Spokane County

Emergency Management

Comprehensive Emergency

Management Plan

March 2021

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RECORD OF CHANGES

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RECORD OF DISTRIBUTION

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ACRONYMS AND KEY TERMS

ACRONYMS

Acronym	Term
AAR	After Action Report
ADA	Americans with Disabilities Act
AFN	Access and Functional Needs
ARC	American Red Cross
CBRNE	Chemical, Biological, Radiological, Nuclear, Explosives
CEMP	Comprehensive Emergency Management Plan
CFR	Code of Federal Regulations
CIKR	Critical Infrastructure, Key Resources
COAD	Community Organizations Active in Disasters
COG	Continuity of Government
COOP	Continuity of Operations
DEM	Department of Emergency Management
DHS	Department of Homeland Security
DSCA	Defense Support to Civil Authorities
EAS	Emergency Alert System
ECC	Emergency Coordination Center
EMD	Emergency Management Division
EMPG	Emergency Management Performance Grant
EOC	Emergency Operations Center
FD	Fire District / Department
FE	Functional Exercise
FEMA	Federal Emergency Management Agency
FOG	Field Operations Guide
FSE	Full-Scale Exercise
Haz-Mat	Hazardous Materials
HHS	Health & Human Services
HLS	Homeland Security
HSEEP	Homeland Security Exercise Evaluation Program
ICP	Incident Command Post
ICS	Incident Command System
IP	Improvement Plan
IPAWS	Integrated Public Alert and Warning System
JIC	Joint Information Center
JIS	Joint Information System
MAA	Mutual Aid Agreement
MOU	Memorandum of Understanding
MTEP	Multi-Year Training and Exercise Program
NIMS	National Incident Management System

NRF	National Response Framework
POD	Point of Distribution / Dispensing
REDi	Regional Emergency & Disaster Healthcare Coalition
SCEM	Spokane County Emergency Management
SCSO	Spokane County Sheriff's Office
SEOC	State Emergency Operations Center
SHSP	State Homeland Security Program
SitRep	Situation Report
SOP	Standard Operating Procedures
SREC	Spokane Regional Emergency Communications
SRHD	Spokane Regional Health District
THIRA	Threat & Hazard Identification and Risk Assessment
TTX	Tabletop Exercise
VOAD	Volunteer Organizations Active in Disaster

KEY TERMS

After Action Report (AAR) - A detailed critical summary or analysis of a past event made for the purpose of reassessing decisions, identifying alternatives and areas for improvement.

Critical Infrastructure and Key Resources (CIKR) - Any system or asset vital to Spokane County whose incapacity or destruction would cause a devitalizing impact on physical, psychological, or economical security, public health or safety or any combination thereof.

Core Capabilities – Thirty-two (32) distinct critical elements necessary to achieve the National Preparedness Goal.

Damage Assessment – The estimation of damages made after a disaster has occurred which serves as the basis of the County's request to the Governor for a Declaration of Emergency or Major Disaster.

Emergency - "Any tornado, storm, flood, high water, wind-driven water, tidal wave, tsunami, earthquake, volcanic eruption, landslide, mudslide, snowstorm, drought, fire, explosion, or other catastrophe which requires emergency assistance to save lives and protect public health and safety or to avert or lessen the threat of a major disaster." (Public Law 93-288)

Emergency Alert System – System consisting of broadcasting stations and interconnecting facilities that have been authorized by the Federal Communications Commission to operate in a controlled manner during emergencies.

Emergency Coordination / Operations Center (ECC) - A physical or virtual location designed to support emergency response, government continuity, community recovery, and crisis communications activities.

Emergency Management – The preparation for and the carrying out of all emergency functions, other than functions for which military forces are primarily responsible, to minimize injury and repair damage resulting from disasters caused by natural or man-made causes.

Emergency Operations Plans – Those plans prepared by county and municipal government in advance and in anticipation of disasters for the purpose of assuring effective management and delivery of aid to disaster victims, and providing for disaster prevention, warning, emergency response, and recovery.

Exercise - An instrument to train for, assess, practice, and improve performance in prevention, protection, mitigation, response, and recovery capabilities in a risk-free environment. Exercises can be used for testing and validating policies, plans, procedures, training, equipment, and interagency agreements; clarifying and training personnel in roles and responsibilities; improving interagency coordination and communications; improving individual performance; identifying gaps in resources; and identifying opportunities for improvement.

Homeland Security Exercise and Evaluation Program (HSEEP) - A program that provides a set of guiding principles for exercise programs, as well as a common approach to exercise program management, design and development, conduct, evaluation, and improvement planning.

Improvement Plan (IP) - The IP identifies specific corrective actions, assigns them to responsible parties, and establishes target dates for their completion. The IP is developed in conjunction with the After-Action Report.

Incident Command System (ICS) – A management system designed to enable effective and efficient domestic incident management by integrating a combination of facilities, equipment, personnel, procedures, and communications operating within a common organizational structure.

Individual Assistance – Financial or other aid provided to private citizens to help alleviate hardship and suffering and intended to facilitate resumption of their normal way of life prior to disaster.

Joint Information Center (JIC) – A facility that is used by the affected jurisdiction to jointly coordinate the public information functions during an emergency.

National Incident Management System (NIMS) - The NIMS standard was designed to enhance the ability of the United States to manage domestic incidents by establishing a single, comprehensive system for incident management. It is a nationwide approach for Federal, State, local, tribal, and territorial governments; the private sector; and nongovernmental organizations to work effectively and efficiently together to prepare for, respond to, and recover from domestic incidents, regardless of cause, size, or complexity

National Preparedness Goal - The National Preparedness Goal defines the core capabilities necessary to prepare for the specific types of incidents that pose the greatest risk to the security of the Nation. The Goal emphasizes actions aimed at achieving an integrated, layered, and all-of-Nation preparedness approach that optimizes the use of available resources. Specifically, the Goal defines success as: "A secure and resilient Nation with the capabilities required across the whole community to prevent, protect against, mitigate, respond to, and recover from the threats and hazards that pose the greatest risk."

Preliminary Damage Assessment (PDA) – The joint local, state, and federal analysis of damage that has occurred during a disaster and which may result in a Presidential declaration of disaster. The Preliminary Damage Assessment is documented through surveys, photographs, and other written information.

Standard Operating Procedures (SOP) – A ready and continuous reference to those roles, relationships and procedures within an organization which are used for the accomplishment of broad or specialized functions which augment the Emergency Operations Plan.

Terrorist Incident – A violent act, or an act dangerous to human life, in violation of the criminal laws of the United States or of any State, to intimidate or coerce a government, the civilian population, or any segment thereof in furtherance of political or social objectives.

Utility – Structures or systems of any power, water storage, supply and distribution, sewage collection and treatment, telephone, transportation, or other similar public service.

PROMULGATION

All citizens and property within Spokane County are at risk to a wide range of natural, technological, and human-caused hazards; and when such an unfortunate event occurs, local, county, state, and federal response agencies must be prepared to respond in a well-coordinated manner. RCW 38.52.070 provides for the establishment of local emergency management organizations for the purposes of addressing preparedness, mitigation, response and recovery activities before, during, and after an emergency or disaster situation. In accordance with Chapter 118-30 of the Washington Administrative Code (WAC), the *Spokane County Comprehensive Emergency Management Plan (CEMP)* describes the basic strategies, assumptions, objectives, and operational protocols which will guide the County's emergency management efforts.

The *CEMP* is designed to be flexible, adaptable, and scalable. It articulates the roles and responsibilities among County Departments, community partners, and contract service providers. The *Plan* utilizes the Incident Command System (ICS) in accordance with the National Incident Management System (NIMS) to protect the public and the natural resources and minimize property damage within the community; aligns with the *National Response Framework (NRF)*; and is consistent with the *Washington State Comprehensive Emergency Management Plan.*

The *Spokane County Comprehensive Emergency Management Plan (CEMP)* provides a comprehensive framework, and is needed to coordinate the response of emergency personnel and supporting services of all Spokane County agencies in the event of an emergency or disaster and during the aftermath thereof.

Therefore, in recognition of the emergency management responsibilities of Spokane County, we the undersigned, by virtue of the power and authority vested in us by the laws of this State do hereby promulgate the *Spokane County Comprehensive Emergency Management Plan (CEMP)*, dated March 2021. This Plan can be put into action by the undersigned or our designee. Named organizations within this *Plan* have the responsibility to prepare and maintain standard operating procedures, Continuity of Operations plans, and commit to the training and exercises required to support this *Plan*.

_____   3/12/2021

Sheriff Ozzie Knezovich   Date
Director, Spokane County Emergency Management

_____   3-15-2021

FOREWORD

The *Spokane County Comprehensive Emergency Management Plan (CEMP)* is intended as a comprehensive framework for local mitigation, preparedness, response, and recovery activities, establishing an all-hazards approach to enhance the County's ability to manage emergencies and disasters. Its purpose is to save lives; protect public health, safety, property, and the environment; sustain the local economy; support resilience; and guide an effective recovery for the Whole Community of Spokane County.

Spokane County Emergency Management coordinated with other County Departments, response partners, volunteer organizations, and appropriate subject matter experts to identify, develop, maintain, and enhance local emergency management capabilities. The *CEMP* is formatted in accordance with FEMA's *Comprehensive Preparedness Guide (CPG) 101* (version 2.0/November 2010), and is consistent with the *National Response Framework (NRF)*.

This *Plan* applies to emergency management activities coordinated by Spokane County Emergency Management and covers the municipalities of Airway Heights, Cheney, Deer Park, Fairfield, Liberty Lake, Medical Lake, Millwood, Rockford, Spangle, Spokane Valley, Waverly, the Town of Latah, and unincorporated Spokane County. This version, dated March 2021, supersedes all previous editions.

The *Spokane County CEMP* assigns responsibilities to organizations and individuals for carrying out specific actions at projected times and places during an emergency that exceeds the capability or routine responsibility of any one agency. It sets forth lines of authority and organizational relationships, and Illustrates how multi-agency actions will be coordinated; identifies personnel, equipment, facilities, supplies, and other resources available, either within the jurisdiction or by agreement with other jurisdictions. The *Plan* identifies measures to be taken by the jurisdiction to address preparedness and mitigation concerns.

Finally, the *Spokane County Comprehensive Emergency Management Plan* meets the planning requirements of the Washington Administrative Code, Chapter 118-30; the Revised Code of Washington (RCW), Title 38, Chapter 38.52.070, as revised; the Revised Code of Washington, Chapter 34.05 Administrative Procedures Act; Title III Superfund Amendment and Reauthorization Act of 1986 and local County ordinances. The *Plan* supports and is compatible with the *Washington State Comprehensive Emergency Management Plan*. The *Plan* provides guidelines only and does not guarantee a perfect response. Rather, Spokane County Emergency Management and supporting agencies can only endeavor to make every reasonable effort to respond based on the situation and resources available at the time.

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1. MISSION AND SITUATION

1.A – MISSION

It is the policy of Spokane County, in order to protect lives, property, and the environment in cooperation with other elements of the community, to carry out preparedness and mitigation activities, respond to natural and man-made emergencies and disasters, and coordinate the recovery efforts for such events.

The Spokane County Emergency Preparedness Goals are:

1. To coordinate the development and maintenance of the County's *Comprehensive Emergency Management Plan* which provides the framework for organizational activities during disaster operations.

2. Provide a community education and preparedness program for the residential and business community to assist them in developing self-sufficiency.

3. Provide assistance to County Departments in training activities for the development of disaster response capabilities.

4. Foster interdepartmental cooperation within Spokane County; and build partnerships with adjacent jurisdictions, county, state, and federal agencies, as well as with non-governmental and private sector organizations.

The Spokane County *Comprehensive Emergency Management Plan* provides guidance to the Emergency Management Organization for mitigation, preparedness, response, and recovery operations. This includes: disaster and emergency responsibilities and procedures, and training and community education activities. It establishes the Spokane County Emergency Management functions and responsibilities of participating departments, agencies, municipalities, organizations, and individuals.

The *Plan*, including its Emergency Support Functions, checklists, and supporting documents, provides for the coordination of operations during emergencies and disasters, and the best utilization of all resources within Spokane County.

The *Plan* establishes a mutual understanding of authority, responsibilities and functions of local government and provides a basis for incorporating essential non-governmental agencies and organizations into the Emergency Management Organization.

All directions contained in this *Plan* apply to preparedness and emergency activities undertaken by Spokane County and supporting organizations required to minimize the effects of disaster, and facilitate recovery activities. Spokane County Emergency Management provides on-going training and implementation of the Incident Command System (ICS) per the National Incident Management System (NIMS) for all natural and manmade disasters. Under the guidance of the *National Response Framework*, this *Plan* addresses all activities related to local incident management, including mitigation,

preparedness, response, and recovery actions.

The Spokane County *Comprehensive Emergency Management Plan* supports and is compatible with the Washington State *Comprehensive Emergency Management Plan* and the *National Response Framework*; and provides support to other plans required by the State and Federal Governments. Any conflicts will be handled on a case by case basis.

1.B – AUTHORITY

The Spokane County *Comprehensive Emergency Management Plan* is developed under the authority of the following local, state, and federal statutes and regulations:

1.   Revised Code of Washington 38.52.070, 35.33.081 and 35.33.101

2.   Washington Administrative Codes 118-04 and 118-30

3.   Public Law 93-288, "Disaster Relief Act of 1974" as amended by PL 100-707, "Robert T Stafford Disaster Relief and Emergency Assistance Act"

4.   Title III Superfund Amendment and Re-authorization Act of 1986

5.   Post-Katrina Emergency Management Reform Act (PKEMRA)

6.   The *National Response Framework*

7.   Homeland Security Presidential Directives 1 - 8

8.   Spokane County Code 1.08.010

1.C – SITUATION OVERVIEW

Spokane County covers 1,763 square miles of varied topography ranging from mountainous areas in the northeast, including Mount Spokane, to the semi-arid basalt plains in the southwest. Between these extremes are the rolling wheat fields of the Palouse, channeled scabland produced by glacial floods, and the Spokane metropolitan area. The County is divided into two parts by the Spokane River, flowing east to west. The County has distinct seasonal weather patterns with average temperatures ranging from -30 degrees in mid-Winter to the high 90s or low 100s in Summer. Annual precipitation averages 15.8 inches, with approximately 50% of that falling as snow. The April 1, 2020 total population estimate for Spokane County, as determined by the Washington State Office of Financial Management (OFM), is 522,600, with 154,250 residents living in unincorporated County and 368,350 residents living in the County's 13 incorporated communities.

Spokane County conducts a Hazard Identification and Vulnerability Assessment (HIVA) on a regular basis as part of the maintenance of the County's *Natural Hazard Mitigation Plan*. In addition to the HIVA, a *Threat and Hazard Identification and Risk Assessment* (THIRA) is also conducted. These separately published documents are the primary sources for information on Spokane County's hazard exposures.

Also included for consideration are historical weather data, local/national/global event data, and existing specific incident plans and procedures.

Threat and hazard identification is critical because it allows Spokane County to focus preparedness efforts on the events and incident types most likely to occur, or to be the most severe. Figure 1 below illustrates the identified threats and hazards perceived to be a top priority for Spokane County.

Natural Hazards	

➢ Severe Weather
    • High Winds
    • Snow / Ice Storms
    • Heavy Rain / Thunderstorms
    • Flood
    • Excessive Heat / Drought
➢ Wildland Fire
➢ Dam Failure
➢ Earthquake
➢ Public Health Emergencies	

Technological Hazards	**Human-Caused / Intentional Incidents**
➢ Bridge Failure ➢ Train Derailment ➢ Power Failure ➢ Cyber Failure ➢ Hazardous Materials ➢ Transportation ➢ Infrastructure Failure	➢ Hostile / Active Threat ➢ Chemical, Biological, Radiological, Nuclear, Explosives Attack ➢ Civil Unrest ➢ Cyber Attack

Figure 1

Spokane County is committed to preserving the physical, psychological, and economic safety and security of the County, its residents, businesses, and visitors. Spokane County contains Critical Infrastructure and Key Resources (CIKR) which may be at greater risk of being targeted or harmed by threats and hazards. It is essential to incorporate CIKR into the planning, training, and exercise process. The vast majority of CIKR in Spokane County are privately owned and operated; it is, therefore, vital that the private sector be included in the preparedness process to effectively manage real-world emergencies. Figure 2 below illustrates both Critical Infrastructure and Mass Gatherings/Special Events which may be vulnerable to threats and hazards (no priority assigned).

Critical Infrastructure	Mass Gathering and Special Events
➢ Emergency Services Facilities ➢ Hospitals ➢ Power Plants ➢ Water/ Waste-Water Treatment Facilities ➢ Dams ➢ Airports/Airfields ➢ Railway ➢ Pipelines ➢ Other Government Facilities	➢ Spokane County Fairgrounds/Expo Center ➢ Spokane Convention Center ➢ AVISTA Stadium ➢ Northern Quest Casino / Resort ➢ Riverfront Park ➢ Bloomsday ➢ Lilac Parade ➢ Hoopfest ➢ Interstate Fair

Figure 2

1.D – CAPABILITY ASSESSMENT SUMMARY

PREPAREDNESS CAPABILITY

➢ Spokane County has adequate resources to provide information to residents and businesses through its Public Education and Outreach program, which includes collaboration with community partners, such as: Red Cross, Spokane Regional Health District, Spokane Clean Air, and educators from County Fire Districts.

➢ The County's Emergency Management Operations Group (EMOG) meets on a bi-monthly basis to foster a collaborative approach to support the County-wide emergency management system; identify strengths, weaknesses and gaps; develop goals and objectives, and prioritize strategies to meets those goals.

➢ Spokane County provides ICS training on a regular basis throughout the year, facilitates offerings of Preparedness Consortium courses, as appropriate; and conducts exercises to regularly test planning and preparedness.

RESPONSE CAPABILITY

➢ Spokane County has adequate resources in typical first response discipline, including Law Enforcement, Fire, Public Works and Emergency Management, to effectively respond to most emergencies.

➢ A large-scale incident or major disaster event will require external state and federal assistance to support local response and recovery efforts.

➢ Existing response resources may be supplemented by other departments and/or registered Emergency Workers.

➢ Additional resources may be requested through established channels, such as Mutual Aid Agreements, WAMAS, and/or WA State Fire Mobilization Plans.

➢ In the case of catastrophic incidents, interstate resource support may be requested through the Emergency Management Assistance Compact (EMAC).

RECOVERY CAPABILITY

➢ Spokane County has adequate resources to address the restoration of government services during routine emergencies and limited scope disasters.

➢ A large-scale or catastrophic disaster will require external, state and federal assistance to aid restoration and recovery efforts.

➢ If the disaster event is such that it meets qualifying criteria, Public Assistance may become available through the Stafford Act.

MITIGATION CAPABILITY

Spokane County maintains a FEMA-approved *Natural Hazards Mitigation Plan* which addresses the County's known potential hazards, and provides strategies for mitigation actions intended to improve resilience. The *Plan* is a multi-jurisdiction plan with fifteen (15) signatory agencies and municipalities, in addition to Spokane County.

1.E – AFTER-ACTION REPORTS & IMPROVEMENT PLANS

Spokane County utilizes a formal process to improve its preparedness and response capabilities following an exercise or real-world incident. This process consists of evaluation of all documentation created during emergency operations or exercise conduct; collection of comments and observations received during an incident debrief; conduct of and participation in after action meetings; and development of an After-Action Report (AAR). The AAR includes an Improvement Plan (IP) that identifies observed capability gaps, the root cause of any such gaps, selected corrective actions, the individual(s) responsible for resolving each corrective action, and the timeframe for resolution. An Improvement Plan may include solutions for resolving corrective actions related to plans, procedures, organizational structure, equipment or systems, staff training, and exercise conduct.

1.F – ASSUMPTIONS

It is assumed that any of the noted situations could create significant property damage, injury, loss of life, panic and disruption of essential services in Spokane County. These situations may also create significant financial, psychological, and sociological impact on citizens of the community and the County governmental organization itself.

It is reasonable to assume that with impending incidents such as storms, floods and acts of war, warnings will be issued to enable some preparation prior to the event. Other disasters will come with no advance warning.

In the event of a widespread disaster there will not likely be any significant assistance from nearby communities, county, state or federal agencies for 72 hours or longer. In this situation, the County will need to rely on available County resources and those of private organizations, businesses and residents for initial response operations.

The role of the individual citizen is of key importance in the response and recovery from disasters. The immediate availability of resources to respond to the emergencies associated with a disaster will be limited and responses will have to be prioritized. It is assumed that there will not be enough resources to respond to every emergency need. Therefore, each citizen must be personally responsible for preparing to meet their own emergency needs for at least seven (7) days. These preparedness items include having a plan, stocking supplies, learning emergency skills like first aid and CPR, and reducing hazards in the home and workplace.

This *Plan* assumes that a large scale or catastrophic disaster will require a County-wide approach to coordinated response. In these cases, jurisdictions participating in *the Inter-Local Agreement for Emergency Management Services* will likely consolidate within the organizational framework of the Spokane County Emergency Coordination/Operations Center (ECC). Spokane County may also be requested to provide support to other jurisdictions during emergencies and disasters not affecting the County.

1.G – LIMITATIONS

The information and procedures included in this *Plan* have been prepared utilizing the best information and planning assumptions available at the time of preparation. There is no guarantee implied by this *Plan* that in major emergencies and disaster situations that a perfect response to all incidents will be practical or possible. As Spokane County response resources may be overwhelmed and essential systems may be dysfunctional, the County can only endeavor to make every reasonable effort to respond based on the situation, information, and resources available at the time the situation occurs.

2. CONCEPT OF OPERATIONS

2.A – WHOLE COMMUNITY INVOLVEMENT

Emergencies and disasters vary in scale, impact and significance; and Spokane County residents also experience that impact in varied ways. It is essential that planning, preparedness, and response efforts take a Whole Community approach. Effective decision-making and resource management requires coordination among response agencies, service providers, and supporting organizations to successfully address the consequences of emergencies and disasters for all Spokane County residents.

The Whole Community of Spokane County includes, but is not limited to:

➢ Individuals, families, and households;

➢ Individuals with disabilities and Access and Functional Needs (AFN);

➢ Individuals, families, and households with pets and/or service animals;

➢ Immigrant communities and individuals with Limited English Proficiency (LEP);

➢ Private and non-profit agencies and organizations;

➢ Faith-based communities;

➢ Local, Tribal, State, and Federal governments

This *Plan* acknowledges that members of the Spokane County community may have challenges from emergency and disaster impacts and utilizes Chapter 7 of the ADA Best Practices Toolkit for State & Local Governments to assist in compliance with Title II of the Americans with Disabilities Act (ADA). Spokane County Emergency Management actively engages the vulnerable population community in all planning efforts related to the CEMP; and is committed to working collaboratively with partners to accommodate all community needs through all phases of emergencies and disasters, such as:

➢ Monitor disproportionate impacts to individuals with unique access and functional needs;

➢ Identify and address essential needs of children and senior citizens;

➢ Develop and distribute language and graphic translations of preparedness and incident response messaging;

➢ Identify and address essential needs of pets and service animals;

➢ Develop strategies to ensure that preparedness, response, and recovery operations address equity for all community members.

It is the policy of Spokane County that no services will be denied on the basis of race, color, national origin, religion, age, gender identity, or disability. No special treatment will be extended to any person or group in an emergency or disaster over and above what would normally be expected as local government services. Local response activities will be carried out in accordance with Title 44 CFR, Section 205.16 Nondiscrimination. Federal disaster assistance is conditional on full compliance with this rule.

2.B – GENERAL

It is the responsibility of local government, under the auspices of its elected officials, to mitigate, prepare for, respond to, and recover from incidents that threaten the lives, livelihood, and property of its citizens, as well as limit, where possible, damage to the environment.

Spokane County has established the priority of response and allocation of resources during an emergency or disaster as the protection of:

- ➢ Life
- ➢ Property
- ➢ Environment
- ➢ Economy

Non-essential governmental functions may be suspended in order for County staff to perform emergency operations or support functions. Staff may be required to work overtime or out-of-class. During a declared emergency, normal procurement procedures may be waived to facilitate acquisition of necessary equipment and/or supplies.

Development of Standard Operating Procedures (SOPs) and Continuity of Operations Plans (COOP) for all County Departments is in process. In addition, Spokane County executive leadership is developing a Continuity of Government Plan (COG) that will facilitate the continuation of constitutional government in the aftermath of a large-scale or significant emergency or disaster.

The County and each municipal government will retain the authority and responsibility for direction and control of its own disaster operations, within its political subdivision, use of local resources, and application of mutual aid within its own boundaries, utilizing the National Incident Management System (NIMS).

Memorandums of Agreement (MOAs) and Memorandums of Understanding (MOUs) will be developed as necessary to support response and recovery operations throughout the County.

The Spokane County Emergency Coordination/Operations Center serves as the focal point of emergency management and coordination with and between local jurisdictions, the County, Washington State, and the federal government. All requests for utilization of County assets will be coordinated through the ECC.

2.C – ECC OPERATIONS

Spokane County Emergency Management and primary Emergency Coordination Center are located at 1121 W Gardner Avenue, Spokane. SCEM maintains multiple MOUs and Facility Use Agreements for alternate locations to be used in the event the primary location is unsafe or unusable due to disaster conditions, or the incident is regional in nature, requiring a larger footprint to adequately house larger ECC staffing numbers.

SCEM DUTY OFFICER

SCEM operates a rotational on-call, 24/7 Duty Officer to receive notifications of an incident during non-business hours, on weekends and holidays. During normal business hours, notification of an incident comes in directly to a primary SCEM staff member or the Duty Officer. The Duty Officer is the first line

of response for any emergency that occurs in the County, providing continuous emergency management monitoring for implementation of response to a variety of incidents, such as: hazardous materials spills, sending mass alert and warning notifications, and requests for the Mobile Command Vehicle (MCV). The Duty Officer is responsible for notifications to the SCEM Deputy Director and any partner agencies required for initial incident response activities. When possible, SCEM will provide warning of an impending event.

ECC ACTIVATION

The Spokane County ECC supports County Department and local jurisdiction operations in response to an emergency or disaster impacting Spokane County. The primary roles of the ECC are to coordinate, communicate, procure and track resources, and to collect, analyze and disseminate information.

SCEM procedures identify four levels of ECC activation, based on the situation and the need for coordination support. Each level is activated as needed during planned events, disasters, and major incidents. These levels are:

> ➤ Level IV – Normal Operations. No significant activity within Spokane County warranting ECC activation.

> ➤ Level III – Initial Activation/Monitoring. Situation or incident has occurred, requiring monitoring and/or coordination between SCEM and response agencies; planning process may be initiated, situation reports are generated, and operational periods may be designated. Primarily staffed from existing SCEM personnel and resources.

> ➤ Level II – Partial Activation. Situation or incident has developed that requires 24/7 monitoring, extended operations, and/or staffing of the ECC; incident requires response from County Departments and partner agencies; possible emergency/disaster declaration; requires acquisition and/or use of external resources. ESF personal and community partners activated as appropriate.

> ➤ Level I – Full Activation. Situation or incident has occurred that requires extensive response and recovery efforts, coordinated across all levels of government and emergency services, and exceeds the County's ability to respond without external assistance. This level of activation requires 24/7 operation and utilization of all ESF personnel.

The decision to activate the ECC is made by the Director of Emergency Management or the Deputy Director, in the Director's absence. The ECC may be activated at the request of outside agency partners, such as fire districts, dispatch, or other local governments to support their operations.

ECC activation may be initiated either in advance of a potential emergency, such as a severe winter storm, or in the immediate aftermath of an unexpected emergency, such as a wildland fire. When activated, representatives from partner agencies respond to and operate from the ECC as necessary to coordinate their agency's response with County efforts.

Activation levels may increase either in advance of an imminent hazard, or in the aftermath of a no-notice event. If Spokane County receives advance notice of an imminent hazard, such as severe weather, SCEM may implement a sequence of preliminary/preparatory actions, such as:

> ➤ Notify persons in threatened areas of Spokane County through the use of the ALERT Spokane system

> ➤ Disseminate information to response entities within the County

> ➤ Request emergency response agencies, organizations, or volunteers increase staffing levels and take preparedness actions to address the impacts of the incident

> ➤ Begin issuing information via press releases to the news media and public, utilizing traditional sources, as well as social media avenues.

As the situation stabilizes and the need for coordination and support decreases, the ECC will stand down to the next appropriate activation level. The decision to deactivate the ECC will be at the direction of the Deputy Director of Emergency Management.

EMERGENCY PROCLAMATIONS

If an emergency occurs within the boundaries of an individual municipality, and exceeds the capabilities of that jurisdiction, the chief elected official of that jurisdiction may issue a proclamation of emergency and request additional assistance through the Spokane County Director of Emergency Management.

If a disaster should exceed the capabilities of the County, the Board of County Commissioners may issue a proclamation of emergency and request additional assistance through the ECC to the Washington State Emergency Operations Center (SEOC) and the Governor.

2.D – MISSION AREA ACTIVITIES

Spokane County delivers emergency management services within the five Mission Areas defined by the National Preparedness Goal: prevention, protection, mitigation, response, and recovery. These Mission Areas and the development and sustainment of associated Core Capabilities are the foundation for all-hazards preparedness.

PREPAREDNESS ACTIVITIES

Preparedness activities are actions taken to plan, organize, equip, train, and exercise in an effort to develop and sustain the Core Capabilities necessary to prevent, protect against, mitigate the effects of, respond to, and recover from threats and hazards. These actions include, but are not limited to:

> ➤ Development of policies, plans, and procedures to guide response and recovery activities

> ➤ Participate in the Washington State Mutual Aid System (WAMAS), as described in Chapter 38.56 RCW

> ➤ Identify roles and responsibilities for agencies, organizations and governments

> ➤ Develop, implement, and sustain an integrated training and exercise program that supports delivery of the Core Capabilities relevant to the County's identified threats and hazards

> ➤ Maintain SCEM's response assets, including vehicles, equipment, and facilities in readiness condition

PREVENTION ACTIVITIES

Prevention activities involve actions necessary to avoid, prevent, or stop a threatened or actual act of terrorism. These actions include, but are not limited to:

- Provide timely, accurate, and appropriate information relating to known or anticipated incidents

- Integrate physical security design elements in the construction/renovation of buildings and facilities

- Implement security procedures and protocols to identify or locate threats or hazards

PROTECTION ACTIVITIES

Protection activities involves capabilities necessary to secure an organization or jurisdiction against acts of terrorism, and manmade or natural disasters. These actions include, but are not limited to:

- Implement guidelines and protocols to verify identity and control access to sensitive locations, information, and networks

- Implement guidelines and procedures to safeguard information systems and information

- Implement guidelines and physical security measures to protect critical infrastructure, materials, systems, and personnel

- Implement proactive strategies to identify and measure risks based on known or anticipated threat/hazards, and implement appropriate risk reduction strategies

- Implement proactive strategies to increase the security and resilience of the supply chain to include methods of production, storage, and transport

MITIGATION ACTIVITIES

Mitigation activities are actions taken to lessen the impacts from natural and/or technological hazards, prior to their occurrence, through reducing risk and vulnerabilities, thereby reducing loss of life and property. These actions include, but are not limited to:

- Maintain and update the *Spokane County All-Hazards Mitigation Plan*, a separately published document

- Conduct education and outreach necessary to foster loss reduction and preparedness programs

- Actively pursue grants and other programs to support the strategic mitigation priorities of Spokane County

RESPONSE ACTIVITIES

Response activities are those actions taken to save lives, protect property and the environment, and meet basic human needs following an emergency or disaster. These actions include, but are not limited to:

- Take emergency actions to safeguard employee health and safety

- Take emergency actions to protect life, property, the environment, and the economy

- Implement emergency operations plans

- Activate the ECC for the coordination of all necessary and appropriate Emergency Support Functions

RECOVERY ACTIVITIES

Recovery activities are those actions taken to restore, redevelop, and revitalize the health, social, economic, natural, and environmental fabric of the community following an emergency or disaster. These actions include, but are not limited to:

- ➢ Compile damage assessment and fiscal records in response to state and federal emergency proclamation evaluation and determination
- ➢ Identify minimum resource needs for the resumption of essential services
- ➢ Determine short and long-term recovery goals
- ➢ Identify recovery funding sources
- ➢ Identify potential opportunities for future mitigation
- ➢ Conduct After Action and post-disaster analysis
- ➢ Revise and update internal response plans

3. DIRECTION, CONTROL, AND COORDINATION

3.A - DIRECTION

Statutory authorities and policies provide the basis for the direction of emergency management activities and actions within the context of incident management. Spokane County Emergency Management is guided by the foundational principles established by the National Incident Management System (NIMS), National Response Framework (NRF), Homeland Security Presidential Directive/HSPD-5 – Management of Domestic Incidents, and the Robert T. Stafford Disaster Relief and Emergency Assistance Act, as amended (Stafford Act), as well as relevant State and County laws and ordinances to provide a comprehensive, all-hazards approach. Nothing in this *Plan* alters the existing authorities of cities, towns, special purpose districts, and/or County Departments.

STRATEGIC DIRECTION

The Spokane County Board of County Commissioners (BOCC) and the Policy Group are responsible for establishing objectives and policies for emergency management and providing general guidance for disaster response and recovery activities. The Spokane County Sheriff, acting as the Director of Emergency Management, is responsible for coordinating the emergency management program for Spokane County.

Strategic direction may include the prioritization of mission assignments and resource allocation. Command authorities include only those fundamental public services provided by the County throughout the region, such as: sewer, solid waste, roads, medical examiner, and detention services. Several agencies of County government deliver contracted services to incorporated cities and towns in Spokane County, services that are necessary for responding to, or recovering from, an emergency or disaster.

The BOCC, or their duly-appointed designee, makes all policy decisions that affect Spokane County proper. The County Executive may establish priorities affecting services delivered by County government, after advising the relevant County Department Directors. Where decisions may have an impact on regional partners, the Chief Executive will facilitate collaboration through the Policy Group.

OPERATIONAL DIRECTION

The executive branch is the operational arm of County government and is responsible for the day-to-day processes of those essential functions that sustain the County's infrastructure, equipment, workforce, and customer services.

The Director of Emergency Management is responsible for the direction and control of the County's Emergency Management organization. Overall operational direction of SCEM's response activities and actions will take place at the ECC.

Emergency response actions at the incident site will be managed by the on-scene Incident Commander (IC), from the agency having jurisdiction (AHJ), assisted by a staff sufficient for the tasks to be performed.

3.B - CONTROL

Department Directors are solely responsible for the operations of their individual department during emergencies and disasters. Each County department has its own organizational structure for direction and control of their operations. Because emergency operations will correspond to, or otherwise reflect the normal operations of any given department, these lines of authority will remain during emergency operations.

Most Spokane County departments and employees have a limited tactical role as responders for an incident. However, some County employees, such as heavy equipment operators, may be assigned mission tasks by the Incident Commander and support incident management in a tactical capacity.

3.C - COORDINATION

Emergencies and disasters may affect multiple communities, requiring a coordinated response from agencies, private sector entities, nongovernmental organizations, as well as municipal and County government. Spokane County includes thirteen (13) incorporated communities, numerous special purpose districts, a military installation, and land under the sovereignty of two federally recognized Tribal nations. SCEM prepares for emergency operation coordination with other entities by maintaining open lines of communication on a day-to-day basis, being a signatory to MOUs and MOAs, and including all regional partners in educational programs and training/exercise opportunities.

The municipalities that contract for emergency management services are assisted on a regular basis with all emergency preparedness activities. This cooperation builds and sustains the relationships necessary for effective coordination of emergency operations and resource management during incidents.

When additional resources are needed, beyond those locally available within Spokane County, the ECC will request assistance from the Washington State EOC. The SEOC will then attempt to locate resources either within the State or coordinate with other neighboring states and federal agencies for assistance.

There may be instances where, due to the immediacy of resource need, a federal agency will coordinate response activities directly with Spokane County.

INCIDENT COMMAND – ECC INTERFACE

When the ECC is activated, it is essential that a division of responsibilities be established between the Incident Command Post (ICP) and the ECC.

The **Incident Commander** is generally responsible for field operations, including:

➢ Isolation of the scene

➢ Direction and control of the on-scene response to the emergency situation, and management of the response resources committed there

➢ Determination and implementation of protective measures for the population in the immediate area of the incident and for emergency responders in and around the incident site

➢ Implementation of traffic control measures around the incident site

➢ Requesting additional resources from the ECC

The **ECC** is generally responsible for:

➢ Multi-agency coordination and incident command support

➢ Coordination and implementation of policy decisions that protect life and property, and the dissemination of those decision to all concerned agencies and individuals

➢ Assemble and manage accurate information on the emergency situation and current resource data to allow local officials to make informed decisions on courses of action

➢ Work with representatives of partner agencies to determine and prioritize required response actions and coordinate implementation

➢ Request assistance from the State and/or other external sources

➢ Provide resource support for emergency operations

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4. ORGANIZATION AND ASSIGNMENT OF RESPONSIBILITIES

4.A – ROLES OF GOVERNMENT

FEDERAL GOVERNMENT

As established by Congress under the Robert T Stafford Disaster Relief and Emergency Assistance Act, as amended, federal assistance must be requested by the Washington State Governor through the Disaster Declaration process. If the State's request for supplemental federal assistance is approved, the Federal Emergency Management Agency (FEMA) will coordinate the provision of assistance to impacted communities. The National Response Framework (NRF) describes the structures and mechanisms the federal government will use to respond to emergencies and disasters and deliver federal disaster assistance. The disaster declaration process is codified in 44 CFR Part 206, Subpart B.

STATE GOVERNMENT

The Washington Military Department, Emergency Management Division (WAEMD), through the State Emergency Operations Center (SEOC) coordinates all emergency management activities throughout Washington State and responds to emergencies and major disasters as described in the State's *Comprehensive Emergency Management Plan* (CEMP).

The Governor is responsible for proclaiming a state of emergency and responding to local government requests for assistance with available State resources. When State resources become, or imminently will become, overwhelmed, the Governor is responsible for requesting a federally declared emergency or disaster to initiate the provision of federal assistance.

The Governor's request must be based on a finding that the situation is beyond the capability of both the State and Spokane County, and that federal assistance is immediately necessary to save lives, protect property, environment, public health and safety, or lessen the impact of the disaster.

COUNTY GOVERNMENT

The Spokane County Board of County Commissioners (BOCC) is responsible for proclaiming the existence, or threatened existence, of a disaster, and terminating such proclamations when appropriate. When the County's capabilities have been exceeded or exhausted, the BOCC formally request assistance from the Governor of Washington.

Spokane County Emergency Management is Spokane County's local organization for emergency management. As such, SCEM is responsible for developing and maintaining the County's Comprehensive Emergency Management Plan (CEMP). SCEM is responsible for activating the ECC and coordinating emergency management activities within Spokane County.

CITIES AND TOWNS

Spokane County is home to thirteen (13) incorporated cities and towns. As a political subdivision of the Washington State, each City and Town must either establish their own local organization for emergency management or join another local organization. Through the establishment of an Inter-Local Agreement for Emergency Management Services, SCEM functions as the local organization for the signatory

jurisdictions. Each jurisdiction, as required by the terms of the agreement, must participate in SCEM's preparedness activities and provide support to SCEM's emergency management programs.

REGIONAL PARTNERS

Washington State Homeland Security Region 9 includes Adams, Asotin, Columbia, Ferry, Garfield, Lincoln, Pend Oreille, Stevens, Whitman, and Spokane Counties. Spokane County receives and administers federal funds on behalf of the Region, and sub-awards funds to response agencies within the Region. These funds are aligned with the Core Capabilities and National Preparedness Goal, as described in PPD 8. Funding is utilized to support Regional coordination efforts and planning, training, equipment, and exercise needs to address vulnerabilities and capability gaps identified through the Region's *Threat, Hazard Identification and Risk Assessment* (THIRA) and *Stakeholder Preparedness Review* (SPR) processes.

SPECIAL PURPOSE DISTRICTS

Special Purpose Districts are defined as limited purpose local governments, separate from a county, city, or town, created to perform a single function. These entities provide a wide range of services that are not otherwise available from local government, including, but not limited to: conservation, fire protection and emergency medical services, flood control, transportation, schools, and water/wastewater. The areas served by special purpose districts may overlap the geographic boundaries of counties, cities, and towns; and given the essential nature of the services these districts provide, they are critical partners and stakeholders in the emergency management system of Spokane County. Their capabilities are taken into account, and integrated into this *Plan*.

