, various county departments, state agencies, special districts, utilities, and disaster response and recovery related agencies. The committee meets bi-monthly to discuss and coordinate emergency management, preparedness, training and disaster recovery-related activities.

3.3.4 Regional Emergency Management

The Lake County Op Area is within Cal OES Mutual Aid Region II and the Cal OES Coastal Administrative Region. The primary mission of Coastal Region's emergency management organization is to support Op Area response and recovery operations and to coordinate non-law, non-fire, and non-public health and medical Mutual Aid regional response and recovery operations through the Regional EOC ("REOC"). The Coastal Region has assigned an Emergency Services Coordinator to represent their agency to coordinate and participate in the Lake County Op Area emergency management activities.

In accordance with SEMS, Cal OES Coastal Region meets and coordinates with local emergency management agencies on a regular basis by hosting the Mutual Aid Regional Assistance Committee ("MARAC"). The Lake County Office of Emergency Services represents the Lake County Op Area at these meetings.

3.3.5 State Emergency Management

The Governor has delegated to Cal OES and its Administrative and Mutual Aid Regions, the coordination of statewide emergency management and response operations during disaster and non-disaster periods.

The state manages its emergency response operations from the State Operations Center ("SOC"). The Cal OES Director, assisted by state agency directors and their personnel, will staff the SOC and determine emergency management priorities and coordinate state resource requests from within the region between the regions. The SOC serves as the coordination and communication link between the state and the federal emergency response system. They may request assistance from other state governments through the Emergency Management Assistance Compact ("EMAC") and similar interstate compacts/agreements and coordinate with the FEMA when necessary.

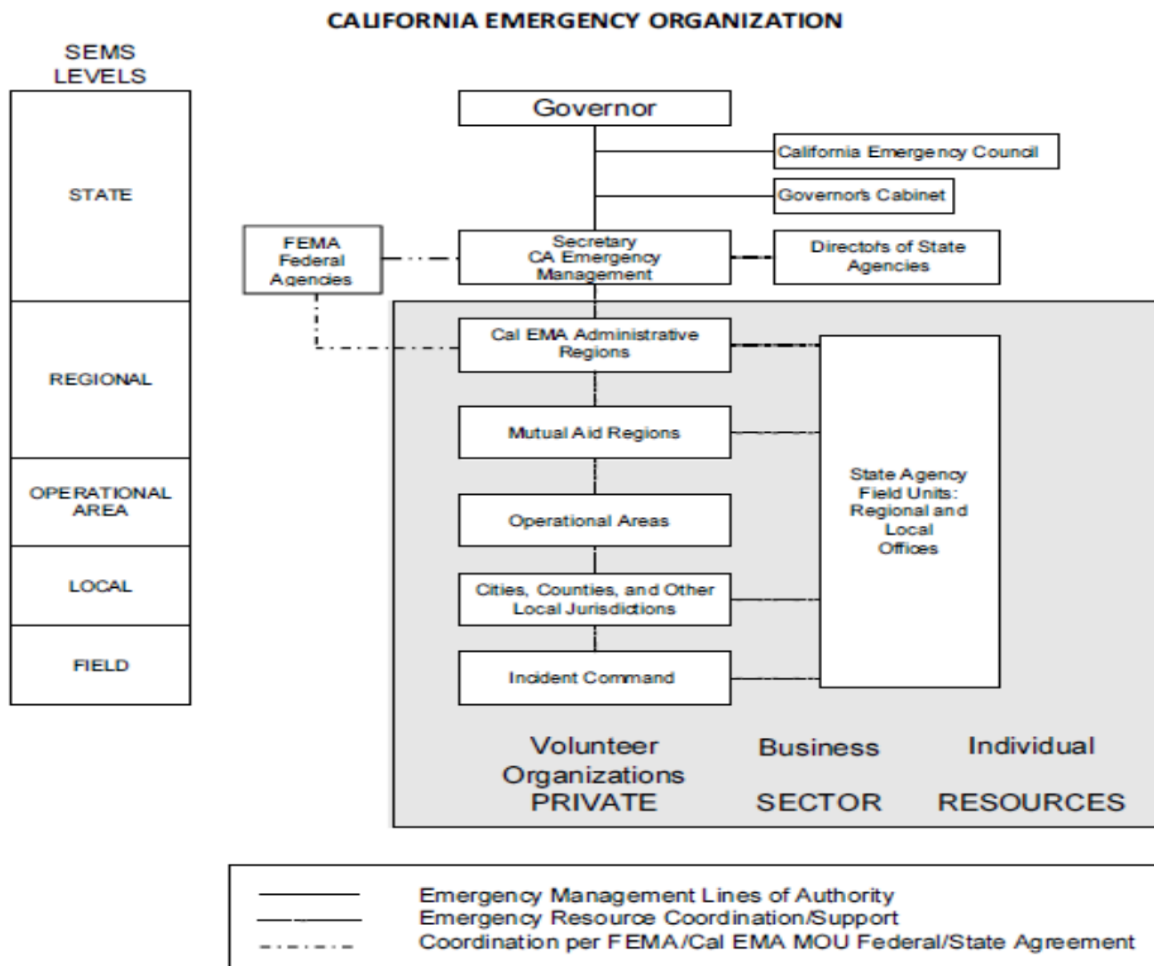
4. Standardized Emergency Management System

Following the 1991 East Bay Hills Fire in Oakland, SEMS became law on January 1, 1993 with the passing of Senate Bill 1841 (Petrus). The intent of this law is to improve the coordination of state and local emergency response in California. SEMS is required by California Government Code §8607.

SEMS is designed to be flexible and adaptable to the varied emergencies that can occur in California, and to meet the emergency management needs of all responders. SEMS consists of five organizational levels that are activated as necessary: field response, local government, Op Area, regional and state.

SEMS incorporates the use of the Incident Command System (“ICS”) at the field level, the Master Mutual Aid Agreement and existing mutual aid systems, the Op Area concept, the Operational Area Satellite Information System (“OASIS”), and multi-agency or inter-agency coordination. Local governments must use SEMS to be eligible for reimbursement of their personnel-related costs under state disaster assistance programs, identified in California Code of Regulations (“CCR”), Title 19, §2920, §2935, and §2930.

Figure 4.A – SEMS



4.1 Local Government Level in SEMS

Local government is one of the five levels of SEMS. The basic role of a local government is to manage and coordinate the overall emergency response and recovery activities within its jurisdiction.

A local government entity under SEMS is a city, county, school district, special district or tribal government. Special districts under SEMS are units of local government (other than a city, county, or city and county) with authority or responsibility to own, operate or maintain a project (as defined in CCR, §2900(s) for purposes of natural disaster assistance). This may include a joint powers authority established under Government Code Section 6500 et seq. of the Code.

Cities maintain and control first responders and are responsible for emergency response within their boundaries. Some cities contract for selected municipal services from other agencies. In larger events, cities may support their emergency response efforts by opening their EOC.

All local governments are responsible for coordinating with other local governments, with their field responders and with the Op Area. When requested, local governments are expected to provide mutual aid within their capabilities.

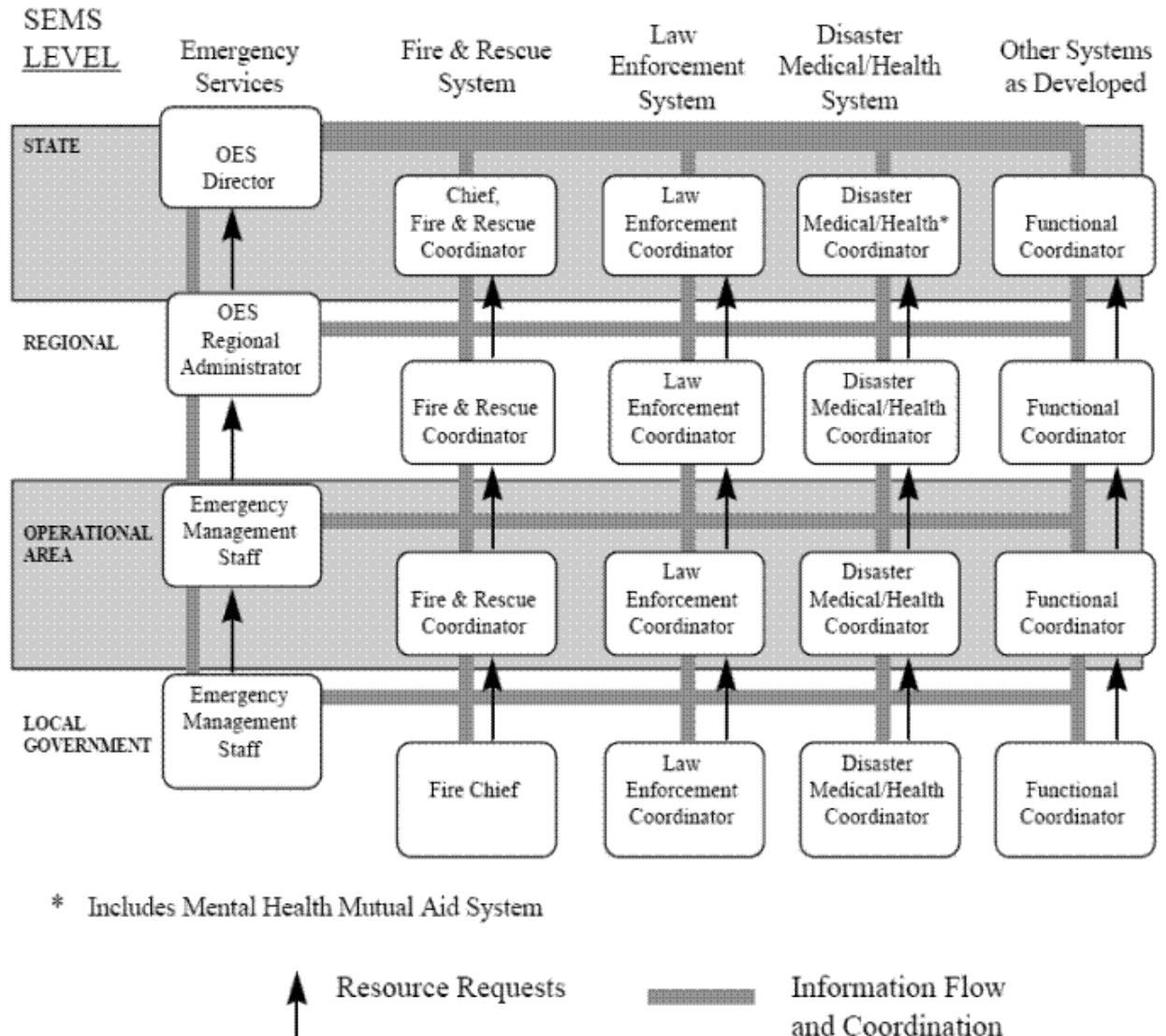
Special districts are primarily responsible during emergencies for restoration of services that they normally provide. They may also be responsible for safety of people at their facilities or on their property, and for warning of hazards from their facilities or operations. Some special districts may assist other local governments in the emergency response.

The County of Lake has the responsibility for acting as the local government entity in the unincorporated area as well as the Op Area in the intermediate level of the state's emergency services organization. The County of Lake will comply with SEMS regulations in order to be eligible for state funding of response-related personnel costs and will:

- a. Use SEMS when a local emergency is declared or proclaimed, or the local government or Op Area EOC is activated.
- b. Use existing mutual aid systems for coordinating fire, law enforcement, emergency medical services ("EMS"), and other resources.
- c. Establish coordination communication and information sharing between the local government EOC's when activated, to the Op Area's EOC, and any state or local emergency response agency having jurisdiction at an incident within the County's boundaries.
- d. Use multi-agency or inter-agency coordination to facilitate decisions for overall local government-level emergency response activities.

The requirement to use SEMS includes fulfilling the management and coordination role of local government and providing for the five essential SEMS functions of management, operations, planning, logistics and finance/administration.

Figure 4.B – SEMS Functions and Mutual Aid



5. National Incident Management System

Following the 2001 terrorist attacks on the World Trade Center in New York City, the Pentagon in Washington D.C. and Flight 93 in Pennsylvania, President George W. Bush issued Homeland Security Presidential Directive (“HSPD”)-5. Released on February 28, 2003, HSPD-5 directed the Secretary of Homeland Security to develop and administer the NIMS. In September 2004, Department of Homeland Security (“DHS”) Secretary Tom Ridge sent a policy letter to all state Governors outlining the content and implementation strategy for NIMS. All states and political subdivisions were required to adopt and implement NIMS and is a condition for Federal preparedness assistance. NIMS includes the following components:

- a. Command and Management, including the ICS.
- b. Communications and Information Management.
- c. Preparedness.
- d. Resource Management.
- e. Supporting Technologies.
- f. Joint Information System ("JIS").
- g. NIMS Management and Maintenance.

NIMS is based in part on the California SEMS model. In February 2005, through Executive Order S-2-05, California Governor Arnold Schwarzenegger ordered Cal OES to provide guidance to counties, cities, and all response agencies on how to modify SEMS to comply with the requirements of NIMS.

5.1 NIMS Data Collection Tool

Lake County Office of Emergency Services is designated by Cal OES as the principal coordinator for the NIMS Data Collection Tool within the Op Area. The NIMS Data Collection Tool is a self-assessment instrument developed by the FEMA and designed for the emergency management community for State, territorial, tribal, and local governments to evaluate and report their jurisdiction's achievement of all NIMS implementation activities released since 2004. The NIMS Data Collection Tool was developed to assist the nation's emergency management community to comply with the NIMS requirements, as determined by the National Integration Center ("NIC").

5.2 Lake County Op Area Responsibilities under SEMS & NIMS

Under SEMS, the Op Area is the intermediate level of the state's emergency services organization which encompasses the county and all political subdivisions located within the geographical borders of the county. The Op Area manages information, resources, and priorities among local governments within the Op Area, and serves as the coordination and communication link between the local government level and the regional level.

The implementation of SEMS & NIMS is a cooperative effort of all departments and agencies within the County, cities, and special districts that have an emergency response role. The Lake County Office of Emergency Services has the lead responsibility for SEMS & NIMS implementation and planning with responsibilities for:

- a. Communicating information within the Op Area on SEMS & NIMS requirements and guidelines.
- b. Coordinating SEMS & NIMS training and development among departments and agencies.
- c. Institutionalizing the ICS into the EOP and response plans.
- d. Completing NIMS Data Collection Tool baseline survey and submit to Cal OES & DHS.
- e. Completing and maintaining the local NIMS Data Collection Tool.
- f. Incorporating NIMS requirements into the EOP and County Code when necessary, including adoption by the County Board of Supervisors.
- g. Identification of all departments and agencies involved in field level response.

2018 Lake County Emergency Operations Plan

- h. Identification of departments and agencies with DOCs.
- i. Coordinating with local governments, County, Op Area, and volunteers and private industry on development and implementation of SEMS & NIMS.
- j. Identification of special districts that operate or provide services within the Op Area, determining the emergency role of these districts and making provisions for coordination during emergencies.
- k. Identification of local volunteer groups and private industry that have an emergency response role, determining their emergency role and making provisions for coordination during emergencies.

All local government, County, Op Area staff that may work in the EOC, in a DOC or at the field level will receive appropriate ICS/SEMS/NIMS training as recommended by the DHS. New County personnel receive ICS/SEMS/NIMS awareness training as part of the new employee orientation process. To validate preparedness and planning efforts, local governments will develop an exercise program that provides periodic exercises for EOC and DOC personnel under ICS/SEMS/NIMS guidelines.

Members of the Lake County Op Area Disaster Committee are responsible for the overall documentation of ICS/SEMS/NIMS training in the cities and special districts. Under the guidance issued by Cal OES, NIMS training and self-certification of personnel is the responsibility of individual Law, Fire, EMS, Public Works and other agencies.

2018 Lake County Emergency Operations Plan

Figure 5.A – Op Area Functional Responsibility Matrix

Lake County Operational Area Emergency Functional Matrix	Command/Management Sheriff	Operations Law, Fire, PW, C/S	Planning Community Development/Public Services	Logistics Public Services	Administration & Finance Auditor
ESF 1 Transportation		C/S, Lake Transit			
ESF 2 Communications		LE/IT	LE/IT	LE/IT	IT, Auditor
ESF 3 Public Works/Engineering		PW	PW, CD, S/D	PW	PW, Auditor
ESF 4 Fire Fighting	Fire	Fire	Fire	Fire	Fire
ESF 5 Emergency Management	Sheriff's OES	OES	OES	OES	OES, Auditor
ESF 6 Mass Care & Shelter	DSS	C/S (DSS/ARC)			DSS, Auditor
ESF 7 Logistics	PS			PS	
ESF 8 Medical/Public Health	Public Health	C/S, Public Health	Public Health	Public Health	P/H, Auditor
ESF 9 SAR	Sheriff	Sheriff	Sheriff	Sheriff	Sheriff
ESF 10 HazMat	Fire/Env. Hlth	Fire/Env. Hlth	Fire/Env. Hlth	Fire/Env. Hlth	Fire/Env. Hlth/Auditor
ESF 11 Community Food & Water	S/D	S/D , C/S, P/H, E/H	S/D , C/S, P/H, E/H	S/D , C/S, P/H, E/H	S/D , C/S, P/H, E/H, Auditor
ESF 12 Energy & Utilities	PS	S/D - PS		S/D - PS	
ESF 13 Public Safety/Security	Sheriff	LE	LE	LE	LE/Auditor
ESF 14 Long Term Recovery	CAO, BOS				
ESF 15 Public Information	LE, CAO				
ESF 16 Volunteers & Donation Mgmt	HR, CAO	HR, CAO			
ESF 17 Animal Care	A/C	C/S, A/C			
ESF 18 Administration & Finance	Auditor				Auditor

Matrix Key: **C/S:** Care and Shelter **LE:** Law Enforcement **IT:** Information and Technology **PW:** Public Works
EFS: **OES:** Office of Emergency Services **DSS:** Department of Social Services **ARC:** American Red Cross
Emergency **PS:** Public Services **P/H:** Public Health **Env.Hlth** **E/H:** Environmental Health **S/D:** Special Districts
Service **CAO:** County Administrators Office **BOS:** Board of Supervisors **HR:** Human Resources **A/C:** Animal Care
Function **CD:** Community Development

5.3 National Response Framework Integration with the Emergency Operations Plan

The NRF is a guide to how the Nation responds to all types of disasters and emergencies. It is built on scalable, flexible, and adaptable concepts identified in the NIMS to align key roles and responsibilities across the Nation. The NRF describes specific authorities and best practices for managing incidents that range from the serious but purely local to large-scale terrorist attacks or catastrophic natural disasters.

NIMS provides the incident management basis for the NRF and defines standard command and management structures. Standardizing national response doctrine on NIMS provides a consistent, nationwide template to enable the whole community to work together to prevent, protect against, mitigate, respond to, and recover from the effects of incidents regardless of cause, size, location, or complexity.

The NRF is built upon the premise that incidents are typically handled at the lowest jurisdictional level. In the vast majority of incidents, State, local, and tribal resources and intrastate mutual aid will provide the first line of emergency response and incident management support. When State resources and capabilities are overwhelmed, Governors may request Federal assistance. The NRF provides the framework for Federal interaction with State, local, tribal, private sector and nongovernmental entities in the context of domestic incident management to ensure timely and effective Federal support. The NRF effectively ties federal response efforts into California's SEMS and assures that local control and unified command are honored in their response.

The NIMS concepts of multi-agency coordination and unified command are described in the command and management component of NIMS. These two concepts are essential to effective response operations because they address the importance of: (1) developing a single set of objectives; (2) using a collective, strategic approach; (3) improving information flow and coordination; (4) creating a common understanding of joint priorities and limitations; (5) ensuring that no agency's legal authorities are compromised or neglected; and (6) optimizing the combined efforts of all participants under a single plan.

6. Incident Command System

In a major emergency, a local government EOC may be activated to coordinate and support the overall response while responders use the ICS in the field. The Incident Commander will initially be the most senior officer of the first responding agency. Responding agencies will determine the most appropriate agency and officer to assume Incident Command. Field coordination occurs under the leadership of the Incident Commander at the Incident Command Post ("ICP").

Incident Commanders may report to a DOC, which in turn will coordinate with the local government EOC. In some jurisdictions, Incident Commanders may report directly to the EOC, usually to their counterpart in the Operations Section. When the EOC is directly overseeing Incident Command teams, the EOC is operating in a centralized coordination and direction mode.

Unified Command is a concept of ICS/NIMS and may be established at the field response level when more than one agency has incident jurisdiction or when incidents cross jurisdictional boundaries. Unified Command allows for jurisdictions through their Incident Commander to remain in control of their personnel and resources in field response operations. Agencies work together to establish their designated Incident Commanders at a single ICP. In Unified Command, entities develop a common set of objectives and strategies which provides the basis for a single Incident Action Plan (IAP).