OTHER AGENCIES AND SECTORS

Many non-governmental, private sector, and volunteer organizations provide vital response and recovery services and incident support actions; and similar to special purpose districts, they are critical partners and stakeholders in Spokane County's emergency management system. SCEM relies on these partners to meet community needs not addressed by County and local government services.

4.B – ASSIGNMENT OF RESPONSIBILITIES

EXECUTIVE HEADS OF MUNICIPAL AND COUNTY GOVERNMENT

The Mayors and Spokane County Executive Officer are responsible for the following:

- ➢ Preserve the continuity of the executive branch of government
- ➢ Establish policy and make major decisions
- ➢ Provide visible leadership for local governments and play a key role in communicating to, and reassuring, the public
- ➢ Oversee the deployment, operations, and demobilization of municipal and/or County resources during emergencies

- Interface with the Board of County Commissioners, Indian Tribal governments, and local or regional senior and elected officials
- Issue proclamations of emergency and requests for assistance
- Request assistance as necessary through the SCEM ECC
- Ensure the implementation of emergency response and recovery plans
- Provide consistent public messaging in coordination with the SCEM ECC and the County Joint Information Center (JIC), when activated

LEGISLATIVE BRANCH OF MUNICPAL AND COUNTY GOVERNEMENT (CITY & COUNTY COUNCILS)

The City/Town and County Councils are responsible for the following:

- Preserve the continuity of the legislative branch and temporarily fill any vacancy of an elected position by appointment as provided by law
- Adopt and enact ordinances/resolutions and appropriate revenue
- Conduct public hearings and take action to assist in informing the public and to identify emergency needs

DIRECTOR OF EMERGENCY MANAGEMENT

The Director of Emergency Management, and in his/her absence, the Deputy Director, is responsible for the following:

- Provide emergency management functions for Spokane County as described in Chapter 1.08 SCC, Chapter 38.52 RCW, and NIMS, as appropriate
- Lead and support the ECC and the Spokane County JIC, as established by policies and procedures in compliance with NIMS
- Advise County officials on direction and control of emergency operations and/or incident management
- Evaluate conditions within Spokane County during emergencies and disasters and advise the BOCC and County Executive to enact emergency ordinances to preserve the public health and safety
- Advise executive heads of political subdivisions within the county on direction and control of their emergency operations, and coordination with County operations and plans
- Represent Spokane County government as the coordinating agent and prepare requests for assistance
- Maintain, operate, coordinate and recommend the appropriate use of the ALERT Spokane notification system
- Coordinate with Spokane County Information Technology to ensure that county communications systems are ready and capable of fulfilling the emergency operations needs of County government

- Assume the role of Applicant Agent for all entities of Spokane County government during the recovery process following an emergency or disaster declaration
- Advise County officials on emergency administrative and financial recovery procedures and requirements
- Advise and assist county officials in obtaining and using defense support to civil authorities
- Coordinate the development and use of emergency plans necessary for County government to achieve preparedness through building and sustaining capabilities in the prevention, protection, mitigation, response, and recovery mission areas

SPOKANE COUNTY EMERGENCY MANAGEMENT

Spokane County Emergency Management is responsible for:
- Act as the sole point of contact for requesting disaster assistance from other governmental agencies (except Mutual/Automatic Aid)
- Coordinate, collect, and consolidate damage assessment, incident, or disaster analysis reports, as necessary and required
- Coordinate ALERT Spokane, EAS, IPAWS and WEA messaging and activation in the event of impending disasters and/or emergencies
- Provide emergency alert and warning to the public, including provision of adequate instructions before, during, and after emergencies
- Coordinate the use of all available resources
- Provide public information and education to support disaster preparedness, response, and mitigation activities and efforts throughout Spokane County communities
- Maintain current ECC operation procedures

EXECUTIVE DIRECTORS AND DEPARTMENT HEADS (CITY, COUNTY, OR ESF LEAD AGENCY WHERE APPROPRIATE)

Department Directors/Heads of city, county or Emergency Support Function (ESF) Lead Agencies are responsible for:
- Ensure that entity/organization's Continuity of Operations Plan (COOP) and related programs can achieve a viable continuity capability within four hours of a continuity event occurring during regular business hours, or within 12 hours outside of normal business hours
- Establish procedures for the preservation of essential records and data technology
- Determine internal chain of command and succession authority to ensure continuity of leadership and operations
- Designate staff and equipment, as available, for field operations in support of other agencies and/or organizations during emergencies and disasters
- Ensure that emergency management training and exercises for department personnel reflect agency expectations as described in this Plan
- Designate employees to serve as either staff of the ECC or as agency representatives in the ECC

- ➢ Make employees available, when requested by SCEM, for appropriate training, planning, exercise conduct and emergency assignments, such as ECC operations

- ➢ Provide staffing to support ECC operations, damage assessments, and/or liaison with other agencies and organizations, when requested by the ECC Manager

- ➢ Provide accurate emergency contacts with phone and pager numbers to SCEM and update as needed

- ➢ Establish policies and procedures for tracking disaster operations, overtime, and other associated costs

- ➢ When necessary, activate internal emergency operation procedures, including internal communications, conducting roll-call and accountability of personnel, conducting a damage assessment, evaluating resource needs, and continually communicating all related information to the ECC

- ➢ Establish mutual aid agreements, contract, and/or other relationships to maintain departmental operations

NONGOVERNMENTAL AND VOLUNTEER ORGANIZATIONS

Leadership of nongovernmental and/or volunteer organizations providing incident support are responsible for:

- ➢ Development and maintenance of procedures specific to their functional responsibilities and community obligations

- ➢ Provide for the recruitment, training, and management of volunteer resources

- ➢ Provide critical emergency services to those in need, such as shelter, food, clothing, cleaning supplies, access to behavioral health support, assistance with post-emergency clean-up, etc.

- ➢ Work cooperatively with the Spokane County Community Organizations Active in Disaster (COAD) committee to conduct community needs assessment to identify unmet needs and coordinate provision of appropriate assistance

- ➢ Advocate for, and provide assistance to the Whole Community

PRIVATE SECTOR AND CRITICAL INFRASTRUCTURE

Leadership of private sector partners and critical infrastructure service providers are responsible for:

- ➢ Ensure that entity/organization's Continuity of Operations Plan (COOP) and related programs can achieve a viable continuity capability within four hours of a continuity event occurring during regular business hours, or within 12 hours outside of normal business hours

- ➢ Development and maintenance of procedures specific to their functional responsibilities and community obligations

- ➢ Development of plans for the protection of personnel, infrastructure and facilities

- ➢ Development and exercise of facility emergency operations plans

- ➢ Collaboration with Emergency Management personnel before an incident occurs to ascertain what assistance may be necessary and appropriate for their organization to provide

CITIZENS, FAMILIES, AND HOUSEHOLDS

Spokane County residents can support emergency management, response and recovery by:

➢ Developing and practicing an emergency plan for their household

➢ Reduce hazards in and around their home

➢ Prepare an emergency supply kit for all household members, including pets and service animals. Be prepared to utilize personal resources and be self-sufficient for a minimum of seven (7) days following an emergency or disaster

➢ Monitor emergency communications to reduce risk of injury, keep emergency routes open for response personnel and apparatus, and reduce demands on landline and cellular communication systems

➢ Register for the ALERT Spokane system to ensure that emergency messaging is received

➢ Consider volunteering with community organizations that support resilience

4.C – EMERGENCY SUPPORT FUNCTION (ESF) LEADS

Emergency Support Function (ESF)	Lead Agencies/Organizations
ESF #1 - Transportation	• Spokane County Public Works • Spokane Transit Authority (STA) • Spokane County Emergency Management
ESF #2 – Communications	• Spokane County Emergency Management • Spokane County IT Department • Spokane Regional Emergency Communication (SREC) • Communications service providers
ESF #3 – Public Works and Engineering	• Spokane County Public Works • Spokane County Environmental Services • Spokane County Building & Planning
ESF #4 – Fire Service	• Spokane County Fire Departments and Fire Protection Districts • WA State Department of Natural Resources
ESF #5 – Information Management and Planning	• Spokane County Emergency Management
ESF #6 – Mass Care, Emergency Assistance, Temporary Housing and Human Services	• Spokane County Community Services • Greater Inland Northwest Red Cross • Spokane County Regional Animal Protection Service (SCRAPS) • Spokane County Emergency Management • Spokane County COAD
ESF #7 – Logistics and Resource Support	• Spokane County Emergency Management
ESF #8 – Public Health, Mortuary, and Medical Services	• Spokane Regional Health District • Spokane County EMS & Trauma Care Council • Spokane County Medical Examiner
ESF #9 – Search and Rescue	• Spokane County Sheriff's Office
ESF #10 – Oil and Hazardous Materials Response	• Fire Departments and Fire Protection Districts • WA State Highway Patrol
ESF #11 – Agriculture and Natural Resources	• Spokane County Emergency Management • Spokane Regional Health District • Spokane County Regional Animal Protection Service

ESF #12 - Energy	• Avista Corporation • Inland Power & Light • Other Electric Utilities • Fuel Pipeline Companies
ESF #13 – Public Safety and Security	• Spokane Sheriff's Office • Municipal Police Agencies
ESF #14 – Long-Term Community Recovery	• Spokane County Emergency Management • Inland NW VOAD
ESF #15 – External Affairs	• Spokane County Emergency Management • Spokane County Joint Information System
ESF #20 – Defense Support to Civilian Authorities	• Spokane County Emergency Management • Spokane County Sheriff's Office

Figure 3

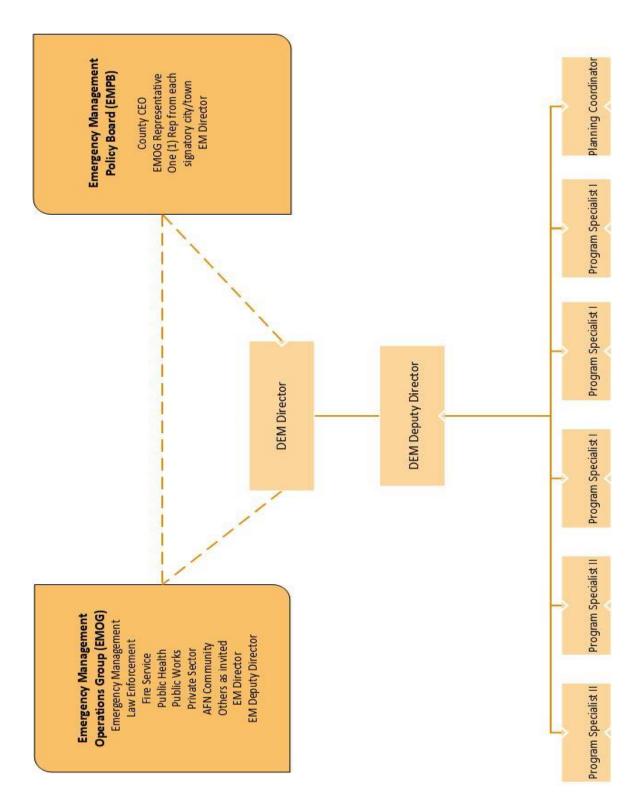## 4.D – SPOKANE COUNTY EMERGENCY MANAGEMENT ORGANIZATION CHART

Figure 4

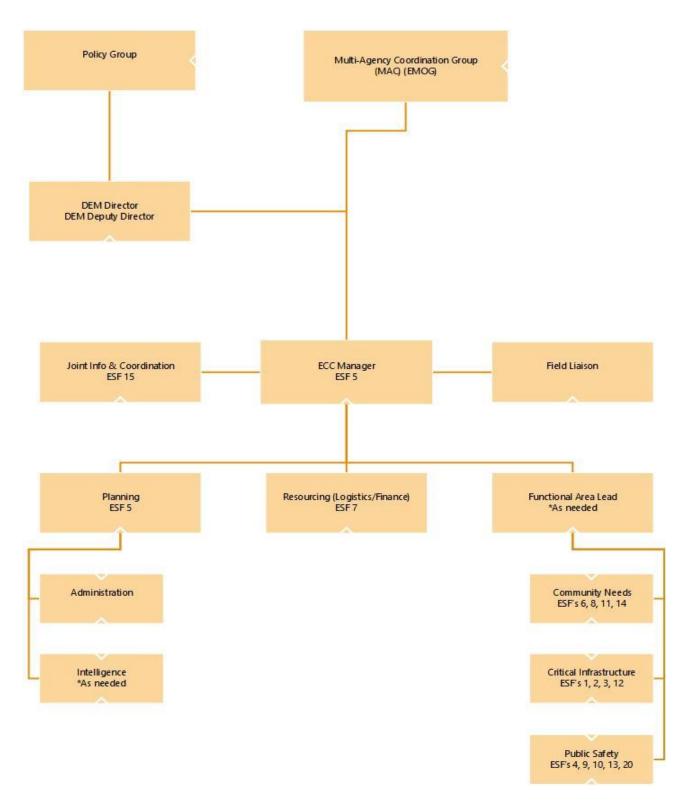## 4.E – SPOKANE COUNTY ECC ORGANIZATION CHART

Figure 5

5. INFORMATION COLLECTION, ANALYSIS, AND DISSEMINATION

The accurate and timely collection, analysis, and sharing of information is critical in developing situational awareness during an emergency or disaster. Information must be shared with all response agencies and partners to ensure that all stakeholders share a Common Operating Picture (COP) of the emergent situation from which appropriate response actions can be determined.

5.A – INFORMATION COLLECTION

Spokane County Emergency Management actively collects information concerning conditions observed throughout the County from all available sources, such as calls or social media posts from residents, calls into the Spokane Regional Emergency Communications call center, reports from impacted communities, and the news media. This information helps determine initial response actions and resource delegations. The SCEM ECC analyzes and compiles information regarding changing conditions for use by the Incident Commander and other stakeholders to inform their incident objectives and decision-making.

ESSENTIAL ELEMENTS OF INFORMATION

Essential Elements of Information (EEI) represent a comprehensive list of impact related information needed by the SCEM ECC from municipal EOCs, departmental operations centers, and field incident command sites to develop situational awareness and create a Common Operating Picture (COP).

Essential Elements of Information items which are normally required for both emergency response and recovery include, but are not limited to:

- ➢ Boundaries of the disaster area
- ➢ Social, economic, political, and environmental impacts
- ➢ Jurisdictional boundaries
- ➢ Status of transportation systems
- ➢ Status of communications systems
- ➢ Access points to the disaster area
- ➢ Status of operating facilities
- ➢ Hazard-specific information
- ➢ Weather data affecting operations
- ➢ Status of critical facilities
- ➢ Status of key personnel
- ➢ Status of ECC activation
- ➢ Status of emergency declarations
- ➢ Major issues and/or activities of ESFs
- ➢ Resource shortfalls
- ➢ Overall priorities for response
- ➢ Status of upcoming activities
- ➢ Status of aerial operational or reconnaissance activities
- ➢ Status of donated resources
- ➢ Pertinent historical information

INFORMATION COLLECTION MATRIX

The following table illustrates information requirements, sources, and reporting frequency common to emergency and disaster response. The table should not be considered all-inclusive as other information may be required based on the situation.

Information Collection Matrix – General Requirements			
What is Needed	**When Needed**	**Comes From**	**Reported To**
Incident Summary	**Immediately**	Incident Commander(s)	Department Ops center to Municipal EOC to County ECC
Incident Needs	**Immediately**	Incident Commander(s)	Department Ops center to Municipal EOC to County ECC
Major Issues/Activities	**Immediately**	Incident Commander(s)	Department Ops center to Municipal EOC to County ECC
Personnel Accountability	**Within first two hours;** Once each Ops period thereafter	Department Head or Designee	To Municipal EOC to County ECC
Communications System Status	**Within first two hours;** Once each Ops period thereafter	Department Head or Designee	To Municipal EOC to County ECC
Evacuation or Relocation	**Within first two hours;** Once each Ops period thereafter	Incident Commander(s); Law Enforcement; Public	To Municipal EOC to County ECC
Facility Damage Assessment	**Within first four hours;** Once each Ops period thereafter	Department Head or Designee	To Municipal EOC to County ECC
Utility Status	**Within first four hours;** Once each Ops period thereafter	Public Works; Infrastructure Partners; Public	To Municipal EOC to County ECC

	Within first four hours; Once each Ops period thereafter	Public Works; Spokane Transit; Public	To Municipal EOC to County ECC
Transportation Route Damage Assessment	Within first four hours; Once each Ops period thereafter	Public Works; Spokane Transit; Public	To Municipal EOC to County ECC
Department Continuity Status	Within first six hours; Once each Ops period thereafter	Department Head or Designee	To Municipal EOC to County ECC
Shelter Requirements	Within first six hours; Once each Ops period thereafter	Incident Commander(s); Red Cross; Public	To Municipal EOC to County ECC
Casualty Summary	Within first six hours; Once each Ops period thereafter	Incident Commander(s); Fire; Law Enforcement; Public	To Municipal EOC to County ECC
Emergency Declaration Status	As soon as possible	Chief Elected Official	To County ECC

Figure 6

5.B – INFORMATION ANALYSIS

Spokane County Emergency Management utilizes the information it collects to produce a variety of reports which include the Essential Elements of Information for the Common Operating Picture, as well document the decisions made and actions taken in response to the emergency.

INFORMATION REPORTING MATRIX

The following table illustrates reporting requirements, sources, and reporting frequency common to emergencies and disasters. This list of reports should not be considered all-inclusive, as other types of reports may be required based on the situation.

Information Reporting Requirements			
Report	**Frequency**	**Comes From**	**Reported To**
Information Snapshot	Within 4 hours of event	Municipal and agency Ops centers	County ECC to State EOC
Situation Report (SitRep)	Daily	Municipal and agency Ops centers	County ECC to State EOC
Resource Requests	As Needed	Incident Commander(s)	County ECC to State EOC
Preliminary Damage Assessments for Public Assistance (PA)	As directed by SEOC, usually daily	Municipal /County Departments and Agencies	County ECC to State EOC

Preliminary Damage Assessments for Individual Assistance (IA)	As directed by SEOC, usually daily	Individuals and Businesses	County ECC to State EOC
Local Proclamation of Emergency	Once per major emergency event	Municipal / County Executive Leadership	County ECC to State EOC
Supplemental Justification	Once per major emergency event	Municipal / County / Agency Ops Centers	County ECC to State EOC

Figure 7

5.C – INFORMATION DISSEMINATION

Information dissemination may occur by phone, radio, television, internet, social media, or in-person. During emergencies and disasters, Spokane County will disseminate information through any and all methods available.

The Spokane Regional Emergency Communication (SREC) system is the primary conduit of initial notification to first response agencies arriving at incidents which threaten lives or property within Spokane County.

SCEM utilizes the ALERT Spokane system to directly disseminate emergency information to either specifically targeted areas in Spokane County or all subscribers, depending upon the situation. The ECC will also utilize its webpage and social media platforms, as well as traditional media contacts to disseminate information.

6. COMMUNICATIONS

Communications utilized during emergency and disaster operations will include all systems now in use by all response agencies and emergency support units, provided they are available. The ECC and the Spokane County JIC, as well as the Mobile Command Vehicle (MCV) will accomplish interjurisdictional and interagency coordination with Incident Command Posts, using designated communications systems. The specific circumstances of each incident will determine the extent of use for each communications system.

Agency two-way radio communications will be the primary means of communications used to direct, control, and coordinate emergency operations. Telephones, text messages, and amateur radio systems will be used to support communications, when necessary and available.

During an incident, use of specific communications systems will conform to the ICS 205 form for a given operational period. When the ECC is activated, having agency representatives physically present facilitates all aspects of interagency communication, with the representatives providing that essential link to coordinate between the ECC and their respective organizations at both the administrative level and field operations.

SCEM has a fully functional and operational amateur radio capability through our Auxiliary Communication Service (ACS) volunteer program. Additionally, the County maintains mobile communication vehicles, including satellite access equipment, and field teams that may be deployed to support communications requirements.

 The Spokane County Joint Information Center/Joint Information System (JIC/JIS) is the central distribution point for communicating with the news media and the public. News media channels on radio and television communicate public information provided by the JIC, when it is active for an incident. Other systems for communicating to County residents and visitors include ALERT Spokane. ALERT Spokane is the emergency notification system that allows SCEM to send critical messaging to all subscribers or only to those within geographically defined areas. The system supports Emergency Alert System (EAS) messaging, as well as Wireless Emergency Alerts (WEA) through the Integrated Public Alert and Warning System (IPAWS) program.

For more detailed information on how SCEM communicates with the Spokane County community, please see the *Spokane County Integrated Emergency Communication Plan* addendum to Emergency Support Function #15: External Affairs, of this *Plan*.

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7. ADMINISTRATION, FINANCE, AND LOGISTICS

7.A – ADMINISTRATION

The Deputy Director of Emergency Management administers the day-to-day functions of Spokane County's local organization of Emergency Management, as well as operations of the ECC. During emergencies and disasters, the ECC or Spokane County Emergency Management (when the ECC is not at a higher activation level) requests damage assessment and emergency expense information from impacted County Departments, unincorporated communities, incorporated cities and towns, special purpose districts and eligible non-governmental organizations and private nonprofits.

SCEM uses the state mission number, provided by a State Emergency Operations Officer (SEOO) for a specific incident, to structure files and organize documents and reports created for, and track all activities in response to, that incident. If the incident receives an emergency or major disaster declaration, FEMA will issue a unique disaster number, and SCEM will cross-reference the state mission number to the federal disaster number.

During recovery from federally declared emergencies and major disasters, thorough and complete documentation is necessary for eligible entities to receive reimbursement under FEMA's Public Assistance program. Through this program, a percentage of eligible costs is recoverable from the federal government. Proper documentation of costs, such as date/time when incurred and the reason(s) for the costs, is required to receive reimbursement. All organizations with disaster responsibilities shall establish and maintain files of disaster-related directives and forms. Documentation, at a minimum, should describe and summarize the actions taken, resources expended, economic/human/environmental impacts, and lessons learned.

Each County Department has, through their Department SOPs, determined the basic structure of their department's operations. During emergencies and disasters, departments will attempt to maintain these administrative and operational processes as much as possible. Depending upon the size of the emergency or disaster and the departments involved, non-essential administrative activities may be suspended. Essential activities of each department should be identified in the individual department's COOP.

7.B – FINANCE

Emergency expenditures are not normally integrated into the budgeting process of local governments. However, disasters may occur which require substantial and necessary unanticipated obligations and expenditures. The financing of emergency response and recovery actions is provided for in the following statutes:

➢ Counties: RCW 36.40.180 and 36.40.190

➢ Cities with populations under 300,000: RCW 35.33.081 and 35.33.101

➢ Municipal and county governments are authorized to contract for construction or work on a cost basis for emergency services by RCW 38.52.390

Records shall be kept do disaster-related expenditures and obligations can be readily identified from regular or general programs and activities.

Each County Department, agency, and jurisdiction is responsible for tracking, compiling, and submitting accurate and complete disaster-related expenditures to be used in the development of the Supplemental Justification and the Preliminary Damage Assessments that go to the SEOC to aid in the State's application for federal assistance under the Stafford Act. Any eligible entity desiring federal disaster must comply with these documentation requirements.

Audits of the County's, cities', and towns' disaster-related emergency expenditures will be conducted in the course of normal audits of state and local records. Audits of projects approved for funding with federal disaster assistance funds are necessary at project completion to determine the propriety and eligibility of the costs claimed by the applicant. These audits are performed by the federal government.

The ECC's Finance Section will also track donated goods, services, and volunteer hours to use towards the County's cost-sharing requirements for federal disaster assistance.

7.C – LOGISTICS

The coordination of a limited supply of disaster-related resources to provide for maximum utilization during an emergency or disaster is a primary responsibility of SCEM.

Each County Department and municipality shall keep a current inventory of all resources. This inventory shall be provided to SCEM upon request and updated as necessary. Resource information should include procedures/guidelines and points of contact to facilitate rapid acquisition of needed resources.

Departments and agencies responding to emergency or disaster incidents should first use their available, internal department resources.

During activations, the ECC's Logistics Section will manage the resources provided in support of emergency operations, beginning with the receipt of resource requests from field personnel, such as the Incident Commander, or other authorized official. Procurement of resources may occur through:

➢ Direct purchase from a supplier or vendor

➢ Contract

➢ Local Mutual Aid, such as WAMAS

➢ EMAC request submitted through the SEOC

When immediate procurement of resources is necessary, the County emergency proclamation allows for temporary suspension of the normal procurement process. When there are multiple competing resource requests for a limited supply of resources, the ECC Manager prioritizes resource acquisition and/or distribution according to the Incident Action Plan (IAP), and under advisement from the Operations Section Chief. The scale or complexity of the incident, competing requests, ongoing threats to life safety, current or expected conditions, location of the resource relative to the incident scene, and the means of distribution/delivery are all factors that can influence prioritization of resource requests. In instances where a determination of priority cannot be made effectively by the ECC, the Policy Group will be convened to provide resolution and direction.

The ECC will track all resources provided for responding to and recovering from emergencies and major disasters. Whenever possible, resources are returned to their original configuration/condition upon demobilization.

All departments/agencies are expected to maintain an inventory of all non-consumable items, to include their disposition after the conclusion of the emergency proclamation. Items that are not accounted for, or that are placed into local government inventory as an asset may not be eligible for reimbursement.

The executive heads of local political subdivisions are "directed to utilize the services, equipment, supplies, and facilities of existing departments, offices, and agencies" of their political subdivision and "all such departments, offices, and agencies are directed to cooperate with and extend such services and facilities to the emergency management organizations of the state upon request notwithstanding any other provision of law." (RCW 38.52.110(1))

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8. PLAN DEVELOPMENT AND MAINTENANCE

8.A – PLAN DEVELOPMENT

As situations change, new hazards are identified, agencies are restructured, population grows, and new laws and regulations take effect, emergency operations plans must undergo constant review and update in order to reflect the evolving environment within which they must work. This version of the Spokane County *Comprehensive Emergency Management Plan* (CEMP) is a complete revision of the prior 2014 document. This revision was necessary to incorporate changes made to SCEM's internal organizational structure, its placement within the overall Spokane County governance structure, its programmatic elements, and its contract for services provided to stakeholders.

Spokane County Emergency Management created a core planning team of the six SCEM staff members and the members of the Emergency Management Operations Group (EMOG) who represent many of SCEM's partner agencies and stakeholder organizations. This Team reviewed and provided comment on each section of the Basic Plan. The various County Departments and other agencies/organizations identified in the Emergency Support Function (ESF) Annexes reviewed each applicable ESF. SCEM incorporated comments received into this new document. Some of the ESF Annexes are reviewed on a separate, annual cycle or include other separate plans as attachments.

8.B – PLAN MAINTENANCE

Spokane County Emergency Management is responsible for plan maintenance and change management.

Portions of this *Plan* will be tested during annual exercises conducted by SCEM. As needed changes are noted, they will be incorporated and revisions sent to the relevant agencies. Following emergencies or disasters where specific sections of the *Plan* are implemented, recognized problems, either internal or external to the *Plan* will be evaluated and changes made to the *Plan*.

Changes may include additions of new or supplementary material and deletions. No proposed change can contradict, or override, authorities contained in statute, order, or regulation.

Any agency or organization with assigned responsibilities within the *Plan* may propose a change to the *Plan*. The ESF Lead Agency is responsible for coordinating proposed changes with other Lead Agencies, Support Agencies, and other impacted stakeholders. SCEM will coordinate review and approval for proposed modifications, as necessary.

SCEM will issue official Notice of Change announcements for each approved change to the Plan. The notice will include the effective date of the change, purpose of the change, actions required due to the change, and provide the change language on one or more numbered and dated insert pages. Once published, the changes become part of the CEMP for operational purposes pending a formal revision and re-issuance of the entire document. Interim changes can receive further revision using this process.

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9. AUTHORITIES AND REFERENCES

9.A – AUTHORITIES

LOCAL AUTHORITIES
- ➢ Chapter 1.08 SCC: Emergency Management Organization
- ➢ Spokane County Continuity of Government Plan (COG), in development
- ➢ Spokane County Continuity of Operations Plans, in development

STATE AUTHORITIES
- ➢ Chapter 38.52 RCW: Emergency Management
- ➢ Chapter 38.56 RCW: Intrastate Mutual Aid System
- ➢ Chapter 118-30 WAC: Local Emergency Management/Services Organizations, Plans, and Programs
- ➢ RCW 36.40.180: Emergencies subject to hearing – Nondebatable emergencies
- ➢ RCW 36.40.190: Payment of emergency warrants

FEDERAL AUTHORITIES
- ➢ Americans with Disabilities Act of 1990 (ADA), Public Law No. 101-336, 104 Stat. 327 (Codified as amended at 42 USC ss 12101 (2008))
- ➢ Bush, George W. Homeland Security Presidential Directive/HSPD-5, "Management of Domestic Incidents," (2003 comp.)
- ➢ Civil Rights Act of 1964, Public law No. 88-352, 78 Stat. 241 (1964)
- ➢ Civil Rights Restoration Act of 1987, Public Law No. 100-259, 102 Stat. 28 (1987)
- ➢ Clinton, William J. Executive Order 13166, "Improving Access to Services for Persons with Limited English Proficiency," *Code of Federal Regulations*, title 3 (2001 comp.)
- ➢ Disaster Mitigation Act of 2000 (DMA 2000), Public Law No. 106-390, 114 Stat. 1552 (2000)
- ➢ Disaster Recovery Reform Act of 2018 (DRRA), Division D of Public Law No. 115-254, 132 Stat. 3438 (2018)
- ➢ Homeland Security Act of 2002 (HAS), Public Law No. 107-296, 116 Stat. 2135 (2002)
- ➢ Obama, Barrack. Presidential Policy Directive/PPD-8, "National Preparedness," (2011 comp.)
- ➢ Pets Evacuation and Transportation Standards Act of 2006 (PETS), Public Law No. 109-308, 120 Stat. 1725 (2006)
- ➢ Post-Katrina Emergency Management Reform Act of 2006 (PKEMRA), Title VI of Public Law No. 109-295, 120 Stat.1394 (2006)
- ➢ Robert T. Stafford Disaster Relief and Emergency Assistance Act of 1988 (Stafford Act), Public Law No. 100-707, 102 Stat. 4689 (codified at 42 USC 5121 et seq. (1988))
- ➢ Sandy Recovery Improvement Act of 2013 (SRIA), Division B of Public Law No. 113-2, 127 Stat. 39 (2013)
- ➢ US Department of Homeland Security. *National Incident Management System, Third Edition*. Washington D.C.: DHS 2017

9.B – REFERENCES

- Federal Emergency Management Agency. *Comprehensive Preparedness Guide (CPG) 101: Developing and Maintaining Emergency Operations Plans, Version 2.0*. Washington D.C.: DHS-FEMA, 2010
- Federal Emergency Management Agency. *Comprehensive Preparedness Guide (CPG) 201: Threat and Hazard Identification and Risk Assessment (THIRA) and Stakeholder Preparedness Review (SPR) Guide, Third Edition*. Washington D.C.: DHS-FEMA, 2018
- US Department of Homeland Security. *National Preparedness Goal, Second Edition*. Washington D.C.: DHS, 2015
- US Department of Homeland Security. *National Response Framework, Fourth Edition*. Washington D.C.: DHS, 2019
- US Department of Homeland Security. *Planning Considerations: Evacuation and Shelter-in-Place*. Washington D.C.: DHS, 2019
- Washington State Military Department- Emergency Management Division. *Washington State Comprehensive Emergency Management Plan*. Camp Murray, WA: WMD-EMD, 2019

EMERGENCY SUPPORT FUNCTIONS

Emergency Support Functions Scope Descriptions	
Emergency Support Function	**Primary Tasks (Not all inclusive)**
ESF #1 - Transportation	Monitor, assess, and report the status of transportation systems; coordinate temporary alternative transportation solutions; coordinate restoration and recovery of transportation systems and infrastructure
ESF #2 – Communications	Coordinate emergent communications; coordinate with telecommunications, broadcasters, and information technology industries
ESF #3 – Public Works and Engineering	Infrastructure protection, emergency repair, and restoration; debris and solid waste management; engineering services
ESF #4 – Fire Service	Coordinate public fire and life safety services; provide support to wildland, rural, and urban firefighting operations
ESF #5 – Information Management and Planning	Coordination of incident management and response efforts; information collection, analysis, and planning for emergent operations
ESF #6 – Mass Care, Emergency Assistance, Temporary Housing and Human Services	Mass care feeding, and sheltering of persons displaced by disaster; safety and well-being of household pets; provision of emergency assistance to families; coordination of donated goods and services; human services
ESF #7 – Logistics and Resource Support	Provision of logistic support to include facility space, equipment, supplies, and contracting
ESF #8 – Public Health, Mortuary, and Medical Services	Assessment and support of public health and medical needs; mental health services; mass casualty and fatality management
ESF #9 – Search and Rescue	Search and rescue operations

ESF #10 – Oil and Hazardous Materials Response	Coordination of response to oil and hazardous materials spills and incidents
ESF #11 – Agriculture and Natural Resources	Nutritional assistance; animal and plant disease and pest response; food safety and security; Protection of cultural resources and historical properties
ESF #12 - Energy	Energy and utility sector coordination; assessment, repair, and restoration of energy and public utilities
ESF #13 – Public Safety and Security	Law enforcement, public safety, and security support; support access, traffic, and crowd control
ESF #14 – Long-Term Community Recovery	Coordination of community restoration; support of local economy
ESF #15 – External Affairs	Emergency public information and protective action guidance; media and community relations
ESF #20 – Defense Support to Civilian Authorities	Coordination of support from military departments to civil authorities

Figure 8

ESF #1 - TRANSPORTATION

EMERGENCY SUPPORT FUNCTION COORDINATOR
- ➢ Spokane County Public Works

LEAD AGENCIES – TRANSPORTATION INFRASTRUCTURE
- ➢ Spokane County Public Works – Roads
- ➢ Municipal / Township Public Works – Roads
- ➢ Spokane International Airport

LEAD AGENCIES – MOVEMENT OF PEOPLE AND COMMONLY RECOGNIZED COMPANION ANIMALS
- ➢ Spokane Transit Authority (STA)
- ➢ Spokane County Emergency Management (SCEM)

SUPPORTING AGENCIES
- ➢ Spokane County Sheriff's Office (SCSO)
- ➢ Municipal / Township / Tribal Law Enforcement Agencies
- ➢ Spokane County Emergency Management (SCEM)
- ➢ Spokane County School Districts
- ➢ Special Mobility Services
- ➢ Fairchild Air Force Base
- ➢ Rail Transportation Agencies

INTRODUCTION

PURPOSE

The purpose of ESF #1 – Transportation is to provide organization, mobilization, and coordination of transportation services and infrastructure restoration during and following an emergency or disaster impacting Spokane County.

SCOPE

The provision of transportation support involves roads, bridges, transit, rail, and airports. The responsibility for prioritization and restoration of transportation infrastructure and systems is the responsibility of the entity that owns the infrastructure.

Activities within the scope of this ESF include, but are not limited to, the coordination between local, county, state, and federal agencies, special purpose districts, and other partners to:

- ➢ Monitor, assess, and report the status of and damage to the transportation infrastructure and systems as a result of the incident or event

- Identify temporary alternative transportation solutions when infrastructure or systems are damaged, unavailable, or overwhelmed
- Coordinate the restoration and recovery of the transportation infrastructure and systems
- Coordinate transportation support requests between agencies, jurisdictions, and partners
- Coordinate and support prevention, preparedness, response, recovery, and mitigation activities among transportation stakeholders within the authorities and resource limitations of ESF #1 agencies

CORE CAPABILITIES AND ACTIONS

The following table identifies the Core Capabilities which are supported by ESF #1 activities. In addition to the capabilities listed, all ESFs support the Planning, Operational Coordination, and Public Information & Warning capabilities, as well.

Mission Area	Core Capability	Description and Actions
Response	Critical Transportation	1. Establish physical access through transportation corridors. 2. Transition into recovery for road systems in affected areas. 3.Clear debris from road, rail, airfields to facilitate response operations. 4. Provide transportation (including infrastructure access and accessible transportation services) for response priority objectives, including the movement of people and animals, and the delivery of vital response personnel into affected area. 5. Restore basic transportation services for community functionality to save lives, and to meet the needs of disaster survivors.
	Infrastructure Systems	1. Assess, prioritize, and stabilize immediate infrastructure threats to the affected population. 2. Formalize partnerships with governmental and private sector cyber incident or emergency response teams to accept, assess, prioritize, and collaboratively respond to cascading impacts in an efficient manner. 3. Compile and assess reported damage to the Spokane County transportation infrastructure and prioritize the use of functional infrastructure
Recovery	Infrastructure Systems	1. Provide systems that meet the community needs while minimizing service disruption during restoration within the specified timeline in the recovery plan. 2. Restore and sustain essential public transportation services and infrastructure systems to maintain community functionality. 3. Develop a plan with a specified timeline for redeveloping community services and infrastructure to contribute to resilience, accessibility, and sustainability.

POLICIES

The Spokane County ECC will focus on the coordination of regional transportation response activities for emergencies and disasters affecting Spokane County.

All ESF #1 participating agencies will, to the greatest extent possible:

➢ Utilize day-to-day policies to facilitate the integrity of transportation systems and infrastructure, except when the situation requires exceptional policy changes or modifications;

➢ Support the coordination and information collection of transportation damage assessments;

➢ Provide for the inspection, repair, and operation of resources owned by the agency or those agencies with contractual obligations to maintain resources;

➢ Ensure the development and maintenance of a robust Continuity of Operations (COOP) program and plan for maintaining their essential functions.

SITUATION

EMERGENCY OR DISASTER CONDITIONS AND HAZARDS

Reference the *Spokane County Mitigation Plan* and/or Threat and Hazard Identification and Risk Assessment (THIRA), both separately published documents, for information on the natural and human-caused events that may affect Spokane County. The severity and scale of the emergency or disaster may impact the integrity of the transportation systems and hinder the delivery of essential transportation services.

PLANNING ASSUMPTIONS

Emergencies and disasters may cause damage to regional transportation infrastructure, including resources and assets such as fuel facilities, service shops, etc. The type and degree of damage will determine the effectiveness of response and recovery efforts. The condition of transportation infrastructure in adjacent jurisdictions may impact resource acquisition and distribution within Spokane County.

Residents who rely solely on transportation resources on a day-to-day basis will be impacted. Some individuals with access and functional needs who rely on resources such as paratransit services will also be impacted.

Rapid assessment of the disaster impact area must be made to determine response priorities and transportation demands. Repair to transportation infrastructure may be delayed due to insufficient availability of existing resources, engineering, and construction services.

CONCEPT OF OPERATIONS

The coordination of this ESF will rely heavily on the partnerships and collaborative efforts of all the primary and support agencies involved. There may also be situations whereby federal agency influence will play a key role (i.e. act of terrorism).

GENERAL

- Primary and support agencies are responsible for coordinating the transportation response and providing recovery support and services to assist in sustaining and repairing Spokane County's transportation system integrity.

- Requests for transportation assistance will be received, prioritized, and coordinated by ESF #1 agencies and transportation representatives in the Spokane County ECC.

- Transportation resources may be obtained from County/Municipal departments, private sector, volunteer organizations, and other jurisdictions. Some resources may have costs associated with their use.

MITIGATION ACTIVITIES

- Surge staffing, re-routing, pre-staging of equipment, and readiness activities.

- Assessment of communications capabilities of various transportation vehicles and determine if additional communications assets are needed.

- Identify current procedures for activation of transportation assets to include alternate transportation services and volunteer services.

- Review and evaluate Memoranda of Understanding to determine if revisions or additional agreements are needed.

PREPAREDNESS ACTIVITIES

- Review and update equipment and resource lists on a regular basis
- Review and revise response plans on a regular basis. Ensure partner agency familiarity with roles and responsibilities.

RESPONSE ACTIVITIES

- Notification of personnel, mutual aid partners, and contract vendors.
- Establish and maintain contact with the Incident Commander and ECC for instructions.
- Begin clear documentation stream of all related costs, actions, decisions, and communications.
- Identification of evacuation routes, coordinated among impacted agencies.
- Coordination of restoration and repair of critical transportation facilities and systems, including transit, roadways, bridges, railways, and airports.
- Coordination of transportation services for use in evacuation operations.

RECOVERY ACTIVITIES

- Identification and restoration of needed service modes, and re-establishment of routes and programs.

- ➢ Return equipment and personnel to regular schedules
- ➢ Survey all vehicles for incident-related damages
- ➢ Attend scheduled meetings for Public Assistance program; complete required applications, documentation, and submissions.

RESPONSIBILITIES

ALL PRIMARY AND SUPPORTING ESF AGENCIES

- ➢ Establish and maintain disaster-related policies, plans, systems, and procedures for:
  - o Personnel accountability, safety, lines of authority and succession
  - o Logistical support for personnel and equipment
  - o Facility/infrastructure damage assessment and reporting
  - o Continuity of operations
  - o Facility/infrastructure repair and restoration
- ➢ Provide an assessment of damages and operational status to the Spokane County ECC
- ➢ Assist in making temporary emergency repairs, bypasses, or alterations to provisionally restore transportation lifelines, facilities, and structures.
- ➢ Pre-determine and manage access to critical lifeline routes and communicate state to the ECC.
- ➢ Coordinate with local transit authorities regarding lifeline routes and maintaining those routes by conducting and/or coordinating debris removal
- ➢ Assist other first response agencies with barricades and contribute other traffic related supplies and expertise.
- ➢ Assist the Joint Information Center (JIC), when activated, by providing transportation system status updates and related communications.
- ➢ Participate in recovery plan development to address long-term restoration and continuity of transportation services and facilities

SPOKANE COUNTY PUBLIC WORKS – COUNTY ENGINEER & ROADS MAINTENANCE

- ➢ Assign a liaison to the ECC to coordinate emergency response and initial recovery operations.
- ➢ Coordinate transportation-related activities with municipal partners and neighboring jurisdictions as appropriate.
- ➢ Inspect and repair County transportation infrastructure and facilities.
- ➢ Determine usable portions of the County's transportation system and coordinate and control emergency traffic regulations in conjunction with appropriate law enforcement agencies.
- ➢ Make temporary emergency repairs, bypasses, or debris clearing to provisionally restore transportation routes, facilities, and structures.
- ➢ Report operational status and resource requirements to County ECC.
- ➢ Provide vehicles, equipment, materials, supplies, and on-site vehicle repair as necessary for the function of Spokane County government and, as resources allow, for other affected jurisdictions during emergency or disaster.
- ➢ Coordinate public information and provide support personnel to the Joint Information Center (JIC) when activated.

MUNICIPAL / TOWNSHIP PUBLIC WORKS DEPARTMENTS

- ➢ Compile and assess damage assessments and operational status of local transportation system

infrastructure and report to County ECC.

- Prioritize the use of the local jurisdiction's operational transportation system and coordinate transportation-related activities (detours, bypasses, etc.) with neighboring jurisdictions and law enforcement agencies.
- Provide vehicles, equipment, materials, supplies, and on-site vehicle repair as necessary for the function of local jurisdiction's government and, as resources allow, for other affected jurisdictions during emergency or disaster.
- Coordinate public information and provide support personnel to the Joint Information Center (JIC) when activated.

SPOKANE INTERNATIONAL AIRPORT

- Report damage assessment and operational status to County ECC.
- Make temporary repairs to provisionally restore airport operations.
- Ensure priority flights continue to operate, subject to safety procedures.
- Provide airport facilities and space for an emergency or disaster staging area, as needed and appropriate.

SPOKANE TRANSIT AUTHORITY

- Coordinate and provide emergency transit support and services for the movement of people, equipment, and supplies in Spokane County.
- Provide a detailed assessment of damages and the operational status of buses, transit facilities and equipment to the County ECC, and make temporary repairs to provisionally restore services and operations.
- Coordinate service delivery as requested and as resources allow in the affected jurisdictions and areas.
- Maintain transportation resources for the public, including specialized modes of transportation for community members with access and functional needs.
- Identify and coordinate critical routes and communicate status to transportation liaison in County ECC.
- Provide personnel, communication assistance, buses, non-revenue vehicles, and equipment to assist Spokane County with emergency operations.
- Coordinate public information and provide public information officer(s) and support personnel to the Spokane County Joint Information Center (JIC) as appropriate.
- Return transit services to normal levels as soon as possible following the emergency or disaster.

SPOKANE COUNTY EMERGENCY MANAGEMENT

- Activate the Spokane County ECC and JIC in support of emergency operations, as appropriate.
- Identify and prioritize transportation needs; coordinate mobilization of emergency transportation resources.
- Coordinate the assessment of damages to the transportation infrastructure; collect, analyze, evaluate, and compile assessment information.
- Coordinate emergency transportation assignments of County-owned vehicles when indicated and resources allow.
- Develop agreements and/or contracts with transportation resources.

SPOKANE COUNTY SHERIFF'S OFFICE AND MUNICPAL LAW ENFORCEMENT AGENCIES

- ➢ Assist in emergency traffic controls.
- ➢ Provide law enforcement resources to assist with special emergency or disaster requirements.
- ➢ Provide air, ground, and marine assets to support response and recovery efforts following an emergency or disaster.
- ➢ Assist with maintaining traffic flow and enforcing transportation usage priorities.

SPOKANE COUNTY PUBLIC SCHOOL DISTRICTS

- ➢ Provide support through available resources for transportation-related missions and activities in Spokane County.

PRIVATE TRANSPORTATION AND SPECIAL MOBILITY SERVICES

- ➢ Provide emergency services, when possible.
- ➢ Coordinate the use of available equipment and personnel resources to assist with emergency or disaster operations as requested and as resources allow.
- ➢ Liaison with private and non-profit specialized transportation programs to determine the status of available vehicles/drivers to transport the access and functional needs population.

FAIRCHILD AIR FORCE BASE

- ➢ Coordinate potential use of airfield, as appropriate, for rotary and fixed-wing aircraft for the movement of people and goods to support a local response, if needed.
- ➢ Provide air and surface-related support during an emergency or disaster, as activated under Defense Support to Civilian Authorities (DSCA).

PRIVATE RAIL CARRIERS

- ➢ Provide support through available resources for transportation-related missions and activities in Spokane County.

STATE LEAD – WA STATE DEPARTMENT OF TRANSPORTATION (WSDOT)

- ➢ Provide liaison to the County ECC to coordinate emergency response and early recovery activities.
- ➢ Perform all duties necessary to protect state highways.
- ➢ Remove or take actions to reduce hazards on the highways that may endanger the traveling public.
- ➢ Close or restrict any portion of a state highway whenever conditions are such that for any reason its unrestricted use will put life and/or property in harm's way
- ➢ Provide for the reconstruction, repair, and maintenance of state highways, bridges, and alternate routes.
- ➢ Mobilize personnel and equipment required for emergency engineering services on state highways.
- ➢ Assist the WSP when possible or practicable, providing access control, assistance with re-routing, providing equipment and materials, etc.
- ➢ Provide assistance for hazardous materials incidents.
- ➢ Perform damage assessment, determine usable portions of the state roadway network.
- ➢ Provide information on emergency response activities to the media and the public.

WASHINGTON STATE PATROL (WSP)

➢ Assist in emergency traffic controls.
➢ Provide law enforcement resources to assist with special emergency or disaster requirements.
➢ Provide air, ground, and marine assets to support response and recovery efforts following an emergency or disaster.
➢ Assist with maintaining traffic flow and enforcing traffic usage priorities.

ESF #2 - COMMUNICATIONS

EMERGENCY SUPPORT FUNCTION COORDINATOR

➢ Spokane County Emergency Management

LEAD AGENCY – ALERT & WARNING

➢ Spokane County Emergency Management

LEAD AGENCY – RADIO COMMUNICATIONS

➢ Spokane Regional Emergency Communications (SREC) - Radio

LEAD AGENCY – CYBERSECURITY

➢ Spokane County Department of Information Technology

LEAD AGENCIES – TELECOMMUNICATIONS

➢ Spokane County Department of Information Technology
➢ Private Communications Service Providers

SUPPORTING AGENCIES

➢ Spokane Regional Emergency Communications (SREC) - Dispatch
➢ City of Spokane Police/Fire Dispatch
➢ City of Cheney Police Dispatch
➢ WA State Patrol District 4
➢ Spokane County Auxiliary Communications Service (ACS)
➢ Municipal / Township / Tribal Law Enforcement Agencies
➢ Spokane County Fire Departments and Districts
➢ Private Communication Service Providers
➢ Regional Radio and Television Broadcasters

INTRODUCTION

PURPOSE

The purpose of ESF #2 – Communications is to establish and maintain the continued operation of all communication systems necessary for 1) the direction and control of any emergency situation; 2) the emergent notification of public officials and the general public of an impending or occurring emergency or disaster; and 3) the coordination with telecommunications service providers for the protection, repair, and restoration of telecommunications infrastructure and service.

SCOPE

Emergency Support Function #2 – Communications applies to the communications and warning resources within Spokane County and the emergency use of these resources. It describes the

coordination necessary and the actions to be taken to establish and maintain telecommunications, information systems, and alert and warning notification in preparation for, response to, and recovery from an emergency or disaster impacting the population and/or operation of Spokane County.

This ESF also addresses the cybersecurity responsibilities and plans which support and sustain the protection of Spokane County's communications technologies and systems.

CORE CAPABILITIES AND ACTIONS

The following table identifies the Core Capabilities which are supported by ESF #2 activities. In addition to the capabilities listed, all ESFs support the Planning, Operational Coordination, and Public Information & Warning capabilities, as well.

Mission Area	Core Capability	Description and Actions
Protection	Cybersecurity	1. Implement countermeasures, technologies, and policies to protect physical and cyber assets, networks, applications, and systems. 2. Secure, to the extent possible, public and private networks and critical infrastructure based on vulnerability results from risk assessment, mitigation, and incident response capabilities. 3. Formalize partnerships between communities, governmental and private sector entities to support on-going cybersecurity protection and response planning. 4. Share actionable cyber threat information with all partners to promote situational awareness. 5. Implement risk-informed standards to ensure the security, reliability, integrity, and availability of critical information, records, and communications systems and services through collaborative efforts. 6. Detect and analyze malicious activity and support mitigation activities. 7. Create resilient cyber systems that allow for the uninterrupted continuation of essential functions.

Response	Operational Communications	1. Ensure the capacity for timely communications in support of security, situational awareness, and response operations.
		2. Ensure the capacity to communicate with both the emergency response community and the affected populations, and establish interoperable communications between federal, tribal, state and local response agencies.
		3. Re-establish sufficient communications infrastructure within the affected area(s) to support on-going response activities.
		4. Re-establish critical information networks in order to inform situational awareness, enable incident response, and support the resilience of essential systems.

POLICIES

The Spokane County ECC will focus on the coordination of regional communication response activities for emergencies and disasters affecting Spokane County, and will use normal communications and warning systems as much as possible during disaster situations.

Emergent communications contain extremely time-sensitive emergency information to the public that may include information about evacuation or other protective actions. These emergent communications will be released through ALERT Spokane, including Emergency Alert System (EAS) and the Wireless Emergency Alert (WEA) systems as appropriate.

Non-emergent communications include information that is not of an immediate time-sensitive nature, and will be coordinated and released via Joint Information System (JIS) Public Information channels. Policies, procedures, and guidance for issuing non-emergent public information is found in ESF #15 – Public Affairs.

Telecommunications and warning support requirements which cannot be met at the lowest level of authority will be coordinated through the Spokane County ECC.

Priority in re-establishing communications systems within Spokane County is 1) life safety; 2) critical government functions; and 3) protection of property, the economy and the environment.

SITUATION

EMERGENCY OR DISASTER CONDITIONS AND HAZARDS

Reference the *Spokane County Mitigation Plan* and/or Threat and Hazard Identification and Risk Assessment (THIRA), both separately published documents, for information on the natural and human-caused events that may affect Spokane County.

PLANNING ASSUMPTIONS

In the event of an emergency or large-scale disaster, response support from outside jurisdictions or agencies may not be immediately available. Communications equipment, personnel, and procedures must be able to support emergency needs until additional assistance is available.

Communications systems are vulnerable and may be damaged, destroyed, or over-whelmed during and following an emergency or disaster. Due to disrupted transportation routes, weather conditions, level of damage, or lack of resources, repairs to communications equipment and infrastructure could take days, weeks or months.

Alternate communications systems such as ACS radio will be used when normal communications systems are over-whelmed, inadequate, or non-functional.

CONCEPT OF OPERATIONS

Communications capabilities, including daily communications, alert and warning, response and recovery, search and rescue, and coordination with local public safety agencies and the state must be readily available for emergency operations.

GENERAL

➢ Spokane County Emergency Management is the primary point of contact for the communications industry support of the county infrastructure or response to a proclaimed county or regional disaster. SCEM will prioritize conflicting requests for assistance from county agencies and first responders and recommend solutions.

➢ Spokane County utilizes a wide variety of communications systems, including, but not limited to: telephone, satellite phone, cellular phone, internet, television and AM/FM radio broadcast. Radio systems in place for use by the ECC include: HF, UHF, VHF-Low, VHF-High, satellite, 800 MHz, 700 MHz, and HF voice and data.

➢ Mass notification through the ALERT Spokane program may be activated through SREC Dispatch, or the SCEM Duty Officer. This includes the Integrated Public Alert and Warning System (IPAWS) architecture for both Emergency Alert System (EAS) and Wireless Emergency Alert (WEA) notifications. Use of the WEA system is available only through the SCEM Duty Officer and requires prior approval from the SCEM Deputy Director. ALERT Spokane is compatible with TTY/TDD technologies and can be used to send messages in alternate languages for limited English proficiency, but not all languages are available and/or recognized by the system.

➢ Pre-established relationships with community partners and organizations will be leveraged to support dissemination of emergency messaging to reach populations with limited English proficiency.

➢ The National Warning System (NAWAS) is the primary system used by the state and federal government to disseminate warnings. Spokane Regional Emergency Communications (SREC) is the primary warning reception point for Spokane County.

➢ Communications with local cities and towns will be maintained through radio contact when data, telephone services and other methods are unavailable.

➢ When an emergency or disaster requires the establishment of mobile communications assets, mobile command posts, or operations centers other that the ECC, SCEM will coordinate the delivery of needed resources through Mutual Aid agreements, contracts, or by request to the State Emergency Operations Center (SEOC).

MITIGATION ACTIVITIES

- Analyze potential disasters and expand ECC communications capabilities to meet all situations
- Identify facilities, agencies, personnel, and other resources necessary to support ECC operations
- Train staff in communication procedures and equipment
- Support, as appropriate, mitigation activities undertaken by the Spokane County Department of Information Technology

PREPAREDNESS ACTIVITIES

- Pre-identify communications facilities, equipment, and personnel throughout the county that could be made available to support response and recovery efforts
- Encourage and promote interoperability among local jurisdictions
- Conduct regularly scheduled communication tests and drills with communications centers and other pre-designated emergency communications support facilities to ensure operational readiness and procedural familiarity
- Utilize ECC telecommunications and IT equipment as an integral part of all communications systems in exercises

RESPONSE ACTIVITIES

- Identify the actual and planned actions of commercial telecommunications companies to restore services
- Determine availability and location of ESF #2 support assets and the time-frame for deployment of those assets
- Coordinate the acquisition and deployment of communications equipment, personnel, and resources to establish temporary communications capabilities within the affected area
- Compile damage assessment information obtained from assessment teams, telecommunications industry partners, and other city/county agencies
- Assess the need for and obtain telecommunications industry support as necessary
- Prioritize the deployment of services and equipment based on available resources and critical needs
- Coordinate communications support to all governmental, quasi-governmental and volunteer agencies as required

RECOVERY ACTIVITIES

- Return and inventory radio equipment and resources to regular service
- Assemble and index all incident documentation
- Provide copies of all radio traffic recording for incident record
- Evaluate effectiveness of communications systems and messaging to reach the public, partner organizations, and neighboring jurisdictions
- Participate in Public Assistance process as required and appropriate

RESPONSIBILITIES

ALL PRIMARY AND SUPPORTING ESF AGENCIES

➢ Establish and maintain disaster-related policies, plans, systems, and procedures for:
  - o Personnel accountability, safety, lines of authority and succession
  - o Logistical support for personnel and equipment
  - o Facility/infrastructure damage assessment and reporting
  - o Continuity of operations
  - o Facility/infrastructure repair and restoration
➢ Provide an assessment of damages and operational status to the Spokane County ECC
➢ Assist the Joint Information Center (JIC), when activated

SPOKANE COUNTY DEPARTMENT OF INFORMATION TECHNOLOGY

➢ Assign a liaison to the ECC to coordinate emergency response and initial recovery operations.
➢ Coordinate maintenance, repair, and restoration of phone and network connectivity with telecommunications service providers
➢ Establishes, maintains, repairs, and upgrades phone and network systems within/for supported Spokane County departments and agencies
➢ Provides subject matter expertise to solve/resolve telecommunications issues
➢ Provide computer, telephone, and data support to disaster response and recovery operations
➢ Identify, assess, and report damages to telecommunications and data systems
➢ Provide GIS support, as requested, to Spokane County ECC
➢ Provide leadership and direction for response to and recovery from cybersecurity incidents

SPOKANE REGIONAL EMERGENCY COMMUNICATIONS (SREC 911) - RADIO

➢ Assign a liaison to the ECC to coordinate emergency response and initial recovery operations, as requested and appropriate
➢ Establishes, maintains, repairs, and upgrades the 800 MHz system, VHF and UHF Mutual Aid radio system for supported agencies and jurisdictions
➢ Identify, assess, and report damages to the 800MHz system
➢ Provide technical assistance and support to SCEM, as requested

SPOKANE COUNTY EMERGENCY MANAGEMENT

➢ Develop and maintain policies and procedures for ALERT Spokane program
➢ Relay warnings and emergency information to affected communities and areas within Spokane County
➢ Identify public and private communications facilities, equipment, and personnel throughout Spokane County and surrounding areas which would support emergency communications needs in the event of a major disaster
➢ Provide emergency radio communications facilities and personnel at the ECC or an alternate facility as may be required
➢ Receive, review and approve, as appropriate requests for activation of Wireless Emergency Alert (WEA) messaging capability

SPOKANE REGIONAL EMERGENCY COMMUNICATIONS (SREC 911) - DISPATCH

- ➢ Establishes, maintains, and coordinates repairs to and/or restoration of the E9-1-1 service and related systems
- ➢ Provide communication points for public safety calls
- ➢ Facilitate mutual aid requests for law enforcement and fire agencies/departments
- ➢ Identify, assess and report damages to the E9-1-1 system
- ➢ Respond to requests for activation of ALERT Spokane emergency messaging notifications

CITY OF SPOKANE, CITY OF CHENEY AND WSP DISTRICT #4 DISPATCH CENTERS

- ➢ Provide communication points for public safety calls
- ➢ Facilitate mutual aid requests for law enforcement and fire agencies/departments
- ➢ Respond to requests for activation of ALERT Spokane emergency messaging notifications

SPOKANE COUNTY AUXILIARY COMMUNICATIONS SERVICE (ACS)

- ➢ Provide primary and auxiliary communication support to Spokane County departments and agencies
- ➢ Serve as net control for Emergency Management tactical nets
- ➢ Define and assign frequencies and talk-groups to be utilized for specific purposes

SPOKANE COUNTY FIRE AND LAW ENFORCEMENT DEPARTMENTS AND DISTRICTS

- ➢ Disseminate emergency information to residents and businesses as resources allow

PRIVATE COMMUNICATIONS SERVICE PROVIDERS

- ➢ Perform all duties necessary to protect telecommunications systems
- ➢ Collaborate with the Regional Intelligence Group (RIG 9) for the purpose of intelligence and information sharing and cooperative protective operations
- ➢ Mobilize personnel and equipment required for emergency evaluation and restoration services on telecommunications systems
- ➢ Perform and report telecom damage assessment information to the Spokane ECC
- ➢ Participate in Unified command when applicable
- ➢ Provide information on response and recovery activities to consumers, the media, and general public, coordinating with the Spokane County JIC as appropriate

REGIONAL RADIO AND TELEVISION BROADCASTERS

- ➢ Relay EAS messages and accurate emergency information

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ESF #3 – PUBLIC WORKS AND ENGINEERING

EMERGENCY SUPPORT FUNCTION COORDINATOR
- ➢ Spokane County Public Works

LEAD AGENCIES
- ➢ Spokane County Public Works
- ➢ Spokane County Environmental Services
- ➢ Spokane County Building and Planning
- ➢ Municipal / Township Public Works and Engineering Agencies
- ➢ Water / Wastewater Service Providers

SUPPORTING AGENCIES
- ➢ Spokane County Emergency Management
- ➢ Spokane Regional Health District
- ➢ Spokane County Facilities Maintenance

INTRODUCTION

PURPOSE

The purpose of ESF #3 – Public Works and Engineering is to coordinate and organize the public works and engineering needs related to the continuity of wastewater services, storm water management, solid waste management services, engineering expertise and facility inspections. This ESF is also intended to support the coordination of potable water providers, both public and private within Spokane County.

SCOPE

Emergency Support Function #3 – Public Works and Engineering applies to the necessary County non-transportation related public works, engineering and infrastructure inspection and emergency repair activities, including, but not limited to: wastewater systems; surface water management; debris clearance; solid waste management; initial critical infrastructure assessment and temporary repair of damaged county facilities; assessment of traffic control devices and traffic management systems; and the coordination and communication with public and private water providers.

CORE CAPABILITIES AND ACTIONS

The following table identifies the Core Capabilities which are supported by ESF #3 activities. In addition to the capabilities listed, all ESFs support the Planning, Operational Coordination, and Public Information & Warning capabilities, as well.

Mission Area	Core Capability	Description and Actions
Response	Environmental Response/Health and Safety	1. Minimize public exposure to environmental hazards through assessment of the hazards and implementation of public protective actions. 2. Manage clean-up of debris contaminated by hazardous materials and proper disposal of waste. 3. Identify, evaluate, and implement measures to prevent and minimize impacts to the environment and natural resources from all-hazard emergencies and response operations.
	Logistics and Supply Chain Management	1. Synchronize logistics capabilities and enable the restoration of impacted supply chains.
	Fatality Management Services	1. Support decedent remains recovery in debris removal processes.
	Mass Care Services	1. Provide resources to assess structures and infrastructure used for emergency sheltering, as well as other housing options for the affected population. 2. Engineering permitting for housing repair and restoration
	Infrastructure Systems	1. Stabilize, decrease impacts, and re-establish critical infrastructure functions to minimize health and safety threats to support a viable, resilient community. 2. Coordinate the disposal of debris.
Recovery	Infrastructure Systems	1. Restore and sustain essential services, public and private, to maintain community functionality. 2. Conduct planning to specify a timeline for redevelopment of community infrastructure to support resilience, accessibility, and sustainability. 3. Provide systems that meet the community needs while minimizing service disruption during restoration within the specified timeline in the recovery plan.

POLICIES

Spokane County government will provide services to public land, roads, bridges, and facilities under county jurisdiction. Response to private property problems will be addressed only when a county facility or structure (such as a culvert) is causing the problem; when action on private property is necessary to prevent a likely harm to publicly owned infrastructure; when life or public health is threatened; or as requested by fire services or law enforcement through the Spokane County ECC.

All ESF #3 – Public Works and Engineering Agencies will: utilize, to the extent possible, day-to-day policies to facilitate the integrity of public works systems and infrastructure, except when the situation requires extraordinary policy changes or modifications; provide services to the infrastructure and facilities under their respective jurisdiction; support the coordination and information collection of public works damage assessments; provide for the inspection, repair, and restoration of its own infrastructure; ensure that a robust continuity of operations plan is in place to maintain essential services.

To the extent possible, permitting and restoration of services will adhere to local, state and federal guidelines relating to ADA compliance; and considerations will include people with disabilities and /or others with access and functional needs.

SITUATION

EMERGENCY OR DISASTER CONDITIONS AND HAZARDS

Reference the *Spokane County Hazard Mitigation Plan* and/or Threat and Hazard Identification and Risk Assessment (THIRA), both separately published documents, for information on the natural and human-caused events that may affect Spokane County.

PLANNING ASSUMPTIONS

An emergency or major disaster may cause extensive damage to property and infrastructure; public utilities may be damaged and/or partially/fully inoperable.

Access to affected areas may be dependent upon the re-establishments of transportation routes as debris may make streets and highways impassable. In many locations, debris clearance and emergency road repairs will be given priority to support immediate lifesaving response activities.

Damage assessments will be required to determine impact and potential workload.

Expedited environmental and legal clearances may be needed for disposal of materials and demolition activities for the protection of threatened public and private assets.

Wastewater treatment plants may experience damage to infrastructure which could cause discharge of untreated effluent. Likewise, water distribution and transmission, sanitary and storm water sewer collection systems, may experience damage.

CONCEPT OF OPERATIONS

GENERAL

➢ Spokane County Public Works Department is the lead agency for the coordination of public works emergency operations for the County; and the Director (or designee) will serve as the primary coordinator of public works and engineering service at the Spokane County ECC.

➢ Municipal Public Works Directors or Engineers will service as the primary coordinator of public works and engineering services within their respective jurisdictions.

➢ Special purpose districts or company/management staff will serve as the primary coordinator of their provided service within their respective agencies/organizations.

SPOKANE COUNTY PUBLIC WORKS OPERATIONAL DIVISIONS

➢ Traffic and Transportation: responsible for traffic engineering and traffic operations for Spokane County, including, but not limited to traffic design and control, roadway safety, pavement marking, traffic signal maintenance and operation, installation and maintenance of signage

➢ Storm-water and Environmental Programs: provides planning, development and maintenance of storm-water systems; management of floodplain programs

➢ Environmental Services: provide planning, development, billing and maintenance of sanitary sewage collections system; management of the Spokane County Regional Water Reclamation Facility; administration of the Spokane County Regional Solid Waste System; water resources planning and regulations

➢ Public Works Maintenance and Operations: provides maintenance and minor construction on County bridges, overpasses, streets and roadways; maintenance and minor construction of the division's yards, properties, and buildings; right-of-way maintenance; street cleaning/sweeping; and winter roads maintenance

SPOKANE COUNTY BUILDING AND PLANNING DIVISIONS

➢ Building: responsible for permitting, and construction plan review/inspection functions; and enforcement of County and State codes related to regional construction and alteration of buildings within Spokane County

➢ Current Planning: responsible for the provision of County land use, development, permitting, administration, implementation, and interpretation of laws and regulations applicable to use and subdivision of property in unincorporated areas of Spokane County; processes applications and permitting, and provides technical assistance with application development

➢ Long-Range Planning: responsible for development, maintenance, and update of the Spokane County Comprehensive Plan and Urban Growth Area boundary documents and maps; and provides resource support to the Board of County Commissioners, Steering Committee of Elected Officials, and the Planning Commission

MITIGATION ACTIVITIES

➢ Support, as appropriate, the maintenance of the *Spokane County Hazard Mitigation Plan*
➢ Ensure hazard mitigation measures are taken in consideration in the design, placement, and maintenance of public works facilities and infrastructure
➢ Train personnel in emergency procedures
➢ Coordinate the identification of vulnerabilities in electric, gas, water, maintenance and disposal systems, and develop remedies
➢ Maintain and update listings of local, private contractors who can provide support during emergencies
➢ Assist SCEM with the development and maintenance of a resource database, which identifies source, location and availability of earthmoving equipment, dump trucks, road graders, fuels, etc which could be used to support disaster response and recovery
➢ Participate in emergency drills and exercises

PREPAREDNESS ACTIVITIES

➢ Provide continual maintenance of water, sewer, and storm systems
➢ Provide continued operations and coordination of solid waste facilities
➢ Ensure system redundancies are developed and maintained
➢ Conduct resident outreach for relevant programs
➢ Maintain departmental continuity and emergency response plans
➢ Facilitate and participate in training and exercises that include emergency response activities
➢ Identify and assign departmental liaisons to serve in the ECC when requested

RESPONSE ACTIVITIES

➢ Sustain or restore operations and services
➢ Mitigate immediate hazards
➢ Coordinate debris removal / management
➢ Coordinate damage assessment of critical infrastructure and systems
➢ Prioritize restoration of services
➢ Identify, prioritize, and coordinate repair work for local roads, bridges, culverts, etc.
➢ Coordinate with ESF #12 – Energy to repair/restore utility services for critical infrastructure
➢ Coordinate with SCEM and/or the ECC for the acquisition and allocation of response resources

RECOVERY ACTIVITIES

➢ Prioritize restoration of services
➢ Manage debris
➢ Repair local roads, bridges, culverts, etc.
➢ Restore local wastewater and storm water systems
➢ Participate in Public Assistance process as required and appropriate

RESPONSIBILITIES

ALL PRIMARY AND SUPPORTING ESF AGENCIES

➢ Establish and maintain disaster-related policies, plans, systems, and procedures for:
  o Personnel accountability, safety, lines of authority and succession
  o Logistical support for personnel and equipment
  o Facility/infrastructure damage assessment and reporting
  o Continuity of operations
  o Facility/infrastructure repair and restoration
➢ Provide an assessment of damages and operational status to the Spokane County ECC
➢ Assist the Joint Information Center (JIC), when activated

SPOKANE COUNTY PUBLIC WORKS DEPARTMENT - GENERAL

➢ Function as lead agency in the implementation of this ESF and the associated response, recovery, mitigation, and preparedness activities
➢ Assign a liaison to the ECC to coordinate emergency response and initial recovery operations.
➢ Perform or contract for major recovery work to repair damages to public facilities or infrastructure

- Provide construction and emergency equipment, supplies, and personnel for response and recovery activities, as requested and practicable
- Coordinate with regulatory agencies when work impacts environmentally sensitive areas

SPOKANE COUNTY PUBLIC WORKS DEPARTMENT - ENGINEERING
- Assign a liaison to the ECC to coordinate emergency response and initial recovery operations, as requested and appropriate
- Design, manage, and oversee repairs of various public systems with respect to storm-water, etc.
- Support activities related to the inspection of bridges
- Patrol, inspect, repair and/or provide for the repair of County road systems and related infrastructure

SPOKANE COUNTY PUBLIC WORKS DEPARTMENT – ENVIRONMENTAL SERVICES
- Conduct laboratory testing and plant operations to ensure wastewater regulatory compliance
- Inspect and make necessary emergency repairs to the department's mains, pump stations, treatment plants, and community systems
- Provide a liaison to the ECC, when requested
- Coordinate strategies with SCEM and other local wastewater and/or solid waste collection and disposal providers responsible for other systems, as requested and appropriate
- Assess emergency initiatives for the diversion of wastewater
- Coordinate disposal sites for debris removal for emergency protective measures, emergency and temporary repairs, and/or construction on County land, roads, bridges, and facilities
- Coordinate demolition and disposal of debris at appropriately identified receiving sites

SPOKANE COUNTY BUILDING & PLANNING DEPARTMENT
- Function as lead agency for the inspection of County facilities and other appropriate buildings in unincorporated areas of the County, as necessary and appropriate
- Support activities related to the inspection of repairs, or relocation of County Facilities
- Expedite the issuance of building permits necessary for the recovery process
- Ensure federal ADA requirements are met within the permitting process

SPOKANE COUNTY FACILITIES MAINTENANCE
- Maintain operational back-up power source to support the ECC
- Coordinate with Spokane County Public Works and Building & Planning Departments for the inspection of County facilities
- Coordinate with public and private utilities providers to ensure County facilities are properly connected to providers
- Maintain back-up power source for critical County operations
- Coordinate with Planning and Public Works for the repair or relocation of County facilities

SPOKANE REGIONAL HEALTH DISTRICT
- Provide support and subject matter expertise in Public Works emergency operations by identifying potential public health issues, including, but not limited to: water quality, integrity of septic systems, and disease vectors

MUNICIPAL/TOWNSHIP PUBLIC WORKS / ENGINEERING AGENCIES

➢ Conduct structural inspection of roads, bridges, culverts, and other structures to determine damage and condition
➢ Perform debris removal to permit vehicle access and movement
➢ Perform, or contract for, repairs to roads, bridges, and other structures as necessary and appropriate
➢ Assist with traffic control and placement of signs, barricades, and cones, as requested
➢ Notify County ECC of all road impacts and closures

MUNICIPAL/TOWNSHIP/DISTRICT WATER AND SEWER SERVICE PROVIDERS

➢ Provide inspection of water/wastewater treatment, storage, and distribution systems
➢ Perform, or contract for, repairs of systems/facilities/structures, as necessary
➢ Notify Spokane County ECC of damage and operational status of systems/facilities/structures
➢ Implement emergency procedures for the distribution or collection of water/wastewater for respective service areas

SPOKANE COUNTY EMERGENCY MANAGEMENT

➢ Identify and prioritize emergency response and recovery operations
➢ Coordinate resource requests
➢ Collect and compile initial damage assessment information in compliance with Washington State EMD / FEMA requirements for potential declaration of emergency

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ESF #4 – FIREFIGHTING

EMERGENCY SUPPORT FUNCTION COORDINATOR

➢ Spokane County Fire Services Area Coordinator(s)

LEAD AGENCIES

➢ Fire Departments and Fire Protection Districts in Spokane County
   o City of Airway Heights Fire Department
   o City of Cheney Fire Department
   o City of Spokane Fire Department
   o Spokane Valley Fire Department (District No. 1)
   o Spokane County Fire Protection District No. 2
   o Spokane County Fire Protection District No. 3
   o Spokane County Fire Protection District No. 4
   o Spokane County Fire Protection District No. 5
   o Spokane County Fire Protection District No. 8
   o Spokane County Fire Protection District No. 9
   o Spokane County Fire Protection District No. 10
   o Spokane County Fire Protection District No. 11
   o Spokane County Fire Protection District No. 12
   o Newman Lake Fire & Rescue (District No. 13)
➢ Spokane Airport Fire Department
➢ Fairchild AFB Fire Department

SUPPORTING AGENCIES

➢ Spokane Regional Emergency Communications (SREC 911)
➢ Spokane County Emergency Management
➢ WA State Department of Natural Resources (DNR)
➢ WA State Patrol – Fire Marshal's Office
➢ US Department of Agriculture – Forest Service

INTRODUCTION

PURPOSE

The purpose of ESF #4 – Firefighting is to coordinate and organize public fire and life safety services in cooperation with the Fire Departments, Districts, and agencies within Spokane County. These services include fire suppression and control, basic emergency medical care, and immediate life safety services as delivered by fire service agencies. This ESF addresses detection and suppression of wildland, rural, urban, and interface fires resulting from, or coinciding with an emergency or disaster.

The Fire Service in Spokane County provides a variety of other services which may be covered in more detail in other ESFs, such as ESF #8 – Public Health and Medical Services; ESF #9 – Search and Rescue; and ESF #10 – Oil and Hazardous Materials Response. Additional capabilities may also include swift

water rescue, confined space rescue, dive teams, structural collapse rescue and other services outside of the traditional firefighter role.

SCOPE

Emergency Support Function #4 – Firefighting applies to the provision of fire suppression and control services by fire protection districts, municipal fire departments, privately-owned fire resources, and state and federal agencies.

This ESF does not address the mobilization of fire resources at regional or state levels. The *Spokane County Field Operations Guide (FOG)* and the *Washington State Fire Service Resource Mobilization Plan* (separately published documents) provide detailed information on mobilization procedures.

Planning for every firefighting contingency is well beyond the scope of this ESF. This ESF will outline broad objectives which will provide for the greatest protection of life and property that can be achieved with the resources available. This ESF should be used by Fire Command as a guideline and should not be viewed as a prescribed action plan.

CORE CAPABILITIES AND ACTIONS

The following table identifies the Core Capabilities which are supported by ESF #4 activities. In addition to the capabilities listed, all ESFs support the Planning, Operational Coordination, and Public Information & Warning capabilities, as well.

Mission Area	Core Capability	Description and Actions
Response	Situational Assessment	1. Conduct an initial fire situation and damage assessment; determine the appropriate management response to meet the request for assistance
	Fire Management & Suppression	1. Provide wildland, wildland-urban interface (WUI), and structure firefighting resources to municipal, county or tribal agencies in support of firefighting and emergency operations. 2. Provide Command, control, and coordination of resources to municipal, county or tribal agencies in support of firefighting and emergency operations.

POLICIES

During emergency situations, Spokane County fire agencies will mobilize all available apparatus and personnel required to manage the incident. Mutual aid agreements are activated when local resources are inadequate. Priority is given to firefighter and public safety. Operations will be managed using NIMS/ICS; and all firefighting guidelines and procedures will align with the Northwest Interagency Coordination Center (NWCC). All wildland fire operations will adhere to NWCG protocols and standards.

Each local, state, or federal agency will assume the full cost of protection of the lands within its respective boundaries unless other arrangements are made. Fire protection agencies should not incur costs in jurisdictions outside their area of responsibility without reimbursement unless there is a local mutual aid agreement in place between the jurisdictions. It is essential that the issue of financial limitation be clarified through proper channels for efficient delivery of services.

The *Spokane County EMS Protocols*, as published by the Spokane County EMS & Trauma Care Council, is the emergency medical services (EMS) standard of care within Spokane County.

National support for local and state firefighting operations is coordinated through the National Interagency Coordinating Center (NICC), located at the National Interagency Fire Center (NIFC) in Boise, Idaho. This support is coordinated among the State Fire Marshal or the State Emergency Operations Center (SEOC) and the Joint Field Office (JFO).

SITUATION

EMERGENCY OR DISASTER CONDITIONS AND HAZARDS

Reference the *Spokane County Hazard Mitigation Plan* and/or Threat and Hazard Identification and Risk Assessment (THIRA), both separately published documents, for information on the natural and human-caused events that may affect Spokane County.

A conflagration could develop from natural or human-caused events that will impact the response of fire resources in the county. Large-scale or multiple simultaneous incidents could also impact the availability of fire resources.

PLANNING ASSUMPTIONS

Fires can be the primary incident or a consequence of an emergency or disaster such as a severe storm or civil disturbance.

Fire service personnel are trained as EMTs or paramedics and are primary first response for medical emergencies as well as fires.

Some wildland-urban interface (WUI) fires or fires resulting from civil disturbances or terrorist events may be of such magnitude that all threatened structures cannot be saved. After evaluation of the situation, incident command may decide to cease firefighting efforts on one building in order to save another based upon cost-benefit analysis or firefighter safety concerns.

Damage to transportation infrastructure and/or fire facilities may impact the ability of fire services to respond to the emergency or disaster.

CONCEPT OF OPERATIONS

GENERAL

➢ The Inland Empire Fire Chiefs Association (IEFCA) Operations Committee is responsible for resource and response planning within county fire services and maintaining the *Spokane County Field Operations Guide* (FOG). The FOG will be utilized for assessing, requesting, and directing fire resources.

- Spokane County fire agencies have cooperatively designated an Area Coordinator to provide overall coordination of fire service resources during times of high service utilization. The Area Coordinator will operate from the SREC Fire Dispatch center or a field command post, as necessary. County and municipal fire departments will report available resources and request resources through the Area Coordinator as directed.

- When local and/or regional fire resources and mutual aid have been or are expected to be exhausted, and the incident(s) is expected to continue for multiple operational periods, the Area Coordinator may request state fire mobilization.

- State agencies including the Washington State Patrol and Department of Transportation support fire operations when state highways are impacted.

- The federal government assumes full responsibility for firefighting on national forest system lands and joins Unified Command with the local jurisdictions on incidents that threaten national forest system lands.

- Any incident involving military resources outside of a military installation, local fire may or may not assist depending upon national security protocols.

STATE FIRE MOBILIZATION PROCESS

- Local fire agency capability/capacity is or is expected to be exceeded.
- A request for assistance is made to the Regional Fire Coordinator.
- The regional Fire Coordinator may seek resources within the region if kind and type are known to be available.
- If the needed resource is not available within the region, the Regional Fire Coordinator makes a request to the WA-EMD Duty Officer or the Logistics Section of the State Emergency Operations Center (SEOC), if activated.
- WA-EMD forwards the request to the State Fire Marshal's Office where it is conveyed to the Chief of the State Patrol where it is approved or denied.
- The decision is communicated to the Regional Fire Coordinator and resources, if approved, are sought and dispatched.
- Reimbursement rates are set by the WA State Fire Chiefs' Association, and defined by resource kind and type.