7. Mutual Aid

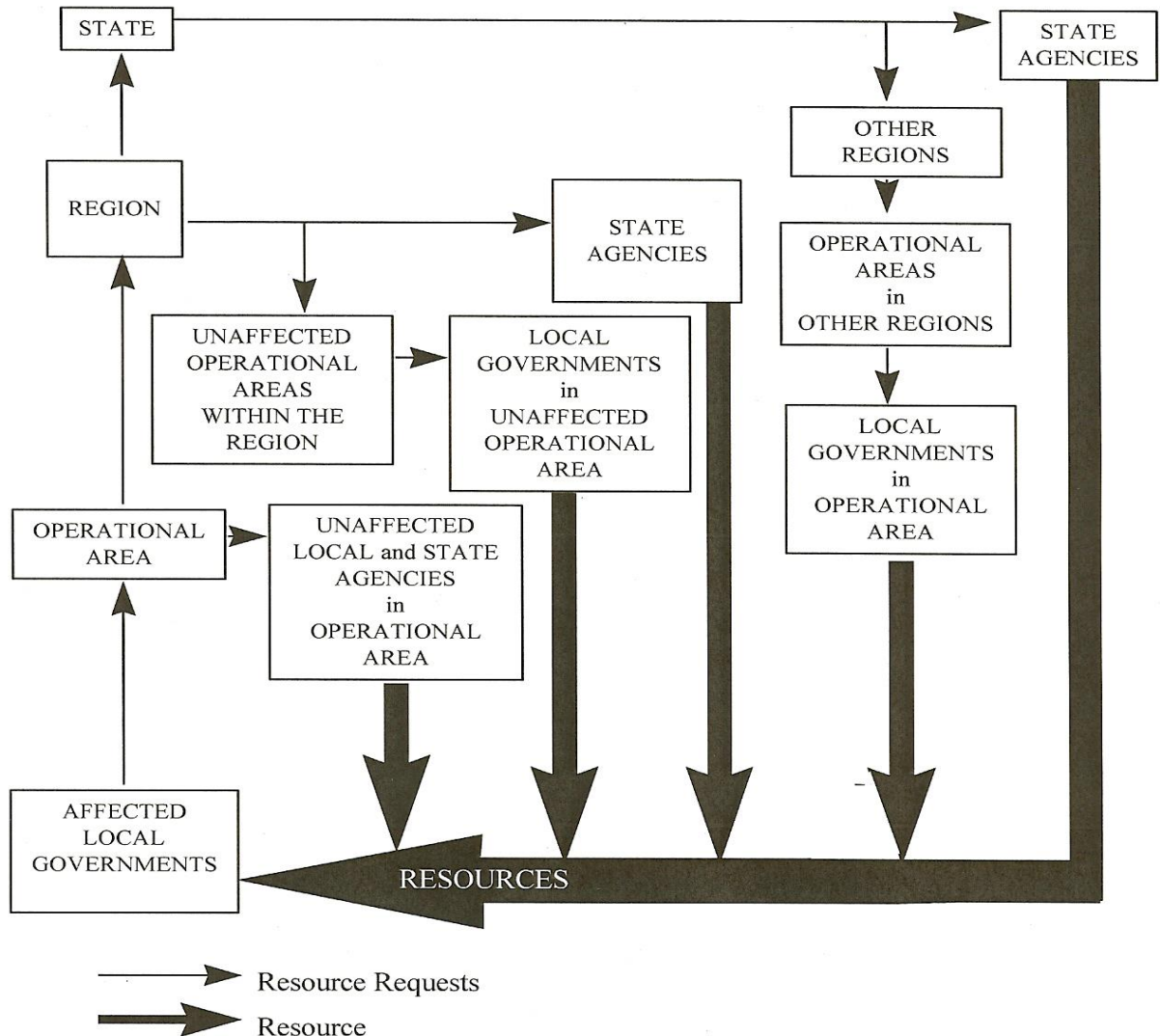
The foundation of California's emergency planning and response is a statewide mutual aid system which is designed to ensure adequate resources, facilities and other support is provided to jurisdictions whenever their own resources prove to be inadequate to cope with a given situation(s). The basis for the system is the California Disaster and Civil Defense Master Mutual Aid Agreement, as provided for in the California Emergency Services Act. This Agreement was developed in 1950 and has been adopted by the state, all 58 counties and most incorporated cities in the State of California. The Master Mutual Aid Agreement creates a formal structure wherein each jurisdiction retains control of its own facilities, personnel and resources, but may also receive or render assistance to other jurisdictions within the state. State government is obligated to provide available resources to assist local jurisdictions in emergencies. It is the responsibility of the local jurisdiction to negotiate, coordinate and prepare mutual aid agreements.

In Lake County, the following mutual aid agreements are in place:

- a. Lake County Fire Chief's Association Mutual Aid Plan for In and Out of County, adopted 1988/revised 2014.
- b. Lake County Fire Chief's Association Automatic/Mutual Aid Agreement, adopted 2010.
 - I. CFAA-California Fire Assistance Agreement
 - II. ABH-Assistance By Hire.
- c. Lake County Animal Services has a Memorandum of Understanding with the Lake County Chapter of the American Society for the Prevention of Cruelty to Animals; for the provision of assistance during an emergency. The Memorandum is activated by a written request from the Director of Animal Services (or his designee) to the ASPCA. There is no charge or anticipated reimbursement for assistance provided.

7.1 Mutual Aid System

MUTUAL AID CONCEPT: Flow of Resource Requests



The statewide mutual aid system includes several discipline-specific mutual aid systems, such as fire and rescue, law, medical and public works. The adoption of SEMS/NIMS does not alter existing mutual aid systems. These systems work through local government, Op Area, regional and state levels consistent with SEMS/NIMS. Resource typing of equipment will be handled by individual law, fire, EMS, public works and others under the guidance issued by Cal OES.

For resources that do not have discipline specific mutual aid systems, requests should be made through either the city EOC to the Lake County Op Area EOC or directly to the Lake County Op Area EOC if applicable. Requests should specify, at a minimum:

- a. Number and type of personnel needed.
- b. Type and amount of equipment needed.
- c. Reporting time and location.
- d. To whom forces should report.
- e. Access routes.
- f. Estimated duration of operations.
- g. Risks and hazards.

The Operations and Logistics Sections of the Lake County Op Area EOC will be responsible for tracking requests for equipment, resources and personnel under existing mutual aid and Cal OES procedures.

If the Lake County Op Area EOC cannot fill the request with local resources, it will forward the request to the Cal OES Coastal REOC who will assign missions for State resources and coordinate requests for federal resources. If Cal OES receives a request that meets the criteria for State agency tasking and if an agency has the capability, Cal OES will issue a mission number authorizing the agency to respond. Once tasked, that agency will work directly with the requesting agency and provide the resource within the definition and limits of the mission authorization. State agencies tasked under a Cal OES mission number respond free of charge. However, crews may require feeding and sheltering and transport vehicles may require fuel and maintenance. These services are usually paid for or provided by the requesting agency unless otherwise agreed to at the time of the request.

Mutual aid may also be obtained from other states. Beginning in 2005, California became a member of the Emergency Management Assistance Compact (EMAC), the purpose of which is to provide assistance between states in managing any emergency or disaster that has been declared by the Governor and may be obtained through Cal OES.

7.2 Mutual Aid Regions

Mutual aid regions are established under the California Emergency Services Act. Six mutual aid regions numbered I-VI have been established within California with the Lake County Op Area belonging to Mutual Aid Region II. Each mutual aid region consists of designated counties as depicted in the Figure below. Mutual Aid Region II is in the Cal OES Coastal Administrative Region.



7.3 Mutual Aid Coordinators

Whether an EOC is activated or not, in order to facilitate mutual aid, discipline-specific mutual aid systems work through designated mutual aid coordinators at the Op Area, regional and state levels. The basic role of a mutual aid coordinator is to receive mutual aid requests, coordinate the provision of resources pertaining to the coordinator's function within the geographic area of responsibility and pass on unfilled requests to the next level. These coordinators are experienced in their respective disciplines and knowledgeable about resource type and availability within their assigned jurisdictions.

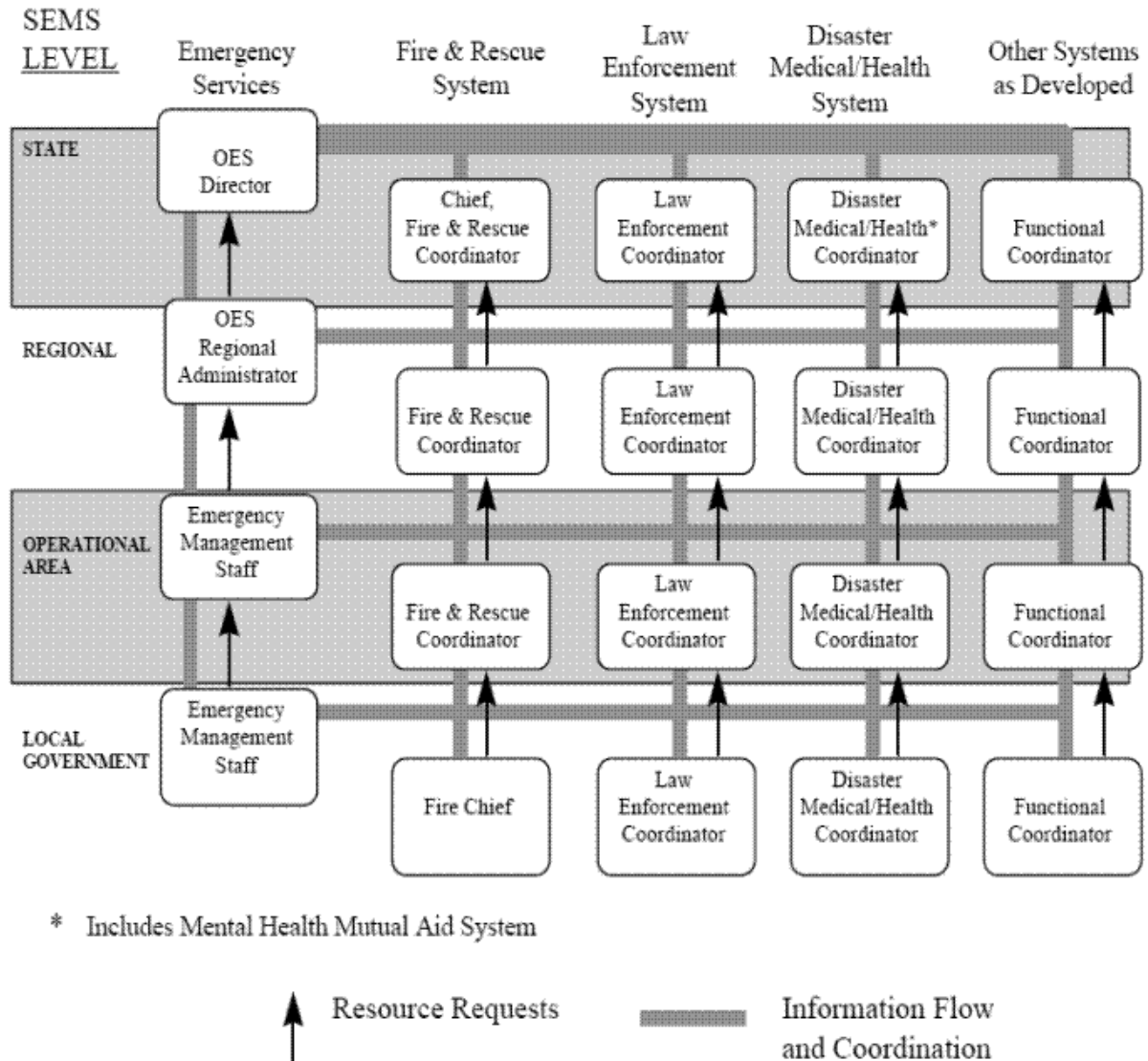
Mutual aid coordinators may function from an EOC, their normal departmental location or other locations depending on the circumstances. Some incidents require mutual aid but do not necessitate activation of the affected local government or Op Area EOC because of the incident's limited impacts. In such cases, mutual aid coordinators typically handle requests from their normal work location. When an EOC is activated, all discipline-specific mutual aid systems being utilized should establish coordination and communications with the EOC:

- a. Before the Op Area EOC is activated, Op Area mutual aid system coordinators should notify the Lake County Office of Emergency Services Duty Officer of significant events or outside mutual aid requests on an advisory basis, even if there is not an immediate need to take action.
- b. When the Op Area EOC is activated, Op Area mutual aid system coordinators should respond to the Op Area EOC to facilitate coordination and information flow.
- c. Mutual aid system representatives at an EOC may be located in various functional elements (sections, branches, groups or units) or serve as an agency representative, depending on the organization and activation level of the EOC.
- d. When the Cal OES Coastal REOC is activated, regional mutual aid coordinators should have representatives in the REOC unless it is mutually agreed that effective coordination can be accomplished through telecommunications.
- e. When the SOC is activated, state agencies with mutual aid coordination responsibilities will be requested to send representatives to the SOC.

Mutual aid requests that do not fall into one of the discipline-specific mutual aid systems (such as Animal Care and Control), are handled through the mutual aid system by the EOC at the local government, Op Area, regional and state levels.

Where Medical/Health resources from outside the Operational Area are needed, the Medical Health Operational Coordinator (MHOAC) will request additional resources through pre-existing agreements and the State's Emergency Medical Services Authority system. The County Public Health Officer is the MHOAC for Lake County.

The Emergency Operations Center (when activated) or OES Duty Officer should be advised when resources are requested from outside the Operational Area.



8. Operational Area Emergency Operations Center

Normal, day to day emergency operations are managed by departments and agencies that are widely dispersed throughout the Op Area. An Emergency Operations Center (“EOC”) is a location from which centralized emergency management can be performed during a major emergency or disaster. An EOC makes possible a coordinated response by the Director of Emergency Services, Office of Emergency Services staff and representatives from departments and organizations who are assigned emergency management responsibilities. To facilitate this response, this plan references the EOC Manual to define specific functional responsibilities and actions, and includes position-based checklists for all personnel expected to staff the EOC from law, fire, EMS, public works, public health, general services, management, and other agencies. The level of EOC staffing will be determined by the specific emergency situation.

An EOC provides a central location of authority and information, and allows for face to face coordination among personnel who must make emergency decisions. The following functions are performed in the Lake County Op Area EOC:

- a. Managing and coordinating emergency operations.
- b. Receiving and disseminating alert and warning information.
- c. Developing emergency policies and procedures.
- d. Collecting intelligence from, and disseminating information to, the various EOC representatives, and, as appropriate, to County, city, special district, State agencies, military, and Federal agencies.
- e. Preparing intelligence/information summaries, situation reports, operational reports, and other reports as required.
- f. Maintaining general and specific maps, information display boards, and other data pertaining to emergency operations.
- g. Continuing analysis and evaluation of all data pertaining to emergency operations
- h. Directing, controlling and coordinating, within established policy, the operational and logistical support of Op Area resources committed to the emergency.
- i. Drafting, approving, and disseminating an EOC Action Plan that includes Op Area objectives and defines the Operational Period.
- j. Maintaining contact and coordination with support DOCs, other local government EOCs, and the Cal OES Coastal Region.
- k. Providing emergency information and instructions to the public, making official releases to the news media and the scheduling of press conferences as necessary.
- l. Documenting all facets of the EOC operations, including costs associated with the disaster.

8.1 EOC Location and Description

The primary Lake County Op Area EOC is located in the AWP Building at 1375 Hoyt Avenue, Lakeport. When reporting to the EOC, individuals should enter from the front door on the southeast side of the building. If the primary EOC is not available, the alternate EOC will be used. It is located in the Lake County Sheriff's Office at 1220 Martin Street, Lakeport. Both the primary and alternate EOC have tables, telephones, maps, reference documents, and office supplies. Both facilities also have generators enabling them to function in the event of an electrical power outage.

EOC staffing patterns are SEMS/NIMS-based and operational periods are determined during the initial stages of an event. The OES Director (or other designated staff) serves as the EOC Director with additional staffing provided by County Department Heads (or other designated personnel) and other supporting agencies, including California Department of Forestry & Fire Protection ("Cal Fire"), California Highway Patrol ("CHP"), California State Parks, California National Guard ("CNG"), Cal OES Coastal Region, Pacific Gas & Electric ("PG&E"), American Red Cross, and other organizations as needed.

8.2 Activation Procedures

8.2.1 When to Activate the EOC:

- a. A significant earthquake causing damage in the Op Area or neighboring jurisdictions.
- b. A city within the Lake Op Area activates its EOC.
- c. Heavy or continuous rain expected to elevate watershed levels beyond flood stage.
- d. Mandatory evacuations have been ordered or mass care and shelter operations are necessary.
- e. An impending or declared "State of War Emergency".
- f. The County is requesting or has received requests for resources from outside its boundaries to and/or from state and federal agencies (not including those resources used in normal day-to-day operations which are obtained through existing agreements such as fire or law enforcement mutual aid).
- g. An emergency situation has occurred or may occur of such a magnitude that it will require a large commitment of resources from the two cities or from the County over an extended period of time. Examples include a major fire or hazardous material incident, civil disturbance, aircraft disaster, wildland fire, public health emergency, severe weather conditions, or generally when field response agencies are not able to manage an incident with resources available.

8.2.2 Who Can Activate the EOC:

The following individuals are authorized per Chapter 6, Article 1, Section 6-4 and 6-5 of the Lake County Code to activate the EOC and serve as the EOC Director:

- a. County Sheriff/OES Director
- b. Undersheriff/Deputy OES Director
- c. Emergency Services Manager

8.2.3 How to Activate the EOC:

During business hours, you may contact the Lake County Office of Emergency Services. After business hours, contact the Lake County Sheriff's Office Central Dispatch. Callers must:

- a. Identify yourself and provide a callback phone number if requested.
- b. Briefly describe the emergency/disaster situation causing the request for the Lake County Office of Emergency Services Duty Officer.

8.2.4 Activation Levels

The activation levels of the Op Area EOC are:

Duty Officer

Duty Officer Status or Stand-by status may be required to monitor current events or anticipated events where an EOC activation is not yet required. In Duty Officer Status, the EOC is prepared for

activation and the Duty Officer is monitoring intelligence from their home, office or at the ICP. The Duty Officer may be co-located with an incident, or in a local EOC or DOC.

Examples of such incidents include:

- a. Severe Weather Advisory.
- b. Hazardous Material Spill.
- c. Small Wildland Fire.
- d. Limited Care and Shelter Operations.

Level 3

A Level 3 event involves several County departments or has affected city(s) operations and needs enhanced information sharing, increased intelligence gathering, greater coordination and streamlined decision making. A small cadre of key personnel staffs the EOC to facilitate support to the field responders or to provide for specific EOC roles, such as emergency public information.

Examples of such incidents include:

- a. Severe Weather or Storm Event.
- b. Small incidents involving two or more County departments.
- c. Large Hazardous Material Spill.
- d. County requesting resources from outside its boundaries.
- e. Resource request from outside the County.

Level 2

A Level 2 activation for a larger event requires additional EOC staffing to support field responders. This level involves significant information sharing and resource coordination. Extended operations are likely. Examples of such incidents include:

- a. Moderate Earthquake.
- b. Moderate Flooding.
- c. Two or more large incidents involving County departments.
- d. A State of Emergency is proclaimed by the Governor for the County.

Level 1

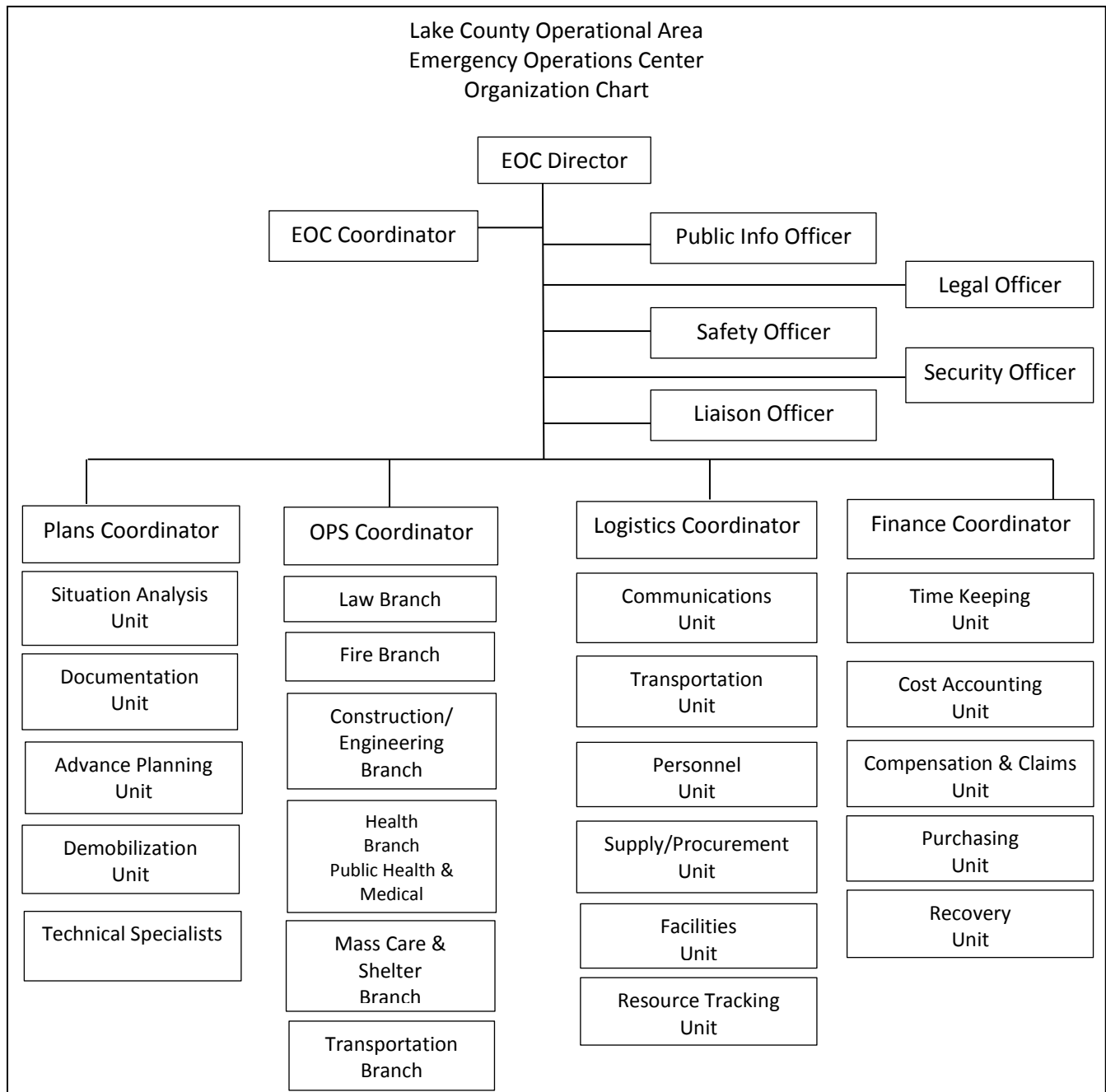
A Level 1 activation for a severe event requires full EOC staffing to support massive information sharing, mutual aid coordination, and incident prioritization. Extended operations are expected. Examples of such incidents include:

- a. Major impact damage.
- b. Major county wide or regional emergency.
- c. Multiple County departments with heavy resource involvement.