MITIGATION ACTIVITIES

- Assess current fire protection codes and determine if they are adequate and properly enforced
- Assess and determine if fire protection methods and procedures are adequate and unilaterally understood
- Assess fire safety programs and assure their adequacy for residents, schools, businesses, and industry
- Review and assess mutual aid agreements and memoranda of understanding to assure adequacy and unilateral understanding
- Provide community fire safety programs
- Ensure new construction conforms to local fire codes

PREPAREDNESS ACTIVITIES

- ➢ Develop and maintain Standard Operating Procedures/Guidelines and other plans and/or procedures as necessary to ensure efficient and safe operations
- ➢ Develop and maintain notification lists that include emergency contact information
- ➢ Develop and maintain equipment lists
- ➢ Review, update, and maintain personnel and equipment certifications
- ➢ Obtain and maintain current maps of county jurisdictions and areas of responsibility
- ➢ Develop and maintain mutual aid agreements and memoranda of understanding with support agencies, ancillary or contract support services, and resources
- ➢ Facilitate and participate in training and exercises of the *Comprehensive Emergency Management Plan* (CEMP)
- ➢ Ensure response personnel are trained to the appropriate level in the Incident Command System (ICS)
- ➢ Identify and assign departmental liaisons to serve in the ECC when requested

RESPONSE ACTIVITIES

- ➢ Provide for an emergency first response to incidents that threaten lives or property
- ➢ Deploy personnel and equipment to sites in greatest need during an emergency
- ➢ Provide fire suppression services
- ➢ Provide situation assessment to determine the scope, magnitude, extent, and potential duration of incident
- ➢ Collect information on fire service field activities and provide situation reports to the SCEM Duty Officer or ECC if activated
- ➢ Identify all personnel and resource requirements to perform assigned missions which are in excess of the support agencies' capabilities
- ➢ Coordinate with Law Enforcement to provide assistance in evacuations
- ➢ Continually reassess and address the most critical fire service needs and the development of strategies to meet them
- ➢ Coordinate with the SCEM Duty Officer and/or the ECC for the acquisition and allocation of response resources, as needed

RECOVERY ACTIVITIES

- ➢ Assist other agencies with clearing debris to open streets and major roadways
- ➢ Provide for the emotional needs of responders and their families by establishing critical incident stress debriefings
- ➢ Collect, inventory, and assess for damage all equipment used during the incident
- ➢ Participate in community after action reviews and prepare appropriate after action reports
- ➢ Revise, update, or create policies, procedures, and/or guidelines as necessary
- ➢ Conduct training on new or revised policies and procedures
- ➢ Conduct exercises to validate and familiarize team members with new or revised policies and procedures
- ➢ Support recovery operations as appropriate
- ➢ Repair/replace damaged and/or expended equipment
- ➢ Participate in Public Assistance process as required and appropriate

RESPONSIBILITIES

ALL PRIMARY AND SUPPORTING ESF AGENCIES

➢ Establish and maintain disaster-related policies, plans, systems, and procedures for:
- o Personnel accountability, safety, lines of authority and succession
- o Logistical support for personnel and equipment
- o Facility/infrastructure damage assessment and reporting
- o Continuity of operations
- o Facility/infrastructure repair and restoration

➢ Provide an assessment of damages and operational status to the Spokane County ECC
➢ Assist the Joint Information Center (JIC), when activated

SPOKANE COUNTY FIRE PROTECTION DISTRICTS AND MUNICIPAL FIRE DEPARTMENTS

➢ Assign a liaison to the ECC to coordinate emergency response and initial recovery operations, as requested and appropriate
➢ Provide fire suppression and immediate life safety services
➢ Conduct technical rescue operations as appropriate to level of training and available equipment
➢ Maintain readiness of firefighting personnel and equipment resources
➢ Conduct fire investigation activities within respective jurisdictions, or in conjunction with Spokane County officials
➢ Enforce the provisions of legally adopted fire codes
➢ Provide for fire prevention planning

SPOKANE AIRPORT AND FAIRCHILD AFB FIRE DEPARTMENTS

➢ Provide Aircraft Rescue Firefighting (ARFF) services
➢ Maintain readiness of firefighting personnel and equipment services

SPOKANE COUNTY EMERGENCY MANAGEMENT

➢ Maintain 24-hour Duty Officer coverage in support of fire operations
➢ Activate County ECC in support of fire operations as necessary and appropriate
➢ Provide representation to the Fire Operations Committee and Chiefs' Association as appropriate

SPOKANE REGIONAL EMERGENCY COMMUNICATIONS (SREC 911)

➢ Maintain adequate staffing and operational status in support of fire resource dispatch responsibilities

WASHINGTON STATE PATROL- FIRE MARSHAL'S OFFICE

➢ Obtain necessary resources through interagency agreements when Washington State Fire Service Resource Mobilization is activated

WASHINGTON STATE DEPARTMENT OF NATURAL RESOURCES (DNR)

➢ Manage and coordinate wildland firefighting activities on DNR protected lands
➢ Provide and coordinate firefighting assistance to other land management organizations and to local jurisdictions and to local jurisdiction fire organizations, as requested, under terms of

existing agreements and department policies and procedures

US DEPARTMENT OF AGRICULTURE – FOREST SERVICE

➢ Assume full responsibility for suppression of wildland fires burning on National Forest System lands and joins in a Unified Command with the local jurisdiction on incidents threatening National Forest System lands

➢ Provide and coordinate firefighting assistance to other Federal land management, state forestry, and local, tribal, territorial, and insular area fire organizations as requested under the terms of existing agreements and the National Response Framework (NRF)

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ESF #5 – INFORMATION MANAGEMENT AND PLANNING

EMERGENCY SUPPORT FUNCTION COORDINATOR
➢ Spokane County Emergency Management (SCEM)

LEAD AGENCY
➢ Spokane County Emergency Management (SCEM)

SUPPORTING AGENCIES
➢ All Spokane County Departments, as required
➢ Spokane County Sheriff's Office and Municipal Police Agencies
➢ Spokane County Fire Protection Districts and Departments
➢ Spokane Regional Health District
➢ Spokane Regional Emergency Communications (SREC 911)
➢ Auxiliary Communications Service (ACS)
➢ City of Spokane Emergency Operations Center (EOC)
➢ National Weather Service (NWS)
➢ WA State Emergency Management Division (EMD)
➢ WA State Emergency Operations Center (SEOC)
➢ Federal Emergency Management Agency (FEMA)

INTRODUCTION

PURPOSE

The purpose of ESF #5 – Information Management and Planning is to coordinate, organize, and support the Emergency Management functions and activities of Spokane County Government; and provide the core management and administrative functions to support the Emergency Coordination/Operations Center (ECC), and coordinate the response of mutual aid, state assistance, and other resources.

SCOPE

Emergency Support Function #5 – Information Management and Planning describes how Spokane County will direct and control its personnel and resources in support of County and/or local governments in preparedness, mitigation, response, and recovery. This includes the collection, analysis, evaluation, and sharing of information about a potential or actual emergency or disaster to enhance response and recovery activities.

This ESF does not imply that all emergency planning contingencies are addressed, but does outline core principles consistent across most emergencies or major disasters.

CORE CAPABILITIES AND ACTIONS

The following table identifies the Core Capabilities which are supported by ESF #5 activities. In addition to the capabilities listed, all ESFs support the Planning, Operational Coordination, and Public Information & Warning capabilities, as well.

Mission Area	Core Capability	Description and Actions
Response	Situational Assessment	1. Provide all decision makers with relevant information regarding the nature and extent of the hazard, any cascading effects, and the status of the response. 2. Deliver sufficient and accurate information to support decision making regarding immediate lifesaving and life-sustaining activities and engage governmental, private, and public/non-governmental sector resources within and outside the affected area to meet basic human needs and stabilize the situation. 3. Deliver enhanced information to reinforce on-going lifesaving and life-sustaining activities and engage governmental, private, and public/non-governmental sector resources within and outside the affected area to meet basic human needs, stabilize the situation, and begin the transition to recovery.

POLICIES

The Spokane County Board of County Commissioners may declare a State of Emergency when recommended by the Director of Emergency Management for the existence, threatened existence of an emergency or disaster, and the termination of such declaration.

The Director of Emergency Management is delegated the authority to implement the County's *Comprehensive Emergency Management Plan* (CEMP) for disaster and emergency operations.

Spokane County Emergency Management (SCEM) will maintain current hazard and risk analysis information.

SCEM ECC will receive and disseminate current and accurate information to other county agencies, cities and towns, the WA State EOC (SEOC), volunteer organizations, partner agencies, and response personnel during times of activation.

SCEM and the ECC will adhere to planning and program guidance found in CPG101, the National Response Framework, National Recovery Framework, the Stafford Act, and all other applicable state and federal guidance.

SCEM will adhere to Spokane County 1.08.020 which defines the responsibilities of Spokane County's Emergency Management organization.

SITUATION

EMERGENCY OR DISASTER CONDITIONS AND HAZARDS

Reference the *Spokane County Hazard Mitigation Plan* and/or Threat and Hazard Identification and Risk Assessment (THIRA), both separately published documents, for information on the natural and human-caused events that may affect Spokane County.

PLANNING ASSUMPTIONS

Access to, and sharing of timely and accurate information is essential for effective emergency operations, damage assessment, and determination of the need for disaster declarations.

All agencies and organizations supporting emergency operations in Spokane County must actively share information throughout the disaster cycle.

Initial information may be ambiguous, vague, inaccurate or in conflict with previously received information, resulting in the need for a verification process.

On-going planning efforts will require immediate and continued collection, verification, processing, analysis and dissemination of situational information.

Information collection may be hampered by damage to telecommunications systems and/or infrastructure, negative effects of weather conditions, human error, or other environmental factors.

CONCEPT OF OPERATIONS

GENERAL

➢ ESF 5 is activated at the Spokane County ECC in anticipation of, or immediately following an incident of County significance.

➢ SCEM serves as the single point of coordination between local jurisdictions, SEOC, EC/EOC Operations, and field Incident Command.

➢ Support agencies must assign a designee as an agency representative or liaison to operate from the ECC, when activated, to coordinate agency activities within the overall disaster response and transition to recovery.

➢ All affected Spokane County Departments, municipalities, and participating agencies and organizations will provide information to the ECC related to their department's current and planned response and recovery activities.

➢ All affected Spokane County Departments, municipalities, and participating agencies and organizations are to be actively involved in the development and implementation of their respective Incident Action Plans (IAPs).

➢ The Spokane County ECC, staffed by SCEM, and other ESF personnel as required, will coordinate information collection and analysis to provide situation reports to the SEOC, as needed.

➢ The Planning Section Chief is responsible for information management within the ECC, including, but not limited to: collection, evaluation, analysis, display, and dissemination. The Planning

Section Chief will ensure that Situation Reports are generated and accurately reflect activities which occurred during previous operational periods, and ECC Action Plans include adequate information for reference during the next operational period.

EMERGENCY INFORMATION COLLECTION

Information concerning the incident should be organized into major categories and sub-categories. The information should accurately describe the impacted area(s) and how the emergency is affecting critical infrastructure, continuity of operations, and provision of essential services. At a minimum, the following information is required to maintain situational awareness and provide an accurate picture of the emergency situation:

- Disaster area boundaries
- Incident Command status
- Capability and resource needs
- Life-saving information
- Deaths and injuries
- Mass Care and shelter requirements and status
- Weather data
- Critical Infrastructure state across all sectors
- Resource Tracking
- Availability/status of outside resources
- Missing persons
- Damage assessment
- Traditional media broadcasts and Social Media trends on the emergency situation

INCIDENT ASSESSMENT

All agencies, organizations, and response personnel should be prepared to make an initial report and periodic reports of how the emergency situation generally effects the County from their organizations' perspective; how the situation specifically effects their current operations, and future operations; what capabilities and resources they now need, or will need in the immediate future.

Information will be consolidated and evaluated in the Spokane County ECC to determine emergency priorities, actions, and plans. Once evaluated, information will be disseminated by the ECC Manager out to the various organizations supporting emergency operations throughout the County.

Site or incident specific information will be disseminated by the on-scene Incident Commander, as appropriate.

The County ECC will keep the SEOC apprised of the situation, as appropriate; and will coordinate information with local municipalities, townships, and neighboring Counties, as necessary.

SITUATION REPORTS

Situation Reports (SitReps) will be developed on a specified schedule by all organizations supporting emergency operations in the County, and will describe the status of emergency operations and

operational strategies. These SitReps will be reviewed and consolidated by the County ECC Planning Section for dissemination.

MITIGATION ACTIVITIES

- ➢ Utilize damage assessment information to identify potential mitigation opportunities
- ➢ Coordinate and participate on the County hazard mitigation planning team
- ➢ Coordinate and manage the development, implementation, and maintenance of the *Spokane County Hazard Mitigation Plan*
- ➢ Coordinate with local jurisdictions and partner agencies within the County to ensure they are aware of federal and state pre- and post-disaster mitigation grant opportunities for mitigation measures identified in the County hazard mitigation plan

PREPAREDNESS ACTIVITIES

- ➢ Develop and maintain Standard Operating Procedures/Guidelines and other plans and/or procedures as necessary to support agencies which operate in the ECC
- ➢ Develop and maintain a trained cadre of personnel to fulfill tasks associated with ESF #5 operations
- ➢ Develop and maintain contact lists and POCs for each participating municipality and/or township
- ➢ Establish and maintain contact with the Chief Elected Official of each affected municipality and/or township
- ➢ Identify, train, exercise, and prepare staff and other County/local agencies to support emergency operations
- ➢ Develop and maintain mutual aid agreements and memoranda of understanding with support agencies, ancillary or contract support services, and resources

RESPONSE ACTIVITIES

- ➢ Coordinate with County and local government on emergency response activities
- ➢ Activate Spokane County ECC and ESF staff as necessary in accordance with the Levels of Activation as outlined in the County Basic Plan
- ➢ Contact and apprise the State Duty Officer of the situation; and obtain a Mission/Incident Number as necessary
- ➢ Collect, verify, analyze, and disseminate incident information, as needed
- ➢ Request, compile, and verify preliminary damage assessment information
- ➢ Coordinate mutual aid activities, as necessary and appropriate
- ➢ Coordinate, monitor, and oversee public information activities
- ➢ Establish and maintain contact with local governments
- ➢ Facilitate planning meetings to develop Incident Action Plans (IAPs) and Situation Reports (SitReps) as appropriate
- ➢ Receive and process requests from local jurisdictions for specific state and federal emergency and disaster related assets and services
- ➢ Conduct regular briefings for County ECC staff
- ➢ Disseminate Situation Reports and develop resource plans for the duration of the event

RECOVERY ACTIVITIES

- ➢ Collect and process information concerning recovery activities during response phase
- ➢ Coordinate the deployment of appropriate ESF resources in support of recovery operations

- ➢ Coordinate and manage Public Assistance process as required and appropriate
- ➢ Activate County recovery operations and request support from COAD and WA-VOAD, as appropriate
- ➢ Coordinate the activation of a Disaster Recovery Center (DRC), as appropriate

RESPONSIBILITIES

ALL PRIMARY AND SUPPORTING ESF AGENCIES

- ➢ Establish and maintain disaster-related policies, plans, systems, and procedures for:
  - o Personnel accountability, safety, lines of authority and succession
  - o Logistical support for personnel and equipment
  - o Facility/infrastructure damage assessment and reporting
  - o Continuity of operations
  - o Facility/infrastructure repair and restoration
- ➢ Provide an assessment of damages and operational status to the Spokane County ECC
- ➢ Assist the Joint Information Center (JIC), when activated

SPOKANE COUNTY EMERGENCY MANAGEMENT

- ➢ Function as Lead Agency for day-to-day emergency management services for Spokane County and most incorporated cities and towns (excluding Spokane) within the County. These services include, but are not limited to coordinating the delivery of capabilities within the prevention, protection, response, recovery, and mitigation mission areas, as defined by the National Preparedness Goal.
- ➢ Activate when necessary, manage and oversee operations of the County ECC
- ➢ Coordinate, maintain, and support County emergency communication activities
- ➢ Support ICS at the local response level and provide resources as appropriate
- ➢ Coordinate the activities of ESF #15 – External Affairs
- ➢ Coordinate planning activities including immediate, short-term, and long-range planning
- ➢ Support inter-departmental emergency financial planning, preparation of financial reports, and other related fiscal operations, as appropriate
- ➢ Support mutual aid activities
- ➢ Conduct regular briefings, prepare and disseminate status reports
- ➢ Coordinate County-wide damage assessment, including the Preliminary Damage Assessment (PDA) process
- ➢ Prepare executive orders and proclamations to address response and recovery operations for the County BoCC, as necessary
- ➢ Administer state and federal disaster assistance programs
- ➢ Conduct After Action Review, develop Improvement Plan(s), and implement improvement actions

ALL SPOKANE COUNTY DEPARTMENTS AND BRANCHES

- ➢ Assign staff for ECC training and operations when requested by the Director of Emergency Management
- ➢ Ensure accountability for employees, level of operations, assessment of damages, identification of resource needs, and reporting of information to the ECC in a timely manner

- Provide situation reports and damage assessments, as necessary
- Provide a Department representative/liaison to the ECC when requested

MUNICIPALITIES, TOWNSHIPS, AND SUPPORTING ORGANIZATIONS

- Collect, evaluate, and forward timely situation reports to the Spokane County ECC
- Develop and process the local Proclamation of Emergency when a disaster occurs which requires action beyond normal capabilities to protect life and property. Notify and/or forward the Proclamation document to Spokane County Emergency Management as soon as it is completed.
- Convey all requests for County, state, and federal assistance through Spokane County Emergency Management
- Collect, complete, and forward damage assessment reports to Spokane County Emergency Management
- Provide a representative/liaison the County ECC when requested

WASHINGTON STATE EMERGENCY OPERATIONS CENTER (SEOC)

- Maintain tools to collect, compile, analyze, and share Essential Elements of Information during emergencies or major disasters
- Host periodic "Local Coordination Calls" during emergencies or major disasters to share vital incident response information and enhance state-wide situational awareness

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ESF #6 – MASS CARE, EMERGENCY ASSISTANCE, TEMPORARY HOUSING, AND HUMAN SERVICES

EMERGENCY SUPPORT FUNCTION COORDINATOR

➢ Spokane County Community Organization Active in Disaster (COAD)

LEAD AGENCIES

➢ Inland Northwest Chapter of the American Red Cross (ARC)
➢ Spokane County Community Organizations Active in Disaster (COAD)
➢ Spokane County Emergency Management
➢ Spokane County Community Services, Housing, and Community Development Department (CSHCD)

SUPPORTING AGENCIES

➢ Spokane Regional Health District (SRHD)
➢ Spokane Regional Transit
➢ Special Mobility Services
➢ Salvation Army and other Relief Organizations
➢ Medical Reserve Corps (MRC)
➢ Humane Evacuation Animal Rescue Team (HEART)
➢ Spokane County Regional Animal Protection Service (SCRAPS)
➢ SCOPE Livestock Emergency Evacuation Team (SLEET)
➢ Spokane 211
➢ Auxiliary Communications System (ACS)
➢ WA State – Voluntary Organizations Active in Disaster (WA-VOAD)
➢ WA State Department of Social and Health Services

INTRODUCTION

PURPOSE

The purpose of ESF #6 – Mass Care, Emergency Assistance, Temporary Housing, and Human Services is to provide guidance for the support of local and non-governmental organizations efforts to address the non-medical mass care, emergency assistance, housing, and human services needs of disaster-impacted populations. For the purpose of this ESF, the role and responsibility of the American Red Cross is limited to the Inland Northwest Chapter.

SCOPE

Emergency Support Function #6 – Mass Care, Emergency Assistance, Temporary Housing, and Human Services encompasses all local government agencies, tribal nations, special purpose districts, non-profit, and private agencies within Spokane County. It addresses responsibilities for mass care services that are

provided by these agencies during emergencies. Specific protocols will be found in the standard operating procedures and checklists of participating agencies.

This ESF includes four (4) primary functions:

- ➢ Mass Care – the coordination of non-medical mass care services to include sheltering of displaced persons, organizing feeding operations, providing emergency first aid at designated locations, and collecting and providing information on victims to family members.
- ➢ Emergency Assistance – the provision of support to evacuations; reunification of families; pet and livestock evacuation and sheltering; support to specialized shelters; support to medical shelters; coordination of donated goods and services; and coordination of voluntary agency assistance.
- ➢ Temporary Housing – the provision of rental assistance, repair, replacement, manufactured housing, semi-permanent and permanent construction, and access to other sources of housing assistance.
- ➢ Human Services – Coordination of crisis counseling, and the provision of services to special needs populations, limited-English proficiency, group facilities, recovery of housing and non-housing losses, case management, and referral for other state and Federal benefits and programs.

CORE CAPABILITIES AND ACTIONS

The following table identifies the Core Capabilities which are supported by ESF #6 activities. In addition to the capabilities listed, all ESFs support the Planning, Operational Coordination, and Public Information & Warning capabilities, as well.

Mission Area	Core Capability	Description and Actions
Response	Mass Care Services	1. Provide life-sustaining and human services to the affected population, to include hydration, feeding, sheltering, temporary housing, evacuee support, reunification, and distribution of emergency supplies. 2. Move and deliver resources and capabilities to meet the needs of disaster survivors, including individuals with access and functional needs. 3. Establish, staff, and equip emergency shelters and other temporary housing options (including accessible housing) for the affected population. 4. Move from congregate care to non-congregate care alternatives and provide relocation assistance or interim housing solutions for families unable to return to their pre-disaster homes.
	Logistics and Supply Chain Management	1. Deliver essential commodities, equipment, and services in support of impacted communities and survivors, to include emergency power and fuel support, as well as the coordination of access to community staples. Synchronize logistics capabilities and enable the restoration of impacted supply chains.

		2. Mobilize and deliver governmental and private sector resources to save lives, sustain lives, meet basic human needs, stabilize the situation, and transition to recovery, to include moving and delivering resources and services to meet the needs of disaster survivors. 3. Enhance public and private resource and services support for the affected area(s).
	Public Health, Healthcare, and Emergency Medical Services	1. Provide life-saving medical treatment via Emergency Medical Services (EMS) and related operations and avoid additional disease and injury by providing targeted public health, medical, and behavioral health support, and products to all affected populations. 2. Deliver medical countermeasures to exposed populations. 3. Complete triage and initial stabilization of casualties and begin definitive care for those likely to survive their injury and/or illness. 4. Return medical surge resources to pre-incident levels, complete health assessments, and identify recovery processes.
	Critical Transportation	1. Provide transportation (including infrastructure access and accessible transportation services) for response priority objectives, including the evacuation of people and animals, and the delivery of vital response personnel, equipment, and services into the affected area(s). 2. Establish physical access through appropriate transportation corridors and deliver required resources to save lives and to meet the needs of disaster survivors. 3. Ensure basic human needs are met, stabilize the situation, transition into recovery for an affected area, and restore basic services and community functionality. 4. Clear debris from any route type to facilitate response operations.

POLICIES

The provision of Mass Care services in Spokane County is a shared responsibility between County government, incorporated cities and towns, special purpose districts and businesses, the Inland Northwest Chapter of the American Red Cross, and other non-profit agencies such as the Salvation Army.

Cities/towns will utilize their own resources for mass care whenever possible. Should the incident overtax the city/town, it will proclaim a disaster and request support from the Spokane County ECC.

Feeding will be provided through a combination of fixed sites, mobile feeding units, and bulk distribution of food.

Spokane County and the Red Cross will assume no responsibility or liability for unauthorized shelter openings during emergency events.

Mass care, housing, and human services will be provided to the Whole Community, as needed, during emergencies and major disasters. The Whole community includes individuals with disabilities and

others with access and functional needs, including those with limited-English proficiency. Pursuant to Title VI of the Americans with Disabilities Act, the Civil Rights Act, the Fair Housing Act, and Senate Bill 5046, all agencies and organizations providing mass care, housing, or human services will comply with state and federal laws.

Mass care will be provided to all in need without regard to race, creed, color, national origin, gender identity, marital status, sexual orientation, age, children, military status, the presence of any sensory, mental, or physical disability, or the use of a trained dog guide or service animal by a person with a disability, as stated in Title 49.60 RCW, Discrimination – Human Rights Commission.

SITUATION

EMERGENCY OR DISASTER CONDITIONS AND HAZARDS

Reference the *Spokane County Hazard Mitigation Plan* and/or Threat and Hazard Identification and Risk Assessment (THIRA), both separately published documents, for information on the natural and human-caused events that may affect Spokane County.

PLANNING ASSUMPTIONS

Public, private, and non-profit organizations and the general public should be prepared to utilize their own resources and plan to be self-sufficient for a minimum of seven (7) days.

Incidents, either natural or human-caused will occur, resulting in the dislocation of people and the requirement to provide those people with basic human needs.

Evacuation, transportation, and sheltering of animals will be required.

No single agency or organization will be able to satisfy all emergency resource requests during a major emergency or disaster.

A collaborative, partnership approach will be needed between public, private, and volunteer agencies in order to provide ESF #6 services in response to large-scale incidents impacting Spokane County. Private sector and voluntary organization support will be needed to augment disaster response and recovery efforts.

Persons needing disaster assistance will reflect the cultural, functional, religious, socio-economic, and medical diversity of our communities.

Families may become separated, resulting in unaccompanied minors requiring reunification services.

Evacuating, displaced, and other populations will include people with disabilities or access and functional needs, have limited English proficiency, have medical needs, require durable medical equipment, are power dependent, and/or utilize service/support/assistance animals.

Public and private providers of institutional care (medical and residential) remain responsible for developing, maintaining, and implementing shelter plans for their populations.

CONCEPT OF OPERATIONS

GENERAL

ESF #6 activities are performed by a combination of several private and public organizations which will be organized and coordinated by function (i.e. mass care, emergency housing, human services, etc.). Each function has an identified lead organization and support organizations who will be responsible for the provision of services, the acquisition of additional resources, and the coordination of supporting agencies/organizations which have the required capabilities.

➢ Each ESF #6 participating agency/organization is responsible for providing direction within their respective organization, based on the collective need and mission assignment

➢ Every level of government provides ESF #6 services and support. Local, state, and federal representatives coordinate provision of resources and services based on the needs of the situation, in order to ensure efficient use of resources and expedite delivery of services.

➢ Spokane County Community Organizations Active in Disaster (COAD), supported by SCEM, will act as the coordinating entity to align mass care services. When activated, the COAD will coordinate among the member organizations to fill outstanding requests within their means, or direct the request to the lead organization of a function. This coordination is necessary to reduce duplication of effort and ensure efficient and effective response actions.

　o County-wide ESF #6 activities will be coordinated through the Spokane County ECC

　o Should participating agencies receive "independent" requests for assistance, these requests must be coordinated through the COAD

　o During large-scale incidents, ESF #6 activities are accomplished in coordination with SCEM or facilitated at the ECC, when activated, using agency and COAD liaisons

➢ Initial response activities will focus on meeting urgent mass care needs

➢ Recovery tasks are initiated concurrently with response activities. Close coordination between public safety, relief organizations, and non-governmental organizations responsible for emergency response and recovery operations will be required.

➢ Public information on the availability of services will be coordinated and compiled by the Spokane County Joint Information Center (JIC); and disseminated using all available means

➢ Support agencies must assign an agency representative to operate from the ECC, when activated, to coordinate agency activities

MASS CARE

Coordination of Mass Care services includes ensuring that the resources required to provide Mass Care services are in place; logistical support to deliver needed resources is functioning; and information regarding shelter, feeding, housing, and human service needs is being collected and analyzed.

➢ Sheltering includes the use of pre-identified shelter locations in existing structures, creation of temporary facilities, or the provision of non-congregate options, should evacuation be necessary.

- o SCEM will coordinate shelter openings with the American Red Cross and COAD organizations to meet the needs of the affected population.

- o The need for shelters may be determined by SCEM in consultation with appropriate Incident Commander(s); and location of shelters will be coordinated with the ARC.

- o Shelters opened by support agencies must comply with established ARC standards and be able to support individuals with access and functional needs.

- o All companion and service animals are allowed in shelters. Shelter arrangements will be made to provide for the care of pets.

➢ Feeding and hydration includes the provision of food and/or water to affected populations through a combination of fixed sites, mobile feeding units, and bulk commodity distribution.

➢ Emergency First Aid includes basic first aid and referral to appropriate medical personnel and facilities; and is provided at Mass Care facilities and designated sites as described in ESF #8.

➢ Reunification services include the collection and provision of information regarding individuals residing within the affected area(s) to immediate family members outside the affected area.

- o The establishment of aa assistance center will be coordinated by SCEM and SRHD.

- o The reunification of unaccompanied minors will be coordinated with law enforcement.

- o The ARC's "Safe and Well" program will be utilized to assist in reunification efforts.

- o School districts will manage the reunification of their student populations according to District plans.

- o Reunification of pets and service animals separated from their owners will be coordinated by HEART and SCRAPS

➢ Distribution of emergency supplies includes the provision of relief items to meet urgent needs through sites established within the affected area(s).

- o Support may include transportation, warehousing, equipment, technical assistance, and other critical materials or services.

- o Community Points of Distribution (CPODs) may be utilized to provide food, water, and other necessities to affected populations. SCEM will coordinate with COAD organizations or other designated agencies to provide resources at CPODs.

- o Additional coordination for CPODs will be provided through ESF #7.

EMERGENCY ASSISTANCE

The provision of Emergency Assistance includes support to evacuations, support to specialized shelters, animal evacuation and sheltering, coordination of donated goods and services, and the coordination of voluntary agency assistance.

➢ Specialized or non-traditional shelters may be necessary based upon the specifics of the incident and the needs of the affected population. Non-traditional sheltering can include tents, pop-up shelters, parks or other community areas.

➢ Provision of animal care will be coordinated with ESF #11 and will include proper shelter, feeding, medical care, and transportation for evacuation for pets and animals that may be

impacted in an incident. Needs will be coordinated collaboratively between the Humane Emergency Animal Rescue Team (HEART), SCOPE Livestock Emergency Evacuation Team (SLEET), and other support agencies as needed.

➢ Volunteer and donations management will be coordinated through lead organizations and the ECC. Specific responsibilities for operations of donation and volunteer management centers can be found in the Volunteer and Donations Management Plan.

TEMPORARY HOUSING

The ESF #6 Temporary Housing function addresses the needs of dislocated survivors in the impacted area(s). These activities are accomplished through the coordination and implementation of programs and services provided by multiple organizations, and are designed to:

➢ Assist with short-term and interim housing for survivors. Interim housing refers to the time period after individuals leave shelters until they are either permanently re-housed or leave the area.

➢ Appropriately address transportation, physical accessibility, adequate family space and other needs within the provision of housing assistance

➢ Provide guidance on and access to rental assistance, repairs, construction or loan assistance, and the identification and provision of accessible housing; identify solutions for short-term and interim housing

➢ Coordinate with ESF #7 for resources, including picture boards or talk boards, wheelchairs and other durable medical equipment, alternative format materials, etc. to address the needs of people with access and functional needs

➢ Should the number of displaced residents exceed available local housing stock capacity, FEMA may provide interim housing locations for up to 18 months

HUMAN SERVICES

The ESF #6 Human Services function relies on agencies and programs to assist with situational assessment and implementation of appropriate plans of action to provide services to the affected population.

➢ Provide crisis intervention to support immediate, short-term emotional support for individuals, households, and social groups dealing with anxieties, stress, and trauma associated with an emergency or disaster, act of terrorism, and/or incident of mass criminal violence

➢ Identify, coordinate, and provide Mass Care services to individuals with access and functional needs, including the elderly, children, people with disabilities, and people communicating in languages other than English (including Sign Language).

➢ Work with law enforcement and appropriate legal authorities to develop a disaster protocol for temporary care of unaccompanied children/minors and adults requiring care

➢ Identify special programs that may be available under an emergency or major disaster declaration to assist with the provision of mass care services

➢ Assist with the provision of referrals to the proper organizations to fill unmet needs, provide

mental and spiritual health support, provide disaster legal services and disaster unemployment assistance

MITIGATION ACTIVITIES

➢ Participate in the hazard identification process and take steps to correct deficiencies in the Mass Care, Housing, and Human Services function

➢ Implement a public education campaign regarding the importance of maintaining adequate homeowner's and/or renter's insurance

➢ Review and apply lessons learned from emergency/disaster incidents that have occurred elsewhere

PREPAREDNESS ACTIVITIES

➢ Develop and maintain agency/organization Standard Operating Procedures/Guidelines and other plans and/or procedures as necessary for areas of responsibility and provide on-going training to organization volunteers and personnel

➢ Support and attend regular COAD membership meetings to share information, discuss roles and responsibilities, identify areas to partner, and develop processes for coordination of response activities

➢ Develop and maintain mutual aid agreements and memoranda of understanding with support agencies, ancillary or contract support services, and resources

➢ Coordinate with social services, advocacy groups and schools to develop agency and personal preparedness plans, including individuals with Limited English Proficiency (LEP) and those with access and functional needs

➢ Create a database of resources for interpretation, translation, and language assistance. Educate support personnel in methods for effectively interacting with individuals with Limited English Proficiency (LEP), and others with sensory, visual, and hearing disabilities.

➢ Coordinate with ESF #11 in the pre-identification of available shelter locations for pets and/or livestock during emergencies or disasters

➢ Participate in training and exercises of the *Comprehensive Emergency Management Plan* (CEMP)

➢ Ensure personnel are trained to the appropriate level in the Incident Command System (ICS)

➢ Identify and assign agency liaisons to serve in the ECC when requested

RESPONSE ACTIVITIES

➢ Activate in full or part the Spokane ECC, as necessary and appropriate

➢ Receive, analyze, and verify situation reports to identify and/or estimate needs for Mass Care services

➢ Notify appropriate response partners of Mass Care needs and request assistance, as necessary

➢ Coordinate logistical support for shelter sites, reunification center(s), and distribution of relief

supplies

➢ Coordinate shelter and feeding requirements with the ARC

➢ Disseminate all relevant information of available Mass Care services through the SCEM PIO or JIC, if activated

RECOVERY ACTIVITIES

➢ Develop specialized task forces to address long-term housing, human services, and behavioral health needs

➢ Participate in the Recovery Task Force

➢ Support transition to long-term/permanent housing options for those affected by the disaster

RESPONSIBILITIES

ALL PRIMARY AND SUPPORTING ESF AGENCIES

➢ Establish and maintain disaster-related policies, plans, systems, and procedures for:
  o Personnel accountability, safety, lines of authority and succession
  o Logistical support for personnel and equipment
  o Facility/infrastructure damage assessment and reporting
  o Continuity of operations
  o Facility/infrastructure repair and restoration
➢ Provide an assessment of damages and operational status to the Spokane County ECC
➢ Assist the Joint Information Center (JIC), when activated

SPOKANE COUNTY EMERGENCY MANAGEMENT

➢ Maintain 24-hour Duty Officer coverage
➢ Activate County ECC as necessary and appropriate
➢ Identify the need for Mass Care and shelter for displaced persons unable to provide for themselves as a result of an emergency or disaster
➢ Coordinate shelter locations, openings, or other options with ARC
➢ Provide all necessary support to the COAD to ensure the success of ESF #6 operations
➢ Assist in the coordination of interim and long-term housing needs with appropriate relief organizations
➢ In collaboration with partner agencies, assess local housing needs and establish housing priorities

SPOKANE COUNTY COMMUNITY ORGANIZATIONS ACTIVE IN DISASTER (COAD)

➢ Provide leadership in coordination and integration of overall local efforts associated with Mass Care, Housing, and Human Services
➢ Coordinate with ARC in operating, staffing, and resourcing shelter operation facilities
➢ Respond to Mass Care needs of displaced county inhabitants who are unable to provide for themselves due to an emergency or disaster

- Coordinate Mass Care services with SCEM and the ECC, if activated
- Provide fixed and mobile food service to affected populations
- Support donations management
- Support affected populations through cooperation, coordination, and collaboration with various voluntary organizations in Washington State

INLAND NORTHWEST CHAPTER OF THE AMERICAN RED CROSS

- Function as Lead Agency for identifying, planning, coordinating, operating, staffing, and stocking shelter operations facilities
- Maintain current shelter and other relevant resource agreements
- Maintain inventories for shelter operations
- Keep accurate registration and accountability records of shelter inhabitants
- Participate in the shelter decision-making process
- Provide representation to the ECC for coordination of shelter needs, as necessary
- Provide staff and supplies (food, water, comfort items, essential clean-up supplies) as incident conditions dictate and resources allow
- Utilize and update the National Shelter System database
- Maintain Red Cross "Safe and Well" website
- Provide individual client services through casework for people with disaster-related needs
- Provide disaster health and mental health services, such as: emergency first aid, medical assessment, triage and replacement of emergency medications, financial assistance or referrals to community partners, and crisis intervention, as requested
- Provide Mass Care support services to small emergencies and localized events not requiring activation of the ECC

SPOKANE COUNTY COMMUNITY SERVICES, HOUSING, AND COMMUNITY DEVELOPMENT DEPARTMENT (CSHCD)

- Function as Lead Agency for the provision of social and human services needs for its established clients
- Coordinate with external agencies contracted to provide behavioral health, case management, information and assistance, and personal care services
- Assist with the identification of special populations within the incident area, including individual clientele, group homes, and/or assisted living facilities, etc.
- Provide coordination and referral for crisis intervention services
- Provide support and technical assistance to specialized shelters, as requested and appropriate
- Coordinate incident-related support services through referrals to appropriate facilities and organizations, identification of and access to relevant programs, or through direct support to individuals
- Coordinate and leverage housing-related resources to assist local government in addressing housing-related disaster needs
- Administer Federal Housing Grants, Emergency Housing Repair Grants, and provide access to rapid re-housing assistance and housing assistance subsidies
- Provide agency representative to ECC, as requested and appropriate

SPOKANE REGIONAL HEALTH DISTRICT (SRHD)

➢ Provide for the coordination of health and sanitation services at mass care facilities and other locations, as requested
➢ Coordinate with SCEM and shelter operators to conduct communicable disease surveillance
➢ Provide for food safety monitoring at fixed or mobile feeding sites
➢ Coordinate and leverage existing programs to provide nutrition support to affected populations, as appropriate
➢ Coordinate activities of Medical Reserve Corps (MRC), as requested and necessary
➢ Provide support to specialized shelters, as necessary

HEART, SCRAPS, AND SLEET

➢ Provide for and support the evacuation, housing, and care of stray and/or displaced animals
➢ Facilitate the reunification of animals with their owners
➢ Manage, accept and distribute disaster pet donations
➢ Open and operate a pet food pantry to support pet sheltering needs
➢ Support marketing and preparedness messaging for pet-related needs
➢ Coordinate with ESF #11 to manage needs for large animals and livestock

ALL COMMUNITY GROUPS AND RELIEF ORGANIZATIONS

➢ Support ESF #6 tasks and activities coordinated through SCEM and Spokane County COAD
➢ Ensure continued provision of support services to existing program clientele
➢ Coordinate and leverage existing programs to facilitate provision of relief services
➢ Ensure continual flow of information sharing with Spokane County COAD and SCEM regarding agency status, unmet needs, resource availability, etc.

WASHINGTON STATE DEPARTMENT OF AGRICULTURE

➢ Administer the Food Assistance Program (TEFAP) from USDA, Emergency Food Assistance Program (EFAP) and USDA's Commodity Supplemental Food Program (CSFP)
➢ Locate and secure supplies of food, including USDA Foods to supplement those in the disaster area
➢ Provide disaster food assistance during emergencies or major disasters in coordination with ESF #11
➢ Identify qualified veterinary medical personnel for animals and household pets impacted by emergencies or disasters

WASHINGTON STATE DEPARTMENT OF SOCIAL AND HEALTH SERVICES (DSHS)

➢ Deploy Mobile Community Service Office vehicles to disaster reception or other locations to facilitate the delivery of services
➢ Provide subject matter expertise on ESF #6 activities
➢ Provide certified foreign language interpreters and translators to support delivery of DSHS services
➢ Administers the Disaster Supplemental Nutrition Assistance Program (D-SNAP) in accordance with USDA
➢ Administers Crisis Counseling Assistance Program Grant (if requested, following federally declared disasters)

FEDERAL EMERGENCY MANAGEMENT AGENCY (FEMA)

- ➢ Function as Lead Agency for federal ESF #6 response in federally declared disasters
- ➢ Maintain FEMA National Shelter System (NSS)
- ➢ Provide interim housing options in instances where the number of displaced residents exceeds the local housing stock capacity

ESF #7 – LOGISTICS AND RESOURCE SUPPORT

EMERGENCY SUPPORT FUNCTION COORDINATOR
➢ Spokane County Emergency Management (SCEM)

LEAD AGENCY
➢ Spokane County Emergency Management (SCEM)

SUPPORTING AGENCIES
➢ Spokane County Purchasing Department
➢ Spokane County Budget Office
➢ Spokane County Auditor's Office
➢ All Spokane County Departments, as required
➢ Spokane Regional Health District (SRHD)
➢ Inland Northwest Chapter American Red Cross
➢ Spokane County Community Organizations Active in Disaster (COAD)
➢ Other Relief Organizations
➢ City of Spokane Office of Emergency Management

INTRODUCTION

PURPOSE

The purpose of ESF #7 – Logistics and Resource Support is to coordinate, organize, and support the provision of services, personnel, commodities, facilities, and other resources for the residents, employees, and visitors of Spokane County prior to, during, and following an emergency or disaster impacting Spokane County.

SCOPE

Emergency Support Function #7 – Logistics and Resource Support describes how Spokane County will direct and control the acquisition, allocation, and management of resources in support of County and/or local governments during the response and recovery phases of an emergency or disaster.

This ESF does not imply that all emergency resource contingencies are addressed, or that a perfect response is guaranteed. Spokane County can only endeavor to make every reasonable effort to respond based on the situation, information, and resources available at the time of the emergency or disaster.

CORE CAPABILITIES AND ACTIONS

The following table identifies the Core Capabilities which are supported by ESF #7 activities. In addition to the capabilities listed, all ESFs support the Planning, Operational Coordination, and Public Information & Warning capabilities, as well.

Mission Area	Core Capability	Description and Actions
Response	Mass Care Services	1. Provide life-sustaining and human services to the affected population. 2. Move and deliver resources and capabilities to meet the needs of disaster survivors, including individuals with access and functional needs. 3. Establish, staff and equip emergency shelters and other temporary housing options for the affected population. 4. Provide re-location assistance or interim housing solutions for families unable to return to their pre-disaster homes.
	Critical Transportation	1. Facilitate transportation, including infrastructure access and accessible transportation services, for response priority objectives. 2. Ensure basic human needs are met, stabilize the incident, transition into recovery for an affected area, and community functionality, through acquisitions and coordination.
	Operational Communications	1. Ensure the capacity for timely communications in support of security, situational awareness, and operations, by any means available, among and between affected communiti3es in the impact area and response forces. 2. Ensure the capacity to communicate with both the emergency response community and the affected populations and establish interoperable voice and data communications between federal, state, and local first response agencies. 3. Coordinate the acquisition of sufficient communications infrastructure within the affected areas to support on-going life-sustaining activities, provide for basic human needs, and transition to recovery. 4. Coordinate the acquisition of critical information networks, in order to inform situational awareness, enable incident response, and support the resilience of key systems.
	Logistics and Supply Chain Management	1. Deliver essential commodities, equipment, and services in support of impacted communities, to include emergency power and fuel support, as well as the coordination of access to community staples. Synchronize logistics capabilities and enable the restoration of impacted supply chains. 2. Mobilize and deliver governmental, non-governmental, and private sector resources to save lives, sustain lives, meet basic human needs, stabilize the incident, and begin the transition to recovery. 3. Enhance public and private resource and services support for an affected area.
	Infrastructure Systems	1. Stabilize critical infrastructure functions, minimize health and safety threats. Support the stabilization of immediate

		infrastructure threats to the affected population, nearby communities, and mass care support facilities. 2.Coordinate resources for the re-establishment of the critical infrastructure within the affected area(s) to support on-going emergency response operations, life sustainment, community functionality, and the transition to recovery. 3. Formalize partnerships with governmental and private sector cyber incident or emergency response teams to accept, triage, and collaboratively respond to cascading impacts.
Recovery	Infrastructure Systems	1. Support the restoration and revitalization of systems and services to support a viable, resilient community. Support restoration of essential services, both public and private, to maintain community functionality. 3. Provide systems that meet the community needs while minimizing service disruption during restoration within the timeline specified by the recovery plan.

POLICIES

Spokane County Code 1.08.020 – Department Director – Appointment: The Spokane County Sheriff, acting in the capacity of Director of Emergency Management has the authority to make decisions regarding resource priorities and distribution.

Spokane County Code 1.08.020 – Department Director – Appointment: The Spokane County Sheriff, acting in the capacity of Director of Emergency Management may invoke temporary control of County-owned resources and establish priorities when an emergency or disaster is proclaimed.

Spokane County Departments are responsible for the development and maintenance of a Department Continuity of Operations Plan (COOP).

Spokane County Departments Heads will utilize their personnel to the maximum extent possible during emergencies or disasters. This may include re-assignments, such as staffing the County EOC/ECC, and/or participating in other response and recovery activities.

The requesting agency is responsible for the payment of requested resources. If funds are not available, purchases will be made in accordance with emergency purchasing policies.

SITUATION

EMERGENCY OR DISASTER CONDITIONS AND HAZARDS

Reference the *Spokane County Hazard Mitigation Plan* and/or Threat and Hazard Identification and Risk Assessment (THIRA), both separately published documents, for information on the natural and human-caused events that may affect Spokane County.

A significant emergency or disaster will severely impact and limit access to the resource infrastructure that exists within Spokane County. Normal channels for communication may be inoperable, making resource procurement and management difficult.

PLANNING ASSUMPTIONS

Following an emergency or disaster, there may be a need to provide resources, goods, and/or services to the affected area(s).

Support agencies and incorporated cities and towns will perform tasks and expend resources under their own authorities, including implementation of mutual aid agreements, in addition to resources received under the auspices of this Plan.

Fundamental resources such as water, food, first aid supplies, shelter and sanitation supplies, and fuels may be exhausted due to impacts of disasters. Extraordinary measures may have to be taken to meet demands.

Transportation to affected areas may be limited due to weather conditions and/or damage to roads, bridges or other transportation infrastructure.

The management and associated logistics of resource support is highly situational and is dependent upon flexibility and adaptability.

No guarantee of a perfect response is implied or suggested by this ESF. Spokane County Emergency Management, its partner agencies and other cooperators can only make every reasonable effort to respond based on the situation, information, and resources available at the time of the emergency or disaster.

CONCEPT OF OPERATIONS

GENERAL

➢ When the Spokane County ECC is activated in anticipation of, or immediately following an incident of County significance, it becomes the focal point for incident-related resource management. Representatives from impacted communities, districts, and departments will liaise with the ECC to assist with resource prioritization and the coordination, management, distribution, and conservation of supplies and resources necessary to meet fundamental human needs and support the maintenance of essential services.

➢ Normal Spokane County supply procedures will be used whenever possible, unless the severity of the incident dictates the need for procurement of additional supplies or equipment from outside sources.

➢ Spokane County will proclaim a state of emergency when existing resource and budget capacities are nearing depletion, or when demand exceeds capabilities.

➢ Individual incorporated jurisdictions may also proclaim an emergency which may require logistical support from SCEM.

➢ The determination to use public or private sector resource providers is based on critical need, asset availability, and delivery time(s) of the specific resource. When all local resources, both public and private, are depleted, the ECC will request support from the WA State Emergency Operations Center (SEOC).

➢ SCEM will utilize the State's WebEOC license for the management of resource requests elevated to the SEOC.

- Spokane County Purchasing Department will support the ECC in contracts and procedures for acquisition, disposition, and leasing of resources. Purchasing will assign a Department liaison to the ECC, when requested.
- All Spokane County Departments have purchasing authority to engage in their own resource acquisition and contracts as appropriate for their activities.

ORGANIZATION

SCEM is responsible for implementing the local coordination and management of logistical support of resources, and may be requested by WA SEOC to establish a regional collection and distribution center for the implementation of the State's CEMP ESF #7.

MITIGATION ACTIVITIES

- Work with support agencies to establish and review departmental roles and responsibilities for preparedness, and for providing resource support during the response and recovery phases of an emergency or disaster.
- Identify vulnerabilities in resource delivery and supply chains for vital commodities; develop strategies and implement actions to reduce risks to the resource support and logistics management function.
- Coordinate with Risk Management for technical assistance on potential liability issues.
- Develop and maintain Continuity of Operations plans and procedures

PREPAREDNESS ACTIVITIES

- Develop and maintain Resource Database, Standard Operating Procedures/Guidelines and other plans for ESF #7 operations and activities
- Identify, train, exercise, and prepare staff and other County/local agencies to support ESF #7 operations and activities
- Develop and maintain mutual aid agreements and memoranda of understanding with support agencies, ancillary or contract support services, and resources
- Develop and maintain pre-contracting agreements and appropriate arrangements for specific resources
- Identify suitable locations for use as staging areas and/or resource reception centers; complete use agreements, as necessary and appropriate
- Identify suitable locations for use as distribution points and/or disaster assistance centers; complete use agreements, as necessary and appropriate

RESPONSE ACTIVITIES

- Pre-plan for anticipated needs based on damage assessment reports and prior incident information
- Receive resource requests and process as appropriate
- Establish resource reception and delivery/distribution system
- Maintain resource tracking systems for loaned assets
- Coordinate security, as needed, for reception, warehouses, and distribution points
- Secure needed resources through all means available, including donation, mutual aid, and/or procurement

RECOVERY ACTIVITIES

➢ Contact recipients of all loaned equipment and make arrangements for their return
➢ Arrange for relocation, disposal, or storage of excess donated goods
➢ Complete all documentation requirements for closure of leased sites or facilities
➢ Deactivate volunteers and staff
➢ Ensure appropriate letters/certificates are presented to donors/suppliers

RESPONSIBILITIES

ALL PRIMARY AND SUPPORTING ESF AGENCIES

➢ Establish and maintain disaster-related policies, plans, systems, and procedures for:
  o Personnel accountability, safety, lines of authority and succession
  o Logistical support for personnel and equipment
  o Facility/infrastructure damage assessment and reporting
  o Continuity of operations
  o Facility/infrastructure repair and restoration
➢ Provide an assessment of damages and operational status to the Spokane County ECC
➢ Assist the Joint Information Center (JIC), when activated

SPOKANE COUNTY EMERGENCY MANAGEMENT

➢ Provide, direct, and coordinate ESF #7 operations, including, but not limited to: locating, procuring, and issuing resources, and locating available space and/or facilities to support the ECC, County Departments, and incident management activities
➢ Ensure resource requests from impacted districts, departments, political jurisdictions and sub-divisions are considered when determining logistical priorities
➢ Coordinate, supervise, and manage the procurement, storage, and distribution of supplies and equipment through the ECC during times of emergency or disaster
➢ Develop and maintain a current resource database
➢ In coordination with the Joint Information Center (JIC), disseminate information concerning resource availability and distribution to the public
➢ Establish logistical staging areas within Spokane County departments or in conjunction with partner agencies to receive equipment, supplies, and/or personnel
➢ As necessary, coordinate and oversee the establishment and operation of Community Points of Distribution (CPODs)
➢ Provide for the registration of volunteers into the Emergency Worker program

ALL SPOKANE COUNTY DEPARTMENTS AND BRANCHES

➢ Develop and maintain a Continuity of Operations (COOP) plan and program
➢ Assign staff for ECC training and operations when requested by the Director of Emergency Management
➢ Ensure accountability for employees, level of operations, assessment of damages, identification of resource needs, and reporting of information to the ECC in a timely manner
➢ Provide situation reports and damage assessments, as necessary
➢ Provide a Department representative/liaison to the ECC when requested

> ➢ Maintain purchasing and financial records of any expenditure used for response or recovery from the emergency or disaster
> ➢ Utilize resources, including personnel, to maximize efforts toward response and recovery, and provide aid to cities/towns requesting assistance during an emergency or disaster, as capacity and capability allow

SPOKANE COUNTY PURCHASING DEPARTMENT

> ➢ Provide Purchasing staff to the ECC to coordinate emergency purchases, as necessary and appropriate
> ➢ Establish procedures for procurement of emergency supplies and equipment not covered in existing County code and procedures
> ➢ Maintain existing contracts and establish new ones as indicated for an effective response and recovery from an emergency or disaster
> ➢ Maintain purchasing records of any expenditure used for response or recovery from an emergency or disaster

SPOKANE COUNTY BUDGET OFFICE AND AUDITOR'S OFFICE

> ➢ Identify and coordinate emergency funding availability with ECC
> ➢ Provide staff to the ECC to coordinate Finance operations, as necessary and appropriate
> ➢ Establish procedures for the tracking and management of emergency or disaster response and recovery expenditures and overall fiscal impact
> ➢ Consolidate and maintain all financial records related to response and recovery activities

ALL OTHER SUPPORTING AGENCIES

> ➢ Provide organizational structure and oversight to assure efficacy and efficiency in response and recovery activities and responsibilities
> ➢ Provide a representative/liaison to the County ECC when requested to assist with coordination of activities

MUNICIPALITIES AND TOWNSHIPS

> ➢ Convey all requests for County, state, and federal resource assistance through Spokane County Emergency Management
> ➢ Provide a representative/liaison the County ECC when requested

WASHINGTON STATE EMERGENCY OPERATIONS CENTER (SEOC)

> ➢ Receive, process, and coordinate resource requests as prioritized and submitted by the Spokane County ECC
> ➢ Function as Lead Agency for the implementation of the Washington State Emergency Worker Program

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ESF #8 – PUBLIC HEALTH AND MEDICAL SERVICES

EMERGENCY SUPPORT FUNCTION COORDINATOR

➢ Spokane Regional Health District (SRHD)

LEAD AGENCY

➢ Health and Medical: Spokane Regional Health District (SRHD)
➢ Emergency Medical Services: Spokane County EMS & Trauma Care Council
➢ Fatality Management: Spokane County Medical Examiner's Office

SUPPORTING AGENCIES

➢ Disaster Medical Coordination Center (DMCC)
  o Primary: MultiCare Deaconess Hospital
  o Secondary: Providence Sacred Heart Medical Center & Children's Hospital
➢ Regional Emergency and Disaster Healthcare Coalition (REDi)
➢ Spokane County Emergency Management (SCEM)
➢ Spokane County Fire Protection Districts and Departments – EMS Providers
➢ Spokane County Healthcare Agencies/Facilities
➢ Spokane County Behavioral Health Providers
➢ Spokane County Medical Reserve Corps
➢ Spokane County Chaplains
➢ Spokane County Mortuary Service Providers
➢ EMS Transport Agencies
  o AMR
  o Deer Park Ambulance
  o Lifeflight
➢ Spokane Regional Emergency Communications (SREC)
➢ Auxiliary Communications Service (ACS)
➢ WA State Department of Health
➢ WA State Emergency Operations Center (SEOC)

INTRODUCTION

PURPOSE

The purpose of ESF #8 – Public Health and Medical Services is to 1) plan for, organize, mobilize, coordinate, and direct public health and medical response and support before, during, and after an emergency or disaster impacting Spokane County; 2) provide for the coordination of pre-hospital, hospital, medical community, and fatalities management to reduce the mortality and morbidity resulting from emergencies or disasters; 3) facilitate the coordinated use of medical resources such as personnel, facilities, equipment, and supplies; 4) provide for the care of the sick, injured, and deceased resulting from an emergency or disaster; and 5) coordinate information sharing between ESF #8 partner agencies and other ESFs.

Emergency Support Function #8 – Public Health and Medical Services identifies Emergency Medical Services (EMS), public health, medical and related services including fatality management services provided to residents of Spokane County along with guidelines for the coordination of these services.

These guidelines are not intended to circumvent the use of training, practice, experience, and judgment of the lead and support agencies involved in the performance of this ESF. Specific operating procedures and protocols are addressed in documents maintained by the ESF #8 partner agencies and organizations.

CORE CAPABILITIES AND ACTIONS

The following table identifies the Core Capabilities which are supported by ESF #8 activities. In addition to the capabilities listed, all ESFs support the Planning, Operational Coordination, and Public Information & Warning capabilities, as well.

Mission Area	Core Capability	Description and Actions
Response	Critical Transportation	1. Coordinate medical transportation for response priority objectives, including the evacuation of patients. 2. Support delivery of required resources to save lives and to meet the needs of affected populations. 3. Organize transportation, as requested, for response priority objectives, including the evacuation of people and service animals, and the delivery of essential response personnel and services to the affected area(s). 4. Ensure basic health needs are met, stabilize the incident, transition into recovery for an affected area, and restore basic health services and community functionality.
	Environmental Response / Health and Safety	1. Respond appropriately to ensure the protection of the health and safety of the public and workers, as well as the environment, from all hazards in support of responder operations and the affected communities. 2. Identify and assess worker health and safety hazards and disseminate health and safety guidance, and resources to response and recovery workers. 3. Minimize public exposure to environmental hazards through assessment of hazards and recommendation of public protective actions. 4. Assist with the identification, evaluation, and implementation of measures to prevent and minimize impacts to the environment, from all-hazards emergencies, and response operations.
Response (continued)	Fatality Management Services	1. Coordinate operations for the recovery of fatalities over a geographically dispersed area. 2. Provide fatality management services, including decedent remains recovery and victim identification, working with local,

		state, tribal, and Federal authorities to provide mortuary processes, temporary storage or permanent internment solutions, information sharing with mass care services, reunification with family, and providing counseling to the bereaved.
	Public Health, Healthcare, and Emergency Medical Services	1. Facilitate lifesaving medical treatment via Emergency Medical Services and related operations, and avoid additional disease and injury by providing targeted public health, medical, and behavioral health support, and products to all affected populations. 2. Support triage and initial stabilization of casualties and transition to definitive care for those likely to survive their injury or illness.
Recovery	Public Health, Healthcare, and Emergency Medical Services	1. Facilitate restoration and improvement of health and social services capabilities and networks to promote the resilience, independence, physical and behavioral health, and over-all well-being of the whole community. 2. Coordinate the return of medical surge resources to pre-incident levels, complete health assessments, and identify necessary recovery processes.

POLICIES

Spokane County Emergency Medical Services (EMS), Emergency Medical Technicians (EMTs), and Paramedics who provide emergency medical care within Spokane County shall operate under the current version of the *Spokane County Emergency Medical Service (EMS) Protocols*, as published by the Spokane County EMS and Trauma Care Council.

Spokane County EMS will operate within the guidelines established in Spokane County's Multi-Casualty Incident Plan found in Chapter 13 of the *Spokane County Field Operations Guide (FOG)* for incidents in which the number of casualties is beyond the capabilities of the initial responding resources.

The Disaster Medical Coordination Center (DMCC) is responsible for supporting EMS and the healthcare community by identifying available beds and placing patients at the most appropriate facility, based on their injury or illness, as quickly as possible. During an MCI, patient distribution is directed through the Disaster Medical Coordination Center, and all area hospitals may receive MCI patients, unless the facility is incapacitated. MultiCare Deaconess Hospital is the primary DMCC for Spokane County, with Providence Sacred Heart Medical Center functioning as secondary/alternate. Movement of patients to facilities in other counties will be directed by the Spokane County DMCC in collaboration with neighboring DMCCs and/or the State DMCC in accordance with the WA State DMCC Agreement.

The Regional Emergency and Disaster Healthcare Coalition (REDi) will serve as the lead healthcare coordination agency for gathering information on healthcare impacts and other healthcare related situational awareness, support of medical resource needs, facilitation of healthcare related mutual aid, coordination of patient tracking and movement, and activation of healthcare clinical and policy leadership groups to inform the healthcare organizations and the SRHD.

The Disaster Clinical Advisor Committee (DCAC) will provide support and guidance to the Local Health Officer in situations with complex ethical issues and clinical decision-making requiring healthcare and health community input. The DCAC works closely with the Washington State Disaster Medical Advisory

Committee (DMAC) and is focused on the development of clinically focused tools and planning for medical surge and implementation of Crisis Standards of Care (CSC).

The Spokane Regional Health District (SRHD) will provide guidance to county agencies and individuals on public health principles including infectious disease control, safe drinking water, food sanitation, personal hygiene, vector prevention and control, isolation and/or quarantine, and proper handling of liquid waste or other public health hazards.

Local Health Officer Authority: RCW 70.05.070 – the Local Health Officer may:
- Take such action as is necessary to maintain health and sanitation supervision
- Control and prevent the spread of any dangerous, contagious, or infectious diseases that may occur
- Inform the public as to the causes, nature, and prevention of disease and disability, and the preservation, promotion and improvement of health within his/her jurisdiction
- Prevent, control, or abate nuisances which are detrimental to the public health

Local Health Office Authority: WAC 246-100-036 – the Local Health Officer shall:
- Establish, in consultation with local healthcare providers, health facilities, emergency management personnel, law enforcement agencies, and any other entity deemed necessary, plans, policies, and procedures for instituting emergency measures necessary to prevent the spread of communicable disease or contamination
- When necessary, conduct investigations and institute disease control and contamination measures, including medical examination, testing counseling, treatment, vaccination, decontamination of persons or animals, isolation, quarantine, vector control, condemnation of food supplies, and inspection and closure of facilities, or other measures deemed necessary based on his/her own professional judgment, current standards of practice, and the best available medical and scientific information

Medical Examiners Jurisdiction Over Remains: RCW 68.50.010
- The jurisdiction of bodies of all deceased persons who come to their death suddenly when in apparent good health without medical attendance within the thirty-six hours preceding death; or where the circumstances of death indicate death was caused by unnatural or unlawful means; or where death occurs under suspicious circumstances; or where an autopsy or postmortem or inquest is to be held; or where death results from unknown or obscure causes; or where death occurs within one year following an accident; or where the death is caused by any violence whatsoever…; or where death is due to a violent contagious disease or suspected contagious disease which may be a public health hazard.

SITUATION

EMERGENCY OR DISASTER CONDITIONS AND HAZARDS

Reference the *Spokane County Hazard Mitigation Plan* and/or Threat and Hazard Identification and Risk Assessment (THIRA), both separately published documents, for information on the natural and human-caused events that may affect Spokane County.

PLANNING ASSUMPTIONS

Disasters and large-scale emergencies are likely to increase demand for public health and medical services and information. Situations with potential threat to health and safety of the community require coordination of public health and emergency medical response.

Depending upon the specific situation, hospitals and medical clinic facilities may be damaged, destroyed, or otherwise rendered unusable, including damage to, or loss of utilities (power, water, sewer).

Public health threats, including problems related to food safety, vectors, water and wastewater, solid waste, infectious disease transmission, and behavioral health impacts may occur.

Availability of medical care personnel may be limited due to injury, illness, personal concerns or limited access to work locations.

Disruption of sanitation services and facilities, loss of power, and congregate sheltering will increase the potential for disease and injury.

The emergency or disaster may generate numbers of victims/casualties beyond the normal capacities of the health, medical, and/or mortuary agencies within Spokane County.

Damage or other impacts to infrastructure systems (communications, transportation, utilities, etc.) will negatively impact the efficacy of the county's health and medical services.

People with Access and Functional Needs, and those populations disproportionately impacted, may have a variety of medical conditions and will require specialized medical support services.

Persons who require daily maintenance medications (i.e. insulin) may have difficulty obtaining needed supplies because of damage to normal supply locations and/or disruption of supply chains.

Disasters and large-scale emergencies may produce urgent needs for mental health crisis counseling and spiritual support for disaster victims and emergency response personnel.

The county's behavioral health system may become overwhelmed and produce a critical need for mental health and crisis counseling services for victims, emergency response personnel, and the public.

Security services may be needed at hospitals, clinics, medication dispensing sites, alternate care facilities, and other medical agencies during a major health and/or medical event.

CONCEPT OF OPERATIONS

GENERAL

➢ The extent of ESF #8 activation will be dependent on the magnitude and scope of the emergency or disaster.

➢ Spokane Regional Health District (SRHD) and the Regional Emergency and Disaster Healthcare Coalition (REDi) provides 24-hour Duty Officer coverage in support of public health and medical response activities and will work in cooperation with the SCEM Duty Officer, who will provide support to all other field response activities.

- SRHD may activate a Public Health Command Center to respond to public health and medical-related incidents and will operate in accordance with their existing internal plans, procedures, and protocols.

- Public Health and Medical resource requests may be submitted through SCEM if unable to fulfill resource needs through other channels. If resource needs cannot be met locally or through local mutual aid agreements, SCEM will elevate the requests to the State EOC for assistance.

- As necessary and appropriate, REDi may support healthcare coordination and ESF #8 response activities, including, but not limited to: providing situational awareness, healthcare facility patient tracking, resource coordination, and policy and clinical coordination in response to an emergency.

- ESF #8 lead and support agencies will maintain workable emergency operational plans identifying critical personnel and responsibilities, emergency chain-of-command, appropriate emergency notification procedures and alternate work locations.

- Public Health and Medical related educational and technical information releases will be developed in coordination with the Joint Information System/Center (JIS/JIC) when activated.

- Support agencies will assign a designee as an agency representative/liaison to the SCEM ECC, when activated, to coordinate agency activities within the overall disaster response and transition into recovery.

MITIGATION ACTIVITIES
- Participate in the development, implementation, and maintenance of the *Spokane County Hazard Mitigation Plan*

PREPAREDNESS ACTIVITIES
- Provide for an annual review of ESF #8 and update as needed
- Continually evaluate the capabilities required to accomplish the ESF #8 mission, identify gaps, and leverage resources to address them
- Manage and track to resolution any ESF #8 issues identified through incident after action reviews
- Provide for and participate in relevant ESF #8 related planning, training, drills and/or exercise activities
- Ensure representatives from SRHD and support agencies are fully trained and prepared to respond to the County ECC
- Maintain updated contact information with SCEM for notification purposes

RESPONSE ACTIVITIES
- Establish and maintain operational awareness of public health and medical services through direct communications links with operational units in the field and/or their appropriate coordinating entities
- Conduct public health and medical services disaster impact and needs assessments, prioritize ESF #8 operational objectives in alignment with the ECC Incident Action Plan (IAP), and coordinate county-wide ESF #8 activities
- Collect, analyze, and report information relevant to ESF #8 activities, contribute to Action Plans and Situation Reports

- ➢ Receive, manage, and track resource requests for ESF #8
- ➢ Ensure full coordination of activities with other groups within the ECC to assist in the development and maintenance of a common operating picture

RECOVERY ACTIVITIES

- ➢ Coordinate ESF #8 support of recovery activities
- ➢ Coordinate the restoration of ESF #8 resources and/or capabilities, as needed
- ➢ Ensure ESF #8 representatives provide appropriate documentation and records of costs incurred throughout response

RESPONSIBILITIES

ALL PRIMARY AND SUPPORTING ESF AGENCIES

- ➢ Establish and maintain disaster-related policies, plans, systems, and procedures for:
  - o Personnel accountability, safety, lines of authority and succession
  - o Logistical support for personnel and equipment
  - o Facility/infrastructure damage assessment and reporting
  - o Continuity of operations
  - o Facility/infrastructure repair and restoration
- ➢ Provide an assessment of damages and operational status to the Spokane County ECC
- ➢ Assist the Joint Information Center (JIC), when activated

SPOKANE REGIONAL HEALTH DISTRICT (SRHD)

- ➢ Manage and coordinate all Spokane County public health, medical, and mental health preparedness, response, and recovery efforts
- ➢ Maintain emergency preparedness, response, and recovery capabilities
- ➢ Provide a Public Health Duty Officer for the notification of events requiring response by ESF #8 agencies; conduct situational assessment, initiate surveillance and monitoring activities, and notify ESF #8 participating agencies, as needed and appropriate
- ➢ Assess and maintain essential public health services and facilities, including communicable disease and environmental health programs
- ➢ Coordinate and disseminate public health guidance and messaging to partner agencies and the general public
- ➢ Establish and maintain MOUs and partnerships with local, regional, state, and federal partners
- ➢ Assess and activate Medical Counter Measures, as necessary and appropriate
- ➢ Assess and address the needs of vulnerable populations and marginalized communities
- ➢ Assess needs and collect data to identify gaps and inform response objectives
- ➢ Coordinate with County and City Emergency Management
- ➢ Implement public health response actions as required, including, but not limited to: disease surveillance and investigation, infection prevention, environmental health protections, vector control, isolation and quarantine, and alternate care systems
- ➢ Consult with community partners regarding implementation of Health Officer Authorities, such as school closures or other disease reduction measures which may impact other sectors
- ➢ Maintain a Medical Reserve Corps (MRC) volunteer program
- ➢ Participate in After Action Reviews, as requested and appropriate

SPOKANE COUNTY EMS AND TRAUMA CARE COUNCIL

➢ Serve as an advocate for efficient and effective emergency medical services, ensuring delivery of medical care that is consistent with professionally recognized standards
➢ Assure quality care management to ensure professional and public accountability for medical care provided within the Spokane regional system
➢ Manage all Spokane County EMS assets and other EMS asset response and recovery efforts
➢ Collaborate with REDi Healthcare Coalition regarding patient tracking
➢ Coordinate with State DoH/EMS officials regarding out-of-area certification credentials
➢ Collaborate with other pre-hospital entities regarding altered scope of practice, alternative standards of care, alternate transport mechanisms, and alternate receiving facilities
➢ Advocate for the safety and protection of EMS personnel, including adequate sleep periods, food and hydration, personal protective equipment, immune- or chemoprophylaxis, if needed
➢ Provide quality assurance and medical oversight of pre-hospital patient care
➢ Participate in After Action Reviews, as requested and appropriate

SPOKANE COUNTY MEDICAL EXAMINER'S OFFICE

➢ Coordinate with local law enforcement, public health, healthcare, emergency management, and other agencies to manage the recovery, identification, temporary storage, and release of human remains and personal effects
➢ Certify cause and manner of death
➢ Coordinate collection and dissemination of ante-mortem data
➢ Provide oversight and coordination of death notification(s)
➢ Designate temporary morgue facilities, when necessary, and coordinate with local funeral directors and other agencies to identify temporary morgue support staff
➢ Notify necessary agencies of temporary morgue sites and coordinate transportation of remains
➢ Coordinate operations with the WA State Patrol Latent Print and Missing Persons Units, area funeral directors, Federal Disaster Mortuary Response Team (DMORT), WA State Dental Association and other agencies, as necessary and appropriate
➢ Participate in After Action Reviews, as requested and appropriate

DISASTER MEDICAL COORDINATION CENTER (DMCC)

➢ Provide initial alert notifications utilizing agency/county alerting tools
➢ Conduct initial and on-going bed counts in the event of a Multi-Casualty Incident (MCI), and work with EMS and hospitals to coordinate placement of multiple patients to appropriate healthcare facilities

REGIONAL EMERGENCY AND DISASTER HEALTHCARE COALITION (REDI)

➢ Coordinate with healthcare organizations, EMS agencies, and local partners related to healthcare response and recovery strategies and tactics, including patient movement and tracking
➢ REDi will coordinate with SRHD within the ESF #8 structure and, in collaboration with the ECC, coordinate healthcare situational awareness for healthcare and local response partners
➢ Coordinate healthcare resource requests, including facilitation of healthcare mutual aid and healthcare resource sharing
➢ Coordinate patient movement tracking between healthcare and local partners
➢ Coordinate healthcare policy and clinical partners to support response activities

- ➢ Provide WATrac support to partner entities when requested
- ➢ Maintain close contact with the Northwest Healthcare Response Network to coordinate state-wide response and recovery actions for incidents across the State

SPOKANE COUNTY HEALTHCARE AGENCIES/FACILITIES

- ➢ Provide medical care for patients
- ➢ Maintain and activate internal Emergency Operations Plans and coordinate with parent systems (if applicable)
- ➢ Provide adequate planning for maintaining emergency capabilities under disaster conditions or other episodes of utility service interruption
- ➢ Develop surge capacity capabilities to accommodate an increased volume of patients needing care as the result of an emergency or disaster
- ➢ Contact and provide information to the REDi for regional coordination and response on issues
- ➢ Assist other healthcare organizations during a response in alignment with mutual aid agreements
- ➢ Coordinate with SRHD on infectious disease reporting and investigation, and alternate care system activation
- ➢ Notify the SRHD Duty Officer of any incident which may have public health or disease impacts
- ➢ Coordinate public messaging with the REDi, SRHD, County and city ECCs
- ➢ Process internal damage assessments as necessary, and provide the information to the Spokane County ECC

SPOKANE COUNTY EMERGENCY MANAGEMENT

- ➢ Coordinate with the SRHD Duty Officer or SRHD Public Health Command Center, if activated
- ➢ Assist with coordination of activities involving the Spokane County Medical Examiner's Office
- ➢ Coordinate multi-organization/agency response within County and outside city jurisdiction EOCs
- ➢ Provide logistics support
- ➢ Activate Joint Information Center/System, as necessary and appropriate

SPOKANE COUNTY FIRE PROTECTION DISTRICT & DEPARTMENTS – EMS PROVIDERS

- ➢ Initiate appropriate agency SOGs and MCI Plan, when indicated
- ➢ Provide pre-hospital medical care for patients in accordance with the *Spokane County Emergency Medical Service (EMS) Protocols*, as published by the Spokane County EMS and Trauma Care Council
- ➢ Coordinate emergency transportation of ill and/or injured persons with medical transportation service providers, as appropriate
- ➢ Notify the SRHD Duty Officer of any incident which could potentially impact the public health and/or medical systems in Spokane County

SPOKANE COUNTY MEDICAL RESERVE CORPS

- ➢ Provide qualified emergency workers to supplement medical capabilities
- ➢ Provide qualified emergency workers to supplement non-medical staff focused on medical coordination and support

SPOKANE COUNTY CHAPLAINS

- ➢ Provide and coordinate defusing and support to emergency workers
- ➢ Screen and coordinate outside agencies or persons offering to assist with stress management
- ➢ Coordinate and support the provision of Critical Incident Stress Management (CISM) services to first response personnel
- ➢ Assist relatives and friends in relieving emotions and encouraging expression of emotion
- ➢ Provide support and comfort, assist with funeral planning, as appropriate

ESF #9 – SEARCH AND RESCUE

EMERGENCY SUPPORT FUNCTION COORDINATOR
- Spokane County Sheriff's Office – Search & Rescue Unit

LEAD AGENCY
- Spokane County Sheriff's Office – Search and Rescue Unit

SUPPORTING AGENCIES
- Municipal Police Agencies
- Spokane County Fire Protection Districts and Departments
- Spokane County Volunteer Search and Rescue Units
- Spokane County Emergency Management (SCEM)
- Auxiliary Communications Service (ACS)
- City of Spokane Emergency Operations Center (EOC)
- National Weather Service (NWS)
- Civil Air Patrol
- WA State Emergency Management Division (EMD)
- WA State Department of Transportation (WSDOT) – Aviation Division
- US Air Force – Fairchild AFB

INTRODUCTION

PURPOSE

The purpose of ESF #9 – Search and Rescue is to coordinate, organize, and support the management of Search and Rescue (SAR) operations involving a person in distress as a result of an emergency or disaster within Spokane County; and to provide coordination of resources for rescuing animals when possible.

SCOPE

Emergency Support Function #9 – Search and Rescue addresses emergency and disaster Search and Rescue operations within Spokane County. The term "Search and Rescue (SAR)" refers to any activity related to searching, rescuing, or recovering by means of ground, marine, or air operations, any person who becomes lost, injured, or is killed while outdoors as a result of a natural, technological, or human caused disaster, including instances involving searches for downed aircraft when ground personnel are used.

This ESF provides guidance only for those in command of SAR operations and should not be viewed as a prescribed action plan, but does outline core principles consistent across most emergencies or major disasters.

CORE CAPABILITIES AND ACTIONS

The following table identifies the Core Capabilities which are supported by ESF #9 activities. In addition to the capabilities listed, all ESFs support the Planning, Operational Coordination, and Public Information & Warning capabilities, as well.

Mission Area	Core Capability	Description and Actions
Response	Mass Search and Rescue Operations	1. Deliver traditional and atypical search and rescue capabilities, including personnel, services, animals and assets to survivors in need, with the goal of saving the greatest number of endangered lives in the shortest time possible. 2. Conduct search and rescue operations to locate and rescue persons in distress. 3. Initiate community-based search and rescue support operations across a geographically dispersed area. 4. Ensure the synchronized deployment of local, regional, national, and international teams to reinforce on-going search and rescue efforts and transition to recovery.

POLICIES

Land-based Search and Rescue activities are initiated, coordinated, and directed by the local law enforcement agency responsible for the jurisdiction.

Air Search and Rescue for missing or downed civil aircraft is the responsibility of the WA State Department of Transportation (WSDOT) – Aviation Division and appropriate Federal agencies.

Volunteer SAR teams are organized into specialty-based units. Units are expected to ensure their members meet minimum training standards for the specific type of mission their members are deployed to. Additionally, each unit is responsible for ensuring their members are registered with the WA State Emergency Worker Program through SCEM (WAC 118-04 and RCW 38.52).

Spokane County Sheriff's Office (SCSO) is responsible for SAR operations in the unincorporated areas of Spokane County; and may, by agreement or upon request, support SAR operations in the incorporated cities and towns of Spokane County, and/or adjacent Counties.

SAR operations will be managed under the Incident Command System under the authority of the responsible jurisdiction.

When possible, in addition to the rescue of individuals, service animals and pets will be rescued. Livestock and other animals will be considered as appropriate resources are available.

SITUATION

EMERGENCY OR DISASTER CONDITIONS AND HAZARDS

Reference the *Spokane County Hazard Mitigation Plan* and/or Threat and Hazard Identification and Risk Assessment (THIRA), both separately published documents, for information on the natural and human-caused events that may affect Spokane County.

PLANNING ASSUMPTIONS

People and/or animals will become lost, injured, or killed while outdoors, requiring SAR assistance.

Natural and human-caused disasters and/or acts of terrorism may create the need for structural collapse search and rescue, as well as wide-area search operations.

Emergency or disaster conditions may put search and rescue personnel in situations which may threaten their safety.

An emergency or disaster may overwhelm volunteer and local SAR agencies, and may require the technical skills of a national-level task force.

Access to damaged sites and/or wilderness locations may be limited. Some sites may be initially accessible only by air, water, or specialized vehicle(s).

Some individuals may have Durable Medical Equipment (DME) and/or service animals which will need to be rescued with them.

Individuals with Access and Functional Needs may increase the complexity of SAR operations in the following ways:

- Individuals with Access and Functional Needs may not be able to, be resistant to, or refuse to evacuate themselves, when requested;

- Individuals with mobility needs or cognitive impairments may be resistant to or elect not to evacuate when advised, and later require rescue;

- Individuals with mobility or access problems may have difficulty navigating around or through debris, or may have difficulty using standard search and rescue equipment to evacuate by air;

- Incidents with environmental impacts, such as smoke or airborne haz-mat, may negatively affect individuals with compromised immune systems, or other medical conditions, including asthma or emphysema, requiring extra assistance or care from rescuers;

- Individuals with Limited English Proficiency, auditory or visual impairment may have difficulty communicating with rescuers.

Weather conditions such as temperature extremes, snow, rain, and high winds may pose additional hazards for victims and rescue personnel.

CONCEPT OF OPERATIONS

GENERAL

➤ All SAR deployments are coordinated and led by the Spokane County Sheriff's Office with support from a number of local organizations to carry out mission needs.

➤ SAR operations will normally be controlled from a field command post location; however, large-scale search and rescue efforts may utilize the ECC for coordination of resources.

➤ Appropriate resources are requested from the County Coordinator through the SCEM Duty Officer and respective volunteer SAR units, as well as special technical teams, are expected to organize their members for response.

➤ Spokane County SAR volunteers work under the guidance and direction of local law enforcement specializing in search and rescue operations and are required to be registered Emergency Workers through the Emergency Worker Program, as sponsored by WA State EMD, and administered through SCEM.

➤ Spokane County Fire Districts and Departments special operations teams are responsible for organizing and deploying their respective resources, including personnel and equipment for response for urban search and rescue efforts, confined space rescues, high-angle, trench, and other technical rescues not conducted by volunteer resources.

➤ Fire Service Agencies are responsible for surface water rescue within the city limits of the City of Spokane and the City of Spokane Valley. All other water search and rescue operations are coordinated through the Spokane County Sheriff's Office with additional appropriate resources dependent upon mission needs.

➤ Animal rescue is requested through the SCEM Duty Officer.

➤ Aerial search for missing or downed civil aircraft is the responsibility of the WA State Department of Transportation (WSDOT) – Aviation Division. Spokane County Sheriff's Office is responsible for conducting ground search operations within Spokane County, and in coordination with WSDOT-Aviation.

➤ The United States Air Force directs search operations for downed or missing military aircraft, scheduled carriers, aircraft carrying people or items of national significance, or aircraft of international origin.