8.3 Organization and Structure

SEMS regulations require local governments to provide for five functions: Management, Operations, Planning, Logistics and Finance/Administration. These functions are the basis for structuring the EOC organization.

Figure 8-A – EOC Organization Chart



Not all positions will necessary be filled during every EOC activation. However, in accordance with ICS, the functions of a position not filled are the responsibility of the Section Coordinator.

8.4 Position Descriptions and Responsibilities

8.4.1 Management Section

The Management Section is responsible for overall management and administration of the incident. The Management Staff provides the specific support necessary to accomplish the EOC Management functions. The Management Section is staffed as follows:

- a. Director of Emergency Services
- b. EOC Director/Coordinator
- c. Safety Officer
- d. Security Officer
- e. Legal Officer
- f. Liaison Officer
- g. Public Information Officer

The Management Section in the Lake County Op Area EOC is responsible to set policy, establish coordination, allocate resources, liaison with local, state and federal agencies, composing and approving alerts and warnings, and activating public warning systems when deemed necessary.

Director of Emergency Services

The Director of Emergency Services is responsible for the Op Area response to and recovery from any disaster or emergency, including interactions with the Policy Group. The County Sheriff is the Director of Emergency Services. In the Sheriff's absence the Undersheriff as the Deputy Director of Emergency Services will fulfill this function. The OES Manager may also serve as the Director of Emergency Services as per Chapter 6, Article 1, Section 6-5 of the Lake County Code.

EOC Director

The EOC Director is responsible for overall management of the EOC during an activation; oversees the coordination and planning during the emergency; establishes and maintains communications with local, state, federal, private industry, and other disaster response agencies and organizations as needed; and manages mutual aid requests (except law, fire, medical, and public works mutual aid). The EOC Director is the subject matter expert for disaster related plans and protocols and advises the General Staff as appropriate.

Safety Officer

The Safety Officer acts as an advisor to the EOC Director. They supervise the over all aspects of the emergency organization to ensure the safety of all personnel involved. The Safety Officer is responsible for correcting unsafe operations and for working with all sections to protect the safety

of all emergency services workers in the EOC, including mental health, access and functional needs and disabilities, and critical incident stress management issues.

Security Officer

The Security Officer is responsible for ensuring the security of the EOC during its activation, including verifying that personnel assigned to the EOC are properly identified and have appropriate access credentials.

Legal Officer

The Legal Officer is the County Counsel or his/her designee. The Legal Officer provides advice to the Director of Emergency Services and/or EOC Director in all legal matters relating to the emergency. The Legal Officer assists the Director of Emergency Services in declaring a local emergency and implementation of emergency powers.

Liaison Officer

The Liaison Officer serves as the initial point-of-contact for outside agencies and jurisdictions. The Liaison Officer is responsible for representing the Op Area and coordinating with the outside groups and agencies and their response to the emergency representing the Op Area to outside groups and agencies.

Public Information Officer ("PIO")

The PIO acts under the direction of the Director of Emergency Services and/or EOC Director and coordinates city and county public information activities and acts as the Joint Information Center ("JIC") for the Op Area. The PIO ensures that the media and citizens are fully informed on public aspects of the emergency. The PIO staff and the Public Information Hotline Call Takers work for the PIO. The PIO will also coordinate public information via social media.

8.4.2 Operations Section

The Operations Section is led by the Operations Section Coordinator who manages County Op Area resources and coordinates discipline-specific mutual aid resources. The Operations Section is responsible for coordinating with County Op Area field incident commanders and City EOC Operations Sections. The following branches make up the Operations Section. Additional Branches/Groups/Units can be added as needed.

- a. Law Enforcement
- b. Fire and Rescue
- c. Construction/Engineering
- d. Health Branch

- **Public Health and Medical**

Align with state's Public Health/Medical EOM, including responsibilities for the 17 areas of responsibility under MHOAC

- e. Mass Care and Shelter, Other DSS Functions
- f. Transportation Branch

Directions for a large-scale evacuation, when needed, will be the responsibility of the Operations Section Coordinator and Section, in coordination with the appropriate field Incident Commander(s) and City EOCs.

Operations Section Coordinator

The Operations Section Coordinator is in charge of all branches/groups in the Operations Section and reports directly to the EOC Director. The Operations Coordinator assists in the development and execution of the EOC Action Plan and ensures field priorities, resources and needs are considered. The Operations Section Coordinator shall be advised of all requests for Mutual Aid and other resources.

Fire & Rescue Branch

The Fire & Rescue Branch directs the fire response activities of district, volunteer, and mutual aid resources. This Branch coordinates heavy rescue operations with the Construction/Engineering Branch and other outside agencies and also includes the HAZMAT and EMS Units, and coordination with the Medical-Health Operational Area Coordinator ("MHOAC"). The Fire & Rescue Branch Coordinator is the Op Area Fire & Rescue Mutual Aid Coordinator.

Law Enforcement Branch

The Law Enforcement Branch directs the response activities of Sheriff's Office units, reserves, and volunteers. This Branch coordinates all law mutual aid, including local resources, California Highway Patrol ("CHP") and the California National Guard, and also includes Coroner operations. The Law Enforcement Branch Coordinator is the Op Area Law Enforcement Mutual Aid Coordinator.

Health Branch

The Health Branch directs and coordinates the response and recovery activities of five Units: EMS, Animal Services, Environmental Health, Care and Shelter, and Behavioral Health enforcement Branch Coordinator is the Op Area Mutual Aid Coordinator. Within the branch there is the sub branch of Public Health and Medical; Medical-Health mutual aid is coordinated by the MHOAC who is the Public Health Officer. Half of the 17 areas of responsibility under the MHOAC program are to be fulfilled by the Local EMS Agency.

Mass Care & Shelter Branch

The Mass Care & Shelter Branch will be responsible for the identification of; equipment for; and staffing of shelters when residents of Lake (or adjacent Counties) are evacuated. The Lake County Department of Social Services, in conjunction with the American Red Cross will coordinate the sheltering and feeding of evacuated residents. Shelters shall be made available for those residents with Access and Functional Needs. Where medical concerns are noted, the Emergency Operations Center will coordinate with the Public Health Agency to fulfill emergent needs, or arrange for transport to suitable facilities. Coordination with other Branches within the Ops Section should occur to ensure safety and appropriate assignment of resources.

Transportation Branch

The Transportation Branch will be responsible for assisting residents during emergency to shelter or staging areas. The Emergency Operations Center will identify needs and coordinate the acquisition of transportation resources suitable for the residents being evacuated. Resources may be available from public and private organizations, and will be assigned based upon need and the safety of operators and evacuated residents. Whenever possible, the needs of those with Access and Functional Needs will be accommodated using the best available resource. Transportation resources may also be used during the recovery phase of the emergency to assist residents in meeting with recovery assistance personnel. Coordination with other Branches within the Ops Section should occur to ensure safety and appropriate assignment of resources.

Construction/Engineering Branch

The Construction/Engineering Branch directs and coordinates response to public works problems, maintains surviving utilities and services, and coordinates public works mutual aid. This Branch assists in evaluating the safety of structures (e.g., buildings and bridges) and roads, and coordinates the overall damage assessment following a disaster. The Construction/Engineering Branch can assist other units with traffic control, search and rescue, and transportation as needed.

8.4.3 Planning/Intelligence Section

The Planning/Intelligence Section is led by the Planning/Intelligence Section Coordinator who is responsible for ensuring the Planning/Intelligence Section gathers information and performs data analysis associated with the incident. The Planning/Intelligence Section maintains an incident log, EOC display maps, and charts. The Planning/Intelligence Section is responsible for preparing situation reports, assessing damage, conducting planning meetings, documenting all EOC activities, conducting advanced planning and leading the preparation of the EOC Action Plan. The following branches and units are staffed in the Planning/Intelligence Section as necessary:

- a. Situation Analysis Unit
- b. Documentation Unit
- c. Advanced Planning Unit

- d. Technical Specialists
- e. Demobilization Unit

Planning Section Coordinator

The Planning Section Coordinator is responsible to gather and display information about the emergency; brief and update the Management Staff on the impact of the emergency in the Op Area. The Planning Section Coordinator leads and supervises the EOC Action Planning process with the Action Planning/Advance Planning Unit, Management Section and General Staff. The Planning Section Coordinator briefs and distributes the plan.

Situation Analysis Unit

The Situation Analysis Unit Leader's primary role is to collect, collate and process all information and intelligence related to the incident. Situation Analysis is responsible for maintaining the situation summary, situation status report, Major Event Log and map displays. They assist in the preparation of the EOC Action Plan.

Documentation Unit

The Documentation Unit Leader maintains and files all EOC messages; updates and maintains Web EOC, including transmission of periodic reports as required; files, maintains and stores all documents relating to the emergency; maintains the official history of the emergency; assists in preparation of situation summaries and damage assessment reports; provides duplication services and office supplies as required; and assist in the preparation of the EOC Action Plan.

Advanced Planning Unit

The Advanced Planning Unit Leader coordinates and implements the EOC Action Planning process under the leadership of the Planning Section, organizes and prepares action planning meetings, compiles and reviews the EOC Action Plan. Performs advance planning to forecast potential response and recovery related issues likely to occur beyond the next operational period, generally within 36 to 72 hours.

Technical Specialists

Technical Specialists provide expert information related to the emergency and development of the recovery plan. Areas of expertise may include: river levels, weather, hazardous materials, geographic information systems and mapping, public utilities and infrastructure (including road conditions), air quality or public health issues. They assist in the preparation of the EOC Action Plan.

Demobilization Unit

The Demobilization Unit Leader develops an EOC Demobilization Plan detailing specific responsibilities and release priorities and procedures and submits for approval; coordinates demobilization with EOC personnel; monitors ongoing resource needs, consults with EOC personnel

to identify surplus resources and track probable release times; and evaluates logistics and transportation capabilities to support demobilization.

8.4.4 Logistics Section

The Logistics Section is led by the Logistics Section Coordinator and provides for all emergency support needs.

The Logistics Section orders all resources, coordinates volunteer personnel, and provides communications, facilities, personnel, transportation, supplies, equipment, fuel, food, and staging as required to support the Operations Section. The Logistics Section is made up of the following:

- a. Communications Unit
- b. Information Systems Unit
- c. Transportation Unit
- d. Personnel Unit
- e. Supply/Procurement Unit
- f. Facilities Unit
- g. Resource Tracking Unit

Logistics Section Coordinator

The Logistics Section Coordinator is typically the Director of Public Services and is responsible for locating the appropriate resources to sustain response operations.

Communications Unit

The Communications Branch Coordinator is responsible for developing plans for communication equipment and facilities including radios, telephones, cell phones, computers and related equipment.

Transportation Unit

The Transportation Unit coordinates with the Lake County Transportation Authority for transportation resources in support of evacuations and other transportation needs, designs traffic flow patterns and designated routes.

Personnel Unit

The Personnel Unit provides for staffing of the EOC, communicates to County departments through the Safety Coordinators, coordinates the County volunteer program, and liaisons to volunteer organizations.

Supply/Procurement Unit

The Supply/Procurement Unit performs and tracks all ordering for the emergency.

Facilities Unit

The Facilities Unit maintains and develops facilities needed for disaster response and recovery, and assists the Care and Shelter Unit.

Resource Tracking Unit

The Resource Tracking Unit posts tracks and updates resource information in the EOC.

8.4.5 Finance/Administration Section

The Finance/Administration Section provides for the tracking of the time worked by all emergency personnel involved in the incident, provides cost analysis and projections, and records any and all injury claims for compensation and is led by the Finance Section Coordinator (County Auditor-Controller). The following units are staffed in the Finance/Administration Section as necessary:

- a. Time Keeping Unit
- b. Cost Accounting Unit
- c. Compensation & Claims Unit
- d. Purchasing Unit
- e. Recovery Unit

Finance Section Coordinator

The Finance Section Coordinator provides reports to the Director of Emergency Services and the EOC Manager, and manages all financial aspects of the emergency. The Finance Section Coordinator manages the receipt of claims for compensation against the County.

Time Keeping Unit

The Time Unit maintains records of all personnel time worked at the emergency and ensure that personnel time records, travel expense claims and other related forms are prepared and submitted to the Auditor-Controller's office.

Cost Accounting Unit

The Cost Accounting Unit provides the projected cost of supplies and materials to support the emergency, collects all cost data and records, performs cost effectiveness analysis and provides cost estimates and cost savings recommendations.

Compensation and Claims Unit

The Compensation and Claims Unit manages all legal claims for compensation filed against the County.

Purchasing Unit

The Purchasing Unit coordinates vendor contracts not previously addressed by existing approved vendor lists as well as coordinates with the Supply/Procurement Unit on all matters involving the need to exceed established purchase order limits.

9. Alert and Warning

In conjunction with established public safety warning protocols, the activated EOC will manage the dissemination of timely and adequate warnings to threatened populations in the most effective manner possible. Warning information will be issued as quickly as a threat is detected, using the most direct and effective means possible.

9.1 Emergency Communication System

When the EOC is not activated, the Lake County Sheriff's Office will coordinate the dissemination of official alerts and warnings to the general public and allied agencies using available methods. This alert and warning activity will be coordinated through the County PIO, Central – Dispatch, the Lake County Office of Emergency Services, and partner Op Area agencies.

The Lake County Sheriff's Office – Central Dispatch is responsible for alerting the Lake County Office of Emergency Services, Lake County Fire Protection Districts', Lake County law enforcement agencies as well as other County departments as required, in the event of a threatened or actual emergency, which may require EOC activation.

The Lake County Sheriff's Office – Central Dispatch is responsible for alerting EOC staff at the direction of the Lake County Office of Emergency Services Duty Officer. As always, following a significant event such as a major earthquake or terrorist attack, all designated EOC staff should automatically report immediately to the EOC after seeing to the safety of their families.

9.2 Alert & Warning Mechanisms

Depending upon the threat and time availability, the EOC will initiate alerts and warnings utilizing any of the following methods:

- a. Activation of the Emergency Alert System ("EAS")
- b. Integrated Public Alert & Warning System ("IPAWS")
- c. Activation of the California Health Alert Network ("CAHAN")
- d. Activation of existing automatic telephone notification systems available within the County EOC or through Central – Dispatch
- e. Rapid field warnings using response personnel
- f. Media broadcast alerts
- g. Social Media

As in any emergency or disaster, the effectiveness of any warning will be dependent upon many factors including time availability, initial notice of threat, time of day, language barriers, and receiving challenges for the hearing and sight impaired.

9.3 Alert & Warning Conditions

Typically, warnings will be issued during periods of flash flooding, major hazardous materials, public health emergencies, fast moving fires, severe weather conditions, major road closures, evacuations

and potential acts of violence. However, warnings may be issued wherever a threat is perceived and the potential for safeguarding public safety is possible through rapid alerting.

For and expanded description of this section, refer to the EOC Manual for Alert, Notification and Warning Operations.

9.4 Emergency Public Information

Emergency Public Information is a priority during emergencies and disasters. County government has a primary responsibility to provide accurate and timely information to the public regarding conditions, threats and protective measures. To avoid conflicts and confusion, the Emergency Public Information Function operates best when centralized and coordinated amongst all Op Area jurisdictions, agencies and organizations.

The following assumptions involving public information during emergencies address how local government response and public preparedness may be affected:

- a. The public will demand information about the emergency and instructions on proper survival/response actions.
- b. Rumors and misinformation are likely to develop when there is a lack of official news and information readily available.
- c. The media will demand information about the emergency.
- d. Local and regional radio/television stations without emergency power may also be off the air.
- e. Telephones (landline and cellular) may be inoperable.
- f. The emergency organization will become overwhelmed by the demand for information if sufficiently trained staff is not available.

9.5 Public Information Officer

The PIO, a member of the Management Section, is responsible for managing all aspects of the Emergency Public Information program in support of the Lake County Op Area during a threatened or actual emergency. The PIO, as instructed by the Director of Emergency Services or EOC Director, will organize an appropriate Emergency Public Information organization, utilizing county and Op Area agency resources to manage the functions as follows:

- a. Facilitate the issuance of effective warning information using available communications networks
- b. The timely and accurate dissemination of official information to the public during periods of emergency
- c. Coordinating the release of official news and information through recognized broadcast and print media services and organizations
- d. Response to specific media inquiries and calls from the public requesting information assistance
- e. Establishment and operations of a 24-hour Emergency Public Information point of contact

- f. Establishment and operations of a Joint Information Center (JIC) as necessary to support county government and Op Area activities
- g. Provision of Emergency Public Information support to field incident commanders as requested
- h. Control of rumors and misinformation

In addition, the PIO may assign additional staff to perform functions related to managing the JIC if established; staffing a rumor control center; developing news releases; providing PIO support in the field; providing media interviews; and issuing warnings and preparedness information through available communications channels and networks.

9.6 Joint Information Center

The JIC will be established when necessary to coordinate the handling of Emergency Public Information operations for County government and the Op Area. A JIC will be established at a suitable location in close proximity to provide for effective management of Emergency Public Information functions. When activated, the JIC will be staffed by personnel trained to conduct Emergency Public Information activities including coordinating inter-jurisdictional media releases and management of rumor control functions. Regardless of where the JIC is established, Emergency Public Information functions will continue to be managed from the EOC.

9.7 Communications Center Operations

In addition to the rapid dissemination of warnings, personnel may staff a communications center at the Lake County Op Area EOC to process requests for information from the public and assist with Rumor Control activities and other agencies. The EOC possesses the capability of receiving multiple calls, although in a major emergency the system could be initially overwhelmed and will require dedicated staffing to operate.

10. Emergency Declarations

When there is a condition of extreme peril or potential peril to the safety of persons and property, and the condition is beyond the capability of a local jurisdiction to control effectively, an emergency may be proclaimed. Emergencies exist due to a specific situation, such as flood, fire, storm, earthquake, epidemic, drought, sudden and severe energy shortage, or other condition. The various types of emergency proclamations, Local, Op Area, State or Federal, provides for different levels of assistance.

10.1 Proclamation of a Local Emergency

If conditions of extreme peril to persons and property exist, incorporated cities and Special Districts within the Op Area may proclaim a local emergency as provided for under their municipal code. When made, the city or special district shall advise the Lake County Office of Emergency Services of the proclamation.

At the County level, a Local Emergency may be proclaimed by the Director of Emergency Services or designee in accordance with Chapter 6, Article 1, Section 6-5 of the Lake County Code. Whenever a local emergency is proclaimed by the Director of Emergency Services, the Board of Supervisors shall

take action to ratify the proclamation by passing a resolution declaring that a local emergency exists for Lake County within seven (7) days. The governing body must review the need to continue the proclamation at least every thirty days until the Local Emergency is terminated. The Local Emergency must be terminated by resolution as soon as conditions warrant.

The Declaration of a Local Emergency provides certain legal immunities for emergency actions taken by Lake County employees. This provides protection for the County and its employees. A local emergency declaration enables the Board of Supervisors to act as a board of equalization to reassess damaged property and provide property tax relief. It also enables the Director of Emergency Services to establish curfews, take measures necessary to protect and preserve the public health and safety, and exercise all authority granted by County Chapter 6, Article 1, Section 6-5 of the Lake County Code.

10.2 Proclamation of a Local Health Emergency

California Health and Safety Code, Division 101, Part 3, Chapter 2 commencing with Section 101075 confers upon Local Health Officers of the political subdivision of this state emergency powers necessary to protect public health and safety and Section 101080 of the California Health and Safety Code provides that the local health officer may declare a local emergency in the jurisdiction or any area thereof affected by the threat to the public health and Section 101080 of the California Health and Safety Code empowers the Local Health Officer to proclaim the existence or threatened existence of a local health emergency when the Local Health Officer reasonably determines that the waste is a hazardous waste or medical waste, or that it may become a hazardous waste or medical waste subject to ratification by the Board of Supervisors within seven days and reaffirmation every fourteen days thereafter until such health emergency is terminated.