MITIGATION ACTIVITIES
➤ Provide on-going public education to recreational users of public lands and waterways
➤ Maintain an active SAR program, to include recruitment, training, and Emergency Worker program registration

PREPAREDNESS ACTIVITIES
➤ Appoint and maintain SAR Coordinator position within the Marine/SAR Unit of the Spokane County Sheriff's Office
➤ Develop and maintain support procedures for response to SAR operations
➤ Develop and maintain appropriate training program for personnel and volunteers for SAR operations

RESPONSE ACTIVITIES

➢ Initiate SAR operations within appropriate jurisdiction, except those operations tasked to WA State DOT – Aviation Division
➢ Contact SCEM Duty Officer for State Mission Number, if volunteer resources are being utilized

RECOVERY ACTIVITIES

➢ Return all SAR resources to home agency(ies)

RESPONSIBILITIES

ALL PRIMARY AND SUPPORTING ESF AGENCIES

➢ Establish and maintain disaster-related policies, plans, systems, and procedures for:
  o Personnel accountability, safety, lines of authority and succession
  o Logistical support for personnel and equipment
  o Facility/infrastructure damage assessment and reporting
  o Continuity of operations
  o Facility/infrastructure repair and restoration
➢ Provide an assessment of damages and operational status to the Spokane County ECC
➢ Assist the Joint Information Center (JIC), when activated

SPOKANE COUNTY SHERIFF'S OFFICE

➢ Function as Lead Agency for SAR operations within the County and agreed-upon cities and towns, when requested
➢ Appoint a SAR Coordinator who will control SAR Field Operations and serve as an advisor to local SAR units
➢ Provide Background Checks for volunteer applicants seeking Emergency Worker registration
➢ Coordinate needed SAR teams and other resources with the SCEM Duty Officer or ECC, if activated
➢ Develop and maintain SAR training requirements and standards for Spokane County
➢ Develop and maintain SAR Suggested Operating Guidelines (SOGs)
➢ Participate in Unified Command when the scope of the incident warrants this command structure

MUNICIPAL POLICE AGENCIES

➢ Provide direction and control to SAR operations within their municipal jurisdictions in accordance with RCW 38.52, as training, resources, and equipment allow
➢ Support SAR operations within the County, when requested and as resources are available

SPOKANE COUNTY FIRE DISTRICTS AND DEPARTMENTS

➢ Conduct rescue operations, commensurate with the training and availability of appropriate resources and equipment
➢ Support SAR operations within the County, when requested and as resources are available
➢ Assist with lost person searches when resources are available

➢ Provide medical aid

SPOKANE COUNTY SEARCH AND RESCUE VOLUNTEER UNITS
➢ Establish membership standards in accordance with County and State policy
➢ Respond to SAR missions upon request by SCSO, as resources allow
➢ Provide required training to meet WA State SAR standards for all members
➢ Provide support for out-of-County search and rescue requests

SPOKANE COUNTY EMERGENCY MANAGEMENT
➢ Provide direct support to SAR operations at the request of the SAR Coordinator
➢ Secure SAR mission numbers from WA State EMD upon notification from the SAR Coordinator
➢ Ensure all SAR personnel are appropriately registered as Emergency Workers

WASHINGTON STATE EMERGENCY MANAGEMENT DIVISION
➢ Maintain and provide oversight to the WA State Emergency Worker registration program
➢ Provide mission numbers for SAR activities upon request
➢ Coordinate resource requests

WASHINGTON STATE DEPT OF TRANSPORTATION – AVIATION DIVISION
➢ Function as Lead Agency of searches locating missing or downed aircraft

US AIR FORCE – FAIRCHILD AFB
➢ Function as Lead Agency of searches locating missing or downed military aircraft, scheduled carriers, aircraft carrying people or items of national significance, or aircraft of international origin

ESF #10 – OIL AND HAZARDOUS MATERIALS

EMERGENCY SUPPORT FUNCTION COORDINATOR
  - ➢ Spokane County Emergency Management – Local Emergency Planning Committee (LEPC)

LEAD AGENCY
  - ➢ Spokane County Hazardous Materials Response Teams

SUPPORTING AGENCIES
  - ➢ Spokane County Fire Protection Districts and Departments
  - ➢ Washington State Patrol (WSP)
  - ➢ Spokane County Emergency Management
  - ➢ Spokane Regional Emergency Communications (SREC 911)
  - ➢ Tier II Reporting Facilities
  - ➢ Responsible Parties
  - ➢ WA State Department of Ecology
  - ➢ WA State Emergency Management Division (EMD)

INTRODUCTION

PURPOSE

The purpose of ESF #10 – Oil and Hazardous Materials is to provide an overview of the local situation, planning assumptions, concept of operations and responsibilities, but does not supersede the guidance for hazardous materials incident planning, notification and response as required by SARA Title III of 1986, also known as the Emergency Planning and Community Right-to-know Act or EPCRA. For more information, refer to the *Spokane County Hazardous Materials Response Plan*, as published April 2018.

SCOPE

The Spokane County Local Emergency Planning Committee (LEPC) Hazardous Materials Response Plan describes, in detail, the roles and responsibilities, planning, training and exercise, response actions including notifications and public safety priorities, alert and warning, and EPCRA reporting requirements. This ESF provides an overview to ensure a coordinated response to a hazardous materials incident while minimizing the impacts to people and the environment.

Operational coordination is outlined to provide guidance during the response phase of unique incidents of varying magnitudes that may fall outside of the scope of local agencies. This ESF is not a procedural manual or incident action plan. Response agencies will have their own procedures; this ESF does not supersede those procedures.

Hazardous materials incidents require a multi-disciplinary response. Support may include responders from other fire services, law enforcement, environmental containment and clean-up specialists, utilities,

local public works, emergency medical services, environmental public health, fish and wildlife, and other local, state and/or federal agencies.

CORE CAPABILITIES AND ACTIONS

The following table identifies the Core Capabilities which are supported by ESF #10 activities. In addition to the capabilities listed, all ESFs support the Planning, Operational Coordination, and Public Information & Warning capabilities, as well.

Mission Area	Core Capability	Description and Actions
Response	Situational Assessment	1. Provide all decision makers with relevant information regarding the nature and extent of the hazard, any cascading effects, and the status of the response. 2. Deliver sufficient and accurate information to support decision making regarding immediate lifesaving and life-sustaining activities and engage governmental, private, and public/non-governmental sector resources within and outside the affected area to meet basic human needs and stabilize the situation. 3. Deliver enhanced information to reinforce on-going lifesaving and life-sustaining activities and engage governmental, private, and public/non-governmental sector resources within and outside the affected area to meet basic human needs, stabilize the situation, and begin the transition to recovery.
	Critical Transportation	1. For incidents where transportation infrastructure or routes are impacted or contaminated by oil or hazardous materials: identify safe evacuation and ingress routes; assess the nature and extent of contamination. 2. For incidents involving a release or threat of release of a CBRNE material, or a contaminated debris field: ESF #10 assumes leadership after the criminal investigation and emergency response phase is completed.
	Infrastructure Systems	1. For incidents where critical infrastructure is contaminated by hazardous materials: assess the nature and extent of contamination; accomplish clean-up, and/or decontamination of infrastructure.
	Environmental Response / Health and Safety	1. Respond appropriately to ensure the protection of the health and safety of the public and workers, as well as the environment, from all hazards in support of responder operations and the affected communities. 2. Identify and assess worker health and safety hazards and disseminate health and safety guidance, and resources to response and recovery workers. 3. Minimize public exposure to environmental hazards through assessment of hazards and recommendation of public protective actions.

		4. Assist with the identification, evaluation, and implementation of measures to prevent and minimize impacts to the environment, from all-hazards emergencies, and response operations.

POLICIES

Federal and State regulations require local jurisdictions to form Local Emergency Planning Committees (LEPCs).

Spokane County Emergency Management is the designated Community Emergency Coordinator for the Spokane County LEPC; and as such, provides support to the LEPC in the development, maintenance, and implementation of this ESF and the County's Hazardous Materials Response Plan.

SITUATION

EMERGENCY OR DISASTER CONDITIONS AND HAZARDS

Reference the *Spokane County Hazard Mitigation Plan* and/or Threat and Hazard Identification and Risk Assessment (THIRA), both separately published documents, for information on the natural and human-caused events that may affect Spokane County.

HAZARDOUS MATERIALS

Hazardous materials are commonly stored, used, manufactured, and transported in Spokane County; and hazardous materials emergencies can occur at any time or in any location throughout the County. These emergencies may be caused by roadway and/or rail transportation, aircraft, or fixed facility accidents. Hazardous materials incidents have different characteristics depending upon the material released or spilled; and require adaptive response due to the nature of their volatility, complexity, and size. Some incidents will have immediately identifiable impacts on people and the environment, others may have long-term consequences which will require on-going remediation.

PLANNING ASSUMPTIONS

A hazardous materials release or spill may develop slowly or occur suddenly without warning.

An accidental or intentional release of hazardous materials may pose a threat to the population and/or environment of the impacted area.

A hazardous materials incident may be a cascading impact from another emergency, such as a wildfire, severe weather, or terrorist attack.

Business and industrial facilities located in Spokane County have complied with EPCRA regulations and have coordinated their facility emergency response plans with their serving Fire District or Department and the Spokane County LEPC.

A hazardous materials incident may require protective actions in the affected area, such as shelter-in-place; evacuation; protection of animals, water, and/or food supplies. These actions will vary based upon the specifics of the incident.

Individuals with Access and Functional Needs, including those with Limited English Proficiency, may require assistance to comply with protective actions.

Hazardous materials may possibly enter water or sewer systems, necessitating the shutdown of those systems.

CONCEPT OF OPERATIONS

GENERAL

A hazardous materials incident includes, but is not limited to the following conditions:
- Any release of a hazardous material which poses, or has the potential to pose, a threat to public health, safety, and/or the environment;

- Any condition that has the potential to become a release that will pose a threat to public health, safety, and/or the environment.

Response to a hazardous materials incident may be defensive, offensive, or non-intervention, based on the specifics of the release.

Primary consideration will be the protection of life, environment, and property.

The authorized representatives of regulated facilities and transportation companies involved in an actual or suspected release of hazardous materials will promptly notify SREC 911 and/or appropriate response agencies, Spokane LEPC, SERC, Tribal governments, and/or the National Response Center (NRC) of the release.

Agencies responding to the incident will do so only to the extent of their personnel's training and qualifications, available resources, and capabilities. The Incident Commander (IC) will request the assistance of regional mutual aid partners when the size and scope of the incident exceeds the capabilities of responders.

Resource organization and availability are described in the *Spokane County Field Operations Guide and Spokane County Fire Resource Plan* (a separately published document), which identifies resources, staging areas, and other logistical information to assist in the response to incidents. Mutual Aid and Automatic Aid Agreements exist between Spokane County Fire agencies, Kootenai County (ID) Fire agencies, Fairchild AFB Fire, and other partner agencies.

Per RCW, Washington State Patrol (WSP) is the designated Incident Commander for hazardous materials incidents occurring on interstate and state highways and in areas specifically designated by the local political entity. When necessary, WSP will establish Unified Command with Fire agencies, emergency medical services, and other state and federal agencies.

 If the incident requires on-going coordination or additional resources, the Incident Commander may request assistance from the SCEM Duty Officer. The Spokane County ECC may be activated upon request by the IC to the SCEM Duty Officer. If requested or necessary, a Joint Information Center (JIC) will be opened to coordinate public messaging.

The *Washington State Emergency Support Function #10 Plan* and the *Northwest Area Contingency Plan* provide for response coordination should the incident grow beyond the scope of Spokane County.

MITIGATION ACTIVITIES

➢ Participate in the development, implementation, and maintenance of the *Spokane County Hazard Mitigation Plan* and Threat, Hazard Identification and Risk Assessment (THIRA)
➢ Coordinate and engage with local jurisdictions and partner agencies as part of the Spokane County Local Emergency Planning Committee (LEPC)

PREPAREDNESS ACTIVITIES

➢ Develop and maintain mutual aid agreements and memoranda of understanding with support agencies, ancillary or contract support services, and resources
➢ Develop and maintain the ESF and the Spokane County Hazardous Materials Plan
➢ Conduct and participate in appropriate training and exercises to increase regional operational coordination

RESPONSE ACTIVITIES

➢ Coordinate with County, local government, and partner agencies on emergency response activities
➢ Activate Spokane County ECC and ESF staff as necessary in accordance with the Levels of Activation as outlined in the County Basic Plan
➢ Contact and apprise the State Duty Officer of the situation; and obtain a Mission/Incident Number as necessary
➢ Coordinate mutual aid activities, as necessary and appropriate
➢ Coordinate, monitor, and oversee public information activities

RECOVERY ACTIVITIES

➢ Support recovery efforts as identified in emergency response procedures
➢ Coordinate recovery efforts with state and federal agencies, as necessary and appropriate
➢ Conduct and participate in After Action Review (AAR) and Improvement Plan development

RESPONSIBILITIES

ALL PRIMARY AND SUPPORTING ESF AGENCIES

➢ Establish and maintain disaster-related policies, plans, systems, and procedures for:
  o Personnel accountability, safety, lines of authority and succession
  o Logistical support for personnel and equipment
  o Facility/infrastructure damage assessment and reporting
  o Continuity of operations
  o Facility/infrastructure repair and restoration
➢ Provide an assessment of damages and operational status to the Spokane County ECC
➢ Assist the Joint Information Center (JIC), when activated

SPOKANE COUNTY EMERGENCY MANAGEMENT – COMMUNITY EMERGENCY COORDINATOR

➢ Function as Lead Agency for day-to-day emergency management services for Spokane County

and most incorporated cities and towns (excluding Spokane) within the County. These services include, but are not limited to coordinating the delivery of capabilities within the prevention, protection, response, recovery, and mitigation mission areas, as defined by the National Preparedness Goal.

➢ Activate when necessary, manage, and oversee operations of the County ECC
➢ Support, assist, and facilitate activities of Spokane County Local Emergency Planning Committee (LEPC)
➢ Support ICS at the local response level and provide resources as appropriate
➢ Provide for Public Alert & Warning notifications through the ALERT Spokane program, up to and including dissemination to Wireless Emergency Alerts (WEAs) when necessary and appropriate
➢ Conduct After Action Review, develop Improvement Plan(s), and implement improvement actions

SPOKANE COUNTY FIRE AGENCIES

➢ Provide initial response to hazardous materials incidents based on responder training, qualifications, and capabilities
➢ Make initial notifications to SCEM, SEOC, and National Response Center (NRC), as appropriate to the incident
➢ Establish on-scene command and ICS structure; participate in Unified Command as necessary and appropriate
➢ Provide protective action for the public in affected area
➢ Notify SREC dispatch when the magnitude of the incident exceeds capabilities of initial responding agency
➢ Support response efforts of mutual aid agencies with personnel, equipment, and other assistance, as required

RESPONSIBLE PARTY

The responsible party (facility owner/operator or shipper) is liable for the affects and impacts of any hazardous materials release; and is responsible for ensuring the effective and expeditious abatement of a release or threatened release of oil or hazardous materials, to include clean-up costs and reimbursement of response costs for local agencies. The responsible party must also make all necessary notifications as required under Sections 301, 302, 303, 304, 311, 312, 313, and 324 of EPCRA and any enabling legislation at the state level.

SUPPORTING AGENCIES AND ORGANIZATIONS

➢ Train personnel to identify potential hazardous materials incidents through the use of the North American Emergency Response Guidebook (ERG) as published by the US Department of Transportation
➢ Train personnel in the use of the Incident Command System (ICS), as required by the national Incident Management System (NIMS)
➢ Develop agency or department specific procedures
➢ Assist and support, as requested and appropriate, with response activities, including, but not limited to: evacuation, containment, decontamination

WASHINGTON STATE DEPARTMENT OF ECOLOGY

- ➢ Provide 24-hour emergency response to reported spill incidents
- ➢ Act as State On-Scene Coordinator (SOSC) in Unified Command structure
- ➢ Maintain resource list of clean-up contractors, equipment and technical/specialized personnel for hazardous materials incidents
- ➢ Assist in the determination of release source, cause, and responsible party
- ➢ Coordinate incident clean-up if responsible party is non-responsive or unknown
- ➢ Provide on-scene coordination and technical assistance on containment, clean-up, disposal, recovery, Natural Resource Damage Assessment (NRDA), and laboratory analysis and evidence collection for enforcement actions

WASHINGTON STATE EMERGENCY OPERATIONS CENTER (SEOC)

- ➢ Maintain 24-hour Duty Officer system to receive notification of incidents and requests for assistance; issues incident number, as appropriate
- ➢ Coordinates the procurement of state resources for use by the IC, or as requested by the County ECC, or other designated local response agency or state response agency
- ➢ Issues mission numbers as part of the state emergency worker volunteer registration system

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ESF #11 – AGRICULTURE AND NATURAL RESOURCES

EMERGENCY SUPPORT FUNCTION COORDINATOR

➢ Spokane County Emergency Management (SCEM)

LEAD AGENCY

➢ Emergency Provision of Nutritional Assistance - Spokane County Emergency Management (SCEM)
➢ Animal Plant Disease and Pest Response – WA State Department of Agriculture (WSDA)
➢ Food Supply Safety and Security – Spokane Regional Health District (SRHD) and WA State Department of Agriculture (WSDA)
➢ Natural, Cultural, and Historic Resources Protection – Spokane County Parks, Recreation, and Golf and Building and Planning Departments
➢ Safety and Well-being of Animals – Spokane County Regional Animal Protection Services (SCRAPS) and Humane Evacuation Animal Rescue Team (HEART)

SUPPORTING AGENCIES

➢ SCOPE Livestock Emergency Evacuation Team (SLEET)
➢ Spokane County Environmental Services
➢ Spokane County Conservation District
➢ WSU Extension Service – Spokane County
➢ Spokane County Veterinarians
➢ WA State Department of Health (WDOH)
➢ WA State Department of Ecology (WDOE)
➢ WA State Department of Fish & Wildlife (WDFW)
➢ WA State Department of Natural Resources (DNR)

INTRODUCTION

PURPOSE

The purpose of ESF #11 – Agriculture and Natural Resources is to coordinate, organize, and support the functions and activities of Spokane County, local, state and federal agencies, and community organizations to address: 1) emergency provision of nutritional assistance; 2) control and eradication of highly contagious or economically devastating animal/zoonotic disease, exotic plant disease, or plant pest infestation; 3) assurance of food supply safety and food security; 4) protection of natural, cultural, and/or historic sites or properties; and 5) assurance of the safety and well-being of animals impacted by an emergency or disaster.

SCOPE

Emergency Support Function #11 – Agriculture and Natural Resources coordinates five primary functions within the context of emergency or disaster situations:

- Emergency Provision of Nutritional Assistance – includes coordination with ESF # 6 – Mass Care, Emergency Assistance, Housing, and Human Services to identify nutrition assistance needs, obtain appropriate food supplies, and provide for delivery or distribution of food supplies.
- Animal and Plant Disease and Pest Response – includes coordination with ESF #8 – Public Health and Medical Services to implement a multi-level, integrated response with the Spokane Regional Health District (SRHD) and the veterinary community to an outbreak of a highly contagious or economically devastating animal or zoonotic disease, plant disease, or plant pest infestation.
- Food Supply Safety and Food Security – includes coordination with SRHD and local, state and federal authorities to inspect and verify the safety of the food supply; supports the inspection and verification of food safety aspects of slaughter/processing, distribution and sale of food commodities; support laboratory analysis of food samples; food-borne disease surveillance and field investigations.
- Protection of Natural, Cultural, and Historic Resources and Properties – includes coordination with the appropriate local, tribal, state or federal agency for the protection, preservation, conservation, rehabilitation, and restoration of NCH resources. The provision of post-event baseline damage assessment and technical assistance and resources for identification of impacts of response and recovery activities is also included.
- Safety and Well-Being of Animals – includes coordination with ESF #6 – Mass Care, ESF #8 Public Health and Medical Services, ESF #9 – Search and Rescue, and ESF #14 – Long-Term Recovery to ensure an integrated response that provides for the safety and well-being of household pets and livestock, including sheltering, feeding, veterinary care, tracking, and reunification with owners, when possible.

CORE CAPABILITIES AND ACTIONS

The following table identifies the Core Capabilities which are supported by ESF #11 activities. In addition to the capabilities listed, all ESFs support the Planning, Operational Coordination, and Public Information & Warning capabilities, as well.

Mission Area	Core Capability	Description and Actions
Response	Logistics and Supply Chain Management	1. Deliver essential commodities, equipment, and services in support of impacted communities, as well as the coordination of access to community staples. Synchronize logistics capabilities and enable the restoration of impacted supply chains. 2. Mobilize and deliver governmental, non-governmental, and private sector resources to save lives, sustain lives, meet basic human needs (including pets and animals), and transition to recovery, to include moving and delivering resources and services.
	Mass Care Services	1. Provide life-sustaining services to affected population, such as hydration, feeding, and evacuee support (for animals), and distribution of emergency supplies. 2. Support emergency shelters in providing for the affected animal population.

	Critical Transportation	1. Provide transportation for response priority objectives in relation to the evacuation of animals, and the delivery of vital response personnel, equipment, and services.
Response (continued)	Environmental Response / Health and Safety	1. Conduct appropriate measures to ensure the protection of the health and safety of the public and workers, as well as the environment, from all-hazards in support of responder operations and the affected communities. 2. Identify, assess, and mitigate worker health and safety hazards and disseminate health and safety guidance and resources to response and recovery workers. 3. Minimize public exposure to environmental hazards through assessment of the hazards and implementation of public protective measures. 4. Detect, assess, stabilize, and clean up releases of hazardous materials into the environment, including natural and cultural resources, and properly manage animal waste. 5. Identify, evaluate, and implement measures to prevent and minimize impacts to the environment, natural and cultural resources, and historic properties from all-hazard emergencies and response operations.
	Public Health, Healthcare, and Emergency Medical Services	1. Provide life-saving medical treatment via EMS and related operations and avoid additional disease and injury by providing targeted public health, medical, and behavioral health support and products to all affect populations. 2. Deliver medical countermeasures to exposed populations. 3. Complete triage and initial stabilization of casualties and begin definitive care for those likely to survive their injury or illness. 4. Return medical surge resources to pre-incident levels, complete health assessments, and identify recovery processes.
	Infrastructure Systems	1. Stabilize critical infrastructure functions, minimize health and safety threats, and efficiently restore and revitalize systems and services to support a viable, resilient community. 2. Decrease and stabilize immediate infrastructure threats to the affected population, to include survivors in heavily damaged areas, and nearby communities that may be affected by cascading impacts. 3. Re-establish critical infrastructure within the affected areas to support on-going emergency response operations, life sustainment, community functionality, and a transition to recovery. 4. Coordinate the clearance, removal, and disposal of debris. 5. Formalize partnerships with governmental and private sector emergency response teams to accept, triage, and collaboratively respond to cascading impacts in an efficient manner.

		1. Restore and sustain essential services to maintain community functionality.
Recovery	Infrastructure Systems	2. Develop a restoration plan with a specified timeline for redeveloping community infrastructures to contribute to resilience, accessibility, and sustainability.
		3. Provide systems that meet the community needs while minimizing service disruption during restoration.

POLICIES

ESF #11 actions are undertaken in a cooperative and coordinated manner with local, tribal, state, and federal response agencies, and private and non-governmental organizations. These actions will be guided by the existing internal policies and procedures of the lead agency for each incident.

ESF #11 will coordinate with other ESF agencies to ensure appropriate use of all workers and volunteers, and to ensure appropriate measures are in place to protect their health and safety.

Each support agency is responsible for managing its respective assets and resources after receiving direction from ESF #11.

All ESF #11 activities will be coordinated with the appropriate partner agencies to ensure the protection of the health and safety of volunteer workers.

NUTRITION ASSISTANCE POLICIES

Food supplies secured under ESF #11 are suitable for either household distribution or mass meal service.

Transportation and distribution of food supplies within the affected area are coordinated through ESF #6 – Mass Care, and with the appropriate authorities and/or volunteer organizations.

ESF #11 Agencies and organizations coordinate with, and support as appropriate, agencies responsible for ESF #6 – Mass Care activities.

Priority is given to moving critical supplies of food into areas of acute need and then to areas of less acute need.

The transition back to established community supply chains and commercial channels of trade will occur as soon as is practicable.

ANIMAL & PLANT DISEASE; PEST RESPONSE POLICIES

Animal and plant disease and pest response activities are conducted in collaboration and cooperation with local and tribal, state and federal authorities, and private industry to ensure continued human and animal nutrition and environmental security, and to support the economy.

All animal depopulation activities are conducted as humanely as possible while preventing pathogen spread and limiting the number of animals that must be euthanized. Disposal methods for infected or potentially infected carcasses and plant host material will be chosen for their effectiveness in stopping or preventing pathogen spread, and for their minimal impacts on the surrounding environment.

In the event of an emergency in which a pest or livestock disease threatens any segment of agricultural production in Spokane County, ESF #11 will work with State authorities to facilitate the transfer of funds available to the USDA under the direction of the Secretary of Agriculture, to support the arrest, control,

eradication, or prevention of the spread of the pest or disease, and related expenses, including indemnity for producers.

In the event of a plant health emergency, ESF #11 will work with the Washington State Department of Agriculture. The Secretary of Agriculture may declare an extraordinary emergency and may also elect to provide compensation for economic losses incurred as a result of actions taken under the declaration of extraordinary emergency.

Under a declaration of extraordinary emergency, the Secretary of Agriculture may use federal authorities to take action within Washington State, if the affected state is unable to take appropriate action to control and eradicate the disease or pest.

Actions taken during an animal or plant emergency will be guided by and coordinated with local, tribal, state, and federal emergency preparedness and response officials and existing USDA policies and procedures.

FOOD SUPPLY SAFETY & SECURITY POLICIES

Food Safety and Security response actions will be coordinated by local food safety officials. If the situation escalates beyond the capacity of local resources, actions may be guided by state and/or federal food safety authorities.

The Spokane Regional Health District (SRHD) will notify the appropriate State agencies of food adulteration and will be the liaison for communications with other agencies with food safety and security duties.

NATURAL, CULTURAL, HISTORIC RESOURCES POLICIES

Spokane County Parks, Recreation, and Golf, Environmental Services, and Building and Planning are the initial primary agencies for NCH resources. The primary agency for each emergency is determined within ESF #11 at the County ECC, and may change over the life of the incident.

Actions taken to protect, preserve, conserve, rehabilitate, and restore NCH resources are guided by the existing internal policies and procedures of the primary agency for each incident.

The primary agency for each incident will coordinate with other appropriate ESFs.

SAFETY & WELL-BEING OF HOUSEHOLD PETS AND LIVESTOCK POLICIES

Animal evacuation and the provision of shelter for animals and pets will be conducted in tandem with human evacuation and sheltering efforts. Animals will be provided near their owners, as practicable. Owners shall provide food, water, exercise, and an appropriate standard of care for their animals during the time they are in shelter locations.

Veterinary hospitals, pet shops, "doggie day cares", etc., shall have contingency plans in place for those animals under their care at the time of the emergency.

Spokane County Emergency Management maintains MOUs with trained animal care groups. These groups are registered with SCEM as Emergency Workers.

SITUATION

EMERGENCY OR DISASTER CONDITIONS AND HAZARDS

Reference the *Spokane County Hazard Mitigation Plan* and/or Threat and Hazard Identification and Risk Assessment (THIRA), both separately published documents, for information on the natural and human-caused events that may affect Spokane County.

PLANNING ASSUMPTIONS

Each participating agency will be responsible for the management of its respective assets and resources after receiving direction from the lead agency.

Volunteers will want to help and can make a positive contribution to the response effort.

Prolonged power outage may result in spoiled and/or unsafe food supplies.

Food supply chains and delivery of bulk supplies may be disrupted and immediate distribution of emergency supplies may not be possible.

Local agricultural producers and veterinarians will be the first to become aware of and report a suspected foreign animal disease, plant disease, or pest infestation.

Production capacity and/or value may become severely limited during response to a pest infestation or foreign animal disease. Such an event may cause significant negative impact on the economy of Spokane County.

First response agencies may not be familiar with the special conditions of an animal or plant health emergency, including quarantine, bio-security precautions, appropriate Personal Protective Equipment (PPE), decontaminations procedures, etc.

Some land owners, individuals, or groups may strenuously object to the depopulation of animals or the destruction of plants or crops necessary to stop/contain disease spread, and may take actions counterproductive to response efforts.

Emergency planning for animals requires extensive cooperation and collaboration among emergency management agencies, animal control agencies, animal welfare organizations, veterinarians, County and state agencies, volunteer groups, and citizens.

CONCEPT OF OPERATIONS

GENERAL

Spokane County Emergency Management, County Departments, and partner organizations will coordinate response efforts for ESF #11 activities to the extent practicable. SCEM will rely on WA State Department of Agriculture (WSDA), WA State Department of Natural Resources (DNR), WA State department of Health (DOH), WA State Department of Archeology & Historic Preservation (WDAHP) and the US Department of Agriculture (USDA) for resources, support, and technical assistance before, during, and after an emergency or disaster affecting agriculture, natural, and cultural resources. SCEM

will also work to assist Tribal Nations during emergency situations which may impact sites of cultural and historic significance.

EMERGENCY PROVISION OF NUTRITIONAL ASSISTANCE

Spokane County Emergency Management (SCEM) will coordinate ESF #11 activities with ESF #6 – Mass Care, and other response partners regarding the determination of need, availability, and distribution of nutritionally adequate food and water. Coordination may include, but is not limited to:
  ➢ Identification of available resources of food, transportation, equipment, storage, distribution facilities
  ➢ Coordination with Spokane Regional Health District (SRHD) to ensure that all identified food is fit for human consumption
  ➢ Coordination of staging areas and points of distribution
  ➢ Initiation of direct market procurement of critical food supplies that are unavailable from existing inventories
  ➢ Request authorization of Disaster Food Stamp Program; and expedite requests for emergency issuance of food stamp benefits

ANIMAL & PLANT DISEASE AND PEST RESPONSE

Domestic animals, wild animals, agriculture, and the timber industry could be vulnerable to the spread of animal or plant diseases. It is likely that either the USDA and/or the WSDA will be the first agencies notified of a potential concern regarding a contagious animal or plant disease outbreak in Spokane County.
  ➢ The WSDA or USDA will assume lead responsibility in providing response direction and resources. WSDA will provide information and recommendations to the State EOC and relevant federal agencies for incidents involving an outbreak of highly contagious/zoonotic animal disease, highly infective exotic plant disease, or economically devastating plant pest infestation that may require quarantine actions, or that may impact intra-interstate travel
  ➢ The WSDA and USDA will assist in assigning veterinary personnel to assist in providing animal health care to injured or abandoned animals and performing preventative medicine activities, including the conduct of field investigations and the provision of technical assistance, as required
  ➢ Spokane Regional Health District (SRHD) will coordinate with the appropriate partners to manage diseases as they relate to human infection
  ➢ Any necessary animal depopulation activities will be carried out as humanely as possible, while stopping pathogen spread and limiting the number of animals that must be euthanized
  ➢ Spokane County Environmental Services, WA State Department of Ecology, and Spokane Regional Health District will partner with the WSDA to determine adequate means of transporting and destroying contaminated materials, as well as proper decontamination methods
  ➢ If an intentional pathogen release is suspected or reported, the Regional Intelligence Group (RIG 9) and the Department of Agriculture will be notified
  ➢ ESF #15 – Public Affairs, with participation from health and medical Public Information Officers (PIOs) will be the principal point of contact for an outbreak of highly infectious/contagious animal or zoonotic disease which may pose a threat to human health

FOOD SAFETY AND SECURITY

Food safety and security and related issues fall under the authority of the Local Public Health Officer. Regular inspections of commercial food production, distribution, or retail consumption will be conducted to check for contamination.

> ➢ A food emergency may be identified through food surveillance, environmental surveillance, consumer complaints, notifiable condition surveillance, industry notification, or law enforcement notification
> ➢ The Local Public Health Officer is required to immediately notify the State Health Officer who, in coordination with the US FDA or CDC, will determine the appropriate action(s) to confirm or rule out the presence of a food emergency
> ➢ Should it be necessary, the US FDA, CDC, USDA, or State regulatory agency may restrict the movement of food and feed products suspected of contamination within the State

NATURAL, CULTURAL, & HISTORIC RESOURCE PROTECTION

Spokane County Parks, Recreation, and Golf, Spokane County Building & Planning, and Spokane County Environmental Services, in conjunction with Tribal Nations, Spokane Conservation District, WSU Spokane Extension Service, and other state and federal organizations, will determine which agency will best serve as lead agency for the specific incident. Relevant agencies will cooperate to:

> ➢ Assess threats to natural and cultural resources, resulting from an emergency or disaster, including water quality, air quality, soil quality, forest land, fishing, wildlife, and others
> ➢ Provide scientific and technical advice, information, and assistance to help prevent or minimize injury to and to protect, preserve, conserve, stabile, rehabilitate, or restore impacted resources

Spokane County Emergency Management will coordinate with other emergency management partners, the WA State Departments of Archaeology & Historic Preservation, Ecology, and Natural Resources, and others regarding impacts to cultural resources and historic properties in the County.

SAFETY & WELL-BEING OF ANIMALS

Animal care, evacuation and sheltering is led and coordinated by the Spokane County Animal Protection Service (SCRAPS) and the Humane Evacuation Animal Rescue Team (HEART), and will be conducted in conjunction with human evacuation and sheltering efforts. Animals will be sheltered near their owners to the extent possible; and provision of animal sheltering will be coordinated with ESF #6 – Mass Care.

> ➢ SCRAPS will be responsible for managing unclaimed, abused, or unvaccinated household pets
> ➢ Large animal evacuations will be coordinated with SCOPE Livestock Emergency Evacuation Team (SLEET)
> ➢ SCEM will assist with the assessment and determination of critical animal needs, and the identification and acquisition of necessary supplies
> ➢ Spokane County residents have the primary responsibility for the health and welfare of their livestock, household pets, and other domestic animals; and will, to the extent possible, provide for their animals' care during an emergency or disaster

MITIGATION ACTIVITIES

> ➢ Relevant agencies participate in the development, implementation, and maintenance of the *Spokane County Hazard Mitigation Plan*
> ➢ Develop mutual aid agreements with government agencies, professional associations, and private/non-profit organizations

➢ Include threat, risk, and vulnerability assessments of key ESF #11 elements in the development of the Spokane County THIRA; analyze potential impacts of an outbreak or agri-terrorism attack on domestic animals, livestock, or crops

PREPAREDNESS ACTIVITIES

➢ Develop Public Education programs about pet and livestock owner responsibilities in an emergency or disaster
➢ Develop and maintain a cadre of personnel trained to fulfill tasks associated with ESF #11 operations
➢ Develop and maintain an inventory of natural, cultural, and historic resources that will be addressed by ESF #11
➢ Include local animal care agencies, associations, and organizations in planning efforts, training opportunities, and exercises
➢ Engage with SRHD, WSDA/USDA, WA DOH, DNR, and others, as appropriate, in discussions regarding agriculture and notifiable animal disease issues

RESPONSE ACTIVITIES

➢ Coordinate with County, State and federal agencies on emergency ESF #11 response activities
➢ Provide a representative to the ECC, when requested and appropriate
➢ Determine critical food requirements, and coordinate supply and delivery resources
➢ Coordinate with appropriate agencies for emergency food inspections and distribution
➢ Quarantine, stop sale, stop movement, and otherwise restrict animals, plants, equipment, and products as necessary to control and eradicate diseases and pests
➢ Manage crisis response and the resulting consequences, cooperate with law enforcement in criminal investigations as required by suspected terrorist or other criminal act in connection with an agriculture or food incident
➢ Coordinate and/or support agricultural emergency response and recovery
➢ Determine resources available for NCH resource protection
➢ Assist in identifying personnel and resources to support ESF #11 activities
➢ Document all costs and expenses associated with response and recovery activities

RECOVERY ACTIVITIES

➢ Coordinate public information and provide updates for ESF #15 – Public Affairs
➢ Consult with ESF #5 – Information Management & Planning and ESF #14 – Long-Term Community Recovery regarding the development of an appropriate recovery strategy
➢ Assess economic impacts, including losses of equipment, livestock, crop damage/loss and develop estimates of monetary loss and identify potential funding sources
➢ Assist support agencies for long-term maintenance, placement, or disposition of wildlife which cannot be returned to their normal habitats, or domestic animals which have been separated from their owners
➢ Coordinate and manage Public Assistance process as required and appropriate
➢ Assist support agencies with restoration/rehabilitation efforts, as requested

RESPONSIBILITIES

ALL PRIMARY AND SUPPORTING ESF AGENCIES
- ➢ Establish and maintain disaster-related policies, plans, systems, and procedures for:
    - o Personnel accountability, safety, lines of authority and succession
    - o Logistical support for personnel and equipment
    - o Facility/infrastructure damage assessment and reporting
    - o Continuity of operations
    - o Facility/infrastructure repair and restoration
- ➢ Provide an assessment of damages and operational status to the Spokane County ECC
- ➢ Assist the Joint Information Center (JIC), when activated

SPOKANE COUNTY EMERGENCY MANAGEMENT
SCEM will rely heavily on the WSDA, USDA, and SRHD for support before, during, and after an emergency or disaster affecting agriculture. SCEM's responsibilities include, but are not limited to:
- ➢ Activate when necessary, manage, and oversee operations of the County ECC to assist in response and recovery efforts
- ➢ Request an Agricultural Emergency Proclamation for the County
- ➢ Assist in identifying sources to augment emergency food and water supplies
- ➢ Assist and support established pet and livestock shelters
- ➢ Assist in identifying local agri-business operators and personnel to assist law enforcement with animal stop movement and quarantine activities
- ➢ Conduct and/or facilitate training to support the implementation of ESF #11
- ➢ Conduct After Action Review, develop Improvement Plan(s), and implement improvement actions

SPOKANE COUNTY DEPARTMENTS AND BRANCHES
- ➢ Parks, Recreation & Golf
    - o Assist with the identification of natural resources and vulnerability assessments
    - o Facilitates development and application of protection measures and strategies
    - o Provide a Department representative/liaison to the ECC when requested
- ➢ Environmental Services
    - o Coordinates with SRHD, WA State Department of Agriculture, and WA State Department of Ecology for disposal of contaminated debris, soil, and/or carcasses
    - o Manages, monitors, and assists in or conducts response and recovery actions to minimize damage to natural resources
    - o Coordinates debris removal from NCH resources
    - o Manage, monitor, or provide technical assistance in the emergency stabilization of shorelines, riverbanks, riparian buffer zones, and hillsides to protect NCH resources
    - o Provide a Department representative/liaison to the ECC when requested
- ➢ Building & Planning
    - o Assists in emergency compliance with relevant Federal environmental laws during emergency response activities, such as emergency permits or consultation for natural resources use or consumption
    - o Provide a Department representative/liaison to the ECC when requested

SPOKANE REGIONAL HEALTH DISTRICT (SRHD)

➢ Inspect and verify meat, poultry, and egg products in affected areas to ensure safe and wholesome products enter commerce
➢ Conduct foodborne disease surveillance
➢ Coordinate recall and tracing of adulterated products
➢ Coordinate disposal of contaminated food products
➢ Provide inspectors and laboratory services to affected areas
➢ Monitor emergency food and water supplies for compliance with health regulations
➢ Coordinate and disseminate guidance for immediate protective actions for the public, such as information regarding preventative measures for contaminated food and water
➢ Advise local government officials of health hazards
➢ Provide a representative/liaison the County ECC when requested

SPOKANE COUNTY REGIONAL ANIMAL PROTECTIVE SERVICE (SCRAPS)

➢ Coordinate with local, State, and federal agencies to ensure an integrated response that provides for the safety and well-being of animals during emergencies or disasters, including injured, displaced, or rescued companion animals and/or livestock
➢ Provide technical support and subject-matter expertise regarding the safety and well-being of animals
➢ Conduct critical needs assessments for animal rescue, care, and sheltering efforts
➢ Coordinate with HEART and SLEET for evacuation needs
➢ Provide a representative/liaison to the ECC when requested

WASHINGTON DEPARTMENT OF AGRICULTURE

➢ Diagnose and confirm foreign animal diseases, zoonotic disease, and other animal-related conditions of public health significance
➢ Implement an integrated response to an outbreak of an economically devastating or highly contagious animal/zoonotic disease or plant disease/pest infestation
➢ Identify and implement agricultural quarantine areas as appropriate
➢ Identify appropriate treatment or disposal of contaminated crops or livestock, as well as decontamination of associated facilities, equipment, and/or land
➢ Coordinate veterinary and wildlife services in affected areas

PRIVATE SECTOR (VETERINARIANS, KENNEL OWNERS, ETC.)

➢ Provide assistance in the triage and treatment of sick and/or injured animals
➢ Provide assistance (facilities, supplies, personnel) with ESF #11 animal evacuation and sheltering efforts, as practicable and available

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ESF #12 – ENERGY

EMERGENCY SUPPORT FUNCTION COORDINATOR

➢ Spokane County Emergency Management (SCEM)

LEAD AGENCIES

➢ Electric Power
  o Avista Utilities
  o Inland Power & Light
  o Vera Water & Power
  o Bonneville Power Administration
➢ Natural Gas
  o Avista Utilities
  o Williams NW Pipeline
➢ Liquid Fuels
  o Exxon Mobil
  o Holly Energy
  o Marathon Pipe Line
  o Yellowstone Pipeline

SUPPORTING AGENCIES

➢ Spokane County and Municipal Public Works Departments
➢ City of Spokane Emergency Operations Center (EOC)
➢ WA State Department of Commerce – State Energy Office
➢ WA State Emergency Management Division (EMD)
➢ WA State Emergency Operations Center (SEOC)
➢ Federal Emergency Management Agency (FEMA)

INTRODUCTION

PURPOSE

The purpose of ESF #12 - Energy is to provide for the effective use of available electric power, natural gas, and liquid fuels products to meet essential needs, and to facilitate the coordinated restoration of energy systems affected by an emergency or disaster.

SCOPE

Emergency Support Function #12 - Energy describes how Lead Agencies, energy sector, and Spokane County local government stakeholders will work collaboratively to overcome the inherent challenges associated with the restoration of energy system. This collaboration includes, but is not limited to: data sharing regarding outages, affected geographical areas, and estimated restoration times, as well as the

coordination of equipment, specialized labor, and transportation to assist in the repair and restoration of energy infrastructure.

The terms 'energy' and 'utility' include energy production, refining, transportation, generation, transmission, and distribution, as well as the construction, maintenance, and repair of energy systems and system components and infrastructure. A variety of private utilities own and/or operate the energy infrastructure within Spokane County and are partners and/or Lead Agencies for the coordinated restoration of infrastructure-related services. Although the energy network consists of systems that span multiple states and counties where disruptions may affect one or more jurisdictions, this ESF is intended to support coordination efforts within Spokane County only.

This ESF does not imply that all emergency planning and restoration contingencies are addressed, but does outline core principles for the provision of critical details for incident action planning and decision-making processes during an incident which impacts the Energy sector.

CORE CAPABILITIES AND ACTIONS

The following table identifies the Core Capabilities which are supported by ESF #12 activities. In addition to the capabilities listed, all ESFs support the Planning, Operational Coordination, and Public Information & Warning capabilities, as well.

Mission Area	Core Capability	Description and Actions
Response	Logistics and Supply Chain Management	1. Deliver essential commodities, equipment, and services in support of impacted communities and survivors, to include emergency power and fuel support. Synchronize logistics capabilities and enable the restoration of impacted supply chains. 2. Mobilize and deliver governmental, nongovernmental, and private sector resources to save lives, sustain lives, meet basic human needs, stabilize the incident, and transition to recovery, to include moving and delivering resources and services to meet the needs of disaster survivors. 3. Enhance public and private resource and services support for an affected area.
	Situational Assessment	1. Provide all decision makers with relevant information regarding the nature and extent of the hazard, any cascading effects, and the status of the response. 2. Deliver sufficient and accurate information to support decision making regarding immediate lifesaving and life-sustaining activities and engage governmental, private, and public/non-governmental sector resources within and outside the affected area to meet basic human needs and stabilize the situation. 3. Deliver enhanced information to reinforce on-going lifesaving and life-sustaining activities and engage governmental, private, and public/non-governmental sector resources within and

		outside the affected area to meet basic human needs, stabilize the situation, and begin the transition to recovery.
	Infrastructure Systems	1. Stabilize and restore infrastructure functions, minimize health and safety threats, and efficiently restore and revitalize systems and services to support a viable, resilient community. 2. Decrease and stabilize immediate infrastructure threats to the affected population, nearby communities that may be affected by cascading impacts, and mass care support facilities and evacuation processing centers with a focus on life-sustainment and congregate care services. 3. Re-establish critical infrastructure within affected areas to support on-going emergency response operations, life sustainment, community functionality, and a transition to recovery. 4. Provide for the clearance, removal, and disposal of debris. 5. Formalize partnerships with governmental and private sector cyber incident or emergency response teams to accept, triage, and collaboratively respond to cascading impacts in an efficient manner.
Recovery	Infrastructure Systems	1. Continue to stabilize and restore services to remaining critical infrastructure functions, minimize health and safety threats, and efficiently restore and revitalize systems and services to support a viable, resilient community. 2. Restore and sustain essential services (public and private) to maintain community functionality. 3. Develop a plan with a specified timeline for redeveloping community infrastructures to contribute to resilience, accessibility, and sustainability. 4. Provide systems that meet the community needs while minimizing service disruption during restoration within the specified timeline in the recovery plan.

POLICIES

All energy and utility service providers, whether privately or publicly owned, are responsible for developing plans and taking action(s) which support their ability to respond to energy related needs resulting from an emergency or disaster.

Restoration of normal operations at energy facilities is the responsibility of the facility owner(s), manager(s), and/or operator(s). Local government support may be limited in nature.

The WA State Department of Commerce – Energy Office shall prepare and update contingency plans for implementation in the event of energy shortages or emergencies.

SITUATION

EMERGENCY OR DISASTER CONDITIONS AND HAZARDS

Reference the *Spokane County Hazard Mitigation Plan* and/or Threat and Hazard Identification and Risk Assessment (THIRA), both separately published documents, for information on the natural and human-caused events that may affect Spokane County.

PLANNING ASSUMPTIONS

Disruptions in energy supply may be caused by physical damage to energy transmission and distribution systems; unexpected operational failure of related systems; unusual economic, political, or societal events; or cyber-terrorism.

The occurrence of an emergency or disaster could destroy or damage portions of the county's energy and utility infrastructure, disrupting electricity, petroleum, and/or natural gas supplies.

Wide-spread or prolonged energy failures could occur as a cascading event following an emergency or disaster.

Delays in the delivery of all types of energy could:
- Occur because of transportation infrastructure problems and/or loss of commercial electrical power;
- Adversely affect Spokane County services necessary for emergency response and recovery;
- Adversely affect services necessary for response and the continuity of public agencies, business, and County governmental operations.

Spokane County's emergency response and recovery operations may be hindered due to inadequate energy and/or petroleum resources.

CONCEPT OF OPERATIONS

GENERAL

Efficient and effective response to energy and petroleum shortages or disruptions and their effects is necessary for the preservation of the public health, safety, and general welfare of Spokane County's residents, businesses, and visitors.

Response to smaller or localized energy-related incidents may be coordinated through the Spokane County Emergency Coordination Center (ECC); large-scale or wide spread energy-related incident response will be coordinated by the State Emergency Operations Center (SEOC).

Coordinated activities during an energy-related emergency include, but are not limited to:
- Assessment of damage to fuel and electrical power infrastructure;
- Assessment of energy supply and demand;
- Development and/or distribution, through either the Spokane County ECC or the SEOC, of Situation Reports;
- Coordination, through either the Spokane County ECC or the SEOC, with electric utilities, petroleum and natural gas industries, to identify requirements to repair and restore energy systems;
- Coordination, through either the Spokane County ECC or SEOC, with energy utilities of the identification and establishment of repair and restoration priorities;
- Coordination of temporary, alternate, or interim sources of emergency fuel and power;
- Identify requirements for on-going recovery.

MITIGATION ACTIVITIES
➢ Develop and implement agency/organization mitigation plans

- Implement normal utility asset management plans and programs, including on-going maintenance, system upgrades and improvements, etc.

PREPAREDNESS ACTIVITIES

- Develop and maintain contingency plans and strategies for implementation in the event of an energy emergency
- Develop and maintain contact list for public and private utilities, including petroleum providers
- Develop and maintain mutual aid agreements and memoranda of understanding with support agencies, ancillary or contract support services, and resources
- Conduct and participate in energy emergency exercises with the energy industry and local governments

RESPONSE ACTIVITIES

- Activate Spokane County ECC and ESF staff as necessary in accordance with the Levels of Activation as outlined in the County Basic Plan
- County ECC staff will contact all energy utilities to collect preliminary system status information
- Utilities will coordinate the mobilization of personnel and equipment required for damage assessment, emergency repair of facilities, and provision of status information to the ECC
- SCEM will maintain contact with the SEOC to identify the energy resources in limited supply, and/or those necessary for support of response activities and the life safety and well-being of the Spokane County population
- SCEM will coordinate information with the Public Information Officer(s) (PIOs) of the affected utilities, and assist in the development and dissemination of emergency public information
- During incidents where the County ECC is activated, utilities will be asked to provide a representative or liaison to the ECC to facilitate information sharing and response coordination

RECOVERY ACTIVITIES

- Requests for supplemental energy resources will be coordinated through the County ECC to State and Federal agencies
- SCEM will coordinate with utility liaisons and local municipal governments to determine energy need priorities among users, and coordinate support resources for utility restoration and repair in order to meet identified essential needs
- Replace temporary or interim energy infrastructure with permanent infrastructure

RESPONSIBILITIES

ALL PRIMARY AND SUPPORTING ESF AGENCIES

- Establish and maintain disaster-related policies, plans, systems, and procedures for:
  - Personnel accountability, safety, lines of authority and succession
  - Logistical support for personnel and equipment
  - Facility/infrastructure damage assessment and reporting
  - Continuity of operations
  - Facility/infrastructure repair and restoration
- Provide an assessment of damages and operational status to the Spokane County ECC
- Assist the Joint Information Center (JIC), when activated

ALL ENERGY/UTILITY AGENCIES AND ORGANIZATIONS

➢ Perform life safety and property preservation operations, as necessary and appropriate
➢ Ensure accountability for employees, level of operations, assessment of damages, identification of resource needs, and reporting of information to the ECC in a timely manner
➢ Assess resource supply adequacy and market situation
➢ Identify and coordinate restoration priorities with other affected energy companies
➢ Coordinate out-of-area private and public energy assistance
➢ Participate in Unified Command when requested and appropriate
➢ Provide situation reports and damage assessments, as necessary
➢ Provide an organization representative/liaison to the ECC when requested
➢ Provide a Public Information Officer to the Spokane County JIC, when requested
➢ Comply with energy allocations and curtailment programs as directed by the Governor and State Energy Office

SPOKANE COUNTY EMERGENCY MANAGEMENT

➢ Activate when necessary, manage and oversee operations of the County ECC and JIC
➢ Notify all affected jurisdictions and stakeholders of operational and situational conditions, and provide frequent and regular status updates
➢ Coordinate request, reception, and delivery of state or federal resources
➢ Administer state and federal disaster assistance programs
➢ Conduct After Action Review, develop Improvement Plan(s), and implement improvement actions

SPOKANE COUNTY AND MUNICIPAL PUBLIC WORKS DEPARTMENTS

➢ Clear debris from jurisdictional public right-of-ways to allow utility service providers access to restore service
➢ Coordinate with utility service providers to ensure impacted utilities create no life safety threat to public works personnel
➢ Provide a representative/liaison the County ECC when requested

WASHINGTON STATE DEPARTMENT OF COMMERCE – ENERGY OFFICE

➢ Coordinate state agency emergency utility resources
➢ Provide liaison with statewide electric, natural gas, and petroleum suppliers and companies
➢ Develop plans and strategies for the mitigation of, preparation for, response to, and recovery from energy emergencies

ESF #13 – PUBLIC SAFETY AND SECURITY

EMERGENCY SUPPORT FUNCTION COORDINATOR

➢ Spokane County Sheriff's Office (SCSO)

LEAD AGENCY

➢ Spokane County Sheriff's Office (SCSO)

SUPPORTING AGENCIES

➢ Municipal Police Agencies
  o Airway Heights Police Department
  o Cheney Police Department
  o Liberty Lake Police Department
  o Spokane Police Department
➢ Spokane Airport Police
➢ Kalispel Tribal Police
➢ Spokane Tribal Police
➢ Eastern Washington University (EWU) Police
➢ BNSF Police
➢ Fairchild Air Force Base – USAF Security Forces
➢ Regional Intelligence Group (RIG 9)
➢ WA State Patrol (WSP)

INTRODUCTION

PURPOSE

The purpose of ESF #13 – Public Safety and Security is to coordinate, organize, and support the provision of law enforcement activities to prevent, protect against, and respond to all hazards, particularly acts of violence. ESF #13 coordinates the safety of residents and the security of property during emergencies; prescribes procedures for command, control, and coordination of the ESF #13 Primary Agency and Supporting Agencies to conduct emergency operations; and establishes interagency relationships between local agencies and state and federal law enforcement agencies.

SCOPE

Emergency Support Function #13 – Public Safety and Security describes how Spokane County law enforcement agencies will direct and control their personnel and resources to coordinate and provide: County support to local and/or tribal governments; regional support; and/or support to other ESFs, where the support consists of law enforcement, public safety and security capabilities and resources during potential or actual incidents, requiring a coordinated county-wide response.

These capabilities include, but are not limited to: force and critical infrastructure protection, security planning and technical assistance, technology support and public safety in both pre-incident and post-incident situations.

This ESF is activated in situations requiring extensive public safety and security where tribal and/or local government resources are over-whelmed or inadequate. It does not imply that all emergency contingencies are addressed, but does outline core principles consistent across most emergencies or major disasters.

CORE CAPABILITIES AND ACTIONS

The following table identifies the Core Capabilities which are supported by ESF #13 activities. In addition to the capabilities listed, all ESFs support the Planning, Operational Coordination, and Public Information & Warning capabilities, as well.

Mission Area	Core Capability	Description and Actions
Prevention	Intelligence and Information Sharing	1. Participate in the intelligence cycle to exchange intelligence, information, data, or knowledge, as appropriate.
	Interdiction and Disruption	1. Participate in activities to delay, divert, intercept, halt, apprehend security threats and/or hazards.
	Screening, Search, and Detection	1. Coordinate efforts to identify, discover, or locate threats and/or hazards through active and passive surveillance and search procedures.
	Forensics and Attribution	1. Practice crime scene management and evidence collection/preservation techniques to support forensic analysis to attribute terrorist attacks and preparatory activities.
Protection	Access Control and Identity Verification	1. Apply and support necessary physical, technological, and cyber measures to control admittance to critical locations and systems.
	Physical Protective Measures	1. Implement and maintain risk-informed countermeasures and policies protecting people, structures, materials, products, and systems associated with key operational and critical infrastructure sectors.
Response	On-Scene Security, Protection, and Law Enforcement	1. Establishes a safe and secure environment for people and communities located within affected areas, and for response personnel engaged in life-saving and life-sustaining operations through law enforcement and related security and protection operations. 2. Coordinates emergency traffic control. 3. Coordinates evacuation of populations from hazard areas.

POLICIES

ESF #13 does not supersede plans, procedures, and protocols implemented by public safety agencies or laws that address scene management and law enforcement emergency operations.

Local, tribal, county, state, private-sector, and specific federal authorities have primary responsibility for public safety and security. These entities are typically the first line of response and support during incidents presenting a potential or actual threat to public safety and security. County resources, when available, will supplement tribal, local, or other county/state agency resources, when requested or required. The private sector has primary responsibility for security within their proprietary areas and properties.

In most situations, local jurisdictions have primary authority and responsibility for law enforcement activities, utilizing the National Incident Management System (NIMS) and the Incident Command System (ICS) structure. In large-scale incidents requiring additional resources, mutual aid agreements will be activated with incident operations managed through a Unified Command (UC) structure.

ESF #13 facilitates coordination of public safety and security among state, county, tribal, and local agencies, as well as among other ESFs, to ensure that communication and coordination processes are consistent with stated incident management objectives.

When activated, ESF #13 coordinates the integration of County authorities and resources, including mission assignments, that are available and appropriate for the situation.

SITUATION

EMERGENCY OR DISASTER CONDITIONS AND HAZARDS

Reference the *Spokane County Hazard Mitigation Plan* and/or Threat and Hazard Identification and Risk Assessment (THIRA), both separately published documents, for information on the natural and human-caused events that may affect Spokane County.

PLANNING ASSUMPTIONS

There may be little or no warning before the onset of an event or incident.

Local public safety agencies have established policies, protocols, and procedures which address scene safety and incident management.

The Chief Executive of an affected jurisdiction has sufficient legislative authority to act during public emergencies to preserve public peace, health, and safety of citizens. If the jurisdiction cannot effectively control the situation, assistance can be requested.

In an emergency or disaster, law enforcement and security resources may be directly impacted and potentially degraded. Regional and local relationships among partner agencies can positively impact interagency cooperation and operational capacity.

Information sharing on a regular basis leads to a general improvement in the ability to ensure public safety and security.

CONCEPT OF OPERATIONS

GENERAL

➢ ESF #13 Lead Agency Liaison will coordinate county-wide emergency and disaster law enforcement activities.

➢ Support will be managed by coordinating resources and requesting state/federal resources related to public safety and security to preserve life, protect property, and protect critical infrastructure.

➢ ESF #13 lead and support agencies will coordinate with Emergency Management to determine public safety and security support requirements and to jointly determine resource priorities.

➢ Continuous communication with supporting agencies will be maintained to determine capabilities, assess the availability of resources, and track assigned resources.

➢ All public safety and security operations will align with NIMS/ICS protocols. For emergency or major disaster operations, NIMS/ICS will be implemented immediately with initial operations.

➢ ALERT Spokane is an alert and notification toll available to supplement communications about field operations. The system allows for incident messaging to be sent to select groups or disciplines. SCEM administers and manages this application.

PREVENTION ACTIVITIES

➢ Provide personnel with the appropriate expertise to participate in activities designed to reduce or minimize the impact of future incidents
➢ Participate in intelligence cycle activities: report suspicious activity and disseminate intelligence products (threat analysis, bulletins, etc.)

PROTECTION ACTIVITIES

➢ Coordinate security for permitted activities, events, and/or locations

MITIGATION ACTIVITIES

➢ Participate in Spokane County's Threat, Hazard Identification and Risk Assessment (THIRA) process to identify and correct vulnerabilities in public safety and security

RESPONSE ACTIVITIES

➢ At the outset of a large-scale emergency or disaster incident, field units will assess their own condition and situation, and then assess their immediate area
➢ Provide law enforcement operations
➢ Provide direction and control for search and rescue operations
➢ Coordinate law enforcement and emergency traffic control operations
➢ Assign a Liaison to the Spokane County Emergency Operations Center (EOC), when activated, to coordinate law enforcement activities with other response functions
➢ Provide security to essential government and critical infrastructure facilities, as requested and as resources allow
➢ Coordinate evacuations from affected area(s), when necessary

RECOVERY ACTIVITIES

- ➢ Participate in recovery efforts as they relate to law enforcement and the overall recovery efforts
- ➢ Maintain a Liaison with the EOC to assist with the maintenance of adequate resources to support local operations, and plan for a reduction of resources
- ➢ Conduct reviews of incident actions with departments/agencies involved to improve future operations
- ➢ Develop After-Action Reports and Improvement Plans

RESPONSIBILITIES

ALL PRIMARY AND SUPPORTING ESF AGENCIES

- ➢ Establish and maintain disaster-related policies, plans, systems, and procedures for:
  - o Personnel accountability, safety, lines of authority and succession
  - o Logistical support for personnel and equipment
  - o Facility/infrastructure damage assessment and reporting
  - o Continuity of operations
  - o Facility/infrastructure repair and restoration
- ➢ Provide an assessment of damages and operational status to the Spokane County ECC
- ➢ Assist the Joint Information Center (JIC), when activated

SPOKANE COUNTY SHERIFF'S OFFICE

- ➢ Function as Lead Agency for the provision of day-to-day law enforcement services for unincorporated Spokane County and incorporated cities and towns through contractual agreement
- ➢ During incidents or emergencies impacting unincorporated Spokane County or multiple cities/towns:
  - o Serve as the primary coordinating agency for law enforcement resources
  - o Provide a Liaison to serve as the link between tribal/local jurisdictions and state or federal agencies providing resources, when requested or required
  - o Provide a Liaison to the County EOC when activated to serve as the Primary Point of Contact for law enforcement agencies, establish and maintain a common operating picture through information sharing with EOC staff and support agencies
- ➢ Provide security to the County EOC, when necessary and appropriate
- ➢ In coordination with Emergency Management, Fire, and supporting law enforcement agencies, coordinate movement of people and evacuation operations when necessary during an emergency or disaster

LOCAL POLICE DEPARTMENTS AND SUPPORTING LAW ENFORCEMENT AGENCIES

- ➢ Function as Lead Agency for the provision of day-to-day law enforcement services for areas of specific jurisdictional authority
- ➢ During incidents or events impacting individual cities/towns, serve as the primary coordinating agency for law enforcement resources assisting on the incident or event
- ➢ Institute plans, procedures, and protocols (i.e. Standard Operating Procedures (SOPs), etc.) that:
  - o Outline safety standards with the recommended safety training and equipment

- o Address public safety and security response
- o Identify incident perimeters and zones
- o Recommend traffic control standards
- o Facilitate public warning within respective jurisdictions
- ➢ Keep and preserve public peace and safety, including, but not limited to:
  - o Law enforcement
  - o Emergency evacuations
  - o Search and rescue activities
  - o Enforcement of emergency orders
  - o Emergency traffic control
  - o Security and perimeter control at incident scenes, shelters/staging areas, and the EOC, when requested and necessary
  - o Provide resources for warning and emergency information
- ➢ To the extent authorized by the Spokane County Sheriff, provide support in unincorporated Spokane County

REGIONAL INTELLIGENCE GROUP (RIG 9)

- ➢ Coordinate collection, analysis, and dissemination of intelligence
- ➢ Develop threat assessments for key events, or upon request
- ➢ Conduct vulnerability assessments for critical infrastructure, upon request
- ➢ Monitor for fraud/scams impacting Spokane County residents and businesses
- ➢ Provide Liaison to Spokane County Emergency Management
- ➢ Coordinate activities of analysts from support agencies during incident response
- ➢ Coordinate with Washington State Fusion Center and other Regional Intelligence Groups

WASHINGTON STATE PATROL (WSP)

- ➢ Coordinate and maintain Liaison with the Department of Corrections, Department of Fish and Wildlife, Department of Natural Resources, Department of Transportation, Military Department for use of available personnel and equipment for capability augmentation and special assignments
- ➢ Coordinate law enforcement and traffic control throughout Washington State; enforce highway traffic regulations
- ➢ Provide aerial reconnaissance photographic capability
- ➢ Provide intelligence information to the State Emergency Operations Center (SEOC) through the Washington State Fusion Center
- ➢ During a cyber incident, coordinate the initiation of cyber-crime investigations with appropriate state and local law enforcement agencies and support from federal partners

ESF #14 – LONG-TERM COMMUNITY RECOVERY

EMERGENCY SUPPORT FUNCTION COORDINATOR
➢ Spokane County Emergency Management (SCEM)

LEAD AGENCY
➢ Spokane County Recovery Organization

SUPPORTING AGENCIES
➢ All Spokane County Departments, as required
➢ Spokane County Long-Term Recovery Group
➢ Spokane County Community Organizations Active in Disaster (COAD)
➢ Spokane County Sheriff's Office and Municipal Police Agencies
➢ Spokane County Fire Protection Districts and Departments
➢ Spokane County Municipalities
➢ Spokane Regional Emergency Communications (SREC-911)
➢ Spokane Regional Health District
➢ Greater Spokane Incorporated (GSI) & other municipal Chambers of Commerce
➢ Private/Non-Profit and Non-Governmental Organizations
➢ WA State Emergency Operations Center (WA SEOC)
➢ WA State Voluntary Organizations Active in Disaster (WA-VOAD)
➢ Federal Emergency Management Agency (FEMA)

INTRODUCTION

PURPOSE

The purpose of ESF #14 – Long-Term Community Recovery is to provide an overview of the short- and long-term disaster recovery processes. ESF #14 provides guidance to County agencies, other local government agencies, non-profit/non-governmental organizations, businesses, and residents to collaboratively work together to expedite recovery of the Spokane County community, and to return to a pre-disaster condition. Additional detail can be found in the *Spokane County Recovery Framework*, currently under revision.

SCOPE

Emergency Support Function #14 – Long-Term Community Recovery establishes the foundational approach which Spokane County and its partners will utilize to address the inherent difficulties of disaster recovery planning and implementation. This ESF applies to both short- and long-term recovery issues; and can be used to guide the County's recovery from any potential disaster or major emergency.

This ESF does not imply that all recovery planning contingencies are addressed, but does outline core principles consistent across most emergencies or major disasters, including, but not limited to: restoration of critical functions, services, essential resources, facilities, programs, and infrastructure.

CORE CAPABILITIES AND ACTIONS

The following table identifies the Core Capabilities which are supported by ESF #14 activities. In addition to the capabilities listed, all ESFs support the Planning, Operational Coordination, and Public Information & Warning capabilities, as well.

Mission Area	Core Capability	Description and Actions
Recovery	Infrastructure Systems	Stabilize critical infrastructure functions, minimize health and safety threats, and efficiently restore and revitalize systems and services to support a viable, resilient community. 1. Restore and sustain essential services to maintain community functionality. 2. Develop a specific, time-bound plan for redeveloping community infrastructure to support resilience, accessibility, and sustainability. 3. Provide systems/programs to meet community needs while minimizing service disruption during restoration efforts.
	Economic Recovery	Return economic and business activities (including food and agriculture) to a healthy state; and support development of new business and employment opportunities which result in an economically viable community. 1. Conduct a preliminary assessment of economic issues and identify potential inhibitors to community stabilization. 2. Return affected area's economy within the timeframe specified by the incident recovery plan. 3. Ensure the community recovery plan incorporates economic revitalization, and removes governmental inhibitors to post-disaster economic sustainability.
	Health and Social Services	Restore and improve health and social services capabilities and networks to promote the resilience, independence, health, and well-being of the Whole Community. 1. Identify affected populations, groups, and key partners in short-, intermediate, and long-term recovery. 2. Complete an assessment of community health and social service needs; prioritize identified needs, based on Whole Community input and participation in the recovery planning process; and develop a comprehensive recovery timeline.

		3. Restore healthcare, public health, and social services functions.
		4. Restore and improve the resilience and sustainability of the healthcare system and social service capabilities and programs to promote the independence and well-being of the Whole Community.
	Housing	Implement housing solutions which effectively support the needs of the Whole Community and contribute to its resilience and sustainability. 1. Assess preliminary housing impacts and needs; identify currently available options for temporary housing; and plan for permanent housing. 2. Ensure community housing plans continue to address interim housing needs, assess options for permanent housing, and define a specific timeline for achieving an accessible and sustainable housing market. 3. Establish an accessible and sustainable housing market which meets the needs of the Whole Community within the specified timeframe established in the incident recovery plan.
	Natural and Cultural Resources	Protect natural and cultural resources and historic properties through appropriate planning, mitigation, response, and recovery actions to preserve, conserve, rehabilitate, and restore them in accordance with established post-disaster community priorities, and in compliance with applicable environmental and historic preservation laws and regulations. 1. Implement measures to protect and stabilize historic records, documents, objects, and structures. 2. Mitigate the impacts to stabilize the natural and cultural resources; conduct a preliminary assessment of impacts; and identify needed protections for stabilization and recovery activities. 3. Complete an assessment of affected natural and cultural resources, and develop a specific timeline for addressing the impacts in a resilient and sustainable manner. 4. Preserve natural and cultural resources as part of an overall community recovery that is achieved through the coordinated efforts of natural and cultural resource experts and the recovery team and specified in the incident recovery plan.

POLICIES

Spokane County Emergency Management (SCEM) will act as the coordinator for county-wide recovery operations in the aftermath of an emergency or disaster that impacts the region. As necessary and appropriate, SCEM will:

- Form joint partnerships with other jurisdictions, governmental agencies, and private sector organizations to enable a cohesive and coordinated response to the needs of the Whole Community

- Coordinate with other entities which provide housing, feeding, and support needs for individuals and families affected by the emergency or disaster

- Collect Preliminary Damage Assessment (PDA) information from all jurisdictions to assist with obtaining a Presidential Disaster Declaration under the Stafford Act

- Coordinate with WA SEOC to facilitate applicant briefings for all jurisdictions in Spokane County

- Coordinate with WA SEOC and/or the Federal Emergency Management Agency (FEMA) to establish Disaster Recovery Centers (DRCs)

- Promote and support mitigation measures to lessen the impact of future emergencies and disasters

- Activate the Long-Term Recovery Group to provide disaster case management to impacted residents

- Establish and implement the Spokane County Recovery Organization after major events that require a broad vision of how the County, as a whole, will recover from those events over the long-term

SITUATION

EMERGENCY OR DISASTER CONDITIONS AND HAZARDS

Reference the *Spokane County Hazard Mitigation Plan* and/or Threat and Hazard Identification and Risk Assessment (THIRA), both separately published documents, for information on the natural and human-caused events that may affect Spokane County.

PLANNING ASSUMPTIONS

Effective recovery requires the active engagement and participation of all sectors of the Spokane County community.

Recovery activities may be conducted currently with response actions.

Recovery efforts will not recreate the same community that existed prior to the major emergency or disaster.

In the event a Presidential Disaster Declaration is made, substantial federal financial assistance will be made available to Spokane County agencies and organizations.

Critical infrastructure businesses and providers, such as utility companies, have internal continuity and recovery plans which will assist them in their recovery and support that of the community.

First response agencies, such as law enforcement, fire department/districts, and emergency medical providers, may have their normal operations disrupted, and response efforts may be delayed for a period of time.

Businesses operating with just-in-time inventories may experience a disruption to their supply chain, and negative economic impact may result, up to and including going out of business.

CONCEPT OF OPERATIONS

GENERAL

➤ SCEM and, when activated, the Spokane County Recovery Organization, will support county-wide activities; maintain liaison and coordination with local municipalities, neighboring counties, state, and federal agencies; and determine the priority of recovery tasks.

➤ SCEM will assist County agencies and municipalities in the documentation of damages and response and recovery costs to help ensure appropriate eligibility for Public Assistance.

➤ Resources and services provided by County Departments and agencies will be used first to the extent available and practicable.

MITIGATION ACTIVITIES

➤ Coordinate and manage the development, implementation, and maintenance of the *Spokane County Hazard Mitigation Plan*

➤ Coordinate with local jurisdictions and partner agencies within the County to ensure they are aware of federal and state pre- and post-disaster mitigation grant opportunities for mitigation measures identified in the County hazard mitigation plan

PREPAREDNESS ACTIVITIES

➤ Develop and maintain materials and messaging; and conduct Public Education programs to enhance resident and business preparedness supporting resilience of the Whole Community

➤ Develop and maintain mutual aid agreements and memoranda of understanding with support agencies, ancillary or contract support services, and resources

➤ Develop, maintain, and promulgate the *Spokane County Disaster Recovery Framework*; conduct training on the elements of the *Framework*

RESPONSE ACTIVITIES

Both short-term and long-term recovery efforts begin concurrently with response operations. For any incident, these activities expand rapidly as life-saving efforts are completed. In the aftermath of a disaster or major emergency, the Spokane County ECC will set immediate priorities for recovery of critical functions, services, vital resources, facilities, programs, and infrastructure. Evaluation and

assessment of the incident's impact on residents occurs throughout the response phase, and influences the direction of recovery operations related to individuals, families, and businesses.

Support agencies must assign a designee as an agency representative/liaison to operate from the ECC to coordinate agency activities within the overall disaster response, and assist with the determination of recovery priorities and strategies.

Preliminary Damage Assessments (PDAs) begin during the response phase and support the County's participation in a request for a Presidential Disaster Declaration.

RECOVERY ACTIVITIES

Short-Term Recovery

Short-term recovery begins early in the response phase and is focused on the provision of immediate support to residents and businesses, and the restoration of critical services. Activities occurring during short-term recovery include, but are not limited to:

- Spokane County Departments and agencies have Continuity Plans which will be implemented, as necessary, following an emergency or disaster, to ensure continued performance of essential functions.
- Spokane County COAD and Long-Term Recovery Group will be activated as soon as possible to facilitate and support the provision of services and resources to fulfill the unmet needs of individuals and families.
- The ECC, in coordination with the Joint Information Center (JIC), will disseminate information about the County's response to the disaster or major emergency. The JIC will also provide information about the registration process for accessing FEMA disaster assistance programs and resources.
- SCEM will assist all County departments, local government agencies, and eligible private, non-profit/non-governmental organizations with meeting the initial requirements for assisting the State in obtaining a Presidential Disaster Declaration.
- SCEM will coordinate opening a Disaster Recovery Center (DRC) with then SEOC and/or FEMA.

Long-Term Recovery

Long-term recovery is the strategic and cohesive effort conducted to return a community to functionality and sustainability following a disaster or major emergency. Components of long-term recovery include: restoration/rebuilding of public infrastructure, ensuring adequate housing stock, coordinating the delivery of social and health services, refining or amending land-use policies and plans to incorporate mitigation strategies, supporting the business community, and maximizing available federal and state aid to recover disaster-related costs.

Effective and successful long-term recovery requires a partnership among all segments of the community. The SCEM Deputy Director will determine and assign appropriate SCEM staff to support this process with community agencies, Spokane County municipalities, private sector, and non-

governmental organizations to begin work on disaster recovery priorities. When necessary and appropriate, the SCEM Director can activate the Spokane County Recovery Organization to help shape the desired outcomes of County-wide recovery efforts. Activities occurring during long-term recovery include, but are not limited to:

- Continuation of short-term recovery efforts, with adjusted priorities and emphasis. I.e. emergency road repairs made during the response phase will need to be brought up to normal road standards during the long-term recovery phase.
- The Spokane Recovery Organization, Greater Spokane Incorporated (GSI), and other municipal Chambers of Commerce will help obtain and administer small business financing programs as necessary and available; function as liaisons and technical assistance resources for business with local, state, and federal entities; and assist local businesses with relocation, restoration, and other recovery needs.
- The Spokane County Long-Term Recovery Group will work to provide disaster case management for individuals and families with unmet needs. The Team will assist with community transition to federal disaster case management programs brought into Spokane County by FEMA and other federal government agencies.
- The Spokane Regional Crisis Collaborative will work to provide for the delivery of disaster mental health services in Spokane County.
- Spokane County Building & Planning and Public Works Departments, in consultation with SCEM, will work to ensure that permitting for reconstruction considers the hazard mitigation strategies of impacted communities. Building & Planning will also take steps, as deemed appropriate, to speed economic recovery, such as: deferring permit fees or fast-tracking permits to allow construction/reconstruction and repairs to begin quickly.

RESPONSIBILITIES

ALL PRIMARY AND SUPPORTING ESF AGENCIES
- Establish and maintain disaster-related policies, plans, systems, and procedures for:
  - Personnel accountability, safety, lines of authority and succession
  - Logistical support for personnel and equipment
  - Facility/infrastructure damage assessment and reporting
  - Continuity of operations
  - Facility/infrastructure repair and restoration
- Provide an assessment of damages and operational status to the Spokane County ECC
- Assist the Joint Information Center (JIC), when activated

SPOKANE COUNTY EMERGENCY MANAGEMENT
- Coordinate affected governmental entities' recovery efforts through collecting and disseminating information; managing resource requests and logistics support; and facilitating inter-governmental and inter-departmental communication
- Activate and manage the Spokane County ECC as the focal point for triage and prioritization decisions regarding the restoration of critical services and infrastructure
- Coordinate County-wide damage assessment, including facilitation of the Preliminary Damage

Assessment (PDA) process
- ➢ Administer state and federal disaster assistance programs
- ➢ Allocate space within the ECC for a business community liaison to coordinate meeting the needs of businesses and local industries following a disaster or major emergency
- ➢ Conduct After Action Review, develop Improvement Plan(s), and implement improvement actions

SPOKANE COUNTY DEPARTMENTS AND BRANCHES

- ➢ Assessor's Office
  - o Assess structures and reduce assessments, where appropriate, due to the destruction or otherwise loss of property value
- ➢ Building & Planning
  - o Provide damage assessment information to SCEM
  - o Coordinate hazard mitigation activities, with input from SCEM, as the activity relates to land use planning and natural resource management
  - o Inspect buildings in the aftermath of incidents that could damage structures and placard them to indicate habitability status
  - o Conduct geo-technical inspections, as necessary, to ensure soil and slope stability
  - o Support economic recovery by taking steps deemed appropriate such as deferring permit fees and fast-tracking permits
  - o Enforce county building codes to ensure the safety of newly built and/or rebuilt facilities
  - o Coordinate with SCEM and the Spokane Recovery Organization in matters related to building inspections, tagging of unsafe structures, issuing permits, code enforcement, and assisting businesses and residents by providing information to facilitate the return to their homes and places of business
  - o Provide a liaison to the ECC, as requested
- ➢ Community Services, Housing, & Community Development
  - o Administer federal housing funds granted in response to a disaster
  - o Provide access at fair-market rental rates to vacant units in buildings owned by the Housing Authority
  - o Provide a limited number of Section 8 rental subsidy vouchers to disaster survivors meeting income criteria, depending upon available funding
  - o Provide information to older adults and persons with disabilities on available services, and assist in connecting them to those services
  - o Assist with the provision of case management services to help older adults and persons with disabilities remain independent and in their living situations
  - o Provide a liaison to the Long-Term Recovery Group and/or the Spokane County Recovery Organization
  - o Coordinate behavioral health services through the Spokane Regional Crisis Collaborative
  - o Provide a liaison to the ECC, as requested
- ➢ Environmental Services
  - o Serve as Lead Agency for debris assessment, removal, and disposal/recycling efforts
  - o Coordinate regional solid waste activities with SCEM, as necessary and appropriate
  - o Provide event-specific disposal assistance to residents and businesses, when applicable and when the need is identified
  - o Provide a liaison to the ECC as requested

- ➢ Facilities Maintenance
  - o Preserve the value of County real property assets in the aftermath of a disaster or major emergency
  - o Provide damage assessment information to SCEM
  - o Lessen or eliminate identified hazards in existing buildings
  - o Develop, maintain, and activate as necessary, procedures to identify and prioritize maintenance and repairs
  - o Make temporary repairs to essential facilities
  - o Manage and provide oversight to the process of renovating or replacing damaged buildings and finding replacement space for County offices
  - o Secure County-owned facilities by assessing damage, and inspecting buildings, perimeters, and secured spaces
  - o Provide a liaison to the ECC, as requested
- ➢ Public Works
  - o Inspect transportation infrastructure, flood control and sewer utilities, county facilities and other appropriate structures for structural integrity and safety to return them to functionality
  - o Clear debris from roadways
  - o Assist in traffic control by providing barricades, signage, and identifying alternate routes, as necessary

GREATER SPOKANE INCORPORATED (GSI), MUNICIPAL CHAMBERS OF COMMERCE, AND SUPPORTING ORGANIZATIONS

- ➢ Provide liaison(s) for local/regional business in its relations with local, state, and federal entities
- ➢ Provide a representative to the Spokane County Recovery Organization
- ➢ Participate and advise in obtaining, distributing, and administering of capital dedicated to long-term economic recovery
- ➢ Assist firms/businesses with relocation/reconstruction, from site selection and planning, through financing, permitting, and development
- ➢ Advise Spokane County Board of County Commissioners (BOCC) on any impacts permitting has on economic recovery
- ➢ Provide a representative/liaison the County ECC when requested

SPOKANE REGIONAL HEALTH DISTRICT (SRHD) & REDI HEALTHCARE COALITION

- ➢ Oversee and coordinate the care of the sick, injured, and deceased resulting from an emergency or disaster
- ➢ Promulgate and enforce emergency sanitation standards for the proper disposal of garbage, sewage, and debris
- ➢ Respond to and mitigate public health risks from infectious disease or hazardous materials spills or releases
- ➢ Oversee the safety of drinking water and food supplies
- ➢ Coordinate and mobilize medical resources in an emergency or disaster
- ➢ Coordinate with pre-hospital, hospital, and medical facilities
- ➢ Provide on-going systems and methods for community surveillance to mitigate and/or reduce the impacts of events affecting public health in Spokane County
- ➢ Provide public health messaging and subject matter expertise to the Joint Information Center (JIC)

- ➢ Coordinate public immunizations and prophylaxis
- ➢ Coordinate reception and distribution of Strategic National Stockpile (SNS) medications, supplies, and equipment
- ➢ Coordinate alternate care facilities for triaging and treating people during a public health emergency
- ➢ Coordinate planning and development of ESF #8 response plans and procedures with county health and medical partners to proactively prepare for future events
- ➢ Provide a liaison to the ECC, as requested

ESF #15 – EXTERNAL AFFAIRS

EMERGENCY SUPPORT FUNCTION COORDINATOR
- ➢ Spokane County Emergency Management (SCEM)

LEAD AGENCY
- ➢ Spokane County Emergency Management (SCEM)

SUPPORTING AGENCIES
- ➢ All Spokane County Departments, as required
- ➢ Spokane County Board of County Commissioners (BoCC)
- ➢ Spokane County Sheriff's Office and Municipal Police Agencies
- ➢ Spokane County Fire Protection Districts and Departments
- ➢ Spokane Regional Health District
- ➢ Spokane Regional Emergency Communications (SREC 911)
- ➢ Municipal and Tribal Jurisdictions
- ➢ Public, Private, and Non-profit Spokane Area PIOs
- ➢ National Weather Service (NWS)
- ➢ WA State Emergency Management Division (EMD)
- ➢ WA State Emergency Operations Center (SEOC)

INTRODUCTION

PURPOSE

The purpose of ESF #15 – External Affairs is to coordinate, organize, and integrate Public Information efforts in Spokane County during a major emergency or disaster; ensure that sufficient assets are mobilized to provide accurate, accessible, coordinated, and timely information to impacted communities and populace, first response agencies, municipal and tribal governments, and the private sector, including those with alternate communication needs; and provide resource support to implement the Spokane County Joint Information Center (JIC) Plan (currently under development).