10.3 Concurrence of Existence of Local Emergency

Following the Declaration of a Local Emergency for Lake County, the Director of Emergency Services and/or the Board of Supervisors may request that the Director of Cal OES concur with and provide assistance under the California Disaster Assistance Act. This Act provides financial assistance for the permanent restoration of Public real property other than facilities used solely for recreational purposes when damaged or destroyed by a natural disaster.

10.4 Governor's Proclamation of a State of Emergency

After the Declaration of a Local Emergency, the Board of Supervisors may request that the Governor proclaim a State of Emergency if conditions of disaster or extreme peril exist which threaten the safety of persons and property within the state caused by natural or man-made incidents; and local resources and authority is inadequate to cope with the emergency. The request will be forwarded to the Director of Cal OES with a copy of the local emergency declaration and the damage assessment summary.

Whenever the Governor proclaims a State of Emergency:

- a. Mutual aid shall be rendered in accordance with approved emergency plans when the need arises in any county, city and county, or city for outside assistance.
- b. The Governor shall, to the extent he deems necessary, have the right to exercise all police power vested in the state by the Constitution and the laws of the State of California within the designated area.
- c. Jurisdictions may command the aid of citizens as deemed necessary to cope with an emergency.
- d. The Governor may suspend the provisions of orders, rules or regulations of any state agency; and any regulatory statute or statute prescribing the procedure for conducting state business.
- e. The Governor may commandeer or make use of any private property or personnel (other than the media) in carrying out the responsibilities of his office.
- f. The Governor may promulgate, issue and enforce orders and regulations deemed necessary.
- g. The Governor can request additional assistance by asking for a Presidential Declaration.

10.5 State of War Emergency

If the Governor were to proclaim a State of War Emergency, or if a State of War Emergency exists, all provisions associated with a State of Emergency apply, as well as all state agencies and political subdivisions are required to comply with the lawful orders and regulations of the Governor which are made or given within the limits of his authority as provided for in the Emergency Services Act.

10.6 Presidential Declaration

At the Federal level, an Emergency Declaration may be proclaimed by the President of the United States. The President may Declare an Emergency when conditions of disaster or extreme peril exist which threaten the safety of persons and property within the Country caused by natural or man-made incidents, when the President is requested to do so by the California Governor of the State of California, or when the President finds that State authority is inadequate to cope with the emergency.

Whenever the President Declares an Emergency:

- a. The President may authorize Federal essential assistance.
- b. The President may authorize public assistance.
- c. The President may authorize individual assistance.
- d. The President may authorize Federal mutual aid.
- e. The President may authorize mitigation funds.

11. Continuity of Government

A major disaster could result in the death or injury of key government officials, the partial or complete destruction of established seats of government, and the destruction of public and private records essential to continued operations of government.

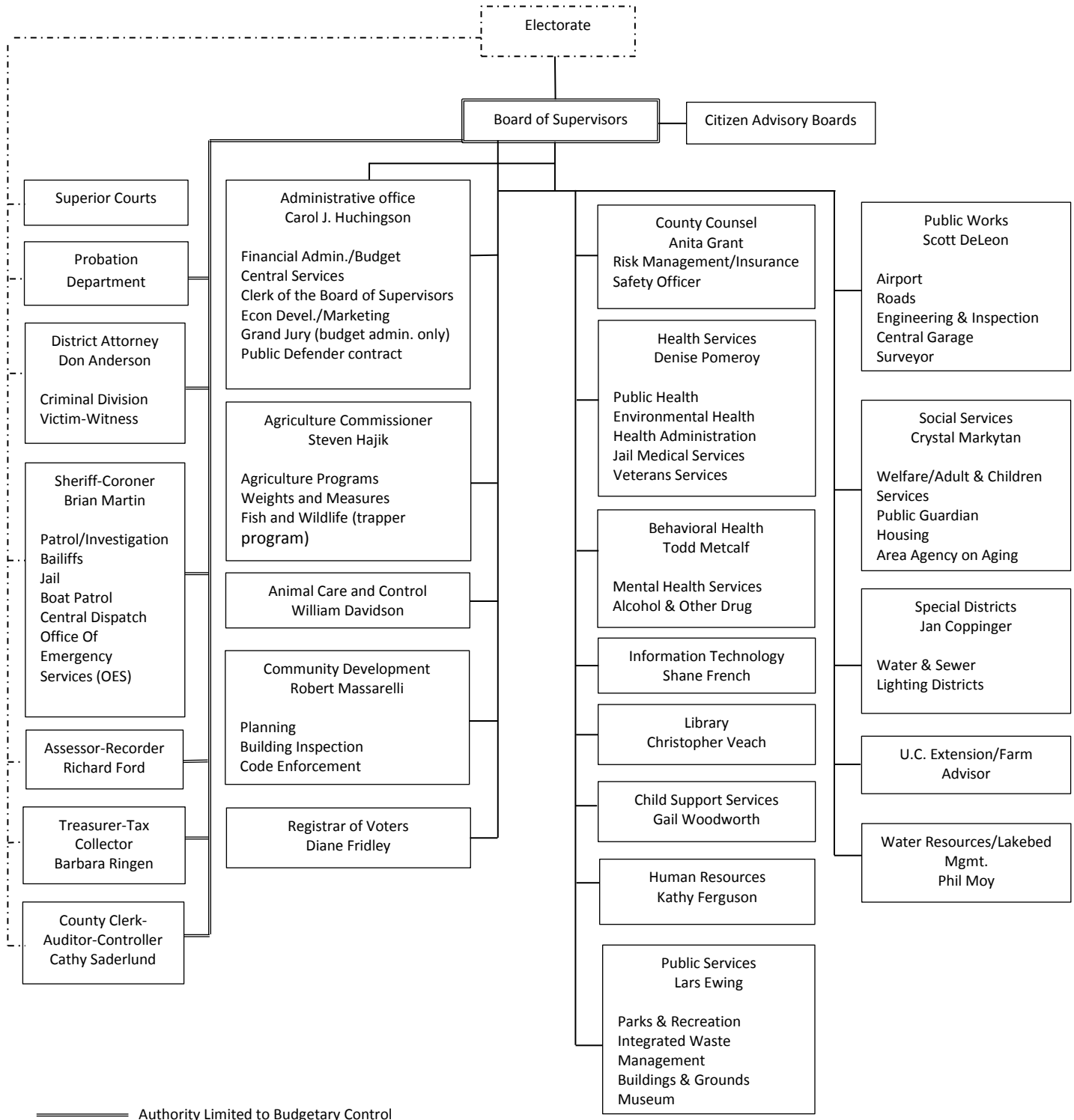
Following such an event, law and order must be preserved and government services maintained. Government at all levels shall be responsible for providing continuity of effective leadership and authority, and direction of emergency operations and management of recovery operations. The California Government Code and the Constitution of California provide the authority for continuity and preservation of state and local government.

The Board of Supervisors is the governing body of the County and a number of special districts. Within the limits of state law and county code, the Board is empowered to adopt ordinances, establish programs, levy taxes, appropriate funds, appoint certain officials, and zone property in the unincorporated areas. The five members of the Board are elected on a non-partisan basis to serve four-year terms. Each member is elected from one of the five supervisorial districts in the County. The County Administrative Officer is appointed by the Board and administers various elements of the County government in accordance with the Board of Supervisors' policies and applicable laws. The County Administrative Officer recommends and manages the county budget, prepares the Board's agenda, provides the Board with information it needs for making decisions, represents the county in intergovernmental relationships, coordinates the work of county departments, resolves interdepartmental problems, and coordinates the overall administration of county government.

2018 Lake County Emergency Operations Plan

Figure 11.A – County of Lake Organizational Chart

County of Lake
Organization Chart
As of September 1, 2017



11.1 Lines of Succession

California Government Code Sections 8635 through 8643 provide the means for the preservation and continuity of government in the event a State of Emergency or Local Emergency is declared. It also authorizes political subdivisions to provide for the succession of officers (department heads and division managers) responsible for maintaining law and order, or for furnishing public services relating to health and safety through continuity of operations planning. Additionally, it outlines procedures to assure continued functioning of political subdivisions in the event the governing body, including standby officers, is unavailable to serve. The standby officers shall have the same authority and powers as the regular officers, department heads or division managers.

Behavioral Health Department

- a) Director
- b) Deputy Director-Clinical Services
- c) Deputy Director-Administration

Department of Social Services

- a) Director
- b) Deputy Director
- c) Deputy Director

Information Technology Department

- a) IT Director
- b) Deputy IT Director
- c) IT Technician III

Probation Department

- a) Chief Probation Officer
- b) Assistant Chief
- c) Chief Deputy Probation Officer

Health Services Department

- a) Director of Health Services
- b) Division Director
- c) Division Director

Public Works Agency

- a) Agency Director
- b) Deputy Director
- c) Director

Registrar of Voters

- a) Registrar of Voters
- b) Deputy Registrar of Voters

*Sheriff's Department

- a) Sheriff
- b) Undersheriff
- c) Sheriff's Captain

*Treasurer-Tax Collector

- a) Treasurer
- b) Assistant Treasurer

*Assessor-Recorder

- a) Assessor-Recorder
- b) Assistant Assessor-Recorder III
- c) Chief Deputy Assessor-Recorder

** Indicates elected official*

2018 Lake County Emergency Operations Plan

*Auditor-Controller/County Clerk

- a) Auditor-Controller/County Clerk
- b) Assistant Auditor-Controller
- c) Supervising Accountant-Auditor

*Board of Supervisors

- a) Chair
- b) Vice Chair
- c) Other Elected Official (TBD)

Animal Care and Control

- a) Director
- b) Deputy Director
- c) Facility Supervisor

County Administrative Office

- a) County Administrative Officer
- b) Chief Deputy Administrative Officer
- c) Chief Deputy

*District Attorney

- a) District Attorney
- b) Chief Deputy District Attorney
- c) Senior Deputy District Attorney

Human Resources

- a) Director
- b) Deputy Director

Fire Protection District

- a) Chief
- b) Deputy Chief
- c) Assistant Chief

Special Districts

- a) Administrator
- b) Deputy Administrator
- c) Compliance Coordinator

Community Development Department

- a) AICP Director
- b) Principal Planner
- c) Principal Planner

** Indicates elected official*

*Elected Officials (denoted by *)-The Board of Supervisors will need to determine whether these lines of succession are either “stand-by” or “interim” positions until a permanent successor is appointed.*

11.1.1 Reconstituting Government Body

California Government Code Section 8635 et seq., Article 15, Chapter 7, Division 1 Title 2, establishes a method for reconstituting the governing body. It authorizes that, should all members including all standby officers, be unavailable; temporary officers shall be appointed by the Chairman of the Board of the county in which the political subdivisions located or by the Chairman of the Board of any other county within 150 miles. California Government Code Section 8642 of Article 15 authorizes local governing bodies to convene as soon as possible whenever a state of emergency or local emergency exists and at a location not necessarily within the political subdivision. Under Article 15, the duties of a governing body during emergencies include ascertaining the damage to the jurisdiction, its personnel and property, reconstituting itself and any subdivisions, and performing functions in preserving law and order and furnishing local services.

11.1.2 Lake County Director of Emergency Services

In accordance with Chapter 6, Article 1, Section 6-5 of the Lake County Code, the order of succession to the office of Director of Emergency Services, who is the Sheriff, shall be for the Deputy Director of Emergency Services to succeed the Director in the event the Director is unavailable to attend meetings and otherwise perform his/her duties during an emergency. The order of succession to the office of Deputy Director of Emergency Services shall be for the Emergency Services Manager to succeed the Deputy Director in the event the Deputy Director is unavailable to attend meetings and otherwise perform his/her duties during emergencies. Whoever fills the office of Director will have the same immunities as the Director of Emergency Services.

11.2 Temporary County Seats

California Government Code Section 23600, Article 1, Chapter 4, Division 1, Title 3 provides that the Board of Supervisors shall designate by resolution, one or more alternative temporary County seats within or outside of County boundaries. The County cannot purchase real property for seats outside County boundaries. A resolution designating the alternative County seats must be filed in appropriate City/County and in any alternative City/County. Additional seats may be designated subsequent to the original site designations as circumstances warrant. These sites must conform to the provisions of the Americans with Disabilities Act (“ADA”).

The temporary seat of government in the event the normal location is not available because of emergency conditions will be as follows:

Primary:

Lake County Courthouse

255 North Forbes Street, Lakeport

1st Alternate:

Lake County Fire Protection District

14815 Olympic Drive, Clearlake

2nd Alternate:

Kelseyville Fire Protection District

4020 Main Street, Kelseyville

11.3 Suspensions and Appointments

Section 8621 of the California Government Code specifies that during a State of War Emergency, in the event that any officer of a political subdivision or employee of a state agency refuses or willfully neglects to obey an order or emergency regulation, the Governor may suspend that person and designate a replacement.

11.4 Preservation of Vital Records

Each department within the county will identify, maintain, and protect its vital records. Vital records are defined as those records that are essential to the rights and interests of individuals, governments, corporations and other entities, including vital statistics, land and tax records, license registers, and historical information.

Vital records also include those records essential for emergency response, recovery operations, including utility system maps, emergency supplies, equipment locations, emergency operational plans, procedures and personnel rosters.

These vital records will be essential to the re-establishment of normal county government functions and are outlined in continuity of operations planning, serving to protect the rights and interests of government. These rights and interests may include the constitutions, codes, statutes, ordinances, court records, official proceedings and financial records of Lake County.

Each level of government down to the departmental level is responsible for designating a custodian for vital records, and ensuring that vital records storage and preservation is accomplished.

Lake Operational Area Emergency Operations Plan

PART TWO – JURISDICTIONAL HAZARD ANALYSIS

1. Introduction

The Lake County Operational Area (“Op Area”) is comprised of approximately 1,329 square miles, of which 1,256 square miles are land and 73 square miles are water. It is located in the central northwest portion of the State of California. To the west is Mendocino County, to the east are Yolo and Colusa Counties, to the south are Napa and Sonoma Counties and to the north is Glenn County. The Op Area economy is based primarily on agriculture and tourism. Lands of the Mendocino National Forest cover approximately 700 square miles in the county, which is managed by the US Forest Service (“USFS”). Additionally, lands are managed by the Bureau of Land Management (“BLM”). The recreational areas of the upper Eel River and Lake Pillsbury are located within the Mendocino National Forest. There are significant resources within the Op Area that includes: Clear Lake, (the largest natural freshwater lake in California), major geothermal fields and a large agriculture industry.

The 2010 United States Census reported that Lake County had a population of 64,665. During the peak tourist season, from Memorial Day to Labor Day, the average daily population may greatly increase. The county is sparsely populated, with the majority of communities scattered around the shoreline of Clear Lake. These communities include:

1.1 Incorporated Cities

Lakeport - A full service city with a population of approximately 4,750. Located on the north shore, it is also the county seat.

Clearlake - A full service city with a population of approximately 15,180 located at the southeast corner of the lake.

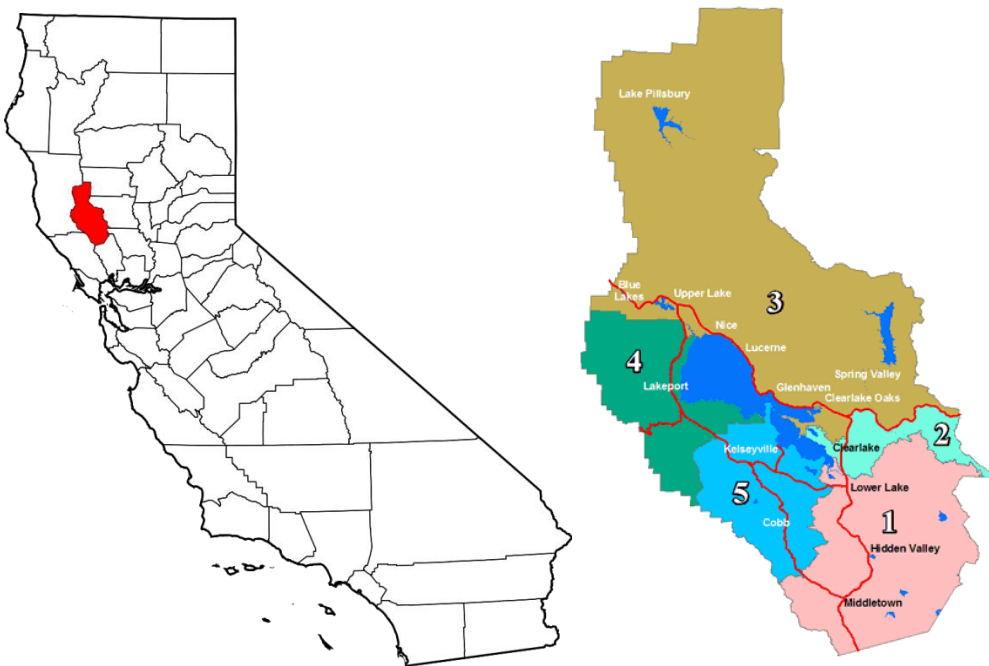
1.2 Unincorporated Community Areas

- Anderson Springs, *Population breakdown unavailable, Included in Middletown
- Blue Lakes, *Population breakdown unavailable, Included in Upperlake
- Clearlake Oaks, *Population 3,747
- Clearlake Park, *Population breakdown unavailable, Included in Clearlake
- Cobb, *Population 2,147
- Finley, *Population 82
- Glenhaven, *Population 233
- Hidden Valley Lake, *Population 5,489
- Kelseyville, *Population 11,213
- Lake Pillsbury, *Population 1,767
- Loch Lomond, *Population breakdown unavailable, Included in Middletown
- Lower Lake, *Population 2,893
- Lucerne, *Population 3,104

- Middletown, *Population 3,413
- Nice, *Population 2,673
- Riviera West: *Population breakdown unavailable, Included in Kelseyville
- Riviera Heights: *Population breakdown unavailable, Included in Kelseyville
- Clear Lake Riviera: *Population breakdown unavailable, Included in Kelseyville
- Soda Bay: *Population breakdown unavailable, Included in Kelseyville
- Spring Valley: *Population breakdown unavailable, Included in Clearlake Oaks
- Upper Lake, *Population 2,746
- Witter Springs, *Population 182

*Population information according to the latest census information available, 2010.

Figure 1.A – Maps of Lake County



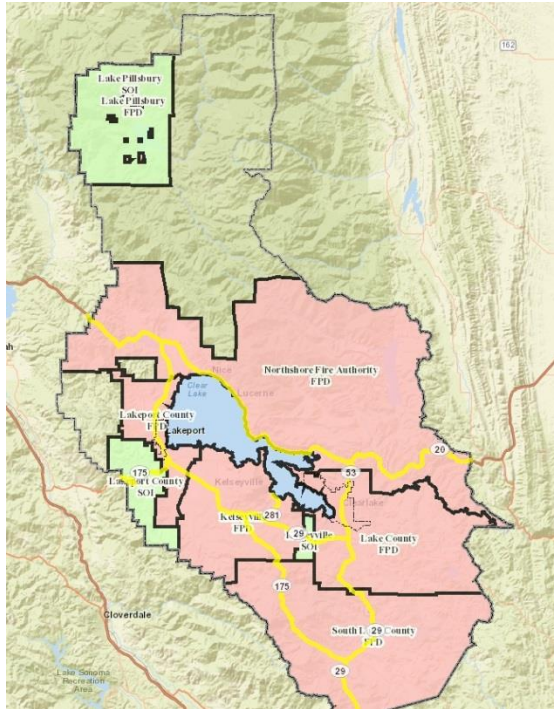
1.3 Law Enforcement

The Lake County Sheriff's Office provides law enforcement services for the unincorporated areas of Lake County while the City of Lakeport Police Department and City of Clearlake Police Department provide law enforcement services for their respective cities. Other agencies providing law enforcement services include: California Department of Fish and Wildlife, California Highway Patrol, California State Parks, USFS, and BLM who provide law enforcement services within their respective areas of responsibility.

1.4 Fire Protection and Emergency Medical Services

Firefighting and local Emergency Medical Services (“EMS”) services are provided by five fire protection districts, as well as the California Department of Forestry & Fire Protection (known as “Cal Fire”) and the USFS who primarily in the event of wildland fire, provide fire protection services within their areas of responsibility. Local EMS services are part of the North Coast EMS Agency and are provided by the local fire protection districts. Air ambulance services are provided by CALSTAR (California Shock Trauma Air Rescue) and REACH (Redwood Empire Air Care Helicopter).

Figure 1.C – Fire Protection District Map



1.5 Area Hospitals

Lake County is home to two hospitals; Adventist Health Clear Lake, which is part of the Adventist Health system and is located in the City of Clearlake, and Sutter Lakeside Hospital, which is part of the Sutter Health system and is located in North Lakeport.

2. Threat and Hazard Identification and Assessment

In 2010, a threat and hazard identification and assessment was completed for the Lake County Op Area that reviewed the various natural and man-made threats to the Op Area. The analysis recognizes that the planning process must address each hazard that threatens the County and helps the whole community—including individuals, businesses, faith-based organizations, nonprofit groups, schools and academia and all levels of government—understand its risks and estimate capability requirements. In 2012, the Natural Hazards Mitigation Plan (“NHMP”) was developed by area stakeholders and adopted by the Board of Supervisors. From this process Lake County is better

able to prepare for and mitigate the following threats or hazards. The assessment indicates that the Lake County Op Area is subject in varying degrees to the effects of the following:

Natural:

- a. Earthquake
- b. Wildland Urban/Interface Fire
- c. Flooding
- d. Severe Weather
- e. Landslide
- f. Water Quality, Drought and Cyanobacteria
- g. Volcanic Activity
- h. Public Health Emergency

Technological/Human Caused:

- a. Dam Failure
- b. Hazardous Material Incident
- c. Transportation Accident
- d. Electrical Failure/Shortage
- e. Food and Agriculture Emergency
- f. Civil Unrest
- g. Terrorist Activities
- h. Cyber Attack/Failure

The following sections provide general hazard and risk profiles of the hazards that have been identified as part of this assessment.