SCOPE

Emergency Support Function #15 – External Affairs describes how Spokane County will direct and coordinate emergency Public Information, and applies to all County Departments and agencies, Cities and towns, special purpose districts, public safety agencies, and non-governmental organizations that may require public affairs support, or whose own public affairs assets may be employed during an emergency or disaster. This ESF identifies key policies, concepts of operation, roles and responsibilities and capabilities, including the Joint Information Center (JIC) and the Joint Information System (JIS) within Spokane County. Specific operating procedures and protocols are addressed are maintained by participating partner organizations.

Other entities and organizations not outlined in this Plan are encouraged to participate in the Spokane County JIC in order to provide coordinated public information, and alert and warning.

CORE CAPABILITIES AND ACTIONS

The following table identifies the Core Capabilities which are supported by ESF #15 activities. In addition to the capabilities listed, all ESFs support the Planning, Operational Coordination, and Public Information & Warning capabilities, as well.

Mission Area	Core Capability	Description and Actions
Prevention	Public Information and Warning	1. Share prompt and actionable messages, including threat or hazard alerts, with the public and other stakeholders, as necessary and appropriate. 2. Provide public awareness education to inform the general public on how to identify and provide terrorism-related information to appropriate law enforcement authorities.
Protection		1. Use effective and accessible indicator and warning systems to communicate significant hazards to involved operators, security officials, and the public.
Mitigation		1. Communicate appropriate information, in an accessible manner, on the risks faced within a community following the conduct of a risk assessment.
Response		1. Inform all affected segments of the community by all means necessary, including the use of accessible tools and platforms, of critical life-saving and life-sustaining information to expedite the delivery of emergency services and aid the public in taking protective actions. 2. Deliver credible and actionable messages to inform on-going emergency services and the public about protective measures and other life-sustaining actions, and facilitate the transition to recovery.
Recovery		1. Reach all populations within the community with effective, actionable, recovery-related information, messaging, and communications that are accessible to people with disabilities, or limited English proficiency, protect the health and safety of the affected population, help manage expectations, and ensure stakeholders have a clear understanding of available assistance and their roles and responsibilities. 2. Support affected populations and stakeholders with a system that provides appropriate current information about any continued assistance, resources for long-term impacts, and monitoring programs in an effective and accessible manner.

POLICIES

The coordination of emergency public information activities within Spokane County is the responsibility of Spokane County Emergency Management (SCEM). Emergency Alert System (EAS), Wireless Emergency Alerts (WEAs), and associated activities of the ALERT Spokane program, are implemented under the authority of SCEM, and are the primary means of disseminating emergency warnings and priority emergency instructions to the public.

Life-safety information, as defined by RCW 38.52, has priority for dissemination to the public.

Agencies and organizations will maintain responsibility for developing content for public information and resource materials specific to the agency, its programs, and subject matter expertise.

All separately elected agencies in government will retain and manage their own independent public information officials and spokespersons, and will participate in JIC/JIS activities, as appropriate.

The lead jurisdiction will provide immediate information to the general public and state, local, private, and tribal organizations regarding response and recovery activities.

The State may initiate emergency public information to augment or enhance local jurisdiction capability or when requested by a County or local emergency management agency.

SCEM is committed to communicating with the Whole Community during response and recovery operations during emergencies and disasters, as well as providing preparedness materials in accessible formats. The Whole Community includes populations with limited English proficiency (LEP), individuals with disabilities, and others with access and functional needs. The *Spokane County Integrated Communications Plan* (currently under development) is an annex to this ESF, and outlines how ESF #15 will communicate with the Whole Community before, during, and after an emergency or disaster.

SITUATION

EMERGENCY OR DISASTER CONDITIONS AND HAZARDS

Reference the *Spokane County Hazard Mitigation Plan* and/or Threat and Hazard Identification and Risk Assessment (THIRA), both separately published documents, for information on the natural and human-caused events that may affect Spokane County.

PLANNING ASSUMPTIONS

Any emergency or disaster has the potential to adversely impact the County's ability to provide health and safety information to residents, and communicate with first response agencies, affected communities, tribal nations, volunteer organizations, the private sector, and news media providers.

A significant emergency or disaster will require media relations capabilities and will involve Public Information Officer (PIOs) from many local governments, community organizations, infrastructure agencies, and businesses. This ESF coordinates the release of information to provide the appropriate public support to federal, state, tribal, and local governments during such a situation.

Disruption and/or damage to telecommunications infrastructure may occur during or after an emergency or disaster. The type and scope of damage will impact the effectiveness of communications, and may hinder response and recovery efforts.

The Joint Information Center (JIC) is the location from which incident-related information is gathered, processed, and disseminated. All means and platforms for dissemination, including traditional media (radio/tv and print media), social media websites and pages, and through hand or word-of-mouth, will be utilized to reach all sectors of the community. The JIC may be virtual if necessitated by the specifics of the incident and resulting impacts.

Rumors and/or misinformation can cause distress among the public and result in inappropriate responses by the public or impede response and recovery efforts.

Additional telecommunications resources may not be immediately locally available and will require acquisition from other sources, potentially causing delays in messaging.

Public messaging regarding evacuation and/or sheltering will include specific information for people with access and functional needs to support their effective and safe movement.

Other entities not specifically identified in this ESF are encouraged to participate in the JIC in order to provide coordinated public information.

The County ECC may or may not be activated in response to an incident, but the JIC/JIS may be activated.

Responsibility for releasing (approving) accurate and timely information for public dissemination regarding an emergency or disaster rests with the Incident Commander (IC) in the field, or should the ECC be activated, the ECC Manager.

CONCEPT OF OPERATIONS

GENERAL

- ➤ SCEM is responsible for establishing and maintaining the Spokane County Joint Information Center, when necessary and appropriate. Upon notification of an incident or the potential for an impending incident, the SCEM PIO will ensure coordination and dissemination of accurate and timely life-safety information.

- ➤ During an incident, the field Incident Commander or Unified Command can request PIO assistance from SCEM.

- ➤ During incidents without full ECC and JIC activation, the Lead Agency PIO may request mutual aid support which may include additional PIOs or activation of the JIC.

- ➤ The Spokane County JIC will be co-located with the County ECC, when activated. As response activities transition to long-term recovery efforts, the functions of the JIC may transfer to a state or federally established JIC.

- ➤ The Spokane County JIC will coordinate activities and information between the ECC, PIOs in the field, other jurisdictional JICs, affected communities, and Spokane County leadership to issue appropriate press releases, monitor and update social media platforms, and conduct media interviews.

- SCEM maintains a presence on multiple social media platforms, including Facebook, Twitter, and Nextdoor, to provide a direct source of information regarding the scope of the emergency or disaster, impacts to the County, emergency action steps, evacuation information, etc.
- The Spokane County JIC will coordinate with regional Emergency Management PIOs and other activated JICs when coordinating multi-jurisdictional messaging for regional incidents.

MITIGATION ACTIVITIES

- Work with community service agencies and other partners to identify populations with access, functional, transportation, and communication needs in order to plan appropriately for messaging, evacuation, and mass care needs.
- Provide public education messaging and materials to encourage, support, and empower higher risk individuals to better prepare to care for themselves during an evacuation and/or sheltering situation.

PREPAREDNESS ACTIVITIES

- Develop and maintain Standard Operating Procedures/Guidelines and other plans and/or procedures as necessary to support agencies which operate in the JIC or participate in the Joint Information System (JIS).
- Identify and prepare public information materials for use during response and recovery operations for emergencies and disasters.
- Ensure Spokane County residents and businesses are aware of the ALERT Spokane system, including the alert and warning functions, and emphasize the importance of personal preparedness.
- Develop public messaging prior to an event to inform people with access and functional needs of response activities and any actions which would differ from those of the general public.
- Collaborate with partner agencies in the development of regional preparedness campaigns for use during county-wide incidents.
- Develop public messaging in multiple formats and languages to support accessibility across as many communities as possible, including those with access and functional needs.
- Develop relationships with community-based organizations, including ethnic or cultural media, to act as force multipliers and trusted sources for message dissemination.
- Develop and maintain a contact list of trained, professional communicators from various agencies and organizations throughout Spokane County, who could provide support to communication efforts during an emergency or disaster.
- Provide training and exercise opportunities for communication specialists in order to support their participation in the Spokane County JIC/JIS.

RESPONSE ACTIVITIES

- Coordinate, monitor, and oversee public information activities.
- Establish and implement a process for approving messaging in coordination with affected agencies, the ECC, JIC Manager, and Lead PIO.
- Maintain SCEM's social media presence as a primary source for official, vetted, incident-related public information and messaging.
- Establish communication with PIOs of responding agencies, impacted communities, tribal nations, WA State EMD, and FEMA Region X, as necessary and appropriate.
- Provide accurate and timely information to the public through established channels, including

ALERT Spokane, social media, traditional media, and low-tech tools such as trap lines and bulletin boards.

- ➢ Monitor news coverage and social media platforms for situational awareness, to the degree possible. Request assistance from WA VOST if needed.
- ➢ Provide the Whole Community with coordinated, prompt, reliable, and actionable information through the use of clear, consistent, accessible, and culturally and linguistically appropriate methods to effectively relay incident information.

RECOVERY ACTIVITIES

- ➢ Manage public expectations on recovery operations and disaster assistance.
- ➢ Provide accurate information on the current status of recovery programs and available resources.
- ➢ Support the provision of opportunities for public input on recovery activities and desired outcomes.
- ➢ Facilitate on-going communication coordination through the JIC/JIS.

RESPONSIBILITIES

ALL PRIMARY AND SUPPORTING ESF AGENCIES

- ➢ Establish and maintain disaster-related policies, plans, systems, and procedures for:
    - o Personnel accountability, safety, lines of authority and succession
    - o Logistical support for personnel and equipment
    - o Facility/infrastructure damage assessment and reporting
    - o Continuity of operations
    - o Facility/infrastructure repair and restoration
- ➢ Provide an assessment of damages and operational status to the Spokane County ECC
- ➢ Assist the Joint Information Center (JIC), when activated

SPOKANE COUNTY EMERGENCY MANAGEMENT

- ➢ Assess the public affairs implications and needs of the incident, and activate, when necessary, manage and oversee operations of the County Joint Information Center (JIC).
- ➢ Coordinate, maintain, and support County emergency communication activities.
- ➢ Coordinate with ESF #2 to provide accessible alerts utilizing existing communications systems.
- ➢ Develop public messaging in multiple formats and languages, as able and resources allow.
- ➢ Promote the use of interpreter and translation services contracts to assist with providing accurate and timely messaging for the Whole Community.
- ➢ Coordinate responsibilities with supporting and partner agencies.
- ➢ Facilitate communications between the BoCC, Executive's Office, and other elected officials on ECC/JIC operations and incident-related information.
- ➢ Authorize EAS, WEA, and ALERT Spokane messages, as necessary and appropriate.

PUBLIC SAFETY AGENCY PUBLIC INFORMATION OFFICERS (PIOS)

- ➢ Provide Lead Agency PIO coordination for field operations and public safety events
- ➢ Provide mutual aid PIO support to other affected agencies and/or jurisdictions, as requested and

able.

➢ Provide PIO support to the JIC when requested and as resources allow

PUBLIC INFORMATION OFFICERS (PIOS) FROM SUPPORTING ORGANIZATIONS AND AGENCIES

➢ Coordinate public information through the County JIC, when activated, to ensure consistent messaging throughout incident response and recovery operations.
➢ Maintain lead public information responsibilities for discipline or agency-specific information; and coordinate public information specific to home agency's organization, programs, and/or subject matter expertise.
➢ Request support from the Spokane County Joint Information System (JIS), when needed.
➢ Provide PIO support to the County JIC when requested and resources allow

WASHINGTON STATE EMERGENCY MANAGEMENT DIVISION & STATE EMERGENCY OPERATIONS CENTER (SEOC)

➢ Deploy Public Information Officers (PIOs) to the Spokane County JIC, upon request and/or when providing State assistance.
➢ Activate/execute state-wide contracts for translation and interpretation services.
➢ Provide telecommunications resources, as requested by the Spokane County ECC.
➢ Coordinate provision of requested telecommunications resources outside of the state's capabilities with the federal government.

ESF 15 – ANNEX A: INTEGRATED COMMUNICATIONS PLAN

LEAD AGENCY - INTEGRATED COMMUNICATIONS

- ➢ Spokane County Emergency Management (SCEM)

SUPPORTING AGENCIES

- ➢ Municipalities and Townships in Spokane County
- ➢ Spokane Regional Emergency Communications (SREC)
- ➢ Spokane City Comm
- ➢ Cheney Police Dispatch
- ➢ Spokane County Sheriff's Office
- ➢ Spokane Regional Health District (SRHD)
- ➢ Spokane County School Districts
- ➢ Municipal / Township / Tribal Law Enforcement Agencies
- ➢ Spokane County Fire Departments and Districts
- ➢ Access 4 All; Accessible Counties Advisory Council (ACAC); and other Whole Community advocacy organizations
- ➢ Community and Ethnic Media Organizations
- ➢ Regional Radio and Television Broadcasters

INTRODUCTION

PURPOSE

ESF #15 – *Annex A: Integrated Communications Plan* establishes the roles and responsibilities of Spokane County Emergency Management and cooperating partners to meet the inclusive emergency communication requirements of RCW 38.52.070. This *Plan* is compliant with federal and state requirements. The *Spokane County Integrated Communications Plan* is an Annex to Emergency Support Function #15 – External Affairs of the *Spokane County Comprehensive Emergency Management Plan* (CEMP), and addresses communications during emergency response and recovery operations, as well as the accessibility of Public Education programs and materials.

This *Plan* does not relieve local jurisdictions or other County agencies of their responsibilities to communicate with limited English proficient populations and individuals with access and function needs before, during, or after disasters or emergency situations.

AUTHORITIES

Title VI of the Civil Rights Act of 1964

"No person in the United States shall, on the ground of race, color, or national origin be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving Federal financial assistance."

Executive Order 13166

"Improving Access to Services for Persons with Limited English Proficiency.'' Different treatment based upon a person's inability to speak, read, write, or understand English may be a type of national origin discrimination. Executive Order 13166 directs each Federal agency that is subject to the requirements of Title VI of the Civil Rights Act of 1964 to publish guidance for its respective recipients and sub-recipients clarifying that obligation.

EPCRA

The Emergency Planning and Community Right-to-Know Act (EPCRA) provisions help increase public's knowledge and access to information on chemicals at individual facilities, their uses, and releases into the environment. States and communities, working with facilities, can use the information to improve chemical safety and protect public health and the environment.

Section 304 Emergency Release Notification Requirements - Any facility that releases into the environment one of the listed types of chemicals in an amount equal to or greater than its reportable quantity as required by the Emergency Release Notification regulation.

Title 38.52.070 RCW

Section (3) establishes the requirement for emergency management organizations to include a communications plan which identifies "significant population segments" that have Limited English Proficiency and defines how life safety information will be disseminated to those populations during an emergency or disaster.

"Significant population segments" is defined as a language group that constitutes five percent or one thousand residents, whichever is less, of the population of persons eligible to be served or likely to be affected within a city, town, or county. The data source which is used for these determinations must come from the Office of Financial Management.

(3)(a) Each local organization or joint local organization for emergency management that produces a local comprehensive emergency management plan must include a communication plan for notifying significant population segments of life safety information during an emergency. Local organizations and joint local organizations are encouraged to consult with affected community organizations in the development of the communication plans.

(ii) "Significant population segment" means, for the purposes of this subsection (3), each limited English proficiency language group. The office of financial management forecasting division's limited English proficiency population estimates are the demographic data set for determining eligible limited English proficiency language groups.

SSB 5046 – Modified Title 38.52 RCW to establish requirements for providing public notices of public health, safety, and welfare in a language other than English.

Chapter 118-30 WAC

LEP populations are components of the Whole Community concept which is discussed as a requirement for inclusion throughout the planning process.

SCOPE

Spokane County Emergency Management will take reasonable steps to ensure meaningful access to SCEM programs, services, and materials by LEP individuals and those with access and functional needs. The Agency maintains a proactive stance, working collaboratively with partner agencies, stakeholders, and Whole Community representatives, engaging on a regular basis through established committees and workgroups.

This *Plan* is intended to ensure equity in all SCEM's programs and services, providing for equal access for persons with limited English proficiency, individuals who are deaf or hard of hearing, and those with low or limited sight.

The guidance provided by this document also applies to the functions and materials developed through the Spokane County Joint Information System/Center (JIS/JIC), when activated in response to, or anticipation of, an emergency or disaster situation impacting Spokane County.

POLICIES

Spokane County Emergency Management will take reasonable steps to ensure information is accessible before, during, and after an emergency or disaster, and is provided in multiple formats to meet the communication needs of individuals with limited English proficiency, people with disabilities, and those with access and functional needs.

SITUATION

EMERGENCY OR DISASTER CONDITIONS AND HAZARDS

Reference the *Spokane County Mitigation Plan* and/or Threat and Hazard Identification and Risk Assessment (THIRA), both separately published documents, for information on the natural and human-caused events that may affect Spokane County.

PLANNING ASSUMPTIONS

Non-emergency information and materials provided by Spokane County Emergency Management are primarily focused on personal, family, and animal preparedness, to prevent and/or reduce risk. During an emergency, information and related services are time-sensitive and may require additional staffing resources to meet the needs and demand of the specific incident.

Strong engagement and relationships with Whole Community partners and stakeholders, developed prior to an emergency or disaster, are critical to the successful dissemination of time-sensitive information, provided in appropriate and useful formats.

Trusted sources within LEP communities may provide an effective avenue for communicating critical life-safety messaging to individuals and families in those communities; and may also assist in developing situational awareness and identifying resource and recovery needs.

SCEM and partner agencies will utilize the services of certified translators and interpreters to the extent possible and practicable during emergencies and disasters. SCEM also maintains preparedness and disaster response materials (flyers, checklists, etc.) in languages and formats appropriate for the Spokane County population.

Accessing "on-demand" translation services during a large-scale incident may be significantly delayed if the emergency situation has impacted transportation and/or communications infrastructure.

Spokane County Emergency Management interacts with LEP populations most frequently at community events and fairs, during preparedness presentations and other outreach events. Most interactions between LEP language groups and other Spokane County departments are through the Court systems, public health programs, human services, transit, elections, and the Sheriff's Office.

SCEM maintains and oversees the Alert Spokane program for the provision of Public Alert and Warning in Spokane County. This function is supported by the CodeRED platform. The CodeRED system includes internal and external contact lists and can send emergency alerts throughout Spokane County, or to internal stakeholder groups. SCEM is also authorized within the federal Integrated Public Alert & Warning System (IPAWS) and can send Wireless Emergency Alerts (WEAs) through the CodeRED system.

IDENTIFICATION OF SPOKANE COUNTY LIMITED ENGLISH PROFICIENCY NEEDS

Spokane County is the fourth largest county in Washington State, with more than 527,600 residents and more than a dozen languages spoken.

RCW 38.52.070 requires that local Emergency Management programs utilize Washington State's Office of Financial Management (OFM) data as the primary source of information in identifying Limited English Proficiency populations in their jurisdictional area of responsibility. Table 1 below includes the LEP data for Spokane County, as provided by OFM.

County	Primary Language	Number of Students	% of All Students in County	Race/Ethncity of Applied Household Size	Household Size used in estimation	Estimate of Language Speakers
Spokane	Arabic	245	0.35%	Black or African American	2.57	630
	Marshallese	668	0.97%	Native Hawaiian/Other Pacific Islander	3.76	2,512
	Russian	1,087	1.57%	White (not Hispanic)	2.37	2,576
	Spanish	882	1.28%	County Specific Hispanic	2.89	2,549

Table 1: 2016 Estimates of Population with Limited English Proficiency (LEP) for Counties (Order by County) – Washington State Office of Financial Management, Forecasting Division

In addition to the OFM data, Spokane County Emergency Management utilizes information from multiple local sources to ensure validation and appropriate focus on identified languages spoken in our

communities across the county. These data sets include demographic studies conducted by the Spokane Regional Health District (SRHD) and information provided by other Whole Community stakeholders. Table 2 below illustrates data developed by SRHD.

Language Spoken at Home by Ability 2011-2015

Total	451,005
Spoke only English	415,680
Spoke English less than "very well"	13,897
Russian	3,770
Spanish or Spanish Creole	2,630
Vietnamese	1,295
Other Slavic Languages	1,013
Other Pacific Island Languages	749
Chinese	671
Arabic	462
Korean	446
Tagalog	435
African Languages	405

Table 2: 2017 Spokane County Demographics & Social Characteristics, Spokane Regional Health District

For additional information on the data sources utilized, please see *Attachment A: Language Group Data Sources.*

After evaluation of the available data sets, SCEM has identified the following languages for primacy and meeting the intent of RCW 38.52.070:

- Russian
- Spanish / Spanish Creole
- Marshallese
- Chinese
- Vietnamese
- American Sign Language

Other languages will be addressed as resources allow, and/or on a case-by-case basis as required by the specifics of emergency or disaster impacts. Language needs will be evaluated on a regular basis, using multiple data sets and stakeholder collaboration.

CONCEPT OF OPERATIONS

Communications capabilities, including available tools and resources for both written and oral messaging, will be used to provide appropriate and accessible emergency notifications.

PROVISION OF INTERPRETER OR TRANSLATION SERVICES DURING EMERGENCIES

In order to address language needs and ensure meaningful access to critical life-safety information and services during emergencies and disasters, Spokane County Emergency Management and/or the Emergency Coordination Center (ECC) will evaluate the following criteria in determining the provision of language services at time of incident:

- The number or proportion of LEP individuals eligible to be served, or likely to be served or encountered by SCEM, including those likely to receive notifications of life-safety information during an emergency

- The frequency with which LEP individuals encounter SCEM and its programs, including notifications of life-safety information during an emergency

- The nature and importance of SCEM's programs, services, or life-safety notifications to people's lives

- Resources available to SCEM and the costs of providing life-safety notifications in languages and formats accessible to and understood by the language groups within Spokane County.

The appropriate mix of language services (i.e. translations, interpreters, printed materials, etc.) will be decided on a case-by-case basis, determined by which LEP populations are present in the impacted area(s), operational needs, and available resources.

Spokane County Emergency Management will utilize the services of certified translators and interpreters to the extent possible and practicable during emergency response and recovery operations, and take reasonable steps to ensure that certified interpreters are provided at public meetings, press conferences, and other in-person engagements with the public which involve emergency officials and/or elected leadership. SCEM will also rely on trusted community leaders and the media to assist in message dissemination.

MESSAGING STRATEGIES & METHODS FOR COMMUNICATING LIFE-SAFETY INFORMATION

Spokane County Emergency Management will use a variety of methods to disseminate life-safety notifications and other emergency messages; and the specific dissemination method(s) used will be situationally dependent. These methods include, but are not limited to:

- ALERT Spokane (CodeRED mass notification system)
- Wireless Emergency Alert System (WEA)
- Emergency Alert System (EAS)
- SCEM and partner agency social media and web-based platforms
- Traditional news media
- Ethnic community media and trusted sources
- In-person and door-to-door notifications
- Material distribution in public spaces

SCEM will also leverage the communications capabilities of our partner agencies. These agencies include, but are not limited to:

- Public Safety agencies
- Human Service agencies
- Faith-based organizations
- Community Service providers
- Community and Culturally-based Organizations

GENERAL MESSAGING VS. LIFE-SAFETY MESSAGING

In order to increase the level of individual and family preparedness for all Spokane County residents, SCEM is working to provide a wide variety of Public Education products and materials in our identified languages. These materials include information brochures and flyers on such topics as:

- Wildland Fire Evacuation Levels
- Preparedness Kit Checklists
- Pet Preparedness
- Shelter-In-Place
- ALERT Spokane registration directions

Additional products will be translated and printed as budget resources allow. SCEM also relies on community-based resources to distribute these materials to community centers, faith communities, libraries, and other gathering places.

Life-safety messaging, including emergency information and critical directions requiring public action, includes, but is not limited to:

- Evacuation notices
- Evacuation shelter location(s)
- Shelter-in-place notifications
- CPOD locations and hours of operation
- Curfews and transit restrictions

Emergency information resources currently under development include hazard specific webpages; public safety announcements (PSAs), including ASL videos; and audio files for radio and web publishing.

SCEM's mass notification capability is supported by the CodeRED technology platform and includes the Integrated Public Alert and Warning System (IPAWS) architecture for both Emergency Alert System (EAS) and Wireless Emergency Alert (WEA) notifications. The platform is compatible with TTY/TDD technologies, and can be used to send messages in alternate languages for limited English proficiency. However, the system does have some limitations. These limitations include:

- Not all needed languages are available – there is currently no option for Marshallese or Vietnamese
- The system does not read/recognize all alphabets or accent marks
- Separate alerts must be created for each language (i.e. auto-translation of a message into multiple languages is not possible)

Whenever possible, SCEM will use certified interpreters and translators to disseminate messages in a timely manner. However, in time-critical situations when accessing certified language services is not feasible, SCEM will rely on trusted community leaders to assist in the translation and dissemination of life-safety messaging.

For additional information on translation services, please see *Attachment B: Translation & Interpreter Service Providers.*

SCEM DUTY OFFICER

SCEM maintains a 24/7 on-call Duty Officer rotation. This practice provides an immediate, direct point of contact for partner agencies and municipalities to communicate significant incidents or request emergency response support, including issuing emergency notifications. All SCEM Duty Officers are trained to utilize the CodeRED system to launch emergency alerts. In addition, all SCEM Duty Officers are authorized users in the federal IPAWS system, and are able to launch Wireless Emergency Alerts (WEAs) through the CodeRED platform.

PUBLIC SAFETY ANSWERING POINT (PSAP) DISPATCHERS

There are three (3) public safety answering point / dispatch centers within Spokane County. All of the dispatchers working in these centers have been trained in the use of the CodeRED system, and are able to launch emergency alerts to geo-targeted areas throughout Spokane County.

JOINT INFORMATION CENTER / SYSTEM

When necessary, SCEM will activate the Spokane County Joint Information System (JIS) to support information sharing and public messaging coordination. Partner agencies working within the JIS provide updates from their home agencies and will assist with the dissemination of emergency messaging. SCEM maintains the regional contact directory of Public Information Officers, professional communicators, and media contacts.

Additional translation and interpretation resources available through the JIS partners will be leveraged to support and amplify culturally-sensitive outreach to at-risk and vulnerable population groups.

RESPONSIBILITIES

SPOKANE COUNTY EMERGENCY MANAGEMENT
 ➢ Develop and maintain policies and procedures for ALERT Spokane program
 ➢ Relay warnings and emergency information to affected communities and areas within Spokane County
 ➢ Coordinate with local jurisdictions, partner agencies, and special purpose districts to identify translation and interpretation needs
 ➢ Develop, produce and distribute outreach and Public Education materials in languages identified for Spokane County

- ➢ Provide 24/7 Duty Officer coverage to ensure ability to launch emergency alerts as necessary
- ➢ Activate Spokane County JIC/JIS, when appropriate

SPOKANE AREA PSAPS & DISPATCH CENTERS
- ➢ Provide communication points for public safety calls
- ➢ Facilitate mutual aid requests for law enforcement and fire agencies/departments
- ➢ Respond to requests for activation of ALERT Spokane emergency messaging notifications

SPOKANE REGIONAL HEALTH DISTRICT
- ➢ Maintain contacts with programs and service providers supporting at-risk and vulnerable populations
- ➢ Assist with Trusted Source identification and relationship building among cultural groups within Spokane County
- ➢ Participate in the Spokane County JIS, when activated, as appropriate

SPOKANE COUNTY FIRE & LAW ENFORCEMENT DEPARTMENTS AND DISTRICTS
- ➢ Disseminate emergency information to residents and businesses as resources allow

COMMUNITY SERVICES & ADVOCACY ORGANIZATIONS
- ➢ Maintain contacts with community groups and client base
- ➢ Collaborate with other stakeholder agencies and organizations in development of appropriate messaging methods and materials
- ➢ Support message dissemination through Trusted Sources relationships
- ➢ Provide information on response and recovery activities to clients and community groups, coordinating with the Spokane County JIC as appropriate

REGIONAL RADIO AND TELEVISION BROADCASTERS
- ➢ Relay EAS messages and accurate emergency information

LOGISTICS & SUPPORT REQUIREMENTS

Translated Public Education materials are available in hard-copy and digital formats through SCEM. Pre-scripted and translated emergency messages are available for timely dissemination through traditional and social media platforms and sources. Additional public communications will rely on external translation service availability at time of need.

Spokane County Emergency Management's CodeRED system is funded through the 1/10th of 1% Emergency Communications tax. This funding stream also supports the development and provision of outreach campaign materials specific to the ALERT Spokane program. SCEM conducts on-going registration campaigns to increase resident participation in the alerting system.

During active emergencies and disasters, SCEM will use local resources for translation and interpretation services to the extent possible. When these resources are depleted or unavailable, SCEM will request assistance from the WA SEOC and State Enterprise Services contracts for language assistance support.

PLAN MAINTENANCE

This Plan is a collaborative effort among SCEM, our partner agencies, and community stakeholders. It will be reviewed and updated, as necessary, on an annual basis, in conjunction with the *Spokane County Comprehensive Emergency Management Plan* (CEMP); in response to incident or exercise After Action Review and Improvement Plan (AAR/IP) development; or when otherwise deemed necessary.

ATTACHMENT A: LANGUAGE GROUP DATA SOURCES

Data sources utilized by Spokane County Emergency Management (SCEM) in the development of this *Plan* include:

PRIMARY SOURCE

WA State Office of Financial Management
http://ofm.wa.gov/pop/subject/default.asp

SECONDARY SOURCES

WA State Department of Health Washington Tracking Network
www.doh.wa.gov/wtn

Statistical Atlas
https://statisticalatlas.com/place/Washington/Spokane/Languages

Federal Interagency Working Group on LEP
https://www.lep.gov/maps

LOCAL SOURCES

Spokane Regional Health District
https://srhd.org/data-and-reports/#-demographics

Spokane Trends
http://www.spokanetrends.org/

Spokane County School Districts

Community-Based Organizations

LOCAL SERVICE PROVIDERS

American Sign Language (ASL)

Away with Words
Awaywithwords@gmail.com
509.935.6224
Nancy Hockley – Owner
Michelle Patterson - Scheduler

Language Translation and Interpreters (Oral & Written)

Spokane International Translation (SIT)
Clio.sit@perciba.com
Scheduleinterpreter.com
509.327.8064
1.888.943.4667

Professional Language Services
Jim McGivern, Principal
Jim99109@gmail.com
509.953.9891

STATE SERVICE PROVIDERS
WA State Master Contracts

Translation Services – Written Word
https://apps.des.wa.gov/DESContracts/Home/ContractSummary/04218

Interpreter Service – Spoken
https://apps.des.wa.gov/DESContracts/Home/ContractSummary/03514

Spoken Language Interpreter Services – Over the Phone & Video Remote
https://apps.des.wa.gov/DESContracts/Home/ContractSummary/02819

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ESF #20 – DEFENSE SUPPORT TO CIVILIAN AUTHORITIES

EMERGENCY SUPPORT FUNCTION COORDINATORS
➢ WA Military Department Liaison Officer (LNO) and Spokane County Emergency Management (SCEM)

LEAD AGENCY
➢ Spokane County Emergency Management (SCEM)
➢ Regional Military Branches

SUPPORTING AGENCIES
➢ WA State Emergency Management Division (EMD)
➢ WA State Emergency Operations Center (SEOC)
➢ Federal Emergency Management Agency (FEMA)

INTRODUCTION

PURPOSE

The purpose of ESF #20 – Defense Support to Civilian Authorities is to coordinate, organize, and establish procedures for requesting and utilizing military assistance in Spokane County during an emergency or disaster.

SCOPE

Emergency Support Function #20 – Defense Support to Civilian Authorities addresses the conditions under which the Governor might declare a State of Emergency and activate National Guard resources; identifies procedures Spokane County officials must follow when requesting military assistance; the type(s) of assistance that can be provided; and the relationship between the military commander and local civil authorities.

POLICIES

All local requests for Defense support will be coordinated through Spokane County Emergency Management to the State EOC. SEOC will validate, prioritize, and forward the request for assistance through appropriate channels.

Commanders of local DOD agencies are authorized to respond to save lives, protect property and the environment, and mitigate human suffering under imminently serious conditions. SCEM will notify the SEOC of all locally initiated support operations.

Military forces, either state or federal, will remain under and follow their military chain of command. Defense elements in the incident area of operations and National Guard forces under the command of the Governor will coordinate closely with response organizations at all levels.

The State of Washington Department of the Military Adjutant General deploys state active duty resources of the Washington State National Guard (WANG) in a state-funded status in response to an emergency involving imminent loss of life, to prevent great suffering, and/or to mitigate great destruction of property, in accordance with state regulations and statutes.

SITUATION

EMERGENCY OR DISASTER CONDITIONS AND HAZARDS

Reference the *Spokane County Hazard Mitigation Plan* and/or Threat and Hazard Identification and Risk Assessment (THIRA), both separately published documents, for information on the natural and human-caused events that may affect Spokane County.

PLANNING ASSUMPTIONS

An emergency or disaster could occur for which military assistance may be the best or only solution.

Any request for military assistance will be processed through Spokane County Emergency Management to the Washington State EOC (SEOC).

At the time the request is made, the County and State have issued Disaster Declarations, or are operating under unique or extreme circumstances.

A military Liaison (LNO) may be assigned to the Spokane County EOC to coordinate the use of any military assets assigned to the event.

Spokane County is home to Fairchild Air Force Base (FAFB) with its Air Guard Facility for the 141st ARW and the Army Guard Readiness Center/Armory.

CONCEPT OF OPERATIONS

GENERAL

The Revised Code of Washington (RCW) 38.08.040 provides that, upon the occurrence of certain events, the Governor has the power to order the organized militia of Washington or any part thereof into active service in order for Washington State to execute the laws and perform such services as the Governor shall deem proper. This power resides with the Governor or Acting Governor alone, and may not be delegated to another person or agency.

ORGANIZATION

The Washington Military Department is made up of two military components: the Air National Guard, and the Army National Guard; and two civilian components: the SEOC and the Support Services staff. The Washington National Guard (WANG) is positioned in 26 cities throughout the State. Unit capabilities include engineering, communications, transportation, medical, chemical decontamination, and aviation.

Military support to civilian authorities is normally executed as a military operation where federal military forces remain under Department of Defense command and control.

PROCEDURES

The various elements of the Washington State Military Department will follow their internal Standard Operating Procedures (SOPs) when acting in support of an emergency or disaster.

➢ **Resource Requests**
Requests for military support to civil authorities are initiated by the Spokane County Director or Deputy Director of Emergency Management when local resources are depleted or nearly depleted.

Requests for WANG support are made to the Washington State Emergency Operations Center (SEOC). Department of Defense (DoD) support can also be requested directly from the commander of the respective military branches or through the SEOC to the Governor, and on to FEMA.

Spokane County officials will request Washington National Guard assistance through the SEOC to the Governor under the authorities of RCW 38.08.040. WANG assistance is designed to complement, not substitute for, civil participation in emergency management.

Requests for WANG personnel and equipment must be consistent with unit capabilities. Determination of assignment of appropriate personnel and equipment will be made by the WANG Joint Operations Center (JOC). The WANG maintains Mission Ready Packages (MRPs) which are modular and customized capabilities equipped to meet specific incident needs. Information on the MRPs can be found in the *Catalog of Mission Ready Packages* as published by the WA State Military Department.

Loan of equipment must not allow a WANG unit to diminish its capacity to be self-supporting.

➢ **Activation**
The decision to recommend activation of the WANG, after request by civil authorities, is made by the Washington State Military Department, Emergency Management Division, in consultation with The Adjutant General (TAG), to the Governor.

o Washington National Guard
- Provide temporary military support to civil authorities on order of the Governor or during State emergencies
- When emergency response and recovery demands exceed the local and state capacities, Department of Defense and other federal resources are requested by the Governor to the President, through FEMA Region X

o Department of Defense
- Federal military forces are federal resources and require a presidentially declared state of emergency for deployment under the National Response Framework. FEMA Region X is responsible for directing, controlling, and

coordinating the federal response in cooperation with the County Director of Emergency Management, County ECC Manager, or their delegate.

- Exceptions include the following:
  - Imminently serious conditions – Commanders are authorized to provide an immediate response to a request for assistance from a civil authority, under imminently serious conditions and if time does not permit approval from higher authority, to temporarily employ the resources under their control, subject to any supplemental direction provided by higher headquarters, to save lives, prevent human suffering, or mitigate great property damage. This authority is not appropriate for Law Enforcement Agency assistance or civil disturbances that would subject civilians to the use of military power that is regulatory, prescriptive, proscriptive, or compulsory. The SCEM Director or Deputy Director will make direct request for this assistance.
  - Undeclared emergency or disaster (not imminently serious) – Any commander is authorized to provide assistance when local capabilities have been exhausted. *This request comes with the expectation of reimbursement.* The SCEM Director or Deputy Director will make direct request for this assistance.

  o United States Army Corps of Engineers (USACE) – provides direct assistance to civil authorities in flood fighting, flood rescue, and the repair and/or restoration of flood control infrastructure.

MITIGATION ACTIVITIES

Mitigation activities relating to the provision of Defense Support to Civil Authorities are beyond the scope of this document. Additional information can be found in the *Washington State Comprehensive Emergency Management Plan – ESF 20.*

PREPAREDNESS ACTIVITIES

- ➤ SCEM maintains relationships with both local WANG leadership and active duty forces at Fairchild AFB; and local personnel attend the County's Emergency Management Operations Group (EMOG) meetings.
- ➤ Local military units are included in SCEM offered training and exercises
- ➤ Additional information on WANG Preparedness activities can be found in the *Washington State Comprehensive Emergency Management Plan – ESF 20*

RESPONSE ACTIVITIES

Request for military assistance for response operations will be mission specific. Examples of potential Mission Assignments include:

- ➤ Provision of supplemental security forces for patrol, traffic management, etc.
- ➤ Provision of limited air or land transportation for specific equipment or personnel
- ➤ Provision of aerial reconnaissance and photographic missions
- ➤ Provision of Response Task Force assets to assist local law enforcement with crowd control
- ➤ Provision of limited mass feeding

➢ Provision of limited emergency medical assistance

RECOVERY ACTIVITIES

Recovery activities of DSCA forces will be limited to actions necessary to return military personnel and equipment to pre-deployment status. Any requests for reimbursement of costs will be handled through SCEM.

RESPONSIBILITIES

ALL PRIMARY AND SUPPORTING ESF AGENCIES
➢ Establish and maintain disaster-related policies, plans, systems, and procedures for:
  o Personnel accountability, safety, lines of authority and succession
  o Logistical support for personnel and equipment
  o Facility/infrastructure damage assessment and reporting
  o Continuity of operations
  o Facility/infrastructure repair and restoration
➢ Provide an assessment of damages and operational status to the Spokane County ECC
➢ Assist the Joint Information Center (JIC), when activated

REGIONAL MILITARY BRANCHES
➢ Provide requested support to civil authorities consistent with their designated mission and capabilities
➢ Provide a Liaison Officer (LNO) to the Spokane County ECC, as available and assigned

SPOKANE COUNTY EMERGENCY MANAGEMENT
➢ Coordinate the issuance of a Disaster Declaration through the Board of County Commissioners before requesting military assistance assets
➢ Advise SEOC of any anticipated need for military or civil support operations
➢ Advise SEOC of any local military initiated support as authorized under the local commander's authority
➢ If a military LNO is not assigned, SCEM will provide a military/civil liaison in the County ECC to coordinate field/ECC operations