2.1 Earthquake

The primary, large-scale threat to Lake County is an earthquake. A major earthquake occurring along the California North Coastal Region could result in high casualties, extensive property damage, fires, flooding, hazardous material incidents, and other ensuing hazards. The geology of the Northern California Coastal Region is distinct from the rest of California. Geologists and seismologists find the region of special interest because of the San Andreas Fault, which is within 30 miles to the west, the Hayward fault, and Rogers fault extension into the Mayacamas fault which is within 10 miles to the west of Lake County. Throughout Lake County there are several small active faults, with most centered in the Cobb Mountain area. Minor earthquakes occur almost daily in the south county geothermal fields near the geysers influenced region. A major threat to the entire Northern California region is the Mendocino Triple Junction in Humboldt County, where three plates, the

Gorda, the North American, and the Pacific are in contact. The region is part of the Cascadia Subduction Zone (“CSZ”) and vulnerable to an earthquake up to the 9.0 magnitude range. The CSZ runs from the Cape Mendocino area of Humboldt County to north of Vancouver Island off British Columbia, Canada. As evidence of the high potential of seismic activity in the region, the Berkley Seismographic Station catalogues of California seismicity consistently show the North Coastal Region to be the most seismically active in the state. Historic records indicate that at least 50 damaging earthquakes have occurred since the mid-1800’s. The intensity recorded at a location will be dependent on the magnitude and type of earthquake, the ground acceleration, duration of the shaking, distance from the epicenter and the type of earth materials that underlie the location. The intensity is measured according to the Modified Mercalli Intensity Scale, which ranges from I (not felt) to XII (total damage with visible ground surface waves). Of the major historic earthquakes recorded on the North Coastal region, 23 of them have had intensities of VII to VIII. Within this range of intensity, poorly to moderately well designed buildings may suffer structural damage (including partial collapse), liquefaction of some saturated sediments and potential ground rupture. California North Coast Region, specific hazards include:

- a. Ground failure in the coastal lowlands, resulting in damage to foundations and utility lines.
- b. Disruption to utility services.
- c. Fire associated with damaged electrical and gas lines.
- d. Landslides, affecting transportation and communication routes.
- e. Ground rupture.
- f. Road closures.
- g. Damage to bridges and overpasses.
- h. Damage to area dams.

Those communities situated along the shore of Clear Lake might also experience flooding as a result of seiche action. A major seismic event in Lake County or anywhere in the northern portion of the State would probably affect Lake County to some degree, either by isolating the County, or placing severe demands on personnel and equipment resources through mutual aid requests.

2.2 Wildland Urban/Interface Fire

California has a wildland fire potential that is found nowhere else on earth. Each year, wildland fires burn thousands of acres of land in the State of California with major destruction. Wildland fire hazards exist in varying degrees throughout Lake County. Owing to its rugged topography, heavy vegetation, and the long, hot, dry summers, approximately 45% of Lake County is considered a high-risk area with respect to wildland fire. Human activities, particularly tourism and housing developments are the major contributing factor to the wildfire hazard with Cal Fire estimating 90% of wildfires being human caused.

Development of residences on steep slopes or brush-covered hillsides is an additional source of hazard. For example, development in hilly areas often necessitates narrow, twisting roads that do not provide adequate access for fire equipment. Several residential areas in the Cobb Mountain,

Clear Lake Riviera, and Hidden Valley Lake experience such access problems and it has hampered fire response and community evacuation in the past. In addition, for each 20 percent increase in slope, the rate of spread for a fire will double. Future development in the County must provide adequate emergency vehicle access and water supply not only to protect property but also to prevent the spread of wildland fires. Given the rural - wildland interface of these communities these high-risk areas and limited road system, the potential for loss of life and significant property damage is extreme in the event of an uncontrolled fire.

The current multi-year California drought has also greatly increased the risk of fire throughout the state and especially in Lake County. Dry dense vegetation, lack of rainfall, water restrictions, decreased water supplies and many other drought related factors have greatly increased the fire danger within Lake County. The 2015-2017 statewide fire record has already seen a significant increase in the number of fires compared to previous years the same period and a 53% increase compared to the five year average. The fire danger is likely to remain high or increase due to the lasting effects of the California drought.

2.3 Severe Weather

Lake County Operational Area is susceptible to extreme weather/storm conditions. An extreme weather/storm condition is a generalized term used to describe thunderstorms, tornadoes, heavy precipitation, high winds, extreme heat or cold, and drought. Extreme weather may cause a variety of damage, depending upon the type of weather situation. Damage, may range from temporary power and utility outages due to thunderstorm and high wind activity to the sometimes, although rare, destruction from a tornado. Heavy rainfall on saturated soil leads to frequent mudslides that close roads and endanger lives and property. Heavy winds have been known to down large trees and power lines damaging property, blocking roads, and cutting off utilities and communications. Extreme weather such as the current state drought can have long-term economic repercussions upon Lake County. Currently, the statewide drought, wildfires caused by lightning strikes, winter flooding, debris and utility failure caused by severe wind, extreme heat and cold pose the greatest threats to the Operational Area.

2.4 Extreme Heat

According to information provided by FEMA, extreme heat is defined as temperatures that hover 10 degrees or more above the average high temperature for the region and last for several weeks. Heat kills by taxing the human body beyond its abilities. In a normal year, about 175 Americans succumb to the demands of summer heat. According to the National Weather Service (NWS), among natural hazards, only the cold of winter—not lightning, hurricanes, tornados, floods, or earthquakes—takes a greater toll. In the 40-year period from 1936 through 1975, nearly 20,000 people were killed in the United States by the effects of heat and solar radiation. In the heat wave of 1980, more than 1,250 people died. Lake County can typically become very hot during the summer and according to the California Climate Adaptation Strategy (CAS), shows that California is getting warmer, leading to an increased frequency, magnitude, and duration of heat waves. These factors may lead to increased mortality from excessive heat in Lake County.

2.5 Flooding

Central to the County is Clear Lake, a 68 square mile natural lake. Clear Lake has a contributing watershed of 458 square miles with average rainfall ranging from over 60 inches per year at ridge tops to 28 inches per year at Lake Level. The flood hazard in Lake County is attributable to three sources - creeks, lakes, and dam failures. The floodplain is most extensive along Scotts, Cache, Adobe, Putah, Cole, Middle, Copsey and Kelsey Creeks. These creeks and waterways are usually subject to some form of flooding during the annual wet, winter rain season. The degree of flooding is dependent upon topography, vegetation, the duration and intensity of rain and consequent storm water runoff.

Lake flooding poses the greatest threat to the lakeshore communities adjacent to Clear Lake, Lake Pillsbury, Blue Lakes, and the area near Indian Valley Reservoir. The greatest concentration of these communities is located adjacent to Clear Lake, where more than half of the 71-mile rim has been developed. The danger is considered to be primarily property damage rather than loss of life due to the ample warning time generally available.

Community detention and diversion structures are vulnerable when the Clear Lake level rises above 7.56 feet at the Rumsey Gage. These structures include sanitation district ponds, levees and other critical structures.

2.5.1 Wastewater Treatment Facilities

Wastewater generated in urban areas is principally treated at public wastewater treatment plants; however, septic systems are used in rural and some residential areas where wastewater treatment systems are not economically feasible. Wastewater treatment systems have the potential to contaminate surface water as a result of direct discharge, ex-filtration, storm-induced overflows, and accidents or equipment failures. There are eighteen wastewater systems within the Clear Lake watershed, including nine sewage treatment systems, which are designed to collect, treat, and dispose of municipal wastewater without discharge to any surface water. Wastewater treatment facilities are impacted by high lake levels, as the collection systems for lakefront developments become inundated, resulting in significant inflow to the systems. Discharge of raw and treated wastewater is prohibited within the Clear Lake Basin. This results in overloading pumping facilities and storage reservoirs causing overflows into tributaries of Clear Lake. The three treatment facilities near the lake within the County's jurisdiction, which are vulnerable, include:

2.5.1.1 Northwest Wastewater Treatment Facility

Lyon's Creek reservoir contains reclaimed wastewater from the Northwest Regional Wastewater Facilities located about 1.5 miles northwest of the city of Lakeport and is 1.7 miles from Clear Lake. Access is from Highway 29 west of the City of Lakeport. The dam is an earth structure on a tributary to Lyons Creek and Clear Lake. The reservoir is emptied each summer by irrigating surrounding pasture lands. During the annual rainy season treated and disinfected wastewater is stored in the reservoir until irrigation can resume. The capacity of the reservoir is 870 acre-feet. Sixteen pumping stations serve this facility, all which are subject to lake, or high groundwater inundation.

Additionally, during heavy inflow several pumping stations from the Lakeport Municipal District can reroute their wastewater to this facility in order to prevent their facility from overflowing.

2.5.1.2 Southeast Wastewater Treatment Facility

Burns Valley reservoir contains reclaimed wastewater from the Southeast Regional Wastewater Facilities located 1.5 miles northeast of Clear Lake just outside the boundary line of the City of Clearlake. Access is from Highway 53 north of the City of Clearlake. This reservoir is an earth structure on a tributary to Burns Valley creek and Clear Lake. The reservoir is emptied each summer by irrigating surrounding pasture lands. During the annual rainy season, treated and disinfected wastewater is stored in the reservoir until irrigation can resume. The capacity of the reservoir is 560 acre-feet.

2.5.1.3 Kelseyville Wastewater Treatment Facility

The Kelseyville Treatment facility is located on Gaddy Road near the intersection of Clark Drive in Kelseyville, approximately 2.5 miles from Clear Lake. The collection system is served by eight lift stations near Clear Lake. Each lift station has an alarm system and a receptacle for emergency backup power. Extensive groundwater saturation will cause the reservoir to become inundated with groundwater intrusion. That intrusion has caused the reservoirs to overflow into the spillway causing discharge of partially treated wastewater into the Clearlake watershed. The capacity of the reservoir is 65 acre feet.

There are two additional wastewater treatment facilities governed by special district boards, which serve shoreline communities:

2.5.1.4 City of Lakeport Municipal Sewer District

The City of Lakeport operates a wastewater treatment plant on Parallel Drive, southwest of downtown Lakeport. The waste treatment plant is approximately 1.6 miles from Clear Lake. The wastewater collection system has nine pumping stations, three of which are located within 30 to 60 feet of Clear Lake. The pumping stations have alarms for occurrences such as pump failure, high water level, power failure, or communications failure. There have been system failures and discharges during high lake level floodwaters. Treated water is stored in a 650 acre foot reservoir during winter months.

2.5.1.5 Clearlake Oaks Water District

The Clearlake Oaks Water District operates a facility approximately 0.1 miles from Clear Lake on the eastern side of the lake. High lake water levels can have an impact on the facility during extreme weather months.

2.5.2 Middle Creek Levees

Located on Middle Creek, Scotts Creek, Clover Creek and Rodman Slough near Upper Lake, the levees are earthen structure and are at risk once the lake reaches 7.56' Rumsey. Once the lake reaches 9.0' Rumsey, Board of Supervisors approval should be sought to create an emergency spillway, and reclamation property owners and operators should be notified. At 10.0' Rumsey residents should be notified to prepare for evacuation in the event of a breach or overflow. Failure

of these levees would inundate approximately a 1750 -acre area that has residences and livestock; and could require or cause closure of the Nice-Lucerne cutoff and Highway 20.

2.6 Dam Failure

Dam or Reservoir failures can result from a number of natural or manmade causes such as earthquakes, erosion of the face or foundation, improper sittings, rapidly rising floodwaters, and structural/design flaws. Seismic activity may also cause inundation by the action of a seismically induced wave that overtops the dam without causing failure of the dam, with significant flooding downstream. Six of the seven dams within the County have been identified as being capable of causing loss of life and property damage if breached. The dams are Adobe, Highland, Indian Valley, Clear Lake, Hidden Valley, Coyote, and Scott dams. Earthquake is the major threat that could cause dam failure.

It is assumed for emergency planning purposes, that one or more of the dams located in Lake County would be seriously damaged by a major earthquake, or that failure could occur by other natural means - erosion, excess rainfall, etc. The following information is a brief summary of the dams in Lake County and any threat they might pose to the population in the event of failure.

2.6.1 Adobe Creek Dam

Dam Name: Adobe Creek Dam

Lake Name: Adobe Reservoir

Dam Owner: Lake County Flood Control & Water Conservation District

Telephone: (707) 263-2341

Capacity: 1,410 Acre Feet

Height of Dam: 27 feet

Adobe Creek Dam is located approximately five miles south of Finley. It can be reached from Highway 29 by the Highlands Springs turn-off on Bell Hill Road near Kelseyville or from Hopland via the old toll road. Adobe Dam is an earthen structure, containing up to 695 acre feet of water. It is owned and operated by Lake County Flood Control and Water Conservation District. Failure of this dam would result in extensive flooding to the inundation area along Adobe Creek. Approximately 100 residences are located in the inundation area.

2.6.2 Highland Creek Dam

Dam Name: Highland Creek Dam

Lake Name: Highland Springs Reservoir

Dam Owner: Lake County Flood Control & Water Conservation District

Telephone: (707)-263-0119

Capacity: 4,400 acre-feet

Height of Dam: 64 feet

Highland Creek Dam is located approximately 0.5 miles west of Adobe Creek Dam. The Dam can be reached via Highlands Springs Road, Bell Hill Road or the Old Toll Road. Highland Dam is an earthen structure and contains up to 4,400 acre-feet of water. Failure of this dam would result in extensive flooding in the inundation area along Adobe Creek. While affecting the same number of residences as Adobe Dam, flooding and property damage would be more extensive and some flooding must be considered possible as far north as Finley. Inundation could wash out Bell Hill Road as it did in 1995, and an alternate route needs to be identified.

2.6.3 Coyote Creek Dam

Dam Name: Coyote Creek Dam

Lake Name: Hidden Valley Lake

Dam Owner: Hidden Valley Lake Association

Telephone: (707) 987-9201

Capacity: 4,375 Acre Feet

Height of Dam: 84 feet

Coyote Creek Dam is located east of Highway 29, between Lower Lake and Middletown at the Hidden Valley Lake Properties. It is owned by the Hidden Valley Lake Association, and is an earthen structure containing approximately 4,375 acre-feet of water. Dam failure inundation zone includes 235 residents, an elementary school and extensive property damage would result in the Golf Course area and to Highway 29.

2.6.4 Scott Dam (Pillsbury)

Dam Name: Scott Dam

Lake Name: Lake Pillsbury

Dam Owner: Pacific Gas & Electric (PG&E)

Telephone: (415) 973-1923

Capacity: 86,400 acre-feet

Height of Dam: 138 feet

Scott Dam, owned by PG&E, is the second largest dam in Lake County, containing 86,400 acre-feet of water and located at the western edge of Lake Pillsbury. It can be reached from Potter Valley in Mendocino County and by Elk Mountain Road from Upper Lake directly to Pillsbury. Failure of this

dam would result in potential danger to life and property at Soda Creek Station, PG&E campsites along the Eel River, and catastrophic damage to life and property in neighboring Mendocino County. Flooding could also go overland to Covelo. Residents of Lake Pillsbury area would be isolated due to damaged roads, and Dam failure inundation zones include Mendocino County communities, and the Cities of Rio Dell, Fortuna and Ferndale in Humboldt County to the Pacific Ocean. Priority consideration would be given to providing emergency assistance to other counties.

2.6.5 Indian Valley Dam

Dam Name: Indian Valley Dam

Lake Name: Indian Valley Reservoir

Dam Owner: Yolo County Flood Control & Water Conservation District

Telephone: (530) 662-0265

Capacity: 359,000 acre-feet

Height of Dam: 225 feet

Indian Valley Dam is located approximately 5 miles north of Highway 20 between Clear lake and Williams and is owned by Yolo County Flood Control & Water Conservation District. It can be reached by Walker Ridge Road to the Chalk Mountain area. The dam is an earthen structure, and the largest dam in Lake County, containing 359,000 acre-feet of water. Failure of this dam would result in flooding. The primary area of concern is the Spring Valley Development, downstream on Cache Creek into Yolo County populated areas and vehicular traffic on Highway 20.

2.6.6 Spring Valley Dam

Dam Name: Spring Valley Dam

Lake Name: Spring Valley

Dam Owner: County of Lake

Telephone: (707) 263-0119

Capacity: 705 acre-feet

Height of Dam: 37 feet

Owned by County Special Districts, the danger from failure of this dam is minimal due to the limited storage capacity.

2.6.7 Cache Creek Dam

Dam Name: Cache Creek Dam

Lake Name: Clear Lake

Dam Owner: Yolo County Flood Control & Water Conservation District (YCFLWCD)

Telephone: (530) 662-0265

Capacity: 37,800 Acre Feet

Height of Dam: 42.5 feet high – Concrete

This dam is owned and operated by Yolo County Flood Control and Water Conservation District (YCFLWCD). It is located 5 miles downstream of the outlet from Clear Lake. The dam is a concrete, gravity-type structure approximately 35 feet in height. The relationship between Clear Lake and the dam is unique in that the dam does not control maximum outflows from Clear Lake. Maximum outflow is controlled by the channel between Clear Lake and the dam. Depending on the time of year and the lake level, failure of the dam could result in flood damage to the downstream areas adjacent to Cache Creek and communities in Yolo County. If the lake level is still high, failure of the dam could cause significant property damage along Cache Creek above the dam, as water would flow rapidly until the lake level dropped below the Grigsby Riffle barrier.

2.6.8 Kelsey Creek Detention Structure

The Kelsey Creek Detention Structure is a groundwater recharge facility located one mile north of Kelseyville. It can be reached from Finley East Road. Failure of the structure would result in a sudden surge in Kelsey Creek. However, over bank flows and flooding would not necessarily occur. The structure is normally open during high flow events.

2.7 Hazardous Material Incident

The production of and use of hazardous materials has become a normal part of society. A hazardous material is any substance that may be explosive, flammable, poisonous, corrosive, reactive, radioactive, or any combination thereof, because of its quantity, concentration or characteristics. Hazardous materials require special care in handling because of the hazards they pose to public health, safety and the environment. A hazardous materials incident involves the uncontrolled release of hazardous substance(s) during storage or use from a fixed facility or mobile transport. Releases of hazardous materials can be especially damaging when they occur in highly populated areas or along transportation routes used simultaneously by travelers and hazardous materials transports. Because of the multitude of hazardous substances being transported, incidents are more likely to occur along transportation routes.

Due to extensive agricultural operations, the increasing development of geothermal power plants, gold mining operations and the fact that Highway 20 (the state-designated transportation route between Interstate 5 and Highway 101 for northern California) traverses the County, hazardous materials like to be encountered in Lake County are: pesticides, herbicides, and sundry toxins in solid, liquid, and gaseous form; explosives; petroleum products; flammables; geothermal wastes to include liquid form from drilling sumps and hydrogen sulfide from power plants; chemicals, cyanide and lime from gold mining operations; and low level radioactive wastes. Because of the state-

designated route through Lake County, the majority of toxics and radioactive materials that travel from the coast to the central valley traverse Lake County and at several points actually border either Clear Lake or Blue Lakes, producing an extreme vulnerability to water quality.

While the State legislature's recognition of Clear Lake as a reservoir has made it illegal for hazardous materials to travel along Highway 20 between Upper Lake and Clearlake Oaks, rerouting these materials along Highway 29 along the west side of the lake, enforcement is very difficult and local deliveries are exempt from the restriction. The result is that many hazardous materials are still transported along the east rim of the lake.

A portion of generated toxic waste is transported out of the County for disposal; the remainder is handled at County disposal sites. There are two disposal sites in the County that handle household hazardous waste or potentially hazardous materials.

Hazardous waste (e.g. used motor oil, solvents, or paint) is still occasionally illegally dumped in remote areas of the county or along roadways. Additionally, illegitimate businesses, such as drug laboratories, are a significant threat to human health, property, and the environment. In many instances, residue from these activities is dumped in remote areas of the county or along the side of the road, posing a serious health threat to the unsuspecting person who stumbles across it.

The State of California designates a CUPA (Certified Unified Program Agency) for each county and certain cities. The CUPA is responsible for writing and updating a Hazardous Materials Area Plan (for the public safety response in the jurisdiction) and providing guidelines for the Business Plan for local businesses designated as handlers of hazardous materials. In Lake County, the designated CUPA is the Division of Environmental Services, Public Health Department. In the event of an actual or threatened release of hazardous materials within the County, this agency should be notified immediately. If potential significant acute human health risks are involved (e.g. Mass evacuation for health risk reasons), the County Health Officer shall also be notified immediately by the Environmental Health Division.

2.8 Transportation Accidents and Isolation

A major transportation emergency involving truck, bus, small plane, helicopter, a number of automobiles or any combination of vehicles can cause casualties and major road blockage. The time of day will compound the problems of traffic control and the ability of emergency response teams to treat and transport victims to hospitals. The main east/west transportation route to Lake County is State Highway 20 that travels through several communities. State Highway 20 is heavily used most hours of the day and the control of vehicular traffic will be the primary problem at any time. It will be essential to expedite the flow of emergency response vehicles through the area and divert nonessential traffic. In those cases where emergency traffic movement requirements exceed available road space traffic must be rerouted with alternate routes and closure points. Traffic would be rerouted on State Highways 53, 29 and 175.

2.8.1 Isolation of Communities and County

There is limited transportation and access into and out of Lake County, and landslides and/or snow frequently may close road systems. Access around the Clear Lake rim is also limited with few alternate routes available for rerouting or evacuation. Wildland fires may also limit transportation and access for both first responders and evacuees, as was the case in the Wye Fire in 2012. In 2015, the effects of the Valley Fire caused the communities of Hidden Valley Lake and Middletown to be isolated from the remainder of Lake County.

This isolation can have significant implications for health care, as roughly 8 patients per day are routinely transported out of county for higher levels of care or because of a lack of bed space.

2.9 Landslide

Landslides include all movements of soil, rock or debris as a result of falling, sliding or flowing. The triggering cause may be heavy rainfall or seismic activity. An untimely occurrence of a large earthquake during or soon after a sustained period of moderate to heavy rainfall could produce a landslide problem of monumental proportions. Debris flows and associated storm-triggered landslides have caused most of the deaths and much of the structural damage attributed to land sliding in California. Such incidents have occurred frequently in the past and as growth and development place more people, more structures and more roadways in areas susceptible to landslides, the potential destruction and cost of storm related landslides becomes greater and greater.

Slope instability is greatly affected by slope and geology. Areas on steeper slopes are more susceptible to failing, as a result of heavy rains, excavation, or earthquakes. Slope failures (or landslides) constitute the most widespread geologic hazard in the County. The hills and ridges to the southeast are characterized by very steep slopes and by sharp differences in the strength and stability of the geological materials underlying the surface soils. These differences are generally expressed by the lack or presence of landslide deposits, which are widely but unevenly distributed on the slopes. Most landslide damage has taken place within pre-existing landslide deposits. Lake county could be isolated if State Highway 20, 175, and 29 were impacted by landslides or large debris flow.

Unstable soils include expansive soils which expand in volume when wet and shrink in the process of drying. Structures built on soils having these characteristics may suffer extensive damage if conditions exist which favor the shrink-swell phenomena. Such soils are widespread throughout the County, as over half of its area is underlain by soils classified moderately to highly expansive. Mitigation of this hazard requires engineering and design precautions. Soil erosion is another common form of soil instability. Erosion is a function of soil type, slope, rainfall intensity, and groundcover. It accounts for a loss in many dollars of valuable soil, is Seismic map aesthetically displeasing, and often induces even greater rates of erosion and sedimentation. Construction activities often contribute greatly to erosion and sedimentation.

Landslides constitute one of the principal hazards to structures, roads, and utilities. A typical soil debris avalanche in Lake County involves a few hundred cubic yards of soil and colluvium and is the result of total saturation. Cache Creek Slide Zone can produce a significant debris/flow.

2.10 Water Quality, Drought and Cyanobacteria

2.10.1 Water Quality

The protection and enhancement of County water resources are important for recreation, agriculture and domestic supply purposes. Pollution to surface and groundwater resources would constitute a major hazard to public health. Lake County faces a wide array of potential water quality problems. Septic tanks used in areas with high groundwater may contaminate well and Lake Water. Failure of these onsite waste disposal systems has resulted in leakage to the lake in the past. In addition, heavy winter rains or lake level above 7.56' Rumsey can result in overflows from wastewater treatment facilities or from manholes along the lake below that level. Loss of electric power would further result in failure of lift stations to transport raw sewage to the treatment plants. While some stations have backup generators, not all lift stations are equipped for power failures.

Fertilizer and pesticide runoff from agricultural areas can contaminate waters by entering surface water bodies and percolating to the groundwater. Extraction of gravel and sand from creek beds may decrease the size of natural water recharge areas. Naturally occurring soil erosion produces sedimentation into the lake. Besides being a pollutant in its own right, sediment acts as a transport medium to other pollutants, especially nutrients, pesticides and heavy metals, which absorb to the eroded soil particles. As the sediment drains into watercourses, the combination of these pollutants adversely affects water quality. Clear Lake water quality suffers from high naturally occurring sedimentation. Another source of contamination comes from mercury infiltration from an abandoned quicksilver mine in the Clearlake Oaks area.

2.10.2 Aquatic Weeds

Some of California's most serious weed problems occur in our waterways, lakes and streams. The aquatic plant hydrilla is considered one of the most serious aquatic weed problems in the world and CDFA maintains an intensive program to survey and eradicate this aquatic weed pest. It can quickly take over lakes and streams, crowding out native animals and plants and blocking hydroelectric plants, while impeding water flow and delivery. Its rapid growth and ease of spread by boats makes it critical to detect early and eradicate. Lake County has worked extensively to eradicate the weed from Lake County and has placed strict guidelines in place to prevent the spread of the weed. However, the weed could affect the County again in the future.

2.10.3 Drought

California has recently experienced a multi-year drought that greatly impacted Lake County. Portions of the state, including Lake County, are recovering from drought conditions. Drought has increased the wildland fire danger and has also adversely effected agriculture, and hence, the economy. The current and prior fire seasons have been higher than the prior five year average and will likely persist or increase as the effects of the drought linger.

2.10.4 Cyanobacteria and Other Algae

The major manifestation of water pollution is the algae in Clear Lake. Although the problem appears to be largely a result of natural conditions conducive to algae growth, man's activities including land disturbance and fertilizing the soil no doubt contribute to the problem. Other pollutants, organic pesticides and mercury, found in the lake are hazardous to the fish and, in significant enough concentration, result in fish kills.

Cyanobacteria (blue green algae) is becoming an increasingly significant hazard in Clear Lake. Cyanobacteria can produce toxins that can be harmful for animals and people when consumed at high levels. Currently research is not clear on what levels of toxins are harmful, however, the Environmental Protection Agency recently published conservative guidelines to ensure that human safety is preserved. While current water treatment processes appear to filter out toxins to safe levels, there is the possibility of contamination in the future.

2.10.5 Dreissenid (Quagga) mussels

Dreissenid (Quagga) mussels are non-native, deleterious species that can adversely affect the carrying capacity of lakes and damage motors and raw water systems. Once established, they are nearly impossible to eradicate. This invasive species may be introduced to Clear Lake by inadvertent carriage on improperly sanitized vessels previously used in infested waters. The County of Lake has developed guidelines and procedures for inspection, permitting and enforcement of rules and regulations designed to prevent the introduction of non-native species to the lake.

2.11 Volcanic Activity

Mount Konocti is part of the Cascade Range, a chain of volcanoes that runs from northern California into British Columbia. Mount Konocti is one of sixteen areas in California identified as likely to experience volcanic eruption. Recent volcanic deposits dating only a few thousand years ago and the presence of geothermal resources suggest an event should be included as an identified threat.

2.12 Energy Failure/Shortage

Energy shortage has a potential impact on Lake County. Disruption of current distribution systems for electricity can impose restrictions on the general community. Medical issues addressing life support systems, emergency generator power systems and general response systems can be hampered. In the event of a major situation causing a long term closure of State Highway 20, 29 and 175, and/or restrictions on available petroleum products for the consumer is imposed, daily community activities would come to a standstill.

Electricity is distributed to the county on 115,000-volt transmission lines, which travel east to west from the Sacramento Valley. The county electricity distribution system inter-tie originates from several locations including Lake Shasta generating plants.

2.13 Food and Agriculture

Insect and disease infestation occur when an undesirable organism inhabits an area in a manner that causes serious harm to agriculture crops, livestock or poultry, and wild land vegetation or animals. Countless insects and diseases live on, in, and around plants and animals in all

environments. Most are harmless, while some can cause significant damage and loss. Under some conditions, insects and diseases that have been relatively harmless can become hazardous. For example, severe drought conditions can weaken trees and make them more susceptible to destruction from insect attacks than they would be under normal conditions. Due to its strong agricultural economy and its diversified agricultural and native landscape, Lake County currently experiences and will continue to experience periodic losses due to agricultural pests and diseases.

In addition to agricultural pests and diseases, the effects of flooding can be devastating on agriculture. Flooding can damage crops, livestock, dairy stock, and can also have deleterious effects on soil and the ability to reinvigorate the agricultural activities impacted once the flood waters recede. Damage to water resources such as underground irrigation systems, water storage reservoirs, springs and other natural water bodies, which can all be a result of flooding, can have a serious effect upon crops and livestock.

Wildfires can burn crop land, livestock, dairy stock, and grazing land, while also causing harm to soil and water. The harm caused by wildfire can impact agriculture for an extended period of time.

Landslides and coastal erosion can temporarily or permanently remove land from agriculture. Loss of human life, farm animals and agriculture structure damage are all possible.

2.14 Public Health Emergencies

2.14.1 Communicable Infection

Novel or highly infectious illnesses will require a public health response to provide for preventive measures, vaccination, public education, community mitigation, surveillance, and the coordination of support throughout affected areas. Public Health is in the lead for distribution of medical countermeasures (mass vaccination, antibiotic distribution, etc.), evaluation of impacts on healthcare facilities and coordination of medical surge response at the community level. Public Health plans for a broad range of threats including chemical (e.g. nerve agent attacks), biological (including weaponized bioterrorism agents), radiologic (e.g. dirty bomb), explosive (medical response), and even nuclear. Some services normally provided by Lake County Public Health may be reduced or suspended depending upon the number of people affected by the novel or highly infectious illness, or as staff is reassigned to work on emergency issues related to the illness. At all agencies, businesses, and emergency response organizations, staffing levels could be affected by employees not showing up for work due to fear of becoming sick; employees could also have sick children at home that need to be taken care of and/or employees are sick themselves or under quarantine and are unable to report to work. Hospitals and other healthcare systems may experience similar impacts.

Important community services such as communicable disease control or case management services may need to be curtailed, consolidated, or suspended because of widespread absenteeism in the workplace. This will impact all residents of Lake County, but may have a greater impact on more vulnerable populations. Examples include those who have disabilities; live in institutionalized settings; are from diverse cultures; have limited English proficiency or are non-English speaking; are

transportation disadvantaged; have chronic medical disorders; or have pharmacological dependency. Physical illness is not the only effect of a large scale health emergency, including an influenza pandemic. The psychological impact on the public will likely be significant. Some individuals enduring chronic illness of any type may destabilize due to lack of follow-up and supportive services and relationships.

2.14.2 Air Quality

The overall air quality of Lake County's air basin is good. The County is in attainment of the state air quality standards and has been designated a Class II area which indicates air quality is better than required by state standards and air pollution control should focus on preventing significant deterioration. Hydrogen sulfide standards have been violated in areas surrounding geothermal developments, but again, this is a specific rather than general phenomenon. Agricultural operations may occasionally create dust which dissipates rapidly, and is not considered a significant hazard.

2.15 Civil Unrest

Civil disturbances include incidents that are intended to disrupt a community to the degree that law enforcement intervention is required to maintain public safety. Civil disturbances are generally associated with controversial political, judicial, or economic issues and/or events. The effects of civil disturbances are varied and are usually based upon the type, severity, and scope and duration of the disturbance. The effects of civil disturbances include traffic congestion or gridlock, illegal assemblies, disruption of utility service, property damage, and injuries and potentially loss of life. Civil unrest is not normally an issue in Lake County. However, civil unrest has occurred at some locations in the County in the past.

2.16 Terrorism

Terrorism involves a struggle between competing principles and ideologies below the level of conventional war. Most terrorist activities are bombing attacks. Principal targets include high-population areas, military personnel and facilities, commercial establishments, and government buildings and property. The effects of terrorist activities can vary significantly, depending on the type, severity, scope, and duration of the activity. Terrorist activities may result in disruption of utility services, property damage, injuries and loss of life. Lake County may not be considered a "high profile" candidate for terrorist activity, however it must consider that terrorists protesting local/national issues could target or use the area as a test site by groups in preparation for a larger attempt.

Sites within the County of Lake that may be subject to terrorist attack include the Geysers Geothermal plants, the National Guard Armory, local government centers, power and communications facilities, the lake itself and other utilities. The population may be affected by attacks outside the County that may impair power systems, telecommunications and transportation.

Geographically, consideration must be given to Clear Lake and Cache Creek waters, as it flows towards the Sacramento Valley populated region and inter-ties with other State of California waterway systems. Criminals, terrorists, or the mentally deranged could potentially use Weapons of

Mass Destruction (WMD). Mass casualties and extensive property damage are the trademarks of weapons of mass destruction, making their detection and prevention a public safety priority. Weapons of mass destruction may come in various forms with the use of chemical, biological, radiological, nuclear, or explosives.

2.17 Cyber Attack/Failure

A cyber terrorist can infiltrate many institutions including banking, medical, education, government, military, and communication and infrastructure systems. The majority of effective malicious cyber-activity has become web-based. Recent trends indicate that hackers are targeting users to steal personal information and moving away from targeting computers by causing system failure. Attacks geared toward critical infrastructure and hospitals can result in the loss of life and the loss of basic needs, such as power and water, to the general public. Cyber-attacks can also lead to the loss of operational capacity of the County. One of the difficulties of malicious cyber activity is that its origin could be virtually anyone, virtually anywhere. While Lake County is not an obvious choice for cyber-attack the ease in which an attack can be launched from anywhere in the world combined with the relative low cost of attacks makes it a threat for the County.

PART THREE -APPENDICES

A-1. Acronyms and Abbreviations

ARB- Air Resources Board

ARC -American Red Cross

Cal EMA -California Emergency Management Agency

CCC- California Conservation Corps

CDC- California Department of Corrections

CDF- California Department of Forestry

CDFA -California Department of Food and Agriculture

CHP- California Highway Patrol

CNG- California National Guard

CYA- California Youth Authority

DAT- Disaster Action Team (Red Cross)

DFG- California Department of Fish and Game

DHS- California Department of Health Services

DIR- California Department of Industrial Relations (CALOSHA)

DMAT- Disaster Medical Assistance Team

DOC- Department Operations Center

DOD- United States Department of Defense

DOE- Unites States Department of Energy

DOE- United States Department of Education

DOJ- California Department of Justice

DOT- United States Department of Transportation

DPR- California Department of Pesticide Regulation

DTSC- California Department of Toxic Substances

2018 Lake County Emergency Operations Plan

DWR- California Department of Water Resources

EMSA- California Emergency Medical Services Authority

EOC- Emergency Operations Center

EOPT- Emergency Operations Planning and Training (OES Division)

ERV- Emergency Response Vehicle (Red Cross)

FBI- United States Federal Bureau of Investigation (Justice Department)

FBI OSC- FBI On-scene Commander

FEMA- Federal Emergency Management Agency

FOSC -Federal On-Scene Commander

FRERP- Federal Radiological Emergency Response Plan

FRP- Federal Response Plan

FTB- California Franchise Tax Board

HHS- United States Department of Health and Human Services

HMICP- Hazardous Materials Incident Contingency Plan

LFA- Lead Federal Agency

WMD- Weapons of Mass Destruction

NBC- Nuclear, Biological, Chemical

NCP- National Oil and Hazardous Substances Pollution Contingency Plan

NEST- Nuclear Emergency Support Team (Fed) Neighborhood Emergency Service Team (Local)

NIMS- National Incident Management System

NRT- National Response Team

OEHHA- California Office of Environmental Health Hazard Assessment

OES- Office of Emergency Services

OSC- On-Scene Commander (FBI)

REOC- Regional Emergency Operations Center, (Cal EMA)

SEP- State Emergency Plan

SOC- State Operations Center

SSCOT- State Standing Committee on Terrorism

SWRCB- California State Water Resources Control Board

USCG- United States Coast Guard

USEPA- United States Environmental Protection Agency

SEMS- Standardized Emergency Management System

A-2. Glossary of Terms

A

AERIAL RECONNAISSANCE: An aerial assessment of the damaged area which includes gathering information on the level and extent of damage and identifying potential hazardous areas for on-site inspections.

ACTION PLAN: The plan prepared in the EOC containing the emergency response objectives of that SEMS level reflecting overall priorities and supporting activities for a designated period. The plan is shared with supporting agencies. See also: Incident Action Plan.

ACTIVATE: At a minimum, a designated official of the emergency response agency that implements SEMS as appropriate to the scope of the emergency and the agency's role in response to the emergency, or the implementation by a designated official of the Emergency Plan in response to an emergency Situation.

AFTER ACTION REPORT (AAR): A report covering response actions, application of SEMS, modifications to plans and procedures, training needs, and recovery activities. After Action Reports, are required under SEMS, after any emergency which requires a declaration of an emergency. Reports are required within 90 days.

AGENCY: An agency is a division of government with a specific function, or a non-governmental organization (i.e., private contractor, business, etc.) that offers a particular kind of assistance. In ICs, agencies are defined as jurisdictional (having statutory responsibility for incident mitigation), or assisting and/or cooperating (providing resources and/or assistance). SEE: Assisting Agency, Cooperating Agency and Multi-agency.

AGENCY DISPATCH: The agency or jurisdictional facility from which resources are allocated to incidents.

AGENCY EXECUTIVE OR ADMINISTRATOR Chief Executive Officer or designee of the agency or jurisdiction that has responsibility for the incident.

AGENCY REPRESENTATIVE: An individual assigned to an incident or to an EOC from an assisting or cooperating agency who has been delegated authority to make decisions on matters affecting the agency's participation at the incident or the EOC. Agency Representatives report to the Liaison Officer at the incident, or to the Liaison Coordinator at SEMS EOC levels.

AIR OPERATIONS BRANCH DIRECTOR: The person primarily responsible for preparing and implementing the air operations portion of the Incident Action Plan. Also responsible for providing logistical support to helicopters operating on the incident.

ALLOCATED RESOURCES: Resources dispatched to an incident.

AREA COMMAND An organization established to: 1) Oversee the management of multiple incidents that are being handled by an Incident Command System organization or, 2) to oversee the management of a very large incident that has multiple Incident Management Teams assigned to it. Area Command has the responsibility to set overall strategy and priorities, allocate critical resources based on priorities, ensure that incidents are properly managed, and ensure that objectives are met and strategies followed.

ASSIGNED RESOURCES: Resources checked in and assigned work tasks on an incident

ASSIGNMENTS: Tasks given to resources to perform within a given operational period based upon tactical objectives in the Incident or EOC Action Plan.

ASSISTANT: Title for subordinates of the Command Staff positions at the Field SEMS level. The title indicates a level of technical capability, qualifications, and responsibility subordinate to the primary positions. Assistants may also be used to supervise unit activities at camps.

ASSISTING AGENCY: The agency directly contributing tactical or service resources to another agency.

AVAILABLE RESOURCES: Incident-based resources that are available for immediate assignment.

B

BASE: The location at an incident where primary logistics functions for an incident are coordinated and administered. There is only one base per incident. (Incident name or designator will be added to the term 'Base'). The Incident Command Post may be co-located with the Base.

BRANCH: The organizational level and the SEMS Field Level having functional or geographic responsibility for major parts of Incident operations. The Branch level is organizationally between Section and Division / Group in the Operations Section, and between Section and Units in the Logistics Section. Branches are identified by the use of Roman Numerals or by functional name (i.e. medical, security, etc.). Branches are also used in the same sequence at EOC levels.

BRANCH DIRECTOR: The ICs title for individuals responsible for supervision of a Branch at Field Level. At SEMS EOC levels, the title Branch Coordinator is preferred.

C

CACHE: A predetermined compliment of tools, equipment and/or supplies stored in a designated location, available for incident use.

CAMP: A geographical site, within the general incident area, separate from the Incident Base equipped and staffed to provide sleeping, food, water and sanitary services to incident personnel.

CASUALTY COLLECTION POINT (CCP): A location within a jurisdiction which is used for the assembly, triage (sorting), medical stabilization, and subsequent evacuation of casualties. It may also be used for the receipt of incoming medical resources (doctors, nurses, supplies, etc.). Preferably the site should include or be adjacent to an open area suitable for use as a helicopter pad.

CHAIN OF COMMAND: A series of management positions in order of authority.

CHECK-IN: The process whereby resources first report to an incident or into an EOC. Checking locations at the SEMS Field level include: incident Command Post (Resources Unit), Incident Base, Camps, Staging Areas, Helibases, Helispots and Division Supervisors (for direct line assignments).

CLEAR TEXT: The use of plain English in radio communication transmissions. No "Ten codes or agency specific codes are used when utilizing Clear Text.

COMMAND: The act of directing and/or controlling resources at an incident by virtue of explicit legal, agency, or delegated authority. It also refers to the Incident Commander.

COMMAND POST: See Incident Command Post

COMMAND STAFF: The Command Staff at the SEMS Field Level consists of the Information Officer, Safety Officer, and Liaison Officer. They report directly to the Incident Commander. They may have an assistant or assistants, as needed. These functions may also be found at the EOC levels in SEMS. At the EOC they would report to the EOC Director, but may be designated as Coordinators. At EOC's, the functions may also be established as Sections or Branches to accommodate subsequent expansion.

COMMUNICATIONS UNIT: An organizational unit in the Logistics Section responsible for providing communication services at an incident or an EOC. A Communications Unit may also be a facility (i.e., trailer or mobile van) used to provide the major part of an Incident Communications Center.

COMPACTS: Formal working agreements among agencies to obtain mutual aid

COMPENSATION UNIT/CLAIMS UNIT: A functional unit within the Finance/Administration Section responsible for financial concerns resulting from property damage, injuries or fatalities at the incident or within an EOC.

COMPLEX: Two or more individual incidents located in the same general area, which are assigned to a single Incident Commander or to a Unified Command.

COOPERATING AGENCY: An agency supplying assistance other than direct tactical or support functions or resources to the incident control effort (i.e., American Red Cross, Telephone Company, etc.).

COORDINATION: The process of systematically analyzing a situation, developing relevant information, and informing appropriate command authority of viable alternatives for selection of the most effective combination of available resources to meet specific objectives. The coordination process does not involve dispatch actions. However, personnel responsible for coordination may perform command or dispatch functions within the limits established by specific agency delegations, procedures, legal authority, etc. Multi-Agency or Inter-Agency coordination is found at all SEMS levels.

COORDINATION CENTER: Term used to describe any facility that is used for the coordination of agency or jurisdictional resources in support of one or more incidents.

COST SHARING AGREEMENTS: Agreements between agencies or jurisdictions to share designated costs related to incidents. Cost sharing agreements are normally written but may also be verbal between authorized agency and jurisdictional representatives at the incident.

COST UNIT: Function unit within the Finance/Administration Section responsible for tracking costs, analyzing cost data; making cost estimates and recommending cost saving measures.

COUNTERFORCE TARGETS: Places that contain strategic offensive military forces; e.g., SAC Bomber Bases, ICBM Fields, Missile Submarine Support Bases.

CRISIS RELOCATION: The organized relocation of people, in time of international crisis, from areas that are potentially at high risk from the direct effects of nuclear weapons to lower risk areas, and their reception, care, and protection in such areas.

D

DECONTAMINATION / CONTAMINATION CONTROL:

Radioactive Materials: The reduction (normally by removal) of contaminating radioactive material from a structure; area, person, or object. Decontamination may be accomplished by treating (e.g., washing down or sweeping] the surface so as to remove the contamination. Contamination control is accomplished by isolating the area or object and letting the material stand so that the radioactivity is decreased as a result of natural decay. Contaminated material may be covered to prevent redistribution and/or to provide shielding.

Other Hazardous Materials: Decontamination consists of physically removing contaminants and/or changing their chemical nature to innocuous substances. How extensive decontamination must be

depends on a number of factors, the most important being the type of contaminants involved. The more harmful the contaminant, the more extensive and thorough decontamination must be. Less harmful contaminants may require less decontamination. Combining decontamination, the correct method of doffing personal protective equipment, and the use of site work zones minimizes cross contamination from protective clothing to wearer, equipment to personnel, and one area to another. Only general guidance can be given on methods and techniques for decontamination. The exact procedure to use must be determined after evaluating a number of factors specific to the incident.

DELEGATION OF AUTHORITY: A statement provided to the Incident Commander by the Agency Executive delegating authority and assigned responsibility. The Delegation of Authority can include objectives, priorities, expectations, constraints and other considerations or guidelines as needed. Many agencies require written Delegation of Authority to be given to Incident Commanders prior to their assuming command on larger incidents.

DEMOBILIZATION UNIT: Functional unit within the Planning Section responsible for assuring orderly, safe and efficient demobilization of incident or EOC assigned resources.

DEPARTMENT OPERATIONS CENTER: A facility used by a distinct discipline, such as flood operations, fire, medical, hazardous material, or a Unit such as Department of Public Works, or Department of Health. Department Operations Centers may be used at all SEMS levels above the Field response level depending on the needs of the emergency.

DEPUTY INCIDENT COMMANDER (SECTION CHIEF OR BRANCH DIRECTOR): A fully qualified individual who, in the absence of a superior, could be delegated the authority to manage a functional operation or perform a specific task. In some cases a Deputy could act as relief for a superior and therefore must be fully qualified in the position. Deputies may also be found as necessary at all SEMS EOC levels.

DIRECTION AND CONTROL (EMERGENCY MANAGEMENT): The provision of overall operational control and/or coordination of emergency operations at each level of the Statewide Emergency Organization, whether it be the actual direction of field forces or the coordination of joint efforts of governmental and private agencies in supporting such operations.

DISASTER: A sudden calamitous emergency event bringing great damage, loss, or destruction.

DISASTER APPLICATION CENTER (DAC): A facility jointly established by the Federal and State Coordinating Officers within or adjacent to a disaster impacted area to provide disaster victims a "one-stop" service in meeting their emergency and/or rehabilitation needs. It will usually be staffed by representatives of local, state, and federal governmental agencies, private service organizations and certain representatives of the private sector.

DISASTER FIELD OFFICE (DFO): A central facility established by the Federal Coordinating Officer within or immediately adjacent to disaster impacted areas to be utilized as a point of coordination

and control for state and federal governmental efforts to support disaster relief and recovery operations.

DISASTER SERVICE WORKER: Includes public employees and any unregistered person impressed into service during a State of War Emergency, a State of Emergency, or a Local Emergency by a person having authority to command the aid of citizens in the execution of his duties. It does not include any member registered as an active firefighting member of any regularly organized volunteer fire department, having official recognition, and full or partial support of the county, city, town or district in which such fire department is located.

DISASTER SUPPORT AREA (DSA): A pre-designated facility anticipated to be at the periphery of a disaster area, where disaster relief resources (manpower and material) can be received, accommodated or stockpiled, allocated, and dispatched into the disaster area. A separate portion of the area may be used for receipt and emergency treatment of casualty evacuees arriving via short-range modes of transportation (air and ground) and for the subsequent movement of casualties by heavy, long-range aircraft to adequate medical care facilities.

DISASTER WELFARE INQUIRY (DWI): A service that provides health and welfare reports about relatives and certain other individuals believed to be in a disaster area and when the disaster caused dislocation or disruption of normal communications facilities precludes normal communications.

DISPATCH: The implementation of a command decision to move a resource or resources from one place to another.

DISPATCH CENTER: A facility from which resources are assigned to an incident.

DIVISION: Divisions are used to divide an incident into geographical areas of operation Divisions are identified by alphabetic characters for horizontal applications and, often, by numbers when used in buildings. Divisions are also used at SEMS EOC levels and are found organizationally between Branches and Units.

DIVISION OR GROUP SUPERVISOR: The position title for individuals responsible for command of a Division or Group at an incident. At the EOC level, the title is Division Coordinator.

DOCUMENTATION UNIT: Functional Unit within the Planning Section responsible for collecting, recording and safeguarding all documents relevant to an incident or within an EOC.

E

ECONOMIC STABILIZATION: The intended result of governmental use of direct and indirect controls to maintain and stabilize the nation's economy during emergency conditions. Direct controls include such actions as the selling or freezing of wages, prices, and rents or the direct rationing of goods. Indirect controls can be put into effect by government through use of monetary credit, tax, or other policy measures.

ELECTROMAGNETIC PULSE (EMP): A large amount of energy is released by the detonation of a high altitude nuclear weapon. A small proportion of this energy appears in the form of a high intensity, short duration, electromagnetic pulse (EMP), somewhat similar to that generated by lightning. EMP can cause damage or malfunction in unprotected electrical or electronic systems. When nuclear weapons are detonated at high altitudes, EMP damage can occur essentially instantaneously over very large areas. All unprotected communications equipment is susceptible to damage or destruction by EMP, including broadcast stations, radios, televisions, car radios, and battery operated portable transistor radios.

EMERGENCY - Also see Local Emergency and State of Emergency: A condition of disaster or of extreme peril to the safety of persons and property caused by such conditions as air pollution, fire, flood, hazardous material incident, storm, epidemic, riot, drought, sudden and severe energy shortage, plant or animal infestations or disease, the Governor's warning of an earthquake or volcanic prediction, or an earthquake or other conditions, other than conditions resulting from a labor controversy.

EMERGENCY (Federal Definition): Any hurricane, tornado, storm, flood, high-water, wind driven water, tidal wave, tsunami, earthquake, volcanic eruption, landslide, mudslide, snowstorm, drought, fire, explosion, or other catastrophe in any part of the United States which requires federal emergency assistance to supplement State and local efforts to save lives and protect public health and safety or to avert or lessen the threat of a major disaster.

EMERGENCY ALERT SYSTEM (EAS): A system that enables the President and federal, state, and local governments to communicate with the general public through commercial broadcast stations in the event of a war caused emergency or, in some cases, large natural disaster. EAS uses the facilities and personnel of the broadcast industry on a voluntary organized basis. It is operated by the industry under rules and regulations by the Federal Communications Commission.

EMERGENCY MANAGEMENT (Direction and Control): The provision of overall operational control and/or coordination of emergency operations at each level of the Statewide Emergency Organization whether it be the actual direction of field forces or the coordination of joint efforts of governmental and private agencies in supporting such operations.

EMERGENCY MANAGEMENT DIRECTOR (EMERGENCY SERVICES DIRECTOR): The individual within each political subdivision that has overall responsibility for jurisdiction emergency management: For cities and counties, this responsibility is commonly assigned by local ordinance.

EMERGENCY MEDICAL TECHNICIAN: A health care specialist with particular skills and knowledge in pre-hospital emergency medicine.

EMERGENCY OPERATIONS CENTER (EOC): A facility used for the, centralized direction and/or coordination of emergency operations. An effective EOC must provide adequate working space and be properly equipped to accommodate its staff, have a capability to communicate with field units and other EOC's, and provide protection commensurate with the projected risk at its location. EOC

facilities are established by an agency or jurisdiction responsible for the support of an emergency response.

EMERGENCY OPERATIONS PLAN (SEE EMERGENCY PLANS): The plan that each jurisdiction has and maintains for responding to appropriate hazards.

EMERGENCY ORGANIZATION: Civil government augmented or reinforced during an emergency by elements of the private sector, auxiliaries, volunteers, and persons impressed into service.

EMERGENCY PERIOD: A period that begins with the recognition of an existing, developing, or impending situation that poses a potential threat to a community. It includes the warning (where applicable) and impact phase and continues until immediate and ensuing effects of the disaster no longer constitute a hazard to life or threat to property.

EMERGENCY PLANS: Those official and approved documents which describe principles, policies, concepts of operations, methods and procedures to be applied in carrying out emergency operations or rendering mutual aid during emergencies. These plans include such elements as continuity of government, emergency functions of governmental agencies, mobilization and application of resources, mutual aid, and public information.

EMERGENCY PUBLIC INFORMATION (EPI): Information disseminated to the public by official sources during an emergency, using broadcast and print media. EPI includes: (1) instructions on survival and health preservation actions to take (what to do, what not to do, evacuation procedures, etc.), (2) status information on the disaster situation (number of deaths, injuries, property damage, etc.), and (3) other useful information (state/federal assistance available).

EMERGENCY PUBLIC INFORMATION SYSTEM (EPIS): The network of information officers and their staffs from at all levels of government within the state. The system also includes the news media through which emergency information is released to the public.

EMERGENCY RESPONSE AGENCY: Any organization responding to an emergency, or providing mutual aid support to such organizations, whether in the field, at the scene of an incident, or to an operations center.

EMERGENCY RESPONSE PERSONNEL: Personnel involved with an agency's response to an emergency.

EOC ACTION PLAN: The plan developed at SEMS EOC levels, which contains objectives, actions to be taken, assignments and supporting information for the next operational period.

ESSENTIAL FACILITIES: Facilities which are essential for maintaining the health, safety, and overall well-being of the public following a disaster (e.g., hospitals, police and fire department buildings, utility facilities, etc.). 'May also include buildings that have been designated for use as mass care facilities (i.e., schools, churches, etc.).

EVACUEE: An individual who moves or is moved from a hazard area to a less hazardous area with anticipation of return when the hazard abates.

EVENT: A planned, non-emergency activity. ICs can be used as the management system for a wide range of events, i.e., parades, concerts, athletic events and other related drills.

EXPEDIENT SHELTER: Any shelter constructed in an emergency or crisis period on a 'crash basis' by individuals, single families, or small groups of families.

F

FACILITIES UNIT: Functional Unit within the Support Branch of the Logistics Section at the SEMS Field response level that provides fixed facilities for the incident. These facilities may include the Incident Base, feeding areas, sleeping areas, sanitary facilities, etc.

FALLOUT SHELTER: A habitable structure or space therein, used to protect its occupant from radioactive fallout. Criteria (National Shelter Survey requirements) include a protection factor of 40 or greater, a minimum of 10 square feet of floor space per person, and at least 65 cubic feet of space per person. In unventilated underground space, 500 cubic feet of space per person is required.

FALLOUT SHELTER DEVELOPMENT: The building of fallout shelters to eliminate existing or anticipated shelter deficits. During non-crisis periods this may include construction of single purpose fallout shelters, modifications to existing structures or use of special procedures in new construction. During a crisis period, it would include shelter upgrading and expedient shelter construction.

FALLOUT SHELTER UPGRADING: Actions taken to improve fallout shelter protection in existing facilities. Typical methods include placement of soil or other materials overhead and around walls to provide shielding from fallout, the Construction of ventilation devices, and the blocking of apertures.

FEDERAL AGENCY (Federal Definition): Any department, independent establishment, Government Corporation, or other agency of the executive branch of the federal government, including the United States Postal Service, but not including the American Red Cross.

FEDERAL COORDINATING OFFICER (FCO) (Federal Definition): The person appointed by the President to coordinate federal assistance following an emergency or major disaster declaration.

FEDERAL DISASTER ASSISTANCE: Provides in-kind and monetary assistance to disaster victims through a state, or local government by federal agencies under the provision of the Federal Disaster Relief Act and other statutory authorities of federal agencies.

FIELD OPERATIONS GUIDE: A pocket-sized manual of instructions on the application of the Incident Command System (ICS).

FINANCE SECTION: One of the five primary functions found at all SEMS levels which is responsible for all costs and financial considerations. At the incident the Section can include the Time Unit, Procurement Unit, Compensation/Claims Unit, and Cost Unit.

FIRST AID STATION: A location within a mass care facility or Casualty Collection Point where first aid may be administered to disaster victims.

FOOD UNIT: Functional Unit within the Service Branch of the Logistics Section responsible for providing meals for incident and/or EOC personnel.

FUNCTION: In ICS function refers to the five major activities in the ICS: Command, Operations, Planning/Intelligence, Logistics, and Finance/Administration. The same five functions are also found at all SEMS EOC levels. At the EOC the term "Management" replaces "Command". The term function is also used when describing the activity involved.

FUNCTIONAL ELEMENT: Refers to a part of the incident, EOC or DOC organization such as Section, Branch, Group or Unit.

G

GENERAL STAFF: The group of management personnel reporting to the Incident Commander or to the EOC Director. They may have a Deputy, as needed The General Staff consists of Operations Section Chief, Planning/Intelligence Section Chief, Logistics Section Chief, and Finance/Administration Section Chief. At some EOC levels, the position titles are Section Coordinators.

GENERIC ICS: Refers to the description of ICs that is generally applicable to any kind of incident or event.

GOVERNORS AUTHORIZED, REPRESENTATIVE (Federal Definition): The person named by the Governor in a Federal/State Agreement to execute on behalf of the state, all necessary documents for disaster assistance, following the declaration of an Emergency or Major Disaster by the President, including certification of applications for public assistance.

GROUND SUPPORT UNIT: Functional unit within the Support Branch of the Logistics Section at the SEMS Field Response Level that is responsible for the fueling, maintaining, and repairing of vehicles, and the transportation of personnel and supplies.

GROUP: Groups are established to divide the incident into functional areas of operation. Groups are composed of resources assembled to perform a special function not necessarily within a single geographic division. Groups are located between branches and Resources in the Operations Section

H

HAZARD: Any source of danger or element of risk.

HAZARD AREA: A geographically identifiable area in which a specific hazard presents a potential threat to life and property.

HELIBASE: The main location for parking, fueling, maintenance, and loading of helicopters operating in support of an incident. It is usually located at or near the incident Base.

HELISPOT: Any designated location where a helicopter can safely take off and land. Some Helispots may be used for loading of supplies, equipment or personnel.

HIERARCHY OF COMMAND: See Chain of Command.

INCIDENT: An occurrence or event, either human caused or by natural phenomena, that requires action by emergency response personnel to prevent or minimize loss of life or damage to property and/or natural resources.

I

INCIDENT ACTION PLAN: The plan developed at the Field response level that contains objectives reflecting the overall incident strategy and specific tactical actions and supporting information for the next operational period. The plan may be oral or written.

INCIDENT BASE: Location at the incident where the primary Logistics functions are coordinated and administered. (Incident name or other designator will be added to the term 'Base'). The Incident Command Post may be collocated with the base. There is only one base per incident

INCIDENT COMMANDER: The individual responsible for the command of all functions at the field response level

INCIDENT COMMAND POST, (CP): The location at which the primary command functions are executed. The ICP may be collocated with the Incident Base or other incident facilities.

INCIDENT COMMAND SYSTEM (ICS): The nationally used, standardized on-scene emergency management concept specifically designed to allow its user(s) to adopt an integrated organizational structure equal to the complexity and demands of single or multiple Incidents without being hindered by jurisdictional boundaries. ICS is the combination of facilities, equipment, personnel, procedures, and communications operating within a common organizational structure, with the responsibility for the management of resources to effectively accomplish stated objectives pertinent to an incident. A system designed for the on-scene management of emergencies resulting from fires and other natural or man caused emergencies. ICS can be used during serious multidisciplinary (fire, law, medical) emergencies or for operations involving a single jurisdiction with single or multi-agency involvement, or multi-jurisdictional multi-agency involvement.

INCIDENT COMMUNICATIONS CENTER: The location of the Communications Unit and the Message Center.

INCIDENT MANAGEMENT TEAM: The Incident Commander and the appropriate General and Command Staff personnel assigned to an incident.

INCIDENT OBJECTIVE: Statement of guidance and direction necessary for the selection of appropriate strategy(s) and the tactical direction of resources. Incident objectives are based on realistic expectations of what can be accomplished when all allocated resources have been effectively deployed. Incident objectives must be achievable and measurable, yet flexible enough to allow for strategic and tactical alternatives.

INFORMATION OFFICER: A member of the Command Staff responsible for interfacing with the public and media or with other agencies requiring information directly from the incident. There is only one Information Officer per incident. The Information Officer may have assistants. This position is also referred to as the Public Affairs or Public Information Officer in some disciplines. At SEMS EOC levels, the information function may be established as a Coordinator or as a section or branch reporting directly to the EOC Director.

INITIAL ACTION: The action taken by resources which are the first to arrive at an incident.

INITIAL RESPONSE: Resources initially committed to an incident.

INSTITUTIONALIZED PERSONS: Persons who reside in public or private group quarters rather than households. For example, residents of hospitals, nursing homes, orphanages, colleges, universities and correctional facilities. These residents generally lack major household possessions or transportation, or require special care and custody.

J

JOINT EMERGENCY OPERATIONS CENTER (JEOC): A facility established on the periphery of a disaster area to coordinate and control multi-jurisdictional emergency operations within the disaster area. The JEOC will be staffed by representatives of selected local, state and federal agencies and private organizations, and will have the capability of providing a communications link between any Mobile Emergency Operating Centers established in the disaster area and the State Operations Center in Sacramento.

JURISDICTION: The range or sphere of authority. Public agencies have jurisdiction at an incident related to their legal responsibilities and authority for incident mitigation. Jurisdictional authority at an incident can be political / geographical (i.e. Special District, City, County, State or Federal Boundary line) or functional (i.e. Police, Fire, health department). See "Multi-Jurisdiction".

JURISDICTIONAL AGENCY: The agency having jurisdiction and responsibility for a specific geographical area or a mandated function.

L

LANDING ZONE: See "Helispot".

LEADER: The ICS title for an individual responsible for a functional Unit, task force, or team.

LIAISON OFFICER: A member of the Command Staff at the Field SEMS level responsible for coordinating the representatives from cooperating and assisting agencies. At SEMS EOC levels, the function may be done by a Coordinator and/or within a Section or Branch reporting directly to the EOC Director:

LIFE-SAFETY: Refers to the joint consideration of both the life and physical well-being of individuals.

LIFELINES: Includes the infrastructure for (storage, treatment, and distribution) fuel, communication and water and sewage systems.

LIMITED MOBILITY POPULATION: Persons requiring transportation during emergency movement operations.

LOCAL GOVERNMENT (State Definition): Local agencies per Article 3 of the SEMS regulations. The Government Code 8680.2 defines local agencies as any city, city and county, county, school district or special district.

LOCAL GOVERNMENT ADVISORY COMMITTEE: Committees established by the Director of Emergency Services (OES) to provide a forum for the exchange of information among the cities and counties of a Mutual Aid Region. The LGAC may develop a consensus of action and policy among local emergency managers on issues, policies, and programs of concern to local governments, and if necessary, bring such concerns to the attention of OES executive management.

LOGISTICS SECTION: One of the five primary functions found at all SEMS levels; the Section responsible for providing facilities, services and materials for the incident or at an EOC.

M

MAJOR DISASTER (Federal Definition): Any hurricane, tornado, storm, flood, high-water, wind-driven water, tidal wave, tsunami, earthquake, volcanic eruption, landslide, mudslide, snowstorm, drought, fire, explosions or other catastrophe in any part of the United States, which, in the determination of the President causes damage of sufficient severity and magnitude to warrant major disaster assistance under the Federal Disaster Relief Act, above and beyond emergency services by the Federal Government to supplement the efforts and available resources of States, local governments and disaster relief organizations in alleviating the damage, loss, hardship, or suffering caused thereby.

MANAGEMENT BY OBJECTIVE: In SEMS Field and EOC levels this is a top down management activity, which involves a three step process to achieve a desired goal. The steps are: establishing the objectives; selection of appropriate strategies to achieve the objectives; and the direction or assignments associated with the selected strategies.

MASS CARE FACILITY: A location such as a school at which temporary lodging, feeding, clothing, registration, welfare inquiry, first aid, and essential social services can be provided to disaster victims during the immediate/sustained emergency period.

MASTER MUTUAL AID AGREEMENT (State Definition): An agreement entered into by and between the State of California, its various departments and agencies and the various political subdivisions, municipal corporations, and other public agencies of the State of California to assist each other by providing resources during an emergency. Mutual Aid occurs when two or more parties agree to furnish resources and facilities, and to render services to each other to prevent and combat any type of disaster or emergency.

MARSHALING AREA: An area used for the completed mobilization and assemblage of personnel and resources prior, to their being sent directly to the disaster affected area. 'Marshaling areas are utilized particularly for disasters outside the continental United States.

MEDIA: Means of providing information and instructions to the public, including radio, television, and newspapers.

MEDICAL SELF-HELP: The medical treatment provided for the sick and injured by citizens and emergency forces in the absence of professional care.

MEDICAL UNIT: Functional Unit within the service branch of the Logistics Section at SEMS Field levels responsible for the development of the Medical Emergency Plan, and for providing emergency medical treatment of incident personnel.

MESSAGE CENTER: The Message Center is part of the incident or EOC communications Center and is collocated or adjacent to it. It receives, records, and mutes information to appropriate locations at an incident or within the EOC.

MOBILIZATION: The process and procedures used by all organizations, federal, state and local, for activating, assembling, and transporting all resources that have been requested to respond to or support an incident.

MOBILIZATION CENTER: An off-incident location at which emergency service personnel and equipment are temporarily located pending assignment to incidents, release, or reassignment.

MULTI-AGENCY OR INTER-AGENCY COORDINATION: The participation of agencies and disciplines involved at any level of the SEMS organization working together in a coordinated effort to facilitate decisions for overall emergency response activities, including the sharing of critical resources and the prioritization of incidents.

MULTI-AGENCY COORDINATION SYSTEM (MACS): The combination of personnel, facilities, equipment, procedures and communications integrated into a common system. When activated, MACS has the responsibility for coordination of assisting agency resources and support in a multi-

agency or multi-jurisdictional environment. A MAC Group functions within the MACS. MACS organizations are used within the California Fire Service:

MULTI-AGENCY INCIDENT: An incident where one or more agencies assist a jurisdictional agency or agencies. The incident may be managed under single or unified command.

MULTI-JURISDICTIONAL INCIDENT: An incident requiring action from multiple agencies that have a statutory responsibility for incident mitigation. In ICs these incidents will be managed under Unified Command.

MULTI-PURPOSE STAGING AREA (MSA): A pre-designated location such as a County/District Fairgrounds having large parking areas and shelter for equipment and operators, which provides a base for coordinated localized emergency operations, a rally point for mutual aid coming into an area, and a site for post-disaster population support and recovery activities.

MUTUAL AID AGREEMENT: ' A written agreement between agencies and/or jurisdictions in which they agree to assist one another upon request, by furnishing personnel and equipment.

MUTUAL AID COORDINATOR: An individual at local government, operational area, region, or state level that is responsible to coordinate the process of requesting, obtaining, processing and using mutual aid resources. Mutual Aid Coordinator duties will vary depending on the mutual aid system.

MUTUAL AID REGION (State Definition): A subdivision of the state Office of Emergency Services (OES) established to assist in the coordination of mutual aid and other emergency operations within a geographical area of the state consisting of two or more counties (operational areas).

MUTUAL STAGING AREA: A temporary facility established by the State Office of Emergency Services within, or adjacent to, affected areas. It may be supported by mobile communications and personnel provided by field or headquarters staff from state agencies, as well as personnel from local jurisdictions throughout the state.

O

OFFICE OF EMERGENCY SERVICES (OES): An operational area (county), a city, or other jurisdiction administrative and operational function with the mission of planning for, preparing for, reacting to, and recovering from disasters and major events. The OES may not be staffed on a full time basis, although the function is necessary. The day-today operations may be administered by a Coordinator.

OFFICE OF EMERGENCY SERVICES MANAGER: The individual within each jurisdiction that is delegated the day-today responsibility for the development and maintenance of all emergency management coordination efforts

OPERATIONAL AREA: An intermediate level of the state emergency services organization, consisting of a county and all political subdivisions within the county area.

OPERATIONAL PERIOD: The period of time scheduled for the execution of a given set of operation actions as specified in the Incident or EOC Action Plan. Operational Periods can be of various lengths, although usually not over 24 hours.

OPERATIONS SECTION: One of the five primary functions found at all SEMS levels. The Section is responsible for all tactical operations at the incident, or for the coordination of operational activities at an EOC. The Operations Section at the Field level can include Branches, Divisions, and/or Groups, Task Forces, Teams, Single Resources and Staging Areas. At EOC levels the Operations Section would contain Branches or Divisions as necessary because of span of control considerations.

OUT-OF-SERVICE RESOURCES: Resources assigned to an incident but unable to respond for mechanical, rest, or personal reasons.

P

PLANNING MEETING: A meeting held as needed throughout the duration of an incident to select specific strategies and tactics for incident control operations and for service and support planning. On larger incidents, the planning meeting is a major element in the development of the Incident Action Plan. Planning meetings are also an essential activity at all SEMS EOC levels.

PLANNING SECTION: (Also referred to as the Planning/Intelligence Section). One of the five primary functions found at all SEMS levels. Responsible for the collection, evaluation, and dissemination of information related to the incident or an emergency, and for the preparation and documentation of the Incident or EOC Action Plan. The section also maintains information on the current and forecasted situation and the status of resources assigned to the incident. At the SEMS Field response level, the Section will include the Situation Resource, Documentation, and Demobilization Units, as well as technical specialists. Other units may be added at the EOC level.

PLANNING ZONE: Planning Zone: A subdivision of a county consisting of: 1) a city; 2) a city and its sphere of influence in adjacent unincorporated areas; 3) a portion of the unincorporated area of a county; 4) a military installation; 5) a state facility such as a correctional institution. Zoning simplifies the process of collecting and compiling data according to geographical location.

POLITICAL SUBDIVISION (State Definition): Includes any city, city and county, county, district or other local governmental agency or public agency authorized by law.

PROCUREMENT UNIT: Functional Unit within the Finance/Administration Section responsible for financial matters involving vendor contracts.

PROTECTION FACTOR (PF): A number used to express the relationship between the amount of fallout gamma radiation that would be received by an unprotected person and the amount that would be received by a person in a shelter. Occupants of a shelter with a PF of 40 would be exposed to a dose rate 1/40th (2-112%) of the rate to which they would be exposed if unprotected.

PUBLIC INFORMATION OFFICER (PO): The individual at Field or EOC level that has been delegated the authority to prepare public information releases and to interact with the media. Duties will vary depending on the agency and SEMS level.

R

RADIOACTIVE FALLOUT: The process or phenomenon of the gravity caused fallback to the earth's surface of particles contaminated with radioactive materials from a cloud of this matter formed by a nuclear detonation. The term is also applied in a collective sense to the contaminated particulate matter itself. The early (or local) fallout is defined, somewhat arbitrarily, as those particles, which reach the earth within 24 hours after a nuclear explosion. Delayed (worldwide) fallout consists of the smaller particles, which ascend into the upper troposphere and into the stratosphere and are carried by the winds to all part of the earth. Delayed fallout is brought to earth mainly by rain or snow, over extended periods ranging from months to years with relatively little associated hazard.

RADIOLOGICAL PROTECTION: The organized effort, through warning, detection, and preventive and remedial measures, to minimize the effect of nuclear radiation on people and resources.

RADIOLOGICAL OFFICER (RO): An individual assigned to an Emergency Management Staff who is responsible for radiological protection operations. The RO is the principal advisor to the Director/Coordinator and other officials on matters pertaining to radiological protection operations.

RADIOLOGICAL MONITOR: An individual trained to measure, record, and report radiation exposure and exposure rates; provide limited field guidance on radiation hazards associated with operations to which he is assigned; and perform operator's checks and maintenance on radiological instruments.

RECEPTION AND CARE CENTER: A facility established in a reception area to receive and process incoming relocatee's, and assign them to lodging facilities, and provide them with information on feeding, medical care, and other essential services.

RECEPTION AREA: An area which, through a hazard analysis and related preparedness planning, is pre-designated to receive and care for (or provide basic needs for) persons displaced from a hazard area.

Example: An area at the periphery of a dam failure inundation area, which can accommodate evacuated persons in the event of need

RECORDERS: Individuals within ICs or EOC organizational units who are responsible for recording information. Recorders may be found in Planning, Logistics, and Finance/Administration.

REGION EMERGENCY OPERATIONS CENTER (REOC): Facilities found at State OES Administrative Regions. REOCs are used to coordinate information and resources among Operational Areas and between the operational areas and the State level.

RELOCATEE: An individual who is relocated from a hazard area to a reception area with the possibility of not returning.

REMEDIAL MOVEMENT: The post-attack or post-event movement of people to better protected facilities or less hazardous areas.

REMEDIAL OPERATIONS: Actions taken after the onset of an emergency situation to offset or alleviate its effects.

REPORTING LOCATIONS: Specific locations or facilities at the incident, where incoming resources can check-in. See Check-In,

RESCUE GROUP: Two or more rescue teams responding as a unified group under supervision of a designated group leader.

RESCUE HEAVY: Rescue requiring heavy lifting, prying or cutting and/or consisting of several tasks which require involvement of two or more teams working concurrently.

RESCUE, LIGHT: Rescue not requiring use of heavy lifting, prying, or cutting operations and not more than one rescue team to accomplish in one hour.

RESCUE TEAM: Four or five personnel organized to work as a unit. One member is designated team leader.

RESCUE VEHICLE, HEAVY: A mobile unit equipped to support two or more rescue teams involved in heavy rescue operations.

RESCUE VEHICLE, LIGHT: Automobile unit equipped to support one rescue team involved in light rescue operations.

RESOURCES: Personnel and equipment available, or potentially available, for assignments to incidents or EOC's. Resources are described by kind and type, and may be used in tactical support or supervisory capacities at an incident or EOC.

RESOURCES UNIT: Functional unit within the Planning Section at the SEMS Field level responsible for recording the status of resources committed to the incident. The unit also evaluates resources currently committed to the incident. The unit also evaluates resources currently committed to the incident, the impact that additional responding resources will have on the incident, and anticipated resource needs.

S

SAFETY OFFICER: A member of the Command Staff at the incident or within the EOC responsible for monitoring and assessing safety hazards or unsafe situations, and for developing measures for ensuring personnel safely. The Safety Officer may have assistants.

SEARCH: Systematic investigation of area or premises to determine the presence and/or location of persons entrapped, injured, immobilized or missing.

SEARCH DOG TEAM: A skilled dog handler with one or more dogs trained especially for finding persons entrapped sufficiently to preclude detection by sight or sound. (NOTE: Search dogs are usually owned by their handler.)

SECTION: That organization level with responsibility for a major functional area of the incident or at an EOC. i.e., Operations, Planning, Logistics.

SECTION CHIEF: The ICs title for individuals for command of functional sections: Operations; Planning / Intelligence; Logistics; and Finance/Administration. At the EOC level, the position title will be Section Coordinator.

SELF-HELP: A concept describing self-reliance within an adverse environment and limited or no external assistance.

SENSITIVE FACILITIES: Facilities in reception areas that will not normally be used as lodging facilities for relocatee's. These facilities are either considered unsuitable or are required for essential activities (food establishments, fire stations, banks, radio stations, service stations, etc.). However, if any of these facilities provide adequate protection against radioactive fallout, they may be used as fallout shelters.

SERVICE: An organization assigned to perform a specific function during an emergency. It may be one department or agency if only that organization is assigned to perform the function, or it may be comprised of two or more normally independent organizations grouped together to increase operational control and efficiency during the emergency.

SERVICE BRANCH: A branch within the Logistics Section, responsible for service activities at the incident. Includes the Communications, Medical and Food Units.

SHELTER COMPLEX: A geographic grouping of facilities to be used for fallout shelter when such an arrangement serves planning, administrative, and/or operational purposes. Normally, a complex will include a maximum of 25 individual shelter facilities, within a diameter of about 1/2 mile

SHELTER MANAGER: An individual who provides for the internal organization, administration, and operation of a shelter facility.

SINGLE RESOURCE: An individual, a piece of equipment and its personnel complement (crew), or a crew or team of individuals with an identified work supervisor that can be used on an incident.

SITUATION UNIT: Functional Unit within the Planning Section responsible for the collection, organization, and analysis of incident status information, and for analysis of the situation as it progresses. The Unit Leader reports to the Planning Section Chief.

SPAN OF CONTROL: The supervisory ratio maintained within an ICS or EOC organization. A span of control of five positions reporting to one supervisor is considered optimum.

SPECIAL DISTRICT: A unit of local government (other than a city, county, or city and county) with authority or responsibility to own, operate or maintain a project (as defined in California Code of Regulations 2900(s)) for the purposes of natural disaster assistance. This may include a Joint Powers authority established under section 6500 et seq. of the Code.

STAGING AREA: Staging areas are locations set up at an incident where resources can be placed while waiting a tactical assignment Staging Areas are managed by the Operations Section.

STAGING AREA MANAGERS: Individuals within ICs organizational units that are assigned specific managerial responsibilities at staging areas. (Camp Manager)

STANDARDIZED EMERGENCY MANAGEMENT SYSTEM (SEMS): A system required by California Government Code for managing response to multi-agency and multi-jurisdiction emergencies in the State of California. SEMS consists of five organizational levels, which are activated as necessary: Field Response, Local Government, Operational Area, Region, and State. The State of California's designated emergency management, structure for all government agencies, jurisdictions and Districts mandated by law. Failure to comply with this law may result in the loss of all State and Federal Funding for expenses incurred while dealing with a natural or manmade disaster.

STANDING OPERATING PROCEDURE (SOP): A set of instructions having the force of a directive, covering those features of operations which lend themselves to a definite or standardized procedure without loss of effectiveness.

STATE AGENCY: Any department, division, independent establishment, or agency of the executive branch of the state government,

STATE COORDINATING OFFICER (SCO) (Federal Definition): The person appointed by the Governor to act for the State in cooperation with the Federal Coordinating Officer.

STATE EMERGENCY ORGANIZATION: The agencies, boards, and commissions of the executive branch of state government and affiliated private sector organizations.

STATE EMERGENCY PLAN: The State of California Emergency Plan as approved by the Governor.

STATE OF EMERGENCY: The duly proclaimed existence of conditions of disaster or of extreme peril to the safety of persons and property within the state caused by such conditions as air pollution, fire, flood, storm, epidemic, riot, or earthquake or other conditions, other than conditions resulting from a labor controversy, or conditions causing a 'state of war emergency', which conditions, by reason of their

magnitude, are or are likely to be beyond the control of the services, personnel; equipment, and facilities of any single county, city and county or city and require the combined forces of a mutual aid region or regions to combat.

STATE OF WAR EMERGENCY (State Definition): The condition which exists immediately with or without a proclamation thereof by the Governor, whenever the state or nation is directly attacked by an enemy of the United States, or upon the receipt by the state of a warning from the federal government that such an enemy attack is probable or imminent

STATE OPERATIONS CENTER (SOC): A facility established by Cal EMA Headquarters for the purpose of coordinating and supporting operations within a disaster area, and controlling the response efforts of state and federal agencies in supporting local governmental operations. The SOC will be staffed by representatives of state and federal agencies and private organizations, and will have the capability of providing a communications link to a Joint Emergency Operating Center established on the periphery of a disaster area and to any Mobile Emergency Operating Centers established in the disaster area. It operates at the State Level in SEMS.

STAY-PUT: A resident in a hazardous or potentially hazardous area who refuses to relocate during a directed relocation, or who is too ill or infirm to be evacuated.

STRATEGY: The general plan or direction selected to accomplish incident or EOC objectives.

SUPPLY UNIT: Functional unit within the Support Branch of the Logistics Section responsible for ordering equipment and supplies required for incident operations.

SUPPORT BRANCH: A branch within the Logistics Section responsible for providing personnel, equipment and supplies to support incident operations. This includes the Supply, Facilities and Ground Support Units.

SUPPORT RESOURCES: Non-tactical resources under the supervision of the Logistics, Planning, Finance / Administration Sections of the Command Staff.

SUPPORTING MATERIALS: Refers to the several attachments that may be included with an incident Action Plan. (i.e. Communications Plan, map, safety plan, traffic plan, and Medical Plan).

T

TACTICAL DIRECTION: Direction given by the Operations Section Chief at the SEMS Field Level which includes the tactics appropriate for the selected strategy, the selection and assignment of resources, tactics implementation, and performance monitoring for each operational period.

TASK FORCE: A combination of single resources assembled for a particular tactical need, with common communications and a leader.

TEAM: See Single Resource.

TECHNICAL SPECIALISTS: Personnel with special skills that can be used anywhere within the ICs or EOC organization.

TIME UNIT: Functional unit within the Finance/Administration Section responsible for recording time for incident or EOC personnel and hired equipment.

TRAFFIC CONTROL POINT (TCP): Places along movement routes that are manned by emergency personnel to direct and control the flow of traffic.

TYPE: Refers to resource capability A Type 1 resource provides a greater overall capability due to power, size, capacity, etc., than would be found in a Type 2 resource. Resource Typing provides manages with additional information in selecting the best resource for the task.

U

UNIFIED AREA COMMAND: A Unified Area Command is established when incidents under an Area Command are multi-jurisdictional. (See Area Command and Unified Command).

UNIFIED COMMAND: In ICS, Unified Command is a unified team effort which allows all agencies with responsibility for the incident, either geographical or functional, to manage an incident by establishing a common set of incident objectives and strategies. This is accomplished without losing or abdicating agency authority, responsibility, or accountability.

UNIT: An organizational element having functional responsibility. Finance/Administration sections and can be used in operations for some applications. Units are also found in EOC organizations.

UNITY OF COMMAND: The concept by which each person within an organization reports to one and only one designated person.

V

VOLUNTEERS: Individuals who make themselves available for assignment during an emergency. These people may or may not have particular skills needed during emergencies and may or may not be part of a previously organized group.

A-3. Authorities and References

There are many authorities at multiple levels which require an EOP for local government emergency operations. This EOP meets the requirements set forth in the following Federal, State and local authorities:

Federal

- Federal Civil Defense Act of 1950 (Public Law, as amended).
- Robert T. Stafford Disaster Relief and Emergency Assistance Act of 1988 (Public Law 93-288. as amended).

2018 Lake County Emergency Operations Plan

- Army Corps of Engineers Flood Fighting (Public Law 84-99).
- A Whole Community Approach to Emergency Management: Principles, Themes and Pathways for Action, December 2011
- ADA Best Practices Tool Kit for State and Local Government, Chapter 7, Department of Justice, July 2007
- Developing and Maintaining Emergency Operations Plans, Comprehensive Preparedness Guide 101, Version 2.0, FEMA, November 2010
- DHS Risk Lexicon, September 2008
- Homeland Security Presidential Directive 5, February 28, 2003 - Established the National Incident Management System (NIMS)
- National Response Framework (DHS), May 2013
- Presidential Policy Directive (PPD) 8: National Preparedness, March 2011

State

- California Coroners Mutual Aid Plan, 2010 Edition
- California Emergency Plan, July 2009
- California Emergency Services Act (Chapter 7 of Division 1 of Title 2 of the Government Code).
- California Fire Service and Rescue Emergency Mutual Aid Plan, February 2012
- California Hazardous Materials Incident Contingency Plan, California Code of Regulations, Title 8, Section 5192
- California Health and Safety Code, Division 20, Chapter 6.5, Sections 25115 and 25117, Chapter 6.95, Sections 2550 et seq., Chapter 7, Sections 25600 through 25610, dealing with hazardous materials
- California Law Enforcement Mutual Aid Plan, 9th edition, April 2014
- California Master Mutual Aid Agreement, November 15, 1950
- California Natural Disaster Assistance Act (Chapter 7.5 of Division 1 of Title 2 of the Government Code)
- Disaster Service Worker Volunteer Program (Subchapter 3 of Chapter 2 of Division 2 of Title 19 of the California Code of Regulations).

2018 Lake County Emergency Operations Plan

- Judicial System, Article VI, Section 1, 4, 5, and 10, of the Constitution of California
- Local Government, Article XI, of the Constitution of California
- Orders and Regulations Promulgated by the Governor to Take Effect upon the Existence of a State of War Emergency
- Orders and Regulations, which may be Selectively Promulgated by the Governor during a State of Emergency
- Preservation of Local Government, Article 15 of the California Emergency Services Act (Chapter 7 of Division 1 of Title 2 of the Government Code)
- Standardized Emergency Management System (SEMS) Regulations (Chapter 1 of Division 2 of Title 19 of the California Code of Regulations) and Government Code Section 8607(a).
- Temporary County Seats, Section 23600, Article 1 of Chapter 4 of Division 1 of Title 3 of the Government Code

Local

- ARC Agreement (Under Review)

Legal Documents

- Chapter 6 Civil Defense, Article 1 of the Lake County Code: Emergency Organization and Function
- Resolution of the Lake County Board of Supervisors adopting the California Disaster and Civil Defense Master Mutual Aid Agreement, dated December 1950.
- Ordinance No. 3035 adopting the County of Lake Emergency Organization and Functions by the Lake County Board of Supervisors dated November 17, 2015.